

# Diversified Engineering & Plastics, LLC

## Subcontractor Quality System Assessment & Supplier Profile

<b>Supplier Information</b>				
<b>Company Name:</b>				
<b>Address Line 1:</b>				
<b>Address Line 2:</b>				
<b>City:</b>		<b>State:</b>		<b>Zip:</b>
<b>Phone:</b>			<b>Fax:</b>	
<b>Website:</b>				

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

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

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

# Diversified Engineering & Plastics, LLC

## Subcontractor Quality System Assessment

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

# Diversified Engineering & Plastics, LLC

## Subcontractor Quality System Assessment & Supplier Profile

<b>Quality System Assessment</b>	Note: If you are certified to a Quality Management System standard, pages 3-7 are waived. Please attach your latest certification as evidence.	
<b>A) General Information</b>		
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>B) Quality System</b>		
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:

<b>C) Contract/Purchase Order Review</b>		
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:

<b>D) Design Control</b>		
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:

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

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

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

<b>H) Product Identification and Traceability</b>		
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:

<b>I) Process Control</b>		
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:

<b>J) Inspection and Testing</b>		
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:

<b>K) Control of Inspection Equipment</b>		
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:

<b>L) Inspection and test status</b>		
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:

<b>M) Control of Non-Conforming Product</b>		
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:

<b>N) Corrective Action and Preventative Action</b>		
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:

<b>O) Handling, Storage, Packaging, Preservation and Delivery</b>		
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:

<b>P) Quality Records</b>		
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:

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

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

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

<b>T) Statistical Techniques</b>		
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:

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

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

<b>W) Manufacturing Capabilities</b>		
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