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Title: Supplier Run at Rate Procedure	Responsible Dept: Global Procurement

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**1.0 PURPOSE:**

To explain the procedure for conducting a Run at Rate:

1.1 To ensure the supplier’s actual manufacturing process is capable of producing components that meet Key Safety Systems on-going quality requirements as stated in the Key Safety Systems Quality First Supplier Manual, the AIAG Production Part Approval Process (PPAP) manual and the most recent approved Key Safety Systems approved production drawing, at quoted tooling capacity for a specified period of time.

**2.0 SCOPE**

This procedure is for use by all Key Safety Systems suppliers. All new parts require a Run at Rate unless written exemption is granted by the Key Safety Systems Supplier Development Engineer (SDE).

**2.0 ABBREVIATIONS AND REFERENCE DOCUMENTS**

2.1 Abbreviations:


- PPAP - Production Part Approval Process
- AIAG - Automotive Industry Action Group
- SDE - Supplier Development Engineering
- ESI - Early Supplier Involvement
- FMEA - Failure Modes & Effects Analysis (Design, System, Process)

2.2 Reference Documents:

- KSS Run at Rate Forms (Document# **1022008**)

**4.0 SELECTION PROCESS FOR KSS-MONITORED RUN AT RATE**

All new part numbers will be evaluated by Key Safety Systems, taking into consideration factors such as: history, new technology, irreversible tooling changes, component performance characteristics, and new supplier facilities. The SDE is to confirm the need for a KSS Representative to attend the Run at Rate. The supplier is to be notified of the requirement as early in the Advanced Quality Planning Process as possible.

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**5.0 SUPPLIER RESPONSIBILITIES**

**5.1 The Run at Rate should be conducted prior to, or in conjunction with the PPAP Production run.**

The Key Safety Systems SDE and Buyer reserve the right to visit the supplier during the Run at Rate to witness the activity, at their discretion. The supplier will be notified of Key Safety Systems participation.

**5.2 The supplier must include all processes in the Run at Rate, with special attention being paid to bottlenecks, any final assembly and new processes, facilities or cells. All processes should be run in the correct sequence and notations made to indicate any processes which had to be run “off-line” due to new model/old model build out or change over requirements.**


- 5.3 Trials must be representative of Mass Production**
- Facilities, tooling and equipment must be complete.
  - Operators must be trained and must be those who will be used in Mass Production. The trial should include operators from all shifts.
  - Production method must be the same as Mass Production and include:
    1. Written Work Instructions
    2. Mass Production Quality Control Plan
    3. Tool changes and set up instructions and sheets
    4. Mass Production line speed (tact time)
    5. Mass production tool and machine capacities, as quoted.

**5.4 Material must be the same as Mass Production materials.**

**Note: All Direct Run Parts can be used to support mass production shipments providing no late ECN changes or other tuning as required by Key Safety Systems occur (any reworked parts must be approved by Key Safety Systems SDE). These parts must be identified as Run at Rate parts or traceable by date code (date code method preferable).**





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- 6.1.2 Operator/inspection instructions
- 6.1.3 Packaging/ labeling plan
- 6.1.4 Acceleration Plan

Note: Complete Sections A and B of supplier Run at Rate Worksheet prior to run at rate. Complete sections C through F during or at the end of the run at rate.

All documentation must be complete and correct.

## 6.2 Subcontractor Requirements

- 6.2.1 Subcontractor(s) abilities to meet the customer’s quality capacity requirements must be confirmed by the supplier prior to the Run at Rate being conducted at the supplier’s facility. Verification of the subcontractor(s) manufacturing processes should be accomplished through a Run at Rate conducted by the supplier. All documentation requested in 6.1 should be available from subcontractors.
- 6.2.2 Controls shall be in place to isolate incoming material until it has been approved.

Note: The above requirements must be met to pass the Run at Rate.

## 6.3 Packaging And Handling

- 6.3.1 In process and final shipment packaging shall be reviewed for preservation of part quality and ergonomics. The supplier’s method for in process and final shipping packaging and handling must effectively eliminate the potential for process errors or mixed stock.