

 <b>Michigan Automotive Compressor, Inc.</b> Quality Assurance Manual for Suppliers	Document Number:
	QA-SM-16
	Page 1 of 3
Subject: Supplier Initial Flow Notification	

**PURPOSE:**

The initial flow control sheet is used to help MACI and the supplier identify the first shipment of parts where a characteristic of the product has been changed. This identification helps MACI identify the shipment in case changes need to be made at MACI in order to accommodate the parts.

**SCOPE:**

It is the responsibility of the supplier to complete and attach an Initial flow Notification to 2 sides of all affected containers / pallet of the first shipment when an Initial Flow Notification is required.

**CONTENT:**

Initial Flow is defined by MACI as the first lot or shipment of parts or materials when:

- (i) The products are from a new supplier to MACI.
- (ii) The design has been changed or modified for the part/material.
- (iii) The manufacturing process of the part/material has changed.
- (iv) A countermeasure to a quality problem of the part/material has been implemented.
- (v) A subcomponent of the part/material has a change of design or supplier.
- (vi) A supplier deviation was issued for the product.

When any of the above conditions occur, the supplier is required to complete an Initial Flow Notification and attach it on 2 sides of all affected container / pallet of the first shipment.



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The Initial Flow Notification is to be completed as follows:

- ① Supplier: Supplier name.
- ② Part Name: Part name of product affected.
- ③ MACI Part No: Part number of product affected.
- ④ Quantity: Quantity of affected product with shipment.
- ⑤ Date: Date shipment was sent.
- ⑥ Change Type: Check appropriate box. Include QFN No. or Supplier Request for Deviation Ref. No. if appropriate.
- ⑦ What changed (include sketch if necessary): Detail changes that took place.
- ⑧ Authorization of Responsible Person: Include signature, name, position and phone number of responsible person of shipment.



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Michigan Automotive Compressor, Inc.  
Supplier Initial Flow Notification

Supplier: ①	
Part Name: ②	
MACI Part No.: ③	
Quantity: ④	Date: ⑤
Change Type: ⑥ <input type="checkbox"/> Pre-mass production parts <input type="checkbox"/> Design / Process Change <input type="checkbox"/> Countermeasure implemented      QFN No.: _____ <input type="checkbox"/> Deviated Product      Supplier Request for Deviation Log No.: _____ <input type="checkbox"/> Other: _____	
What changed? (include sketch if necessary)  ⑦	
<b>Supplier must notify MACI QA PIC: _____          prior to shipping to MACI</b>	
<b>MACI QA-Receiving needs to notify          MACI QA PIC upon arrival at MACI</b>	
Authorization of Responsible Person	
⑧ _____ Signature	_____ Position
_____ Name	_____ Phone