



Supplier address

Telephone:

Telefax.:

Telex:

Contact Persons

Commercial & Sales

Telephone:

Technical

Telephone:

Quality

Telephone:

Products / Product groups supplied

Number of Employees

Total _____

Production: _____

QA- Personal: _____

Annual Sales:

Total: _____

with TKL-TI: _____

Date

Company Signature



Questions for Evaluating Current Quality System

Supplier:

	Yes	No	
1 Does a written quality system exists and is implemented?	<input type="checkbox"/>	<input type="checkbox"/>	Standard: _____ Level: _____
2 Does a Quality Manual exists?	<input type="checkbox"/>	<input type="checkbox"/>	Language: _____
3 Is the Quality System certified?	<input type="checkbox"/>	<input type="checkbox"/>	By whom: _____ Year: _____
4 Is an appointed person responsible for quality?	<input type="checkbox"/>	<input type="checkbox"/>	Name: _____
5 To whom is the quality responsible person reporting?	<input type="checkbox"/>	<input type="checkbox"/>	Dept.: _____
6 Are organisation charts as well as functions and responsibilities therein determined?	<input type="checkbox"/>	<input type="checkbox"/>	Enclosure: _____
7 Is controlled procedure implemented for replacing revised quality relevant documents?	<input type="checkbox"/>	<input type="checkbox"/>	Person responsible: _____
8 Does production follow accompanying documentation?	<input type="checkbox"/>	<input type="checkbox"/>	Which kind: _____
Does a tracing system exist?	<input type="checkbox"/>	<input type="checkbox"/>	
9 Are procedures in place for all required inspections (receiving production, shipping) with instructions on markings, frequency, tolerances, and equipment?	<input type="checkbox"/>	<input type="checkbox"/>	Remarks: _____ _____ _____
Is procedure determined what to do when a deviation occurs?			
10 Do written work procedures exist?	<input type="checkbox"/>	<input type="checkbox"/>	
11 Are statistical methods used for quality assurance?	<input type="checkbox"/>	<input type="checkbox"/>	Which: _____ _____
12 Is procedure in place for handling of non-conforming products?	<input type="checkbox"/>	<input type="checkbox"/>	How: _____
13 Are errors, scrapped material and warranty replacements recorded, evaluated, and this information used for quality improvements?	<input type="checkbox"/>	<input type="checkbox"/>	Remarks: _____
14 Are any production procedures done by outside suppliers?	<input type="checkbox"/>	<input type="checkbox"/>	Which: _____



**Questions for Evaluating
Current Quality System**

Supplier:

		Yes	No	
15	Are your outside processors and pre-material suppliers subject to quality auditing by you?	<input type="checkbox"/>	<input type="checkbox"/>	Remarks: _____ _____
16	Are products tested before shipping?	<input type="checkbox"/>	<input type="checkbox"/>	Remarks: _____
17	Are test results documented and retained on file?	<input type="checkbox"/>	<input type="checkbox"/>	Duration: _____ years
18	Are test equipment and procedures regularly reviewed and are the reviews documented?	<input type="checkbox"/>	<input type="checkbox"/>	Where: _____
19	In the past two years, have you been audited by a German automobile manufacturer or his supplier?	<input type="checkbox"/>	<input type="checkbox"/>	Remarks: _____ _____ _____
	If YES, WHAT was the audit result?	<input type="checkbox"/>	<input type="checkbox"/>	_____ _____
20	Remarks: _____ _____ _____ _____	_____	_____	_____ _____ _____

We confirm that the statements made are true and correct

Date

Company signature