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Hughes-Peters
8000 Technology Blvd
Huber Heights, Ohio 45424
Phone (937) 235-7100
Fax (937) 235-7111



Distributors of
Electronic Components

We have received your company quality survey. Enclosed is Hughes-Peters' survey package. If you require other information please contact your sales person.

Thank you,

A handwritten signature in black ink, appearing to read "Michael Okel".

Michael Okel
President

Enclosure: Survey Package

COMPANY HISTORY

Hughes-Peters was first formed as a partnership in 1921 by John Hughes and Henry Peters. In 1923 they incorporated the company, but shortly thereafter Henry Peters retired.

The company was formed to distribute electrical construction materials and supplies to small municipalities in Central Ohio for the installation of their electrical wiring systems.

Over the next 65 years the company changed ownership several times. Along with the ownership changes, the company added new operations to the organization. As the electronic appliance industry grew, the company became a retail dealer of radios, hi-fis and televisions. Other ventures included retail sales of records and albums, HVAC systems, along with electronic components to hobbyist and repair shops.

During the era of the late 50's and early 60's the company's electronic component sales grew while the record and appliance sales met heavy competition from other newly formed retailers. The company took a new direction and focused 100% in the distribution of electronic components that even included mobile retail outlets. Like MAC tools, Hughes-Peters would cover most of Ohio and sell electronic components to the repair shops from the back of a truck.

During the 70's and beyond, the company moved with the industries. As more and more electronic devices appeared, the company supplied the needs of their customer with the most recent state of the art components. Our customer base became more manufactures of electronic devices. Today we supply a wide array of customers from those manufacturing lift trucks to others developing communication networks.

In September 1999, the company changed ownership for the final time. Mike Okel, Mike Smith, and Donna Hensley took over the ownership of the company with a focus on being "The biggest little distributor in the Midwest." In 2002, the company moved into the Huber Heights, OH facility where the corporate office is currently located. In 2007, two acquisitions added locations in Illinois, Indiana, Minnesota, Wisconsin, Michigan and Texas. The company will continue to market electronic components to OEM's and contract manufacturers. In addition, the company will grow its value added business and become a full service supplier to our customers. Our focus will be to meet the needs of our customer that the larger electronic distributors fail to meet.

Company Name

Company Name: MJO Industries dba Hughes-Peters
Address: 8000 Technology Blvd
Huber Heights, OH 45424
Phone: 937-235-7100
Remittance: PO BOX 712549
Cincinnati, OH 45271
Business: S-Corp, Pennsylvania Distributor
Size: Small Business
Duns#: 00-430-6288
Tax ID #: 25-1841702
Owners: Michael Okel – Active
Michael Smith – Active
Donna Hensley – Active
Quality Contact: Memphis Stevens
Phone: 937-235-7100

HISTORY

Years in Business: 88
Years Current Owners: 12
Locations: 7
Yearly Sales: 40 mil
Number Employees: 90
Union: No

FACILITIES

Corporate/Dayton Branch: 30,000 sq - Owned
6 Sales Locations: 1,500-2,500sq - Leased

**HSB REGISTRATION SERVICES
595 E. SWEDESFORD ROAD
WAYNE, PENNSYLVANIA 19087**

Certificate of Registration

This is to certify that:
Hughes-Peters
8000 Technology Boulevard
Huber Heights, OH 45424

Has established and applied a Quality Management System for:
Distribution and Value-Added Assembly
of Electronic Components,
Excluding Design and Development (7.3)

Proof has been furnished that the requirements according to
ISO 9001:2008
are fulfilled.

EA Code: 29

Certificate Number: HQ-Q-810

Initial Audit Date: August 7, 2004

Effective Date: December 22, 2010

Expiration Date: December 21, 2013

Revision Date:



Jane M. Kwabeh
Signed on behalf of HSB Registration Services



Quality Policy Manual

- *QUALITY POLICY* -

***“Striving to be the Biggest
Little Distributor in the Midwest”***

**MAIN OFFICE
8000 Technology Blvd.
Huber Heights, OH 45424
Tel: (937) 235-7100
Fax: (937) 235-7111
Web site: www.hughespeters.com**

NOTE: *Except as may be otherwise provided by contract, this Quality Policy Manual is issued in strict confidence and shall not be reproduced, copied, or used without expressed written consent of the management at Hughes-Peter, Inc.*

2.0 EXECUTIVE MANAGEMENT’S COMMITMENT TOC1

The policies, objectives and procedures defined in this manual, its supporting procedures and documentation, apply to all operations and processes performed by **Hughes-Peters, Inc. (HPI)** employees (full, part, temporary and/or contract) in facilities located in the **Huber Heights, Ohio** area.

Furthermore, we are committed in meeting Customer requirements, needs and expectations on a continuous basis. Continuous improvements to this quality policy, objectives, procedures and documentation, processes, services and product will be a top priority of our Management Team and employees.

