

	Supplier selfassessment	
page 1 of 6		review: 2016-09-06
date: 14.10.2020		

Completed by Globus Gummiwerke GmbH - Location:	
Part number (sub-commodity):	
Number of supplier:	approval date:
Directed part : <input type="checkbox"/> yes <input type="checkbox"/> no	Key product (if known):
Approval of supplier: <input type="checkbox"/> yes <input type="checkbox"/> no	remarks:
signature: VB Purchasing	

The reason for this information sheet is to get a first overview of your company. Please consider that a completed document is mandatory for a final approval.

General Information	
company name (incl. Legal form):	report prepared by:
adress:	place of location::
phone / fax:	e-mail:
contact person company management:	contact person quality management:
contact person sales:	contact person logistics:

Company Information:		Employee Structure:	
founded in:	number of buildings:	number of employee:	
subsidiaries:		construction/tooling:	purchasing:
specific business / branch:		R&D:	production:
plant size / production size[m²]:		product engineering:	quality:
company sites:			
worktime per week		shifts per day:	
degree of capicity utilisation:		workdays per week:	

Company Structure	
turnover previous year:	percentage turnover automotive:
general liability insurance:	

Qualitystructure		
quality system certified under the rules of: (please attach copy of certificate)		
environment management system certified under the rules of: (please attach copy of certificate)		
PPAP and PPF part approval process known and deployed	<input type="checkbox"/> yes	<input type="checkbox"/> no
Do you use special process for heat treatment or plating and coating to manufacture?	<input type="checkbox"/> yes, which	<input type="checkbox"/> no
Do you control them with CQI-9/-11/-12?	<input type="checkbox"/> CQI-9	<input type="checkbox"/> CQI-11
	<input type="checkbox"/> CQI-12	<input type="checkbox"/> none of them

General Questions for Business Process	Answer	Remarks
positions / departments with the authority of planing production :		
positions / departments with the authority of blocking parts:		
Is a system of traceability established?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Is a system of implementation and actualisation of new drawings, specifications, construction informations as well as technical standards established?	<input type="checkbox"/> yes <input type="checkbox"/> no	

1. Environment Management	Answer	Remarks
Do you have an environment policy in your company?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Does your environment policy adresses product-related aspects? If yes, which?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you take the packaging back? If yes, which?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Are your employee's informed and trained regularly to environmental subjects?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you treat your suppliers to improve their environment system?	<input type="checkbox"/> yes <input type="checkbox"/> no	

The articles 2 to 8 needs only to be filled, if you are not certified by ISO TS 16949

2. Organisation	Answer	Remarks
Do you have integrated measurable quality targets in your business planning?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Is the development of special targets controlled and verifiable?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Which of the mentioned aspects are implemented in your emergency planning?	<input type="checkbox"/> natural hazards <input type="checkbox"/> purchasing of components and raw material <input type="checkbox"/> tooling <input type="checkbox"/> employee <input type="checkbox"/> other	
Is the compliance of regulatory requirements periodical checked by a 3 rd party? (e.g. occupational or plant safty)	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you have a process "change control" for customer initialised changes?	<input type="checkbox"/> yes <input type="checkbox"/> no	

Could all Poppe requirements, modifications and technical specifications be rated, allocated and implemented within 14 days?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you have a system to guide, to document, to communicate and to preserve the customer documents in your company?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you use tools for project- and timemanagement? If yes, which?	<input type="checkbox"/> yes	<input type="checkbox"/> no	

3. Measurement and Test Engineering	Answer	Remarks
Are your external calibration service supplier ISO/IEC 17025-accredited?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you have a MSA for all in-process used measuring devices?	<input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> MSA according to QS9000	
Do you have a process for the selection, operation and inspection of instruments and laboratories you use for checking, testing and monitoring?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Are documents of recalibration archived?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Are the following issues for all inspections defined? <ul style="list-style-type: none"> • instruments • size of control sample • criterias to measure • actionplan, if the criterias are not fulfilled. 	<input type="checkbox"/> yes <input type="checkbox"/> no	
4. Quality	Answer	Remarks
Do you perform requalification audits?	<input type="checkbox"/> yes <input type="checkbox"/> no interval: _____	
Do you use the 8D method in case of complaints?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you analyse complained parts in consideration of controlplan and FMEA?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you have a quality manual which contains <ul style="list-style-type: none"> • Quality organisation • Jobs and responsibilities • Description of the main processes and systems 	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you rate your supplier for quality and delivery reliability at least once a year?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you use your results of the process- and quality analysis for corrective- and improvementactions? Do you check the efficiency?	<input type="checkbox"/> yes <input type="checkbox"/> no	

