



**QUALISEAL TECHNOLOGY**

a Technetics Group company

## **QUALITY SYSTEMS QUESTIONNAIRE**

### **1. SECTION I: INTRODUCTION**

#### **Supplier:**

Qualiseal Technology  
7319 West Wilson Ave.  
Harwood Heights, IL 60706

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General Manager:	Rob Stuebing	(708) 887-6338
Sales Manager:	Bob Jones	(708) 887-6386
Operations & Quality Manager:	Miki Radivojevic	(708) 887-6315

#### **Description of Product Supplied:**

Qualiseal Technology is a designer and manufacturer of precision mechanical seals, components, and mechanical assemblies. Our capabilities include full service machining and assembly along with complete control of ancillary services such as non-destructive testing, heat treatment and plating.

#### **Major Approvals:**

ISO 9001:2015 & AS9100 Rev D - Certificate No. 11871

**2. SECTION II: QUALITY SYSTEM**

#	Question	YES	NO	N/A
1.	Does the Facility have a Quality Policy Manual?	X		
2.	Are written Quality Procedures available?	X		
3.	Is the Quality Assurance System derived from a Quality Specification? <b>Response: ISO 9001:2015 &amp; AS9100 Rev D</b>	X		
4.	Is Government Surveillance Inspection Performed? <b>Response: Nonresident Agency – DFAS Chicago</b>	X		
5.	Is the Quality Policy Manual and Procedures updated continually to the latest industry practices and requirements of the customer and government agency?	X		
6.	Is there a designated group responsible for the maintenance of the Quality Program and Procedures? <b>Response: Quality Management Group</b>	X		
7.	Are copies of the Quality Policy Manual forwarded to customers upon request? <b>Response: Manual is available for on-site review</b>		X	
8.	What Accreditations, Certifications, and Registrations does Qualiseal Technology hold? <b>Response: ISO 9001:2015 &amp; AS9100 Rev d (Cert# 11871)</b>	X		

**3. SECTION III: ORDER ENTRY**

#	Question	YES	NO	N/A
1.	Are applicable specifications reviewed prior to entry of an order?	X		
2.	Is a central file maintained to indicate the latest revision of applicable specifications?	X		
3.	Is the responsibility of reviewing and maintaining the specifications on file assigned to a specific group? <b>Response: Quality Assurance Group</b>	X		
4.	Are obsolete documents removed from the active file?	X		
5.	Are the requirements documented on shop routers?	X		
6.	Is the order entry function described in the Quality Policy Manual?	X		

**4. SECTION IV: DESIGN CONTROL**

#	Question	YES	NO	N/A
1.	Are documented procedures in place to control and verify the design of the product?	X		
2.	Are plans prepared for each design and development activity?	X		
3.	Is design verification and validation performed?	X		
4.	Are all design changes and modifications identified, documented, reviewed, and approved by authorized personnel before their implementation?	X		

**5. SECTION IV: DOCUMENT CONTROL**

#	Question	YES	NO	N/A
1.	Does the Quality System provide documented procedures defining all functions of the change control system?	X		
2.	Is the affectivity of change clearly defined on all applicable documents?	X		

**6. SECTION VI: PURCHASE MATERIALS AND SERVICES**

#	Question	YES	NO	N/A
1.	Are purchased raw materials, supplies and services inspected to ensure that they meet specification and purchase order requirements?	X		
2.	Are copies of supplier's Physical and Chemical Test Reports and/or Certificates of Compliance obtained on purchased materials?	X		
3.	Are incoming raw material properly identified pending acceptance?	X		
4.	Is positive traceability maintained of each lot of raw material to applicable Certification / Test Report?	X		
5.	Does the organization have an established and documented system for the quality evaluation of present and/or potential suppliers?	X		
6.	Is there an Approved Supplier List used for purchasing.	X		
7.	Are adequate written procedures in use for the quality control of purchased materials and services?	X		

**7. SECTION VII: PRODUCT IDENTIFICATION & TRACEABILITY**

#	Question	YES	NO	N/A
1.	Is there a system of material identification consistent with product requirements?	X		
2.	Are only properly identified materials accepted at the next operation?	X		
3.	Are age sensitive materials controlled to prohibit the use of out-of-date materials?	X		
4.	When material is being processed, do shop routers contain the same identification as the applicable material tag?	X		
5.	Are written procedures in effect to control identification and traceability of material?	X		

**8. SECTION VIII: PROCESS CONTROL**

#	Question	YES	NO	N/A
1.	Are written process/work instructions available for relevant personnel?	X		
2.	Are Shop Routers utilized during manufacturing processes?	X		
3.	Do written instructions indicate inspection operation performed during manufacturing processes?	X		

