

Title: VMIR & CR in Plex (Suppliers)

1 Revision History

REV	DATE	REVISED BY	SUMMARY OF CHANGE
1	06-12-2018	Dan Rosenthal	New Document
2	07-24-2018	Dan Rosenthal	Revision, add attachments information (5.10)

2 Purpose

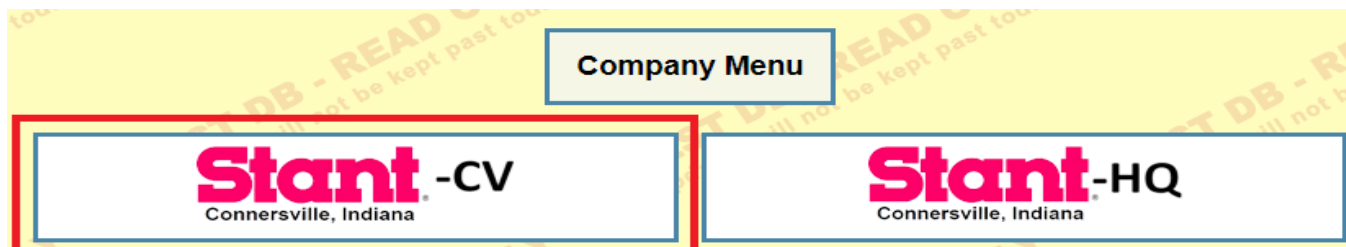
- 2.1 The purpose of this document is to provide step by step Work Instructions related to the Supplier's use of the Problem Control System.

3 Responsibilities

- 3.1 Supplier– Reviews VMIR's and Cost Recoveries in Plex and completes required actions before deadlines.

4 Process Flowchart**5 Procedure**

- 5.1 All VMIR's and Cost Recoveries can be accessed through the Plex Portal.
- 5.2 In most cases a link from an email will get you to the area you need to be in. However, if you are accessing through Plex itself the following Work Instructions can be followed to get to the Problem.
- 5.3 First you must select the PCN from which the Cost Recovery/VMIR initiated from. For example, if from Connersville, you will go to Stant-CV.



- 5.4 Next you will go to the Supplier Portal – Quality, Menu.
- 5.5 To get to the Problem Control System you will click “Online Supplier Problems”
- 5.6 Once into the Problem Control System you'll need to hit search to find all open VMIR's for you at this Stant location.
- 5.6.1 If searching for a Cost Recovery the VMIR will not show up if an 8D was already completed, try to uncheck the “Active” Checkbox and research to look for inactive VMIR's that still have active Cost Recoveries.

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No.	Part No.	Form	Brief Description	Status	Category	Defect Type	Champion	Supplier	Customer	Added	Due	Rec
1013		Vendor Material Inspection Report	bad part test	Released to Supplier	Supplier		Dan Rosenthal	TestSupplier		5/29/18		

5.7 Click the link in order to see the VMIR detail.

5.7.1 Included in this detail will be several pieces of information related to the VMIR. If there are any questions regarding this, they need to be discussed with your Stant Plant Supplier Quality Engineer.

5.7.2 You should answer VMIR's as dictated by your Supplier Quality Engineer. The normal procedure should be containment action within 24 days and completed 8D within 10 business days. If any extensions are needed your Supplier Quality Engineer must be contacted. The due date can also be seen on the VMIR directly.

5.7.2.1 Late Responses can cause deductions to your Supplier Scorecard.

5.8 If there is a related Cost Recovery for this VMIR there will be a link toward the bottom of the page. You can click the link to see what the Cost Recovery is and if there are actions associated with it yet.

Status	Current Status:	Released to Supplier	
	Champion:	Dan Rosenthal	
	Reported By:		Internal Contact:
	Recorded By:	Dan Rosenthal	Recorded Date:
Supplier Return	No Supplier Part Returns have been associated to this problem.		
Customer Returns	No Customer Part Returns have been associated to this problem.		
Recurrence	No Recurrence/Related Links have been associated to this problem.		
Cost Recovery - In Development	1013-1	Submitted To Supplier for Acceptance	\$350.00
		Negotiated Total	
		Supplier Status Note:	

5.9 Once you click into the Cost Recovery you can review the detail.

5.9.1 The majority of what you will be looking at is under the Activities section.

5.9.2 This section will review the different items being charged back to your company.

5.9.3 The **Grand Total** will show the amount owed if no total for negotiated total is entered.

5.9.3.1 If a Negotiated total is entered, other than \$0, that will be the total you are responding to.

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ACTIVITIES		Unit	Rate	Currency	Total
Downtime	.00	\$.00	USD	.00
Material	.00	\$.00	USD	.00
Substitution	.00	\$.00	USD	.00
Travel Expenses	.00	\$.00	USD	.00
Productive Labor - Built up in system	.00	\$.00	USD	.00
Productive Labor - Repair and rework	.00	\$.00	USD	.00
Inside Sorting/Inspection	.00	\$.00	USD	.00
Outside Sorting/Inspection	.00	\$.00	USD	.00
Material Handling	.00	\$.00	USD	.00
Premium Operating Costs - Weekends/Saturday O.T.	.00	\$.00	USD	.00
Premium Operating Costs - Sunday O.T.	.00	\$.00	USD	.00
Premium Freight	.00	\$.00	USD	.00
Scrap Material Cost	.00	\$.00	USD	.00
Outside Processing/Testing Costs	.00	\$.00	USD	.00
Inside Processing/Testing Costs	.00	\$.00	USD	.00
Administration Fee	350.00	\$.00	USD	350.00
Other Charges	.00	\$.00	USD	.00
Grand Total:					USD 350.00
Negotiated Total:					USD .00

- 5.10 Any related attachments or evidence can be seen by clicking the paperclip in the top right corner. If there are attachments it will be yellow, otherwise, it will be grey.

Cost Recovery 1077-1



- 5.11 After you review the detail, the Cost Recovery can be accepted or disputed in the Approvals section. Please enter a note if you choose to dispute with a detailed reason for doing so.

5.11.1 Disputes also must include an email to your Stant Supplier Quality contact.

APPROVALS	Supplier Action:	Accept Responsibility Dispute Responsibility
	Supplier Submission Note:	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>

- 5.12 An email notification will be sent to the Supplier's internal Plex contact whenever an action is needed on a Cost Recovery.
- 5.13 If any questions arise during any part of this process your Stant Supplier Quality Engineer can be contacted for assistance.

6 References/Forms

7 Opportunities and Risks

- 7.1 The planning procedure P-600 for Planning for the Quality management system addresses opportunities and risks (risk-based thinking).

8 Definitions

Terms and acronyms used within the document may be described in the Stant Terminology Sheet.

9 Approvals

Documents are reviewed and approved by the appropriate management levels as designated in Form F-750-003, Document Approval Form.