





Scobie & Junor (Estd. 1919) Quality System Supplier Self Audit Questionnaire WI # 1802 Revision A	Issued: 02/12/2024 Authorised by:  Steven Stamp Technical Controller	 Adding Value to Food
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SUPPLIER SELF AUDIT QUESTIONNAIRE

Supplier Name	ENGINEERED FOAM PRODUCTS
Supplier Address	TORPOINT HUB MILLBROOK TORPOINT CORNWALL PL11 3AX
Telephone No	01752 822551
Fax Number	-
Technical Contact	SIMMERDEEP KAUR
Commercial Contact	DANIEL BENNETT
Manufacturing Site	ENGINEERED FOAM PRODUCTS CORNHILL CLOSE LODGE FARM INDUSTRIAL ESTATE NORTHAMPTON NN5 7UB
Manufacturing Address (If different from Supplier Address)	ENGINEERED FOAM PRODUCTS CORNHILL CLOSE LODGE FARM INDUSTRIAL ESTATE NORTHAMPTON NN5 7UB

<u>For Internal Use Only</u>	
Date Sent	
Date Received:	
Completed Questionnaire	Acceptable / Further Information Needed
Formal Audit Required	Yes / No
Signed	

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Position	
Supplier Code	
Supplier Grading	

SECTION 1 – PRODUCTS SUPPLIED

Please list the products supplied to Scobie & Junor (Estd. 1919) Ltd.

For each product supplied, please attach the current specification.

Product Code	Product Name
11418B	1.5KG NDH BAGGED POLYBOXES
11657I	6KG NDH BAGGED POLYBOXES
DSB216172	6KG REGULAR OUTER CARDBOARD CASE
11648A	PRODUCE POLYSTYRENE BOX



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IMPORTANT

**All remaining sections must be completed for the manufacturing site
UNLESS
they have GFSI Certification, in which case, just complete section 6 and sign off
the questionnaire.**

SECTION 2 - TRACEABILITY SYSTEMS



Are you able to backward trace all finished goods back to the suppliers of the raw materials used to manufacture them?	
Are you able to forward trace all raw materials received through all stages of processing (including subcontracted processes) and distribution of the finished product?	
What number is used for traceability on products supplied?	
How often are traceability tests undertaken?	
Please carry out a trace of a recent product delivered to Scobie & Junor and attach a documented copy of this with the return of this questionnaire.	

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Any other comments?	
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SECTION 3 - HACCP (Hazard Analysis & Critical Control Points)

Does your company operate a HACCP system?	
Do you have a product Flow Diagram showing the steps from Goods-in to Despatch for all products supplied to Scobie & Junor? Please attach a copy of this with the return of this questionnaire.	
Do you have any critical control points?	
If you do not have a HACCP system in place, can you please confirm how you ensure that products supplied are of an acceptable standard in terms of a quality, legal and safety perspective?	
What are the highest risks in producing the products supplied and how do you ensure that these risks are mitigated?	
Any other comments?	

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SECTION 4 – GMP (Good Manufacturing Practice)



Do you carry out GMP (Good Manufacturing Practice) audits at your production facility?	
How often are they carried out?	
Do you ensure that all areas that the product passes through are covered by these audits?	
<p>Are the following sections covered by these audits?</p> <ul style="list-style-type: none"> • Personnel • Building • Equipment • Production • Packaging • Warehousing • Documentation <p>Are there any risks to the product from any of the above areas during its manufacture?</p>	
Do all staff members wash their hands prior to touching the product during manufacture?	
If no audits are undertaken, how do you ensure that the product is manufactured safely and how do you prevent any quality issues?	
Any other comments?	

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SECTION 5 – Product Safety



Are the products supplied suitable for contact with food products?	
Has overall/specific migration testing been carried out as per EU 10/2011 legislation? Please send latest results.	
Has any heavy metal testing been carried out as per 10/2011 legislation? Please send latest results.	
Do you comply with UK/EU REACH regulations and can you confirm that the product does not contain any SVHCs (Substances of Very High Concern)?	
Can you please confirm if the products supplied are suitable for use on Meat Products? which can be stored frozen, chilled and in ambient conditions and cooked up to 220°C?	
Can you please confirm if the products supplied can be stored in the following environments? Frozen (-18°C) Chilled (2°C – 8°C) Ambient (8°C – 20°C) Cooked (up to 220°C)	

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Please attach your current Declaration of Compliance for all products supplied.	
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SECTION 6 – Certifications

Do you have GFSI (BRCGS, IFS, FSSC 22000 or SQF) certification? Please attach a copy.	
Do you have ISO 9001 certification Please attach a copy.	
Do you have Oeko Tex certification? Please attach a copy.	
Do you have any other third-party certificates? Please attach a copy.	

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SECTION 7 – Warranty

By signing below, we warrant that all products and packaging supplied to Scobie & Junor (Estd. 1919) Ltd meet all current UK & EU legislation including EU 10/2011. We agree to supply a certificate of Analysis/Conformance for each batch of product supplied. No changes may be made to any product supplied without the knowledge and prior agreement of Scobie & Junor (Estd. 1919) Ltd.

We warrant that all goods sold by this Company comply with the relevant legislation in force at the time of sale. We further warrant that this Company takes all reasonable precautions and exercises all due diligence to avoid the commission of an offence by itself or any person under its control. We also agree to take part in a Site Technical Audit if so required.



All suppliers are required to notify Scobie & Junor (Estd. 1919) Ltd. of any significant changes to the answers given in this questionnaire about products supplied.

Signed on behalf of supplying company:

Signed:	
Print Name:	
Position:	
Date:	

Thank you for completing this Supplier Self Audit Questionnaire.

Please return to Steven Stamp with all relevant supporting documentation.

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Email: technical@scobie-junor.co.uk