



CUSTOM PRODUCTS & SERVICES

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QUALITY MANAGEMENT SYSTEM



POWERFLOR CABLE MANAGEMENT



HYDRAULIC AND PNEUMATIC TOOLS



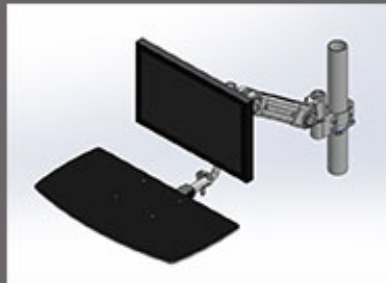
CARTS AND SHELVING



MICRO-ABRASIVE SAND BLASTERS



WORKBENCHES



LCD AND LED MONITOR ARMS



CLASSROOM FURNITURE



QUALITY POLICY

Custom Products & Services, Inc. is committed to providing our customers with the highest quality products and services available. This is achieved through supplier partnerships, technical experience, rapid customer support and leadership. We continually strive for improvements at all levels of our organization.

1.0 PURPOSE

To document the Quality Management System (QMS) utilized for all products manufactured by or distributed by Custom Products & Services, Inc. (CPS). This document is meant only as a summary of the requirements and procedures used internally to insure all manufacturing specifications meet or exceed the quality levels established by either (1) the manufacturer (supplier) or (2) CPS (for any products designed and manufactured by CPS). Specific internal documents are available upon request for any products manufactured by CPS. CPS functions as both a distributor and manufacturer (depending upon the specific product involved). Documentation for products which we offer on a distributor level may be available at the discretion of our supplier. Contact Jim Norton (jim@custom-products.com) with requests for specific documentation.

2.0 SCOPE

Specific task implementation depends upon whether the products involved are (1) designed / manufactured by CPS or (2) provided in full or in part by one or more of our vendors or suppliers for resale to the customer. Vendor supplied product specifications are not controlled by CPS.

3.0 CERTIFICATIONS

CPS is not ISO 9000 certified. The bulk of the products designed / manufactured by CPS are custom or specialized items built to perform specific tasks as directed by the customer, usually in small quantities. However, many of our suppliers are, in fact, ISO 9000 certified. Supplier certification can be supplied upon request.

4.0 QUALITY RECORDS

Quality records are maintained to verify required quality objectives. Records are stored, protected and disposed of to meet retention schedules and security requirements.

5.0 QUANTITY PLANNING

Each department will prepare and manage quality plans and objectives to maintain the QMS while continuing to promote improvements to both the product and the processes.

6.0 MANAGEMENT REVIEW

CPS management will review all quality results to insure the effectiveness of the QMS. Quality reviews are performed continuously to verify all objectives.

7.0 HUMAN RESOURCES

Competency requirements are defined in job descriptions and procedures. Management will provide training to insure competency levels are maintained. Management will define and implement methods to evaluate training effectiveness.

8.0 CUSTOMER REQUIREMENTS AND CONTRACT REVIEW

Management will provide methods for initial review and subsequent changes to customer satisfactions and contracts for control of quality, reliability, safety, service and process requirements. Documents related to these reviews will be distributed to all appropriate departments or personnel.

9.0 DESIGN AND DEVELOPMENT

Management and engineering will implement design control requirements on any products manufactured by CPS. These controls will assure that those products meet or exceed all objectives for functionality, quality, reliability and customer satisfaction. Development and design records will be maintained or accessible within the system to demonstrate conformance. Records associated with vendor supplied products are available upon request.

10.0 PURCHASING / SUPPLIER QUALITY

CPS has established a system to insure that materials, products or services purchased by CPS conforms to all requires specifications. All suppliers are evaluated, selected and re-evaluated based upon their ability to meet specified requirements.

11.0 INSPECTION / TEST

Received products or materials will be verified as conforming to specified requirements. Verification will be in accordance with quality plans and documented procedures.

During the manufacturing process, products will be inspected and tested at pre-determined points as defined by the Quality Plan and documented procedures.

Inspection and test records will be maintained to provide evidence of product conformity and to confirm that all elements of the procedures have been met.

12.0 PRODUCT IDENTIFICATION, TRACEABILITY AND STATUS

Management and engineering will establish systems to identify materials and product at all stages of production, packaging, installation and repair. Traceability is required by codes, regulations or contract. Items will be traced to a specific source and have a unique identifier.

13.0 INTERNAL QUALITY AUDIT

Each department will develop, document and implement internal quality audit programs to insure QMS conforms to requirements and is implemented and maintained.

14.0 CORRECTIVE AND PREVENTIVE ACTIONS

Each department will establish, document and maintain systems for identifying non-conformities (including customer complaints) and initiate corrective and preventative actions. The level of management involvement will be dictated by the magnitude of the problem and risks encountered. A documented procedure will be established to define requirements for:

- Investigating the cause of (potential or actual) non-conforming products, processes or services.
- Determine and implement corrective action to insure non-conformities do not occur or recur.
- Review effectiveness of actions taken
- Maintain records accordingly

15.0 SUMMARY

The policies and procedures listed above apply primarily to products designed and manufactured by CPS. For any of the products supplied by CPS to our customers that are manufactured by others, documentation relating to manufacturing procedures, quality control, designs, materials, inspection, etc. are beyond the scope of this document. Upon request, CPS will make every effort to secure the documentation required for the customer. Please direct all questions or inquiries to: Jim Norton (jim@custom-products.com).