



13 Jan 2020 / Reicza Ham

Comprehensive Supplier Audit & Evaluation

Complete

Inspection score	Failed items	Created actions
0%	0	0
Site Production Main		
Supplier / Site Unanswered		
Address Unanswered		
Conducted on 📅 13th Jan, 2020 ⌚ 1:54 PM EST		
Prepared by Reicza Ham		

Licenses & Certifications

Please attach any relevant GFSI or equivalent certifications and licences issued to your company for QMS Standards, Food Safety & Company Traceability

Unanswered

Quality Management

Is the quality system documented, controlled and maintained to clearly describe current practice?	Unanswered
Do quality reports, trend charts and data analysis identify areas of opportunity and are used by management on a routine	Unanswered
Are quality-performance targets clearly defined, included in the business plan and monitored for improvements?	Unanswered
Does executive management participate in periodic quality system reviews that address quality-related feedback from customers and internal quality metrics?	Unanswered

Continuous Improvement

Are preventive actions taken based on the analysis of significant business trends, design reviews, customer satisfaction surveys or other meaningful inputs?	Unanswered
Is there a formal approach used to actively pursue cost containment and other continual improvement activities throughout the organization?	Unanswered
Is a corrective action system in place that provides root cause analysis and takes timely and effective action to prevent recurrence?	Unanswered
Does the corrective action system cover customer, internal and supplier issues?	Unanswered

Education & Training

Is the skill and education level required for each job documented and appropriate training provided?	Unanswered
Is employee qualification/certification maintained where the quality outcome of the process cannot be verified and is strongly dependent upon operator skill?	Unanswered
Are suitable methods used to verify training effectiveness?	Unanswered
Are suitable records of maintained?	Unanswered

Occupational Health & Safety

Does the health and safety management system address the safety of personnel without comprising the achievement of product quality requirements?	Unanswered
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Does the health and safety management system address the requirement for emergency planning?	Unanswered
Does the health and safety policy state the organization's health and safety objectives and management's commitment to continual improvement of H&S metrics?	Unanswered
Are procedures used for the on-going identification of hazards, the assessment of risks, and the implementation of necessary control measures?	Unanswered

Design & Development Support

Are customer needs and requirements incorporated into product designs and/or manufacturing processes?	Unanswered
Are Critical-to-Quality (CTQ) characteristics are identified, understood and records retained?	Unanswered
Are product specifications and drawings generated, controlled and maintained for new or changed product designs?	Unanswered
Is design validation is an integral part of the design process and occurs prior to production release?	Unanswered
Are human and technical resources are adequate to meet the requirements for design collaboration, tooling design, and electronic drawing and data exchange?	Unanswered

Quality Planning

Are production samples inspected and provided to customers upon request?	Unanswered
Are customer production requirements and quality specifications are reviewed to ensure they can be met on a consistent basis?	Unanswered
Are reliability test plans developed and routinely followed?	Unanswered
Is testing used to verify the design specifications, drive design improvements and provide an on-going check of materials and workmanship?	Unanswered
Is product reliability test data is available upon request and historical test performance data shows a highly stable process and product design?	Unanswered

Customer Documentation

Are new and revised customer specifications reviewed and implemented in a timely manner?	Unanswered
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Are current process control documents in place and used for production start-up and continuing production?	Unanswered
Does customer notification/approval occur for changes to control plans, manufacturing site, product transfers, raw material or product obsolescence?	Unanswered
Is there a record control system in place for the identification, storage, protection, retrieval, retention time, and disposition of quality records?	Unanswered
Are quality records maintained?	Unanswered

Procurement

Is there a formal process used for the selection, qualification and re-qualification of suppliers?	Unanswered
Are purchases from unapproved suppliers prevented by a properly controlled and available approved supplier list?	Unanswered
Are purchases from unapproved suppliers prevented by a properly controlled and available approved supplier list?	Unanswered
Are preventive actions taken to continuously improve performance of the supplier base?	Unanswered
Does the supplier assurance system ensure that all purchased product or material conforms to defined specifications and applicable regulatory or customer requirements?	Unanswered
Does a system exist for the identification, verification and protection of customer supplied product that includes notifying the customer if product is damaged or lost?	Unanswered

