

**Hitachi Automotive Systems Americas, Inc.**

**955 Warwick Road; P. O. Box 510**

**Harrodsburg, KY 40330**

**Phone: (Direct) 859-734-XXXX, (Main) 859-734-9451, Fax: 859-734-6469, E-mail: xxxxx.xxxxxx@hiams-na.com**

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**Urgent: Dated Response Required**

**SUPPLIER CORRECTIVE ACTION**

Dear Supplier/Partner:

Attached is a Corrective Action Request for non-conforming material found at Hitachi Automotive Systems Americas, Inc.

This notification requires **immediate** containment and corrective action on the described problem.

**THE INITIAL RESPONSE MUST BE SENT BACK TO (HIAMS) WITHIN 24 HOURS OF RECEIPT WITH THE FOLLOWING INFORMATION:**

**This could be accomplished by completing the Supplier Containment Action Section of the attached SCAR or an initial Supplier 8-D.**

1. Initial containment action for parts at (HIAMS)AM-HK’s inventory (Receiving Warehouse, WIP, and Finished Goods).

2. Initial containment action for parts at the supplier to ensure that additional part with this condition are not shipped.

3. Method of conforming material Verification, ID and Traceability on the parts and/or packages and/or pallets.

4. Conforming material ship date from manufacturing location.

5. Preliminary Global 8-D is due within **15 days** upon receipt of this SCAR with actual/potential root cause(s), root cause verification, countermeasure(s) and countermeasure(s) implementation dates identified.

6. Final Global 8-D is due within **30 days** upon receipt of this SCAR with actual root cause(s), root cause verification, countermeasure(s), countermeasure(s) verification and countermeasure(s) implementation dates identified.

It is expected that the SCAR response shall be submitted by designated dates. Any failure to submit the response and/or the Global 8-Ds within the above mentioned time frame could result in a charge to the supplier rating.

In the event that an acceptable and completed Global 8-D can not be submitted by the due date, then a request for an extension of the date(s) should be submitted in writing with detailed explanation of why an extension is necessary. Electronic Part return Timeline SQA-Form-009 should also be completed and submitted along with the extension request.

If you should have any questions or need additional information, please do not hesitate to call.

Thanks for your support and cooperation.

Sincerely,