SAN FRANCISCO PUBLIC UTILITIES COMMISSION INFRASTRUCTURE CONSTRUCTION MANAGEMENT PROCEDURES

SECTION: SFPUC INFRASTRUCTURE CONSTRUCTION MANAGEMENT	APPROVED:
PROCEDURE NO: 032	DATE: 6/7/2019
TITLE: SQS PLAN AND SURVEILLANCE PROCESS	REVISION: 1

1.0 Policy

The SFPUC Infrastructure Construction projects may require the services of an independent third-party to observe and confirm the quality of Contract supplied materials and equipment at the Vendor's fabrication facility.

This CM Procedure applies to all personnel working on the SFPUC Infrastructure projects during construction to the extent that their work is affected by these SFPUC Infrastructure CM Procedures and does not conflict with specific San Francisco Public Utilities Commission (SFPUC) policies or the Contract under which the Work is executed.

2.0 Description

This procedure defines the requirements, roles and responsibilities for the Supplier Quality Surveillance (SQS) and the surveillance process implementation.

2.1 SQS Overview

SQS is a component of Quality Management which is performed at the supplier manufacture or fabrication facility.

2.1.1 SQS activities are performed for both the (a) City furnished materials and equipment, and (b) Contractor provided materials and equipment.

2.2 Quality Control Activities

The SQS Plan activities are NOT a substitute for Quality Control Plan activities performed by SFPUC Suppliers or Contractors at the Vendor's fabrication facility, and no liability is incurred for SQS activities.

3.0 Definitions

3.1 Equipment List

The Equipment List is a table of major mechanical and electrical equipment required by a Construction Contract and City furnished equipment. An Equipment List is prepared with the draft SQS Plan for review and approval. Typical information can include the following:

- Equipment Identification with Tag Number if available;
- Item Description;
- Reference Drawing;
- Specification Reference;
- Provider (Contractor or City);
- Comments (including additional item description information);
- Recommendation for SQS Plan (indicates if part of SQS).

Refer to Attachment 032-1 for draft Equipment List sample.

3.2 Factory Acceptance Tests

Factory Acceptance Tests are verifications that specific equipment and their components conform to the performance criteria specified in the Contract Documents.

3.2.1 Factory Acceptance Tests occur before the materials or equipment are delivered to the construction site.

3.2.2 SFPUC Infrastructure personnel have the primary responsibility to witness and document the Factory Acceptance Tests.

3.2.3 The CMB Manager may authorize Independent third-party Participation /Witness of Factory Acceptance Tests.

3.3 Quality Assurance (QA)

Quality Assurance is the element of Quality Management that requires development and implementation of a system of processes and procedures that will enable the SFPUC Infrastructure Team to provide confidence that the products and work meet the quality requirements of the Contract Documents. Quality Assurance surveillance is conducted to verify conformance to specific contract or procedural requirements.

3.4 Quality Control (QC)

Quality Control is the element of Quality Management that requires development and implementation of a system of processes and procedures that will enable the Contractor (or Vendor) to verify that the work as constructed complies with the requirements of the Contract Documents.

3.4.1 Quality Control emphasizes testing as one of the available tools to uncover defects or non-compliance of products to specifications which are made part of the Contract or Purchase Order.

3.4.2 Prior to equipment fabrication, the Contractor and/or City PO Vendor (Supplier) submits a Quality Control Plan that describes the system for controlling the quality of the parts and materials for SFPUC approval.

3.5 Supplier Quality

Supplier Quality is the element of Quality Management that requires development and implementation of a system of processes and procedures that will enable the Supplier to provide confidence that the products and work meet the quality requirements of the Contract Documents.

3.6 SQS Reports

SQS Reports are prepared by the SQS Surveillance personnel based on their surveillance of equipment fabrication and/or assembly at the Vendor's fabrication facility and then sent to the SQS Coordinator for review and distribution.

3.7 Supplier Quality Surveillance (SQS)

SQS is the Progressive Quality system observation at Sources of Manufacture for materials and equipment, specific to the users applied standards, specifications and good "Quality Practice" prior to Vendor shipment, site arrival, user inspection and purchaser Final Acceptance.

3.8 SQS Non-Compliance Report

An SQS Non-Compliance Report is prepared by SQS Surveillance personnel for observed quality deficiencies or non-conformance to specification requirements, refer to Attachment 032-6.

3.8.1 After notification and review of SQS Non-Compliance, the RE prepares and issues a SFPUC Non-Compliance Report to the Contractor in compliance with the Contract Documents.

