Sandia National Laboratories

SUPPLY CHAIN ASSESSMENT

SUPPLIER INFORMATION

Company Name:		
Address:		
City:	State:	Country (if outside USA):
Name & Title of person completing this assessment:		
Phone:	Email:	

BUSINESS INFORMATION

Primary Product(s)/Services(s):		
Are there multiple business locations? ☐Yes ☐No		
If yes, please indicate the following: ☐same as above		
Headquarters (HQ) and/or Parent Company Name:		
HQ and/or Parent Company City:	State:	Country:

QUALITY MANAGEMENT SYSTEM REGISTRATIONS/INFORMATION

- *Attach a current copy of the certificate for each registered standard*
- For policies not registered/certified, attach documentation supporting compliance (e.g., policy, quality manual, etc.)

☐ **AS9100D**	☐ Registered	☐ Compliant
☐ **ISO9001-2015**	☐ Registered	☐ Compliant
☐ **NQA-1-2017**	☐ Registered	☐ Compliant
☐ **NQA-1-2018 with NQA-1a-2009 with addendum**	☐ Registered	☐ Compliant
☐ **Other Standard (please list):**	☐ Registered	☐ Compliant

☐ We have Quality Assurance policies that are not affiliated with specific recognized standards.

☐ We currently do not have any Quality Assurance policies, but will establish quality policies to meet this requirement if awarded a subcontract. (Suggested assistance and templates are available at https://www.nmptac.org/ or https://www.nmptac.org/resources/)

Yes☐ No☐ N/A☐	1. Is your organization committed to delivering defect-free product? If No or N/A please explain:
Yes☐ No☐	2. Does your organization have a contract review process for evaluating customer purchase order requirements? If **No**, please explain:
Yes☐ No☐ N/A☐	3. Does your organization have a procedure for selection and approval of suppliers and vendors to ensure they satisfy obligations and provide quality products and services? If **No or N/A** please explain:
Yes☐ No☐ N/A☐	4. Does your organization conduct evaluations (e.g., audits, review of test results, etc.) or ongoing monitoring of suppliers/vendors? If **No or N/A** please explain:
Yes☐ No☐ N/A☐	5. Is there a process for communicating customer requirements with sub-tier suppliers when applicable? If **No or N/A** please explain:
Yes☐ No☐	6. Does your organization have a documented process for detecting, preventing, and addressing counterfeit items? If **No**, please explain: ☐ **N/A** because we do not sell items/products. ☐ We currently do not have a counterfeit items process but will establish a documented policy to meet this requirement if awarded a subcontract. (Suggested assistance and templates are available at https://www.nmptac.org/ or https://www.nmptac.org/resources/)

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Yes ☐ No ☐	7. Is there a documented policy or procedure for protecting electronic data and systems from unauthorized viewing/use? If **No**, please explain:
Yes ☐ No ☐	8. Does your organization subscribe to and maintain antivirus product on all employee workstations? What antivirus software or products are used? If **No**, please explain:
Yes ☐ No ☐	9. Have you ever experienced a significant cybersecurity incident or data breach? If **Yes**, please define the incident and describe remediation actions:
Yes ☐ No ☐	10. Is there an independent quality organization or job roles for quality management/assurance?
Yes ☐ No ☐ N/A ☐	11. Is there a system or process to control and manage drawings, specifications, catalog items and customer orders? If **No or N/A** please explain:
Yes ☐ No ☐ N/A ☐	12. Is there a system that assures the proper match of product with its certification and/or test data (if required by PO)? If **No or N/A** please explain:
Yes ☐ No ☐ N/A ☐	13. Are parts and inventory secured and identified at <u>all</u> times while in your facility? If **No or N/A** please explain:
Yes ☐ No ☐ N/A ☐	14. Is certification and test data based on objective criteria? If **No or N/A** please explain:
Yes ☐ No ☐ N/A ☐	15. Are products packaged in a manner to prevent damage during shipment? If **No or N/A** please explain:
Yes ☐ No ☐ N/A ☐	16. In your facility, are incoming and nonconforming products segregated from conforming products? If **No or N/A** please explain:
Yes ☐ No ☐	17. When requested, is there a process to investigate and resolve rejected products and/or services found by the customer and implement corrective action to prevent future reoccurrence? If **No**, please explain:
Yes ☐ No ☐	18. Is your company International Traffic in Arms Regulations (ITAR) registered? If **No**, do you have procedures to handle ITAR requirements? ☐Yes ☐No
	Check <u>all</u> types of inspection performed in this facility: ☐**INCOMING** ☐**IN-PROCESS** ☐**FINAL** ☐**AUDIT**

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Date: **Signature (person completing assessment)**

This report may be shared with the Dept. of Energy (DOE), National Nuclear Security Administration (NNSA), and with other DOE/NNSA operating subcontractors.

For NTESS/Sandia Internal Use Only		
Reviewed by:	Organization:	Date:
Status		
Approved: ☐	Conditional: ☐	Not Approved: ☐