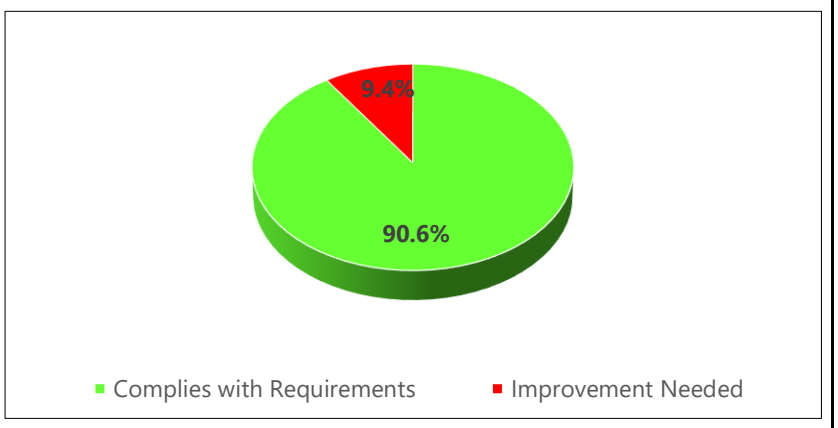
The auditor should review the audit results with the supplier, but cannot give the supplier a copy of the audit. The audit is the property of the client.

Supplier Name:	**Plant Manager:**	**Audit Date:**
Supplier Location:	**Quality Manager:**	**Auditor Name:**

Supplier Self-Evaluation Summary

%	Supplier Score	Total Available	OFI	Element	Status
98%	44	45	1	Manufacturing	GREEN
80%	12	15	3	Receiving Inspection	YELLOW
100%	33	33	0	Quality System	GREEN
73%	11	15	4	Measuring and Test Equipment	YELLOW
86%	18	21	3	Nonconforming Product	GREEN
88%	29	33	4	Production Process	GREEN
90%	27	30	3	Inspections	GREEN
90.6%	**174**	**192**	**18**	**Overall**	GREEN
				Complies with Requirements	**90.6%**
				Improvement Needed	**9.4%**



The score is based upon the percentage of questions that conform to the requirements and the percentage and that needs improvement. Each client should review how the supplier was evaluated for each question and base their sourcing decisions upon factors which are important to them and their product.

Results	Recommendations
>86%	Processes are effective. Approve as a new supplier, or continue business with existing supplier with minimal risk.
85%	Processes are acceptable but with minor issues. Approve as a new supplier, or continue business but monitor for changes, and encourage improvement.
60-85%	Processes have several major issues. Do not approve. Temporally use this supplier and request immediate corrective action using the SCAR form.
<59%	Processes have multiple major issues. There are deficiencies that pose a high risk to our business, change supplier. Remove from the Approved Supplier List.

Scoring Criteria	
0	Does not comply or meet requirements
1	Does not meet expectations, major improvement required
2	Does not meet expectations, minor improvement required
3	Meets expectations and complies with requirements

Manufacturing				
3	Tooling: Is it at mass production level and in its mass production location?			
3	Are they identified & in their proper location?			
3	Equipment: Is it at mass production level and in its mass production location?			
3	Work post conditions: Are the equipment & tooling in good working condition and is there adequate lighting?			
3	Final Packaging: Is the process using approved, returnable packaging for the part? Or approved expendables?			
3	Internal Packaging: Is the internal boxing specifications available? Are the boxes available?			
3	Are the proper drawings and specifications being used in production and inspection?			
3	Are documented instructions, methods, and procedures available to both manufacturing and inspection personnel, and are both held accountable for quality?			
3	Are in-process inspection and testing results recorded?			
3	Are parts properly identified throughout the manufacturing process?			
3	Is the manufacturing area maintained in an orderly and functional manner?			
3	Is there a formal periodic maintenance program in place?			
3	Are finished parts properly stored to prevent damage or deterioration?			
3	Are shop routing, or process sheets, and/or inspection instructions used during the manufacturing process?			
2	Are written procedures for qualifications of special processes, equipment and personnel, documented?			
44	**Total**	**Potential**	**45**	**98%**
		Missed	**1**	**2%**

Receiving Inspection				
2	Are raw materials and purchased component parts inspected upon receipt to verify conformance to specifications?			
3	Are there documented and approved instructions provided for controlling incoming receiving inspection methods and procedures?			
3	Are the inspection and test equipment available for incoming receiving inspection sufficient for performing the required tasks?			
2	Do you have an Approved Suppliers List?			
2	Do you have a method for tracking supplier quality?			
12	**Total**	**Potential**	**15**	**80%**
		Missed	**3**	**20%**

Quality System	
3	Do you have a quality system manual? If Yes, please e-mail an uncontrolled copy of your manual with this Survey
3	Is your quality manual approved by management?
3	Is it certified? If Yes, please e-mail or fax an uncontrolled copy of your Certifications with this Survey
3	Is the quality manual available to all employees?
3	Are quality procedures incorporated as part of the quality manual?

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