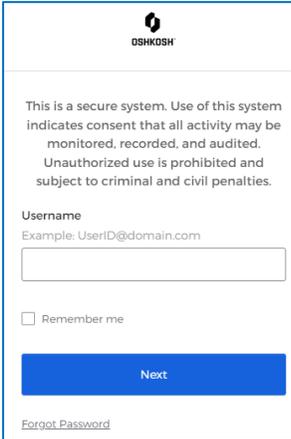
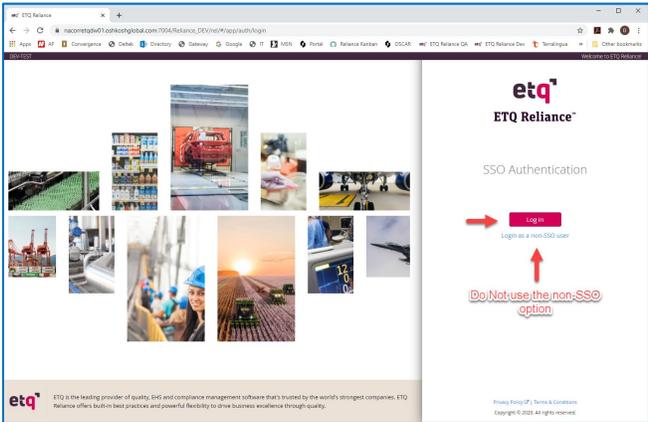
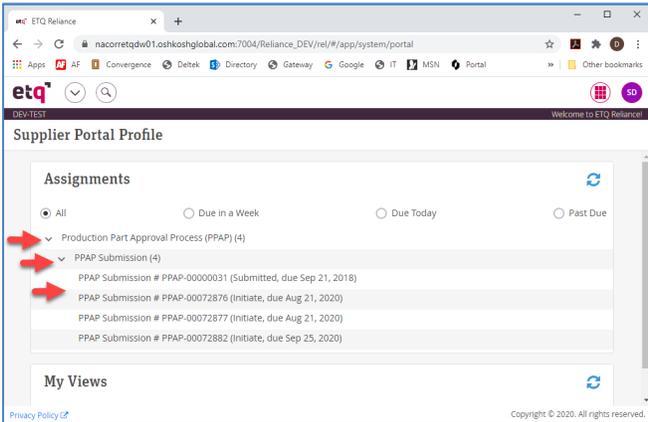




# PPAP – Production Part Approval Process

PPAP Training	
<ol style="list-style-type: none"> <li>1. Select Reliance login link from Oshkosh Supplier Network Site</li> <li>2. <a href="http://www.oshkoshpartner.com">www.oshkoshpartner.com</a></li> <li>3. Login to Application</li> </ol>	 <p>The screenshot shows the Oshkosh login interface. At the top is the Oshkosh logo. Below it is a security notice: "This is a secure system. Use of this system indicates consent that all activity may be monitored, recorded, and audited. Unauthorized use is prohibited and subject to criminal and civil penalties." There is a "Username" field with an example "UserID@domain.com" and a "Remember me" checkbox. A blue "Next" button is at the bottom, with a "Forgot Password" link below it.</p>
<ol style="list-style-type: none"> <li>4. Oshkosh Reliance Login Page</li> <li>5. Select Log in option and follow prompts</li> </ol>	 <p>The screenshot shows the ETQ Reliance SSO Authentication page. On the left is a collage of industrial images. On the right, the "etq ETQ Reliance" logo is at the top, followed by "SSO Authentication". A red arrow points to a "Login" button with the text "Login as a non-SSO user" below it. Another red arrow points to a "Do Not use the non-SSO option" link. At the bottom, there is a "Privacy Policy" link and "Copyright © 2020. All rights reserved."</p>
<ol style="list-style-type: none"> <li>6. Login Page will show assignments when you click on the arrows to expand</li> </ol>	 <p>The screenshot shows the "Supplier Portal Profile" page. Under the "Assignments" section, there are radio buttons for "All", "Due in a Week", "Due Today", and "Past Due". A red arrow points to the "Production Part Approval Process (PPAP) (4)" assignment. Another red arrow points to the "PPAP Submission (4)" dropdown menu. Below the dropdown, four submission entries are listed: "PPAP Submission # PPAP-0000031 (Submitted, due Sep 21, 2018)", "PPAP Submission # PPAP-00072876 (Initiate, due Aug 21, 2020)", "PPAP Submission # PPAP-00072877 (Initiate, due Aug 21, 2020)", and "PPAP Submission # PPAP-00072882 (Initiate, due Sep 25, 2020)". A "My Views" section is at the bottom with a refresh icon. At the bottom left is a "Privacy Policy" link and at the bottom right is "Copyright © 2020. All rights reserved."</p>