Mike Okel
President

Memphis Stevens
Management Representative

[Signatures on file in Master Hardcopy folder]

3.0 QUALITY SYSTEM SCOPE TOC1

Hughes-Peters, Inc. (HPI) is a distributor of electronic components and a provider of value added processes. One of the major factors of **Hughes-Peters'** success in the highly competitive electronic industry is the value they place on their employees. **Hughes-Peters** go the extra mile to motivate their employees by involving them in various activities. This positive work environment demonstrates to the employees that they are valued by the company. The employees in turn strive to produce the highest quality product.

Product Design is a permissible exclusion for Hughes-Peters, Inc., Inc. (HPI) is not responsible for product design. Non-applicability statements, where applicable, are documented in this Quality Policy Manual and its Supporting Procedures located in Annex A of this manual.

CONTINGENCY PLAN

In the event of a catastrophe, Hughes Peters will move into an empty warehouse in the Dayton, OH area, if possible. Computer systems can be up and running within 24 – 48 hours with limited access. Some operations may move to the Wisconsin facility.

Cross Reference Index (informative)
Hughes Peters, Inc. ISO 9001:2000 Quality Management System

Manual Section	Procedure Process Map or Other Document Title	ISO 9001:2000 STANDARD CLAUSE
4.1	MASTER Procedure Process Map	4.1 General Requirements
4.2.1	<i>Manual, Procedures, Instructions</i>	4.2.1 Documentation Requirements (General)
4.2.2	<i>Manual (This entire document)</i>	4.2.2 Quality Manual
4.2.3	Document Control Transmitting Confidential Data Safeguarding Computer Data	4.2.3 Control of Documents (<i>Procedure Required</i>)
4.2.4	Record Control Cross Reference of Records	4.2.4 Control of Records (<i>Procedure Required</i>)
5.1	<i>Quality Policy Statement Objectives & Metrics</i>	5.1 Management Commitment
5.2	Customer Satisfaction/Dissatisfaction Customer Survey Quote/Contract Review	5.2 Customer Focus
5.3	<i>Quality Policy Statement</i>	5.3 Quality Policy
5.4.1	<i>Objectives & Metrics</i>	5.4.1 Quality Objectives
5.4.2	<i>Objectives & Metrics Job Package</i>	5.4.2 Quality Management System Planning
5.5.1	<i>Organizational Chart Job Descriptions</i>	5.5.1 Responsibility and Authority
5.5.2	Management Representative	5.5.2 Management Representative
5.5.3	Employee Communication Quality Memo Objectives & Metrics	5.5.3 Internal Communication
5.6.1	Management Review Management Review Minutes	5.6.1 Management Review (General)
5.6.2	Management Review Corrective Action Preventive Action Internal Audit Management Review Minutes	5.6.2 Management Review Input
5.6.3	Management Review Corrective Action Preventive Action Continual Improvement Management Review Minutes	5.6.3 Management Review Output

Manual Section	Procedure Process Map or Other Document Title	ISO 9001:2000 STANDARD CLAUSE
6.1	Training Management Review <i>Resource Planning Evidence</i>	6.1 Provision of Resources
6.2.1	Training	6.2.1 Human Resources (General)
6.2.2	Training <i>Training Matrix</i> <i>Job Descriptions</i> <i>Organizational Chart</i> <i>Performance Reviews</i> <i>Training Effectiveness Reviews</i> <i>Training Outlines</i>	6.2.2 Competence, Awareness and Training
6.3	Safeguarding Computer Data Preventive Maintenance <i>Facility Layout</i>	6.3 Infrastructure
6.4	Housekeeping <i>Housekeeping Schedule</i>	6.4 Work Environment
7.1	<i>Job Packages</i>	7.1 Planning of Product Realization
7.2.1	Quote/Contract Review <i>Job Packages</i>	7.2.1 Determination of Requirements Relating to the Product
7.2.2	Quote/Contract Review <i>Job Packages</i>	7.2.2 Review of Requirements Relating to the Product
7.2.3	Quote/Contract Review <i>Job Packages</i>	7.2.3 Customer Communication
7.3.1	EXCLUSION	7.3.1 Design and Development Planning
7.3.2	EXCLUSION	7.3.2 Design and Development Inputs
7.3.3	EXCLUSION	7.3.3 Design and Development Outputs
7.3.4	EXCLUSION	7.3.4 Design and Development Review
7.3.5	EXCLUSION	7.3.5 Design and Development Verification
7.3.6	EXCLUSION	7.3.6 Design and Development Validation
7.3.7	EXCLUSION	7.3.7 Control of Design and Development Changes

