

**SECTION I - GENERAL**

NAME AND ADDRESS OF CONTRACTOR	MANUFACTURER'S CODE	
KEY PACKAGING PERSONNEL <i>(Name, Title and Office Phone)</i>	EMPLOYEES ASSIGNED TO PACKAGING	
	FULL TIME	PART TIME
	TRAINING <i>(Check Appropriate Box)</i> <input type="checkbox"/> SMPT <input type="checkbox"/> HAZ MAT <input type="checkbox"/> NONE <input type="checkbox"/> OTHER <i>(Specify)</i>	
NAME AND ADDRESS OF PACKAGING SUBCONTRACTOR <i>(When Applicable)</i>	GENERAL KNOWLEDGE OF MILITARY PACKAGING <i>(Check One)</i> <input type="checkbox"/> GOOD <input type="checkbox"/> FAIR <input type="checkbox"/> POOR INSTRUCTIONS TO SUBCONTRACTORS ARE ACCURATE, TIMELY AND INCLUSIVE <i>(Check One)</i> <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	

SUBCONTRACTOR ARRANGEMENT *(Check One)*

ALWAYS USES A PACKAGING SUBCONTRACTOR       USES A PACKAGING SUBCONTRACTOR SELECTIVELY  
 PACKAGES EVERYTHING IN HOUSE

CONTRACTOR PROCEDURES	YES	NO	SAFETY	ADEQUATE	INADEQUATE	N/A
1. ARE DELINEATED IN WRITING			1. HOUSEKEEPING CONDITIONS			
2. HAS SYSTEM FOR MAINTAINING SPECS IN A CURRENT STATUS			2. HANDLING OF CLEANING SOLVENTS			
			3. PROCESSING OF DANGEROUS ITEMS			
3. CONTRACTUALLY REQUIRED REVISIONS OF SPECS ARE AVAILABLE.			4. APPLICABLE DANGEROUS MATERIALS TARIFFS AND REGULATIONS ARE AVAILABLE AND UP TO DATE			
4. HAS PROCEDURE FOR RECEIPT OF GOVERNMENT FURNISHED MATERIAL <i>(GFM) (Loss and Damage)</i>						

**SECTION II - MILITARY PACKAGING POLICIES AND PROCEDURES**

SUBJECT	GENERAL KNOWLEDGE			
	GOOD	FAIR	LIMITED	N/A
1. LEVELS OF PACKAGING AND PACKING				
2. METHODS OF PROTECTION <i>(packaging/packing)</i>				
3. PACKAGE DESIGN VALIDATION AND PREPRODUCTION TESTING				
4. PACKAGING REQUIREMENT CODES/RELATED DOCUMENTATION				
5. PALLETIZATION/CONSOLIDATION/CONTAINERIZATION				
6. MARKING/BAR CODING REQUIREMENTS				
7. APPLICABLE SPECIFICATIONS AND STANDARDS				
8. ENVIRONMENTAL CONSIDERATIONS <i>(RECYCLING, BIODEGRADABILITY, REUSABILITY)</i>				
9. ESD PROTECTION <i>(PACKAGING/MATERIALS HANDLING)</i>				
10. PACKAGING COMPUTER SOFTWARE APPLICATIONS				
<i>(Specify)</i>				

REMARKS *(Include travel directions)*

**SECTION III - FACILITIES**

SUBJECT	ADEQUACY			
	GOOD	FAIR	LIMITED	N/A
1. STORAGE AND HANDLING OF PACKAGING MATERIALS				
2. UTILIZATION OF MECHANIZATION				
3. WORK AREA LAYOUT AND MATERIAL FLOW				
4. TOTAL STORAGE SPACE (SQ. FT.)				
5. HAS IMMEDIATE ACCESS TO LOADING FACILITIES <input type="checkbox"/> TRUCK <input type="checkbox"/> RAIL	6. DISTANCE TO TERMINAL FOR SHIPMENT VIA: AIR _____ RAIL _____ WATER _____			

**SECTION IV - EQUIPMENT AVAILABLE** (Check Appropriate Box(s))

1.	<input type="checkbox"/> MANUAL	<input type="checkbox"/> AUTOMATIC HEAT SEALER	9.	<input type="checkbox"/> FOAM-IN-PLACE EQUIPMENT
2.	<input type="checkbox"/> BOX STITCHING MACHINE		10.	<input type="checkbox"/> PACKAGE TEST EQUIPMENT
3.	<input type="checkbox"/> AUTOMATIC NAILER		11.	<input type="checkbox"/> PALLET JACK <input type="checkbox"/> HAND TRUCKS
4.	<input type="checkbox"/> STENCIL MAKER		12.	<input type="checkbox"/> FORKLIFT (                      )
5.	<input type="checkbox"/> STRAPPING EQUIPMENT		13.	<input type="checkbox"/> CRANE/CAPACITY (                      )
6.	<input type="checkbox"/> BOX MAKING MACHINE		14.	<input type="checkbox"/> BARCODE PRINTER <input type="checkbox"/> SCANNER
7.	<input type="checkbox"/> HEAT SHRINK EQUIPMENT		15.	<input type="checkbox"/> OTHER (Describe)
8.	<input type="checkbox"/> MANUAL	<input type="checkbox"/> AUTOMATIC STRETCH WRAPPER		

**SECTION V - PACKAGING COSTS**

				YES	NO
1. a.	<input type="checkbox"/> DIRECT COSTS	b.	<input type="checkbox"/> INDIRECT COSTS	2.a. PACKAGING MATERIALS ARE PROCURED COMPETITIVELY	
c.	<input type="checkbox"/> % FACTOR	d.	<input type="checkbox"/> OTHER	b. PACKAGING SERVICES ARE PROCURED COMPETITIVELY	
e.	CONTRACTING (Packaging) COST ESTIMATING SYSTEM REVIEW HAS BEEN ACCOMPLISHED.		<input type="checkbox"/> YES	c. PROCUREMENT SYSTEM SURVEY (Packaging) ON FILE	
			<input type="checkbox"/> NO (Date)		

**SECTION VI - CONCLUSIONS**

1. DOES CONTRACTOR'S COMMERCIAL PACKAGING SATISFY MILITARY PACKAGING LEVELS OF PROTECTION? DESCRIBE.		
2. DOES CONTRACTOR HAVE OTHER DoD CONTRACTS? (If YES, list Buying Activity)		
3. SUMMARIZE OVERALL ACCEPTANCE OF PACKAGING OPERATION TO MEET CURRENT CONTRACTUAL REQUIREMENTS - CAPABILITY TO EXPAND IF NECESSARY - AREAS NEEDING IMPROVEMENT - OTHER PERTINENT COMMENTS. (USE ADDITIONAL SHEET, IF NECESSARY)		

PREPARED BY (Name, Title and Date)