DCMA NSEO MANUFACTURING PROCESS SURVEILLANCE (MPS) CHECKLIST #33

FABRICATION AND ASSEMBLY

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| |  |  | | --- | --- | | **SUPPLIER & CAGE:** |  | |  |  | | **LOCATION:** |  | |  |  | | **PROCESS:** |  |   **Program Type:**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  | 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:**   |  | | --- | |  |   **Supplier Procedure Number(s), Title(s) & Revision Level(s)/Date(s):**   |  | | --- | |  |  |  |  |  | | --- | --- | --- | | Surveillance Performed By: |  | | |  |  | | | Date(s) of Surveillance: |  | | | Contract Number(s): | |  | |  | |  | | Part Number(s)/Serial number(s)/NSN: | |  | |  | |  | | Part Nomenclature(s): | |  | |  | |  | | Supplier Personnel Contacted and Titles: | |  | |  | |  | | Drawing Number & Revision: | |  | |  |  |  |

**Process Concerns and Guidance:**

* Fabrication and assembly results and accompanying documentation are incorrect, incomplete or missing.
* Fabrications and assemblies not performed or performed incorrectly
* Fabrication and assembly from incorrect drawing revision
* Visual inspection and cleanliness of items
* Lot sample sizes incorrect
* Contractor personnel may not be properly trained to perform fabrication and assembly.
* Some contractors may rely on the QAR’s inspection records and results to ensure fabrication and assembly compliance and justification to deliver products to the Government.

**QARs should use the “BASIS OF DETERMINATION” column to document the objective quality evidence and/or clarify the rationale used to support their decision. (e.g. direct observation, documents verified etc.)**

S = Satisfactory U = Unsatisfactory

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| **SURVEILLANCE QUESTIONS** | **S** | **U** | **BASIS OF DETERMINATION** |
| 1. Review a sample of fabrications and assemblies being performed by supplier personnel in accordance with procedures. Record all operations observed (include appropriate specification or work instruction, where applicable) and the corresponding operators’ names. Are the operators qualified (proper training or certification documentation or equivalent) to perform the fabrications or assemblies reviewed? |  |  |  |
| 1. Are fabrication and assembly equipment used by personnel adequate to assemble and fabricate supplies in compliance with contractual specifications and drawing(s)? |  |  |  |
| 1. Are calibrated tools used in the fabrication and assembly process current, adequate and traceable to certifications? |  |  |  |
| 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?* |  |  |  |
| 1. Are work instructions, drawings, specifications and fabrication and assembly procedures, travelers, etc. being used current, adequate, clear, concise and up to date (latest revision)? Are they readily available to personnel and are they following them? |  |  |  |
| 1. Do fabrication and assembly operations have in-process inspections or checkpoints and are the results being documented? |  |  |  |
| 1. Are inspection records documented satisfactorily? Are positive inspection results recorded (ie. SAT or UNSAT) to clearly indicate the status of the supplies after the inspection or test? Are records in ink with errors utilizing "line thru", initial and date procedures? |  |  |  |
| 1. Is the product adequately identified with the proper documentation and certifications to provide clear material traceability throughout the products’ processing and does the product match the documentation? |  |  |  |
| 1. Are there adequate methods of segregating accepted and rejected material in use? (e.g. materials awaiting inspection, are they identified and segregated from materials which have been accepted or rejected? |  |  |  |
| 1. Are precautions in place to prevent damage and/or contamination to product during and in between fabrication and assembly operations? |  |  |  |
| Other observations: |  |  |  |
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| **Overall MPS 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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