

RegionalOne

Self-Audit Evaluation

Date:

Attn: Quality Department

Dear Sir or Madam:

We are pleased that you have chosen Regional One, Inc. as one of your vendors. Due to the high volume of Vendor Audit requests, we have created and attached our self-audit evaluation and supporting quality documentation.

If you are unable to accept our completed self-audit evaluation, please contact me directly at (305) 759-0670 Ext. 123 or via email at qualityassurance@regionalone.com.

Best Regards,

Shalem Mendez
Quality Assurance Administrator

RegionalOne

6750 NE 4th Court

Miami, FL 33138

Ph: 305-759-0670 Ext. 123

smendez@regionalone.com

www.RegionalOne.com

6750 NE 4th Court Miami, Florida 33138
Tel: (305)759-0670 | Fax: (305)759-0411
www.RegionalOne.com

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Self-Audit Evaluation

Company Name: Regional One, Inc. Cage Code: 3WJB1

Legal Trading Name: Regional One, Inc. DUNS No.: 147191303

Street Address: 6750 N.E. 4th Court. NAICS No.: 532411

City/State/Zip: Miami, Florida 33138

Company Website: www.regionalone.com

Main Phone Number: 305-759-0670 Main Fax Number: 305-759-0411

Quality Phone Number: 305-759-0670 Quality Fax Number: 305-759-0411

Organization:

Head of Quality: Steve Bueno

Title: Director of Supply Chain & Quality Email: Sbueno@regionalone.com

Quality Contact: Shalem Mendez

Title: QA Administrator Email: smendez@ragionalone.com

Head of Operations: Steve Bueno

Title: Director of Supply Chain & Quality Email: Sbueno@regionalone.com

Type of Business: Broker

Category: Airframe Engine Component Standard Hardware

Principal Service/Product:

The purchase, repair and sale of aircraft parts, engines, engine parts and related support items.

Processes:

Shipping, Receiving, Administration, Inspection

Quality System registered to:

ISO 9001 AS 9100-Series FAA AC 00-56

Copy of certificates attached.

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Survey completed by: Steve Bueno

Signature: 

Title: Director of Supply Chain & Supply

E-mail: sbueno@regionalone.com

Date: April 14, 2020

Risk-Management Rating:

1- Low 2- Medium 3- High

QUALITY SYSTEM	YES	NO	N/A
Is there an established quality management system (QMS)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a Quality Manual defining the QMS? (If YES, please provide a copy)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the quality manual include a procedure for?			
Quality Policy and Objectives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Control of documents	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Control of Records	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management Commitment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Customer focus	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsibilities and authorities of personnel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Competency, Training and Awareness	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Receiving and shipping inspections	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Control of nonconforming products	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Test and inspection equipment calibration	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Identification and Traceability of products	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Preservation of products	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Storage facilities and applicable specifications	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Control of inspection stamps	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Internal audits	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Procurement Processes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Certification and release of products	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Corrective action process.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
shelf life-limited parts control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is quality system documentation kept current and readily available to employees, customers, auditors or designee(s)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
INTERNAL AUDITS	YES	NO	N/A

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Does your Internal Audit program identify who may qualify to conduct internal audits, how they will maintain those qualifications and a list of auditors is established?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there an established documented self-audit/evaluation program which identifies who within the company is responsible for conducting self-audits, the frequency of audits, audit documentation and corrective action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will you give reasonable access to Regional One to all facilities and documentation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SUPPLIER CONTROL			
Is there a system for evaluation, qualification, and approval of suppliers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are suppliers monitored and audited per an interval?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a process for delinquent vendors?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PROCUREMENT			
Does the system assure that parts procured conform to the documentation requirements requested on the customer purchase order?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the system assure deviations are disclosed and approved by the customer?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your company have a warranty policy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has your company established parameters on approving suppliers/vendors?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your company maintain a list of approved suppliers/vendors?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your company periodically review supplier performance?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your company ensure that purchased products have certified statements attesting to their condition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your company verify that procured products meet the requirements of your P.O.?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RECEIVING AND SHIPPING INSPECTION			
Does your inspection program include the following?			
A check for obvious damage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Verification that shipping containers and packaging used is appropriate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Verification that all appropriate plugs and caps are properly installed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Verification of part number, model number, etc. to ensure they match to the documentation available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Verification of quantity, part numbers or known alternates, to ensure they match the order	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Verification that all appropriate documentation is on hand, properly completed and signed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use of external documentation to verify part numbers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Verification that all Airworthiness Directives and Service Bulletins have been applied	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Procedure for reporting unapproved parts in accordance with the FAA Advisory Circular 21-29	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
System to control stamp issuance, usage, and replacement	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are there documented procedures for inspection (and testing if applicable) of product for receiving, in-process and final acceptance?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are quality records of inspection (and testing if applicable) retained for a period of 7 years and available for review upon request?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TRAINING	YES	NO	N/A
Is there a documented training program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the quality department maintain a roster of inspectors, authorized to inspect materials?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are inspection personnel properly trained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has your company determined the necessary competency for personnel performing work affecting product conformity?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your company provide training or take other actions to achieve the necessary competence established?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are employees aware of the relevance and importance of their activities and how they contribute to the achievement of the quality objectives and policy established?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SHELF LIFE CONTROL			
Does your company have a system in place for identifying and controlling shelf life limited parts?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CONTROL OF NONCONFORMING PRODUCT			
Is there a documented procedure for control of nonconforming products?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the procedure provide for segregation, identification, and documentation of discrepant material?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the procedure assign responsibility for disposition (i.e., MRB, submit to customer)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there an established procedure for recall of non-conformance material?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CERTIFICATION AND RELEASE OF PRODUCTS			
Does your company issue certified statements disclosing that the products were or were not?			
Subjected to conditions of extreme stress, heat or environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Involved in an incident	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Obtained from government or military sources	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your company provide a signed document from an FAA approved repair station or foreign approved repair stations indicating that the part is serviceable	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your company ensure that parts are traced in the system to either the source of production or a certificate holding Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RECORDS	YES	NO	N/A

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Does your company's record system require record retention for at least 7 years from the date of sale to the customer?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your company ensure that Material Safety Data Sheets (MSDS) are available for products with chemical or physical properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CORRECTIVE ACTION			
Is there a documented procedure for customer complaints for implementing corrective and preventive action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOUSING & FACILITIES			
Does the facility have adequate space to perform contracted work?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the housing adequately protect parts, materials, and customer units from theft and damage (e.g. Contamination, environment etc.)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adequate security from unauthorized access?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Segregation of aircraft from non-aircraft functions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Segregation of serviceable from non-serviceable parts?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOOLS & EQUIPMENT CALIBRATION			
Is there a written procedure or program available for calibration of equipment (i.e. done in-house or out-house)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does your company maintain working standards of accuracy that are periodically calibrated to primary standards to National Institute of Standards and Technology (NIST) or other recognized controlling agency (please specify in "Remarks")?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is there a tool control procedure in place?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
TECHNICAL DATA CONTROL			
Does your company maintain technical data in a manner which ensures such data is up-to-date and accessible?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CODE OF CONDUCT AND ETHICS			
Does your company have a Code of Conduct and Ethics?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If #54 is "No" or "N/A" will you be able to comply with ST Engineering's Code of Conduct and Ethics?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EXPORT CONTROL			
Does your company have Export Control compliance procedures in place?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where Export Control items are identified, is this information displayed on dispatch paperwork?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>