

Document type
DESCRIPTION
 Approved by (department acronym, name)

Title
Final AAR approval
 File name

Issue
2
 Info class
Internal
 Page
1(2)

Issued by (department acronym name phone)
RCDD Anna Kjersvik 89182

Date
2019-09-02

AAR submission for ePPAP

The Appearance Approval Report (AAR) is a part of PPAP and a pre-condition for the suppliers signing of the Part Submission Warrant (PSW).

To reach an approval, parts shall be evaluated and approved by the Scania AAR-team. The signed final report shall be submitted by the supplier in the ePPAP system.

The complete procedure for AAR is described in STD4246. Every step, including the final signed approval, is documented in a web based AAR portal (<https://scania-aar.prssystem.se>). For access to the AAR portal – please send a mail to aar.inbox@scania.com.

How it works

Supplier

By submitting parts for Final AAR (FV), you as a supplier confirm that you consider the parts to be ready for PPAP. No signature or official document is needed from your side.

In parallel to sending parts, you should send a mail to aar.inbox@scania.com with measurement reports (dimension and possible colour/gloss measurements) plus any other information you find relevant (e.g. production date, batch no etc.).

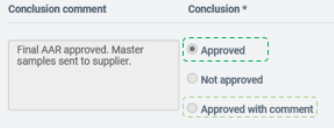
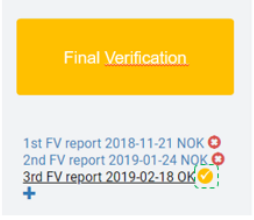
When the part is approved in final AAR and the report is signed, you upload a PDF or (if agreed with the SQA) a link to the report in the AAR portal, in the e-PPAP system.

Note: it is important that the report has received the status “Signed” before submitting the report for PPAP, see below:

1

Part FV approved by the Scania [AAR-team](#)

In FV report:

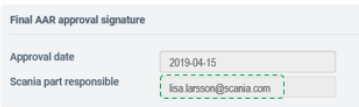
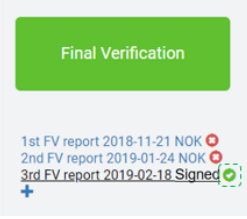
In Parts overview page:

Evaluation step	Status	Status updated
2st Final verification	Report: OK	2019-04-06

2

Part final approved by the [Scania part responsible](#) (engineering group manager)

In FV report:


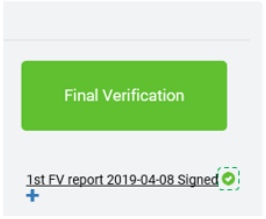
In Parts overview page:

Evaluation step	Status	Status updated
2nd Final verification	Signed	2019-04-08

3

Report ready to be uploaded as a PDF (or link) in the e-PPAP system.

In FV report:

The Print button is found at the top of the report.

> Report published and distributed to supplier for information and to Scania part responsible for final signature.

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Scania

When the AAR team publish a FV report (approved or approved with comment), an automatic mail with a link to the AAR report is sent to the engineering group manager (Scania part responsible):

Email subject: New final AAR approval in Scania AAR Portal

Dear [Firstname] [Lastname],

Part XXXXXXXX have been final AAR approved by the AAR-team. To complete the AAR approval for PPAP, your signature is needed. Please follow the link to the report. Read through and confirm your signature by clicking the "Submit"-button at the bottom.

This replaces signing the previous AAR-form.

Best regards,
Scania AAR-Team
aar.inbox@scania.com

Follow the link in the mail and to read through the report.

At the bottom of the FV report there is a pre-filled area where you as a part responsible need to check the box if you approve, and then push the Submit-button. This replaces the old signature in the AAR-form.

Final AAR approval signature

Approval date	2019-03-04	<input type="checkbox"/> <i>I confirm with this signature that this part is final AAR approved</i>
Scania part responsible	ida.back@scania.com	

Submit

When clicking the Submit-button, the status in the part overview is changed to Signed.

Evaluation step	Status	Status updated
2nd Final verification	Signed	2019-04-08

The supplier can then enter the AAR portal, print the report to a PDF and submit a copy for PPAP.

History



In order to improve and make the AAR process more efficient – the old paper format of the AAR form is no longer used. The form has been replaced by a digital signature directly in the AAR report in the web based AAR portal.