3.8.2 The Project Engineer is responsible to issue SFPUC Non-Compliance Reports for City Furnished Materials and Equipment to the Vendor in compliance with the Contract Documents.

3.9 Supplier Quality Surveillance (SQS) Plan

The SQS Plan is a description of specification requirements that will be surveilled, and Vendor documentation that will be reviewed, at the Supplier/Vendor or Sub-Vendor fabrication facility. A sample SQS Plan is provided on Attachment 032–2.

4.0 Responsibilities

4.1 Contractor

The Construction Contractor is responsible for executing the Work to meet all the requirements of the Contract. The Construction Contractor is

responsible for Quality Control and Material Testing (as required by the Contract), and for providing verification that the products and services meet these requirements.

4.2 CMB Manager

The CMB Manager manages the Construction and Closeout Phases of all SFPUC Infrastructure Projects. The CMB Manager may authorize an independent third-party surveillance of Contractor provided materials and equipment.

The CMB Manager is responsible for approving the SQS Plan for City furnished and Contractor provided items prepared by the SQS Coordinator or the PM/PE.

4.3 Resident Engineer (RE)

The RE manages the Construction Contract; verifies that the construction work is completed in conformance to the Contract Documents; and determines when contractual action is required related to a quality issue. The RE is responsible for providing Vendor information necessary to plan and execute SQS activities and for following up with the Contractor to address any reported quality non-conformances or deficiencies resulting from SQS activities.

The RE coordinates directly with the SQS Coordinator and/or SQS Surveillance personnel for Contractor furnished quality or production schedule issues at the Vendor's fabrication facility.

4.5 Project Engineer (PE)

The Project Engineer oversees the development of the technical specifications and the quality requirements specified therein. The PE is also responsible for defining the quality requirements for vendors providing City furnished materials and equipment, the storage requirements, and the requirements for acceptance and verification by the Contractor.

4.5.1 The PE serves as the primary point of contact with the Engineer(s) of Record for the project for all Vendor quality issues.

4.5.2 The PE is responsible for conducting and/or arranging for Factory Acceptance Test(s) witness and documentation performed by the SFPUC Infrastructure CM Team.

4.6 Project Manager (PM)

The PM works with the PE to review and provide input to the draft Equipment List and draft SQS Plan. The PM is also responsible for providing all Vendor information, from the PE, to the SQS Coordinator for City furnished materials and equipment upon award of a Purchase Order.

4.7 Program Quality Manager (PQM)

For major capital improvement programs, the individual functioning in the role of the Program Quality Manager develops the requirements, business processes, procedures and training for quality assurance applications during construction. In the absence of the PQM the PCM will take over this role.

4.7.1 The PQM monitors and audits compliance by the CM Teams with quality assurance procedures and requirements and consistent enforcement of the Contract terms related to quality.

4.7.2 The PQM assists the SQS Coordinator with monitoring the construction contract Notice to Proceed dates and obtaining from the RE Vendor information for SQS items.

4.7.3 The PQM assist with follow-up and resolution of SQS Non-Conformances and deficiencies reported by SQS Surveillance personnel.

4.8 Construction Manager (CM)

The CM directs the CM team members, including managing the REs and implementation resources.

4.9 Supplier Quality Surveillance (SQS) Coordinator

The SQS Coordinator is responsible for the SQS coordination efforts throughout multiple projects or multiple fabrication sites within a project and include:

- Interfaces with PM and PE for SQS Plan comments and notifies SQS Manager of any issues needed for resolution;
- Coordinates and manages any Sub-Consultant firms providing direct SQS support services;
- Notifies designated SFPUC RE of SQS Pre-Surveillance Meeting;
- Assigns SQS Surveillance personnel for all initial, interim and final surveillance;
- Distributes SQS Reports and Non-Compliance to SFPUC Project Engineer, PM, CM and PQM.
- Is responsible for preparing the draft Equipment List and SQS Plan.

Maintains the SQS files for their assigned project purchase orders until completion of the assignment for turnover to the SFPUC.

4.10 SQS Surveillance Inspector

SQS Manager and SQS Surveillance Inspector conduct periodic observation and inspection of the designated City furnished and

Contractor furnished equipment and material at the source of fabrication and assembly other than the construction site.

