Supplier Self Evaluation Form F-740-009 Rev A

	Certification/Traceability	Yes	No	N/A
1.	Does your Certification of Conformance (C of C) with each shipment contain the following:			
a.	Manufacture Certification of Conformance			
b.	Part Number			
c.	Revision Level (if requested)			
d.	Name of Manufacturer			
e.	Lot and Batch Number			
f.	Cure Dates			
g.	HB Aerospace P.O. Number			
h.	Authorized Signature			
	Procurement	Yes	No	N/A
3.	Is a current list of approved suppliers maintained on file?			
4.	Is there a documented process used to approve a supplier?			
7.	Will your purchase orders specify specific customer and/or other special requirements including supplier record retention requirements?			
	Receiving Inspection	Yes	No	N/A
8.	Will Receiving Inspection check incoming shipments to the purchase order requirements?			
9.	Are inspected items identified and segregated from items awaiting inspection?			
10.	Are all parts clearly identified to show inspection status?			
	Material Control	Yes	No	N/A
11.	Are non-conforming products properly segregated?			
12.	Is there a method for disposing of non-conforming material?			
13.	Are life limited products controlled and expiration dates tracked?			
14.	Life limited materials are shipped with _____ % life remaining?			
15.	Is lot identity maintained for all applicable parts?			
16.	Is lot/batch segregation maintained with recall capabilities by lot/batch?			
17.	Is final inspection performed?			
18.	Are test and measurement equipment calibrated at documented intervals?			
	Data and Document Control	Yes	No	N/A
20.	Is proper documentation regarding interchangeability of part numbers from manufacturers supplied with all alternate part numbers?			
21.	Is a system in-place to assure that all drawings and technical data are maintained at current revision levels?			
	Quality Process	Yes	No	N/A
22.	Is there a member of management knowledgeable in military and commercial aircraft Quality Systems exercising quality decisions?			
23.	Are written QA procedures maintained current and available to those affected?			
24.	Are documented Internal audits of the Quality System performed on a scheduled basis with the results reviewed by senior management?			
25.	Do you have a corrective action program in place including verification of effect?			
	Is your Quality System approved by any other Teir 1 OEM and if so identify them below.			

Additional Information: _____
_____

Completed By:	Title:	Date: