Guidelines on the implementation of a request for deviation

Hansgrohe SE

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8.1.001.25 Rev.04

Table of content

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1. Why does a request for deviation need to be filled?

In order to guarantee a quick sampling process, deviations detected can be submitted in advance to the design engineer responsible using a request for deviation. The deviations will be systematically recorded and archived as well as to guaranty a smoother sampling process.

2. When does a request for deviation need to be filled?

The request for deviation must be submitted by the supplier in MS Word form **before** first sample documents are lodged and first sample parts are received as well as processed by hansgrohe.

3. How does a request for deviation need to be completed?

The form F-1047 can be found on our homepage with following link:
http://www.hansgrohe.com/de/3084.htm

4. How is a request for deviation need to be filled in?

4.1 How to fill in the head data respective the company and vendor from the request.

Firmenname des Absenders

Firmenanschrift

Name des Absenders

E-Mail Adresse des Absenders

10

Benennung / *Description:*
Klicken Sie hier, um Text einzugeben.

20

Sachnummer + Rev. / *Material no + revision:*
Klicken Sie hier, um Text einzugeben.

30

Zeichnungs-Nr.+Version/*drawing no.+version:*
Klicken Sie hier, um Text einzugeben.

40

Stückzahl / *Quantity:* Klicken Sie hier, um Text einzugeben.

50

Datum / *date:*
Klicken Sie hier, um Text einzugeben.

60

picture 1

[Pos 10](): Company, address, name of the vendor and email address.

[Pos 20-40](): Are identical according to the PPAP (See picture 2).

[Pos 50](): The quantity of parts for which the deviation release has been issued, does not need to be identical with picture 2. If a deviation release is issued without stating the quantity of parts, it´s should be filled in "not defined" here.

picture 2

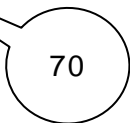[Pos 60](): Here has to be filled in the date of submission.

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4.2 To describe the request with reference to the position-number.

Pos 70: The description of the deviation must be clearly stated including an stamped draw, item number and maximum deviation, if possible, presented visually. Furthermore is the method of measurement to specify.
If there are more deviations on a component, please add for each item a further line in the table below. Copy the needed area and paste it again with the function original formatting.

picture 3

5. Who processes the request for deviation at hansgrohe?

The request for deviation must be sent to the construction engineer by the supplier. He/she will make the decision whether the deviation(s) will either be approved or rejected. (See picture 4).
The processed request(s) for deviation will be forwarded to the producer (supplier) *as well as to the responsible Quality planer as PDF file* via email.

Example: Deviations with a different decision.
- Not approved deviations has to be corrected before introduce the PPAP.
- Approved deviations could be introduced again for PPAP without any further request.

picture 4

6. How do I know who the responsible engineer is?

If the responsible engineer is not known, please refer to the drawing header (See picture 5).

picture 5

7. What happens with the request for deviation during the PPAP?

With the delivery of the PPAP, the parts need to be clearly identified by the request for deviation. Suppliers who do the PPAP via IQS, are requested to attach the request for deviation. Suppliers without connection to IQS must enclose a copy of the request for deviation to the documentation.

8. What characteristics are verified in a sampling process?

Characteristics approved by a request for deviation do not need compulsory verification in a sampling process.

9. Where and how are these requests for deviation filed?

For each approved request for deviation, will be created a Q2-report with appropriate coding.
Therefore is the processed Q-Meldung to be sent to the responsible Q-planer.