4.10.1 SQS Surveillance Inspector shall:

- Review SFPUC approved Project SQS Plan and develop surveillance plans for each item and Vendor.
- Arrange for the Pre-Surveillance Meeting with Vendor and notify the SQS Coordinator.
- Conduct Pre-Surveillance Meeting with each Vendor and/or Contractor to review quality requirements and Vendor QC plans, and fabrication schedules.
- Conduct an independent third-party quality surveillance and fabrication progress status for each item pursuant to the SQS Plan approved by the SFPUC.
- Witness equipment performance Factory Acceptance Tests, if requested.
- Prepare and submit SQS Surveillance Reports including SQS Non-Compliance Reports to SQS Coordinator.
- Notify SQS Coordinator of critical issues or additional follow-up QA activities required.

4.11 Vendor

The Vendor (aka: Supplier) provides the contract materials and equipment to the Contractor to complete the Work.

4.11.1 The Vendor and Sub-Vendor (if needed) provide the following materials and equipment information through the RE (for Contractor furnished) or PE (for City furnished) to the SQS Coordinator for each SQS item:

- Factory Name, Location, Contact Representative Name and Telephone Number;
- Purchase Order (without contract price), specifications and Quality Control requirements;
- Scope of Supply;
- Material or Equipment Data Sheets (for each item identified by Tag Number);
- Inspection and Test Plans;
- Factory Acceptance Test Procedure;
- Vendor Fabrication Schedules;
- Same information as above required for Sub-Vendors of major components.

4.11.2 The Project Engineer is the Vendor contact for City Furnished Materials and Equipment until acceptance by the RE at the Construction site.

5.0 Implementation

5.1 SQS Plan Development and Approval

5.1.1 Project Manager provides 95% Construction drawings and specifications, and final drawings and specifications for City furnished equipment to SQS Coordinator. (Project Manager is also responsible for providing any bid addenda to the SQS Coordinator that changes drawings or specifications.)

5.1.2 SQS Manager submits Draft Equipment List to PM and PE for review.

5.1.3 PM and PE review draft Equipment List and PM forwards comments to SQS Coordinator.

5.1.4 SQS Manager discusses any differences with PM for decision.

5.1.5 SQS Manager updates Draft Equipment List and drafts SQS Plan.

5.1.6 SQS Coordinator submits documents to CMB Manager for approval.

5.1.7 CMB Manager obtains input from PM and PE, approves SQS Plan and returns to the SQS Coordinator.

5.1.8 SQS Manager updates SQS Plan as needed and SQS Coordinator sends final version to the PM and CMB Manager.

5.2 Pre-SQS Plan Implementation

5.2.1 SFPUC issues Purchase Order /Construction Contract NTP.

5.2.2 RE provides the Vendor Information to the SQS Coordinator from the Contractor, refer to Attachment 032-4.

5.2.3 Project Manager provides the City awarded Purchase Order and Vendor information for City furnished equipment to the SQS Coordinator.

5.2.4 SQS Coordinator develops Task Assignments for surveillance activities and assigns the SQS Surveillance Inspector for all initial, interim and final surveillance activities.

5.3 SQS Plan Implementation

5.3.1 The designated SQS Surveillance Inspector arranges for the Pre-Surveillance Meeting with each Vendor and/or Contractor, notifies the SQS Coordinator. The SQS Coordinator notifies the designated RE and PE for their optional attendance.

5.3.2 The SQS Surveillance Inspector conduct the Pre-Surveillance Meeting to review quality requirements, Vendor QC Plans and fabrication schedules.

5.3.3 SQS Surveillance Inspector perform surveillance activities at Vendor's fabrication facility.

5.4 SQS Reporting

5.4.1 The SQS Surveillance Inspector submits SQS Reports to the SQS Coordinator.

5.4.2 The SQS Reports include discussion of activities observed, fabrication progress, deficiencies observed, and any Non-Compliance Reports deemed necessary by the SQS Surveillance personnel.

5.5 Factory Acceptance Tests

Factory Acceptance Tests are in-factory testing that verify specific equipment components conformance to the required performance specified by the Contract Documents before the equipment is delivered to the construction site.

5.5.1 Factory Acceptance Tests are witnessed and documented by an SQS Surveillance Report by the Project Engineer or designee.

5.5.2 The CMB Manager can authorize the SQS Surveillance Inspector to participate in Factory Acceptance Tests

5.6 SQS Plan Close-out

The SQS Coordinator transmits the SQS files to the RE at the completion of the project assignment.

6.0 Other Procedural Requirements

6.1 SQS Plan

Develop Supplier Quality Surveillance (SQS) Plan (for each project).

6.2 SQS Vendor Shop Schedule

Incorporate SQS Vendor Shop Schedule into CM Schedule.

