

Diversified Engineering & Plastics, LLC

Subcontractor Quality System Assessment & Supplier Profile

Supplier Information				
Company Name:				
Address Line 1:				
Address Line 2:				
City:		State:		Zip:
Phone:			Fax:	
Website:				

Parts Supplied to DEP	Please attach separate sheet if additional space is needed.
Part #	Part Description

Subcontractor Registrations	NOTE: New Suppliers <u>MUST</u> hold a minimum of ISO9001:2008		
TS16949:2009	Y__ or N__	Date of Certification:	
ISO9001:2008	Y__ or N__	Date of Certification:	
ISO140001:2004	Y__ or N__	Date of Certification:	
A2LA	Y__ or N__	Date of Certification:	
MBE Certified	Y__ or N__	Date of Certification:	
If MBE Certified, specify sector	African American__ Hispanic__ Native American __ Asian Pacific__ Asian Indian__		

Company Information	
DUNS Number:	
Tax ID Number:	
Year of Establishment:	
Primary Products/Services:	

Diversified Engineering & Plastics, LLC

Subcontractor Quality System Assessment & Supplier Profile

Contact Information	The following information will be distributed to all department managers for appropriate communications during our partnership.		
President/General Manager:		Email:	
	Phone:		Fax:
Production Manager:		Email:	
	Phone:		Fax:
Sales Representative:		Email:	
	Phone:		Fax:
Quality Manager:		Email:	
	Phone:		Fax:
Materials Manager:		Email:	
	Phone:		Fax:
Purchasing Manager:		Email:	
	Phone:		Fax:
Customer Service:		Email:	
	Phone:		Fax:
Other (Indicate Title):		Email:	
	Phone:		Fax:
After Hours Contact & Title:		Email:	
	Phone:		Fax:

Diversified Engineering & Plastics, LLC

Subcontractor Quality System Assessment & Supplier Profile

Quality System Assessment	Note: If you are certified to a Quality Management System standard, pages 3-7 are waived. Please attach your latest certification as evidence.	
A) General Information		
1. Total Production Personnel		COMMENTS:
2. Total Quality Personnel		COMMENTS:
3. Union	YES: ____ NO: ____	Name of Union: _____ Contract Expiration: _____
4. Does the subcontractor have a documented quality policy?	YES: ____ NO: ____	COMMENTS:
5. Does the subcontractor have a documented system for tracking customer satisfaction?	YES: ____ NO: ____	COMMENTS:

B) Quality System		
1. Is there a documented quality system?	YES: ____ NO: ____	COMMENTS:
2. Is the quality system based on external standards? (i.e. ISO9001:2008, TS16949:2009)	YES: ____ NO: ____	COMMENTS:
3. Are there written, implemented, current procedures defining the roles and responsibilities related to quality?	YES: ____ NO: ____	COMMENTS:
4. Are all procedures, forms and other documents controlled? (i.e. identification number, revision level, approval signature)	YES: ____ NO: ____	COMMENTS:
5. Is there a training program?	YES: ____ NO: ____	COMMENTS:
6. Are there periodic internal quality system audits performed to assure compliance with written procedures?	YES: ____ NO: ____	COMMENTS:
7. Are measures of quality tracked? (i.e. cost, number of rejections, rework cost, scrap cost, on time delivery, etc.)	YES: ____ NO: ____	COMMENTS:
8. Does management regularly review the effectiveness of quality systems?	YES: ____ NO: ____	COMMENTS:

C) Contract/Purchase Order Review		
1. Are purchase orders/contracts reviewed for accuracy and requirements prior to manufacturing the product?	YES: ____ NO: ____	COMMENTS:
2. Is there assurance that the latest drawing(s) and specifications are on file prior to manufacturing the product?	YES: ____ NO: ____	COMMENTS:

D) Design Control		
1. Does the subcontractor have design control of the product/material being supplied to Diversified Engineering & Plastics?	YES: ____ NO: ____	COMMENTS:
2. If Answer to 1. is "Yes", Does the subcontractor request approval of Diversified Engineering & Plastics prior to any product or material changes implemented? (If answer to 1. is "No", Go to section E.)	YES: ____ NO: ____	COMMENTS:

E) Document and Data Control		
1. Does the subcontractor have currently released drawings, specifications, procedures and work instructions available to all appropriate manufacturing locations?	YES: ____ NO: ____	COMMENTS:

F) Purchasing Element		
1. Does the subcontractor maintain an approved list of sub-suppliers?	YES: ____ NO: ____	COMMENTS:

G) Control of Customer Supplied Product		
1. Does the subcontractor have a procedure addressing control of customer supplied product?	YES: ____ NO: ____	COMMENTS:

H) Product Identification and Traceability		
1. Does the subcontractor have a suitable means of identifying the status of the product through all stages of the manufacturing process?	YES: ____ NO: ____	COMMENTS:
2. Where required, is there a method to provide traceability of individual product or batches?	YES: ____ NO: ____	COMMENTS:

