

SUPPLIER ASSESSMENT REPORT

供应商评估报告

Auditee Company: 被审核公司		
Representative of Auditee Company: 被审核公司代表		
Audited Site: 被审核场所		
Consigner of Assessment: 审核委托方		
Audit Type: 审核类型	<input checked="" type="checkbox"/> Initial Audit 首次审核 <input type="checkbox"/> Follow-up Audit 跟进审核 <input type="checkbox"/> Re-audit 重新审核	 Company View
Valid date: 有效日期	From 28 Apr, 2008 To 27 Apr, 2009	
Original report download address 报告验证		
Auditor 审核员:	Levi Wang	
Reviewed by 审核:	Jeremiah Yu	

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1. Company Profile 公司概况

Name of the Audited Site 被审场所名称	
Date of Foundation 成立日期	
Registered capital in RMB 注册资金(人民币)	
Address 地址	
Contact Person 联系人	
Tel. 电话	
Fax 传真	
E-mail 电子邮箱	
Market Distribution 市场分布	
Main client 主要客户	<input checked="" type="checkbox"/> Africa <input checked="" type="checkbox"/> Australia <input checked="" type="checkbox"/> China <input checked="" type="checkbox"/> East Asia (Korea/ Japan) <input checked="" type="checkbox"/> Europe <input checked="" type="checkbox"/> North America <input checked="" type="checkbox"/> South America <input checked="" type="checkbox"/> Other Southeast Asia, Middle East
Main Operations 主要运作	
Products Manufactured/ Sold 生产/销售的产品	Meat Process, Filler & Clipper Equipment
Total floor size of the audited site 被审核场所的总面积	10,000 Square meters

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2. Audit Checklist and result 审核检查表及结果

2.1 Business License 工商营业执照

Item 项目	Content 内容	Yes/ No 是/ 否	Observations /Comments 发现 /注释
2.1.1	Does the company have valid business license (the company name, address, product/ business scope complied with actual situation or not)? 被审核公司持有有效的营业执照 (公司名字、地址、产品/业务范围是否符合实际情况) 吗 ?	Yes	Refer the business license and the export registration provided; it stated this should be a manufacture and trade combined one. The license should be valid till year 2014. The company name stated in business license was same as mentioned in the report. Remark: The audited address was different from the registered address. The audited address: No. 640-2, Zhongshan East Road, Shijiazhuang. The registered address: No. 61, Huaxin Road, Shijiazhuang. The business license indicated product scope of this company was manufacture and sale meat process, filler & clipper equipment. The company claimed the factory was founded in year 1986.
2.1.2	Is the annual review done by local authority (Industrial & Commercial Bureau)? 有地方行政机关(工商局)的年度审核吗 ?	Yes	Refer to business license provided; it was reviewed in year 2007.
2.1.3	Who is the corporative representative? 法人代表是谁 ?	---	Mr. Xiaojin Min
2.1.4	Conclusion: is it confirmed that the audited company is a real manufacturer, foreign trader or combined? 结论: 能否确认该公司是一个制造商、贸易商或两者兼备 ?	Yes	Refer the business license and the export registration provided the company should be a combined one.

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2.2 Production Capacity 生产能力

