



Plex UX: Supplier Deviation

Work Instruction for Deviations Initiated by Suppliers

Revision Date:
9/22/2025 – updated to UX version

Supplier Deviations

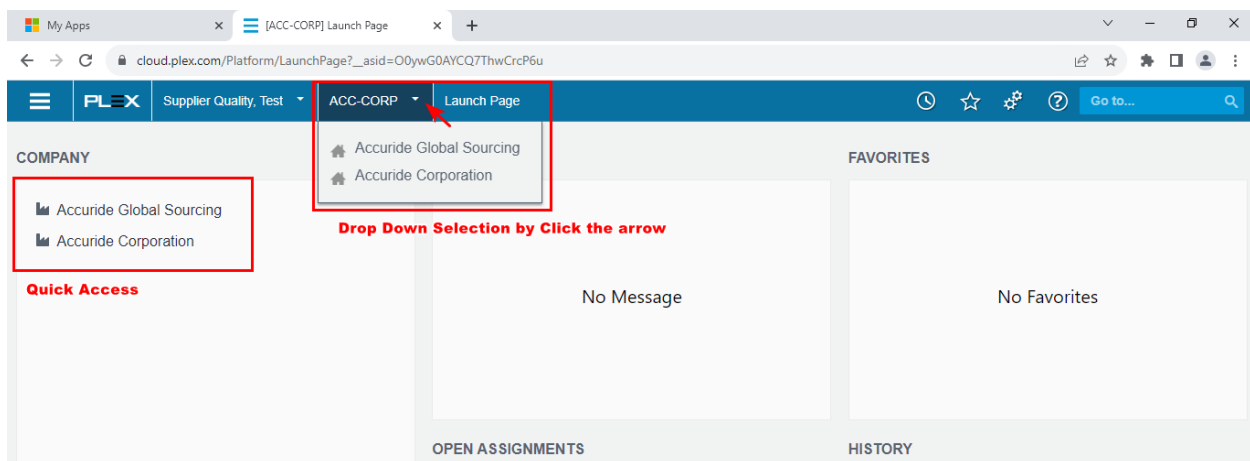
Instructions on Access and Use for Accuride Supplier

As an Accuride supplier, we ask that you initiate any notices of Supplier Deviation in Accuride's online supplier portal, called Plex UX. You may log into the portal and navigate to the appropriate screens using the information below. After Accuride has reviewed your request, you will receive an email with additional information. This email will include a hyperlink directly to the notice will be included at the bottom of the email.

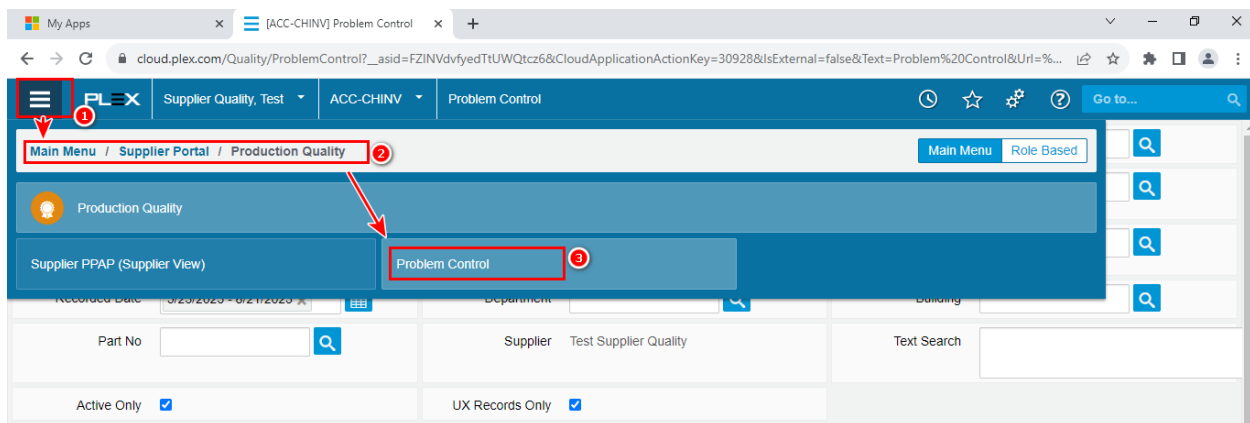
Deviation/Problem Control

Log into Plex UX(<https://cloud.plex.com/>) using your provided username, password, and company code (ACC-CORP). If you do not have an account, contact your Buyer for setup.

