

GE Oil & Gas - Supplier ISO Self Assessment Form

Type of Goods or Services: **1 - Materials as per GE Oil & Gas Specification**

Supplier Name:

Supplier Contact Name:

Site:

Score:

Result:

indicates a Mandatory Answer

Quality Management System General Requirements / Document Control / Mgmt Responsibility							
Nbr.	ISO Ref.	QUAD Ref.	Question	Mandatory	Answer	File / Evidence required	Comments
1	4.2.1	421.2.2.2	Does the site maintain formally documented, measurable Quality Objectives?	Y			
2	4.2.3	423.1.1.3	Has the organization appointed a Quality Management System owner, who is responsible for the overall execution and control of the Quality Management System documents?	Y			
3	4.2.3	423.1.2.5	Has a documented procedure been established to define the controls needed to ensure that documents remain legible, readily identifiable and accessible to designated personnel?	Y			
4	4.2.3	423.1.2.7	Has a documented procedure been established to define the controls needed to prevent the unintended use of obsolete documents, and to apply suitable identification to them if they are retained for any purpose?	Y			
5	4.2.3	423.2.2.1	Has a documented procedure been established to define the controls needed to approve documents for adequacy prior to issue?	Y			
6	5.0	5.1.2.2	Has site leadership provided evidence of its commitment to the development and implementation of the Quality Management System by conducting management reviews?	Y			
7	6.0	6.1.2.1	Has the local Management determined training objectives based on the necessary competence, business objectives and specific local requirements?	Y			
8	6.0	6.1.2.9	Does the business/facility provide formal training including qualification on Special Processes in accordance with applicable regulatory and commercial standards?	Y			
Design, Purchasing, Production, Service							
Questid	ISO refer	QUAD Ref.	Question	Mandatory	Answer	File / Evidence required	Comments
9	7.0.1	701.1.1.1	Does the site or organization have a documented procedure or work instruction to handle any deviations to transaction specific Technical Regulations and Standards and incorporate them into the processes of the organization?	Y			
10	7.2	72.1.2.1	Do you have a system to ensure that GE Oil & Gas quality requirements (ARSB-O&G-001) are considered during your design, procurement, production, test and control, shipment phases? Are processes in place for the flowdown of any other contractual amendments?	Y			
11	7.2	72.2.2.11	Does the site or function check the output of its processes for conformity to requirements?	Y			
12	7.2	72.3.2.3	Does the site or function maintain formally documented work instructions where needed, regarding flowdown of customer specific requirements and other customer related processes?	Y			
13	7.3	73.1.1.5	Are the interfaces between groups involved in design & development effectively managed to ensure effective communication, clear assignment of responsibility, & systems engineering approach?	Y			
14	7.3	73.2.2.1	Does the organization determine the applicable regulatory requirements for their products?	Y			
15	7.3	73.4.1.1	Are design & development reviews conducted at suitable stages to evaluate the ability to fulfill requirements and identify any problems and propose necessary actions?	Y			
16	7.3	73.5.1.3	Are verification results and any necessary actions recorded & controlled?	Y			
17	7.3	73.7.1.2	Are the results of review of changes and any necessary actions documented?	Y			
18	7.4	74.2.1.1	Is a documented system in place for the evaluation, approval, re-evaluation, and if required, the disqualification of suppliers or subcontractors?	Y			
19	7.4	74.2.1.2	Does the site have records of assessments of suppliers and any necessary actions arising from the evaluation? Are these maintained as quality records?	Y			
20	7.4	74.2.2.1	Does the site evaluate and select suppliers based on their ability to supply product or services in accordance with the organization's requirements?	Y			
21	7.4	74.2.2.3	Does the site periodically review suppliers performance and use the records of these reviews as a basis for establishing the level of controls to be implemented?	Y			
22	7.4	74.3.2.7	Do the purchasing documents contain the quality control requirements to assure acceptable product or service (certificate of conformance, etc.)?	Y			
23	7.5.1	751.2.2.2	Do routers reference applicable work instructions?	Y			
24	7.5.1	751.2.2.3	Are approve/reject criteria specified on router and/or work instruction?	Y			
25	7.5.1	751.3.2.1	Do work instructions contain process controls as required in the Test and Inspection Plan	Y			
26	7.5.1	751.4.2.1	Does the site or function check the output of its processes for conformity to requirements?	Y			
27	7.5.1	751.6.2.4	Are all tools and gages properly stored and protected to prevent damage?	Y			
28	7.5.1	751.6.2.5	Are equipment, tools and software programs validated prior to use and maintained and inspected periodically according to documented procedures?	Y			
29	7.5.1	751.7.1.1	Does the site have a system in place to detect and capture nonconforming output (consider both materials and information)?	Y			
30	7.5.1	751.7.2.1	Have all nonconforming items been properly dispositioned?	Y			
31	7.5.1	751.7.2.2	Are repair instructions properly documented? In this context, "repair" is intended as a disposition method for nonconforming materials.	Y			
32	7.5.1	751.8.1.1	Are materials used in production or service provision properly identified?	Y			
33	7.5.1	751.9.2.1	Where servicing is a specified requirement, has the site established documented procedures that include performance, verification and reporting?	Y			
34	7.5.1	751.9.2.3	Where servicing is a specified requirement, do service operation processes provide for the control and updating of technical documentation?	Y			
35	7.5.1	751.10.2.3	If sourcing is being performed by the production or service provision organization, are only approved Suppliers/Vendors used for Subcontract work?	Y			
36	7.5.1	751.10.2.4	Does the site have a documented procedure that prescribes requirements flow down to suppliers? Is the flowdown of requirements to Suppliers in compliance with this documented procedure?	Y			
37	7.5.1	751.10.2.5	Are special packaging and shipping requirements flowed down?	Y			
38	7.5.1	751.10.2.6	Are the packaging and shipping in accordance with the requirements?	Y			
39	7.5.2	752.2.1.1	Does objective evidence demonstrate that each special process has been qualified and approved per the instructions captured in the controlled document defining the special process, including the appropriate approvals? Are quality records maintained?	Y			
40	7.5.2	752.2.2.3	Is the status for gages, equipment and instruments used in special processes identified & within calibration date?	Y			
41	7.5.2	752.2.2.4	Have special process controls been established as prescribed in the controlled document defining the special process?	Y			
42	7.5.2	752.3.1.1	Do quality records demonstrate that special processes perform within their qualified parameters?	Y			