Item 项目	Content 内容	Observations / Comments 发现 /注释																																			
2.2.1	What is the annual revenue (export and /or import revenues) at the company based on the data of government annual review report/ documents or other reliable financial report? 根据政府部门的年度审核报告/文件或其它可靠的财务报告, 该公司年度营业额 (出口和/或出口额) 是多少?	Refer to manager; the company claimed that the annual revenue was about RMB 100,000,000 in year 2007. No financial report was provided to review.																																			
2.2.2	If no financial report can be showed, to calculate the annual revenue based on production report, how much is the estimated annual revenue? 如果没有以上报告出示给审核员评估, 根据生产报告的计算, 估计的年度产量是多少?	The company stated they totally manufactured 10,000pcs in a year.																																			
2.2.3	What is the factory floor size? 工厂面积大小?	7000 Square meters																																			
2.2.4	Please descript the production flow involved at the factory. 请描述该工厂有关的生产流程。	Material→ Heat Treatment→ processing→ Assembly→ Inspection																																			
2.2.5	Please descript the main facilities used at the factory. 请描述该工厂所使用的主要设施。	Refer to below sheet																																			
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Facility name 设施名称</th> <th>Brand/Specification 品牌/规格</th> <th>Quantity 数量</th> <th>Number of years used 已使用的年限</th> <th>Status 状况</th> </tr> </thead> <tbody> <tr> <td>Machining center</td> <td>VTC16/200BN/AN</td> <td>5</td> <td>1~3 years</td> <td>OK</td> </tr> <tr> <td>CNC Lathe</td> <td>QTN150/200/CK6153i/ CAK63135/CJK6140</td> <td>7</td> <td>2~3 years</td> <td>OK</td> </tr> <tr> <td>CNC Milling Machine</td> <td>XK714B/ST850</td> <td>2</td> <td>2~5 years</td> <td>OK</td> </tr> <tr> <td>Carving Machine</td> <td>ZY5040</td> <td>1</td> <td>2 years</td> <td>OK</td> </tr> <tr> <td>Water Cutting Machine</td> <td>SQ2015AS/5X-60</td> <td>2</td> <td>2 years</td> <td>OK</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Facility name 设施名称	Brand/Specification 品牌/规格	Quantity 数量	Number of years used 已使用的年限	Status 状况	Machining center	VTC16/200BN/AN	5	1~3 years	OK	CNC Lathe	QTN150/200/CK6153i/ CAK63135/CJK6140	7	2~3 years	OK	CNC Milling Machine	XK714B/ST850	2	2~5 years	OK	Carving Machine	ZY5040	1	2 years	OK	Water Cutting Machine	SQ2015AS/5X-60	2	2 years	OK						
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Carving Machine	ZY5040	1	2 years	OK																																	
Water Cutting Machine	SQ2015AS/5X-60	2	2 years	OK																																	
2.2.6	Please gather the employee details by department. 请收集各部门人员信息	<table style="width: 100%; border-collapse: collapse;"> <tr> <td>Manager/Supervisor:</td> <td style="text-align: right;">4</td> </tr> <tr> <td>Workers:</td> <td style="text-align: right;">500</td> </tr> <tr> <td>Business Dept.:</td> <td style="text-align: right;">6</td> </tr> <tr> <td>(Foreign Trade staff:</td> <td style="text-align: right;">2)</td> </tr> <tr> <td>QC Dept.:</td> <td style="text-align: right;">4</td> </tr> <tr> <td>Engineering Dept.:</td> <td style="text-align: right;">12</td> </tr> <tr> <td>Office:</td> <td style="text-align: right;">4</td> </tr> </table>	Manager/Supervisor:	4	Workers:	500	Business Dept.:	6	(Foreign Trade staff:	2)	QC Dept.:	4	Engineering Dept.:	12	Office:	4																					
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Item 项目	Content 内容	Observations / Comments 发现 /注释
		Logistics Dept.: 30 Financial Dept.: 4 Craft Dept.: 4 Purchase Dept.: 4 After sale service Dept.: 30 Number in total: 602

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2.3 Foreign Trade Capacity 外贸能力

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Item 项目	Content 内容	Observations /Comments 发现 /注释
2.3.1	How many foreign trading staff at the company ? and what are their education level/ working experience? 该公司有多少有外贸人员? 他们的教育水平和工作经验怎样?	Based on interview with manager; there were 2 foreign trade staffs in the site and all staffs were bachelor level education. All staffs had about 7~8 years foreign trading experience.
2.3.2	How about the English level (reading, writing and speaking) and foreign trading experiences based on interview question and education certificate (e.g.: do they know what the LC and FOB are)? 根据面谈和教育证书, 外贸人员的英语水平及外贸经验怎样?	Based on interview with manager; All staffs: CET-4
2.3.3	Does the trading staff clearly know the responsibilities of trading jobs? 外贸人员清晰地知道其工作职责吗?	Based on interview, they knew clearly their responsibilities.
2.3.4	Does the trading staff clearly know the product and relevant technical information? 外贸人员清晰地知道有关产品的知识和技术信息吗?	Yes. Based on interview, the trading staffs knew clearly the information of product and relevant technical.
2.3.5	Does the company have successful experience of global cooperation? If Yes, please list out the oversea clients' names. 该公司具有成功的全球业务合作经验吗? 如果有, 请列出海外客户的清单。	Yes Auditor found some documents from overseas clients which mainly from Asia, America, Africa, Europe, Australia.
2.3.6	Does the company have oversea agency? 该公司在海外有代理处吗?	Yes The company claimed their oversea agency which mainly from Russia, Ukraine, Vietnam, New Zealand.
2.3.7	Please mark the annual export capacity. 请备注该公司的年度出口能力。	Refer to manager; the company claimed that the annual revenue for export was about USD 4,000,000 in year 2007. No financial report was provided to review.
2.3.8	Conclusion: do you think the company has foreign trading experiences and competent staffs? 结论: 你认为该公司是否具有外贸经验和有能力的外贸人员?	Refer to the documentations of the company and interview with the employees and management, auditor noted foreign trading experiences of the company and competent staff in the company.
2.3.9	Please describe: what does the audited company have to do before getting contract from the oversea client based on the past experience? 请描述: 根据过去的经验, 该公司在获得海外客户订单之前需要做些什么?	<ul style="list-style-type: none"> - First Contact to make sure the client's requirement - Quotation and Product Introduction - Invite client visit the site - Discussion the details of product's specifications - Final quotation - Contract

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2.4 Product Research & Development Capacity 产品设计开发能力

Item 项目	Content 内容	Observations /Comments 发现 /注释
2.4.1	How many R&D staff at the company? and what are their education level/ working experience ? 该公司有多少有设计开发人员? 他们的教育水平和工作经验怎样?	Auditor noted that the company had total 12 engineers in the site with university education level. 10 engineers had about 8 years & 2 engineers had 4 years working experience.
2.4.2	List the successful project(s), if have. 如果该公司有成功的产品项目, 请列出。	Yes. Auditor noted the company get several patents, details please see attachment photo.
2.4.3	Is there the relevant design input, output, review, verification and validation documentation available to auditor for review? 有相应的设计输入、输出、评审、验证与确认文件记录给审核员评审吗?	Yes. The company provided the design documentation & records to review. All the documents were kept well in office.
2.4.4	Are the R&D staffs equipped with adequate instruments /apparatus based on the on-site observation? If Yes, please list out all the key facilities provided, such as equipments, software and etc. 有配备适当的仪器/设备给设计开发人员吗? 例如设备、软件等。	Yes. They had separated office area and computers with the design software.
2.4.5	Des the company have an effective design change control procedure in place? 该公司有有效的设计更改控制程序吗?	Yes. The company provided the documentation to review. All the documents were kept well in office.

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2.5 Quality Management System and Product Certification 品质管理系统与产品认证

Item 项目	Content 内容	Yes/ No 是/ 否	Observations /Comments 发现 /注释
2.5.1	Has the company obtained the valid certificate for their quality management system? Such as ISO9001, QC080000 and etc. 该公司是否有为其质量管理体系获得有效的认证证书？例如 ISO9001, QC080000 等。	Yes	The audited company passed ISO9001:2000 certification. It is valid until Jan 08, 2010. The registration number as 04007Q10103ROM by CCIC.
2.5.2	Is product certification done in terms of selling designation (UL for US, CCC for China, CE for Europe ...) at the company? I) Product certification list? if have II) Sample of product certification, if have (at least one of key products) ? III) Copy of product certification sample (1-5 key products, if have) ? 在该公司，有针对不同的销售要求做了相应的产品质量认证吗？ I) 如果有，产品质量认证证书清单？ II) 如果有，获产品质量认证的产品样品？(至少 1 个产品) III) 产品质量认证证书副本 (如果有，1 ~ 5 个产品)？	Yes	The audited company obtained the CE certification of product. The audited company obtained license of brand for product. Details please refer to attached picture.

