



**RUBBERCRAFT CORPORATION OF CALIFORNIA
(A Sanders Industries Company)**

**3701 Conant Street
Long Beach, CA 90808**

**Telephone: 562.354.2800
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**SUBCONTRACTOR
SELF EVALUATION SURVEY**

Please complete and fax or mail to:

Attention: **QUALITY**

Supplier Quality Survey

Supplier Survey Date:					
Supplier name:					
Supplier address:					
City, State, Country:					
Telephone number:		SEC	MAX	ACT	% SCORE
Fax number:		4.0			
Supplier Survey Date:		5.0			
Prime Contact Name:		6.0			
Prime Contact Title:		7.0			
Prime Contact E-mail:		8.0			
Quality Assurance Mgr:		ALL			

1. Business:

- a) Number of years in business?
- b) Company is: Publicly held Privately owned Minority-owned
- c) This facility, size (ft²)?
- d) Major customers?
- e) Number of employees, this site?

- f) Commodities supplied?

2. Headcount breakdown by group, this site:

R&D		Purchasing	
Engineering		Production Control	
Manufacturing, direct		Quality Assurance	
Manufacturing, indirect		Facilities	

3. Certifications:

Type	Certified?	Certificate #, listing #, etc.
ISO 9001**	<input type="checkbox"/> Yes <input type="checkbox"/> No	
AS 9100**	<input type="checkbox"/> Yes <input type="checkbox"/> No	
D1-9000	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Mil-I-45208	<input type="checkbox"/> Yes <input type="checkbox"/> No	
NADCAP	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other:	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Supplier Quality Survey

Rating Scale	0 - 4	NA
Not at all	0	
Somewhat, but inadequate	1	
Somewhat, barely adequate	2	
Yes, adequate	3	
Yes, world class	4	
Element does not apply		

4.0 QUALITY MANAGEMENT SYSTEM		0 - 4	NA
4.1	General requirements		
4.1.1	Does the organization establish, document, implement, maintain and continually improve the Quality Management System?		
4.2	General documentation requirements		
4.2.1	Has the organization established documented procedures for control of documents, control of quality records, internal audit, control of nonconformity, corrective action, and preventive action?		
4.2.2	Does the organization have identified and controlled documents, particularly those needed to ensure effective operation and control of its processes?		
<p><u>Comments:</u></p>			
MAX POSSIBLE SCORE THIS SECTION:		ACTUAL SCORE THIS SECTION:	
RATING FOR SECTION 4.0:			%

Supplier Quality Survey

5.0 MANAGEMENT RESPONSIBILITY		0 - 4	NA
5.1	Management commitment		
5.1.1	Is there evidence of commitment by top management towards development and improvement of the Quality Management System?		
5.2	Customer focus		
5.2.1	Does top management have systems in place to ensure that customer needs and expectations are determined, and that these are converted into requirements and fulfilled with the aim of achieving customer satisfaction?		
5.2.2	Are obligations related to product, including legal and regulatory requirements identified, and measures established to fulfill the requirements?		
5.3	Quality policy		
5.3.1	Has top management established a controlled Quality Policy?		
5.4	Planning		
5.4.1	Are measurable quality objectives established by top management at relevant functions and levels within the organization?		
5.4.2	Are the outputs of quality planning, including assessment of needed resources, and continual improvement, documented?		
5.5	Administration		
5.5.1	Has the organization clearly identified functions, interrelations, responsibilities and authorities to facilitate effective quality management?		
5.5.2	Has a management representative been appointed to ensure that Quality Management System processes are established and maintained?		
5.5.5	Has a Quality Manual been created and is it maintained?		
5.5.7	Has a documented procedure been established to control all documents (including documents defined as Quality Records) required for the Quality Management System?		
5.6	Management review		
5.6.1	Does the top management review the Quality Management System to ensure its continuing suitability, adequacy and effectiveness, and are the review intervals planned?		
5.6.2	Are results of management review recorded?		
<u>Comments:</u>			

