



SUPPLIER QUESTIONNAIRE

SUPPLIER QUESTIONNAIRE **REVISED 3/24/2021**

This questionnaire is used for the assessment and approval of quality systems of suppliers of Champion Aerospace LLC, as well as for the preparation of a quality audit.

- Please COMPLETE BLANK data fields beside shaded areas and notes required in shaded area where applicable.
- Please submit current copies of applicable QMS certifications along with the completed questionnaire.

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	
Street	
City, State, Zip Code	
Country	
Phone	
Fax	
Website Address	
CAGE / FSCM CODE (if applicable)	
D-U-N-S No.*	
Division of	
D-U-N-S No.* of Global Unit (if applicable)	

* 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 Complete if Applicable			
P. O. Box			
Street			
City, State, Zip Code			
Country			
Phone			
General Information			
Number of Years at Current Location			
Have you ever Operated Under a Different Name?			
If YES:			
Number Personnel			
Engineering/Technical		Production	
Inspection/Testing		Quality	
Total Full-Time Staff		Total Temp Staff	

SECTION 2. COMPANY CONTACTS

Contact	Name	Title	E-Mail	Phone
Accountable Manager				
QM/QA Manager				
Engineering Manager				

**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	<input type="text" value="Enter"/>	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 MANAGEMENT SYSTEM

QUALITY MANAGEMENT SYSTEM	RESPONSE (YES, NO, N/A)
1. Do you maintain current registration to Quality Management System standards? ISO 9001:2015, AS9100D, Nadcap, ISO 17025, other If "Yes", verify certification date and expiration date has not lapsed and send copies along with completed survey.	
2. Is a Quality Assurance Manual available and utilized?	
3. Is there a self-audit program in place to review both quality and manufacturing procedures?	
4. Is the Quality Assurance department independent of Engineering and Manufacturing?	
5. Is there a retention period for records and it is ≥ 10 years? Enter Retention Period if NO: <input type="text"/>	
6. Is there a procedure or process for back-up and retrieval system for your records/documents?	
7. Is there a procedure for maintaining external documentation; i.e., Specs, Stds, etc.?	

CONTRACT REVIEW	
8. Is there a formal review of contracts to identify and incorporate all customer requirements into the manufacture, maintenance and inspection process?	
9. Are certified test reports or certificates of conformance required by purchase orders?	
PROCUREMENT CONTROL	
10. Are written procedures in use for quality control of purchased material and services?	
11. Do the procurement documents reflect drawing or specification requirements?	
12. Are certified test reports and/or certificates of conformance (CofC) required by purchase orders?	
13. Is there an approved supplier list utilized?	
14. Do you have or use (Sub-Tier Supplier) manufacturing facilities located outside of US? If YES – explain what sub-tier components/parts are to be used in Champion Aerospace LLC purchase orders and Sub-Tier Supplier and their manufacturing location. <input type="text"/>	
INCOMING INSPECTION	
15. Does Receiving Inspection check incoming material to requirements of the purchase order, referenced specifications and/or applicable drawings?	
16. Are the inspection and test equipment used adequate for the type of inspection performed?	
17. Are periodic spot checks made to verify the validity of raw material test reports and certifications?	
18. Are there procedures for the control and issuance of material?	
19. Are materials handled and stored in such a manner as to prevent damage?	
20. Do materials in the stock area reflect proper identification and inspection status?	
21. Are materials traceable to the chemical/physical analysis, inspection records, certificates of conformance, documents and purchase orders?	
22. Are materials stored to facilitate First-in First-out issuance?	
IN-PROCESS CONTROL	
23. Do written procedures exist for in-process control of fabrication and manufacturing processes?	
24. Is Statistical Process Control (SPC) applied to the manufacturing process? (Do processes meet Cpk \geq 1.5? (Select No if not measured, implemented or does not meet Cpk)	
25. Are written procedures used in addition to drawings and specifications for in- process inspection?	
26. Is adequate inspection and test equipment available for in-process inspection?	
27. Is non-conforming material promptly identified and segregated?	
28. Is \geq 50% of your manufacturing equipment OR equipment used \leq 15 years old?	
29. If part number requires special process operations, will all the special process operations be performed in-house?	
30. Will part number require Champion Aerospace LLC to supply test fixtures, jigs, materials or other material owned by Champion Aerospace LLC?	
31. If YES to Q30. Above, does a written procedure exist for Champion Aerospace LLC supplied materials/items?	
32. Does the quality of material/parts to be supplied meet objectives: must measure and be able to provide evidence no older than 2 months if requested?	

<ul style="list-style-type: none"> ➤ OTD ≥ 95% ➤ Out of Box Failure (complaints) ≤ 120 PPM <p>Answer NO if unknown or not monitored, and if answered N/A explain below:</p>	
<p>33. Is there a documented change control process and are you aware of what Champion's requirements are regarding changes? For example, what changes need to be communicated, how will they be communicated, who has approval authority, etc?</p> <p>Control of Changes includes changes to: Key Personnel, processes, engineering drawings / prints / specifications, sub-tier suppliers, location changes etc.</p>	
FINAL INSPECTION/TEST	
34. Is final inspection and/or test performed by or under the surveillance of Quality?	
35. Is final inspection and/or test performed by an independent person aside from manufacturing the part/component?	
36. Are inspection test procedures documented?	
37. Are inspection/test results maintained on file for customer review and available to send within 24 hours?	
38. Can SPC data on critical requirements be provided for each shipment of material upon request?	
39. Is there a formal written procedure for implementing drawing and specification changes?	
EQUIPMENT MAINTENANCE AND CALIBRATION CONTROL	
40. Do detailed procedures exist for control and calibration of tools, gages and test equipment?	
41. Is there a formalized maintenance program established?	
42. Is there planned preventive maintenance performed on process equipment?	
43. Is there adequate equipment and inspection measurement equipment in place?	
CONTROL of NON-CONFORMING MATERIAL	
<p>44. Do written Procedures exist for:</p> <ul style="list-style-type: none"> a. Non-Conformance Reports b. Identification of Discrepant Material c. Segregation of non-conforming material d. Discrepant material review/disposition (MRB) e. Re-test, inspection of reworked material f. Closed-loop Corrective Action and Customer Service g. Control of Scrap material 	
45. Do management reports reflect root-cause of non-conforming products?	
46. Are root causes published regularly and acted upon?	
TRAINING	
47. Is there a training program in place to initially train and update employee knowledge and skills?	
48. Is there an ongoing training record on file for each employee performing activities affecting quality?	



SECTION 6. COMPLETION

Questionnaire Completed By (Name)	
Position/Title	
Email	
Phone	
Date	

SECTION 7. THIS SECTION TO BE COMPLETED BY CHAMPION AEROSPACE

Reviewed By (Name)	
Position/Title	
Supplier Level (Highest Product Supplied)	
Supplier Quality Risk	
Date	
Supplier Approval	COMMENTS:

QUALITY RECORD, ONCE COMPLETED IT IS STORED BY QMS ENGINEER