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2.6 Suppliers/ sub-contractors Control 供应商/ 外包商控制

Item 项目	Content 内容	Yes/ No 是/ 否	Observations /Comments 发现 /注释
2.6.1	Does the company establish and implement an effective suppliers/ sub-contractors assessment procedure (which covers the acceptable criteria of supplier/ sub-contractor)? 该公司是否建立及执行有效的供应商/ 外包商评估程序(包括可接受的供应商/ 外包商标准)?	Yes	Auditor found a documented procedure for supplier assessment and relevant assessment report.
2.6.2	Does the company use the results of the assessments to determine acceptable/non acceptable sources? 该公司是否根据评估的结果来决定是否采用此供应商/ 外包商?	Yes	Refer to the company's introduction; all suppliers would be graded by QC result.
2.6.3	Does the company keep the assessment report? 该公司是否保存评估报告?	Yes	The company provided some assessment report for review, they were kept well.
2.6.4	Does the company retain a updated list of approved suppliers/ sub-contractors? 该公司是否有更新的合格供应商/ 外包商一览表?	Yes	The company provided some list of suppliers for review, they were kept well.
2.6.5	Are written instructions available for incoming material inspections /testing? 有文件化的来料检验 /测试指引?	Yes	The company provided some procedures for review, they were kept well.
2.6.6	Are raw materials inspection status clearly identified? 物料检验状态有清楚地标识吗?	Yes	Auditor inspected raw materials status. There are areas left to be clearly identified.
2.6.7	Is inspection and testing result recorded and maintained? 检验与测试结果有记录并保存吗?	Yes	The company provided some test records for review, they were kept well.
2.6.8	Are procedures of the control and release for material adequate? 控制和发放物料的程序适当吗?	Yes	Found there was a clear procedure of the control and release for materials.
2.6.9	Is non-conforming material adequately identified and controlled? 不合格的物料有适当的标识和控制吗?	Yes	The non-conforming material were adequately identified & controlled on site.
2.6.10	Are storage facilities and handling methods appropriate? 储存设施和搬运方法适当吗?	Yes	

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2.7 Production Process control 过程质量控制

Item 项目	Content 内容	Yes/ No 是/ 否	Observations /Comments 发现 /注释
2.7.1	<p>Are the following items /documents provided at appropriate location and under control when necessary?</p> <ul style="list-style-type: none"> - Work Instructions /procedures - Workmanship standard /acceptance - Golden sample /Approval sample <p>若有必要，在适当的区域有提供下面的项目 /文件？</p> <ul style="list-style-type: none"> - 工作指引 /程序 - 工艺标准 /可接受标准 - 批准的样品 	Yes	Some WI and drawing were found in process
2.7.2	<p>Are the environmental conditions such as tidiness and cleanliness being controlled and suitable for the operation performed? 环境条件，整齐清洁在受控状态之下并适合生产运作吗？</p>	Yes	The condition was cleanliness and suitable for the operation performed.
2.7.3	<p>Is corrective action documented and followed-up? 纠正措施有记录并有跟进吗？</p>	Yes	The company provided some records for review.
2.7.4	<p>Are written inspections /testing instructions available? 有文件化的检验 /测试指引吗？</p>	Yes	The company provided the procedure for review, they were kept well.
2.7.5	<p>Are appropriate inspection /testing equipments available? 有适当的检验 /测试设备吗？</p>	Yes	The company had some inspection equipments.
2.7.6	<p>Does the company carry out a 100% function and visual inspection? 公司有执行 100% 功能及外观检验吗？</p>	Yes	The company carried out a 100% inspection.
2.7.7	<p>Are non-conforming units clearly marked/ segregated to prevent accidental dispatch? 不合格产品有清晰地标识/ 隔离以预防非逾期的使用吗？</p>	Yes	The non-conforming units were clearly marked & segregated on site.
2.7.8	<p>Is inspection and test result recorded and maintained? 检验与测试结果有记录和保持吗？</p>	Yes	The company provided some records for auditing, they were kept well.

