



**VENDOR VERIFICATION REPORT 供应商核查报告**

| <b>I.O. No:</b> CP1111333GZ<br><br><b>REF No.</b> Nil<br>客户委托号:   | <b>INSPECTION DATE :</b> 2011-11-18<br><br><b>INSPECTOR:</b> XXXXXXXXXXXXX<br>核查员 |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
|---|---|--------------------------------|--------------------------------|---|--------------------------------------|--|-----|--------------------------------------|----------------------|---|-------------------------|---------------------------|--------|---------------------------|--------|------------------------------------|---------|--------------------------------|--------|--------------------------|--------|---------------------------|--------|------------------|--------|----------------------------|--------|
| <b>FACTORY/SUPPLIER NAME</b> 工厂/供货商名称): XXXXXXXXXXXXXXXXXXXXXXXX<br><b>ADDRESS</b> (地址): XX CHINA<br><b>CONTACT PERSON/TITLE</b> (现场代表): Mr. XXXXXXXX/Factory manager<br><b>TEL NO</b> (电话): XXXXXXXXXXXX <b>FAX NO</b> (传真): XXXXXXXXXXXX<br><b>EMAIL:</b> XXXXXXXXXXXXXXXX.com  |   |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| 1. BUSINESS REGISTRATION VERIFICATION (工商注册信息核实) -<br>1.1 Obtained copy of Business License ( 工商營業執照) <input checked="" type="checkbox"/> YES. <input type="checkbox"/> NO<br>1.2 Vendor presented the original Business License ( 工商營業執照) <input checked="" type="checkbox"/> YES. <input type="checkbox"/> NO<br>Following information is confirmed with local Business Registration Office (以下信息已经工商局确认).<br>1.3 Registered Company Name (注册名称): XXXXXXXXXXXXXXXXXXXXXXXXCo.,Ltd.<br>1.4 Business Scope (经营范围): Manufacturing, Selling and design of electronic product, electrical household appliance; and import and export business (except those are authorized to handled by specific companies and those are forbidden by state).<br>1.5 Registered Capital (注册资金): 1,000,000RMB<br>1.6 Licenses Issued Date (执照发行日期): 2009-06-23<br>1.7 Licenses Expired Date (执照有效期): Long Tem (License was renewed on 2011-5-30)   |   |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| 2. FACILITIES (资源/设备) ( <b>For visited Factory</b> )<br><br>A.BUILDING (廠房平面圖 Factory Building Layout): nil<br><br><table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Manufacturing Premises (工厂面积):</td> <td style="text-align: right;">16 000 m<sup>2</sup>(ground)</td> </tr> <tr> <td>Area assigned for the production is (生产场地面积):</td> <td style="text-align: right;">8 800 m<sup>2</sup> ( construction)</td> </tr> <tr> <td>Area assigned for the dormitory is (宿舍面积):</td> <td style="text-align: right;">Nil</td> </tr> <tr> <td>Area assigned for office is (办公室面积):</td> <td style="text-align: right;">1 000 m<sup>2</sup></td> </tr> </table><br>B. EQUIPMENT(设备)<br><br><table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:70%;">Equipment Name and model(设备名称和型号):</th> <th style="width:30%;">No. of equipment (设备数量)</th> </tr> </thead> <tbody> <tr><td>1. High Frequency machine</td><td style="text-align: right;">1 sets</td></tr> <tr><td>2. Wave Soldering machine</td><td style="text-align: right;">1 sets</td></tr> <tr><td>3. Plastic Injection mould machine</td><td style="text-align: right;">12 sets</td></tr> <tr><td>4. Laser silk printing machine</td><td style="text-align: right;">1 sets</td></tr> <tr><td>5. Laser Cutting machine</td><td style="text-align: right;">2 sets</td></tr> <tr><td>6. Vacuum forming machine</td><td style="text-align: right;">1 sets</td></tr> <tr><td>7. Lathe machine</td><td style="text-align: right;">4 sets</td></tr> <tr><td>8. Ultrasonic seal machine</td><td style="text-align: right;">2 sets</td></tr> </tbody> </table> |   | Manufacturing Premises (工厂面积): | 16 000 m <sup>2</sup> (ground) | Area assigned for the production is (生产场地面积): | 8 800 m <sup>2</sup> ( construction) | Area assigned for the dormitory is (宿舍面积): | Nil | Area assigned for office is (办公室面积): | 1 000 m <sup>2</sup> | Equipment Name and model(设备名称和型号):        | No. of equipment (设备数量) | 1. High Frequency machine | 1 sets | 2. Wave Soldering machine | 1 sets | 3. Plastic Injection mould machine | 12 sets | 4. Laser silk printing machine | 1 sets | 5. Laser Cutting machine | 2 sets | 6. Vacuum forming machine | 1 sets | 7. Lathe machine | 4 sets | 8. Ultrasonic seal machine | 2 sets |
| Manufacturing Premises (工厂面积):  | 16 000 m <sup>2</sup> (ground)  |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| Area assigned for the production is (生产场地面积):   | 8 800 m <sup>2</sup> ( construction)  |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| Area assigned for the dormitory is (宿舍面积):  | Nil   |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| Area assigned for office is (办公室面积):  | 1 000 m <sup>2</sup>  |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| Equipment Name and model(设备名称和型号):  | No. of equipment (设备数量)   |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| 1. High Frequency machine   | 1 sets  |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| 2. Wave Soldering machine   | 1 sets  |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| 3. Plastic Injection mould machine  | 12 sets   |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| 4. Laser silk printing machine  | 1 sets  |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| 5. Laser Cutting machine  | 2 sets  |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| 6. Vacuum forming machine   | 1 sets  |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| 7. Lathe machine  | 4 sets  |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| 8. Ultrasonic seal machine  | 2 sets  |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| 3. MANPOWER: Number of employee (员工人数): around <u>170</u><br><br>(人事花名册及員工個人檔案 Personnel Records, 工卡或考勤記錄 Timecards or Attendance Records )<br><br><table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:70%;">Management (管理人员)</th> <th style="width:30%;">No. of people (数量)</th> </tr> </thead> <tbody> <tr><td>Management (管理人员)</td><td style="text-align: right;">20</td></tr> <tr><td>Production (生产人员)</td><td style="text-align: right;">120</td></tr> <tr><td>Quality (质控人员)</td><td style="text-align: right;">19</td></tr> <tr><td>Design and development services (设计和开发人员)</td><td style="text-align: right;">8</td></tr> </tbody> </table>  |   | Management (管理人员)              | No. of people (数量)             | Management (管理人员)                             | 20                                   | Production (生产人员)                          | 120 | Quality (质控人员)                       | 19                   | Design and development services (设计和开发人员) | 8                       |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| Management (管理人员)   | No. of people (数量)  |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| Management (管理人员)   | 20  |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| Production (生产人员)   | 120   |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| Quality (质控人员)  | 19  |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |
| Design and development services (设计和开发人员)   | 8   |                                |                                |   |                                      |  |     |                                      |                      |   |                         |                           |        |                           |        |                                    |         |                                |        |                          |        |                           |        |                  |        |                            |        |



