|  |  |
| --- | --- |
|  | Champion Aerospace LLC  1230 Old Norris Rd. Liberty, SC 29657 |
| SUPPLIER QUESTIONNAIRE | |

**To be completed by supplier**

**This questionnaire is used for the assessment and approval of quality systems of suppliers of Champion Aerospace, as well as for the preparation of a quality audit. You are requested to complete all required sections and return the completed form along with copies of applicable certifications to your Champion representative or directly to Rae Gillespie.**

**Please note that all data fields marked grey are mandatory.**

**If you have any questions, please contact your Champion representative or Rae Gillespie.**

**Rae Gillespie - Champion Aerospace   
E-mail: RaeGillespie@champaero.com   
Phone: 864-843-5351**

**SECTION 1. COMPANY PROFILE**

|  |  |
| --- | --- |
| **Name of the Company** | |
| P. O. Box | Click or tap here to enter text. |
| Street, City | Click or tap here to enter text. |
| State, Zip Code | Click or tap here to enter text. |
| Country | Click or tap here to enter text. |
| Phone | Click or tap here to enter text. |
| Fax | Click or tap here to enter text. |
| Website Address | Click or tap here to enter text. |
| CAGE / FSCM CODE (if applicable) | Click or tap here to enter text. |
| D-U-N-S No.\* | Click or tap here to enter text. |
| Division of | Click or tap here to enter text. |
| D-U-N-S No.\* of Global Unit (if applicable) | Click or tap here to enter text. |

\* A D&B® D-U-N-S® Number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of over 100 million businesses worldwide. It is an industry which is recommended and/or required by more than 50 global, industry and trade associations, including the United Nations, the U.S. Federal Government, the Australian Government and the European Commission.

|  |  |
| --- | --- |
| **Additional Company Locations Product May Originate From** | |
| P. O. Box | Click or tap here to enter text. |
| Street, City | Click or tap here to enter text. |
| State, Zip Code | Click or tap here to enter text. |
| Country | Click or tap here to enter text. |
| Phone | Click or tap here to enter text. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **General Information** | | | | |
| Number of Years at Current Location | | Click or tap here to enter text. | | |
| Have you ever Operated Under a Different Name? YES  No  If Yes: Click or tap here to enter text. | | | | |
| Number Personnel | | | | |
| Engineering/Technical | Click or tap here to enter text. | | Production | Click or tap here to enter text. |
| Inspection/Testing | Click or tap here to enter text. | | Quality | Click or tap here to enter text. |
| Total Full-Time Staff | Click or tap here to enter text. | | Total Temp Staff | Click or tap here to enter text. |

**SECTION 2. COMPANY MANAGEMENT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Contact** | **Name** | **Title** | **E-Mail** | **Phone** |
| Accountable Manager | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| QM/QA Manager | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Engineering Manager | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

**SECTION 3. COMPANY TYPE for PROCESS CAPABILITY and/or PRODUCT   
(Select all that are applicable)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **TYPE** | | **PROCESS/PRODUCT** | | | |
| Manufacturer |  | Electronics |  | Plating |  |
| Distributor |  | Machining |  | Plasma Spray |  |
| Services |  | COTS\* |  | Grit Blasting |  |
| Repair Station |  | Custom Parts |  | Heat Treating |  |
| Sales Office |  | Fusion Weld |  | NDT Lab |  |
| Broker |  | Resistance Weld |  | Assembly |  |
| Other | Click or tap here to enter text. | Electron Beam Weld |  | Calibration |  |
|  |  | Automatic Weld |  | Soldering |  |
|  |  | Brazing |  | Test Lab |  |
|  |  | Anodizing |  | FAIR |  |

\*Commercial Off-The-Shelf parts

**SECTION 4. CERTIFICATION**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Select Applicable Certifications - Attach all current certificates with the returned document.** | | | | | |
| AS9100 |  | ISO9001 |  | ISO/TS16949 |  |
| ISO/IEC17025 |  | A2LA |  | Nadcap |  |
| PMA |  | ISO14001 |  | Other ISO/EN/AS |  |

**SECTION 5. QUALITY SYSTEM**

Complete this section if you were unable to select a certification for a Quality Management System in Section 4.

|  |  |  |  |
| --- | --- | --- | --- |
| **QUALITY ADMINSTRATION** | **Yes** | **No** | **N/A** |
| 1. Is a Quality Assurance Manual available and utilized? |  |  |  |
| 1. Is there a self-audit program in place to review both quality and manufacturing procedures? |  |  |  |
| 1. Is the Quality Assurance department independent of Engineering and Manufacturing? |  |  |  |
| 1. Is there a retention period for records?  Enter Retention Period: Click or tap here to enter text. |  |  |  |
| 1. Is there a procedure or process for back-up and retrieval system for your records/documents? |  |  |  |
| 1. Is there a procedure for maintaining external documentation; ie, Specs, Stds, etc.? |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **CONTRACT REVIEW** | **Yes** | **No** | **N/A** |
| 1. Is there a formal review of contracts to identify and incorporate all customer requirements into the manufacture, maintenance and inspection process? |  |  |  |
| 1. Is there a formal review of contracts to identify and incorporate all customer requirements into the manufacture, maintenance and inspection process? |  |  |  |
| 1. Are certified test reports or certificates of conformance required by purchase orders? |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **PROCUREMENT CONTROL** | **Yes** | **No** | **N/A** |
| 1. Are written procedures in use for quality control of purchased material and services? |  |  |  |
| 1. Do the procurement documents reflect drawing or specification requirements? |  |  |  |
| 1. Are certified test reports and/or certificates of conformance (CofC) required by purchase orders? |  |  |  |
| 1. Is there an approved supplier list utilized? |  |  |  |