6.3 Transfer of Responsibility

Transfer City Furnished Materials and Equipment responsibilities from Project Engineer to RE at Work Site.

6.4 SQS Exceptions

PE shall notify and provide documentation to RE any SQS item exception allowed at the Vendor Shop which was deferred to the Field.

7.0 References

7.1 Technical Specifications

Section 01 60 00 Product Requirements

Section 01 64 00 Owner-Furnished Products

7.2 CM Procedures

No. 015 City Furnished Materials and Equipment

No. 028 Construction Quality Management

7.3 Others

SFPUC Infrastructure Construction Management Plan

8.0 Attachments

032 - 1 Draft Equipment List – Sample

032 - 2 Supplier Quality Surveillance (SQS) Plan – Sample

032 - 3 Pre-Surveillance Meeting Report – Sample Form

032 - 4 Contractor Provided Vendor Information- AWWA C504 Butterfly Valves

032 - 5 SQS Report – Sample Format

032 - 6 SQS Non-Conformance Report

032 - 7 Revision Control Log

Attachment 032 - 1
Draft Equipment List – Sample

Date: 4/10/2009 @ 3:00 pm
Project: Baden, San Pedro, Pulgas Valve Lots Improvements
Project Number: CUW3910
Contract No.: WD-2556
Subject: POTENTIAL QA SERVICES ITEMS - BADEN, SAN PEDRO AND PULGAS VALVE LOTS
CITY FURNISHED AND CONTRACTOR PROVIDED MAJOR ITEMS

THIS DRAFT DOCUMENT IS NOT A SUBSTITUE FOR THE SFPUC EQUIPMENT LIST

Item Identity		Ref. Drawings	Specifications	Provider	Comments	Recommend SQS Plan?
VALVE VAULT EXHAUST FANS						
EF-1 Inline	Exhaust Fan in Valve Vault P57R/P59R	E2.3, M6	Spec 15800	Contractor		?
TANK						
PT-1	Baden Propane Tank	M02, M2-14, M2-11	Spec 13300	Contractor	500 gallons	Yes
TANK HEATER						
PT-1	Propane Tank Heater	M02, M2-14, M2-11	Spec 16622	Contractor	80 kW Heater	Yes
PUMPS						
No. 1	Baden Pump	M02, I1-2A	Spec 11010	SF City	11,500 gpm & 255 HD	Yes
No. 2	Baden Pump	M02, I1-2A	Spec 11010	SF City	11,500 gpm & 255 HD	Yes
No. 3	Baden Pump	M02, I1-2B	Spec 11010	SF City	11,500 gpm & 255 HD	Yes
SUMP PUMP						
SP-1	Baden Sump Pump, P57R/P59R Vault	M02	Spec 15453	Contractor	40 gpm & 20'HD	No
LARGE DIAMETER VALVES WITH & W/O MOTOR ACTUATORS						
R58P	42" BFV with motor actuator	M02, M2-4, M2-3.1	Spec 11300	Contractor		Yes
T57P	42" BFV with motor actuator	M02, M2-5	Spec 11300	Contractor		Yes
P57R	42" PRV with motor actuator	M02, M2-6, M2-3.1	Spec 11100	Contractor		Yes
P59R	42" BFV with motor actuator	M02, M2-6, M2-3.1	Spec 11300	Contractor		Yes
M55P	42" BFV with motor actuator	M02, M2-7, M2-3.1	Spec 11300	Contractor		Yes
M54P	42" BFV with motor actuator	M02, M2-10, M2-3.1	Spec 11300	Contractor		Yes
T54M	42" BFV with motor actuator	M02, M2-8	Spec 11300	Contractor		Yes
K54P	42" BFV with motor actuator	M02, M2-9, M2-10,M2-3.1	Spec 11300	Contractor		Yes
BADDV-01	42" GV-manual	M02, M2-13	Spec 11200	Contractor	Buried GV next to Surge Tk	Yes
BADDV-02	42" GV-manual	M02, M2-13	Spec 11200	Contractor	Buried GV next to Surge Tk	Yes
G14	42" BFV with motor actuator, Pulgas	M02, M3-0	Spec 11020	SF City	RFQ Prepared	Yes
Large Diameter Pipe (12" and over)						
Baden VL 12" Pipe	12"	M2-3	Spec's 15200, 15201, 15202	Contractor	Approx. 250 LF	No
Baden VL 42" Pipe	42"	M2-2, M2-3.1	Spec's 15200, 15201, 15202	Contractor	Approx. 350 LF	Yes

