

MILITARY VENDOR PROFILE FORM

Company Name	Email	Date
Company Address	Telephone	Website URL
	Fax	Years in Business
Preparer and Title	Sales Contact	Sales Manager
Primary Product/Service	Additional Information	

Management Structure

CEO/President	Manufacturing	Purchasing
Quality	Engineering	Traffic

Number of Employees

Quality	Production	Engineering	Facilities
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Shipping

Shipment Method

Terms of Payment

Special Equipment/Processes

Quality System IAW	MIL-Q-9858	Evaluation Date
	MIL-I-45208	Evaluation Date
	ISO-9000	Evaluation Date
	Other	Evaluation Date

References

(Preferably where end user is the US Government. Commercial references acceptable.)

Reference 1	Company	Contact
	Address	Phone
Reference 2	Company	Contact
	Address	Phone
Reference 3	Company	Contact
	Address	Phone

Yes No

Do you maintain a controlled Quality Procedure Manual?

If Yes, please send a copy to JGB as soon as possible.

Does the Manual describe administration of the Quality System?

Does the Manual detail proper completion of test and inspection records?

Does the Manual specify how long records are held?

Does the Manual contain all inspection/test procedures used to verify product conformance?

Are receiving inspections performed on all supplied parts?

Are criteria for approval and rejection of material included in the Manual?

Is there a policy regarding corrective actions?

Are the latest revision drawings used to inspect and test?

Is the regular calibration of test/inspection equipment addressed in the quality manual?

Is there a positive system for identifying the inspection status of material?

Is there a system for control of non-conforming material?

Is statistical process control currently a part of your quality system in regular use?

Is sampling inspection a part of your quality system?

Does the Manual address handling, storage, age control, and delivery of material?

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**If you do not use Outlook email, please save this form and attach to the email system you use, and submit the form to dthurston@jgbhose.com*