

Batesville Tool & Die

Quality/Environmental Manual



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Batesville Tool & Die Context of the Organization (4.1)

BT&D has identified the internal and external issues that could affect the ability of the QMS and EMS to achieve positive results. The following is a summary of the evaluation. Top Management reviews this annually during Management Review to insure it remains accurate.

Potential External Influences	Risks	Opportunities	Controls
Economic: availability of utilities and infrastructure	Minimal	Minimal	N/A
Financial: availability to resources	Minimal	Minimal	N/A
Competition: other similar organizations that may be modeled	Minimal	Moderate: Participation in local/regional trade associations and business roundtables for benchmarking (Q)	Leadership
Supply chain- availability, capacity, capability	Minimal	Minimal	Sales & Purchasing
Social: values, genders, corruption, workforce availability, education	Significant: availability of skilled workforce (Q/E)	Moderate: Public grants available for training programs; Support/promote local trade schools (Q/E)	HR Process
Cultural: religious, food, heritage buildings and property	Minimal	Minimal	N/A
Technology	Minimal	Moderate: potential for new automation/robotics (Q)	R&D Process, Launch Process
Organizational governance and structure	Minimal	Minimal	N/A
Legal compliance	Minimal	Minimal	N/A
Policies, vision, business resources needed	Minimal	Significant: strong Leadership Team vision and commitment (Q/E)	Management Process
Capacity & capability- knowledge, capital, technology, etc.	Minimal	Minimal	N/A
Information Systems - decision making, flow of information	Minimal	Moderate: Enhanced utilization of Plex (Q)	IT Process
Relationship with internal interested parties	Minimal	Minimal	N/A
Existing management systems and standards	Minimal	Minimal	N/A
Organizational styles	Minimal	Minimal	N/A

Potential Environmental Conditions & Events	Risks	Opportunities	Controls
Climate	Minimal	Minimal	N/A
Previous releases	Minimal: no historic releases to manage	Minimal	N/A
Housekeeping culture	MODERATE: oil & dust inherent to process (Q/E)	Minimal	- Reinforce plant cleanliness standards (5S)
Extreme weather (floods, hurricanes, tornados, etc.)	Minimal	Minimal	N/A
Ground water contamination	Minimal	Minimal	N/A
Other	Minimal	Minimal	N/A

Batesville Tool & Die Needs and Expectations of Interested Parties (4.2)

BT&D recognizes that entities outside the scope of our QMS and EMS have needs and expectations that could potentially affect our ability to consistently provide products that meet applicable customer/statutory/regulatory requirements. The following is a summary of such conditions.

Interested Party	General Expectations	Specific Requirements
Regulatory Agencies (EPA, IDEM)	Operate in compliance with applicable regulations	- Identified in P-4.3.2
Standards Organizations (ANSI, ASME, ISO)	Operate in compliance with applicable Standards	- Customer part prints (tolerancing)
Customers	Provide quality, cost-effective products	- Customer supplier quality manuals - Honda 2020 GHG Program - IMDS
Stockholders	Achieve sustainable growth with limited liability	- Annual Performance Reports
Employees	Provide a safe, productive work environment	- None
Suppliers	Develop mutually beneficial relationships	- None
Contractors	Provide a safe, productive work environment	- None
Emergency response agencies	Avoid emergency situations	- Communicate key emergency response information
Neighbors	Operate without providing nuisances related to noise, light, dust, odors, etc.	- None

Batesville Tool & Die Scope (4.3)

Based on analysis of Batesville Tool & Die's business model, internal/external influences, interested stakeholders, and in consideration of its products and services provided, Batesville Tool & Die has determined the scope of the management system as follows:

Manufacture and delivery of metal fabricated products and assemblies to the automotive, appliance and industrial equipment industries in accordance with applicable customer and regulatory requirements, including ISO-14001:2015 and IATF-16949.

