

## SUPPLIER ASSESSMENT QUESTIONNAIRE

### Company Details

Company Name:	
Address:	Telephone:
	Fax:
	Email:
	Website:
Nature of business (ie. Manufacturer, Stockist, Agent):	Quality Representative:
	Their contact email:
Details of products supplied to Master Abrasives:	

### Product/Liability insurance

Policy Number:	Renewal Date:
Indemnity Limit:	Aggregate Excess:
Cover includes:	

PLEASE SUPPLY A COPY OF YOUR CERTIFICATE

### Certification - Quality Assurance

Is your company approved to BS EN ISO 9001?	YES		NO	
If YES	Certification Body:			
	Registration Number:			
If NO	Would you be willing for us to audit your quality management system?			

IF YES, PLEASE SUPPLY A COPY OF YOUR CERTIFICATE. PLEASE DO NOT COMPLETE PAGE 2.

Does your company hold any other recognised Quality Assurance approvals?	YES		NO	
If YES	Certification Body:			
	Registration Number:			

IF YES, PLEASE SUPPLY A COPY OF YOUR CERTIFICATE(S). PLEASE DO NOT COMPLETE PAGE 2.

### Identification and traceability

Do all your products have batch numbers marked on the product itself or the smallest packaging?	YES		NO	
Please provide an example of your part numbers:				
Please provide an example of your batch numbers:				

### Ethical and social policy

Do you have a written ethical and social policy?	YES		NO	
If not, do you have evidence of your ethical and social processes?	YES		NO	

### Completed by

Signed:	Position:
Print Name	Date:

Prepared by: XJO  
Date: 19/01/18

Checked by: JWA  
Date: 24/01/18

Authorised by: PJB  
Date: 15/02/18

Please only fill out this section if you do NOT hold any recognised quality assurance approvals.

Do you have a quality manual?	YES		NO	
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Do you have a quality management system?	YES		NO	
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Do you maintain documented procedures for:				
Goods Inward inspection?	YES		NO	
In-process inspection?	YES		NO	
Finished product inspection and test?	YES		NO	
Calibration of inspection and test equipment?	YES		NO	
Batch identification and traceability?	YES		NO	
Material handling?	YES		NO	
Material storage?	YES		NO	
Manufacturing processes?	YES		NO	
Non-conformity recording, analysis and corrective action?	YES		NO	
Concessions?	YES		NO	
Re-call of suspect materials/products?	YES		NO	
Supplier assessment?	YES		NO	
Personnel capabilities and training?	YES		NO	
Quality procedure audit?	YES		NO	

Do you maintain records of inspection and test results?	YES		NO	
If YES, how long are they kept?				

Can you supply certificates of conformity?	YES		NO	
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