|  |  |
|--|--|
| 4. QUALITY SYSTEM (质量管理体系):  |  |
| 4.1 Availability of Quality Manual and Quality Procedure? (List the document number and description)<br>是否有质量手册和质量程序? 如有, 列出文件名和编号。  | Yes, Quality Manual ref.: QM-01<br>Document procedures were numbered from COP-001 to COP-024, such as:<br>Document control, ref.:COP-001<br>Production planning and control, ref.: COP-013<br>Incoming material control, ref.: COP-019 |
| 4.2 Is there any International certificate for ISO?<br>是否有 ISO 证书?   | Factory has got QMS ISO9001:2008 certificate, accessed by SGS.<br>Certificate no. CN11/00104, valid until 2014-01-20.  |
| 4.3 What is the company quality policy and quality objective if available?<br>质量方针和目标是什么?  | consistently provide products and services that meet or exceed customer requirement and improve quality through continuous improvement   |
| 4.4 Others-to be specified.<br>其他  | Nil  |
| 5. OTHERS FINDINGS AND ATTACHMENTS (其他需要说明的)   |  |
| <ul style="list-style-type: none"><li>• Currently, there are 1 PCBA lines, 2 finished goods assemble line and 1 packing line.</li><li>• Inspector checked the equipment according list provided by factory and found equipment in normal condition</li><li>• Factory located in Dongguan Qingxi, within 2 hours away from Shenzhen Port.</li><li>• Production capacity is around 120,000pcs per month.</li><li>• Current major market: USA:40%; EU: 30%; Japan: 20%; others: 10%</li></ul> |  |
| 6. NUMBER OF PHOTOGRAPHS TAKEN (照片数量): 40  |  |

