



## LARSEN & TOUBRO LIMITED - EAIC-CONTROL & AUTOMATION BUSINESS UNIT

## QUESTIONNAIRE

1.	Safety, Health & Enviornment

	Question	Choose Answer	Comments
1.1	ISO 14001 Certification	1. No	Future planed
1.2	OHSAS 18001 Certification	1. No	Future planed
1.3	Does your company have a statement or policy or procedure :-		
1.3.1	That protects your employees from discrimination?	2. Yes	
1.3.2	That prohibits the employment of workers below the local age limit or the age of 16?	2. Basic principles implemented	
1.4	Does your company pay its employees at or above the minimum local law requirements?	2. Yes	
1.5	Does the company have security practices/procedures covering such as access by unauthorized people, suspicious/unsafe behavior and activities, shipments etc?	2. Yes	
1.6	During the last 5 years, has the company operated without any serious injuries resulting in death?	2. Yes	
1.7	Health & Safety policies and procedures are available and communicated to all employees?	2. Basic principles implemented	
1.8	Is there a safety and/or environmentally trained person employed at or supporting the company/facility/operation/process?	2. Yes	
1.9	Are employees working with the high risk operations indicated below trained in the hazards and safe working/emergency procedures for these specific activities?		
1.9.1	Work at Heights (activities performed at 4 feet (1.2m) or above dangerous equipments or processes, openings on walls and floors, employees lifting devices, packaging, scaffolding / ladder use)	1 No	
1.9.2	Heavy Load Lifting activities	1 No	
1.9.3	Activities requiring the use of dangerous and/or flammable / explosive chemicals	1 No	
1.9.5	Test bench activities	1 No	
1.9.6	Hot Work (welding, cutting, brazing)	1 No	
1.10	Does your company have all environmental permit(s)/ license(s)/ authorization(s) required to conduct operations or to perform services (current or proposed) at the facility or in field as required?	2. Yes	
1.11	Does your company have all local fire code authorization? Applicable fire requirements may be contained in the building code or general building construction or operating permit.	2. Yes	
1.12	Does your company have all health and safety permit(s)/ license(s)/ authorization(s) required to conduct operations or to perform services (current or proposed) at the facility or in field as required?	2. Yes	
1.13	Safety goggles/shoes/Helmets/Gloves/mask are available	2. Yes	
1.14	First aid kit is available with all necessary medicines	2. Yes	
1.15	For any specific activity/process legal approval is taken	2. Yes	
1.16	All the hazardous & e-waste is segregated & disposed properly	2. Yes	
1.17	All the hazardous area are identified $\&$ proper control action is take to avoid any Risk	2. Yes	
1.18	Environment, Safety & Health related banners, awareness posters are displayed at work place	2. Yes	

2.	Quality Systems & Effectiveness		
	Question	Choose Answer	Comments
2.1	Level of Quality Management System	4. ISO-9000 Quality Certificate	
2.2	Effectiveness of Calibration	4. Calibration through GMS	
2.3	ERP System Implemented	3. Other ERP	
2.4	Corrective action on Defects/Failures	1. Yes: on all defects	
2.5	Customer Complaints tracking system	2. Manual tracking	
2.6	Quality Objectives	4. Yes but not monitored effectively	
2.7	Cost of Quality /TQM/Six Sigma/5S/TPM implemented	2. Very Rarely	
2.8	Vendor Rating, Customer Satisfaction, Employee survey	3. Any two of the three	
2.9	R & D Spending	2. To some extent	
2.10	Internal Audits	5. Effective Audit plan & monitoring	
2.11	Drawing Handling, Revision control	5. Drawing understanding is clear imdiate traceability;proper storage	
	proving managements of the	0.0.490	

3.	Procurement & Incoming Control		
	Question	Choose Answer	Comments
3.1	Are all required material procured from approved/standard sources?	2. Sometimes per AVL	
3.2	Does Quality evaluation of sub-suppliers include periodic audits of sub-supplier manufacturing sites?	2. Occasionally as needed	
3.3	Vendor Approval & evaluation system	Organized formal process establised and followed consistently	
3.4	Inspection / Inspection Plan/sampling plan available	3. Incoming Inspection performed per maintained Inspection Plans.	
3.5	Storage facility	3. Proper identification and traceability	
3.6	Identification & traceability	2. Partial traceability	
3.7	Inspection Staff	3. Skilled and trained	
3.8	Rejection handling process & CAPA	3. Good System	
3.9	Is FIFO maintained? If so is stock checked prior to issue and stock levels monitored?	2. Partilal system	

