DCMA NSEO MANUFACTURING PROCESS REVIEW (MPR) CHECKLIST #15

SUPPLIER CONTROL OF OBJECTIVE QUALITY EVIDENCE AND MATERIAL TRACEABILITY

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| **SUPPLIER & CAGE:** |  |
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| **LOCATION:** |  |
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**Program Type:**

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|  | Level I/SUSBAFE (LI/SS) |  | Navy Propulsion Program (NPP) |  | Deep Submergence Systems/Scope of Certification Program (DSS-SOC) |
|  | Nuclear Plant Material (NPM) |  | Naval Nuclear Propulsion Program (NNPP) |  | Aircraft Launch & Recovery Equipment (ALRE) |
|  | Fly By Wire Ships Control Systems (FBWSCS) |  | Ships Critical Safety Items (SCSIs) |  | Other: |

**Contractual Requirement(s) for this Process:**

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**Supplier Procedure Number(s), Title(s) & Revision Level(s)/Date(s):**

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| **Process Reviewed By:** |  |
|  |  |
| **Date(s) of Review:** |  |
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**Process Concerns and Guidance:**

* Contractor does not understand all certification requirements.
* All certification /OQE requirements were not identified and documented during contract review.
* Certifications are presented as meeting specification requirements when they do not.
* Sub-tier vendor certification errors are not being identified.
* Prime contractor is not identifying certification documentation when material is received.
* LOD’s are being issued without validating accuracy of purchase orders.
* Contractor’s previous corrective and preventative actions have been ineffective in resolving issues with objective quality evidence.
* Not requesting correct/proper certifications/ROTIs from subcontractors
* Suppliers not reviewing all applicable technical requirements and verifying certifications meet those requirements

**A**. **MANPOWER:**

1. Is there a system in place for training personnel who collect, file, maintain, and dispose of OQE? ***Who is responsible and where is the system documented?***

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1. Are training records available and are they accurate and complete? ***Review sample and list records reviewed.***

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1. Is there a system in place for remedial training when errors occur? ***Is the system documented? Where is this system documented?***

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1. Are records of remedial training available? ***List records reviewed.***

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1. Are certifications reviewed for acceptance to contract/specification requirements and records of review maintained? ***Who is responsible and is the review documented?***

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**B. MATERIALS**:

1. Does objective quality evidence provide traceability records to support material certification and testing? What objective quality evidence records exist, and are they legible, current, accurate, and readily available? (NAV15-2/A)

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1. Do procedures or forms control the format and content of OQE? e.g. DI-MISC-81020, EB Standard Clause 76-78, 76-80, or 76-82. (NAV15-2B)

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**C. MACHINERY:** **N/A**

**D**. **METHODS:**

1. Do procedures exist for collecting, filing, maintaining and disposing of objective quality evidence (OQE)? Are these procedures readily available to the appropriate personnel?  ***What documents (identifying number & rev) were reviewed?*** (NAV15-1/A)

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1. Are procedures for correction/revision of OQE records defined to assure documentation integrity (i.e. single line, initials, date, etc.)? ***What documents (identifying number & rev) were reviewed?*** (NAV15-3)

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1. Are OQE records retained as required by specifications or procurement documents? ***What documents (identifying number & rev) were reviewed?*** (NAV15-4)

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1. Is subcontractor provided data or OQE transcribed into the company’s record system? (NAV15-4A)

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1. Is the actual certification or OQE from the facility where the inspection or testing was performed maintained and provided to the customer when “original certifications” are required? (NAV15-4B)

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1. Review a sample of OQE records to verify compliance to specifications and contractual requirements. List records reviewed. (NAV15-5)

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1. Are work instructions, test procedures, travelers, etc. available to the personnel performing the tasks, and are they following these documents?

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1. Are there controls to ensure conforming material is consistently used in the process?

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**E.** **ENVIRONMENT**:

1. Is the area where the review and storage of objective quality evidence uncluttered, clean, and free from dirt and debris?

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1. Is objective quality evidence and radiographic film stored in such a manner to prevent damage, deterioration and loss? (NAV15-4C)

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1. If objective quality evidence is stored as electronic media, are safeguards implemented to assure integrity (e.g. access control, revision control, password protection, process for backing up data)? (NAV15-4D)

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**F. PRODUCT EXAMINATION:**

***The QAR must perform a product examination in order to verify the output of the process being reviewed and document the results below.***

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| Date(s) Conducted: |  |
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| Product Examination Performed By: |  |
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| Contract Number(s): |  |
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| Part Number(s)/Serial number(s): |  |
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| Part Nomenclature(s): |  |
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| Supplier Personnel Contacted and Titles: |  |
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| Drawing Number & Revision: |  |
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| Lot Size and Sample Size: |  |

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| Characteristics Examined: | # Observations |
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1. Identify the inspection methods (W, I, T, V) used to verify conformance with procedures and standards:

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| **W** |  |  | **I** |  |  | **T** |  |  | **V** |  |

**PE Comments/Concerns**

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| **Overall MPR Results:** | **SATISFACTORY** |  | **UNSATISFACTORY** |  |

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| **Corrective Action Generated?** | **No** |  |  | **Yes** |  |  | **CAR#** |  |

FOLLOW-UP ACTION REQUIRED?

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**SUMMARY/NOTES/COMMENTS/CONCERNS**:

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