

# SUPPLIER SELF ASSESSMENT

**Company name:**

(In both English and your official language)

**Company address:**

(In both English and your official language)

**Tel.:**

**Fax:**

**E-Mail:**

**Web-Site:**

**Date:**

**Executed by:**

**Function:**

**Submission reason:**

- New supplier
- General update

## SUPPLIER SELF ASSESSMENT

Dear valued supplier,

Before you start to fill in this form we would like to kindly remind you to handle this questionnaire with seriousness and honesty, which will be the key factors influencing our future business cooperation!

Guidelines to fill in this form:

<input type="checkbox"/>	for you to make your single or multi options
.....	for you to fill in

### A. ORGANIZATIONAL STRUCTURE & MANAGEMENT

#### A.1. GENERAL COMPANY INFORMATION

##### A.1.1. Ownership

Ownership:       Private       Joint Venture       State owned       Others

##### A.1.2. Company profile

a) Year of foundation: .....

b) Is there any subsidiary company or other manufacturing plants existing?       yes       no

if yes: please list below the name and location of those companies:

.....

- c) Do you have an export license?       yes       no
- d) Is there an English talking contact person in your company?       yes       no
- e) Payment in EURO is possible?       yes       no
- f) Do you have a Recall liability insurance with enough coverage       yes       no

##### A.1.3. Organizational structure

a) Senior managerial personnel

	Name	Telephone	E-mail
managing director / general manager	.....	.....	.....
technical manager	.....	.....	.....
Quality / Operations manager	.....	.....	.....
sales / marketing manager	.....	.....	.....

b) General employee figures

Total number of employees      .....

Number of engineers      .....

## SUPPLIER SELF ASSESSMENT

### A.1.4. Business figures

Turnover last year / EUR / USD: ..... Percentage of export: .....  
 Percentage domestic market: .....

Main customer name:	Country:	Market: (Automotive, Industrial, other..)	Percentage Sales:

### A.1.5. Existing/Planned Collaborations

Supplier name:	Purpose of collaboration: (Joint Venture, Licence, others..)	Existing / Planned:	Year:

### A.1.6. Current product structure & manufacturing capacity:

Company location: (City + country)	Type of product:	Size range				Production capability [pieces per day] [pieces per month] [pieces per year]	Internalized processes (forging, annealing, heat treatment, grinding, assembling, casting, others)	Delivery / lead time
		min. Ø d	max. Ø d	min. Ø D	max. Ø D			

Are partial deliveries possible?  yes  no

### A.1.7. Investment plan within the upcoming 2 years:

**Value of investment in total:**

a) machinery investment  yes  no

if yes: please list below the planned machinery investment:

b) new product (series) / technology development investment  yes  no

if yes: please list below the new product (series) / technology under plan

## SUPPLIER SELF ASSESSMENT

### A.2. PRODUCTION CAPABILITY OVERVIEW

Marking and packing according to customer specification is possible?  yes  no

Please select the operations that can be manufactured / performed in house and detail for which product (rings, rollers....):

- |  |  |
|--|--|
| <input type="checkbox"/> Forging         | <input type="checkbox"/> Annealing       |
| <input type="checkbox"/> Soft turning    | <input type="checkbox"/> Heat Treatment  |
| <input type="checkbox"/> Hard turning    | <input type="checkbox"/> Grinding: ..... |
| <input type="checkbox"/> Assembly: ..... | <input type="checkbox"/> Others: .....   |

### A.3 QUALITY AND EHS MANAGEMENT SYSTEM

Is your company certified according to any international QM-standards?  yes  no

	ISO 9001		ISO 14001		IATF 16949		OHSAS 18001	
Company location:	Issue Date:	Expiry Date:	Issue Date:	Expiry Date:	Issue Date:	Expiry Date:	Issue Date:	Expiry Date:

Do you have any other certificates  yes  no  
 If yes which one? .....

In case not available ISO 14001 and/or OHSAS 18001, describe your activities for environment respect and health&safety conditions compliance according official regulations.  
 .....

**Quality core tools:**

- MSA
- SPC
- R&R
- PPAP

**Problem solving tools:**

- 8D
- Ishikawa
- 5 Whys

## SUPPLIER SELF ASSESSMENT

### A.4 TECHNICAL CAPABILITIES

% of sales invested in R&D/Engineering: ..... % engineers/technicians among the organization: .....

Product development capabilities:

Design  Calculation  Simulation  Testing

Testing capabilities:

Quality lab.  Materials lab.  Testing benches

Process development capabilities:

Tooling  Equipments  Machinery

APQP Approach:

DFMEA  Flow chart  PFMEA  Control plan

Project team  Deployment to subsuppliers

### A.5 CORPORATE SOCIAL RESPONSIBILITY

Are you aligned on fulfilling regulations and international laws regarding working conditions, underage employment and human rights? .....

Are you committed to eliminate any kind of discrimination or coerce to your staff?.....