## PPAP – Production Part Approval Process

<ol style="list-style-type: none"> <li>7. Setting favorites for modules access is granted</li> <li>8. Select the 9 stacked boxes</li> <li>9. Select All modules</li> </ol>	
<ol style="list-style-type: none"> <li>10. <b>NOTE: Several modules will be greyed out meaning we are either not using the module or you don't have access to the module</b></li> <li>11. The modules that are bolded is what you have access to; select the star button beside each module to make it a favorite – Max is 6</li> <li>12. Active modules for suppliers are as follows:             <ol style="list-style-type: none"> <li>a. PPAP</li> <li>b. SCAR – 8D</li> <li>c. RCM – Change Management</li> <li>d. Section J Compliance</li> <li>e. Containment – CL1, CL2, FLC</li> </ol> </li> <li>13. Supplier accounts will not be able to open anything else</li> </ol>	
<ol style="list-style-type: none"> <li>14. After setting favorites in previous steps simply click on 9 stacked boxes to open module</li> <li>15. Open PPAP, Production Part Approval Process, Module by clicking on 9 boxes</li> <li>16. Select Production Part Approval Process</li> <li>17. Or</li> <li>18. Select "All Modules" then select Production Part Approval Process</li> </ol>	



## PPAP – Production Part Approval Process

<ol style="list-style-type: none"> <li>19. Multiple navigation options available             <ol style="list-style-type: none"> <li>a. Reload</li> <li>b. Reset</li> <li>c. Expand Rows</li> <li>d. Export to PDF or Excel</li> </ol> </li> <li>20. Ability to sort on any column</li> <li>21. Select any row to open the record and upload PPAP information</li> </ol>	<table border="1"> <thead> <tr> <th>PPAP Number</th> <th>Assigned</th> <th>Segment</th> <th>Supplier Name</th> <th>Excel</th> <th>PDF</th> </tr> </thead> <tbody> <tr> <td>PPAP-00072876</td> <td>Darrell, Supplier (PN29999)</td> <td>Defense Production</td> <td>Supplier Company</td> <td>12121212121</td> <td>12121212121</td> </tr> <tr> <td>PPAP-00072877</td> <td>Darrell, Supplier (PN29999)</td> <td>Defense Production</td> <td>Supplier Company</td> <td>12121212121</td> <td>12121212121</td> </tr> <tr> <td>PPAP-00072882</td> <td>Darrell, Supplier (PN29999)</td> <td>Defense Production</td> <td>Supplier Company</td> <td>12121212121</td> <td>12121212121</td> </tr> <tr> <td>PPAP-00072882</td> <td>PPAP Connection Profile</td> <td>Defense Production</td> <td>Supplier Company</td> <td>12121212121</td> <td>12121212121</td> </tr> <tr> <td>PPAP-00072881</td> <td>Williams, Darrell</td> <td>Defense Production</td> <td>Supplier Company</td> <td>12121212121</td> <td>12121212121</td> </tr> </tbody> </table>	PPAP Number	Assigned	Segment	Supplier Name	Excel	PDF	PPAP-00072876	Darrell, Supplier (PN29999)	Defense Production	Supplier Company	12121212121	12121212121	PPAP-00072877	Darrell, Supplier (PN29999)	Defense Production	Supplier Company	12121212121	12121212121	PPAP-00072882	Darrell, Supplier (PN29999)	Defense Production	Supplier Company	12121212121	12121212121	PPAP-00072882	PPAP Connection Profile	Defense Production	Supplier Company	12121212121	12121212121	PPAP-00072881	Williams, Darrell	Defense Production	Supplier Company	12121212121	12121212121
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<ol style="list-style-type: none"> <li>22. PPAP workflow shows across the top</li> <li>23. Close, Save and Save &amp; Close</li> <li>24. Last Comment will display when record opens</li> <li>25. Click on the “x” to turn off Last Comment</li> <li>26. Quick navigation tab on the left side of page</li> </ol>	<p>Workflow steps: Manual Initiate, Initiate, Submitted, Disposition, Voided, Closed.</p> <p>Buttons: Close, Save, Save &amp; Close, Void, Send.</p> <p>Comments: Williams, Darrell (Williams@... Sep 22, 2020 1:54 AM) Manual reassign</p> <p>General Information: PO Number 654987321, Segment* Defense Production, Due Date Sep 25, 2020.</p>																																				
<ol style="list-style-type: none"> <li>27. Supplier information Display</li> <li>28. Part Profile Information Display</li> </ol>	<p>Supplier Information:</p> <table border="1"> <thead> <tr> <th>OSN Supplier ...</th> <th>Supplier Name</th> <th>ERP Supplier ...</th> </tr> </thead> <tbody> <tr> <td>9999</td> <td>Supplier Company</td> <td>121212121212</td> </tr> </tbody> </table> <p>Part Profile Information:</p> <table border="1"> <thead> <tr> <th>Part Number</th> <th>Part Name</th> <th>Revision</th> </tr> </thead> <tbody> <tr> <td>0040580SH</td> <td>HARDENER, LV</td> <td>A</td> </tr> </tbody> </table>	OSN Supplier ...	Supplier Name	ERP Supplier ...	9999	Supplier Company	121212121212	Part Number	Part Name	Revision	0040580SH	HARDENER, LV	A																								
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## PPAP – Production Part Approval Process

