DCMA NSEO MANUFACTURING PROCESS REVIEW

**(MPR) CHECKLIST #99**

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| **SUPPLIER & CAGE:**  |  |
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| **LOCATION:** |  |
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| **PROCESS REVIEWED:** |  |

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

1. Are the personnel performing the manufacturing, engineering, purchasing, testing and quality assurance functions of the appropriate skill/experience level and/or properly trained/certified to produce conforming product? ***What are the requirements?***

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1. What type of training/certification is required? Are any personnel certifications expired and are the personnel still working in the process?

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1. Are training records available (review sample) and are they accurate and complete?

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1. Are the credentials of the training/certification official in accordance with specification requirements? ***What are the requirements?***

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1. Is there a system in place for remedial training when errors occur?

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**B. MATERIALS**:

1. Does the material used in producing the item(s) comply with contract/specification and/or supplier imposed technical requirements? *What materials were reviewed?*

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1. Are materials traceable/identified and within shelf life, if applicable?

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1. Has the material’s integrity been compromised by further processes and/or practices? ***If so, how?***

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

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**C. MACHINERY**:

1. Is **manufacturing equipment** (tooling, fixtures, jigs, temperature controllers, ammeters, voltmeters, etc.) adequate to produce/assess conforming supplies in compliance with contractual specifications and drawing(s)? *What Items were sampled and were they part of the supplier’s calibration program and within the calibration/check cycle?*

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1. Is **inspection and testing equipment** of the required adequacy, accuracy, precision, and range to assure supplies produced comply with specifications and drawings? *What Items were sampled and were they part of the supplier’s calibration program and within the calibration/check cycle?*

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1. Does equipment (to include fixtures, jigs, and software [ATE]), requiring qualification or certification approval, have contractual approval for use? *For software, was the correct software in use? What program(s) and revision level(s)/date(s) was in use?*

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1. Is Government owned equipment adequately protected/maintained in accordance with a documented process?

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

1. Are work instructions (test procedures, travelers/built sheets/Manufacturing Outlines, drawings,etc.) used adequate, clear, concise and up to date (latest revision) to allow only contractually conforming supplies to be delivered to the Government? ***What instructions (identifying number) were reviewed?***

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1. Are personnel following the above mentioned work instructions? ***What work was observed to verify?***

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1. Are changes to methods (instructions) controlled and distributed adequately and timely to affected personnel?

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1. Is there supplier data available for analysis that can substantiate the effectiveness or ineffectiveness of this process? If available, what does the data indicate?

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

1. Is the process conducted under controlled environmental conditions (clean room, humidity/temperature, etc.) as required by contractual and/or supplier-imposed technical requirements? ***What are the environmental conditions and are they monitored (charts, gages, etc., within calibration)?***

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1. Does the supplier observe ESD practices, if applicable?

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1. Is safety equipment available and in use, if needed? ***What are the safety requirements for this process?***

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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: |  |
|  |  |
| Drawing Number & Revision: |  |
|  |  |
| 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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