

PFMEA, control plan and work instruction update after an 8D (D7)

One sheet per 8D. Replace every [bracket] and delete the grey prompts. Generic checklist: your own FMEA method (for example the AIAG-VDA FMEA Handbook or your customer's method), document control and change process come first. Advisory only, not a customer decision.

1 - Link to the 8D

8D / complaint no.	[no.]
Part / process	[Part number, rev.], [line / operation no.]
D4 occurrence cause	[Why it was made]
D4 escape cause	[Why it was not detected]
D5 action(s)	[What changed in the process or the check]
D6 result	[Verified on (lots / period / volume), result] (update documents only after D6 shows the action works)
D7 owner	[Name, function]

2 - Was it in the PFMEA?

☐ Yes: the failure mode and cause were there, but the O or D rating was too optimistic or the control did not work.
Why: []

☐ No: the failure mode or cause was missing. Why the FMEA team missed it (scope, lessons learned not used, no data from similar parts): []

☐ Fix for the FMEA process itself, not only this row: []

3 - PFMEA change (before / after)

Item	Before	After
Failure mode / cause row	[Existing row no. / new row]	[Revised wording]
Prevention control	[Before]	[After]
Detection control	[Before]	[After]
Occurrence (O)	[Before]	[After, re-assessed with D6 data]
Detection (D)	[Before]	[After]
Severity (S)	[Before]	[Normally unchanged unless the design changes]
AP or RPN	[Before]	[After] (use your customer's FMEA method)
Document no., rev., date	[Old rev.]	[New rev., date, reviewed by]

4 - Control plan change

Characteristic	[Feature / process parameter]
Method / gauge	[Gauge, fixture, test] (new gauge? measurement system analysis done: [ref.])
Sample size and frequency	[Before] -> [After]
Reaction plan	[What the operator does on a failed check, who is called, what is held]
D3 extra check	[Stays as permanent control / ends on (date) because (D6 evidence)]
Control plan no., rev., date	[New rev., date]

5 – Documents changed

Document	No.	Revision	Date	Note
Work instruction	[Doc no.]	[Old rev.] -> [New rev.]	[Date]	[How operators were told: briefing record ref.]
Setup sheet / parameter sheet	[Doc no.]	[] -> []	[Date]	[]
Inspection instruction	[Doc no.]	[] -> []	[Date]	[]
Maintenance / tool-life plan	[Doc no.]	[] -> []	[Date]	[]
Drawing / specification	[Doc no.]	[] -> []	[Date]	[Design change? who owns it]
Training matrix	[Doc no.]	[] -> []	[Date]	[Which people, which revised document]

Delete rows that do not apply. A document that did not need to change can stay, marked 'checked, no change', with the reason.

6 – Customer and change control

- ☐ Checked whether this process change must be notified to the customer, or needs their agreement first, under their customer-specific requirements (for example PPAP or a change notification rule). Result: []
- ☐ Change recorded in the internal change / document control system: [ref.]
- ☐ Other plants or functions told (design, purchasing, maintenance): []

7 – Read-across

Checked	Why it could have the same cause	Result	Action
[Line / product / tool / plant]	[Same cause possible? why]	[Present / not present / n.a.]	[Action, owner, date]
[]	[]	[]	[]
[]	[]	[]	[]

8 – Ready for D8?

- ☐ D6 showed the action works before the documents were changed.
- ☐ Every changed document has a number, revision and date, and an extract is attached to the 8D.
- ☐ The escape side is covered: a detection change, not only an occurrence change, if the escape point was part of D4.
- ☐ Lessons learned recorded where the next FMEA team will find them: [ref.]
- ☐ Open items listed with owner and planned date, not marked as done.