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| --- | --- | --- | --- |
| **INCOMING INSPECTION** | **Yes** | **No** | **N/A** |
| 1. Does Receiving Inspection check incoming material to requirements of the purchase order, referenced specifications and/or applicable drawings? |  |  |  |
| 1. Are the inspection and test equipment used adequate for the type of inspection performed? |  |  |  |
| 1. Are periodic spot checks made to verify the validity of raw material test reports and certifications? |  |  |  |
| 1. Are there procedures for the control and issuance of material? |  |  |  |
| 1. Are materials handled and stored in such a manner as to prevent damage? |  |  |  |
| 1. Do materials in the stock area reflect proper identification and inspection status? |  |  |  |
| 1. Are materials traceable to the chemical/physical analysis, inspection records, certificates of conformance, documents and purchase orders? |  |  |  |
| 1. Are materials stored to facilitate First-in First-out issuance? |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **IN-PROCESS CONTROL** | Yes | No | N/A |
| 1. Do written procedures exist for in-process control of fabrication and manufacturing processes? |  |  |  |
| 1. Is Statistical Process Control (SPC) applied to the manufacturing process? |  |  |  |
| 1. Are written procedures used in addition to drawings and specifications for in- process inspection? |  |  |  |
| 1. Is adequate inspection and test equipment available for in-process inspection? |  |  |  |
| 1. Is non-conforming material promptly identified and segregated? |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **FINAL INSPECTION/TEST** | **Yes** | **No** | **N/A** |
| 1. Is final inspection and/or test performed by or under the surveillance of Quality? |  |  |  |
| 1. Are inspection test procedures documented? |  |  |  |
| 1. Are inspection/test results maintained on file for customer review and available to send within 24 hours? |  |  |  |
| 1. Can SPC data on critical requirements be provided for each shipment of material upon request? |  |  |  |
| 1. Is there a formal written procedure for implementing drawing and specification changes? |  |  |  |

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| --- | --- | --- | --- |
| **EQUIPMENT MAINTENANCE AND CALIBRATION CONTROL** | **Yes** | **No** | **N/A** |
| 1. Do detailed procedures exist for control and calibration of tools, gages and test equipment? |  |  |  |
| 1. Is there a formalized maintenance program established? |  |  |  |
| 1. Is there planned preventive maintenance performed on process equipment? |  |  |  |
| 1. Is there adequate equipment and inspection measurement equipment in place? |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **CONTROL of NON-CONFORMING MATERIAL** | **Yes** | **No** | **N/A** |
| 1. Do written Procedures exist for: |  |  |  |
| - Non-Conformance Reports |  |  |  |
| - Identification of Discrepant Material |  |  |  |
| - Segregation of non-conforming material |  |  |  |
| - Discrepant material review/disposition (MRB) |  |  |  |
| - Re-test, inspection of reworked material |  |  |  |
| - Closed-loop Corrective Action and Customer Service |  |  |  |
| - Control of Scrap material |  |  |  |
| 1. Do management reports reflect root-cause of non-conforming products? |  |  |  |
| 1. Are root causes published regularly and acted upon? |  |  |  |

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| --- | --- | --- | --- |
| **TRAINING** | **Yes** | **No** | **N/A** |
| 1. Is there a training program in place to initially train and update employee knowledge and skills? |  |  |  |
| 1. Is there an ongoing training record on file for each employee performing activities affecting quality? |  |  |  |

**SECTION 6. COMPLETION**

|  |  |
| --- | --- |
| **Questionnaire Completed By (Name)** | Click or tap here to enter text. |
| **Position/Title** | Click or tap here to enter text. |
| **Email** | Click or tap here to enter text. |
| **Phone** | Click or tap here to enter text. |
| **Date** | Click or tap to enter a date. |

**SECTION 7. THIS SECTION TO BE COMPLETED BY CHAMPION AEROSPACE**

|  |  |
| --- | --- |
| **Reviewed By (Name)** | Click or tap here to enter text. |
| **Position/Title** | Click or tap here to enter text. |
| **Supplier Level  (Highest Product Supplied)** | Click or tap here to enter text. |
| **Date** | Click or tap to enter a date. |
| **Supplier Approval** | **YES  NO  COMMENTS:**  Click or tap here to enter text. |

**QUALITY RECORD, ONCE COMPLETED IT IS STORED BY QMS ENGINEER**