



Plex UX: Supplier PPAP

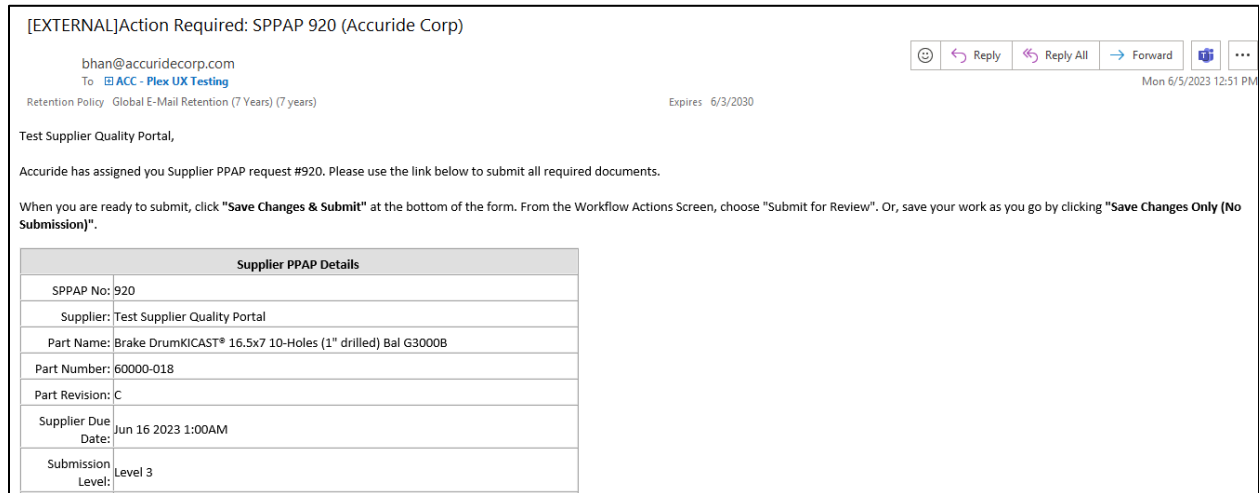
Work Instruction for Accuride Suppliers

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

Supplier PPAP

Instructions on Quality(PPAP Process) for Accuride Suppliers

As a supplier, you will receive an email notification when there is a Supplier PPAP that requires your review in Accuride's online supplier Portal, called Plex UX. You may log into the portal and navigate to the concern using the information below (*see Figure 1*). Alternatively, a hyperlink directly to the Supplier PPAP will be included at the bottom of the email you received.



[EXTERNAL]Action Required: SPPAP 920 (Accuride Corp)

bhan@accuridecorp.com
To: ACC - Plex UX Testing

Retention Policy: Global E-Mail Retention (7 Years) (7 years) Expires: 6/3/2030

Test Supplier Quality Portal,

Accuride has assigned you Supplier PPAP request #920. Please use the link below to submit all required documents.

When you are ready to submit, click "Save Changes & Submit" at the bottom of the form. From the Workflow Actions Screen, choose "Submit for Review". Or, save your work as you go by clicking "Save Changes Only (No Submission)".

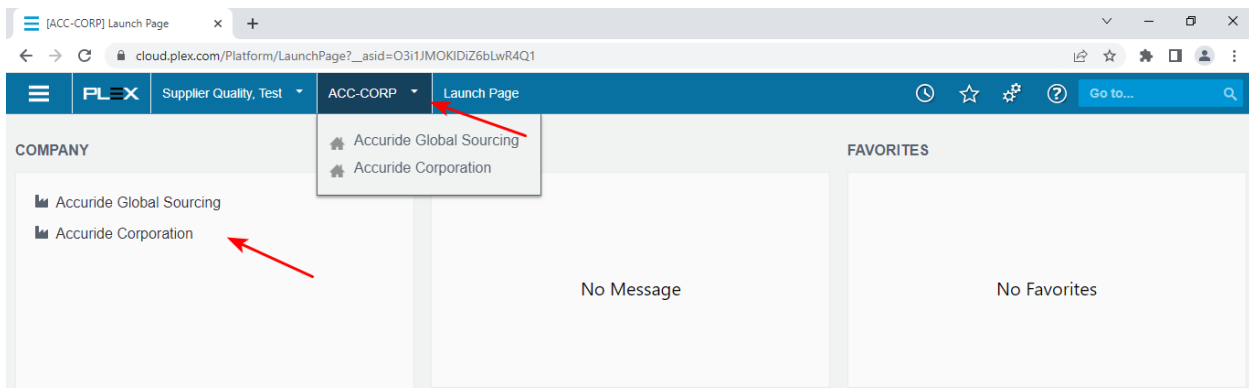
Supplier PPAP Details	
SPPAP No:	920
Supplier:	Test Supplier Quality Portal
Part Name:	Brake DrumKICAST® 16.5x7 10-Holes (1" drilled) Bal G3000B
Part Number:	60000-018
Part Revision:	C
Supplier Due Date:	Jun 16 2023 1:00AM
Submission Level:	Level 3

