



200 W. Los Angeles Avenue
Simi Valley, CA 93065
818-734-2600
www.spacevector.com

ISO9001 and AS9100 Certified

Vendor Quality Survey

Please fill out the following information and press the SUBMIT button below.

Your Company Name:

Date:

Your Company Address:

Phone:

Fax:

Type of Product to be Supplied:

Vendor Contacts:

President:

Quality Manager:

	Yes	No	N/A
1. Is there a formal Quality Manual that documents the Quality System to a specified standard?	☐	☐	☐
2. Is the Quality Manual approved by Company/ Quality management?	☐	☐	☐
3. Is there evidence of periodic review of the Quality Manual?	☐	☐	☐
4. Is there a list of assigned Quality Manuals?	☐	☐	☐
5. Are quality responsibilities clearly defined?	☐	☐	☐
6. Are there documented procedures in place for Customer Contract/ Purchase Order review?	☐	☐	☐
7. Are there procedures in place for Design Review?	☐	☐	☐
8. Are company Quality documents controlled so that only currently released documents are available where needed?	☐	☐	☐
9. Are Supplier documents controlled?	☐	☐	☐
10. Is there a list of approved Vendors?	☐	☐	☐
11. Is there a method of approving Vendors?	☐	☐	☐
12. Is there documented procedures in place for Purchase Requisitions / Purchase Order review?	☐	☐	☐
13. Is product and material identified and controlled from receipt through the manufacturing cycle?	☐	☐	☐



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| 14. Is non-conforming material clearly identified and segregated? | ☐ | ☐ | ☐ |
| 15. Are there documented methods in place to verify and approve new process or modify existing processes? | ☐ | ☐ | ☐ |
| 16. Are inspections and tests methods clearly defined? | ☐ | ☐ | ☐ |
| 17. Does the quality organization have clear reporting authority to company management? | ☐ | ☐ | ☐ |
| 18. Are contractual requirements for inspection and test flowed down to work instructions? | ☐ | ☐ | ☐ |
| 19. Is there a documented calibration system in place? | ☐ | ☐ | ☐ |
| 20. Does the calibration recall system specify calibration intervals and allow for adjustments of the intervals? | ☐ | ☐ | ☐ |
| 21. Is there a documented method for recalling product that was inspected / tested by equipment found to be out of calibration? | ☐ | ☐ | ☐ |
| 22. Are there work instructions that clearly define the sequence of operations and processes required to perform the work? | ☐ | ☐ | ☐ |
| 23. Is there a documented system for reporting corrective action that includes follow up activity? | ☐ | ☐ | ☐ |
| 24. Are there documented procedures for handling, packaging and preservation of raw materials, work in process and finished goods? | ☐ | ☐ | ☐ |
| 25. Is the Quality system regularly audited? | ☐ | ☐ | ☐ |
| 26. Are there job descriptions in place that clearly define each position and training requirements? | ☐ | ☐ | ☐ |
| 27. Are Statistical Techniques employed? | ☐ | ☐ | ☐ |
| 28. If statistical techniques are employed, is the program clearly defined and documented? | ☐ | ☐ | ☐ |

Thank you for taking the time to complete this survey.

Submit