



# SUPPLIER ASSESSMENT SURVEY

Form No: 1401

Revision: E

Please complete the following questions regarding your quality management system.

- If your QMS is third party certified, complete page one and return with a copy of your cert.
- If it ***is not*** third party certified, please complete all the pages.

Company:	
Address:	
Telephone Number	FAX Number
Email Address:	Website:

You are required to grant Dynamic-Air Engineering (DAE) and/or our customers and/or regulatory agencies access to your facility, and those of your sub-tiers involved in the fulfillment of this order and applicable records to ensure compliance with all applicable specifications and laws. Is this acceptable to you?

Yes  No If no, please explain:

What specification(s) does your Quality Management System (QMS) comply with?

ISO 9000/AS9100  NADCAP  ISO 17025  FAR Part 145  Other:

If third party registered (ISO 9000, AS9100 or NADCAP, etc.), please indicate below, sign and return with a copy of your certificate for our records.

\_\_\_\_\_

(name) (date originally approved) (date latest re-approval)

I certify that the information supplied herein is current and accurate. Should DAE determine information provided in this questionnaire is false, we may cancel any or all contracts issued without penalty or liability. It is the responsibility of the undersigned to furnish in writing any changes to the information contained herein to the address below.

\_\_\_\_\_

Name Title Date

**Please return to: Dynamic Air Engineering**  
**2421 BGA Drive**  
**Claremont, NC 28610**  
**Tel.: (828) 548-3192**  
**Attn: Quality Department: [Quality\\_Info@daesyst.com](mailto:Quality_Info@daesyst.com) (there is an**  
**\_ before Info@ )**

<b>DAE APPROVAL</b>	<input type="checkbox"/> Accepted <input type="checkbox"/> Rejected <input type="checkbox"/> Limited (see below if applicable)
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Name Date	Scope of Limitation:
<b>PRODUCTS AND SERVICES</b>	
Please list the products, processes, or services provided (submit verification of qualifications, certifications, equipment lists, etc. as necessary):	
Are you an approved source for major aerospace contractors such as Lockheed or Raytheon? If so, list your qualifications or limitations:	

<b>BASIC QMS CONTROLS</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>
Do you have written Quality Control Manual? <small>(if YES, date last reviewed) _____</small>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have written Inspection Procedures? <small>(if YES, date last reviewed) _____</small>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If "NO" was checked for either question, how are inspections planned and controlled:			
Are inspections performed at receiving, in process and final?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are (AS9102) First Article Inspections performed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How long are records (production, inspection, test) retained? _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the quantities inspected, accepted and rejected documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a process to flow-down Dynamic Air Engineering purchase order requirements to production personnel and sub-tier suppliers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a system in place to prevent use of counterfeit product/materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you consider applicable risk when reviewing/accepting customer requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have an internal audit system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have an internal corrective action system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you review supplier quality data with your sub-tiers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you retain customer documents (drawings, instructions, etc.) for future use? If so, how do you prevent use of obsolete documents?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are your internal process documents (drawings, instructions, etc.) maintained to ensure the correct revision is used?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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INSPECTION & TEST EQUIPMENT	YES	NO	N/A
Do you have a formal calibration system in accordance with ISO 17025 or equivalent?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are standards calibrated and certified by an independent laboratory?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are certifications traceable to NIST?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are calibrations performed in-house?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are calibration records maintained accordingly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If NO, explain how gage accuracy is assured.			

PRODUCTION CONTROL	YES	NO	N/A
Are travelers/work instructions used to provide specific process instructions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do travelers/work instructions indicate Manufacturing and Inspection Operations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are work instructions/travelers reviewed and approved prior to release?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are drawings provided with travelers/work instructions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are travelers/work instructions controlled to prevent unauthorized changes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is customer supplied material identified and controlled to ensure proper use and prevent substitution of other material?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do procedures exist to ensure proper handling of material?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is discrepant product identified, segregated and protected against unintended use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How is product identification and traceability maintained throughout your process?			
If any of the answers to the previous questions are NO, describe how the manufacturing processes and movement of material is controlled.			



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### **DISTRIBUTION CONTROL – *for Distributors Only***

Explain your process to ensure compliance with your customer's requirements including certifications and traceability to manufacture where this is a requirement:

Explain how rejections are handled (received damaged or returned from your customer):

Explain how rejected product is handled to ensure rejected and/or returned product is not mixed with acceptable product:

Explain your system to maintain identification and traceability of product from receipt to storage, and complete distribution (including certifications):