



**Johnson Matthey**  
Inspiring science, enhancing life

## **Johnson Matthey Supplier Management System JM Battery Systems**

**Part 2: Global Supplier Manual**  
Appendix D – Johnson Matthey Battery Systems Change  
Notification Requirements

## Table of Contents

---

| <b><u>Section</u></b> | <b><u>Description</u></b>       | <b><u>Page</u></b> |
|-----------------------|---------------------------------|--------------------|
| 1                     | Introduction                    | 3                  |
| 2                     | Definition of Change            | 3                  |
| 3                     | Examples of Significant Changes | 3                  |
| 4                     | Company Level Changes           | 4                  |

## 1 Introduction

---

This appendix gives guidance on situations where a change notification may be required.

## 2 Definition of Change

---

For the purpose of this appendix, the definition of “change” is;

Any situation where a significant change occurs during the period covering warranted serial production.

A “significant” change may directly or indirectly affect either the process or the product covered by the PPAP warrant.

## 3 Examples of Significant Change

---

The following list shows examples of what may be considered significant changes. This list is not exhaustive and the supplier should consider any changes not listed below for its significance, and apply the same rules as below.

| <b>Changes associated with the product</b> |
|--|
| Changes to identified key characteristics  |
| Changes to specification                   |
| Change of raw material                     |
| Changes to packaging and labelling         |

| <b>Changes Associated with the Process</b>  |
|---|
| Changes to process flow   |
| Changes to process set points   |
| Changes of process set point tolerances   |
| Change or update of item on the control plan  |
| Change of sub-contract supplier   |
| Change or introduction of production plant in existing location   |
| Change of production line layout – using same plant   |
| Change of production equipment on a line  |
| Change of manufacturing equipment components on a production line with new, different or enhanced functionality |

In the situations listed above, the supplier should inform JMBS prior to making any changes. JMBS will then assess the overall impact and advise if the change requires either of the following actions;

- Re-validation – A revalidation of the process/product to ensure the changes have not impacted the product/process integrity OR
- PPAP Re-submittal – A requirement to resubmit all/some of the PPAP documentation where the changes may affect the warranted PPAP package

**NB; JMBS will define the extent of the PPAP re-submittal.  
First delivery after the change need to be marked by supplier.**

In each of these actions, the supplier shall follow the same processes as detailed within the Supplier Manual and its associated appendices.

## 4 Company Level Changes

---

Where the supplier makes a significant change in ownership, financial status or to any declared accreditations (e.g. ISO 9001 change of scope), the supplier shall also inform JMBS of the nature and effectivity of such a change.

Where appropriate the supplier shall forward any revised certification to JMBS as soon as any revision occurs.

---