<p>29. Submission Level (PPAP Level)</p> <p>30. Upload PPAP Submission and support Document by selecting "Add File(s)</p> <p>31. NOTE: follow naming convention denoted in blue</p> <p>32. NOTE: option now exist to "Download All" documents into a Zip file</p>	
<p>33. Oshkosh Corporation PPAP Workbook located at this link on the Oshkosh Supplier Network</p> <p>34. Packaging Data instructions located at this link</p> <p>35. Enter Dimensions</p> <p>36. NOTE: anything with a <b>Red *</b> is required to be completed</p>	
<p>37. Level 3 PPAP only – supplier can notify their AQE – Advance Quality Engineer of submission – Not required</p>	
<p>38. Submitting the PPAP is as simple as selecting the "Send" button on top right-hand side of page.</p>	



## PPAP – Production Part Approval Process

<p>39. Send box will pop up for confirmation</p> <p>40. NOTE: supplier accounts do not have access to Notify anyone</p> <p>41. Select the “Send” button to submit the PPAP</p> <p>42. PPAP Submission complete</p> <p>43. Oshkosh will evaluate and either approve or reject a PPAP</p>	
<p>44. PPAP Approval - Supplier receives summary next day email for all PPAP's approved within the last 24-hours</p>	
<p>45. PPAP Rejection</p> <p>46. Email will come in real time if a PPAP is rejected with reason code and comments</p>	
<p>47. Open PPAP record and navigate to Disposition section</p> <p>48. Review comments and reason codes</p>	



## PPAP – Production Part Approval Process

<ol style="list-style-type: none"> <li>49. Input corrections in the PPAP records per comments from quality organization</li> <li>50. Remove files by select the trash can on right hand side of page</li> <li>51. Use the Add File(s) to upload corrected documentation</li> </ol>	
<ol style="list-style-type: none"> <li>52. Submitting the PPAP is as simple as selecting the "Send" button on top right-hand side of page.</li> </ol>	
<ol style="list-style-type: none"> <li>53. Send box will pop up for confirmation</li> <li>54. NOTE: supplier accounts do not have access to Notify anyone</li> <li>55. Select the "Send" button to submit the PPAP</li> <li>56. PPAP Submission complete</li> <li>57. Oshkosh will evaluate and either approve or reject a PPAP</li> </ol>	
<ol style="list-style-type: none"> <li>58. PPAP Training Complete             <ol style="list-style-type: none"> <li>a. Close all records using the X beside record</li> <li>b. Select initials on top right of page</li> <li>c. Select Log Out</li> </ol> </li> </ol>	