

SMR Global Supplier Manual Appendix Q – Hyundai / Kia CSR

SMR Global Supplier Manual Appendix Q – Hyundai / Kia Customer Specific Requirements for Suppliers

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SMR Global Supplier Manual

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SMR Global Supplier Manual - Additional Customer Specific Requirements

Scope of this document

The scope of this document is to ensure compliance to customer requirement by sub-suppliers of SMR Automotive who are supplying for any Hyundai/Kia project. This document is listing requirements for these suppliers in addition to standard IATF16949 requirements and in addition to standard SMR requirements.

Responsibility

Suppliers who are supplier for SMR of a component for a Hyundai/Kia product shall meet all requirements listed in this document during the whole project lifetime. This includes but not limited to:

- Regularly check for updates of this document on www.smr-automotive.com
- Ensure availability and awareness of related Hyundai/Kia standards and requirements mentioned in this document
- Ensure requirements are met in their supply chain

1. Verification of job set-ups (IATF 16949 section 8.5.1.3)

- Work Morals are observed.
- Process conditions are respected.
- When job changes (Initial work, Material change, Tool change, Shutdown, etc.), the verification and setting isolation are good.
- Product verification and setting Initial product mix prevention process establishment, compliance status at the time of job change(including planned / unplanned shutdown)

2. Verification and acceptance of conformity of externally provided products and services (IATF 16949 section 8.6.4)

- Proof of compliance with the legal and regulatory requirements of the subcontracted parts.
- External parts import inspection and regular inspection procedures are established and implemented.

3. Acceptance criteria (IATF 16949 section 8.6.6)

- Process (frequent) inspection is carried out according to the procedure.
- The nonconforming product is identified and isolated
- Operation status and acceptance criteria (master, limited sample, etc.) management status.
- Sensibility quality master management (button operation feeling, noise etc.)

4. Quality management system audit (IATF 16949 section 9.2.2.2)

- The own quality assurance process / evaluation system for the product to which the software is applied.(ECU, AVN, etc.)
- Corrective actions and validation on internal and external issues are underway.
- Internal audits are underway to improve the quality management system.

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5. **Customer complaints and field failure test analysis (IATF 16949 section 10.2.6)**
 - Holding status on documented processes for the analysis of defected parts (including NTF) and personnel, equipment
 - There is a quick process to improve quality issue.
 - Domestic / Foreign field claim quality information (including local (overseas) factories and CKD defects) and old parts are collected.

6. **Quality document creation and utilization (IATF 16949 section 7.5.2)**
 - Clearly mark the special characteristics designated by the customer specific requirements in procedure and work instructions on shopfloor (work standard). E.g. customer drawings.
 - Standards in the field shall be clearly and concretely prepared to understand the contents even when deploying new/temporary contractors, and work R&R during work shall be clearly described (before start-up, during production, after end of production).

7. **Operator Training (IATF 16949 section 7.3)**
 - Supplier shall provide training and exercises to enable active, efficient, effective work performance of operators, including safety and quality training.
 - Annual training curriculum for all employees - new/experienced/transfer/contract/foreigner/sub-supplier– per organization/position shall be documented and completed.
 - Training effectiveness of on-the-Job training and exercises shall be checked. Manage the level of competency by having level test or providing certification and shall be reflected when assigning the roles.
 - Professionalism of internal trainer shall be verified, and candidates shall be selected according to apt (education, work experience) and qualification (major, qualification, course entitlements) set by own standard.

8. **Special Characteristics Management (IATF 16949 section 8.3.3.3)**
 - When a special characteristic process is outsourced, the tier 1 supplier shall ensure that the outsourced company’s special characteristic process production capacity is secured, and management of the evidence of the verification result and the establishment of a regular inspection plan for the quality control status and verification activities shall be carried out.

9. **Regular Test (Reliability) Cycle (IATF 16949 section 8.6.2)**

Classification		Safety/Critical/Regulation parts		Emission/General Parts	Non-subjected Parts
		Major Management Criteria	Others		
Cycle	Tier 1	1 time/12 months			Self-management by suppliers
	sub-suppliers	1 time/6 months	1 time/12 months	1 time/12 months	

- In the case of combustibility and light-emitting tests, they shall be conducted “1 time/3 months” according to the characteristics of parts and suppliers.

10. **IMDS Management Plan (IATF 16949 section 8.6.5)**

- It shall be linked with ISIR, and history shall be managed to prevent omission of analysis, confirmation and registration of hazardous substances or high-risk substances (four heavy metals, brominated flame retardants).
- Standards for consistency check of IMDS registered data shall be established and implemented. (Full data verification, update, etc.)

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- In relation to IMDS, data reliability shall be secured by establishing and implementing management measures for second and third sub-suppliers.
(Inspection agreement, IMDS operation level check, etc.)

11. 4M Change Management (IATF 16949 section 8.5.6)

- When changing 4M after SOP: The supplier needs to request the quality control department of the customer to confirm assembly suitability, dimensions, and MS suitability.

12. Incoming inspection quality control type (IATF 16949 section 8.6.4)

- Regular inspection: Regularly checking/inspecting all criteria in the inspection standard for materials purchased and delivered from outside

Classification		Safety/Critical/Regulation Parts		Emission/General Parts	Non-subject Parts
		Major Management Criteria	Others		
Cycle	Tier 1	1 time/6 months	1 time/12 months	1 time/12 months	Self-management by suppliers
	sub-suppliers	↑	↑	↑	

- Quality assurance management standards shall be established for all parts supplied from outsourced suppliers.
- Appropriateness of subcontracted parts incoming/regular inspection standards and criteria establishment shall be secured and complied with.

13. Inventory management and traceability (IATF 16949 section 8.5.2)

- All parts shall be stored in consideration of external environmental factors (rain, dust, etc.) under appropriate safety stock standards and shipped in order of production lot (first-in, first-out).
- During design change, it is necessary to prevent the mixing of parts produced before the change with the parts produced after the change.
- Traceability procedures shall be standardized and managed to track the production date (lots) of major components and raw materials.

14. Control plan (IATF 16949 section 8.5.1.1)

- For the purpose of reducing measurement variability between inspection points, assign specific measurement locations/positions and schedule measurements to occur after sunset—considering the vulnerable time periods associated with night time work.
- For inspectors, verification and evaluation shall be conducted to assess their capability in using measuring instruments (variable R&R) and their ability to detect nonconformities (attribute R&R), in order to ensure that the inspector is qualified to perform the designated inspection.

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History of Revision

No.	Cause of modification	Date	Modifier	Approved
1	First issue	16.10.2017	Judith Robertson	Steffen Dehner
2	Update Logo	24.11.2020	Maria Reyes	Judith Robertson
3	Reviewed and updated as per latest Hyundai/Kia supplier quality manual.	22.07.2024	Raghav Sharma	Rambir Kaushik
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