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 Minneapolis, MN 55431
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Vendor Qualification Survey

Vendor Information

Company Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Fax Number: _____

email address: _____ website: _____

Product or Service Type: _____

Management Personnel

| First & Last Name | Title | Phone | email address |
|-----------------------------|-------|-------|---------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Quality Manager reports to: | | | |

Total Number of Employees

| | | | |
|-------------------|-------|----------------|-------|
| Production: | _____ | Engineering: | _____ |
| Inspection: | _____ | Support Staff: | _____ |
| Other – describe: | _____ | | |

Basic Quality System Questions

What Quality System certifications / approvals does your company hold? (check all that apply)

ISO 9001 AS 9100 MIL-PRF-31032 IPC UL Approved

Other (Specify): _____

If your quality system is certified to ISO 9001, AS9100 or MIL-PRF-31032, sign and date this survey below, attach a copy of your certification(s) and return to Printed Circuits. All others please complete all pages and return.

In accordance with the requirements of AS9100, Printed Circuits suppliers and their facilities are hereby subject to customer surveillance and investigation. A "Right of Entry" clause is in effect for all contracts. This provision shall allow for Printed Circuits their customers and regulatory agencies to determine and verify the quality of work, records and material at any place, including the plant of the sub-contractor.

This survey was completed by:

| First & Last Name | Title | Date |
|-------------------|-------|------|
| | | |

Management Responsibility

| | Yes | No | N/A |
|--|--------------------------|--------------------------|--------------------------|
| 1 Is there a management policy and objectives for, and commitment to, quality? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2 Is there a requirement for all personnel to adhere to the documented quality system? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3 Are there defined responsibilities and authorities for personnel who perform work affecting quality? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4 Is the commitment to quality known and understood by all employees? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5 Has a management representative been appointed? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6 Is there a formal documented process to measure customer satisfaction? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Quality System

| | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 7 Do you have a quality manual that defines the quality system and references all procedures? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8 Do you have an organizational chart that clearly establishes direct responsibility for the quality system? Please attach a copy. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9 Does management periodically review the quality system to ensure effectiveness? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10 Is the management review documented? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Risk Management

| | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 11 Is there a documented Business Continuity Plan? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12 Are there documented procedures that define the manufacturing capacity planning process? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13 Are there documented procedures that define the resource planning process? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Contract Review

| | Yes | No | N/A |
|--|--------------------------|--------------------------|--------------------------|
| 14 Is there a documented procedure for the review of contracts and/or amendments to determine the ability to meet quality, capacity and due date requirements? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15 Are contract review records maintained? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Document & Data Control

| | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 16 Is there a documented procedure for the control of all quality system documents such as drawings, specifications and internally generated documents? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17 Is there a system for identification, retrieval and removal of obsolete documents from all points of issue or use? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18 Are records for changes to documents and the incorporation of those changes maintained? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 19 Is there a master list or equivalent document control procedure to identify the current revision level of quality system documents? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Purchasing

| | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 20 Are there documented procedures to ensure that purchased product meets requirements? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 21 Are purchased products verified upon receipt? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 22 Are purchasing documents reviewed and approved for adequacy prior to release? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 23 Is there a documented process for selection and approval of sub-tier suppliers? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 24 Is there a documented process for periodic review of sub-tier quality performance? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Customer Supplied Product

| | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 25 Are there documented procedures that define control, verification, storage and maintenance of customer supplied products? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 26 If applicable, is there a provision for reporting to the customer any such product that is lost, damaged, or otherwise unsuitable for use? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Product Identification & Traceability

| | Yes | No | N/A |
|--|--------------------------|--------------------------|--------------------------|
| 27 Is there a documented procedure for identifying product from applicable drawings, specifications, or other documents during all stages of production, delivery, storage and installation? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 28 Does each batch or lot have its own unique identification? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Process Control

| | Yes | No | N/A |
|--|--------------------------|--------------------------|--------------------------|
| 29 Are there documented procedures defining how manufacturing processes and supporting documentation (i.e. router, manufacturing plans, customer controlled planning etc.) are controlled? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 30 Are there requirements for a suitable preventive maintenance program to ensure continuing process capability? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 31 Are records maintained for qualified processes, equipment and personnel as appropriate? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Inspection & Testing

| | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 32 Is there a documented procedure that defines inspection and test activities including inspection status (uniquely traceable to inspection personnel) and sample inspection requirements? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 33 Are there both in-process and final inspection activities in place to verify that all purchase order, drawing and contractual requirements are met prior to shipment? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 34 Are records of inspections and tests maintained? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 35 Are there requirements to ensure that incoming product cannot be used or processed until it has been inspected or otherwise verified as conforming to specified requirements? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 36 When certification test reports are used to accept material, are periodic validation of test results performed? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Inspection, Measuring & Test Equipment

| | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 37 Are there documented procedures that define how all inspection, measuring and test equipment within the facility are controlled and maintained? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 38 Is all equipment used for acceptance calibrated and traceable to a nationally recognized standard? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 39 Is calibrated equipment physically identified and traceable as to calibration status and recall date? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 40 Are in-house calibrations carried out under suitable environmental conditions? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 41 If equipment is found to be faulty or out of calibration, are procedures in place to perform an assessment of previous inspection results including the possible recall of product for reinspection? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Inspection & Test Status

| | Yes | No | N/A |
|--|--------------------------|--------------------------|--------------------------|
| 42 Is there a system for identifying the inspection and test status of product throughout all processes? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 43 Do inspection and test documents clearly identify test results and who performed the tests? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Control of Nonconforming Material

| | Yes | No | N/A |
|--|--------------------------|--------------------------|--------------------------|
| 44 Is there a documented procedure that defines the identification, segregation, evaluation, disposition and customer notification of nonconforming material? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 45 When required by contract, is nonconforming material that is subject to repair, rework or use-as-is reported to the customer and a formal deviation request made? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 46 Are procedures in place that require customer notification when nonconforming material has escaped the suppliers' facility? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Corrective and Preventive Action

| | Yes | No | N/A |
|--|--------------------------|--------------------------|--------------------------|
| 47 Is there a documented procedure for instituting Corrective / Preventive action, and are the responsibilities clearly defined? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 48 Are recognized problem solving methods (such as 5-Whys) used to identify the true root cause? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 49 Are there documented procedures for addressing and documenting customer complaints? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Handling, Storage, Packaging, Preservation & Delivery

| | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 50 Are there procedures for handling, storage, packaging, preservation, and delivery of product or material to prevent damage or deterioration? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 51 Are the packing, packaging and marking processes adequate to ensure conformance to specified requirements at all times? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 52 Is there a documented process to ensure that all required, correct, associated documents are provided with ordered product as requested by the customer? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Control of Records

| | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 53 Is there a documented procedure for identification, collection, indexing, filing, storage, maintenance and disposition of quality records? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 54 Are relevant quality records legible and identifiable to the specific product or material? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 55 Are records maintained and retrievable in accordance with customer requirements? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Internal Quality Audits

| | Yes | No | N/A |
|--|--------------------------|--------------------------|--------------------------|
| 56 Is there a documented procedure for internal audits? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 57 Is there an audit schedule that covers all quality related activities and departments? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 58 Do you ensure that internal auditors do not audit areas where they hold responsibility? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 59 Are records of audits maintained and reviewed by responsible management personnel? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Training

| | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 60 Have personnel whose work can directly affect product quality received the necessary training in accordance with your documented procedures? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 61 Are training records for personnel performing functions affecting quality maintained? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

General

| | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 62 Will you allow Printed Circuits authorized personnel to inspect and audit your quality system? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Thank you for your time and effort to complete this survey

This section for Printed Circuits use only

| | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------------------|--------------------------|--------------------------|
| Customer directed | Yes | No | Quality System Certs attached | Yes | No |
| | <input type="checkbox"/> | <input type="checkbox"/> | | <input type="checkbox"/> | <input type="checkbox"/> |
| TRB approved | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Disqualification | <input type="checkbox"/> | <input type="checkbox"/> | | | |

Comments:

Quality Approval & Date

Purchasing Approval & Date