

# Supplier self-assessment

## 1. Information about your Company

### 1.1 General Information about your Company

|                                     |  |
|-------------------------------------|--|
| Company Name:                       |  |
| Street:                             |  |
| Post Code + Town:                   |  |
| Country:                            |  |
| Web Site:                           |  |
| Legal form:                         |  |
| Membership of a group of companies: |  |
| Industry:                           |  |

### 1.2 Communication with your company

| Department             | Name | Telephone | Fax | E-mail |
|------------------------|------|-----------|-----|--------|
| Management:            |      |           |     |        |
| QM-Officer:            |      |           |     |        |
| Environmental Officer: |      |           |     |        |
| Technical Management:  |      |           |     |        |
| Sales Management:      |      |           |     |        |
| Sales office:          |      |           |     |        |
| Field Sales:           |      |           |     |        |
| Bookkeeping:           |      |           |     |        |

### 1.3 Number of employees

| Research and Development | Production | Quality Control | Administration |
|--------------------------|------------|-----------------|----------------|
|                          |            |                 |                |

## 2 Company turnover

| Previous year: | Last year: | Budgeted figure for this year: |
|----------------|------------|--------------------------------|
|                |            |                                |

### 3 Customer / Industry structure

|  |  |
|--|--|
| Number of customers:   |  |
| Number of main customers (80% turnover)  |  |
| Please state at least the top 3 with % share of total turnover. (If applicable only state the % share of turnover without customer name) |  |
| Which industry do you supply. Please state at least the top 3 with % share of turnover without stating names)                            |  |

### 4 Production programme

|   |  |
|---|--|
| Which production system do you have?  |  |
| Which materials do you process?   |  |
| Which licences are you offering for the material?   |  |
| What machinery do you have?   |  |
| What production steps are contracted out or do you have specific parts completely manufactured externally and you just sell them? |  |
| Information about existing calibration and testing equipment  |  |

### 5 Standard terms and conditions

|                  |  |
|------------------|--|
| Delivery terms   |  |
| Packing terms    |  |
| Terms of payment |  |
| Tax number       |  |
| Bank details     |  |

## 6 Which accreditation does your QM system satisfy?

|   | Yes                      | No                       |  |
|---|--------------------------|--------------------------|--|
| ISO 9000 et seq   | <input type="checkbox"/> | <input type="checkbox"/> |  |
| ISO/TS 16949f   | <input type="checkbox"/> | <input type="checkbox"/> |  |
| Others:   |                          |                          |  |
| Do you intend to acquire certification?<br>(By when, by whom?)                                |                          |                          |  |
| Which set of regulations do you apply<br>when conducting initial sampling?                    |                          |                          |  |
| Do you conduct Failure Mode and<br>Effects Analyses (FMEA) for<br>conduct design and process? | <input type="checkbox"/> | <input type="checkbox"/> |  |
|   | Yes                      | No                       |  |
| What advance quality planning do you<br>apply?  | <input type="checkbox"/> | <input type="checkbox"/> |  |

## 7 Environmental Management

|  | Yes                      | No                       | Comments |
|--|--------------------------|--------------------------|----------|
| Do you have an environmental<br>management team?   | <input type="checkbox"/> | <input type="checkbox"/> |          |
| -to ISO 14001  | <input type="checkbox"/> | <input type="checkbox"/> |          |
| -to ISO 50001<br>-EMAS III (EG 1221/2009)  | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Are environmental protection<br>considerations an integral feature of<br>you product planning?   | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Is your company guided by written<br>guidelines governing environmental<br>protection?   | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Have you specified environmental<br>protection objectives and have the<br>results been recorded?   | <input type="checkbox"/> | <input type="checkbox"/> |          |
| The materials, parts, products or<br>services you offer do not contain any<br>conflict minerals („conflict minerals“).<br><br><i><a href="http://www.responsiblebusiness.org/initiatives/rmi/">http://www.responsiblebusiness.org/initiatives/rmi/</a></i> | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Are you familiar with the current<br>directives and EU regulations regarding<br>RoHS and REACH and are these<br>requirements fully complied with by your<br>products?  | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Can you promise us to comply with<br>environmental and licensing<br>requirements?  | <input type="checkbox"/> | <input type="checkbox"/> |          |

