

## Supplier Self-Assessment

Dear Sir or Madam,

This questionnaire is used for the assessment and preselection of vendors who are suppliers as well as for the preparation of quality management system audits. The information will remain confidential and will not be made available to third parties. Please answer all questions in English or German language and use additional sheets, if necessary. Unanswered questions negatively affect the preselection of the suppliers.

### Company data

Company's name	_____
Legal form / cash investment	_____
Ownership structure	_____
Trader register entered since	_____
Division (if applicable)	_____
Code	_____
Address	_____
P.O. Box	_____
ZIP code, city, country	_____
Telephone number	_____
Telefax	_____
E-mail	_____
Homepage	_____
Responsible financial auditor	_____
Banking account	_____
VAT number	_____

Address of Associated Factories (Name, Location, ZIP Code)

\_\_\_\_\_

Affiliation to Industrial (Name, Location, ZIP Code)

\_\_\_\_\_

Contact Persons	Name:	Phone:	E-Mail:
Managing director	_____	_____	_____
Sales	_____	_____	_____
Development	_____	_____	_____
Logistics	_____	_____	_____
Quality Management	_____	_____	_____
Compliance	_____	_____	_____



# ISABELLENHÜTTE

Innovation by Tradition

## Headcount:

Total \_\_\_\_\_  
Administration \_\_\_\_\_  
Sales & procurement \_\_\_\_\_  
Development \_\_\_\_\_  
Manufacturing \_\_\_\_\_  
Quality Management \_\_\_\_\_  
Quality inspection \_\_\_\_\_

## Turnover development

Turnover two years ago [€] \_\_\_\_\_  
Turnover previous year [€] \_\_\_\_\_  
Turnover current year [€] \_\_\_\_\_  
Yield on turnover [%] \_\_\_\_\_  
Investments in the past three years [€] \_\_\_\_\_  
Planned turnover [€] \_\_\_\_\_  
Turnover share in automotive sector [€] \_\_\_\_\_

## References

Name the five largest customers with a turnover share.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

## Competitive situation

Competitors in sector of the planed cooperation (min. two names, rising):

\_\_\_\_\_

## Liability insurance

Limit of liability [€] \_\_\_\_\_

## Other data

Product range \_\_\_\_\_

## EDP systems used:

- ☐ PPS/BDE
- ☐ CAD-Art
- ☐ DFÜ-Standard
- ☐ EDI-Standard

## Certificates

☐ Independent quality assurance agreements are concluded with customers

- ☐ DIN IATF 16949, certified by \_\_\_\_\_ on \_\_\_\_\_ ☐ planned on \_\_\_\_\_  
☐ DIN EN ISO 9001 certified by \_\_\_\_\_ on \_\_\_\_\_  
☐ VDA Band 6.1 certified by \_\_\_\_\_ on \_\_\_\_\_  
Degree of performance [%] \_\_\_\_\_ Level \_\_\_\_\_
- ☐ DIN EN ISO 14001 \_\_\_\_\_  
☐ DIN EN ISO 50001 \_\_\_\_\_

Other:

- ☐ \_\_\_\_\_ certified by \_\_\_\_\_ on \_\_\_\_\_  
☐ \_\_\_\_\_ certified by \_\_\_\_\_ on \_\_\_\_\_

### Environment

- ☐ Environmental protection management available  
☐ Code of Conduct available  
☐ Sustainability rating (e.g., from EcoVadis) available \_\_\_\_\_  
\_\_\_\_\_

### Human rights, working conditions and business ethics

- ☐ Policy on labor conditions and human rights, covers the following areas:
- |  |  |
|--|--|
| <input type="checkbox"/> Child labor and young workers | <input type="checkbox"/> Modern slavery                    |
| <input type="checkbox"/> Wages and benefits            | <input type="checkbox"/> Ethical recruiting                |
| <input type="checkbox"/> Working hours                 | <input type="checkbox"/> Non-discrimination and harassment |
- ☐ Policy covering business ethics available

### Standards

- ☐ Application of standardized development processes (e.g., APQP) \_\_\_\_\_  
☐ Application of standardized software processes (e.g., SPICE, V-Modell) \_\_\_\_\_

### Business continuity planning

- ☐ Regularly standardized risk analysis of production  
☐ Regularly standardized risk analysis of procurement  
☐ Emergency plan available  
☐ Have you been directly or indirectly affected by natural disasters in the past, or is there a risk in this regard?  
\_\_\_\_\_

### Automotive processes

- ☐ The usual quality processes in the automotive industry are applied (e.g. APQP, maturity level, IMDS, etc.)  
\_\_\_\_\_

### Key quality data & delivery time

- ☐ First-pass-yield  
☐ Delivery reliability  
☐ Other \_\_\_\_\_

- ☐ Processes are monitored and controlled with the help of statistical process indicators (SPC) \_\_\_\_\_
- ☐ An average delivery reliability index is available for the requested product group \_\_\_\_\_ %
- ☐ Sufficient capacities are available for our requested product groups \_\_\_\_\_

What is the planned delivery time for the requested product?

\_\_\_\_\_

#### Traceability

Which methods do you use for trace ability purpose?

\_\_\_\_\_

#### Data security

We agree that the denoted information will be saved on data carriers at Isabellenhütte. We assure that the information will not be pass on to third person.

Please send us with the questionnaire copies of companies-organization-chart, available certificates as well as results of audits and your companies-brochure.

\_\_\_\_\_  
Date / Place

\_\_\_\_\_  
Name / Position

\_\_\_\_\_  
Company stamp / Signature