



# Supplier Quality Survey

*This Questionnaire is designed to be completed electronically to allow for more efficient handling of information and quicker verification of American Buffalo Metals Suppliers. Most boxes will grow as necessary if you have extra text to enter.*

*Please return this form completed in MS-Word, saved as a MS-Word file, and attach any certificates in pdf or jpg files.*

*Please return documents (preferably via email) to:*

American Buffalo Metals  
 253 Greenway Dr  
 Crossville, AL  
[kelly@americanbuffalometals.com](mailto:kelly@americanbuffalometals.com)  
 (256) 281-1914

**Supplier Info:**

American Buffalo Metals internal use	
Approved by:	
Title:	
Date:	
Special Controls:	

**Mark one box below with an "X"**

<input type="checkbox"/>	Distributor <b>(Complete Section 1,3,&amp;4 only)</b>
<input type="checkbox"/>	Manufacturer/Service Provider <b>(Complete Sections 2, 3,&amp;4 only)</b>
<b>Company:</b>	<b>Date:</b>
<b>Address:</b>	<b>City,ST,Zip:</b>
<b>Phone:</b>	<b>Fax:</b>
<b>Quality Email:</b>	<b>Quality Contact:</b>
<b>Completed by:</b>	<b>Title:</b>
<b>Signature*:</b>	<i>*A typed signature will be accepted as an electronic signature.</i>
<b>Material/Service Supplied:</b>	

## Section 1 (Distributors Only)

<input type="checkbox"/>	Do you maintain traceability of the items you supply our Company?
<input type="checkbox"/>	Do you have a written quality program and written work procedures?
<input type="checkbox"/>	Do you use written inspection instructions?
<input type="checkbox"/>	Is there a system in place to keep drawings / specifications / purchase orders current?
<input type="checkbox"/>	Do you have a documented method to evaluate subcontractors / vendors which insures their conformance to your requirements and are records kept of this evaluation?
<input type="checkbox"/>	Is raw material identified and traceable to physical and chemical test reports or certifications?
<input type="checkbox"/>	Are all inspection instruments recalled and calibrated at periodic intervals and are records kept of the calibration?
<input type="checkbox"/>	Is ABM notified if an identified out of tolerance condition may have resulted in shipment of nonconforming product to ABM?



**Section 2 – Quality Certifications *(Manufacturers & Service Providers)***

		Is your company certified to AS 9100, ISO 9001, ISO 17025, IATF 16949, or NADCAP?
		Is your company certified to any other customer specific quality system?
If so, list standard(s) below and submit a copy of the applicable certificate.		
<b>List of Certifications:</b>		

**Section 3 - Quality Management System *(Distributors and Manufacturers & Service Providers)***

*\*If you provide calibration services, please submit verification that you comply with ISO 17025 or equivalent.*

			Do you have a written policy and procedures manual?
			Do you have written work instructions (Traveler, Router, Work Order, etc.)?
			Is nonconforming material documented and controlled?
			Do you have a written policy used to analyze problems and take corrective action?
			Is inspection and test data recorded and maintained?
			Are drawing changes reviewed and controlled?
			Are your suppliers included in your quality plan?
			Do you have a supplier rating system?
			Do you maintain records of supplier surveys and approvals?
			Are materials traced and verified (Lab and Test Reports, Certifications, etc.)?
			Do you maintain SDS and material certifications on file when applicable?
			Does your facility have established (posted) safety and housekeeping practices?
			Do you use written inspection instructions?
			Are all inspection instruments recalled and calibrated at periodic intervals and are records kept of the calibration?
			Are internal audits conducted and documented?
How are work instructions conveyed (written work order, traveler, etc.)?			
Please indicate any additional comments:			

**Section 4 - Environmental, Social, Ethics *(Must Complete)***



			Do you have an environmental management system in place?
			Are you certified under ISO 14001?
			Does your company have policies ensuring fair labor practices?
			Does your company comply with U.S. child labor laws?
			Do you comply with local and international laws and regulations?
			Do you have a code of conduct addressing anti-corruption and bribery?
			Can you trace the materials throughout your supply chain?
			Do you source materials from American suppliers?
			Do you measure and report on your sustainability performance?
			Have you conducted recent sustainability audits?
			Do you comply with the U.S. banned substances list?
			Do you avoid sourcing from countries prohibited by U.S. trade sanctions?