




## Supplier self-assessment

General information				
Company:			Legal form:	
Group affiliation: <input type="checkbox"/> yes <input type="checkbox"/> no				
Address:				
Second plants in:			No. of employees:	
Contact person	Title/Name	Role	Telephone	E-Mail
Comp. Management:				
Techn. Management:				
Production:				
Quality control:				
Design and development:				
Sales:				
For complaints relating to deadlines:				
For technical complaints:				
No. of employees				
Total:		Administration:		Quality control:
Sales / investment (answer optional)				
Annual turnover:		Annual investments:		Annual purchasing volume:
Product-related data				
Products you intend to supply:				
Who are your three biggest customers and what type of products do you supply to them?				
What are your manufacturing strengths?				
Which production processes do you buy in or which are subcontracted?				
Which countries do you supply your products to?				
Do you also supply the products you sell to us to other customers?				





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QM-systems / Audits / Certificates		
Does your company work with a QM-system?	<input type="checkbox"/> yes	<input type="checkbox"/> no
If yes, is this system certificated? (Please provide copy of certificate)	<input type="checkbox"/> yes	<input type="checkbox"/> no
Which QM-system do you use?		
Which QM-methods do you use? Statistics, FMEA, CAQ-system?		
Please add existing certificates 9001 and 14001 and declarations to RoHS, REACH, Critical Minerals and so on. We prefer suppliers that have a 9001 and 14001 system and that fulfill the mentioned declarations.		
 ZVEI English.pdf	Please sign the ZVEI Code of Conduct. This is mandatory.	<input type="checkbox"/> yes <input type="checkbox"/> no
Do you have up-to-date customer audit reports?	<input type="checkbox"/> yes	<input type="checkbox"/> no
Do you have a certification audit report?	<input type="checkbox"/> yes	<input type="checkbox"/> no
Are you prepared to make these audit reports available to us? (naturally without internal or customer-specific data)	<input type="checkbox"/> yes	<input type="checkbox"/> no
Do you carry out final inspections?	<input type="checkbox"/> yes	<input type="checkbox"/> no
Can you supply products with a manufacturer's certificate?	<input type="checkbox"/> yes	<input type="checkbox"/> no
What quality certificates can you provide us with?		
Is the inspection equipment you use checked at regular intervals?	<input type="checkbox"/> yes	<input type="checkbox"/> no
Is preventive maintenance in place in your production facilities?	<input type="checkbox"/> yes	<input type="checkbox"/> no
Are laws, safety requirements and environmental regulations known, observed and monitored?	<input type="checkbox"/> yes	<input type="checkbox"/> no
Can you ensure that parts are packaged as appropriate for the degree of protection concerned and/or that external packaging is used?	<input type="checkbox"/> yes	<input type="checkbox"/> no
Do you use ESD-compliant packaging?	<input type="checkbox"/> yes	<input type="checkbox"/> no
Do you have ESD equipment in your production and storage facilities?	<input type="checkbox"/> yes	<input type="checkbox"/> no
Do you support kanban supply if this is required?	<input type="checkbox"/> yes	<input type="checkbox"/> no
Do you use multi-site warehouse management?	<input type="checkbox"/> yes	<input type="checkbox"/> no
Are products stored according to batch and environmental conditions?	<input type="checkbox"/> yes	<input type="checkbox"/> no
Does your storage system ensure a first in/first out procedure? If yes, how?	<input type="checkbox"/> yes	<input type="checkbox"/> no



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Do you use subcontractor storage services? (forwarding agencies, suppliers, rented storage spaces, etc.)	<input type="checkbox"/> yes <input type="checkbox"/> no
<b>Insurances / Fire detection</b>	
Do you have a basic/enhanced product liability insurance?	<input type="checkbox"/> yes <input type="checkbox"/> no
Which company is this provided by/what is the limit of indemnity for personal injury and property damage?	
What is the limit of indemnity for enhanced product liability?	
Does the insurance include products supplied to the automotive industry?	<input type="checkbox"/> yes <input type="checkbox"/> no
Are inspection and sorting costs covered by the insurance policy?	<input type="checkbox"/> yes <input type="checkbox"/> no
Limit of indemnity for inspection and sorting costs?	
Is the replacement of individual parts covered by the insurance policy?	<input type="checkbox"/> yes <input type="checkbox"/> no
Limit of indemnity for replacement of individual parts?	
Do you have a general recall costs insurance?	<input type="checkbox"/> yes <input type="checkbox"/> no
Which company is this provided by/What is the limit of indemnity?	
Do you have an automotive recall costs insurance?	<input type="checkbox"/> yes <input type="checkbox"/> no
Limit of indemnity for automotive recalls?	
Do you have a fire detection system?	<input type="checkbox"/> yes <input type="checkbox"/> no
Is it checked at regular intervals?	<input type="checkbox"/> yes <input type="checkbox"/> no
<b>Conditions of purchase / Quality assurance agreement</b>	
 Purchase cond. pdf	Do you accept our general terms and conditions of purchase? <input type="checkbox"/> yes <input type="checkbox"/> no
 QSV English.pdf	Do you agree to the terms of our quality assurance agreement? <input type="checkbox"/> yes <input type="checkbox"/> no
Can you provide us with a company presentation?	<input type="checkbox"/> yes <input type="checkbox"/> no

Date:	Completed by:
Role in organisation:	