

## VENDOR APPROVAL QUESTIONNAIRE

**Respondent Company**

Name :  
 Street :  
 P.O. Box :  
 City : State : Zip Code :  
 Telephone : Fax :  
 Primary contact :  
 Title :  
 E-mail :

**A. Quality Assurance Evaluation.**

1. Type of Business :

- |  |  |
|--|--|
| <input type="checkbox"/> Airline                         | <input type="checkbox"/> Supplier          |
| <input type="checkbox"/> Certified Repair Station        | <input type="checkbox"/> Machine / welding |
| <input type="checkbox"/> Original Equipment Manufacturer | <input type="checkbox"/> Fabricator        |
| <input type="checkbox"/> Plating / Special process       | <input type="checkbox"/> Calibration Lab   |
| <input type="checkbox"/> Accessory Repair                | <input type="checkbox"/> GSE               |
| <input type="checkbox"/> NDI / NDT                       | <input type="checkbox"/> Others            |
| <input type="checkbox"/> Distributor                     |  |

2. Age of Organization :

3. Total number of Employees :  
 Total number of Supervisors :  
 Total number of Inspectors :  
 Total number of Production Personnel :

4. Name, Designation and stamp of approval signatories on approved certificate or certificate of conformance.

	Name	Designation	Stamp
I.	_____	_____	_____
II.	_____	_____	_____
III.	_____	_____	_____

5. List of Customers : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

( Use separate list if more )

6 List of Current Capability : ( Attach list of capability )

7. Representative in Indonesia :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B. Quality Assurance Evaluation.**

No	Requirement (Please thick $\surd$ the applicable column)	YES	NO	N/A
1	<p>Is your organization in any way approved by Indonesian DGCA, FAA, EASA, any others National Civil Aviation Authority or International/National Accreditation Body e.g.: LBA , Bureau Verities, etc. If Yes, Specify</p>			
2	<p>Do you have a Quality Assurance Program. If Yes, is it the form of written Procedure ?</p>			
3	<p>Is your QA system based upon military, National, or International quality system standards ? If applicable, indicate which of the following were in practice.</p> <p>MIL-STD-9858A  MIL-I-45206A  ASQC C1 Series (American).  Can 3-x 299, Cat. 1 through 4 (Canadian).  BS5750, Parts 1 through 4 (British).  AS1821, 1822, 1823 (Australian).  ISO/DIS 9000 (All levels)  (International Standards Organization).  ISO/IEC 17025:2005  ANSI/NCSL Z540-1:1994  AQAP-1, -4, -9 (NATO).  Others : ( <i>specify</i> )</p>			

No	Requirement (Please thick √ the applicable column)	YES	NO	N/A
4	Indicate your source/s of supply : Original Equipment Manufacturer's (OEM). OEM - Licensed sub-contractors. Alternate source vendors approved by OEM. PMA - Approved sources. Sources as defined in Military Qualified. Products List (for AN, MS, NAS standards). Surplus Airline Inventory. Other industry sources :			
5	Are all parts inspected upon receipt ? And re-inspected prior to shipment?			
6	Do you maintained any quality records or rating on your suppliers ?			
7	Do you have a program to re-certify your stock of routable and repairable periodically?			
8	Do you have shelf life control policies and procedure ?			
9	Do you maintain trace-ability of all parts?			
10	(For suppliers in the USA only) Can you provide a material certification for new parts like the example below ?  All parts covered by this document were produced by a manufacturer holding a FAA approved production inspection system issued under FAR 21, sub-part F, or sub-part G.  There parts were produced by the prime manufacturer. None of these parts have been subjected to reverse stress or heat and unless otherwise stated are new and unused. (or words to that effect).			

No	Requirement (Please tick $\checkmark$ the applicable column)	YES	NO	N/A
11	Can you provide the following, should need arise?  Your Purchase Order, use to acquire the part.  Repair Order, if applicable.  Part incoming certificate/serviceable tag, or invoice from your supplier. Factory / Manufacturing Certificate (for fasteners).  Any other documents tracing back the birth history of the part.			
12.	Does your company implement Safety Management System (SMS) ?			

**C. Documentary Evidence.**

Please attach a current copy of the following:  
(Check those applicable and attach list)

- Indonesian DGCA Certificate
- FAA Certificate
- EASA Certificate
- EASO
- ASA Certificate ( AC- 00-56 accreditation )
- Calibration Lab Accreditation Certificate
- O.E.M
- S.T.C / T.S.O.A
- Current Capability List
- Inspection Procedure Manual / Exposition Manual /  
Quality Procedure Manual / Quality Manual
- Others ( *Specify* ) :

Date of last DGCA / FAA / EASA audit: \_\_\_\_\_

\*\*\* Tick (  $\checkmark$  ) if available, otherwise, cross (  $\times$  ).  
( Bulky prints may be dispatched to us separately. If so decided, give indication ).

Signature of Officer : \_\_\_\_\_

Printed name : \_\_\_\_\_

Title : \_\_\_\_\_ Date : \_\_\_\_\_