To enter a deviation, choose the appropriate Accuride location (site affected by the deviation). Below are samples of which sites some sites. Every supplier will have access to the Accuride Corporation folder and any sites that you supply to. You can find it in the main page or from the drop-down menu



You will then see the screen below, though you may have slightly different options depending on the goods or services you provide. To initiate a deviation or product/process change, select the **Main Menu / Supplier Portal / Production Quality** option.



This will take you to the **Problem Control** screen. Select the **Search** button to view all existing records, including forms you have previously addressed in the supplier portal. To view records that have been closed, toggle off the *Active Only* field

To begin a new deviation, select the **Add** button in the down left corner.

The screenshot shows the PLEX Problem Control interface. At the top, there's a navigation bar with 'PLEX', 'Supplier Quality, Test', 'ACC-CHINV', and 'Problem Control'. Below this is a search filter section with various input fields: Problem No, Problem Form, Problem Status, Problem Type, Problem Category, Defect Type, Problem Champion, Control Plan Responsible, FMEA Responsible, Recorded Date (3/7/2023 - 6/5/2023), Department, Building, Part No, Supplier (Test Supplier Quality), and Text Search. There are checkboxes for 'Active Only' and 'UX Records Only'. At the bottom left, the 'Add' button is highlighted with a red arrow. To the right of 'Add' are 'Edit', 'Print', 'Export As', and 'Attachments' buttons. Below the filters is a table header with columns: Problem No, Problem Form, Problem Status, Part No, Brief Description, Problem Category, Problem Owner, Department Code, Building Code, Recorded Date, Problem Due Date, and Recurrence Count. Below the table header is a text input field with the prompt 'Type your search criteria above, then press Search to find matching items.'

After selecting Add, you will be seeing a series of forms to select from. To enter a Supplier Deviation, select the **Accuride Corporation Supplier Deviation**.

The screenshot shows the PLEX Problem Control interface with a 'SELECT PROBLEM CONTROL FORM' dialog box open. The dialog box has a table with two columns: 'Problem Form' and 'Description'. The table lists several forms: 'Accuride Corporation Product/Process Change N (UX)', 'Accuride Corporation Supplier Deviation Reque (UX)' (highlighted with a red box), 'CAPA: Supplier Concern & Containment (UX)', 'CAPA: Supplier Concern & Containment (UX) - Edited', 'CAPA: Supplier Concern (UX)', and 'COPQ: Supplier Cost Recovery (UX)'. Below the dialog box, the same table header and search input field from the previous screenshot are visible.

This will take you to the Supplier Deviation form. A portion of this is included below. At the top is a note summarizing the process of adding a deviation to the system. To complete this form, please fill out **Sections I – Section IV** accordingly.

Statement of current specification should include the following:

- Description-Required
- Part number-Required
- Quantity-Required
- Part Date-Required
- Current specific requirement/specification. E.g. dimension tolerance ($0.268.2 \pm 0.5$),
- Proposed deviation should show what the deviation is (ie. 268.80)
- Reason for the deviation.
- Corrective action

Note: parts delivered before the deviation is approved by Accuride is strictly prohibited, and all associated costs will be charged to the Supplier.

My Apps [ACC-CHINV] Problem Detail

cloud.plex.com/Quality/ProblemControl/ViewForm?_asid=FZINVdvfyedTtUWQtz6&ProblemFormKey=17614

Supplier Quality, Test ACC-CHINV Problem Detail

Print Change Form

SECTION II: DEVIATION DETAILS

Deviation Description * 60000-018 Dimension out of Spec

Part No * 60000-018 REV C

Quantity * 384

Part Date * 8/21/2023, 11:14 PM

Deviation Details

Current Specification - (Attach referenced drawing or specification with submission)
60000-018 Rev C height of the drum Tolerance 268.2±0.5mm

Proposed Deviation - (Attach supporting data, inspection results, correspondence, etc)
the inspection result of the parts height is 268.80, out of tolerance

Reason for Deviation
Tooling change not in-time

SECTION III: CORRECTIVE ACTION

Corrective Action Details
define the tooling change cycle

Corrective Action Affects

In Section II: Corrective Action: Indicate what will be impacted by this change through the selection of one or more items detailed in Figure 6

SECTION III: CORRECTIVE ACTION -

Section III: Corrective Action

Corrective Action Affects

Other (Specify):

Product ☐

Specs ☐

Control Plan ☐

Work Instructions ☐

FMEA ☐

Drawings ☐

PPAP ☐

Procedures ☐

After including the appropriate information, select “**Apply**” to generate record. Then select the “**Attachments**” at the top of the screen. This will provide you with a series of additional options as detailed below.

