



Date:

contact person

| | |
|-------|--|
| Name | |
| phone | |
| email | |
| fax | |

general information supplier

| | |
|--|--|
| supplier code | |
| commodity/product of interest for costumer | |
| technoloy of interest for customer | |

| | |
|--------------------|--|
| DUNS code | |
| company name | |
| legal form | |
| year of foundation | |

address of headquarters

| | |
|-------------|--|
| street | |
| city | |
| state | |
| Country | |
| postal code | |
| phone | |
| fax | |

supplier contact

| | |
|------------------|--|
| name | |
| phone | |
| email | |
| fax | |
| languages spoken | |



supplier contact electronic data information (EDI) facilities

| | |
|------------------------|--|
| location | |
| system in use | |
| communication standard | |
| contact person | |
| phone | |
| email | |

products

| | |
|---------------------------------------|----|
| main product groups | 1. |
| | 2. |
| | 3. |
| | 4. |
| | 5. |
| | 6. |
| current maximum capacity each product | 1. |
| | 2. |
| | 3. |
| | 4. |
| | 5. |
| | 6. |

tooling

| | |
|--|---|
| percentage of in-house tooling design | % |
| percentage of in-house tooling manufacturing | % |
| tooling suppliers | % |



customers (by volume)

| | | | | |
|--------------------------------------|---|---|---|---|
| all your customers (list only names) | | | | |
| 4 biggest customers | | | | |
| industry | | | | |
| unit volume per year | | | | |
| sales per year | | | | |
| percent of total sales | % | % | % | % |
| percent of sales exported | % | % | % | % |
| production capacity utilization | % | % | % | % |

main suppliers (by purchase volume)

| | | | | |
|---------------------------------------|-----|-----|-----|-----|
| supplier name | | | | |
| product group | | | | |
| product | | | | |
| location/country of origin | | | | |
| distance to your plant | | | | |
| annual quantity | €/€ | €/€ | €/€ | €/€ |
| percentage of total purchasing volume | €/€ | €/€ | €/€ | €/€ |

product quality

| | commodity/product of interest | overall |
|---|-------------------------------|---------|
| internal ppm | | |
| internal scrap rate | | |
| first time (no rework) capability | | |
| external ppm | | |
| on-time delivery | | |
| for electric/electronic: which statistical methods for early detection of failures (e.g. part average analysis – PAA) do you apply? | | |



location/site

| | |
|---|--|
| name of location | |
| total number of employees shopfloor/office | |
| management | |
| R&D | |
| engineering (product) | |
| engineering (Process) | |
| production | |
| service | |
| sales | |
| purchasing | |
| quality | |
| toolshop and maintenance | |
| others | |
| total facility area size | |
| manufacturing | |
| laboratory | |
| engineering | |
| administration | |
| others | |
| possible expansion | |

manufacturing facilities (only for processes used for commodity/product of interest)

| type of machinery | producer | year of construction | utilization |
|-------------------|----------|----------------------|-------------|
| | | | % |
| | | | % |
| | | | % |
| | | | % |
| | | | % |
| | | | % |



manufacturing work pattern

| | |
|-------------------------|--|
| shift-modell | |
| working hours per shift | |
| working days per week | |
| union affiliation | |
| work days per year | |
| extra time possible | |

quality management

| Certifications | description | certification body | expiry |
|--|-------------|--------------------|--------|
| Quality (DIN 9001/IATF 16949) | | | |
| | | | |
| Safety and Health (DIN 45001) | | | |
| Information Security (TISAX/DIN 27001) | | | |
| Enviroment (EMAS/DIN 14001) | | | |
| inhouse laboratory regis- tered | | | |
| software development: ISO 15504 (SPICE) level? | | | |
| software development: CMM / CMMI level? | | | |
| list the laborities used for validating commodity/product of interest: | | | |
| list supplier activities during customer ramp up: | | | |

ownership

| | |
|----------------|----|
| parent company | 1. |
| | 2. |
| | 3. |
| | 4. |
| | 5. |



| | |
|--|----|
| main owners | 1. |
| | 2. |
| | 3. |
| | 4. |
| | 5. |
| participations | 1. |
| | 2. |
| | 3. |
| | 4. |
| | 5. |
| joint ventures | 1. |
| | 2. |
| | 3. |
| | 4. |
| | 5. |
| alliances/cooperations | 1. |
| | 2. |
| | 3. |
| | 4. |
| | 5. |
| list the parties you have received licenses from for product and/or processes. | 1. |
| | 2. |
| | 3. |
| | 4. |
| | 5. |
| list the parties you have given licences to for product and / or processes. | 1. |
| | 2. |
| | 3. |
| | 4. |
| | 5. |



research & development

| | for commodity / product | overall |
|---|-------------------------|---------|
| current customers during product creation phase | | |
| products in focus of R&D activities | | |
| brief description of prototype facilities | | |
| brief description of testing facilities | | |
| CAD data processing | | |

business development (please attach your latest annual report)

| for each year listed (last four years) | | | | |
|---|---|---|---|---|
| total turnover | | | | |
| production utilization | % | % | % | % |
| market share | % | % | % | % |
| number of employees | | | | |
| export percentage | | | | |
| volume of purchased materials | | | | |
| expenditures for tooling/equipment | | | | |
| expenditures for research and development | | | | |
| expenditures for wages/salaries | | | | |

explain your current logistic methods – (local/export)

| delivery modes (JIT, just in sequence, logistic center etc.) | percentage of use for main customers | percentage of use regarding parts supplied |
|--|--------------------------------------|--|
| | % | % |
| | % | % |
| | % | % |
| | % | % |



| | IT processing | production inter- ruptions | transport interruptions | qualified per- sonnel |
|----------------------------|------------------------------|-------------------------------|------------------------------|------------------------------|
| contingency plan existent? | <input type="checkbox"/> yes | <input type="checkbox"/> yes | <input type="checkbox"/> yes | <input type="checkbox"/> yes |
| | <input type="checkbox"/> no | <input type="checkbox"/> no | <input type="checkbox"/> no | <input type="checkbox"/> no |

guarantee/Insurance

| | |
|---|--|
| product liability insurance | <input type="checkbox"/> yes <input type="checkbox"/> no |
| amount of cover for personal injury and/or material damage: | |
| amount of cover for damage from automotive recall risk: | |
| extends Product liability insurance: | <input type="checkbox"/> yes <input type="checkbox"/> no |
| damage from unmounting and mounting of parts, components and devices for automotive destination | |

please attach:

- an up-to-date organisation chart
- list of your suppliers (names, product, evaluation status)
- acompleted list of all your manufacturing facilities
- a list of external developers/engineers
- copy product liability insurance