Facilities within the Scope

The quality / environmental system applies to all processes, activities and employees within the operations located at:

177 Six Pine Ranch Road, Batesville, Indiana 47006

Batesville Tool & Die Quality/Environmental Policy Statement (5.2)

Success Through Continuous Improvement, Comply with Requirements, Improve the Environment

Setting and achieving quality and environmental objectives is a principle tool for meeting the goals of the Policy.

Exceptions to Standards

The following clause of ISO-9001/IATF-16949 were determined to be not applicable to Batesville Tool & Die

Product Design and Development requirements found in ISO 9001:2015/IATF 16949, Clause 8.3. (Batesville Tool & Die is not responsible for the design of our products)

Batesville Tool & Die Risk Control (6.1)

Risk based thinking has been embraced to meet the requirements of the ISO 9001 / IATF 16949 / ISO-14001 Standards by means of: FMEA's, Line Sides, Corrective Actions, Look Across, Continuous Improvement Activities, Feasibility Reviews, Aspects/Impacts, and Context List.

Batesville Tool & Die. Procedures

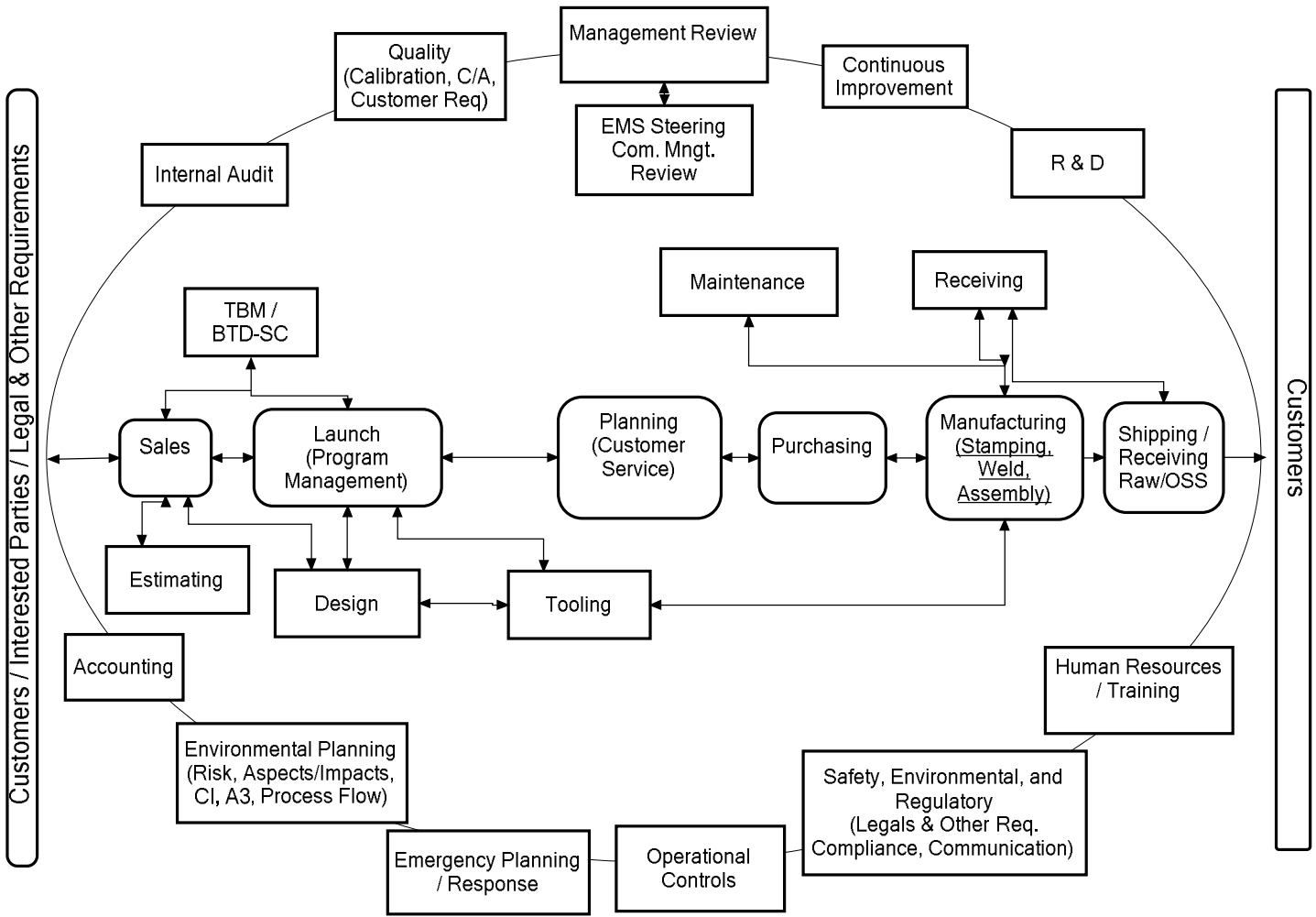
F-4.3.1-001-01	Aspects Matrix
FL-5.7	Customer / Supplier Specification Process
FL-8.5-01	Internal & External Complaint Handling & Follow-up
FL-8.5-02	Internal & External Corrective/Preventive Action
FL-9.08	TPM Process
FL-22.1a	Continuous Improvement Process
P-4.3.1	Environmental Aspects
P-4.3.2	Legal and Other Requirements
P-4.3.2-1	Material Safety Data Sheets
P-4.3.2-2	Compound Spill Procedure
P-4.3.3	Objectives, Targets & Programs
P-4.4.2	Document and Record Control
P-4.4.3	Communication - Internal & External
P-4.4.7	Emergency Preparedness & Response
P-6.2.2	Training
P-7.3.2.3-2	Special Characteristic Symbols