**9. SECTION IX: INSPECTION AND TESTING**

#	Question	YES	NO	N/A
1.	Are purchased supplies and services inspected to ensure that they meet purchase order and specification requirements?	X		
2.	Are incoming materials identified to the applicable purchase orders or material certification?	X		
3.	Are controls adequate to prevent entry of uninspected materials into stock or manufacturing?	X		
4.	Are adequate in-process inspection facilities and instructions available for the type of work being performed?	X		
5.	Are in-process inspections documented in such a manner as to provide a positive inspection status of the material?	X		
6.	Is First Article Inspection conducted and recorded prior to machining or processing?	X		
7.	Are inspection stamps/initials traceable to the individual responsible for their use?	X		
8.	Are shop routers used to indicate inspection status of operations performed during manufacturing processes?	X		
9.	Is final inspection performed, and results recorded?	X		
10.	Is material and/or supporting documentation identifiable to the manufacturing and inspection personnel responsible for the operation?	X		
11.	Are inspection report forms forwarded to the customer when requested?	X		
12.	Is inspection status retained on file and available for on-site review by the customer?	X		
13.	Are sampling plans used at final inspection? <b>Note: Sampling Plan derived from "Zero Acceptance Number Sampling Plans, Fourth Edition" or per customer requirements.</b>	X		
14.	Does the Quality System include procedures to be followed for the training of Visual and Dimensional Inspection personnel?	X		

**10. SECTION X: CONTROL OF EQUIPMENT**

#	Question	YES	NO	N/A
1.	Are inspection gages, measuring devices, and test equipment inspected, and calibrated at specific intervals?	X		
2.	Does the calibration program comply with ANSI/NCSL Z540-1-1994?	X		
3.	Are records of calibration maintained, do records specify re-calibration dates?	X		
4.	Is testing and measuring equipment identified by decal or other means to indicate current calibration status?	X		
5.	Are employee-owned tools and gages utilized for product acceptance?	X		
6.	Are employee-owned tools and gages controlled by your calibration program?	X		
7.	Are working standards periodically calibrated using primary standards traceable to NIST, where such standards exist?	X		
8.	Does the calibration program provide the verification of acceptability of products inspected with equipment subsequently found to be discrepant?	X		

### 11. SECTION XI: CONTROL OF NONCONFORMING PRODUCT

#	Question	YES	NO	N/A
1.	Are procedures available to assure identification and control of nonconforming material?	X		
2.	Are reports of non-conformances with disposition maintained?	X		
3.	Are reworked items inspected and tested in the same manner as the original nonconforming item?	X		
4.	Is material that does not meet order requirements clearly identified as nonconforming?	X		
5.	Is corrective action taken on those causes that are considered correctable?	X		
6.	Is the customer notified when encountering nonconforming material which may have been shipped?	X		
7.	Does the program provide for obtaining customer approval of disposition, if required?	X		
8.	Is nonconforming material segregated and identified until disposition is made?	X		
9.	Are reports of nonconforming material regularly prepared and reviewing by management for action?	X		

### 12. SECTION XII: RECORDS

#	Question	YES	NO	N/A
1.	Has a documented program been established for the collection and retention of quality records?	X		
2.	How long are inspection/test records retained? <b>Response: Minimum 25 years</b>	X		
3.	Are procedures adequate to ensure that records are accessible, identifiable, and retrievable?	X		

### 13. SECTION XIII: INTERNAL QUALITY AUDITS

#	Question	YES	NO	N/A
1.	Does the supplier have a documented program for auditing the adequacy of all aspects of the Quality System?	X		
2.	Do auditors use written check lists or procedures?	X		
3.	Are audit results reported to and reviewed by responsible management?	X		
4.	Does the Quality program provide written provisions for planned and periodic evaluations of essential functions within own and subcontractor organizations?	X		
5.	Are all findings, recommendations, replies and follow-up actions documented and kept on file?	X		
6.	Are audits performed by persons other than those responsible for programs or departments under evaluation?	X		
7.	Are internal department audit results available for customer review upon request? <b>Response: Available for on-site review</b>	X		
8.	Does the Quality System provide for the retention of subcontractor audit results, and are they available for customer review? <b>Response: Available for on-site review</b>	X		

**14. SECTION XIV: EDUCATION AND TRAINING**

#	Question	YES	NO	N/A
1.	Are procedures established which specify and verify qualification requirements for company personnel?	X		
2.	Are training records established and maintained for company personnel.	X		