Do you have a continuous improvement process concerning quality, efficiency and costs?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you block incoming goods for production until the incoming inspection is completely done?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do your suppliers report back containment- and corrective actions promptly in case of complaints?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you use methods of failure prevention?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you carry out an internal quality audit regularly for every department / process, at least once a year? Are your auditors qualified?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you carry out product audits?	<input type="checkbox"/> yes interval: _____	<input type="checkbox"/> no	
Do you have an auditplan? Is this document always up to date?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you record your results and report it to the responsible individuals?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
The following risk-assessments are used:	<input type="checkbox"/> Design-FMEA <input type="checkbox"/> Prozess-FMEA <input type="checkbox"/> other: _____		
Which rating scheme do you use in the FMEA?	<input type="checkbox"/> QS9000 <input type="checkbox"/> own scheme <input type="checkbox"/> other: _____		
Performance of	<input type="checkbox"/> yes	<input type="checkbox"/> no	
• Processvalidations	<input type="checkbox"/> yes	<input type="checkbox"/> no	
• Processverifications	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you perform APQP according to AIAG QS9000?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you ensure cleanliness and tidiness in all areas of your company?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you have a process to separate and avoid bad parts from shipping to the customer?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you have a secured process to agree a special release from the customer before shipping parts out of specification or not approved process?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you have a system for controlling of records?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
How do you assure your suppliers?	<input type="checkbox"/> certification of sub <input type="checkbox"/> PPF/PPAP/EMPB <input type="checkbox"/> analysis of raw materials <input type="checkbox"/> supplier audits <input type="checkbox"/> list of approved suppliers <input type="checkbox"/> quality incoming inspection		

5. Employees	Answer	Remarks
Do you have a documented training programme in your company?	<input type="checkbox"/> yes <input type="checkbox"/> no	

Do your employees take part in operational sequences/decisions?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you store the recordings of employee trainings?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you analyse and document the education and training needs of your employees?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Is a employee training plan existing?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you check the trainings for effectivity?	<input type="checkbox"/> yes	<input type="checkbox"/> no	
Do you enforce the awareness and motivation of your employee regularly with the targets of customer satisfaction and quality?	<input type="checkbox"/> yes	<input type="checkbox"/> no	

6. Process for realisation of product	Answer	Remarks
Do you have a project related process for realisation of product?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you rate the producibility and risks before the contract review?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Can the confidentiality during and after the development of products and projects be guaranteed?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you have sufficient and qualified recourses for development?	<input type="checkbox"/> yes <input type="checkbox"/> no	

7. Logistics/Warehousemanagement	Answer	Remarks
Do you evaluate the risks of internal logistics as well as the transport to the customer?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you monitor and control your warehouse?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Are your raw materials stored and used in a way to avoid negative influence through the environment?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you have a defined process to identify raw materials and reconstruct it's specified use?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Is the material with limited shelf life identified and controlled?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you record the online generated information of batches / lots?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Is the packing and labelling of the deliveries controlled and verified?	<input type="checkbox"/> yes <input type="checkbox"/> no	

8. Production	Answer	Remarks
Do you use statistical process control according to AIAG QS9000 (SPC)?	<input type="checkbox"/> yes, <input type="checkbox"/> analogue <input type="checkbox"/> no <input type="checkbox"/> digital	

How do you control your serial process?	<input type="checkbox"/> Controlplan according to ISO TS 16949 <input type="checkbox"/> other controlplan	
Are workinstructions for all production processes written and provided at the workplace?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Please describe your procedure in case of product nonconformities:		
Is your production planned to minimise material handling and process flow?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Used stock inventory control system?	<input type="checkbox"/> FIFO <input type="checkbox"/> other: _____	
Do you collect and record additional process data?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you have a system of preventive maintenance? (machining, tooling, gauges, instruments)	<input type="checkbox"/> yes <input type="checkbox"/> no	
Are the responsibilities for maintenance documented?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Are the containment and corrective actions documented and are the responsibilities named?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you use structured methods of problem solving?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Do you identify semi-finished goods and secure them against delivery?	<input type="checkbox"/> yes <input type="checkbox"/> no	
Could you trace the lots of used raw materials in every step of your production?	<input type="checkbox"/> yes <input type="checkbox"/> no	
For which kind of production do you use controlplans?	<input type="checkbox"/> Prototyping <input type="checkbox"/> Pre-series <input type="checkbox"/> Serial production	