

Supplier information for PPAP

Initial sampling / re-sampling for purchased parts from ebm-papst Mulfingen

Purpose: This supplier information defines a uniform standard for handling PPAP documents for purchased parts from ebm-papst Mulfingen.

General

The necessity of a release procedure can be caused by ebm-papst as well as by the supplier. In any case, the release procedure is preceded by an order for the submission of a sample. This is transmitted to the supplier by the purchasing department.

Scope of sampling

The intended minimum scope of sampling is to be taken from the purchase order. The PPAP parts class defines the documents to be submitted and the quantity of parts required.

Note: The sampling is only considered complete when parts and associated documentation are complete and correct at ebm-papst Mulfingen. Only then can a decision on use be made.

Delivery location

The parts to be sampled are delivered separately from series parts to storage locations set up specifically for this purpose. It is therefore imperative to ensure that the parts to be sampled are delivered exclusively to the target storage locations specified in the order.

PPAP documents

PPAP documents are to be submitted according to the order, part class and in compliance with the guideline for the release of vendor parts. Documents are to be prepared exclusively in German or English.

Submission of PPAP documents as of 15.11.2021

PPAP documents are to be transmitted exclusively to the following e-mail address as of 15.11.2021:
ppap-mulfingen@de.ebmpapst.com.

For the correct assignment of documents, please note the following:

- Use a separate email for each ebm-papst part number (do not send different part numbers / sampling reasons in one email).
- Only use the following subject line: "ebm-papst article number"_"Order number".
=> Example: **8217118624_6502391145**

Approval decision

The usage decision is transmitted exclusively by the ebm-papst Mulfingen purchasing department. The release for series production within the scope of the presented scopes is deemed to be granted as soon as the approval decision has been transmitted. A "one-time test exception" (release with conditions) is also possible. In this case, the conditions must be observed and the necessary measures to achieve complete release must be coordinated with ebm-papst purchasing.