Attachment 032 - 2
Page 1 of 2
SQS Plan/Check List – Sample

	A	B	C	D	E	F	G	H	I	J
2	**Project Name:**	CUW35902 - Alameda Siphon #4								
3	**Contract or Purchase Order:**	ITSF09000731/CD Coast Range Tunnel Ventilation Fans, Alameda Creek Siphon No. 4 at Alameda East Portal								
4	**Project Manager:**	Annie Li								
5	**Project Engineer:**	Ramon Garcia								
6									**SQS Plan Updated:**	7/23/2009
8	**Product:**	HVAC; Ventilation System and Equipment, EF-6, EF-7 Top Horizontal								
9	**Vendor:**	TBD							**Vendor Location:**	TBD
10 11	**Inspected By:**	<print name and signature>							**Contact:**	TBD
12	**Date:**	<date>		**Inspection Status**					**Contact numbers:**	TBD
13 14	**Inspection Report No.**	<number>								
15	**QA REQUIREMENTS**	**REF.**	**Doc.**	Accept	Hold	Reject	In-Process	Cond. Acc.	**SURVEILLANCE ASSIGNMENT/ORG.**	**NOTES**
16		Attach. C								
17	40,000 cfm and 25 inches w.c. static pressure	2.01A.	data sheet							
18	EF-6, clockwise rotation	2.01A.	data sheet							
19	EF-7, CCW rotation	2.01A.	data sheet							
20	Weather proof motor cover	2.01A.	data sheet							
21	Certified vibration report	2.01A.	report							

	A	B	C	D	E	F	G	H	I	J
22	New York Blower, Series AF-Forty, Model 445, SWSI, 100% width, direct drive arrangement 8	2.01A.								
23	250 HP, 1800 rpm	2.02	data sheet							
24	Explosion proof motors	2.02	data sheet							
25	460V, 3-phase, 60 Hz	2.02	data sheet							
26	Dual space heaters, 120V single phase	2.02	data sheet							
27	seismic design	2.03	report							
28	**Factory Testing**	3.02								
29	City Representative shall witness test	3.02 A.3.							City Representative/Engineer	
30	motor mounted on fan base in installation position	3.02 A.2.	test procedure*							
31	40,000 cfm and 25 inches w.c. static pressure; stable in range 10% higher	3.02 C	test procedure*							
32	at 24 inches w.c.; stable in range 10% lower	3.02 C	test procedure*							
33			* submitted document							
34										
35										

2/2

Attachment 032 - 3
Page 1 of 2
Pre-Surveillance Meeting Report – Sample Form

REPORT DISTRIBUTION:	HTS SURVEILLANCE PERSONNEL:		Report #:
	CLIENT:	P.O.#:	
Is HTS Expediting:	VENDOR:	LOCATION:	Surveillance Date: Report Date:
DELIVERY Last Current	CONTACT:	PHONE #:	Report *Initial* *Interim* *Final* ☐ ☐ ☐
	SHOP ORDER #:	*LATEST CHG. #:*	*Order Complete?*

ITEM #:	QTY.	DESCRIPTION OF ITEM /S

A Pre-Surveillance <*meeting*> <*teleconference*> was held on _____. The meeting location was _____ and was conducted to review and establish the surveillance requirements for this order.

Those attending the <*meeting*> <*teleconference*> were:

The vendor was advised that surveillance efforts on the behalf of _____ would be responsibility of _____. The vendor was further advised to notify _____ five (5) days prior to the start of work to be monitored.

All items requiring action as a result of this meeting are marked with a double asterisk (**) and are summarized at the end of this report.

The following is a summary of the meeting, which highlights specific subjects and activities.

I. STATUS OF ORDER
A. Weld or Other Procedures:

B. Other Vendor Data Required:

Attachment 032 - 3
Page 2 of 2
Pre-Surveillance Meeting Report – Sample Form

Vendor:

Report No.

Page No.

C. Fabrication/Shipment Schedule:

Fabrication is scheduled to begin _____, and shipment is scheduled for _____.

Based on schedule, SQS Surveillance personnel are planned for:

II. PURCHASE ORDER AND SPECIFICATION REQUIREMENTS
A. This equipment is to be fabricated, tested, and observed in strict accordance with the following:

III. VENDOR's EXPCEPTIONS

IV. MONITORING ACTIVITIES
Surveillance activities will consist of, but not necessarily be limited to the following:

V. ACTION: As a result of the meeting, the following Action Items are required:

Vendor's Action:
Item #

SFPUC RE Action:
Item #

SQS Surveillance Personnel Action:
Item #

VI. REMARKS: (Shop tour, observation of vendor capabilities, any additional information that will complement the meeting proceedings.)