Incoming Material

Is receiving inspection performed per documented procedures and detailed work instructions?	Unanswered
Is inspected material adequately identified as to acceptance or rejection and traceable to receiving inspection report?	Unanswered
Do supplier corrective action requests requiring root cause investigation show responses are analyzed?	Unanswered

Manufacturing Quality

Is there a formal method used to qualify new or rebuilt production equipment prior to production use?	Unanswered
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Are control plans used to plan and deploy inspection and test functions throughout the production process?	Unanswered
Are appropriate work instructions are available where needed that accurately describe all work methods including inspections and tests to be done during production?	Unanswered
Are appropriate inspections, tests and process adjustments made per applicable work instructions to verify conformance at key points throughout the process and prior to shipment?	Unanswered
Is the inspection and process status of the product identified and maintained throughout the production process?	Unanswered
Are customers notified of low yield production lots or issues that affect product reliability?	Unanswered

Process Control

Are key part characteristics and process parameters are reviewed and statistically based controls and/or problem solving tools are used to control variation?	Unanswered
Are written improvement plans are implemented to reduce sources of variation?	Unanswered
Is process capability is measured and actions are taken to maintain established minimum Cpk/Ppk targets?	Unanswered
Are out of control conditions are noted on charts and documented corrective action is taken to bring the process back into control?	Unanswered

Nonconforming Material

Are nonconforming materials, parts and assemblies are segregated (where practical) and identified to prevent unapproved use?	Unanswered
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Are nonconforming materials, parts and assemblies are segregated (where practical) and identified to prevent unapproved use?	Unanswered
Is reworked material, parts and assemblies are re-inspected or re-tested to confirm compliance to requirements?	Unanswered
Is the use of nonconforming material is documented under a formal waiver or concession system?	Unanswered
Is product traceability maintained to facilitate problem evaluation and corrective action?	Unanswered
Is there a positive recall system to notify customers of nonconforming product that has already been shipped?	Unanswered

Monitoring & Measurement

Are gauge repeatability and reproducibility studies conducted to verify suitability of measuring devices for their use in checking product quality or control of processes?	Unanswered
Are measuring devices and gauges and test equipment are routinely calibrated and controlled per documented procedures?	Unanswered
Are gauges and test equipment calibrated against standards traceable to a recognized regulatory body or agency?	Unanswered
Are assessments made to check the validity of previous measurements done on products where out-of-calibration measuring devices were used?	Unanswered
Are appropriate controls are in place to verify the suitability and accuracy of computer software prior to initial use in checking product quality or control of processes?	Unanswered

Maintenance

Are tools stored in an appropriate, clearly defined area, with systematic tracking that provides traceability, particularly of customer-owned tools and equipment?	Unanswered
Does a formal preventive maintenance system (PM) exist for production equipment, tools and fixtures?	Unanswered
Is the preventive maintenance schedule is followed since product cannot be made with tools that are outside of maintenance period?	Unanswered

Environment

Does a documented environmental policy exist that includes a commitment to comply with relevant environmental legislation and regulations and to continual improvement and pollution prevention?	Unanswered
Is there is an environmental management system that ensures compliance to all applicable government regulations and there are no outstanding, unresolved violations of these regulations?	Unanswered
Is there a system is in place to minimize the use, disposal and emissions of hazardous chemicals are not used in the manufacturing process?	Unanswered
Is there an on-going emphasis is placed on using materials that are; compliant with applicable regulations like WEEE, biodegradable, recyclable, re-usable, reduces pollutant emissions at the point of use?	Unanswered

Storage & Packing

Are areas around the facility clean and orderly and are tools and equipment properly stored and readily available for use and is lighting and air quality are adequate?	Unanswered
Is proper equipment and methods used to prevent product damage or loss in all phases of the material handling process?	Unanswered
Are documented procedures followed to ensure proper control and preservation of handling, storage (FIFO), packaging, and delivery of product?	Unanswered
Is the suitability of product packaging reviewed and concerns communicated to the customer prior to initial production shipment?	Unanswered
Is stored product/material periodically inspected, and where applicable, actions are taken to prevent deterioration per documented procedures?	Unanswered
Have contingency plans been developed that describe actions to be taken in the event of a major interruption of the production process?	Unanswered

Completion

Full Name and Signature of Person Responsible for Completion

Unanswered