



## SUPPLIER QUALITY SURVEY

Form: F28

Revision: D

Date: 11/22/23

To Potential Supplier:

As part of our commitment to quality and continual improvement, we ask select providers of critical products or services to complete this supplier quality survey, in order to qualify your company for future purchases.

If your company is currently ISO 9001, ISO/TS 16949, ISO 13485 or AS9100 certified, please complete page 1 and submit a copy of your certificate in lieu of this report. All such certificates must be provided by a third-party registrar accredited by ANAB, UKAS or another IAF signatory accreditation body. Unaccredited certificates are not recognized by Silico.

Return the completed survey to our Purchasing Dept. via email to [quality@silico.com](mailto:quality@silico.com), or via fax to 727-748-4111; please mark to the attention of **Purchasing**.

GENERAL INFORMATION		
<b>Company Name:</b>		
<b>Cage Code:</b>		
<b>Address:</b>		
<b>Telephone:</b>		
<b>Supplier's Primary Business/Product/Scope:</b> <b>Current Certifications:</b>		
<b>Product Being Considered from This Source:</b>		
<b>Total Number of Personnel:</b>		
<b>Quality:</b>	<b>Engineering:</b>	<b>Manufacturing:</b>
<b>Points of Contact:</b>		<b>Name:</b>
Quality Assurance Representative _____		_____
Purchasing Representative _____		_____
Management Representative _____		_____
<b>Survey Completed By:</b>	<b>Department:</b>	<b>Date:</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____



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		YES	NO	UNDER WAY	N/A
<b>QUALITY ASSURANCE INFORMATION</b>					
1	The quality assurance organization's authorities and responsibilities are clearly defined in writing.				
2	The QA/QC Dept. has the authority to withhold items that have not met acceptable quality standards.				
3	There is a Quality System Manual defining the company's QMS in detail.				
4	The company prepares and issues periodic reports and maintains records relative to item acceptance/rejection, and disposition of rejected items.				
5	The quality assurance organization maintains a system for the use and control of inspection stamps.				
6	The quality assurance organization has a system for quality evaluations of potential suppliers.				
7	The quality assurance organization reviews all purchase orders.				
<b>RECEIVING INSPECTION</b>					
8	Is each lot of material received subjected to receiving inspection?				
9	Inspectors are provided with adequate inspection instructions.				
10	Does a documentation system exist to trace lot of material received until lot is expended?				
11	Can evidence of receiving inspection acceptance be found in each lot of material as it moves through the manufacturing process?				
12	Drawings used by receiving inspection are legible and reflect the latest changes.				
13	Sampling inspection, when applicable is performed in compliance with established recognized standards.				
<b>IN-PROCESS INSPECTION</b>					
1	Is there an in-process traveler or inspection record on each unit or lot?				
2	Do manufacturing and quality personnel annotate the traveler for each operation performed?				
3	Adequate inspection instructions are made available to all in-process inspection personnel?				
4	Drawings used by inspection are legible and reflect the latest changes.				
5	The measuring devices, gauges and test equipment required for in-process inspection are available and are adequate.				
6	Sampling inspection, when applicable, is performed in compliance with established, recognized standards.				
7	The supplier maintains a system for the proper identification of the inspection status of in-process materials.				
<b>MEASURING DEVICES AND TEST EQUIPMENT</b>					



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1	Whenever measuring devices, gauges or test equipment items are reworked, they are inspected and calibrated prior to use.				
2	When new measuring devices, gauges and test equipment are acquired, they are inspected and calibrated prior to use.				
3	The processes for calibrating measuring devices, gauges and test equipment are covered by written procedures.				
4	All measuring devices, gauges and test equipment carry stamps which indicate the most recent calibration date and the date when the next calibration is to be performed.				
5	The supplier's quality assurance organization maintains a system for the automatic recall and periodic recalibration of all measuring devices, gauges and test equipment.				
6	Are calibration certificates with NIST traceability on file for all tools or calibration standards?				
<b>CONTROL OF NONCONFORMING PRODUCT</b>					
1	The supplier maintains a documented system for handling of nonconforming materials				
2	The supplier maintains a system for removing nonconforming supplies from the product flow.				
3	The supplier maintains a system for taking corrective action in order to prevent repetitive discrepancies.				
4	The supplier maintains a system for following up on all corrective action requests.				
5	Reports on nonconforming materials are regularly prepared and are reviewed by management for action.				
<b>FINAL INSPECTION</b>					
1	Adequate inspection instructions are available to final inspection personnel.				
2	Written instructions and procedures are readily available to all final inspection personnel.				
3	Drawings used by final inspection are legible and reflect the latest changes.				
4	The measuring devices, gauges and test equipment required for final inspection are available and adequate.				
5	Sampling inspection, when applicable, is performed in compliance with established, recognized standards.				
<b>SHIPPING AND PACKAGING</b>					
1	The supplier's quality assurance organization operates a shipping inspection function.				
2	All shipping inspection operations are performed in accordance with written instructions.				
3	Shipping inspectors have ready access to customer specified packaging instructions.				
4	When required, certified packaging materials are used.				

**PLEASE RETURN TO SILICO SYSTEMS, LLC at:**



# SILICO

Silico Systems LLC dba Part Hunters  
Toll Free: 844-2-SILICO (274-5426)  
USA: 727-748-4688 Fax: 727-748-4111  
4141 Corporate Ct., Palm Harbor, FL 34683

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FAX: 727-748-4111 or EMAIL: [Quality@silico.com](mailto:Quality@silico.com)

Rev	Description of Change	Date	Approval/Initials
A	Initial release	06-13-19	MJR
B	Made form fillable in pdf	10-14-21	MJR
C	UPDATED ADDRESS	2/1/22	MJR
D	Clarified verbiage on page 1 for suppliers with certifications	11/22/23	MJR