

SUPPLIER SURVEY

SUPPLIER INFORMATION:

Supplier Name: _____

CAGE CODE: _____

Supplier Code: _____

Address: _____
(Street) (City) (State) (Zip)

Quality Manager: _____ Phone: _____ Fax: _____

SURVEY BACKGROUND INFORMATION:

Reason for Survey: New Supplier ☐ Recertification ☐ Corrective Action Follow-Up ☐

Survey Date: _____ Approval Date: _____

Approval Method: Survey ☐ History ☐

(If History, attach summary) History summary attached: Yes ☐ No ☐

Special Process Codes (if known) _____

SUPPLIER BACKGROUND INFORMATION:

_____ ☐ Yes ☐ No

_____ ☐ Yes ☐ No

_____ ☐ Yes ☐ No

_____ ☐ Yes ☐ No

_____ ☐ 1 ☐ 2 ☐ 3

_____ Years in Business _____

_____ ☐ Yes ☐ No Delegated by _____

SURVEY RESULTS:

APPROVAL STATUS: (A, C, or D) _____

Survey Expiration Date (if required by applicable specification) _____

_____ Yes ☐ No ☐ _____ Yes ☐ No ☐

This survey was performed by _____.

Surveyor's Office Phone Number: _____ Survey was requested by: _____

Signature: _____ Date: _____

SUPPLIER SURVEY

MIL-I-45208A Inspection System

Audit and HDBK 51 Question Number	MIL-I-45208 Paragraphs	Acceptable	In space under 'Acceptable' enter 'Y' for conformance, 'N' for Nonconformance, or 'X' for Not Applicable. Under comments enter statement describing nature of nonconformance for each 'N' entry. Comments are mandatory for all objective evidence observed.
1.0 Scope 1.1 Scope (Not applicable) 1.2 Applicability (Not applicable) 1.2.2 Relation to other contract requirements (Not applicable) 1.2.3 Options (Not applicable) 2.0 Applicable Documents (Self explanatory) 2.1 General (Self explanatory) 2.2 Amendments and revisions (Self explanatory) 2.3 Ordering Government Documents (Self explanatory) 3. Requirements 3.1 Contractor Responsibilities			
1. (1)	Does the inspection system cover all supplies and services offered to the Government for acceptance?		
2. (2)			
3. (3)	Does the inspection system assure that all supplies and services submitted to the Government for acceptance conform to contract requirements?		
4. (4)			
5. (5)	Are all contractor and supplier tests and inspections documented?		
6. (6)			
7. (7)	Does the contractor notify the Government in writing of all changes to the system?		
8. (8)			
3.2 Documentation, Records and Corrective Action			
9. (1)	Are all inspection instructions clear, complete and up to date?		
10. (2)			
11. (3)	Are there instructions for the examination and testing of raw materials, work in process and completed items as required by the item specification and other contract requirements?		
12. (4)			
3.2.2 Records			
13. (1)	Does the contractor maintain adequate records of all examinations and tests?		
14. (2)			
15. (3)	Do the records indicate the number of items that passed and did not pass inspection?		
16. (4)			

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17. (5)	Do the records indicate the corrective action taken?		
3.2.3 Corrective Action			
18. (1)	Is action taken promptly to correct all conditions that cause defects to be submitted for Government acceptance?		
19. (2)	Are the causes of potential defects identified and corrected?		
20. (3)			
3.2.4 Drawings and Changes			
21. (1)			
22. (2)	Is the latest revision drawing being used in all manufacturing areas and test and examination points?		
3.3 Measuring and Test Equipment			
23. (1)			
24. (2)	Is the test and measuring equipment properly maintained?		
25. (3)			
26. (4)	Is there continuous control of these devices to prevent their use when they become inaccurate and to correct, repair or replace them?		
27. (5)			
28. (6)	Are these certified standards traceable to National Standards?		
29. (7)			
30. (8)	Is such tooling re-inspected at intervals established in a manner that assures the adjustment, replacement or repair of the tooling before it becomes inaccurate?		
31. (9)			
32. (10)	Does the contractor make inspection equipment and facilities available to the Government representative for verification of the contractor's results where required?		
33. (11)			

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3.4 Process Controls			
34. (1)	Are there contract or specification requirements for control of any specific manufacturing processes or operations?		
35. (2)			
3.5 Indication of Inspection Status			
36. (1)	Does the contractor have an effective system for identifying the inspection status of products?		
37. (2)			
3.6 Government Furnished Material			
3.6.1 Damaged Government Furnished Material (GFM)			
38. (1)	Does the contractor examine GFM upon receipt for damage, quantity, completeness and type?		
39. (2)			
40. (3)	Is functional testing performed before or after installation, or both, as required by the specification or contract and does it determine if the material is satisfactory?		
41. (4)			
42. (5)	Does the contractor record and report to the Government any damage, malfunction or deterioration of GRM prior to, during and after installation?		
43. (6)			
3.7 Nonconforming Material			
44. (1)	Does the contractor have an effective system for controlling nonconforming material?		
45. (2)			
46. (3)	Does the contractor have documented procedures for repair and rework of nonconforming material and are these procedures adequate?		
47. (4)			
48. (5)	Are holding areas adequate for the segregation and temporary storage of nonconforming material?		
3.8 Qualified Products (Not applicable)			
3.9 Sampling Inspection			

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49. (1)	Do required sampling procedures conform to the applicable specification or other procurement documents?		
50. (2)			
3.10 Inspection Provisions			
51. (1)	Has the contractor elected to use any inspection equipment or procedures other than those specified or referenced in the contract?		
52. (2)			
53. (3)	Has the effectiveness of each proposed alternative been demonstrated to the Government representatives?		
54. (4)			
55. (5)	Does the contractor continue to use originally required procedures and equipment until receiving approval to use alternative or when an alternative has been disapproved?		
3.11 Government Inspection at Subcontractor or Vendor Facilities 3.11.1 Government Inspection Requirements 3.11.2 Purchasing Documents 3.11.3 Referenced Data			
56. (1)	Do contractor purchasing documents require Government source inspection of supplies only when the Government so requested?		
57. (2)	Does the contractor use the clauses of paragraph 3.11 of		
58. (3)	Are all documents and referenced data for purchases applying to a Government contract made available to the Government representative for review? When required, are copies furnished in accordance with the Government representative's instructions?		
3.12 Receiving Inspection			
59. (1)	Is		
60. (2)	Is the Government representative notified of all defects found in material subjected to Government procurement quality assurance actions at source?		
61. (3)			
3.13 Government Evaluation			
62. (1)	Does the contractor permit the Government representative to evaluate the inspection system and the		

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	supplies it generates?		
63. (2)			

NOTES

 Surveyed by: _____ Title: _____
 Survey Date(s): _____
 Site: _____ City: _____ State: _____
 Telephone No. _____