

# Supplier/In-house Rating Proforma 3

Part(s) under analysis ..... Supplier (if applicable) .....

Support systems						
Factor	Ratings			Why?	Evidence	
1. Quality system	5	4	3	2	1	Required  Quality procedures/ results
	Quality system <i>with</i> clear procedures and measureable results			Quality system <i>without</i> clear procedures and measureable results		
2. Continuous improvement practices (e.g. process improvement)	5	4	3	2	1	Required  Records
	Track record of implementing improvement recommendations for the part(s) under analysis			Never implements improvement recommendations for the part(s) under analysis		
3. Training schemes	5	4	3	2	1	Training schemes
	Very pro-active in delivering relevant training schemes for the part(s) under analysis			Not pro-active at all in delivering relevant training schemes for the part(s) under analysis		
4. Reliability of information systems, databases and documentation	5	4	3	2	1	Provide examples
	Always provides correct information			Never provides correct information		
5. Engineering change systems (e.g. drawings and bills of materials)	5	4	3	2	1	Required  Records
	Always records engineering changes for the part(s) under analysis			Never records engineering changes for the part(s) under analysis		
6. Technical support system	5	4	3	2	1	Required  Records
	Response to technical queries <i>always</i> made within agreed time scales			Response to technical queries <i>never</i> made within agreed time scales		