Figure 1

Supplier PPAP

Log into Plex UX using your provided username, password, and company code (ACC-CORP). Choose the appropriate Accuride location, which will be indicated in the email notices. You could also select from the drop-down menu or main page (*see Figure 2*).

The PPAP's are always located in the Accuride Corporation PCN (Company).



[ACC-CORP] Launch Page

cloud.plex.com/Platform/LaunchPage?__asid=O3i1JMKIDiZ6bLwR4Q1

PLEX Supplier Quality, Test ACC-CORP Launch Page

COMPANY

- Accuride Global Sourcing
- Accuride Corporation

FAVORITES

No Message

No Favorites

Figure 2

You will then see the screen below, though you may have slightly different options depending on the goods or services you provide. To review all Supplier PPAP forms issued to your organization, click the **Supplier PPAP (Supplier View)** option. You can also find via: **Main Menu/Supplier Portal/Production Quality/Supplier PPAP(Supplier View)** (*see Figure 3*). It will show all the PPAP requirements and status of your account.

As a supplier, you will only see the PPAP's assigned to you. The status should be in **Supplier Review** status.

PPAP	Level	Part Rev	Part Name	PPAP Status	Status Note	Due Date	Submit Date	Supplier Acknowledgement Date
940	1	60000-018-C	Brake DrumKICAST® 16.5x7 10-Holes (1" drilled) Bal G3000B	Supplier Review		8/31/2023		
920	3	60000-018-C	Brake DrumKICAST® 16.5x7 10-Holes (1" drilled) Bal G3000B	Approved - Full	For test	6/16/2023	6/5/2023	
909	3	60000-018-C	Brake DrumKICAST® 16.5x7 10-Holes (1" drilled) Bal G3000B	Approved - Full		5/20/2023	5/29/2023	

Figure 3

To access a PPAP, click on the PPAP #.

Plex will display the **PPAP Details** screen (see Figure 4). You will have access only to the **Supplier Results** section. All other sections are “grayed” out.

PART -

Part No 60000-018

Part Name Brake DrumKICAST® 16.5x7 10-Holes (1" drilled) Bal G3000B

Part Revision C

Revision Date 7/8/2020

Programs

Shown on Drawing No

Drawing Date

Drawing Revision

Additional Changes

Change Date

PO No

ECR No

METALLURGY -

Metallurgy Required ☐

Required Verify 6/4/2023, 11:48 PM

Required Verify By Han, Bruce

Metallurgy Quantity 0 No Value Selected

PRODUCTION TRIAL RUN (PTR) -

Production Trial Run (PTR) ☐

Required Verify 6/4/2023, 11:48 PM

Required Verify By Han, Bruce

PTR Quantity 0 No Value Selected PTR Due Date

PTR Contact

Figure 4

You will have the ability to submit Evidence Documents and other attachments to the PPAP from this screen. In the top, you will have two different access (see Figure.5):

1. **Attachments**- this is the attachment icon for images, documents, etc.
2. **Submission Package**- this is the Submission Requirements icon. This is the one to click to add Evidence Documents as per individual requirement items.

We suggest that suppliers use the Submission Package because it lists the requirements by your PPAP Level.

Figure 5

The following is an example of the Submission Package screen. The supplier will add Evidence Documents from this screen. Clicking the paper clip will lead you to the upload document screen, and the paper clip will change to black once the document uploaded, otherwise it will be grey (see Figure 6). A related blank Accuride Master file is provided in some cases. This will be identified with a black paperclip in the Master column on the corresponding row. (see Figure.7).