## 8 Additional QM / QA information / emergency plans

|  | Yes                      | No                       | Comments |
|--|--------------------------|--------------------------|----------|
| Do you have the authorization to re-stamp?   | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Are your suppliers audited, approved and continuously / systematically checked for their quality and performance?  | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Do you have a process for evaluating and evaluating your suppliers on a regular basis?   | <input type="checkbox"/> | <input type="checkbox"/> |          |
| If necessary, do you allow a person commissioned by our company to carry out an audit for you?   | <input type="checkbox"/> | <input type="checkbox"/> |          |
| Is the operability and ability to deliver in an emergency ensured by emergency plans? Fire, machine failure, transport interruption, IT failure, personelle, bottlenecks | <input type="checkbox"/> | <input type="checkbox"/> |          |

## 9 Additional Information

|  | Yes                      | No                       | Comments |
|--|--------------------------|--------------------------|----------|
| In the event becoming a supplier to Pumpenfabrik Wangen GmbH, are you prepared to enter into a Non-Disclosure Agreement?               | <input type="checkbox"/> | <input type="checkbox"/> |          |
| If you are working with the Pumpenfabrik Wangen GmbH, are you prepared to conclude a feasibility commitment?                           | <input type="checkbox"/> | <input type="checkbox"/> |          |
| In the event becoming a supplier to Pumpenfabrik Wangen GmbH are you prepared enter into a Quality Control Agreement?                  | <input type="checkbox"/> | <input type="checkbox"/> |          |
| If you are working with the Pumpenfabrik Wangen GmbH, are you prepared to issue supplier declarations and / or certificates of origin? | <input type="checkbox"/> | <input type="checkbox"/> |          |

## 10 Basic Values and Compliance Policy

**We work closely with our suppliers and subcontractors based on mutual trust and fairness. We practise transparent selection processes and actively pursue doubts and ambiguities.**

**The following Code of Conduct is derived from our basic values and Compliance Policy:**

a. Compliance with legislation and regulations

All applicable national and international legislation and regulations, minimum industrial standards, ILO and UN conventions, and all other relevant regulations must be observed.

b. Combating corruption and bribery

We do not tolerate any form of corruption or bribery. The supplier must note that Pumpen Wangen GmbH employees may not receive or accept any unauthorised personal benefits in connection with their business activities.

Gifts, invitations, and anything of value are not permitted if:

I.) this is illegal, II) it is known to be in breach of the provisions of the recipient's organisation, III) it involves cash or cash equivalents, IV) it is tasteless or unsavoury or otherwise contrary to the values of the Wangen Group, V) it is in exchange for promises, services or actions or as part of a pledge on the part of the recipient in return for the gifts or invitations.

Excessive gifts and invitations or extravagant invitations from suppliers may not be accepted, as this may be or may be considered as an attempt to influence the business decisions of Wangen Group employees. These gifts must be politely returned, and the invitations must be kindly refused.

c. Respect for the fundamental rights of employees / Social responsibility

Pumpen Wangen GmbH expects its suppliers to comply with internationally recognised human rights with due regard to the applicable laws. Suppliers must respect the health, safety and personal rights of their employees and commit to the principles of respectful, fair, and non-discriminatory treatment. Regarding the protection of their employees, that the supplier undertakes to comply with ILO conventions No. 182 and No. 138 on child labor. All relevant legislation governing working hours and minimum wages must be observed.

d. Sustainability / Environmental protection

Pumpen Wangen GmbH expects its suppliers to comply with the relevant statutory environmental standards and minimise their environmental impact. Suppliers are encouraged to minimise their use of environmental resources, avoid risks to people and the environment, and continuously improve all workflows and processes with the aim of further reducing environmental pollution.

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Date / signature

Company stamp