



**SINTAVIA**

## VENDOR QUALITY SURVEY

Vendor Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Key Contact(s): \_\_\_\_\_

Scope of Products/Services Provided: \_\_\_\_\_

### INSTRUCTIONS:

If your company's Quality Management System is registered, please sign and date below and **return a copy of your registration certificate(s)** with this survey to Sintavia by email. It is not necessary to complete the questionnaire.

If you have not achieved registration, please take a few minutes to complete the remainder of this survey, sign and date below, and return to Sintavia by email to [abencomo@sintavia.com](mailto:abencomo@sintavia.com).

Thank you!

Alex Bencomo

Quality Manager

**Is your company's Quality Management System registered to a quality system standard such as ISO 9001 or AS9100?**

**Check one:**  Yes  No **Standard:** \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Please answer the following questions (check Yes or No)**

**Yes**

**No**

Are you currently working towards QMS registration?

If yes, target date for registration: \_\_\_\_\_

If no, do you have any plans for achieving registration?

Do you monitor the performance of your manufacturing or service processes?

Is there a system for control of quality documents/data and quality records?

Is management committed to quality, focusing on the customer, setting policy, responsibilities and communication?

Are resources managed to assure adequate human resources and infrastructure to maintain and improve the quality management system?

Is production or service planned, and then controlled to assure satisfactory quality results?

Do you qualify your Vendors' quality systems to assure satisfactory quality?

Do you calibrate and control inspection, measuring and test equipment to assure effective monitoring and measurement of production?



	<u>Yes</u>	<u>No</u>
Do you validate processes and verify production to assure you meet quality acceptance criteria?	<input type="checkbox"/>	<input type="checkbox"/>
Do you control nonconforming materials, products or services to prohibit their use, for effective disposition, and with effective corrective/preventive action?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a system in place to protect the product quality during delivery?	<input type="checkbox"/>	<input type="checkbox"/>
If required, can you provide documentation for material conformance to applicable specifications (e. g., material certifications, quality certificates of conformance/compliance, MSDS)?	<input type="checkbox"/>	<input type="checkbox"/>
If documentation for material conformance is provided, do you maintain a master copy on file as a quality record?	<input type="checkbox"/>	<input type="checkbox"/>
If so, how long are these records maintained? _____		
Is there a system in place to review, promptly resolve, and take corrective/preventive action for customer complaints?	<input type="checkbox"/>	<input type="checkbox"/>
Are there effective systems in place not only for corrective/ preventive action, but also for continual improvement?	<input type="checkbox"/>	<input type="checkbox"/>

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