	SUPPLIER QUESTIONNAIRE	DOC: CQF-012	REV: 5

General Information			
Company Name:			
Street Address:		**City:**	
State:		**Zip Code:**	
Phone No:		**Website:**	
Type of Product or Service provided:			

Contact Information				
	Name	**Title**	**Phone No.**	**Email**
Quality				
Sales				
Production				
Safety				
Health				

Section 1

Environmental Health & Safety Management

Third Party Certification

ISO14001	ISO45001	Other
Yes ☐	Yes ☐	Yes ☐
No ☐	No ☐	No ☐

- If yes to any of the above, please provide a copy of the certificate.
- If your company is not registered, do you have a documented Environmental Health and Safety system? Yes ☐ No ☐
- Provide your company's injury/illness experience for the past 3 years as reported on the OSHA 300 log.

INJURY/ILLNESS HISTORY		
Metric Type	***Metric***	***Comment***
Number of OSHA Recordable Cases		
Number of Lost/Restricted Workday Cases		
Number of Fatalities		
Number of Man-Hours Worked		

- Does your company have an environmental health & safety policy? Yes ☐ No ☐
- Has your company been cited by OSHA/EPA in the past 3 years? Yes ☐ No ☐
- During the last five (5) years, has your company/firm received a violation/fine/penalty for non-compliance involving any of the following:
  - Discharging oil, an oil byproduct, or other hazardous substances to land, water, or air Yes ☐ No ☐
  - Release of oil or hazardous waste during transport of hazardous materials and/or waste Yes ☐ No ☐
  - Improper disposal/dumping of hazardous waste or hazardous materials on land or in water Yes ☐ No ☐

[If you answered YES to any of the questions above, please provide an explanation of the circumstances surrounding the violation here

Section 2

	Third Party Certification			
Quality Management	ISO9001	AS9100	IATF16949	Other
	Yes ☐	Yes ☐	Yes ☐	Yes ☐
	No ☐	No ☐	No ☐	No ☐
	N/A ☐	N/A ☐	N/A ☐	N/A ☐

- **If yes to any of the above, please provide a copy of the certificate and skip questions below then complete section 4.**
- If ***not*** registered and have a documented quality system, provide a copy of the Quality Systems Manual and complete questions below and section 4.
- If your company is ***not*** registered and ***does not*** have a documented quality system, complete questions below and section 4.

Questions	*Response*	*Comments*
Quality reports directly to top level management.	Yes☐ No☐ N/A☐	
Quality management system effectiveness is regularly checked (ex. internal audits).	Yes☐ No☐ N/A☐	
Quality management system audits are documented.	Yes☐ No☐ N/A☐	
All supplied quality-relevant materials are subjected to receiving inspection.	Yes☐ No☐ N/A☐	
There are written inspection/test instructions for receiving inspection.	Yes☐ No☐ N/A☐	
Receiving inspection/test instructions are available and followed.	Yes☐ No☐ N/A☐	
Results of receiving inspection are documented.	Yes☐ No☐ N/A☐	
Production processes are fixed in writing.	Yes☐ No☐ N/A☐	
Material (supplied parts, unmachined parts, finished parts etc.) are clearly identified.	Yes☐ No☐ N/A☐	
Defective parts are clearly identified to be "defective parts".	Yes☐ No☐ N/A☐	
Finished parts can be traced back.	Yes☐ No☐ N/A☐	
All manufactured product is subjected to a systematic test or inspection (Note: also applies when the customer does not require any test or inspection).	Yes☐ No☐ N/A☐	
There are written inspection /test instructions for the in-process and/or final product.	Yes☐ No☐ N/A☐	
Inspection/test instructions are available where needed.	Yes☐ No☐ N/A☐	
Inspection/Test results are documented.	Yes☐ No☐ N/A☐	
Certificates of conformance are issued in accordance with thyssenkrupp rothe erde USA Inc. Terms and Conditions.	Yes☐ No☐ N/A☐	
Customers are informed about deviations from finished product requirements.	Yes☐ No☐ N/A☐	
Supplier guarantees nonconforming products are not forwarded to the	Yes☐ No☐ N/A☐	

customer.		
Process for control of nonconforming product is documented.	Yes☐ No☐ N/A☐	
Employees understand the process for controlling nonconforming product.	Yes☐ No☐ N/A☐	
Measuring and testing equipment is systematically controlled	Yes☐ No☐ N/A☐	

Section 3

Laboratories and Service Providers	Third Party Accreditation			
	A2LA	ISO17025	Customer	Other
	Yes ☐	Yes ☐	Yes ☐	Yes ☐
	No ☐	No ☐	No ☐	No ☐
	N/A ☐	N/A ☐	N/A ☐	N/A ☐

- If yes to any of the above, please provide a copy of the certificate.

Section 4

By submission of this form you agree to the following requirements for approved Vendors:

1. thyssenkrupp rothe erde USA Inc. requires 100% on time delivery performance from vendors. Purchase Orders will provide appropriate planning information and purchase commitments to enable vendors to meet this expectation.
2. thyssenkrupp rothe erde USA Inc. and their customers reserve the right to verify purchased product at the vendor's premises when contractually required. Arrangements will be provided on Purchase Orders if applicable.
3. thyssenkrupp rothe erde USA Inc.'s terms and conditions (located on thyssenkrupp rothe erde USA Inc.'s Website http://www.rotek-inc.com/ in the Download Section).
4. Records are established and maintained to provide evidence of conformity to thyssenkrupp rothe erde USA Inc. requirements and of the effective operation of the quality management system. Records shall remain legible, readily identifiable and retrievable for the period of 5 years. If a supplier ceases business with thyssenkrupp rothe erde USA Inc., or the supplier is unable to maintain the quality records, the supplier shall provide the option for thyssenkrupp rothe erde USA Inc. to take possession of the records. Supplier quality records are not to be destroyed without written approval from thyssenkrupp rothe erde USA Inc.
5. All product supplied shall be authentic and conform to original equipment standards and designs and not be material that has been confirmed to be a copy, imitation or substitute that has been represented, identified, or marked as genuine, and/or altered by a source without legal right with the intent to mislead, deceive or defraud.

Completed By: ***Title:*** ***Date:***

Completion of this Questionnaire does not signify approval of your company.

FOR THYSSENKRUPP ROTHE ERDE USA INC. USE ONLY

Supplier Status:	Reviewer:	Date:
Approved ☐	Name:	
Unapproved ☐	Title:	
Comments:		