P-7.5.5.1-2	Physical Inventory
P-8.2.2	Internal and Supplier Assessment Audits
QP-1.0	Quality System Manual
QP-1.3	Management Review
QP-1.4	Business Plan
QP-1.5	Benchmarking
QP-1.6	Quality Measures
QP-1.6.1	Customer Satisfaction
QP-2.3	Writing/Revising Work Instructions
QP-2.3.2	F.M.E.A
QP-2.3.4	Process Safety
QP-3.1	Contract Review
QP-5.7.1	Information Board
QP-6.0	BT&D Supplier Handbook
QP-6.1	Purchasing Requirements
QP-6.1.2	Supplier Selection and Evaluation
QP-6.2	Metal Testing
QP-7.1	Control of Customer Supplied Product
QP-8.2	Part Identification
QP-8.3.6	Change Point Control
QP-9.03	Preventive Maintenance
QP-9.04	Predictive Maintenance
QP-9.5.1	Set-Up
QP-9.5.2	Weld Set-Up
QP-9.5.3	Qualifying Welder Set-up
QP-9.5.4	Qualifying Cleaner Set-up New Production
QP-9.6	Special Parts Process
QP-9.7	Machining Center
QP-9.8	EDM Wire
QP-10.2	Metal Receiving
QP-10.4.4	Detail Procedure
QP-10.6	Laboratory Requirements
QP-11.1	Gage Control
QP-11.3	Gage & Transfer System

Batesville Tool & Die. Procedures Cont.

QP-11.5	Inspection & Test Laboratory
QP-13.1	Nonconforming Product
QP-13.2	Product Rework Procedure
QP-13.2.1	Rework/Reweld Process for Weld/Machine
QP-13.3	Off Site Sort/Rework
QP-13.3.1	Using Temporary Services for Sorting
QP-13.5	Main Hold Area Sort
QP-15.3	Computer System Entry Logic Adj Reconcile
QP-15.6.1	Inventory Management & Production Schedule
QP-15.6.8	Customer Delivery & Delivery Improvement
QP-18.2	Associate Performance
QP-21.1	PPAP (Sample Submission)
QP-22.1	Continuous Improvement
QP-22.2	Productivity Measures
QP-22.4	Lean Committee
QP-23.3	Obsolete Die
QP-23.3.1	Die Maintenance Process Sheet Implementation
SWI-9.b.2	Contingency Plan
SWI-13.1	Identification of Nonconforming or Suspect Product
Supplier Handbook	

