



## UBC PRODUCT QUALITY AUDIT

Supplier Name: _____	Supplier I.D. # _____
Address: _____	Audit Date: _____
Contact: _____	Evermore Territory Manager: _____
Contact Phone: _____	Onsite Audit: _____
	Phone Audit: _____

**A. CURRENT STATUS REVIEW:**

- |  |   |     |    |
|--|---|-----|----|
| 1. Are you currently an UBC supplier to Novelis or Alcoa?                                      | If no, and a "new supplier", skip to question 8 | Yes | No |
| 2. If yes, which customer ship location do you currently ship too?                             | _____   |     |    |
| 3. What is your overall quality rating with your current customer?                             | _____   |     |    |
| 4. Have you ever had an UBC quality or packaging rejection?                                    |   | Yes | No |
| 5. If yes, why?  | _____   |     |    |
| 6. Have you ever been on your customer's Quality Alert status or issued a DMR?                 |   | Yes | No |
| 7. If yes, why?  | _____   |     |    |
| 8. Describe your UBC Process/Business (ex. Scrap yard, MRF, Redemption Center, etc.)           |   |     |    |
| _____  |   |     |    |
| 9. How much UBC do you sell per year (per lbs)?  |   |     |    |
| _____  |   |     |    |
| 10. What other products do you recycling at your facility?                                     |   |     |    |
| _____  |   |     |    |
| 11. Are UBC's processed on a dedicated line?   |   | Yes | No |
| 12. If no, how are chambers and conveyors purged prior to UBC processing?                      | _____   |     |    |
| _____  |   |     |    |
| 13. Have you received or reviewed the Evermore Recycling UBC Product Quality Specification?    |   | Yes | No |
| 14. Can you meet the requirements of the Evermore Recycling UBC Product Quality Specification? |   | Yes | No |
| 15. Does the Evermore Recycling Territory Manager have photos of your facility?                |   | Yes | No |

**B. FACILITY REVIEW:**

- |   |     |    |
|---|-----|----|
| 1. Receiving area is covered.                                     | Yes | No |
| 2. Receiving area is paved.                                       | Yes | No |
| 3. Receiving area is clean and dry.                               | Yes | No |
| 4. All incoming UBC's are inspected for contaminants at purchase. | Yes | No |
| 5. Unprocessed UBC's are kept separate from other materials.      | Yes | No |
| 6. Unprocessed UBC storage area is clean and kept dry.            | Yes | No |
| 7. Unprocessed UBC's storage area is covered.                     | Yes | No |

8. Unprocessed UBC storage area is paved.	Yes	No
9. UBC processing area is clean and dry.	Yes	No
10. UBC processing area is covered.	Yes	No
11. UBC processing area is paved.	Yes	No
12. Processed UBC storage area is covered.	Yes	No
13. Processed UBC storage area is protected against cross contamination.	Yes	No
14. UBC shipping area is clean and dry.	Yes	No
15. UBC shipping area is covered.	Yes	No
16. All outgoing UBC shipments are inspected for contaminants.	Yes	No

**C. EQUIPMENT REVIEW:**

**Equipment Profile:**

Baler \_\_\_\_\_

Bale Dimensions:

\_\_\_\_\_ X X \_\_\_\_\_

Avg. Bale Weight

\_\_\_\_\_

Densifier \_\_\_\_\_

Biscuit dimensions:

\_\_\_\_\_ X X \_\_\_\_\_

Avg. Biscuit Weight

\_\_\_\_\_

1. Is the baler/densifier adjustable?	Yes	No
2. Equipment is regularly maintained and a preventive maintenance schedule is in place.	Yes	No
3. Equipment is regularly cleaned.	Yes	No
4. UBC's are processed over an Eddy current?	Yes	No

**Screens:**

1. Screens or trommels are used to remove non-UBC material.	Yes	No
2. Screens and trommels are clean.	Yes	No

**Magnetic Separation:**

1. Equipment has magnetic separation.	Yes	No
2. Magnets are currently working.	Yes	No
3. Magnets are regularly tested.	Yes	No
4. Discharge chute is free of obstruction.	Yes	No
5. Manual pickers are present on the line.	Yes	No

**Scales:**

1. Scales are properly calibrated for accuracy.	Yes	No
2. Scales have a certified seal by local weights and measures.	Yes	No

**Trailers/Railcars:**

1. Trailers/railcars are inspected for cleanliness prior to loading.	Yes	No
2. Trailers/railcars are inspected for noticeable holes in the floor, sides and roof prior to loading.	Yes	No
3. Seals are placed on trailers/railcars prior to their departure from your facility.	Yes	No
4. You are adhering to the Evermore Recycling and Member Companies shipping requirements.	Yes	No

**D. Training:**

1. Is there a Quality Training Program at your facility?

Yes

No

2. If yes, please describe.

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**D. Audit Overview:**

**Recommendation:**

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**Supplier Comments:**

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**Follow-up (if required):**

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**Overall Recommendations: (Check-one)**

*This must be filled out by an Evermore Recycling Territory Manager or Quality Representative.*

"In my judgment, this company/facility **has** the process, procedures, and commitment to quality such that they can supply UBCs expected by Evermore Recycling and its Member Companies Facilities".

"In my judgment, this company/facility **does not have** the process, procedures, and commitment to quality such that they can supply UBCs expected by Evermore Recycling and its Member Companies Facilities".

**Auditor Signature and Date:**

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**Audit Approved Date:**

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(Once audit is approved, qualification loads can be scheduled)