VII. CLOSING STATEMENT: (SQS Surveillance Personnel's next intended visit/actions)

Surveillance Personnel's Name _____

Attachments SQS Checklist Yes _____ No _____

Attachment 032 – 4
Contractor Provided Vendor Information - AWWA C504 Butterfly Valves

Product:	AWWA C504 Butterfly Valves
Size:	42-inch
ID:	R58P, T57P, P59R, M55P, M54P, T54M, K54P
Type:	Contractor-Furnished R58P, M54P, M55P, T57P, K54P; Steel Body HP250/125# Drill Butterfly Valve with Auma EMO Open/Close SA10.1-26B/GS315/GZ30-32 Floor Stand T54M: Steel Body HP250/125# Drill Butterfly Valve with Auma EMO Open/Close SA10.1-26B/GS315/GZ30-32 P59R: Steel Body HP250/125# Drill Butterfly Valve with Auma EMO Open/Close SA10.1-26B/GS315/GZ30-32 Valve Control Pannel
PO Info:	See Attached
Manufacturer:	Henry Pratt Company Southwest Valve & Equipment, LLC 401 Highland Avenue Aurora, IL 60506
Vendor:	Groeniger & Company 27750 Industrial Blvd. Hayward, CA 94544
Contact:	Brent Fosdick Groeniger & Company (510) 796-3333
Schedule:	Released for Fabrication Complete Delivery

<Date>

Attachment 032 - 5
SQS Report – Sample Format

REPORT DISTRIBUTION: SQS Coordinator PQAM Project PE Project RE	SQS Surveiller: Task Assignment No.:		Report #: _____ Inspection Date: _____ Report Date: _____
Is HTS Expediting:	VENDOR:	LOCATION:	
DELIVERY Last Current	CONTACT:	PHONE #:	Report *Initial* ☐ *Interim* ☐ *Final* ☐
	SHOP ORDER #:	*LATEST CHANGE:*	*Order Complete?*

ITEM #	QTY.	RELEASED TODAY	RELEASED TO-DATE	QTY. REJECTED	DESCRIPTION OF ITEMS

INSPECTION SUMMARY:

ISSUES:

FABRICATION PROGRESS STATUS:

Next Scheduled Surveillance:

ATTACHMENTS:

SQS Checklist Yes _____ No _____

NON-CONFORMANCE NOTICES Yes _____ No _____

OTHER (List)

Attachment 032 - 6
SQS Non-Conformance Report

SUPPLIER QUALITY SURVEILLANCE	**SQS NON-CONFORMANCE REPORT**
Project Name and No.:	NCR No.: SQS -

SUPPLIER QUALITY INFORMATION

Task Assignment No.	Type:		Major:		Minor:	
PO Control No.:		Prime Supplier:		Sub-Tier Supplier:		

PO Item No(s):

Supplier:
Supplier Location (city/state):

Equipment/Material Description:

Shop Order No.: Quantity: Tag No.:

Description of Non-Conformance:

NCR Issued By: Date of Issue:

CATEGORY

Category of NCR (check one only):

	(A) Procedural		(B) Quantity		(C) NDE		(D) Testing
	(E) Welding		(F) Workmanship		(G) Notification		(H) Documentation
	(I) Material		(J) Dimensional		(K) Packaging (including marking/tagging)		(N) Other:_____
	(L) Specification/data sheet				(M) Design		

ROOT CAUSE

Root Cause (check as applicable):

	(A) Supplier System Failure		(B) Supplier QC Failure		(C) Requirement Definition
	(D) Ambiguous requirement		(E) Project		(F) Other:_____

Recommended Disposition:
Authorized Disposition:
Disposition Authorized by:

SQS Surveiller:	Date:
RE:	Date:
Project Engineer:	Date:
PQAM:	Date:
Other:	Date:

Description of Corrective Action Taken:

Description of Corrective Action Taken to Prevent Recurrence:

Verified by: Remarks:	Date Verified:

SUPPLIER QUALITY REPORT INFORMATION

Copy Issued to Supplier

Date:
Referenced Inspection Report No.:

Status:	Open		Closed					

Attachment 032 - 7
Revision Control Log

Revision No.	Revision Date	What changed?
Rev 1	6/7/19	• Minor format changes; • Attachments revised; • Revision Control Log updated.
Rev 0	11/14/16	Signed