Supplier Quality Survey

5.0 MANAGEMENT RESPONSIBILITY				0 - 4	NA
MAX POSSIBLE SCORE THIS SECTION:	ACTUAL SCORE THIS SECTION:	RATING FOR SECTION 5.0:		%	

6.0 RESOURCE MANAGEMENT		0 - 4	NA
6.1	Provision of resources		
6.1.1	Are personnel with assigned responsibilities defined in the Quality Management System competent on the basis of education, training, skills, and experience?		
6.1.2	Are competency needs for personnel performing activities affecting quality identified?		
6.1.3	Is training provided to satisfy the competency needs?		
6.1.4	Are records of education, experience, training and qualifications maintained?		
6.1.5	Have the facilities needed to achieve conformity of product been provided, including appropriate work space, equipment, and supporting services?		
6.1.6	List available equipment considered key to meeting Rubbercrafts requirements: (Is equipment list attached? Yes No)		
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6.1.7	Are the facilities maintained to achieve conformity of product?		
6.2	Work environment		
6.2.1	Is the work environment suitable for the type of work being conducted for Rubbercraft?		

Supplier Quality Survey

7.0 PRODUCT REALIZATION		0 - 4	NA
7.1	Planning of realization processes		
7.1.1	Has the organization determined the quality objectives and planned for provision of resources, as appropriate, for realization of product for Alloy Die Casting?		
7.1.2	What is the % capacity utilization for product produced for Rubbercraft? %		
7.2	Customer related processes		
7.2.1	Are processes established by the organization to determine specified product requirements, delivery, support, service, and regulatory requirements?		
7.2.2	Does the organization review customer requirements and other requirements determined by the organization prior to commitment to supply a product?		
7.2.3	Does the review process ensure that the organization has the ability to meet defined requirements?		
7.2.4	Does the review process ensure that relevant personnel in the organization are made aware of product change requirements?		
7.2.5	Are arrangements for communication of order amendments, customer feedback, and customer complaints identified and implemented by the organization?		
7.3	Design & Development		
7.3.1	Is there a Plan		
7.3.2	Are the design inputs defined		
7.3.3			
7.3.4			
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7.3.7			
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7.4	Purchasing		
7.4.1	Does the organization control its purchasing processes to ensure purchased product conforms to requirements?		
7.4.2	Does the organization evaluate and select suppliers based on their ability to supply product in accordance with the organization requirements?		
7.4.3	Are the results of evaluation and subsequent follow-up actions recorded?		
7.4.4	Has the organization identified and implemented the activities necessary for verification of purchased product?		
7.5	Production and service operation		
7.5.1	Does the organization control production and service operation through: <ul style="list-style-type: none"> • the availability of information that specifies the characteristics of the product? • where necessary, the availability of work instructions? • the use and maintenance of suitable equipment for production and service operations? • the availability and use of measuring and monitoring devices? • the implementation of monitoring activities? • the implementation of defined processes for release, delivery and applicable post-delivery activities? 		
7.5.2	Does the organization identify, where appropriate, the product by suitable means throughout production and service operations?		
7.5.3	Are the status of the product with respect to measurement and monitoring identified?		
7.5.4	Does the organization control and record the unique identification of the product, where traceability is a requirement?		
7.5.5	Are processes established to exercise care with customer property while it is under the organization's control or being used by the organization?		