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Photo Report



Factory outlook 1



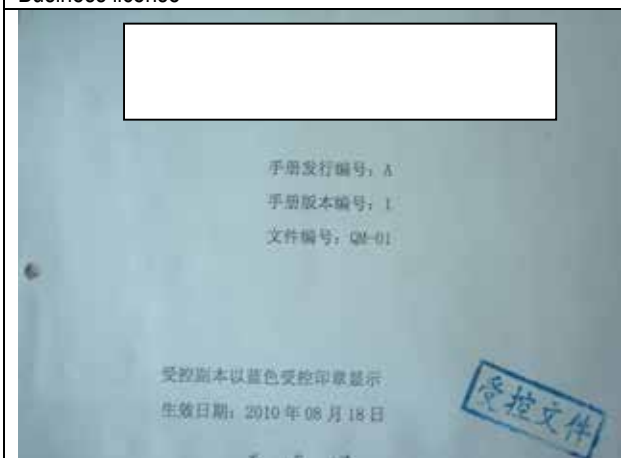
Factory outlook 2



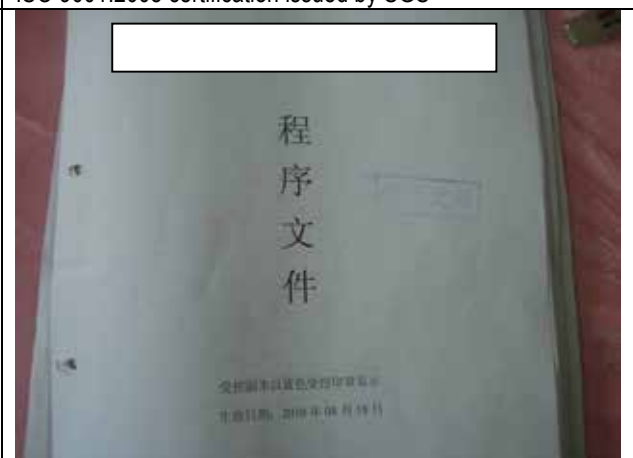
Business license



ISO 9001:2008 certification issued by SGS



Quality manual



Documented procedure

**VENDOR VERIFICATION REPORT 供应商核查报告**



Product flow chart



Organization chart

| 部门   | 项目       | 频率    | 计算方法                | 目标  |
|------|----------|-------|---------------------|-----|
| 采购   | 原材料质量合格率 | 1次/1月 | 合格数 / 进料批 X 100%    | 88% |
| 仓库   | 帐务一致性    | 1次/1月 | 抽查批数 / 抽查总数 X 100%  | 98% |
| 生产   | 成品合格率    | 1次/1月 | 合格数 / 生产投入数 X 100%  | 98% |
| 人事行政 | 培训合格率    | 1次/1月 | 合格人数 / 培训人数 X 100%  | 99% |
| 品质   | 一次性合格率   | 1次/1月 | 合格合格率 / 生产批 X 100%  | 98% |
| 品质   | 客户投诉率    | 1次/1月 | 1次/月以下              |     |
| 工程   | 打样及时率    | 1次/1月 | 打样准时数 / 打样总数 X 100% | 98% |