#	Requirement	Action on this PPAP	Standard Level 3	Approved Date	Master	Evidence Documents
01	Design Record (Drawing w/Rev Level)	Submit	Submit	with Evidence Document	1	1
02	Engineering Change Documents	Retain	Retain			1
03	Customer Engineering Approval	Submit	Submit	without Evidence Document		1
04	Design FMEA	Submit	Submit			1
05	Process Flow Diagrams	Submit	Submit			1
06	Process FMEA	Submit	Submit			1

Figure 6

#	Requirement	Action on this PPAP	Standard Level 3	Approved Date	Master	Evidence Documents
20	APQP Open Issues List (Form P-007A)	Retain	Retain		1	1
21	Material Report from supplier or 3rd part laboratory	Retain	Retain		1	1
22	Capacity Commitment Report (Form P-014B)	Retain	Retain		1	1
23	Run @ Rate Audit (Form P-014A)	Retain	Retain		1	1
24	Tooling Pictures that demonstrate Accuride identification	Retain	Retain		1	1
25	Acceptance criteria for visual defects	Retain	Retain		1	1
26	Material, coating, heat treat certificates (submitted by raw material / coating supplier)	Retain	Retain		1	1
27	Packaging Form P-102	Submit	Submit		1	1
28	Surface Quality Map from Vision System	Not Required	Not Required		1	1

Figure 7

The following Note appears at the bottom of the screen to explain the different actions (see Figure 8).

Note

Submit: Supplier shall submit to designated customer product approval activity and retain a copy of records or documentation items at appropriate locations, including manufacturing.

Retain: Supplier shall retain at appropriate locations, including manufacturing, and make readily available to the customer representative upon request.

Submit on Request: Supplier shall retain at appropriate locations and submit to the customer upon request.

Not Required: Exceptions Only. Customer has waived this requirement or is not applicable.

Figure 8

After uploading all the evidence documents, you will need to return back to the previous page.

Before submission, the **SUPPLIER RESULTS** and **SUBMISSION RESULTS** need to be checked and filled at the main page (see Figure 9), This is mandatory because it will show on your PSW.

The screenshot displays the '909 (Supplier PPAP Detail)' form in the PLEX system. The left sidebar contains a 'Supplier' section with fields for Supplier Contact, Country of Origin (China), High Risk Supplier (unchecked), Supplier Status (Active), Supplier Duns No, SPPAP Buyer (Yang, Amy), Product Engineer, Supplier Quality Rep, Program Manager, Metallurgist, and Initiated By (Han, Bruce). Below this is a 'STATUS' section showing PPAP Version (4th), Current PPAP Status (Approved - Full), and Added date (4/3/2023, 7:10 PM). The main content area is divided into two sections: 'SUPPLIER RESULTS' and 'SUBMISSION RESULTS'. The 'SUPPLIER RESULTS' section includes fields for Restrict Substance (radio buttons: Yes, No, N/A), IMDS Number, Material Reporting Methodology (N/A), ISO Marking Code (radio buttons: Yes, No, N/A), Safety and/or Gov. Regulation (checkbox), Weight (40 kg), Checking Aid No, Checking Aid Revision, Checking Aid Date, Production Rate (200), and Production Rate Hours (8 Hours). The 'SUBMISSION RESULTS' section includes checkboxes for Dimensional Measurements, Material and Functional Tests, appearance criteria, and Statistical Process Package.

Figure 9

After you have filled in all the information and have attached the necessary documents, you can do one of the following (see Figure 10):

- **Save Changes & Submit** – saves information and submits to Accuride. The Workflow screen will display for Supplier to submit PPAP back to Accuride.
- **Save Changes Only (No Submission)** – does not sent PPAP to Accuride. Only saves information until Supplier is ready to submit to Accuride.

The **Save Changes & Submit** will lead you to the submission screen which you need to select the “Submit for Review” then click “Ok” (see Figure 11).

Figure 10

Step Description	Action Description	Checklist	Action Assigned To	Completed By	Result	Result Note
Prepare SPPAP	Prepare SPPAP for Submission to Supplier		*Added By or Initiated By*	Han, Bruce 8/21/2023, 8:46 PM	Completed	Send to Supplier
Initiated to Supplier	Submit PPAP to Accuride		*Suppliers*	Supplier Quality, Test	No Value Selected No Value Selected Submit for Review	

Figure 11

Once it's in the **Submittal Review** status (see Figure 12), you cannot make any more changes or attach more documents.

