A globe with gears around it

Description automatically generated

Supply chain Consulting Specialist

Supplier Own Profile

V.2025

**Notes on completing the form:**

* Use the Tab key to reach the next field
* Please use only the gray input fields
* Click on  fields with your mouse
* Comments can be made at the end of the form.

Supplier

|  |  |
| --- | --- |
| Company name |  |
| Name of issuer |  |
| Function |  |
| Telephone |  |
| E-mail address |  |
| Date / signature |  |

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# Business relationship

🡪 Rating (by SCS) Y  P  N

## Address

|  |  |  |
| --- | --- | --- |
|  | Company name |  |
|  | Business area/division |  |
|  | Street |  |
|  | Country/postal code/city |  |
|  | Telephone |  |
|  | Fax |  |
|  | E-mail |  |
|  | Company homepage |  |

## Organization

|  |  |  |  |
| --- | --- | --- | --- |
|  | Year founded |  | |
|  | Legal form |  | |
|  | Group affiliation |  | |
|  | Owner/association |  | |
|  | Manufacturer or distributor? |  | |
|  | Production facilities/locations |  | |
|  | Company representation |  | |
|  | Business languages |  | |
|  | Responsible people | Name, phone, fax, e-mail | Language D/E,  Others |
|  | Management/executives |  |  |
|  | HR/social |  |  |
|  | Environment |  |  |
|  | Research |  |  |
|  | Development/construction |  |  |
|  | Sourcing / Purchasing |  |  |
|  | Quality assurance |  |  |
|  | Production |  |  |
|  | Logistics |  |  |
|  | Sales |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | How many employees do you have in the following functions? | Number of employees  Division/location / Total | |
|  | Management/executives |  |  |
|  | Sales |  |  |
|  | Logistics |  |  |
|  | Quality assurance |  |  |
|  | Environment |  |  |
|  | HR/social |  |  |
|  | Production |  |  |
|  | Development/Construction |  |  |
|  | Research |  |  |

## Strategy

|  |  |  |
| --- | --- | --- |
| 1 | Short description of the strategic direction of your company |  |
| 2 | What are your special strengths and how are you clearly differentiated from your competitors? |  |

## Key financial figures

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | (Information for the last three years) **Year** | 20­\_\_ | 20\_\_ | 20\_\_ |
| 1 | **Net sales\*** **\*=** in currency: | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Company |  |  |  |
|  | Group (if affiliated) |  |  |  |
| 2 | **Operating result\*:** | | | |
|  | Company |  |  |  |
|  | Group (if affiliated) |  |  |  |
| 3 | **EBIT\*:** | | | |
|  | Company |  |  |  |
|  | Group (if affiliated) |  |  |  |
| 4 | **Net profit\*:** | | | |
|  | Company |  |  |  |
|  | Group (if affiliated) |  |  |  |
| 5 | **Research and development costs:** | | | |
|  | Company |  |  |  |
|  | Group (if affiliated) |  |  |  |
| 6 | **Number of employees:** | | | |
|  | Company |  |  |  |
|  | Group (if affiliated) |  |  |  |
| 7 | **Export share in %:** | | | |
|  | Company |  |  |  |
|  | Group (if affiliated) |  |  |  |
| 8 | **Investments\* \*=** in currency: | | | |
|  | Company |  |  |  |
|  | Group (if affiliated) |  |  |  |

|  |  |  |
| --- | --- | --- |
| 9 | Do you have an annual report?  If yes, please send us a copy | yes  no |
| 10 | Annually, for information purposes | yes  no |

## Products / customers

|  |  |
| --- | --- |
| 1 | **Products / manufactured goods / services:** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 2 | **Customers / large customers:** | Branch: | Country: | Sales share (app.) % |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

## Cooperation

|  |  |  |
| --- | --- | --- |
| 4 | Do you have exclusive agreements with other customers for products that SCS may wish to develop in alliance with OEM`s ? | yes  no |

# Technology

🡪 Rating (by SCS) Y  P  N

## Technology / manufacturing process

|  |  |  |
| --- | --- | --- |
| 1 | Which technologies / manufacturing processes are your core competencies? |  |
| 2 | In which fields do you have technology leadership? |  |
| 3 | Which additional technologies / manufacturing processes do you use? |  |
| 4 | Which manufacturing or production processes have you outsourced? |  |
| 5 | Can you make a machine list available?  If yes, please include. | yes  no |
| 6 | Do you have own engineering competence / resources for the qualification and improvement of the production processes? | yes  no |
|  |  |  |

