



CABLE MANUFACTURING & ASSEMBLY CO., INC.

PRELIMINARY SUPPLIER SURVEY

I. GENERAL INFORMATION

COMPANY NAME _____ DATE _____

ADDRESS _____ PHONE# _____

_____ FAX# _____

QUALITY CONTACT _____ SURVEY COMPLETED

CUSTOMER SERVICE CONTACT _____ BY: _____

PURCHASING CONTACT _____

MANUFACTURING CONTACT _____

HOW LONG HAS YOUR COMPANY BEEN IN BUSINESS? _____

PRODUCTION AREA SQUARE FOOTAGE _____

OFFICE AREA SQUARE FOOTAGE _____

PERSONNEL: PRODUCTION _____, QUALITY _____, OTHER _____,

UNION _____, CONTACT EXPIRATION _____

ANNUAL SALES _____

NORMAL LEAD-TIME _____

DO YOU HAVE A QUALITY POLICY? _____ IF YES, PLEASE ATTACH A COPY.

DO YOU HAVE A DOCUMENTED QUALITY ASSURANCE PROGRAM? _____

IS A COPY OF YOUR QUALITY MANUAL AVAILABLE FOR OUR REVIEW? _____

ARE YOU AWARE OF THE AUTOMOTIVE SAMPLE SUBMISSION PROCEDURE KNOWN AS PPAP?

(PRODUCTION PART APPROVAL PROCESS) _____

ARE YOU PREPARED TO MAKE SAMPLE SUBMISSION IN CONFORMANCE TO THE PPAP REQUIREMENTS? _____

ARE YOU CERTIFIED/REGISTERED TO ANY QUALITY SYSTEM STANDARDS? _____

___ ISO 9001:2000 ___ QS 9000 ___ ISO 16949 ___ Other

WHO ARE YOU REGISTERED BY? _____ CERTIFICATE # _____

IF NOT, DO YOU HAVE PLANS TO BECOME CERTIFIED/REGISTERED TO ___ ISO 9001:2000 OR

___ ISO 16949 IN THE FUTURE? IF SO, WHEN?



II. PROCEDURES

1.	GENERAL	YES	NO	PROCEDURE #
1.1	FOR MATERIAL SUPPLIED, IS ACCEPTANCE CRITERIA ZERO DEFECTS? IS THIS DOCUMENTED?	()	()	_____
1.2	IS THERE A SYSTEM IN PLACE THAT WILL PROVIDE WRITTEN FEEDBACK FOR CORRECTIVE ACTION REQUESTS?	()	()	_____
1.3	IS THERE A PROCEDURE SPECIFYING RECORD RETENTION PERIODS?	()	()	_____
1.4	ARE INTERNAL QUALITY AUDITS CONDUCTED ON A REGULAR BASIS	()	()	_____
1.5	DOES AN ESTABLISHED TRAINING PROGRAM EXIST? _____		() ()	
1.6	ARE CONTINUOUS QUALITY AND PRODUCTIVITY IMPROVEMENT EFFORTS A KEY ELEMENT OF YOUR BUSINESS?	()	()	_____
2.	QUALITY PLANNING			
2.1	IS THERE A DOCUMENTED QUALITY MANUAL?	()	()	_____
2.2	ARE QUALITY MANUALS READILY AVAILABLE TO MANUFACTURING AND QUALITY PERSONNEL?	()	()	_____
2.3	IS ADVANCED QUALITY PLANNING PERFORMED ON ALL NEW OR REVISED PARTS OR PROCESSES?	()	()	_____
2.4	ARE THE CONTRACT REVIEW ACTIVITIES ADEQUATELY DOCUMENTED AND MAINTAINED TO INSURE THAT ORDER REQUIREMENTS ARE UNDERSTOOD AND ARE WITHIN THE SUPPLIER'S CAPABILITY PRIOR TO ORDER ACCEPTANCE?	()	()	_____
2.5	ARE FORMAL DOCUMENTED DESIGN REVIEWS CONDUCTED?	()	()	_____
3.	PURCHASING			
3.1	ARE PROCEDURES IN PLACE THAT REQUIRE SUPPLIER PERFORMANCE TO BE EVALUATED AND UPGRADED WHEN NECESSARY?	()	()	_____
4.	PRODUCT IDENTIFICATION AND TRACEABILITY			
4.1	IS ALL PRODUCT IDENTIFIED AT ALL PRODUCTION STAGES? _____		() ()	
4.2	IS A SYSTEM OF LOT TRACEABILITY MAINTAINED?	()	()	_____
5.	PROCESS CONTROL			
5.1	HAVE DOCUMENTED JOB INSTRUCTIONS BEEN DEVELOPED?	()	()	_____
5.2	IS THERE AN EFFECTIVE PLANNED PREVENTIVE MAINTENANCE PROGRAM IN PLACE?	()	()	_____



	YES	NO	PROCEDURE#
6. CONTROL OF NON-CONFORMING PRODUCTS			
6.1 DO DESIGNATED AREAS EXIST FOR NON-CONFORMING AND SUSPECT PRODUCT?	()	()	_____
6.2 ARE REWORKED PRODUCTS REINSPECTED AND/OR TESTED? _____		() ()	_____
7. MATERIAL HANDLING AND DELIVERY			
7.1 IF YOUR DELIVERY IS NOT 100% TO SCHEDULE, ARE ANALYSES AND CORRECTIVE ACTIONS UNDERTAKEN?	()	()	_____
7.2 IS THERE AN INVENTORY MANAGEMENT SYSTEM TO OPTIMIZE INVENTORY TURNS AND STOCK ROTATION?	()	()	_____
8. MEASUREMENT SYSTEM CONTROL AND EVALUATION			
8.1 IS THERE A SYSTEM FOR THE CALIBRATION OF ALL GAUGES AND MEASURING EQUIPMENT USED TO CONTROL PROCESSES AND OR EVALUATE MATERIAL CONFORMANCE?	()	()	_____
8.2 DOES THE CALIBRATION SYSTEM INCLUDE FREQUENCY OF CALIBRATION AND IS EACH GAUGE AND MEASURING DEVICE LABELED WITH DATE OF CALIBRATION, THE DATE OF NEXT CALIBRATION AND PERSON WHO CALIBRATED IT?	()	()	_____
8.3 IS MEASUREMENT SYSTEM ANALYSIS (GAUGE R&R) CONDUCTED?	()	()	_____
9. INSPECTION			
9.1 IS A RECEIVING INSPECTION PERFORMED ON ALL PURCHASED MATERIALS?	()	()	_____
9.2 PRIOR TO PRODUCTION, IS FIRST ARTICLE INSPECTION PERFORMED AND DOCUMENTED?	()	()	_____
9.3 DURING PROCESSING, ARE CHARACTERISTICS INSPECTED TO ASSURE MATERIAL CONSISTENTLY MEETS SPECIFICATION?	()	()	_____
9.4 IS A FINAL INSPECTION PERFORMED PRIOR TO SHIPMENT?	()	()	_____
10. STATISTICAL PROCESS CONTROL			
10.1 ARE YOU PRESENTLY USING STATISTICAL PROCESS CONTROL IN YOUR MANUFACTURING AREA? _____		() ()	_____
10.2 ARE KEY FACTORS IN THE PROCESS IDENTIFIED AND CONTROLLED?	()	()	_____
11. DRAWING AND CHANGE CONTROL			
11.1 IS THERE A SYSTEM THAT ASSURES THE LATEST DRAWINGS AND RELATED SPECIFICATIONS ARE ON FILE AND OBSOLETE DRAWINGS ARE REMOVED FROM USE?	()	()	_____