Supplier PPAP (Supplier View)									
Supplier: Test Supplier Quality Portal									
Show all filters Save As Default Search									
Edit Print Attachments									
Test Supplier Quality Portal									
PPAP	Level	Part Rev	Part Name	PPAP Status	Status Note	Due Date	Submit Date	Supplier Acknowledgement Date	
920	3	60000-018-C	Brake DrumKICAST® 16.5x7 10-Holes (1" drilled) Bal G3000B	Submittal Review	For test	6/16/2023	6/5/2023		
909	3	60000-018-C	Brake DrumKICAST® 16.5x7 10-Holes (1" drilled) Bal G3000B	Approved - Full		5/20/2023	5/29/2023		

Figure 12

Accuride Quality will then review the PPAP Submission from you. Accuride Supplier Quality will have three choices. Each choice will send the supplier an E-mail notification.

- **Approved – Full** (this will complete the SPPAP)
- **Approved – In Process** (this will put SPPAP in Pending Status until Full Approval)
- **Rejected** (Supplier makes corrections and resubmits the SPPAP)

When the SPPAP is **Approved – Full** (see Figure 13), the Supplier and the Accuride Quality Team are notified. The SPPAP is now in Approved – Full approve status. You will receive an email notification for been approved by Accuride Corporation (see Figure 14).

Supplier PPAP (Supplier View)									
Supplier: Test Supplier Quality Portal									
Show all filters Save As Default Search									
Edit Print Attachments									
Test Supplier Quality Portal									
PPAP	Level	Part Rev	Part Name	PPAP Status	Status Note	Due Date	Submit Date	Supplier Acknowledgement Date	
920	3	60000-018-C	Brake DrumKICAST® 16.5x7 10-Holes (1" drilled) Bal G3000B	Approved - Full	For test	6/16/2023	6/5/2023		
909	3	60000-018-C	Brake DrumKICAST® 16.5x7 10-Holes (1" drilled) Bal G3000B	Approved - Full		5/20/2023	5/29/2023		

Figure 13

[EXTERNAL]Notice: SPPAP #909: Full Submission Approved

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

Reply Reply All Forward Tue 5/30/2023 8:38 AM

Test Supplier Quality Portal,

Accuride Corporation has approved SPPAP #909. No further action is required at this time.

Supplier PPAP Details	
SPPAP No:	909
Supplier:	Test Supplier Quality Portal
Part Name:	Brake DrumKICAST® 16.5x7 10-Holes (1" drilled) Bal G3000B
Part Number:	60000-018
Supplier Due Date:	May 20 2023 1:00AM
Submission Level:	Level 3
Submission Reason:	Initial Submission
Reason Note:	"Other Reason Note" Not Set On SPPAP

Figure 14

When the SPPAP is **Approved – In Process** (see Figure 15), the Accuride Quality Team is notified. You will be notified and the SPPAP is in your queue to re-submit. You will be able to add documents and

update the information. You will be requested to re-submit back to Accuride. You will receive an email notification noting approved in-process by Accuride Corporation (*see Figure 16*).

	PLEX	Supplier Quality Test ▾	ACC-CORP ▾	Supplier PPAP (Supplier View)					Go to...
		Supplier	Test Supplier Quality Portal						
				Show all filters		Save As Default		Search	
Edit Print Attachments									

Figure 15

[EXTERNAL]Notice: SPPAP #920: In-Process Approved - Message (HTML)

File **Message** Help Tell me what you want to do

Delete
 Archive

Reply
 Respond

Forward
 Share to Teams

Personal
 Team Email
 Reply & Delete

To Manager
 Done
 Create New

Move
 Mark Unread
 Categorize
 Follow Up

Editing

Read Aloud
 Immersive Reader
 Translate

Zoom
 Reply with Poll
 Find Time

[EXTERNAL]Notice: SPPAP #920: In-Process Approved

bhan@accuridecorp.com
To: ACC - Plex UX Testing

Retention Policy: Global E-Mail Retention (7 Years) (7 years) Expires: 6/3/2030

Test Supplier Quality Portal,

Accuride Corporation has approved in-process SPPAP #920. Please submit a full PPAP by the expiration date available at the link below.

Supplier PPAP Details	
SPPAP No:	920
Supplier:	Test Supplier Quality Portal
Part Name:	Brake DrumKICAST® 16.5x7 10-Holes (1" drilled) Bal G3000B
Part Number:	60000-018
Supplier Due Date:	Jun 16 2023 1:00AM
Submission Level:	Level 3
Submission Reason:	Initial Submission
Reason Note:	'Other Reason Note' Not Set On SPPAP

☺ ↶ Reply ↷ Reply All ➔ Forward 📧 ⋮

Mon 6/5/2023 3:41 PM

Figure 16

If the SPPAP is **Rejected** (see Figure 17), you will be notified and you will be able to resubmit the PPAP back to Accuride after making the necessary corrections. You will receive an email notification Accuride has returned the SPPAP (see Figure 18).