As part of the Deviation, you are required to attach various forms/images.

[ACC-CHINV] Accuride Corporation x

cloud.plex.com/Quality/ProblemControl/ViewForm?_asid=w2nHH3ueZTx42111aDz&ProblemKey=3997998xPCN=302097

Supplier Quality, Test ACC-CHINV Accuride Corporation Supplier Deviation Reque (UX) 2019 (Problem Detail)

Print Change Form Attachments (1)

Requested Deviation Until

Parts to be Supplied ☒

IMAGES -

Picture1.jpg 1/1

SECTION II: DEVIATION DETAILS -

You can submit it to Accuride for review by selecting the “**Ok**” at the bottom of the screen. The supplier will receive an email confirming that the deviation request has been submitted to Accuride’s Quality Manager for review

[EXTERNAL][ACC-CHINV] NOTICE: Accuride Corporation Supplier Deviation Reque (UX) 2019: Deviation Submitted

AP PlexUXTesting@accuridecorp.com
To ACC - Plex UX Testing
Retention Policy Global E-Mail Retention (7 Years) (7 years)

Expires 6/5/2030

Reply Reply All Forward

Wed 6/7/2023 2:51 PM



This notice is to inform you that your Deviation Request (#2019) has been submitted to Accuride Quality for review on behalf of its Henderson, KY facility. Upon completion of review, you will receive an email noting if the deviation request was accepted, rejected, or in need of adjustments. No action is required from you at this time.

Additional Information

Problem Number	2019
Date	Jun 5 2023 3:00AM
Form	Accuride Corporation Supplier Deviation Reque (UX)
Part No	60000-018
Brief Description	60000-018 Dimension out of Spec



If this email is not in your inbox, check your junk email folder. Or check the status by the **View/Update Workflow**.

Supplier: Test Supplier Quality

Status: In Process

[View/Update Workflow](#)

Analysis/Disposition/Comments

Corrective Action Details

Change the tooling cutter

Corrective Action Affects

WORKFLOW CONTROL

Print Update Problem Attachments (1) Workflow Attachments (0) View assigned role members View assigned group members View Assigned Users

Step Description	Action Description	Checklist	Action Assigned To	Completed By	Result	Result Note	Step Result
Automatically Route Workflow	Route based on Form Type		Plex, Administrator	6/6/2023, 12:09 AM	Performed by System	Auto completion.	Performed by System
Accuride Quality Manager Reviews Deviation	Deviation Submission Notification - Supplier		*Initiator*	6/6/2023, 12:09 AM	Performed by System	Auto completion.	Pending
	Quality Manager Reviews Deviation Request		Merhar, Gerald				

PROJECT NOTES

Date	User	Note / Justification
6/6/2023, 12:09 AM	Supplier Quality, Test	Problem record added to workflow.

Cancel Ok

No further action is required at this time from the Supplier, however the Requested Deviation is not Approved, nor Rejected. At this point the Requested Deviation is now under review within Accuride.

Responding to Accuride's Review

When Accuride finishes its initial review of the deviation, it will be visible to suppliers in the Problem Control Log system.

Suppliers can access a specific deviation through a link at the bottom of the email detailing Accuride's decision or by logging into Plex UX, going to the **Main Menu / Supplier Portal /Production Quality / Problem Control**, and selecting the hyperlink on the **Problem Number**.

Suppliers will receive one of the three emails below based on the outcome of the deviation.

Email Case 1 – Accepted: Accuride has accepted the proposed deviation.

You will receive an email notification as below.

[EXTERNAL][ACC-CHINV] NOTIFICATION: Accuride Corporation Supplier Deviation Reque (UX) 2019: Accepted

bhan@accuridecorp.com
To: ACC - Plex UX Testing
Retention Policy: Global E-Mail Retention (7 Years) (7 years) Expires: 6/12/2030 Wed 6/14/2023 6:19 AM

Reply Reply All Forward

**ACCURIDE**

Test Supplier Quality,

This notice is to inform you that your Deviation Request (#2019) has been reviewed and accepted by Accuride Quality on behalf of its Henderson, KY facility. The request has been closed. Remember that the material must have all four sides marked with an 8-1/2" x 11" paper with deviation number and description.

