

Supplier Quality Assurance Checklist

Date: [Insert Date]

To: [Supplier Name]

From: [Your Company Name]

Subject: Supplier Quality Assurance Checklist for Continuous Improvement Initiatives

Checklist

Item	Description	Status	Comments
1	Quality Management System Documentation	[Compliant/Non-compliant]	[Comments]
2	Process Control Operations	[Compliant/Non-compliant]	[Comments]
3	Non-Conformance Reports	[Compliant/Non-compliant]	[Comments]
4	Corrective Action Procedures	[Compliant/Non-compliant]	[Comments]
5	Employee Training Records	[Compliant/Non-compliant]	[Comments]

Conclusion

We appreciate your cooperation in providing the necessary information and documentation to support our continuous improvement initiatives.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]