Supplier

Test Supplier Quality Portal

Show all filters

Save As Default

Search

Edit

Print

Attachments

Test Supplier Quality Portal									
PPAP	Level	Part Rev	Part Name	PPAP Status	Status Note	Due Date	Submit Date	Supplier Acknowledged	
920	3	60000-018-C	Brake DrumKICAST® 16.5x7 10-Holes (1" drilled) Bal G3000B	Rejected	For test	6/16/2023	6/5/2023		
909	3	60000-018-C	Brake DrumKICAST® 16.5x7 10-Holes (1" drilled) Bal G3000B	Approved - Full		5/20/2023	5/29/2023		

Figure 17

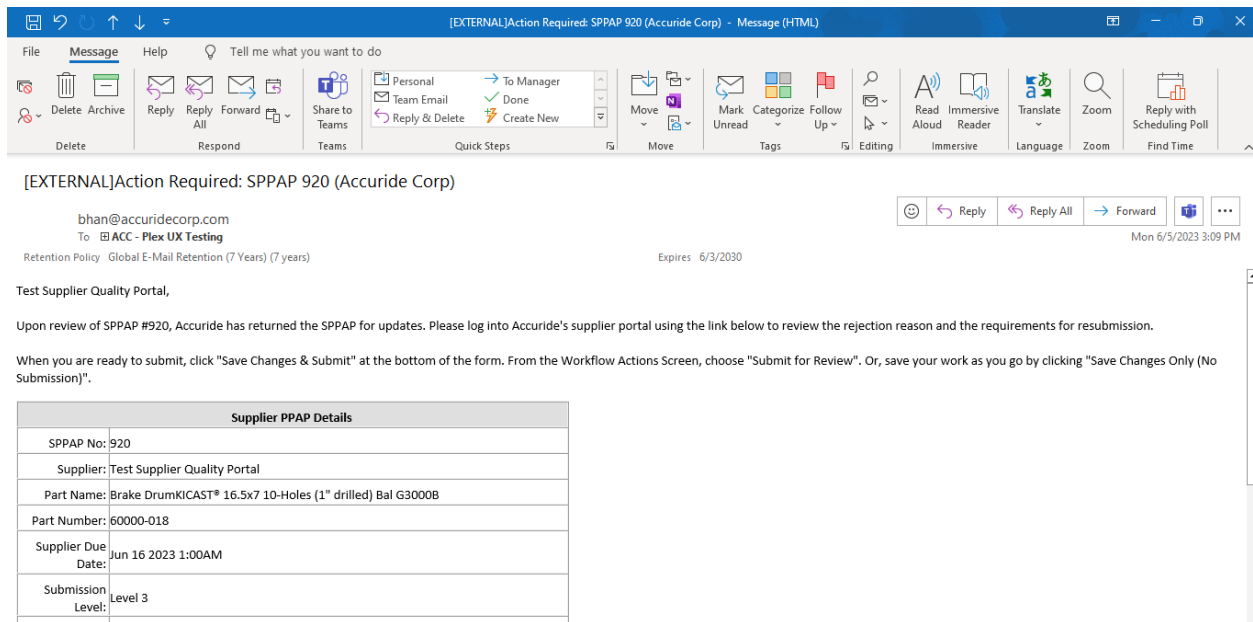


Figure 18

The status of the PPAP along with notes can be viewed in the Manage PPAP Status (see Figure 19 and 20).