Quality target for each department



Quality management implement

| 序号 | 文件名称             | 版本号 | 发布日期       |
|----|------------------|-----|------------|
| 1  | 质量手册             | 1.0 | 2014.08.01 |
| 2  | 质量管理体系程序文件       | 1.0 | 2014.08.01 |
| 3  | 作业指导书            | 1.0 | 2014.08.01 |
| 4  | 检验作业指导书          | 1.0 | 2014.08.01 |
| 5  | 不合格品控制程序         | 1.0 | 2014.08.01 |
| 6  | 纠正措施控制程序         | 1.0 | 2014.08.01 |
| 7  | 预防措施控制程序         | 1.0 | 2014.08.01 |
| 8  | 顾客满意度测量控制程序      | 1.0 | 2014.08.01 |
| 9  | 内部审核控制程序         | 1.0 | 2014.08.01 |
| 10 | 外部审核控制程序         | 1.0 | 2014.08.01 |
| 11 | 人力资源控制程序         | 1.0 | 2014.08.01 |
| 12 | 培训控制程序           | 1.0 | 2014.08.01 |
| 13 | 设备管理控制程序         | 1.0 | 2014.08.01 |
| 14 | 测量设备管理控制程序       | 1.0 | 2014.08.01 |
| 15 | 检验、测量和试验设备管理控制程序 | 1.0 | 2014.08.01 |
| 16 | 生产和服务提供控制程序      | 1.0 | 2014.08.01 |
| 17 | 标识和可追溯性控制程序      | 1.0 | 2014.08.01 |
| 18 | 搬运、包装、贮存和保护控制程序  | 1.0 | 2014.08.01 |
| 19 | 不合格品控制程序         | 1.0 | 2014.08.01 |
| 20 | 顾客满意控制程序         | 1.0 | 2014.08.01 |
| 21 | 内部审核控制程序         | 1.0 | 2014.08.01 |
| 22 | 外部审核控制程序         | 1.0 | 2014.08.01 |
| 23 | 纠正措施控制程序         | 1.0 | 2014.08.01 |
| 24 | 预防措施控制程序         | 1.0 | 2014.08.01 |
| 25 | 统计技术控制程序         | 1.0 | 2014.08.01 |
| 26 | 数据分析和改进控制程序      | 1.0 | 2014.08.01 |
| 27 | 管理评审控制程序         | 1.0 | 2014.08.01 |

Index for documented procedure

Documented procedure

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| 序号 | 供应商名称 | 联系人 | 电话          | 地址     | 经营范围      |
|----|-------|-----|-------------|--------|-----------|
| 1  | 德信    | 陈小姐 | 13840801712 | 浙江 义乌市 | 日用百货、文具用品 |
| 2  | 德信    | 陈小姐 | 13114818876 | 浙江 义乌市 | 日用百货、文具用品 |
| 3  | 德信    | 陈小姐 | 13840801712 | 浙江 义乌市 | 日用百货、文具用品 |
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| 20 | 德信    | 陈小姐 | 13114818876 | 浙江 义乌市 | 日用百货、文具用品 |

Qualified suppliers list

| 序号 | 设备名称 | 规格    | 数量   | 品牌 | 备注 |
|----|------|-------|------|----|----|
| 1  | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 2  | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 3  | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 4  | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 5  | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 6  | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 7  | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 8  | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 9  | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 10 | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 11 | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 12 | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 13 | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 14 | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 15 | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 16 | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 17 | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 18 | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 19 | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |
| 20 | 圆珠笔  | 0.5mm | 1000 | 晨光 |    |