## B. OPERATIONS

### B.1. RAW MATERIAL

Please list your steel suppliers:

Supplier name:	Country:	Product or Service purchased: (Raw material, finished product, outsourced process)	Purchasing volume:	Quality certifications:

## SUPPLIER SELF ASSESSMENT

Are you performing raw material incoming inspection?  yes  no  n/a  
 If yes: please list below your testing of raw materials done in house and externally

testing items	in-house	externally
Chemical composition	<input type="checkbox"/>	<input type="checkbox"/>
Macrostructure	<input type="checkbox"/>	<input type="checkbox"/>
Non-metallic inclusions	<input type="checkbox"/>	<input type="checkbox"/>
Carbides inhomogeneity	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>

How do you document and analyse the raw material testing results? .....

How do you send them to your raw material suppliers for a corrective action in case of any quality non-conformance? .....

For how long do you keep your testing results? .....

How do you ensure traceability at raw material handling? .....

### B.2. FORGING

Do you use cold or induction cutting? .....

Is temperature automatically monitored on heating process?, which temperature limits are settled up? .....

Is there a go/no go automatic sorting for the pieces out of standard temperature? .....

What is the reaction plan for the pieces rejected out of temperature requirements? .....

Detail the cooling method after the forging process .....

### B.3. HEAT TREATMENT

	yes	no	n/a
Do you operate your own heat treatment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes, is 100 % of the hardening done in house?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is CQi9 standard in using for periodic internal audit?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If no, how is the incoming inspection organised? .....

## SUPPLIER SELF ASSESSMENT

What capabilities do you have for inspection?

testing items	in-house	externally
Hardness	<input type="checkbox"/>	<input type="checkbox"/>
Microhardness	<input type="checkbox"/>	<input type="checkbox"/>
Microstructure	<input type="checkbox"/>	<input type="checkbox"/>
Decarburation	<input type="checkbox"/>	<input type="checkbox"/>
Mounting equipment	<input type="checkbox"/>	<input type="checkbox"/>

Which possibilities exist to the heat treatment?, detail which are in house or outsourced.

- through hardening     
  case hardening     
  induction hardening  
 bainitic     
  carbonitriding     
  Others .....

### B.4. COMPONENTS

If the production of the cages in-house: Please select the cage types you are producing:

- brass     
  pressed steel  
 plastic     
  others: .....

If the production of the rolling elements in-house: Please select the rolling elements types you are producing:

- balls     
  cylindrical  
 spherical     
  taper  
 Others: .....

If the production of the seals/shields in-house: Please select the cage types you are producing:

- Details seals types produced .....

If no: How do you assure the quality of the outsourced components?, .....

	yes	no	n/a
Do you perform regular sub-supplier audits?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you perform incoming inspection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If yes: Do you send the incoming inspection results to your sub suppliers for corrective action in case of any non-conformance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## SUPPLIER SELF ASSESSMENT

Please list below the components and the corresponding suppliers:

Supplier name:	Country:	Product or Service purchased: (Raw material, finished product, outsourced process)	Purchasing volume:	Quality certifications:

### B.5. GRINDING&ASSEMBLY

#### General

	yes	no	n/a
Is 5S implemented in your company?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is production start-up formally approved and documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a clear identification of non-conformance products?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have an isolated storage for non-conformance products?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have plans and timely analysis for non-conformance products reduction?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have significant or key characteristics definition and are they under special management?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Traceability system is in place and deployed to subsuppliers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### Washing and preservation

##### Unfinished goods

Preservation between each process step       Partly preserved       n/a

##### Components washing before assembly

Cleaning by hand       Washing machine       Automatic line       Ultrasonic       n/a

##### Finished products

Cleaning by hand       Washing machine       Automatic line       Ultrasonic       n/a

How often and with which method do you inspect cleanliness of washing fluids and preservation agents? .....



## SUPPLIER SELF ASSESSMENT

### Inspection in process

Detail which characteristics you inspect under 100% (Including main dimensions, clearance, visual, noise&vibration, hardness, cracks.....)

Feature inspected	Method/equipment	online	offline	manual	automatic	n/a
.....		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.....		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.....		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.....		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.....		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.....		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.....		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Any other remarkable control in process not listed above? .....

Do you have any poka-yoke in process?,

yes  no

If yes describe .....

Do you use SPC in process?,

yes  no

If yes describe for which bearing characteristics .....

## B.6. LABORATORIES / INSPECTION CAPABILITIES

Is there a documented calibration system for measuring equipments in place and fully implemented for the specific products?

Please select the tests you are making and indicate how they are performed:

Crack inspections

how:

Roughness

how:

Profile

how:

Grinding burns

how:

Roundness

how:

Waviness

how:

Vibration testing

how:

Microstructure evaluation

how:

Cleanliness

how:

Hardness testing

how:

Chemical composition

how:

Retained Austenite

how:

## SUPPLIER SELF ASSESSMENT

Please kindly provide a copy of the listed documents (if available) for our reference:

- Business license
- Organisational chart
- Lay out / Company presentation
- Plant and production lines photos
- Certificates of quality and environmental management
- Control Plan
- Process flow chart
- FMEA
- Other useful documents

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## ASSESSMENT (to be filled in by Fersa Group)

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- Preferred
- Accepted
- Restricted
- Unqualified