I) Process Control		
1. Does the subcontractor have a process to ensure compliance with all applicable government safety and environmental regulations?	YES: ____ NO: ____	COMMENTS:
2. Does the subcontractor have a documented preventative maintenance program?	YES: ____ NO: ____	COMMENTS:
3. Are there process monitoring and operator work instructions?	YES: ____ NO: ____	COMMENTS:
4. Does the subcontractor perform preliminary process capability studies, if required?	YES: ____ NO: ____	COMMENTS:
5. Are job setups verified and documented?	YES: ____ NO: ____	COMMENTS:

J) Inspection and Testing		
1. Does the subcontractor have a receiving inspection procedure to ensure that incoming products are not used until verified as conforming to specified requirements?	YES: ____ NO: ____	COMMENTS:
2. Is in-process inspection and testing performed and documented?	YES: ____ NO: ____	COMMENTS:
3. Is final inspection and testing performed and documented?	YES: ____ NO: ____	COMMENTS:

K) Control of Inspection Equipment		
1. Is there a documented program for the calibration of all measuring and test equipment used for the acceptance of the product?	YES: ____ NO: ____	COMMENTS:
2. Is measurement and testing equipment calibration traceable to the National Institute of standards and technology?	YES: ____ NO: ____	COMMENTS:
3. Are records maintained of the calibrations?	YES: ____ NO: ____	COMMENTS:
4. Are the before and after adjustment values recorded?	YES: ____ NO: ____	COMMENTS:
5. Are gauge R & R studies performed?	YES: ____ NO: ____	COMMENTS:

L) Inspection and test status		
1. Is the inspection and test status identified by suitable means throughout all phases of the manufacturing process? (i.e. tags, labels, etc.)	YES: ____ NO: ____	COMMENTS:

M) Control of Non-Conforming Product		
1. Are non-conforming products clearly identified and segregated from the production flow?	YES: ____ NO: ____	COMMENTS:
2. Is the authority, responsibility and procedure for non-conforming material clearly defined?	YES: ____ NO: ____	COMMENTS:
3. Are reworked parts/materials re-inspected for conformance to requirements?	YES: ____ NO: ____	COMMENTS:

N) Corrective Action and Preventative Action		
1. Does the subcontractor have documented procedures for implementing corrective and preventative action?	YES: ____ NO: ____	COMMENTS:
2. Does the subcontractor use problem solving methods?	YES: ____ NO: ____	COMMENTS:
3. Does the subcontractor have an effective method for handling customer complaints and reports of non-conformities?	YES: ____ NO: ____	COMMENTS:

O) Handling, Storage, Packaging, Preservation and Delivery		
1. Does the subcontractor maintain documented procedures for handling storage, packaging, preservation and delivery?	YES: ____ NO: ____	COMMENTS:
2. Does the subcontractor have established systems to support 100% on time delivery?	YES: ____ NO: ____	COMMENTS:

P) Quality Records		
1. Does the subcontractor retain process parameter inspection records? (i.e. Control charts, inspection and test results)	YES: ____ NO: ____	COMMENTS:
2. For How Long?		COMMENTS:

Q) Internal Quality Audits		
1. Does the subcontractor review customer satisfaction? How?	YES: ____ NO: ____	COMMENTS:
2. At what frequency?		COMMENTS:

R) Training		
1. Does the subcontractor have a documented training program and are the records available as evidence?	YES: ____ NO: ____	COMMENTS:

S) Servicing		
1. Is servicing a specific requirement?	YES: ____ NO: ____	COMMENTS:
2. If servicing is a requirement, do procedures exist?	YES: ____ NO: ____	COMMENTS:

T) Statistical Techniques		
1. Is there a formal SPC Program in place for significant product characteristics and process parameters?	YES: ____ NO: ____	COMMENTS:
2. Do all control charts being used exhibit a CpK of 1.33 or better?	YES: ____ NO: ____	COMMENTS:
3. If control charts show less than 1.33 CpK, is a corrective action being taken?	YES: ____ NO: ____	COMMENTS:

U) Production Part Approval Process		
1. Does the subcontractor comply with the requirements of the AIAG production part approval process (PPAP) manual?	YES: ____ NO: ____	COMMENTS:

V) Continuous Improvement		
1. Does the subcontractor have a documented continuous improvement program?	YES: ____ NO: ____	COMMENTS:

W) Manufacturing Capabilities		
1. Does the subcontractor use a cross-functional team approach for developing facilities, processes and equipment plans in conjunction with the advance quality planning process?	YES: ____ NO: ____	COMMENTS:
2. Does the subcontractor have a system for maintaining tooling and equipment?	YES: ____ NO: ____	COMMENTS:

Comments:

Summary of Quality System Survey:

- Approved Based on Certification to A2LA, ISO9001:2008 and/or TS16949:2009 Standards
- Approved Based on Conformance to A2LA, ISO9001:2008 and/or TS16949:2009 Standards
- Approved with corrective action on the comments listed. To be completed with in 90 days.
- Conditional approval based on past performance as a subcontractor & maintained future performance.
- Conditional approval as a new supplier, with 6 month probation and re-audit required.
- Conditional approval based on past performance as a subcontractor and agreeing to submit a written plan achieving compliance with the requirements of ISO9001:2008 and/or TS16949:2009.
- Conditional approval based on customer directed and/or certification requirement waived by DEP
- Disapproved per comments.

Approval Signature - DEP Purchasing

Date

Approval Signature - DEP Quality

Date