Supplier Assessment Survey (SAS) Form

Please Complete Sections A, B, & C (as applicable) and Return to the Appropriate Conax Technologies Purchasing Representative

SECTION A - Supplier Information						
Supplier Name:				Date:		
Supplier Address:						
Phone No.:		Fax No.:				
Contact Name		E-Mail Address:				
Phone No:		Fax No.:				
Quality Contact Name:		E-Mail Address:				
Phone No:		Fax No.:				
Total No. of Employees:		Facility Area:				
Years in Business						
SECTION B – Quality Management System (QMS) Certification						
B.1) Does your company have a documented QMS?			Yes		No	
B.2) If Yes – What standard(s) are you certified to?						
B.3) If No – Are there plans for certification?			Yes		No	
If the answer to Question B.1 is "Yes" and a QMS Certification is supplied for either ISO-9001 or AS9100, you do not need to complete Section C. **If the answer to Question B.1 is "Yes" and a QMS Certification is supplied for ISO/IEC 17025 along with the scope of the accreditation you do not need to complete Section C**						

Supplier Assessment Survey (SAS) Form

Please Complete Sections A, B, & C (as applicable) and Return to the Appropriate Conax Technologies Purchasing Representative

SECTION C – Quality Management System (QMS) Self Assessment

No.	Requirement	Yes	No
1	Contract Review		
1a	Is there a system on place to ensure contract requirements can be met prior to order acceptance?		
1b	Is there a system to ensure contract requirements are communicated (including revisions) to the appropriate functions in the organization		
2	Purchasing		
2a	Is there a system in place to approve suppliers based on their ability to meet quality requirements?		
2b	Is a list of approved suppliers maintained?		
2c	Do you monitor supplier performance?		
3	Material Control		
3a	Do you have a system to maintain lot traceability?		
3b	Is there a process to control life limited materials?		
4	Process Control		
4a	Do you utilize work instructions and do the instructions provide detailed sequential steps including inspection points?		
4b	Is there a system in place to prevent unauthorized changes?		
4c	Do personnel performing the work identified by stamp and/or signature?		
5	Control of Monitoring and Measuring Equipment		
5a	Is there a system to ensure that all measuring devices and equipment used for product acceptance are calibrated on a regular basis?		
5b	Are calibration standards traceable to accepted national standards (i.e. NIST)?		
5c	Are records of the calibration/calibration certifications maintained?		
5d	Is there a system to evaluate products previously inspected, when calibration devices found to be out of tolerance?		
6	Inspection		
6a	Is there a system for inspection of purchased product and materials to ensure compliance with purchase order requirements?		
6b	Are records maintained which indicate the conformance or nonconformance of product in regards to inspections and or tests performed?		
6c	Are received parts and materials controlled to prevent release prior to acceptance?		
7	Control of Non-Conforming Material		
7a	Do you have a non-conforming material process which requires non-conforming material to be segregated/controlled and identified?		
7b	Is there a system for disposition on disposal of nonconforming product?		
7c	Are records maintained for disposition of nonconforming product		
7d	Is repaired and/or reworked product re-inspected in accordance with documents requirements prior to shipment?		
8	Corrective Actions		
8a	Is there a system for implementing corrective actions and identifying root cause?		
8b	Is the effectiveness of corrective actions verified and monitored?		
9	Internal Audits		
9a	Do you regularly perform quality audits of your systems?		
9b	Are the results of the audits documented and maintained?		
10	Other		
10a	Does the material you provide contain any “conflict minerals” as described in the SEC Dodd-Frank Act.		

Supplier Assessment Survey (SAS) Form

Please Complete Sections A, B, & C (as applicable) and Return to the Appropriate Conax Technologies Purchasing Representative

Enter the Number of Yes and No Answers in the Applicable Column		
Score (Divide the Number of Yes Answers by 25 (i.e., 20/25 = 80%)		

SECTION D – Approval Recommendation
(To be Completed by Conax)

	Conditionally Approved (CA)		Approved - ISO QMS (AS)		Approved – Critical Supplier (CS)
	Conditionally Approved (C9)		Approved - AS9100 (A9)		**Not Approved** (Do Not Place on ASL)
			Approved -ISO/IEC 17025 (17)		

Basis for Approval (Check all that apply and attach any supporting documentation)

	QMS Certificate		Sole Source
	Review of QMS Self Assessment Acceptable		Engineering Specified Source
	On Site Survey/Audit Conducted		Customer Specified Source
	FAI or Samples Submitted and Approved		Other (Explain Below)

Basis for Approval or other Additional Comments

Risk Required
(This section required for "C9" or "A9" codes and must be reviewed whenever the scope of supply changes)

	Yes	
	No	

Comments

Scope of Approval (This section is required for all suppliers)

Enter Supplier Scope of approval:

Section E - Approval to Add to ASL
(To be Completed by Conax)

Approvals	Signature	Date	Comments
Quality			
Engineering(1)			
Purchasing			

Note: (1) Required for C9 and A9 Supplier Approvals

Assigned Supplier Code		**Date Added to ASL**	

SECTION D – Removal from ASL
(To be Completed by Conax)

Approvals	Signature	Date	Comments
Quality			
Engineering(1)			
Purchasing			

Note: (1) Required for C9 and A9 Supplier Approvals

Additional Comments/Location of Supporting Data (as applicable)

Supplier Assessment Survey (SAS) Form

Please Complete Sections A, B, & C (as applicable) and Return to the Appropriate Conax Technologies Purchasing Representative