



F-740-008-B
 Self-Survey Quality
 Questionnaire
 October 11, 2018

COMPANYNAME:	Delta Material Services	
ADDRESS	: 3700 Southside Industrial Way SE	
CITY	: Atlanta	
STATE/COUNTY	: Georgia	
ZIP/POST CODE	: 30354	
COUNTRY	: USA	
TELEPHONE NUMBER	: Phone: 404-714-2376	Fax: 404-714-5456
WEBSITE	: www.dms.aero	
Type of Business	Aircraft Parts, Engines and Airframe Distributor	

MANAGEMENT CONTACTS	Ken McCue, President	
EVP/COO:	: Jeff Keisling	
DIRECTOR OF QUALITY	: Peter Knouse	Phone: 404-677-2245
SENIOR QUALITY CONTACT EMAIL	: peter.knouse@dms.aero	
SENIOR OPERATIONS CONTACT	: Nick Ward	Phone: 404-677-2242
FINANCIAL DIRECTOR/MANAGER	John Oladokun	Phone: 404-773-9405
FINANCIAL DIRECTOR/MANAGER EMAIL	: John.Oladokun@DMS.AERO	
CUSTOMER SERVICES CONTACT	Bill Thompson	Phone: 404-677-2675
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ACCOUNTS PAYABLE		
ACCOUNTS PAYABLE CONTACT	: John Oladokun	Phone: 404-773-9405
ACCOUNTS PAYABLE CONTACT EMAIL	: John.Oladokun@DMS.AERO	

COMPANY APPROVAL DATA (APPROVALS HELD)				
	YES	NO	Number	DATE OF EXPIRATION
AS9120	Yes		DMSI-001-02-17-2	02 October 2020
FAA 00-56	Yes		N/A	
ASA-100	Yes		21890816-1	9 August 2019

DECLARATION	
(Completed by) Peter Knouse _____	SIGNATURE  _____
TITLE: Director of Quality	EMAIL: peter.knouse@dms.aero



Delta Material Services (DMS) Quality Questionnaire (Vendor)

	Y	N	N/A
1. Quality System Manual			
A. Is there an established quality system and a quality manual?	Yes		
B. Is the quality manual available to appropriate personnel?	Yes		
C. Is the quality system documentation kept current and readily available to employees, customers, auditors or designee(s)?	Yes		
D. Does the quality control manual include a detailed description of:			
1) The organization and relationship of the QC department to the rest of the organization?	Yes		
2) The assignment of personnel by title, for specific functions within the quality system?	Yes		
3) The revision control system for the quality system documented?	Yes		
4) Record keeping system?	Yes		
5) Training requirements and records?	Yes		
6) Shelf life control system?	Yes		
7) Control of incoming discrepant parts and supplies?	Yes		
8) Receiving inspection procedures?	Yes		
9) Test and inspection equipment calibration program?			N/A
10) Storage facilities and specifications?	Yes		
11) Part identification system?	Yes		
12) Environmental controls?	Yes		
13) Inspection stamp control?	Yes		
14) Self-Audit/evaluation program?	Yes		
2. Self-Audit/Evaluation Program			
A. 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?	Yes		
1) Are corrective actions appropriate and prompt?	Yes		
3. Facilities			
A. Does the storage areas provide:			
1. Adequate space an appropriate racks to prevent damage or mishandling?	Yes		
2. Adequate security from unauthorized access?	Yes		
3. Segregation of aircraft from non-aircraft functions?	Yes		
4. Segregation of serviceable from non-serviceable parts?	Yes		
4. Training and Authorized Personnel			
A. Are personnel who perform inspection, shipping, and receiving functions properly trained?	Yes		
B. Are inspection personnel properly authorized?	Yes		
C. Are personnel involved in procurement, receiving inspection, shipping inspection and material control trained on unapproved parts; and counterfeit parts material?	Yes		
D. Are both formal and classroom and on-the-job training documented and Maintained for a period of two years?	Yes		
E. Is a roster of personnel authorized to perform inspection functions maintained?	Yes		



	Y	N	N/A
5. Procurement			
A. Does the system assure that parts procured conform to the customers documentation requirements?	Yes		
B. Does the quality system assure that parts conform to the customer's purchase request and that deviations are disclosed and approved by the customer?	Yes		
C. Does the system require the distributor/dealer to maintain a list of approved suppliers and a quality history for each source?	Yes		
D. Does the quality system assure that parts procured for sale:			
1) Which are known to have been subjected to conditions of the extreme stress, heat or environment are identified?	Yes		
2) That all represented Airworthiness Directives (AD's) which have been accomplished are documented?	Yes		
3) That are identified as overhauled, repaired or modified have all appropriate signed and dated documentation?	Yes		
E. Does the supplier have an established system for receiving and inspecting material and components purchased are; (1) traceable to prior source and (2) bear acceptable documentation that conforms to at least one of the requirements listed in Appendix A of ASA-100 or Appendix 1 of FAA AC00-56?	Yes		
6. Receiving Inspection			
A. Does the quality system provide for a visual inspection of all items received and accompanying documentation?	Yes		
B. Is there a procedure for reporting unapproved parts in accordance with FAA Advisory Circular 21-29?	Yes		
7. Measuring and Test Equipment			
A. Is there an effective calibration program for test equipment?			N/A
8. Material Control			
A. Is material handled in an appropriate manner and is the material protected from damage deterioration?	Yes		
B. Is batch/lot control maintained for parts so identified by the manufacturer?	Yes		
C. Is there a system in place for recall control which ensured that parts shipped can be traced and recalled?	Yes		
D. Whenever practical, is material stored & delivered in the manufacturer's original packaging?	Yes		
E. Does the system specify material control requirements for material subject to damage by electrostatic discharge?	Yes		
F. Does the system assure that serviceable parts/components are adequately protected against the environment?	Yes		
G. Does the systems assure that no part number ambiguity exists?	Yes		
H. Does a closed loop system exist or implement corrective action following detection or substandard or nonconforming parts?	Yes		
1) Are aircraft parts being segregated from non-aircraft parts?	Yes		
I. Is there documented procedure in place to mutilate scrapped parts to prevent the possibility of their being restored and returned to service ?	Yes		
J. Are suspected unapproved parts reported to the FAA accordingly to AC-21-29?	Yes		



	Y	N	N/A
9. Shelf Life Control			
A. Does the distributor have a system for identifying and controlling shelf life limited parts?	Yes		
10. Certification and Release of Materials			
A. Does the system call for providing the customer with appropriate documentation?:	Yes		
B. Does the system provide for the issuance of a certified statement disclosing that the material or parts were or were not:			
1) Subjected to conditions of extreme stress, heat or environment;	Yes		
2) Obtained from any government or military services.	Yes		
11. Shipping			
A. Does the quality system require shipments in ATA-300 containers or equivalent as appropriate for the unit being shipped, or as specified by the customer?	Yes		
B. Does the quality system provide for a visual inspection of all items and accompanying documentation prior to shipping?	Yes		
12. Records			
A. Does the record system require record retention for at least 7 years from the date of sale to the customer?	Yes		
B. Does the system require all life-limited parts have records confirming current life limited status?	Yes		
C. Are records protected against damage, alteration, deterioration and loss?	Yes		
13. Technical Data Control			
A. Does the quality system provide for maintaining technical data in a manner which ensures such data is up-to-date and accessible?			N/A

Customer Approval Below.

REVIEWED BY: _____	DATE: _____
APPROVED BY _____	DATE: _____
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