Equipment master list



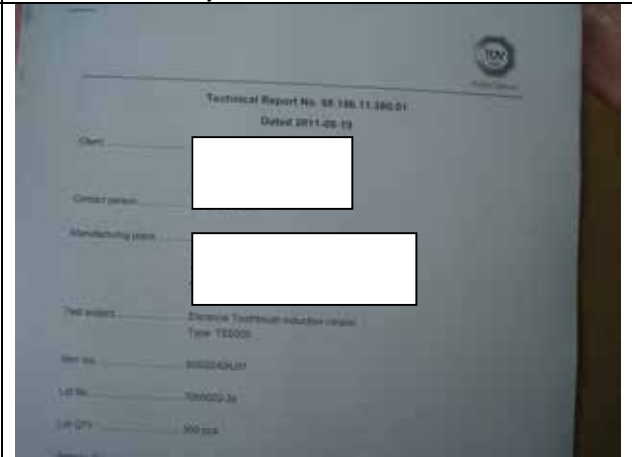
Equipment calibration record



Calibration record by external lab



Product



Product test report by TUV



## VENDOR VERIFICATION REPORT 供应商核查报告



Incoming materials stored into designated room



Clear identification label on conforming product



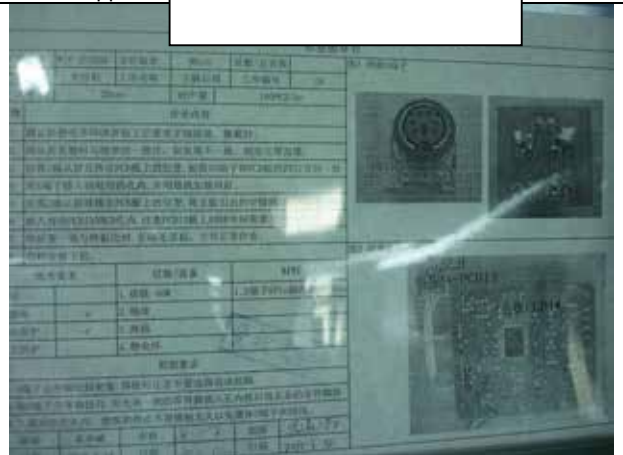
Red label on non conforming product



WI and approved sample at IQC room



Workshop overview



WI was available on work station

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Function test was performed



Wave soldering machine



Cutting machine



Laser silk print machine

| 日期         | 时间    | 检查员 | 检查项目 | 检查结果 | 备注 |
|------------|-------|-----|------|------|----|
| 2023.10.25 | 10:00 | 张三  | 外观检查 | 合格   |    |
| 2023.10.25 | 11:00 | 李四  | 尺寸测量 | 合格   |    |
| 2023.10.25 | 14:00 | 王五  | 功能测试 | 合格   |    |
| 2023.10.25 | 16:00 | 赵六  | 包装检查 | 合格   |    |

IPQC report



Ultrasonic machine



**VENDOR VERIFICATION REPORT 供应商核查报告**



Painting workshop overview



Automatic painting spray



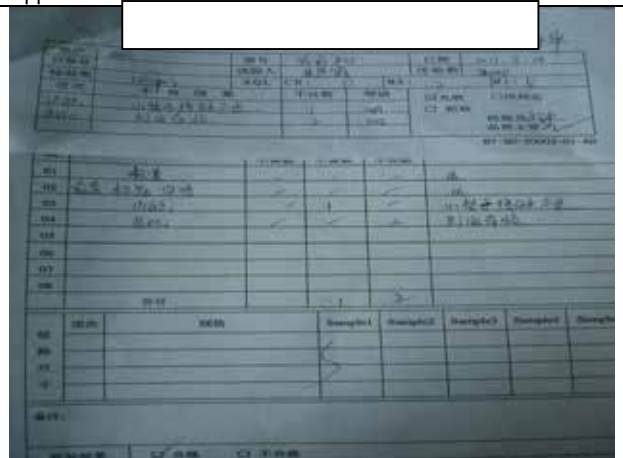
High temperature drying process



Appearance inspection



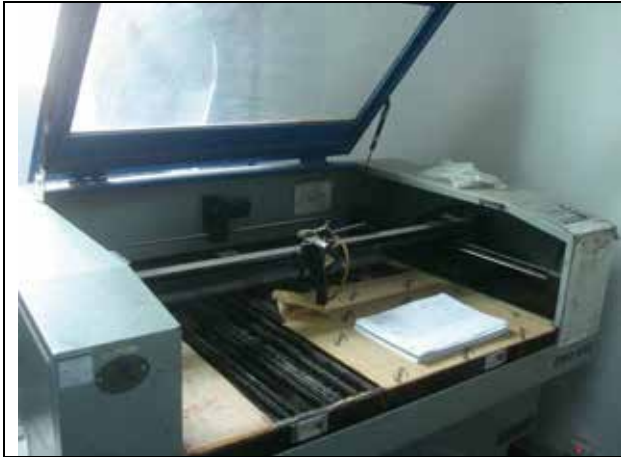
Life test



FQC report



**VENDOR VERIFICATION REPORT 供应商核查报告**



Cutting machine



heat sealed machine



Plastic injection mould machine



Warehouse

