

We would like to ask that you fill out the following survey. This information is supposed to provide us with an overview of your business which serves as a prerequisite for an objective supplier assessment and the issuance of your status of an "approved supplier", as well as a factor in the improvement and expansion of our mutual collaboration. All of the information provided will be treated confidentially.

## ➤ Company:

Name:	Phone:
Street address:	Fax:
Zip-Code / City:	Mail:
Web:	Legal form:

## ➤ Production sites:

Address #1:	No. of employees:
Address #2:	No. of employees:
Address #3:	No. of employees:

## ➤ Total number of employees within the group:

Total:	Manufacturing:	Administration:	Quality assurance:	Research & development:
--------	----------------	-----------------	--------------------	-------------------------

## ➤ Contacs:

Position:	Name:	Phone:	Mail:
CEO:			
Marketing / sales:			
Quality assurance:			
Manufacturing:			
Logistics:			

## ➤ Assurance:

Do you have product liability insurance?	yes	no
Insurance sum:	Insurance company:	

Do you have product recall insurance?	yes	no
Insurance sum:	Insurance company:	

Would you agree to supply us with copies of the insurance policies?	yes	no
---	-----	----

What kind of contingency plans have been implemented in order to maintain your ability to supply goods?	Attachments:
---	--------------

## ➤ Revenue / Strategy:

Total yearly revenue:	Prior year:	2 years ago:	3 years ago:
Distribution:	Automotive:	%	Non-automotive:
			%
Revenue strategy:			
Automotive:	remains	unchanged	extend
Non-automotive:	remains	unchanged	extend
			reduce
			reduce

## ➤ Industry branch (please transmit info on business portfolio, machinery park, max. component dimensions etc. separately):

Manufacturing equipment:	Packaging:
Joining / welding tech.:	Steel / iron / non-ferrous metals:
Machining:	Thermal treatment:
Standard / drawing parts:	Tool & gauge constr.:
Surface treatment:	Miscellaneous:

## ➤ Serial production:

Quantity from	to
---------------	----

## ➤ Capacity of production facilities:

1-shift                      2-shift                      3-shift                      days per week

## ➤ Processing:

➤ Consignment stock:	yes	no	Credit available:	yes	no
➤ Electronic invoicing:	yes	no	EDI-connection:	yes	no

## ➤ Environment / REACH:

Our current portfolio contains products or components that

are hazardous materials:                      yes      no

fall within the definition of REACH regulations:                      yes      no

If so, which? (please add attachment)

Do you implement guidelines for the protection of resources?

yes      no

Attachment:

- Efficient use of resources

yes      no

Attachment:

- Increased energy efficiency

yes      no

Attachment:

- Reduction of emissions

yes      no

Attachment:

- Reduction of waste

yes      no

Attachment:

- Responsible management of chemicals

yes      no

Attachment:

- Responsible management of environmental impact

yes      no

Attachment:

## ➤ Quality management (please submit to us all existing and current certificates):

Does your company employ officially certified quality assurance methods / processes according to:

DIN EN ISO 9001:2015                      yes                      no

If not, (when) do you intend to implement and certify this QA standard?

Date:

ISO/TS 16949:2009

Date:

no

yes                      no

If not, (when) do you intend to implement and certify this QA standard?

Date:

no

If not, do you employ processes that comply with ISO/TS 16949 specifications?

yes                      no

IATF 16949:2016

yes                      no

If not, (when) do you intend to implement and certify this QA standard?

Date:

no

If not, do you employ processes that comply with IATF 16949 specifications?

yes                      no

DIN EN ISO 14001:2009

yes                      no

If not, (when) do you intend to implement and certify this QA standard?

Date:

no

ISO 50001:2011

yes                      no

If not, (when) do you intend to implement and certify this QA standard?

Date:

no

OHSAS 18001

yes                      no

If not, (when) do you intend to implement and certify this QA standard?

Date:

no

Do you permit Second Party Audits?

yes                      no

Would you agree to sign a quality assurance agreement?

yes                      no

According to which of the following standards can you conduct initial samplings?

VDA	Template level	1	2	3
PPAP	Level	1	2	3
Other				

## ➤ Ethics:

Responsability:

Have you defined directives for self-imposed responsibility?                      yes                      no                      Attachment:

## ☛ Employees:

- |   |     |    |             |
|---|-----|----|-------------|
| - Have you defined guidelines in order to ensure equality / non-discrimination of all employees with regard to disadvantages based on provenance, skin color, sex, age, religion, disability and private lifestyle? | yes | no | Attachment: |
| - Do you abide by workplace safety regulations?   | yes | no | Attachment: |
| - Have you defined regulations to ensure the separation of private and commercial interests?  | yes | no | Attachment: |
| - Have you defined regulations for the devolution of responsibilities?  |     |    |             |
| Do your employees receive appropriate briefings in order to meet the resulting requirements?  | yes | no | Attachment: |
| - Have you defined regulations to ensure professional integrity and prevent retaliatory actions?  | yes | no | Attachment: |

## ☛ Legal regulations:

- |  |     |    |             |
|--|-----|----|-------------|
| - Do you have effective guidelines to ensure conformity with the requirements of international commerce? | yes | no | Attachment: |
| - Do you have effective guidelines to ensure conformity with antitrust laws?                             | yes | no | Attachment: |
| - Do you have effective guidelines to ensure conformity with minimum wages, social welfare etc.?         | yes | no | Attachment: |
| - Do you have effective guidelines to ensure data security?  | yes | no | Attachment: |
| - Do you have effective guidelines to prevent plagiarism and unlawful use of intellectual property?      | yes | no | Attachment: |

## ☛ Complaint management:

- KLEiN provides a complaint management system to all partners. All written complaints should contain the following
- What causes the problem
  - Why is it a problem
  - How could the problem be resolved / how should it be
- Please address your complaint to the corresponding contacts at KLEiN Umformtechnik.

## ☛ Supply Chain:

\_\_\_\_\_ ? yes no

Attachment:

Regarding questions that require further clarification, please add corresponding attachments.

City

Date

Issuer

WE THANK YOU FOR SUPPORTING OUR EFFORTS TO IMPROVE OUR COLLABORATION.