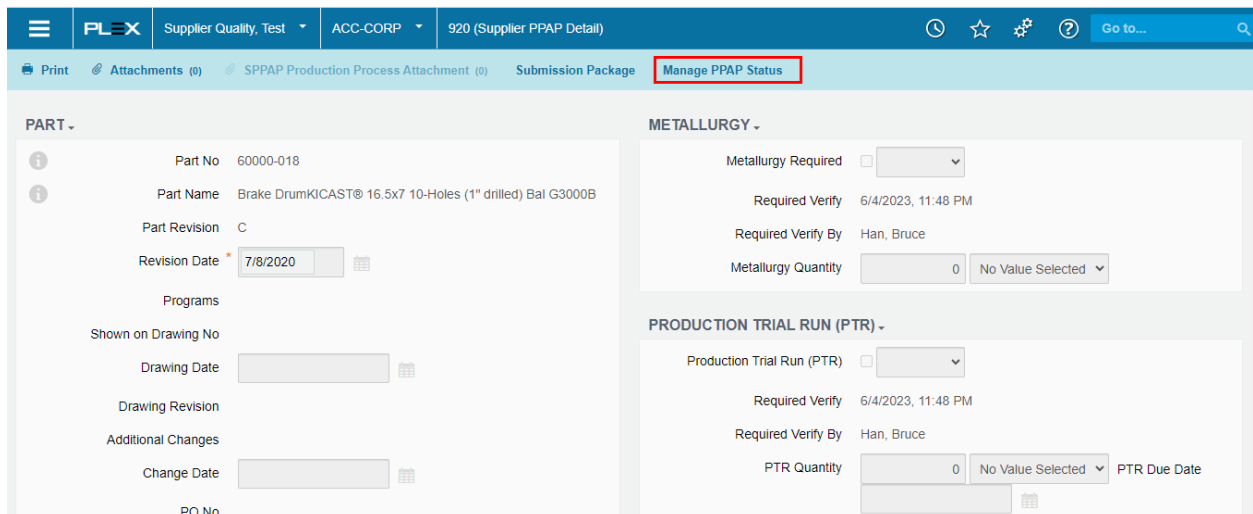


Figure 19

Step Description	Action Description	Checklist	Action Assigned To	Completed By	Result	Result Note	Step Result
Prepare SPPAP	Prepare SPPAP for Submission to Supplier		*Added By or Initiated By*	Han, Bruce 6/4/2023, 11:51 PM	Completed	Release to Supplier for test	Completed
Initiated to Supplier	Submit PPAP to Accuride		*Suppliers*	Supplier Quality, Test 6/5/2023, 2:08 AM	Submit for Review	this is notes	Submit for Review
Submittal Received	Submittal Received		*Added By or Initiated By*	Han, Bruce 6/5/2023, 2:09 AM	Rejected	Plesae check	Rejected
Pending Supplier Corrections	Submit Corrected PPAP		*Suppliers*	Supplier Quality, Test 6/5/2023, 2:11 AM	Submit for Review	this is notes for test	Submit for Review
Submittal Received	Submittal Received		*Added By or Initiated By*	Han, Bruce 6/5/2023, 2:36 AM	Rejected	Try Reject Test	Rejected
Pending Supplier Corrections	Submit Corrected PPAP		*Suppliers*	Supplier Quality, Test 6/5/2023, 2:40 AM	Submit for Review	This is notes for test 2	Submit for Review
Submittal Received	Submittal Received		*Added By or Initiated By*	Han, Bruce 6/5/2023, 2:41 AM	Approved - In-process	Try Approve in process	Approved - In-process

Figure 20

After completion of the PPAP, you can view and print the approved PSW Cover page for your records.

PLEX Peachey, Jerry ACC-CORP 1098 (Supplier PPAP Detail)

Copy **Print** Email Attachments (2) SPPAP Production Process Attachment (0)

cloud.plex.com/Quality/Sppap/ViewForm?SPPAPKey=119118&_asid=1bnnHi4JZi9BSdQPaPE

PRINT MANAGER

Print Download Settings Save to DCS

ViewDocument 1 / 1 91%

Part Submission Warrant 920

Part Name Brake Drum#CAST6 16.5x7 10-Holes (1" drilled) Bal G3000B Cust. Part Number 90000-018
 Shown On Drawing No. C Orig. Part Number 90000-018
 Engineering Change Level C Dated 7/8/2020
 Additional Engineering Changes Dated
 Safety and/or Government Regulation ☐ Yes ☒ No Purchase Order Number Weight (kg) 50
 Checking Aid No. Checking Aid Engineering Change Level Dated

ORGANIZATION MANUFACTURING INFORMATION
 Test Supplier Quality Portal
 Organization Name & Supplier/Vendor Code
 Street Address
 Evansville IN 47715 USA
 City Region Postal Code Country Application

CUSTOMER SUBMITTAL INFORMATION
 ACC-CORP
 Customer Name/Division
 Yang, Amy
 Buyer/Buyer Code Product Engineer

MATERIALS REPORTING
 Has customer-required Substances of Concern information been reported? ☐ Yes ☒ No ☐ N/A
 Submitted by IMDS or Other customer format?
 Are polymeric parts identified with appropriate ISO marking codes? ☐ Yes ☒ No ☐ N/A

REASON FOR SUBMISSION (Check at least one)
☒ Initial Submission ☐ Sub-Supplier or Material Source Change

Ok

Note the PSW is the Evidence that your product and Process are approved by Accuride side for mass production.