

Supplier self-assessment

Company name

Date of issue

Company portrait

– Please attach your company presentation, catalogues

General information

Legal form	<input type="text"/>	Email	<input type="text"/>
Founding year	<input type="text"/>	Phone	<input type="text"/>
Street	<input type="text"/>	Web	<input type="text"/>
City, zip code	<input type="text"/>	VAT number	<input type="text"/>
Country	<input type="text"/>	D-U-N-S Number	<input type="text"/>

Bank details

Name of Bank	<input type="text"/>
IBAN	<input type="text"/>
Swift code	<input type="text"/>

Ownership structure

Names of shareholders	<input type="text"/>					
	Public	<input type="checkbox"/>	Private	<input type="checkbox"/>	State owned	<input type="checkbox"/>

Organization structure

– Please attach your company presentation, catalogues

Parent company	<input type="text"/>
Subsidiaries	<input type="text"/>

Contact persons

	Name
Executive Management	
Marketing	
Sales	
Quality management	
Research & Development	
Production	
Environmental management	

Employees

	Number of Employees
Production	
Research & Development	
Quality management	
Other functions	
Total number of employees	

Financials

	Turnover	Profit	Currency
Last year			
The year before last			

REACH registration

Substance	Registration number	Tonnage band

Certifications, Audits

– Please attach all relevant information (certificates, etc)

ISO 9001	<input type="checkbox"/>	ISO 14001 / EMAS	<input type="checkbox"/>	ISO 45001	<input type="checkbox"/>
ISO 22301	<input type="checkbox"/>	ISO 50001	<input type="checkbox"/>	SA8000 / WCA	<input type="checkbox"/>
Planned certifications/Audits	<input type="text"/>				
Estimated date of completion	<input type="text"/>				

Sales by region

Sales by industry

	Share		Industry	Share
Europe	<input type="text"/> %		<input type="text"/>	<input type="text"/> %
North America	<input type="text"/> %		<input type="text"/>	<input type="text"/> %
Asia	<input type="text"/> %		<input type="text"/>	<input type="text"/> %
Others	<input type="text"/> %		<input type="text"/>	<input type="text"/> %

Service

	Yes	No
Do you have a documented procedure for handling of customer complaints?	<input type="checkbox"/>	<input type="checkbox"/>
Do you process customer complaints using 4D/8D-reports?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a continuous improvement process?	<input type="checkbox"/>	<input type="checkbox"/>
Do you monitor compliance with confirmed delivery dates?	<input type="checkbox"/>	<input type="checkbox"/>
Do you proactively inform your customers on delays in delivery?	<input type="checkbox"/>	<input type="checkbox"/>

Quality and risk management

	Yes	No
Do you have a documented quality policy and quality objectives?	<input type="checkbox"/>	<input type="checkbox"/>
Do you perform internal audits to review processes and procedures?	<input type="checkbox"/>	<input type="checkbox"/>
Do you undertake regular risk assessments and take actions to reduce identified risks?	<input type="checkbox"/>	<input type="checkbox"/>
Have contingency plans been prepared to ensure continuity of supply?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please attach a copy of your contingency plans.		
Do you have a business liability insurance?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, what is the amount of insurance?		
Do you have a product liability insurance?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, what is the amount of insurance?		

Supplier management

	Yes	No
Do you have a list of approved suppliers?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a documented supplier evaluation process?	<input type="checkbox"/>	<input type="checkbox"/>
Do quality management agreements exist with your strategic suppliers?	<input type="checkbox"/>	<input type="checkbox"/>
Do you carry out incoming goods inspections based on inspection plans?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have a system to separate non-conforming incoming goods?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a formal process asking suppliers for corrective actions?	<input type="checkbox"/>	<input type="checkbox"/>
Does your company have a Code of Conduct for Suppliers?	<input type="checkbox"/>	<input type="checkbox"/>

Please list your most important suppliers:

Production and inspection

	Yes	No
Do you use an ERP system for business processes?	<input type="checkbox"/>	<input type="checkbox"/>
Do you carry out final inspections?	<input type="checkbox"/>	<input type="checkbox"/>
Are the measuring and test equipment regularly calibrated?	<input type="checkbox"/>	<input type="checkbox"/>
How long do you store retention samples?		
Does each batch or lot have its own unique identification?	<input type="checkbox"/>	<input type="checkbox"/>
Is the product traceable during all phases of production?	<input type="checkbox"/>	<input type="checkbox"/>

Corporate Social Responsibility (CSR)

	Yes	No
Do you have a person with primary responsibility for environmental and social sustainability?	<input type="checkbox"/>	<input type="checkbox"/>
If yes - Please attach name, email, telephone number		
Do you use cobalt or conflict minerals such as tin, tungsten, tantal and gold in any of your products?	<input type="checkbox"/>	<input type="checkbox"/>
If yes - Please attach CMRT- / EMRT-Reports		
Does your company publish a CSR report?	<input type="checkbox"/>	<input type="checkbox"/>
If yes - Please attach current documents		
Do you have a Code of Conduct formalising your CSR standards?	<input type="checkbox"/>	<input type="checkbox"/>
If yes - Please attach current documents		
Do you pass on these CSR standards to your suppliers?	<input type="checkbox"/>	<input type="checkbox"/>
If yes - Please attach current documents		
Do you check whether your suppliers comply to the CSR standards?	<input type="checkbox"/>	<input type="checkbox"/>
If yes - Please attach current documents		
Do you have an anonymous whistleblowing system available to all employees?	<input type="checkbox"/>	<input type="checkbox"/>
Can external stakeholders such as suppliers use this whistleblowing system?	<input type="checkbox"/>	<input type="checkbox"/>

Would you accept the following agreements?

Code of Conduct

Yes No

<input type="checkbox"/>	<input type="checkbox"/>
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Confidentiality Agreement

<input type="checkbox"/>	<input type="checkbox"/>
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Quality Management Agreement

<input type="checkbox"/>	<input type="checkbox"/>
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General Terms and Conditions of Purchase - GTP

<input type="checkbox"/>	<input type="checkbox"/>
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You can find the Code of Conduct and GTP on our website www.tyrolit.at

Offered products & services

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

Manufacturer

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Trader

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Focus of your R&D activities?

<input type="text"/>

Locations

Production sites

<input type="text"/>

Sales locations

<input type="text"/>

Additional information

<input type="text"/>

Information provided by

Name

<input type="text"/>

E-Mail

<input type="text"/>

Department

<input type="text"/>

Phone

<input type="text"/>