43	7.5.5	755.2.2.1	Are shelf life limited items within the manufacturers defined life cycle and storage conditions?	Y			
44	7.5.5	755.2.2.2	Is shelf life limited material aged beyond it's defined life cycle then treated as non-conforming material.	Y			
45	7.5.5	755.5.2.4	Are items requiring special environmental control for preservation/storage appropriately identified and stored ?	Y			
46	7.5.5	755.5.2.10	Is Measuring and Monitoring of product or service being performed as prescribed by the Quality Control Plan and are the test results, including Pass/Fail results, kept as Quality Records	Y			
47	7.6	76.2.2.5	Do calibration records include at a minimum: a. Unique identification of the M&TE manufacturer, model and serial number b. Standard used for calibration c. Procedure used for calibration d. Adjustments, repairs or modifications carried out e. Date of calibration f. Identification of technician performing the calibration g. Calibration interval for the M&TE h. Calibration due date i. Calibration result	Y			
Customer Satisfaction, Non Conformity Mgmt, Continuous Improvement							
Questid	ISO refer	QUAD Ref.	Question	Mandatory	Answer	File / Evidence required	Comments
48	8.2.1	821.1.2.5	Has the organizations defined the frequency and method used for collecting customer satisfaction data from customers.?	Y			
49	8.2.1	821.1.2.6	Does the organization measure the defined metrics over time to determine trends in Customer Satisfaction.	Y			
50	8.2.2	822.1.2.4	If the site has documented local procedures or work instructions for internal audit, does the control of these documents meet the requirements of section 4.2.3 of this questionnaire (approval, periodical review, availability at point of use, revision status, legibility and control of obsolete documents)?	Y			
51	8.2.2	822.2.1.1	Are the findings and observations resulting from internal quality audits documented ?	Y			
52	8.2.2	822.2.1.5	Does the organizations documented audit programme and schedule include all the audits required to ensure compliance to applicable quality standards and regulations?	Y			
53	8.3	83.1.1.1	Has the site established a documented procedure to ensure the control of non-conforming product or service?	Y			
54	8.3	83.1.2.2	Does the procedure define identification, tagging, or marking of non-conforming product or service?	Y			
55	8.3	83.2.1.2	When non-conforming product or service exists, does the site capture a record of this condition in a formal nonconformance that contains sufficient detail (including disposition and justification for the disposition) to control the nonconforming product, mating parts, or service?	Y			
56	8.3	83.2.2.1	Does the site deal with non-conforming product or service by authorizing its use, release or acceptance under concession by a relevant authority and, where applicable, by the customer?	Y			
57	8.3	83.3.2.1	Do the site procedures require scrap parts to be identified, permanently marked, positively controlled, and disposed per local and EHS procedures?	Y			
58	8.5	85.1.1.1	Does the organization execute the Continuous Improvement process for all Non-conformances identified through Management Review, Customer Satisfaction, Internal Audit, External Audit, Monitoring & Measurement of Processes, Monitoring & Measurement of Product?	Y			
59	4.1	41.1.2.1	Does the site continually improve the effectiveness of its Quality Management System?	Y			
60	4.2.1	421.3.2.1	Does the site maintain quality plans? (Quality Plan is a list of projects or initiatives to improve the quality of products and the effectiveness of the quality management system)	Y			

Supplier commits to fill in the required information in an accurate and duly manner. Supplier commits also to provide upon request the necessary evidence to support the answers in this questionnaire. Supplier authorizes GE Oil & Gas to use the data collected via this form to complete the Supplier Approval Process. Supplier authorizes GE Oil & Gas to disclose these information in case of Customer audits or External Regulatory Audits (e.g. Lloyd's) if required by Auditors.

Date:

Signature:

Supplier Name: 0

Supplier Contact Name: 0

Site: 0

Score: 0