

**SUPPLIER QUALITY ASSURANCE MANUAL  
FOR PARTS AND RAW MATERIALS**

\*\*\*\*\* QUALITY ASSURANCE FOR TRIAL PRODUCTION \*\*\*\*\*

**SECTION 20 - INITIAL SAMPLE INSPECTION REPORT (ISIR)**

**PURPOSE:** Initial stage confirmation of new parts and/or materials produced on mass production tooling. The parts and/or materials are to meet DENSO drawings and specifications.

Confirmation of parts and/or materials due to any significant change in the Supplier's process. This should be done prior to approval and shipment of parts (Reference Section 40 - Process Change Request (PCR), Reply/ Design Change Request (DCR)/ Engineering Change Instruction (ECI)).  
Confirmation of parts and/or materials due to any Design Changes.

**SCOPE:** Applies to Suppliers of production parts and raw materials when specified on the Notification of Quality Assurance Requirements. It encompasses all new production parts and raw materials and is also intended for Process Changes (including sub-Supplier changes) and Design Changes.

**EXPLANATION:**

1. Date of submittal of Initial Samples
  - A. Initial samples and data for new parts and materials shall be delivered to DENSO QA/QC by the date specified on the Notification of Quality Assurance Requirements.
  - B. Initial samples and data shall be delivered to DENSO QA/QC by the date specified on the DENSO Supplier Process Change Request/ Reply form.
2. Initial Part Samples Sizes (For raw materials, the quantity or weight required for sample size is determined by DENSO QA/QC Engineering).
  - A. Two pieces per part number is the basic requirement from tooling.
  - B. Stampings - Two pieces per cavity shall be submitted.
  - C. Rubber, Die Cast, and Plastic Parts - Two pieces per cavity unless otherwise specified by DENSO QA/QC Engineering. In the case of more than one die, each one must be confirmed (two pieces per cavity per die).
  - D. Electrical/ Electromechanical parts- Two pieces per cavity for dimensional measurements and electrical characteristics. Additional samples for electrical characteristics may be required if deemed necessary by DENSO QA/QC Engineering.

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3. Initial Sample Tags

- A. The Supplier produces and measures the Initial Samples as required by DENSO QA/QC.
- B. The Supplier fills out the tag, including drawing revision number, date, quantity, part number, part name, Supplier name, and check-off the category of the change.
- C. The Supplier attaches the tag to one part or quantity of raw material (a separate tag is needed for each Initial Sample). The Supplier should clearly mark the outer packaging with a Stratification Control Sheet (or other Initial Sample label).
- D. The Supplier ships the parts with all appropriate ISIR documentation directly to the attention of DENSO QA/QC.

4. Symbols

The column marked "Sym" refers to the Symbols (S), (F), (E), and (C). These are the symbols for Safety, Function, Emission, and Critical Control items respectively and may appear with a Diamond or Circle outline. (Reference Section 42 - Selective Control Designation Criteria).

**SUPPLIER RESPONSIBILITIES:**

- 1. Initial Sample Inspection Report. (For raw materials, a Material Certification or a Material Test Report may be used in lieu of an ISIR per DENSO QA/QC Engineering. If the raw material Supplier does not need to submit an ISIR, the Material Certification or Material Test Report must have Supplier approval of the results as conforming to DENSO requirements on it or on an accompanying cover letter to the certification or report. Additionally, future raw material shipments to DENSO must have Material Certifications or Material Test Reports sent to DENSO QA/QC showing continuing conformance to the DENSO specified requirements. 1.- A,B,C applies only to materials if specified by DENSO QA/QC. )
  - A. Balloon the drawing and dimensions.
  - B. Number each dimension sequentially.
  - C. Measure all drawing or material specification items including all notes, dimensions, special tests, and record on the DENSO Supplier Initial Sample Inspection Report.
  - D. All dimensions shall be measured, unless otherwise specified. It is the Supplier's responsibility to measure every dimension or material test item, even if the Supplier does not have that particular test capability.

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E. The Supplier shall submit the following articles in the ISIR Packet for approval:

- 1.) A DENSO Supplier Initial Sample Inspection Report (ISIR) Checklist to help facilitate necessary articles being submitted in the ISIR Packet.
- 2.) A DENSO Supplier Initial Sample Inspection Report (original copy with appropriate approvals).
- 3.) ISIR samples with an ISIR tag attached to each (in the case of small parts, ISIR tags may be enclosed with the parts they represent).
- 4.) DENSO drawing (ballooned).
- 5.) DENSO Material Specification, if applicable (ballooned).
- 6.) Material Certification, if applicable.
- 7.) Capability Data on Critical Control Items as specified on NQAR (Reference Section 11 - Notification of Quality Assurance Requirements).
- 8.) Initial Samples with Initial Sample Tag attached to each.
- 9.) Deviation Request Form, if applicable. This should only be submitted if the Supplier wants out-of-specification dimensions to be considered for deviation (Reference Section 38 - Deviation Request/ Reply).

All of the above items are to be completed in full and signed off by the person performing the inspection as well as his/her supervisor.

Note: If dimensions are out of specification, an additional ISIR and submission is required until the samples do meet the specification. The ISIR cannot be approved until the out of specification item is corrected or DENSO approves a Deviation Request. If a Deviation Request is to be submitted for a dimension that is not within specification at the time of the ISIR, then the Deviation Request must be included with the ISIR packet.

2. Material Test Specimen Samples

For all materials to be submitted to DENSO, the Supplier is required to record the Material Test data on the ISIR Report and supply the appropriate number of test specimens or material as specified on the NQAR and/or Purchase Order.

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