Additional detail may be available at the link below.

Additional Information	
Problem Number	2019
Date	Jun 5 2023 3:00AM
Supplier	Test Supplier Quality

- **Email Case 2 – Rejected:** Accuride has rejected the proposed deviation. Additional information can be found in the section **Accuride: Deviation Request Status** on the deviation form.
- **Email Case 3 – Adjustment Needed:** Adjustments must be made to the form before Accuride can make a final decision on the deviation. The action/adjustment required will be detailed in the **Accuride: Deviation Request Status** section on the deviation form. You will receive an email notification as below.

[EXTERNAL][ACC-CHINV] Action Required: Accuride Corporation Supplier Deviation Reque (UX) 2019 Needs Adjustment

MG gmerhar@accuridecorp.com
To ACC - Plex UX Testing

Retention Policy Global E-Mail Retention (7 Years) (7 years)

Expires 6/5/2030

☺ Reply Reply All Forward ☰

Wed 6/7/2023 3:20 AM



Test Supplier Quality,

Accuride Quality has reviewed Deviation Request #2019 on behalf of its Henderson, KY facility. At this time, there are adjustments needed. Please review and complete the request based on information from Accuride.

Remember: When finished with the adjustment, please mark the step **Completed** in the workflow. To access the workflow, click the  icon at the top of the Supplier Deviation screen.

Additional Information

Problem Number	2019
Date	Jun 5 2023 3:00AM
Supplier	Test Supplier Quality

Also, the supplier can see the details of the status by the **View/Update Workflow**.

[ACC-CHINV] Accuride Corporati: x

cloud.plex.com/Quality/ProblemControl/ViewForm?_asid=w2nHH3ueZTx4211i1aDz&ProblemKey=3997998&PCN=302097

PLEX Supplier Quality, Test ACC-CHINV Accuride Corporation Supplier Deviation Reque (UX) 2019 (Problem Detail)

Print Change Form Attachments (1)

ACCURIDE: DEVIATION REQUEST STATUS

Supplier	Test Supplier Quality
Status	In Process
View/Update Workflow	

Analysis/Disposition/Comments



Corrective Action Details

Change the tooling cutter

Corrective Action Affects

WORKFLOW CONTROL

The Plex Manufacturing Cloud will be unavailable due to maintenance Sunday, June 11th for up to 4 hours from 7:30AM to 11:30AM EDT. The EBC maintenance window is 7:30AM to 8:00AM EDT.

Print Update Problem Attachments (1) Workflow Attachments (0) View assigned role members View assigned group members View Assigned Users

Step Description	Action Description	Checklist	Action Assigned To	Completed By	Result	Result Note	Step Result
Automatically Route Workflow	Route based on Form Type		Plex, Administrator	6/6/2023, 12:09 AM	Performed by System	Auto completion.	Performed by System
Accuride Quality Manager Reviews Deviation	Deviation Submission Notification - Supplier		*Initiator*	6/6/2023, 12:09 AM	Performed by System	Auto completion.	Adjustment Needed
	Quality Manager Reviews Deviation Request		Merhar, Gerald	Merhar, Gerald 6/6/2023, 12:20 PM	Adjustment Needed	Adjustment needed	
Supplier Adjustment Needed	Supplier Adjusts Deviation Request		*Supplier*	Supplier Quality, Test	No Value Selected		Pending

Cancel

Ok

For Rejected and Adjustment Needed status, changes will often require suppliers to provide additional explanation in the appropriate fields or attach additional documents. To attach additional documents, follow the steps detailed above.

When all appropriate changes have been made, select the “**OK**” button and in the **View/Update Workflow** will take you to the workflow actions screen.

Mark the step **Completed** and select **OK** at the bottom of the page.

WORKFLOW CONTROL

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	Quality Manager Reviews Deviation Request		Merhar, Gerald	Merhar, Gerald 6/6/2023, 12:20 PM	Adjustment Needed	Adjustment needed	
Supplier Adjustment Needed	Supplier Adjusts Deviation Request		*Supplier*	Supplier Quality, Test	Completed	Action had been added, Please check	Pending

Cancel

Ok

This will resubmit the Deviation to Accuride for a secondary review. The above Review steps will then be re-activated.