Manual Section	Procedure Process Map or Other Document Title	ISO 9001:2000 STANDARD CLAUSE
7.4.1	Purchasing Supplier Approval Supplier Ratings	7.4.1 Purchasing Process
7.4.2	Purchasing Supplier Approval Approved Supplier List Letters to Suppliers Purchase Order Purchase Order Terms & Conditions	7.4.2 Purchasing Information
7.4.3	Purchase Order Terms & Conditions	7.4.3 Verification of Purchased Product
7.5.1	Preventive Maintenance Preventive Maintenance Records Job Packages Work Instructions	7.5.1 Control of Production and Service Provision
7.5.2	Process Design Inspection Job Packages Inspection Instructions	7.5.2 Validation of Processes for Production and Service Provision
7.5.3	Job Order Numbering Scheme	7.5.3 Identification and Traceability
7.5.4	Customer Supplied Items Transmitting Confidential Data	7.5.4 Customer Property
7.5.5	Job Packages Shipping Instructions	7.5.5 Preservation of Product
7.6	Calibration	7.6 Control of Monitoring & Measuring Devices
8.1	Objectives & Metrics	8.1 General
8.2.1	Customer Satisfaction/Dissatisfaction Customer Survey	8.2.1 Customer Satisfaction
8.2.2	Internal Audit Corrective Action Preventive Action Management Review Annual Internal Audit Plan & Schedule Auditor Qualification Records	8.2.2 Internal Audit (<i>Procedure Required</i>)
8.2.3	Objectives & Metrics	8.2.3 Monitoring and Measurement of Processes
8.2.4	Objectives & Metrics	8.2.4 Monitoring and Measurement of Product
8.3	Control of Nonconformity Internal Audit	8.3 Control of Nonconforming Product (<i>Procedure Required</i>)
8.4	Objectives & Metrics	8.4 Analysis of Data
8.5.1	Continual Improvement Continual Improvement Projects Objectives & Metrics	8.5.1 Continual Improvement

Manual Section	Procedure Process Map or Other Document Title	ISO 9001:2000 STANDARD CLAUSE
8.5.2	Corrective Action <i>Corrective Action Requests</i> Customer Satisfaction/Dissatisfaction Management Review Internal Audit	8.5.2 Corrective Action (<i>Procedure Required</i>)
8.5.3	Preventive Action <i>Preventive Action Requests</i> Customer Satisfaction/Dissatisfaction Management Review Internal Audit <i>Annual Internal Audit Plan & Schedule</i>	8.5.3 Preventive Action (<i>Procedure Required</i>)

MANUAL REVISION HISTORY

This manual was issued on 11/01/03 at Revision 3/26/04. It has been revised as follows:

<i>Clause</i>	Date	Revision Details	Revision Level	Approval
ALL	11/01/03	Draft Release of ISO 9001 (2000) Revision of Management System Manual & Supporting documentation.	11/01/03	JT
ALL	02/17/04	Final Version submitted after review by Management Team (Titles added)	02/17/04	JT
ALL	03/26/04	Total Restructuring of Manual due to new Sanctioned ISO 9001:2000 Interpretation by the ISO Technical Committee.	03/26/04	JT
ALL	07/19/04	Changed printed 24 hour uncontrolled statement to be uncontrolled when printed.	07/19/04	JT
2.0	04/03/07	Changed Management Rep from Jeff Thompson to Betsy DeMaio	04/03/07	BD
5.5.3	05/23/07	Updated Employee Communication Procedure to include e-mail.	05/23/07	BD
8.5.1	05/23/07	Updated Continual Improvement Procedure to include department manager on suggestion review.	05/23/07	BD
6.4	05/23/07	Updated Housekeeping Procedure to reflect outside cleaning service being used.	05/23/07	BD
5.6.1	08/08/07	Updated Management Review to include QMS changes, customer feedback, process/product conformance.	08/08/07	BD
6.1, 6.2.1, 6.2.2	08/14/07	Updated Training Procedure to include note on how training effectiveness is documented.	08/14/07	BD
5.6.2, 8.2.2, 8.3, 8.5.2, 8.5.3	08/16/07	Changed internal auditor qualifications on the Internal Audit procedure.	08/16/07	BD
5.6.2, 8.2.2, 8.3, 8.5.2, 8.5.3	02/29/08	Removed internal audit checklist from Internal Audit procedure.	02/29/08	BD

Clause	Date	Revision Details	Revision Level	Approval
7.4.1, 7.4.2	02/29/08	Changed who receives Supplier Approval Form to financial analyst	02/29/08	BD
7.5.2	06/06/08	Removed Process Elephants from Process Design P&P Map	06/06/08	BD
4.2.3	06/12/08	Added server crashes to Safeguarding Computer Data P&P map	06/12/08	BD
n/a	07/10/08	Added Contingency Plan	07/10/08	BD & MJO
7.4.1, 7.4.2	07/10/08	Added Approval for Purchases Guidelines to Purchasing P&P Map	07/10/08	BD
7.4.1, 7.4.2	07/24/08	Removed Supplier Approval Form from Supplier Approval P&P Map	07/24/08	BD
5.5.1, 6.6.2	08/07/08	Updated Organization Chart	08/07/08	BD & MJO
ALL	05/18/09	Updated & reviewed all procedures to the new 2008 revision	05/18/09	BD