End of this section, and continue with next page. 本节结束，下一页继续。

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2.8 Random Product Inspection and Continuous Improvement 产品随机检验与持续改进

Item 项目	Content 内容	Yes/ No 是/ 否	Observations /Comments 发现 /注释
2.8.1	Is there a procedure to conduct random product inspection after final packaging in place? 在最后包装工序之后，是否有随机产品抽样检验程序？	Yes	The company carried out the randomly inspection after final packing.
2.8.2	Is there any clear procedure for handling customer complaint? 是否有清晰的程序处理客户投诉？	Yes	Auditor noted a clearly procedure for handling customer complaint.
2.8.3	Are corrective & preventive actions mechanism established and implemented effectively (including the suppliers/ sub-contractors control, incoming inspection, process control, final inspection and customer complaint)? 是否建立并有效执行纠正及预防措施机制 (包括供应商/外包商控制、来料/过程/最后检验及客户投诉)？	Yes	Auditor noted the company had documented procedure for corrective & preventive actions mechanism.
2.8.4	Can the finished/packaged product be traced by lot identification to the appropriate raw materials test reports? 最后的完成品能否追溯到原材料的批次？	Yes	According to order No., the company claimed they could trace it.

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2.9 The Company Development Plan 企业发展计划

Item 项目	Company Development Action(s) 公司发展行动	Timeframe 期限
1	The company claimed they would move to new factory.	2008
2	The company claimed some patents were applied.	2009

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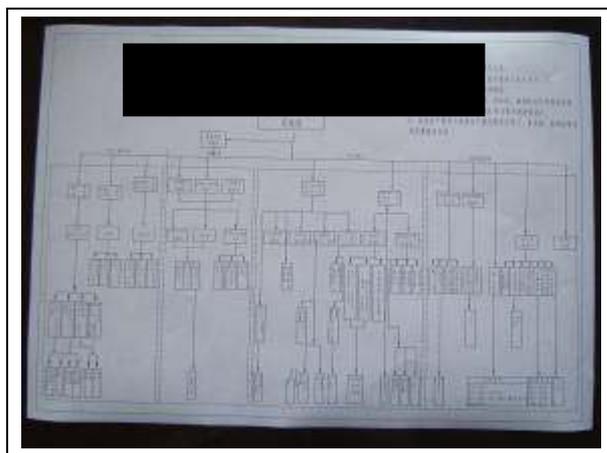
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3. Attachments 附件

3.1 Documents 文件



Description: Business License



Description: Company Org Chart



Description: Export License



Description: ISO certification



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Description: CE certification



Description: CE certification



Description: CE certification



Description: CE certification



Description: CE certification



Description: CE certification



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Description: CE certification



Description: CE certification



Description: Patent certification



Description: Patent certification



Description: Patent certification



Description: Brand certification

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Description: Certification



Description: Certification



Description: Certification



Description: Certification



Description: Certification



Description: Certification

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Description: Certification



Description: Certification



Description: Certification



Description: Certification

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3.2 Photos 图片



Description: The door of the Company



Description: Office



Description: Workshop



Description: Equipment



Description: Equipment



Description: Equipment

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Description: Samples



Description: Samples



Description: Samples



Description: Samples



Description: Samples



Description: Samples

-- End of the Report --

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