



Golden State Engineering, Inc.
15338 S. Garfield Ave.
Paramount, CA 90723
USA
Phone: 562-634-3125 Fax: 562-630-1408

Supplier Survey

From:

Tim Nichols
Ph: 562-634-3125
Fax: 562-630-1408
E-mail: tnichols@goldenstateeng.com

Instructions:

Please complete the following survey and return.

Questions:

Company Information

1) Company Name: _____ Date: _____

Address: _____

Telephone #: _____

Fax #: _____

Principal Product or Service: _____

Organization

2) Senior Company Official: _____

Title: _____

Senior Quality Official: _____

Title: _____

Senior Production Official: _____

Title: _____

Facility Information

3) Number of Buildings: _____, Total Production area: _____, Own: ____, Lease: ____

Total # of Employees: _____, Total in Production: _____, Total in QA: _____

General System Information

4) Present Quality System Operating System Complies to: (Please indicate below)

Mil-Q-9858A____, Mil-I-45208A____, ISO 9000/(?), NADCAP____

Other, (specify)_____

5) Does a written Quality Plan exist? (if yes, please provide copy)

Yes No

6) Does a current company organization chart exist? (if yes, please provide copy)

Yes No

7) Does your company have current ISO certification (if so, please provide copy of approval)

Yes No

Management Responsibility:

8) Are quality objectives and responsibilities clearly stated, widely distributed and understood throughout the company?

Yes No

9) Does management solicit and accept feedback from the workforce?

Yes No

10) Are there clearly defined and documented responsibilities and authorities for all personnel affecting quality?

Yes No

11) Have adequate quality control and skill training programs been established?

Yes No

12) Are periodic internal audits conducted to ensure compliance to established requirements and disciplines?

Yes No

13) Does your senior management periodically review quality system effectiveness and is this review documented?

Yes No

14) Are product integrity audits periodically conducted and is this activity documented?

Yes No

15) Are process audits conducted and is this activity documented?

Yes No

Document and Change Control

16) Do written procedures exist that ensure manufacturing, product, process and configuration documents are under issue control?

Yes No

17) Does the system ensure that the most current applicable customer specifications are used and available to manufacturing personnel?

Yes No

18) Do procedures exist for removing obsolete documents from use?

Yes No

Process Controls

19) Are documented work instructions established and are they available at all points within the process?

Yes No

20) Are work instructions clearly defined and do they specify acceptance criteria?

Yes No

21) Do work instructions and/or inspection instructions identify relevant engineering and manufacturing standards and the latest engineering change affecting the instructions?

Yes No

22) Does the established inspection system include all areas as follows?

Yes No

23) Receiving?

Yes No

24) In Process?

Yes No

25) Final Acceptance?

Yes No

26) Packaging & Shipping?

Yes No

27) Do supplier records work records provide proof of operation/process buy-off at completion?

Yes No

28) Do supplier work records provide for accountability of quantities started and completed?

Yes No

29) Do supplier quality records include all inspections and tests, sample size inspected or rejected and type of discrepancies found?

Yes No

30) Is product identification maintained at all production stages when applicable?

Yes No

31) Is traceability maintained and recorded when so required by the customer?

Yes No

32) If so, how long are records maintained?

Measuring and Test Equipment

33) Does a documented calibration procedure exist?

Yes No

34) Are all inspection gages, test equipment and tooling used for acceptance calibrated prior to use?

Yes No

35) Is calibration traceability to the National Institute of Standards and Technology (NIST) or equivalent maintained?

Yes No

36) Is an adequate gage and test equipment accountability and labeling system in use?

Yes No

37) Is the frequency of calibration for each type of inspection measuring and test equipment documented?

Yes No

38) Do calibration records exist?

Yes No

39) Do procedures include the requirement for notifying customers if any significant out of tolerance/calibration condition is found on an instrument that was used to qualify customer parts?

Yes No

Purchase Controls

40) Does a procedure exist which defines how activities are to be conducted?

Yes No

41) Do purchase orders adequately specify a description of the materials, products or services being procured?

Yes No

42) Are purchase orders available to receiving inspection in order to verify compliance of supplied items or services?

Yes No

Corrective Action and Nonconforming Material Control:

43) Do procedures exist that define the handling control of nonconforming items or services?

Yes No

44) Do procedures provide for the following?

45) Identification?

Yes No

46) Segregation to prevent use?

Yes No

47) Presentation to customer for disposition?

Yes No

48) If discrepant material is reworked/sorted, is it re-inspected and approved prior to release?

Yes No

49) Does a hold area for nonconforming material exists which adequately secures this type of material to prevent unauthorized release or use?

Yes No

50) Does a procedure exist for initiating and documenting corrective action in order to eliminate cause of nonconformance?

Yes No

51) Are customer complaints and corrective action responses handled promptly?

Yes No

Handling, Storage, Packaging, and Delivery

52) Do material handling methods prevent product damage or deterioration?

Yes No

53) Are methods appropriate for the product used for preservation and segregation?

Yes No

54) Are applicable customer packaging standards noted and used?

Yes No

Instructions:

Please fax to the number above or email to address above.