Supplier Quality Survey

7.0 PRODUCT REALIZATION		0 - 4	NA
7.5.6	Does the process ensure that occurrences of any customer property that is lost, damaged or otherwise found to be unsuitable for use are <u>recorded</u> and <u>reported</u> to the customer?		
7.5.7	Are methods and controls established by the organization to preserve conformity of product with customer requirements during internal processing and delivery to intended destination?		
7.4.8	Has the organization identified production and service processes which require to be validated? (<i>Processes require validation when resulting output cannot be verified by subsequent measurement or monitoring. This includes any process where deficiencies may become apparent only after the product is in use or the service has been delivered.</i>)		
7.5.9	Are the processes validated to demonstrate their ability to achieve planned results?		
7.5.10	Are the validation arrangements defined and do they include the following, as applicable: <ul style="list-style-type: none"> • qualification of processes? • qualification of equipment and personnel? • use of defined methodologies and procedures? • requirements for records? • re-validation? 		
7.6	Control of measuring and monitoring devices		
7.6.1	Has the organization identified the measurements to be made and the measuring and monitoring devices required to assure conformity of product to specified requirements?		
7.6.2	Where applicable, are the measuring and monitoring devices: <ul style="list-style-type: none"> • calibrated and adjusted periodically or prior to use, against devices traceable to international or national standards; where no such standards exist, the basis used for calibration shall be recorded? • safeguarded from adjustments that would invalidate the calibration? • protected from damage and deterioration during handling, maintenance and storage? • have the results of their calibration recorded? • have the validity of previous results re-assessed, if they are subsequently found to be out of calibration, and corrective action taken? 		
7.6.3	Is software that is used for measuring and monitoring of specified requirements validated prior to use?		

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7.0 PRODUCT REALIZATION				0 - 4	NA
<u>Comments:</u>					
MAX POSSIBLE SCORE THIS SECTION:		ACTUAL SCORE THIS SECTION:		RATING FOR SECTION 7.0:	%

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8.0 MEASUREMENT, ANALYSIS AND IMPROVEMENT		0 - 4	NA
8.1	Measurement and monitoring		
8.1.1	Does the organization monitor and measure customer satisfaction and / or dissatisfaction?		
8.1.2	Has a documented internal audit procedure been established that includes: <ul style="list-style-type: none"> responsibilities? requirements for conducting the audit? an audit plan ensuring audit independence? recording results of the audit? reporting audit results to management? 		
8.1.3	Does the management take timely corrective action on deficiencies found during the audit?		
8.1.4	Are suitable methods established for measurement and monitoring of those realization processes necessary to meet customer requirements?		
8.1.5	Has the organization established appropriate stages to measure and monitor product characteristics?		
8.1.6	Is there evidence to confirm that product characteristics meet the requirements for the product?		
8.1.7	Is the evidence of conformity with acceptance criteria documented?		
8.1.8	Do the measurement and monitoring records indicate the authority responsible for release of the product?		
8.2	Control of nonconformity		
8.2.1	Has a documented procedure been established to define the processes involved in control of nonconformity?		
8.2.2	Does the process ensure that product that does not conform to requirements is identified and controlled to prevent unintended use or delivery?		
8.2.3	Is nonconforming product corrected and subject to re-verification after correction to demonstrate conformity?		
8.2.4	Does the process ensure that appropriate action regarding the consequences of nonconformity is initiated, when nonconforming product is detected after delivery or use has started by interested parties?		
8.2.5	When required, does the organization report to the customer, the end user, regulatory body or other body regarding the proposed rectification of non-conforming product?		
8.3	Analysis of data		
8.3.1	Does the organization employ measures to collect and analyze appropriate data to determine the suitability and effectiveness of the Quality Management System and to identify opportunities for improvement?		
8.4	Improvement		
8.4.1	Does the organization plan and manage processes necessary for the continual improvement of the Quality Management System?		
8.4.2	Is there objective evidence of continual improvement, with involvement of top management?		
8.4.2	Has the organization established a functional corrective action process with defined requirements for: <ul style="list-style-type: none"> identifying non-conformities (including customer complaints)? determining the causes of nonconformity? evaluating the need for actions to ensure that nonconformities do not recur? determining and implementing the corrective action needed? recording results of action taken? Review of corrective action taken? 		

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8.0 MEASUREMENT, ANALYSIS AND IMPROVEMENT		0 - 4	NA
8.4.3	Has the organization established a functional preventive action process with defined requirements for: <ul style="list-style-type: none"> identifying potential nonconformities and their causes? determining and ensuring the implementation of preventive action needed? recording results of action taken? review of preventive action taken? 		
<u>Comments:</u>			
MAX POSSIBLE SCORE THIS SECTION:		ACTUAL SCORE THIS SECTION:	
RATING FOR SECTION 8.0:			%