Batesville Tool & Die Processes & Interactions

BT&D Process Linkage
Flow FL-2.1



- Key Processes
- Support Process

Batesville Tool & Die Customer Specific Requirements (7.5.1.1 d)

Batesville Tool & Die - Customer Specific Matrix F-7.5.1.1.d

Customer	Audit Requirements				Submission Requirements											Production Requirements						
	IATF-16949 (C = Compliance / R = ISO-9001:2015 (C = Compliance / R = ISO-14001:2015 (C = Compliance / R = Customer Specific Audit	PPAP Required	Part Approval Docs	PV Testing (Process	Other	IMDS Required	Minimum Process Requirements	Tool Design Approval Required	Gage Design Approval Required	Critical Characteristics Identified	Studies at time of Submission	On-Going SPC	Verification Sort Requirement	Trial Data	Quantity Specific	Monthly Data	Annual Recerts / Data	Corrective Action Response (Initial)	Corrective Action Response (Permanent)	Record Retention Requirement (after Customer Property Identified	Issues Supplier Ratings with Goals and Targets	
Honda	C	C	QAV	X	X	X	X	X	X	X	X			X			24 hrs	2 weeks	20 Yrs	X	Monthly	
MAP	C	C		X	X	X	X	X	X	X				X	X		24 hrs	2 weeks	20 Yrs	X	Monthly	
ELP	C	C		X	X	X	X	X	X	X				X			24 hrs	2 weeks	20 Yrs	X	Monthly	
HMIN	C	C		X	X	X	X	X	X	X			N-3	X	X		24 hrs	2 weeks	20 Yrs	X	Monthly	
ANNA	C	C		X	X	X	X	X	X	X	X			X	X		24 hrs	2 weeks	20 Yrs	X	Monthly	
HCM	C	C		X	X	X	X	X	X	X				X	X		24 hrs	2 weeks	20 Yrs	X	Monthly	
HMA	C	C		X	X	X	X	X	X	X	X			X			24 hrs	2 weeks	20 Yrs	X	Monthly	
HPE	C	C		X	X	X	X	X	X	X				X			24 hrs	2 weeks	20 Yrs	X	Monthly	
HPPG	C	C		X	X	X	X	X	X	X	X			N-3	X		24 hrs	2 weeks	20 Yrs	X	Monthly	
HTM	C	C		X	X	X	X	X	X	X	X			N-3	X	X	24 hrs	2 weeks	20 Yrs	X	Monthly	
IPS	C	C				X	X	X	X	X				X			24 hrs	2 weeks	20 Yrs	X	Monthly	
Autoliv	C	C	AS2	X	X	X			X	X	X	X	AS412			X	24 hrs	28 days			Monthly	
Hitachi	R	R		X	X	X				X	X	X				X	24 Hrs	14 days		X	Yearly	
Cummins	C	C	X	X	X					X	X						48 hrs	30 days			Monthly	
Assy	C	R	C	VDA	X	X	X			X	X					X	24 Hrs	10 days	15 yrs			
ACYT	R		QAV	X		Data									X		24 Hrs	10 days		X		
Akebono	C	C		X	X	X		Repeat / pieces	X	Safe Launch	X	X	Safe Launch			X	24 hrs	30 days	15 Yrs	X	Monthly	
Suspensio	C	R	C	VDA	X	X	X			X	X					X	24 Hrs	10 days	15 yrs		1/4 ly	
Nexteer	R	R	C	NSA	X					X							24 hrs	15 days	15 Yrs	X		
Neaton																						
Bruss	R		C	VDA	X		X			X	X	X	Safe Launch				24 Hrs	5 days				
CYT		R	QAV	X		Data		X							X		24 Hrs	10 days		X		
Brose	C	C	Quality Gate, Self Recs	X	X	X				X	X	X	Safe Launch			X	24 hrs	5 days	15 yrs	X	Monthly	