

## FTS CNC, Supplier Self Audit Survey

FTS CNC maintains a Quality Management System registered to ISO 9001 and AS9100 quality standards. As a result, we select subcontractors/vendors based upon their ability to meet both our product and quality system requirements.

We ask all our subcontractor/vendors to complete this survey and return it via Fax, e-mail, or the US Postal Service to the attention of FTS CNC's Purchasing Department. Any information disclosed will be considered confidential and will become part of your file in our Approved Suppliers List, which will be used by FTS CNC to quickly determine products/services provided by your company.

If you feel a question is not applicable to your company, indicate so by writing N/A in the YES/NO column and if necessary, provide an explanation. Thank you for your time on this important matter.

BASIC INFORMATION	
SUPPLIER NAME: _____	
DATE: _____	
ADDRESS: _____	
CITY, STATE, ZIP: _____	
PHONE NUMBERS:    MAIN NUMBER: _____	
FAX NUMBER: _____	
NAMES OF KEY CONTACTS:	OUTSIDE SALES: _____
	PRESIDENT: _____
	PLANT MANAGER: _____
	PURCHASING: _____
	QUALITY: _____
	ENGINEERING: _____
	TECHNICAL: _____
	SCHEDULING: _____
BASIC PRODUCTS AND/OR SURVICES OFFERED: _____	
PERSONNEL COUNT: _____	
FACILITIES AREA (SQ.FT.): _____	
UTILLIZED CAPACITY (%) _____	
LABORATORY FACILITIES: _____	

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<b>PLANNED MAINTENANCE PROGRAM (Y/N)</b> _____
<b>UNION AFFILIATION:</b> _____
<b>PLANT ORGANIZATION – PLEASE PROVIDE AN ORGANIZATIONAL CHART</b>

	Yes	No
1. What Quality Registrations do you currently have (i.e. AS9100, NADCAP)?		
2. Are you planning a new certification? If <b>YES</b> , when?		
3. Does your company have a Quality Manual?		
4. Is there a written, understood, and implemented Quality Policy within your company?		
5. Does your company have an individual that has the responsibility and authority to manage the quality system? If YES, who is the individual? Name: _____ Title: _____ Date: _____		
6. Do you have a system that ensures that purchased parts conform to specifications?		
7. Are materials, products and components traceable from receipt and/or manufacture all the way to the customer?		
8. Do you have a system for receiving inspection, in-process inspection and final inspection and testing in accordance with specified quality plans? If <b>YES</b> , are these procedures documented? How long are records kept showing evidence of inspections and tests performed?		
9. Do you have a system to control the calibration of all inspection, measuring and test equipment? If <b>YES</b> , are your calibration standards traceable to National Standards?		
10. Do you have a system of controlling nonconforming material and products?		
11. Do you have a documented corrective action procedure to prevent the recurrence of non-conforming materials and products? If <b>YES</b> , are these procedures documented? How long are records kept showing evidence of inspections and tests performed?		
12. Do you have a system to control the calibration of all inspection, measuring and test equipment? If <b>YES</b> , are your calibration standards traceable to National Standards? If <b>YES</b> , are these calibration procedures documented? How long are records kept showing evidence of inspections and tests performed?		
13. Do you have a system of controlling nonconforming material and products?		
14. Do you have a documented corrective action procedure to prevent the recurrence of non-conforming materials and products?		
15. Do you inspect for Foreign Objects Detection (FOD)?		

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	Yes	No
16. Do you have a documented system to follow up on customer complaints?		
17. Do you have a system for identifying training needs and a means for training personnel?		
18. Do you have a system that provides methods of handling that prevent damage or deterioration of the product up to, and including, when it is delivered to the customer?		
19. Do you have a system for the identification, filing, maintenance and disposition of quality records? If <b>YES</b> , are those records accessible by the customer?		
20. Do you have Computer Aided Design (CAD) or Computer Aided Machining (CAM)?		
21. Do you provide notification to customers of nonconforming products and hold shipments pending their approval?		
22. Do you notify customers of changes in product and/or process definition and if required obtain customer approval?		
23. Do you flow down to your suppliers (sub-tier) the applicable requirements including Key Characteristics as noted on FTS CNC purchase orders?		
24. Do you provide access for customers and regulatory agencies to all facilities and records involved in their orders?		
25. Are you <b>ITAR</b> (International Tariff Arms Regulations) registered?  Are you aware of the need to protect <b>ITAR</b> identified items (parts) & documents? For a downloadable copy of the ITAR (22 CFR Parts 120-130), Refer Defense Trade Controls		

<b>COMMENTS:</b> _____

**Return this form via attention to the Intended Purchasing Dept by email**

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This area for FTS CNC Personnel Only – Approvers

Purchasing Representative:		Date:
Operations Representative:		Date:
Quality Representative:		Date: