

Top Iron assesses its suppliers and subcontractors as part of our Quality Management System. Suppliers and subcontractors which are approved are registered as preferred suppliers on an Approved Suppliers List.

It is in your interest to assist Top Iron in our assessment by completing this questionnaire and returning it to us as soon as possible.

DETAILS OF YOUR COMPANY:

ABN: _____

Name and address of Company:

Tel No: _____ Fax No: _____ Email: _____

Quality Contact Name: _____ Position/title : _____

Principal Products/Services you supply to Top Iron: _____

Please circle your responses to the following questions:

Section 1

Do you have a certified quality system?

- a) Yes – please supply us with a copy of your Registration Certificate and Schedule when you return this questionnaire.

Go straight to Section 3.

Top Iron Pty Ltd

ABN 72 146 947 060

Level 1, 8 Outram Street West Perth, WA, 6005

Telephone: 61 08 9226 0299

Facsimile: 61 08 9321 1627

b) No – do you intend commencing (or have you commenced) implementation of a certified quality system?

No – reasons: _____

Yes – start date: _____

Certifying agency: _____

Expected Assessment date: _____

Section 2

In the absence of a certified quality system, how will you be controlling the quality of your product or service? (eg 100% inspection, Certificates of Conformance etc)

Section 3

Do you have a process which will ensure that all deliveries of your products / services to Top Iron will be accompanied by appropriate documentation stating our Purchase Order Number?

Yes

Please detail your process and procedures: _____

No – Reason: _____

If necessary, may we inspect your premises and facilities at mutually agreeable times?

Yes

No – Reason: _____

Any other comments: _____

Thank you for completing this questionnaire.

Signed: _____ Name: _____

Position: _____ Date : _____

Please return this questionnaire to:

The Purchasing Officer, Top Iron, PO Box 219, West Perth WA 6872 or fax (08) 9321 1627 or email to info@topiron.com.au