	ivianulacturing Processes & Control	g Processes & Control				
	Question	Choose Answer	Comments			
4.1	Process flowcharts with control points identified and available for review?	3. Good System				
4.2	Does each work center have an accessible set of instructions?	3. Good System				
4.3	Training system identifies which operators are trained for each manufacturing process.	3. Complete Operator training documentation for all equipment				
4.4	Waste generated due to various mfg.process is properly disposed.(e.g.PVC material,chemicals used,,plastic,carbon rod,E-waste etc.)	3. Good System				
4.5	Does employees are aware of environmental, health & safety training on risk assessment, policies/ procedure including: a) Water management? b) Air emission? c) Waste? d) Pollution prevention?	2. Partilal awareness				
4.6	Inspection is performed and monitored on a continuous basis?	3. Good System				
4.7	Rejection/Rework procedures are available?	3. Good System				
4.8	Production floor layout provides for smooth material flow.	2. Partilal system				
4.9	Adequate tracking procedures are in place to prevent mixed lots.	2. Partilal system				
4.10	The manufacturing process is designed to provide both traceability, and accountability. (Each operation can be traced back to a specific operator, assembler, technician, etc.)	3. Good System				
4.11	Setting Approval and stagewise inspection is done and records are available.	2. Partilal system				
4.12	Tool identification exists. Dedicated location for tool storage defined. Tool storage protected from damage, fire, flood etc.	3. Good System				
4.13	List of machines & toolings available. Preventive maintenance plans available & is carried out per plan.	3. Good System				
4.14	Process Qualification & Operator Qualification (Special Processes)	2. Yes				
5.	Final Product Control					
5.	Final Product Control  Question	Choose Answer	Comments			
<b>5</b> .	Question	Choose Answer 2. Yes	Comments			
5.1	Question  Customer Documents followed (Check list/QAP/COP/drg)	2. Yes	Comments			
5.1 5.2	Question  Customer Documents followed (Check list/QAP/COP/drg)  Results are recorded and test certificate prepared	2. Yes 2. Yes	Comments			
5.1	Question  Customer Documents followed (Check list/QAP/COP/drg)  Results are recorded and test certificate prepared  Testing facility	2. Yes	Comments			
5.1 5.2 5.3	Question  Customer Documents followed (Check list/QAP/COP/drg)  Results are recorded and test certificate prepared  Testing facility  Control of non-conforming products	2. Yes 2. Yes 3. Good facility 3. Very good control. 3. Yes and very	Comments			
5.1 5.2 5.3 5.4	Question  Customer Documents followed (Check list/QAP/COP/drg)  Results are recorded and test certificate prepared  Testing facility  Control of non-conforming products  Proper storage & Preservations of finished good	2. Yes 2. Yes 3. Good facility 3. Very good control.	Comments			
5.1 5.2 5.3 5.4 5.5	Question  Customer Documents followed (Check list/QAP/COP/drg)  Results are recorded and test certificate prepared  Testing facility  Control of non-conforming products	2. Yes 2. Yes 3. Good facility 3. Very good control. 3. Yes and very effective.	Comments			
5.1 5.2 5.3 5.4 5.5 5.6	Question  Customer Documents followed (Check list/QAP/COP/drg)  Results are recorded and test certificate prepared  Testing facility  Control of non-conforming products  Proper storage & Preservations of finished good  Packaging and Transportation control	2. Yes 2. Yes 3. Good facility 3. Very good control. 3. Yes and very effective. 2. Some Control	Comments			
5.1 5.2 5.3 5.4 5.5 5.6 5.7	Customer Documents followed (Check list/QAP/COP/drg) Results are recorded and test certificate prepared Testing facility Control of non-conforming products Proper storage & Preservations of finished good Packaging and Transportation control Is customer delivery targets met Delivery norms of supply followed	2. Yes 2. Yes 3. Good facility 3. Very good control. 3. Yes and very effective. 2. Some Control 2. Sometimes 3. Well followed 1. Material seggregated and	Comments			
5.1 5.2 5.3 5.4 5.5 5.6 5.7 5.8	Customer Documents followed (Check list/QAP/COP/drg) Results are recorded and test certificate prepared Testing facility Control of non-conforming products  Proper storage & Preservations of finished good Packaging and Transportation control Is customer delivery targets met Delivery norms of supply followed  Customer rejected material handling	2. Yes 2. Yes 3. Good facility 3. Very good control. 3. Yes and very effective. 2. Some Control 2. Sometimes 3. Well followed 1. Material seggregated and labeled	Comments			
5.1 5.2 5.3 5.4 5.5 5.6 5.7 5.8	Customer Documents followed (Check list/QAP/COP/drg) Results are recorded and test certificate prepared Testing facility Control of non-conforming products Proper storage & Preservations of finished good Packaging and Transportation control Is customer delivery targets met Delivery norms of supply followed	2. Yes 2. Yes 3. Good facility 3. Very good control. 3. Yes and very effective. 2. Some Control 2. Sometimes 3. Well followed 1. Material seggregated and labeled 2. Some Control	Comments			
5.1 5.2 5.3 5.4 5.5 5.6 5.7 5.8 5.9	Customer Documents followed (Check list/QAP/COP/drg) Results are recorded and test certificate prepared Testing facility Control of non-conforming products  Proper storage & Preservations of finished good Packaging and Transportation control Is customer delivery targets met Delivery norms of supply followed  Customer rejected material handling 100% Inspection or final audit of product before despatch to customer	2. Yes 2. Yes 3. Good facility 3. Very good control. 3. Yes and very effective. 2. Some Control 2. Sometimes 3. Well followed 1. Material seggregated and labeled	Comments			

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Enter Authorization Password	test					
Safety, Health & Enviornment		63				
Quality Systems & Effectiveness		67				
Procurement & Incoming Control		71				
Manufacturing Processes & Contro	ol	73				
Final Product Control		77				
Total Score		70				
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