## Production

|  |  |
| --- | --- |
| 1 | What type of manufacturing are your production facilities equipped to handle? |
|  | Single production |
|  | Serial production |
|  | Mass production |
|  | Assembly |

|  |  |  |
| --- | --- | --- |
| 2 | How many production working days do you have? |  |

|  |  |
| --- | --- |
| 3 | How is your production organized? |
|  | Single shift | Hours/day | yes  no |
|  | Two shifts | Hours/day | yes  no |
|  | Three shifts | Hours/day | yes  no |

|  |  |
| --- | --- |
| 4 | What is your current production schedule? |
|  | Single shift | Hours/day | yes  no |
|  | Two shifts | Hours/day | yes  no |
|  | Three shifts | Hours/day | yes  no |

|  |  |  |  |
| --- | --- | --- | --- |
| 5 | Are you thinking about moving your production location over the medium to long term? | | yes  no |
| 6 | If yes, what other locations have you considered? |  | |
|  | If yes, which technologies would be influenced? |  | |

## Materials

|  |  |  |
| --- | --- | --- |
| 1 | Which materials do you process? |  |

# Development

**Development / new product introduction**

🡪 Rating (by SCS) Y  P  N

|  |  |  |
| --- | --- | --- |
| 1 | Do you carry out process development?  Please provide your ISO process number: | yes  no |
| 2 | Do you carry out product development?  Please provide your ISO process number: | yes  no |
| 3 | Do you develop individual parts, components, or complete products? | yes  no |
| 4 | Are you capable of assuming full responsibility for developing products, from initial or final product descriptions, right through to readiness for serial production? | yes  no |
| 5 | Are you capable of assuring a structured and secured new product introduction? (e.g., according to ISO TS 16949/VDA, PPAP (production part approval process)) | yes  no |
| 6 | What additional methods do you use in product development (e.g., quality function deployment, design for assembling, failure mode and effect analysis, statistical process control…?) |  |
| 7 | In the development process: do you thoroughly take environment-relevant Europe Union guidelines and requirements, listed under point 6.3, into consideration? | yes  no |
| 8 | Are you prepared to carry out tests according to OEM specifications and to establish corresponding facilities? | yes  no |
| 9 | Can you make functional models, prototypes and pilot lots, test material, available on short notice? | yes  no |
| 10 | How much time would you require to manufacture functional models / prototypes:  (Approximate response in calendar weeks) | CW |
| 11 | Time required to begin pilot lot production:  (Approximate response in calendar weeks) | CW |
| 12 | Are you willing to exchange development data via shared Point .? | yes  no |
| 13 | Are you prepared to accept the developmental costs for a product if you are responsible for serial production? | yes  no |
| 14 | Are you prepared to have your employees integrated into a project team? | yes  no |
| 15 | Is videoconference/Teams /Skype communication possible? | yes  no |

# Efficiency

**Cost structure improvement / efficiency improvement**

🡪 Rating (by SCS) Y  P  N

|  |  |  |
| --- | --- | --- |
| 1 | Are you prepared to reveal your product cost structure to enable an ongoing increase in efficiency? | yes  no |
| 2 | Are you prepared to pass on cost reductions to OEM according to production effectiveness? | yes  no |
| 3 | How high was the average annual increase in productivity (value added) over the last three years? |  |
| 4 | What’s your current OEE? |  |

# Quality

**Quality management, quality assurance**

🡪 Rating (by SCS) Y  P  N

## Quality management

|  |  |  |
| --- | --- | --- |
| 1 | Have you installed a quality management system? | yes  no |
| 2 | What are the standards used to certify your quality management system? (e.g. ISO 9001, ISO/TS 16949 with information from version 2000 or 2008, and others if certified) |  |
| 3 | Which certification organization are you certified by?  If certified, please send us a copy of the certificate. |  |
| 4 | When did the last certification audit take place? |  |
| 5 | Are you periodic audited by your customer?  If yes, by which: | yes  no |

## Quality assurance

|  |  |  |
| --- | --- | --- |
| 1 | Are you prepared to conclude quality assurance agreements with OEM? | yes  no |
| 2 | Is the entire system, from procurement through delivery to the customer, ensured with corresponding quality systems and methods? | yes  no |
| 3 | Are the quality assurance process and methods documented? | yes  no |
| 4 | Are your sub-suppliers included in your quality assurance agreements? | yes  no |
| 5 | Are your sub-suppliers systematically qualified and evaluated? | yes  no |
| 6 | Are there comprehensive manufacturing and testing plans for initial, manufacturing, and final inspections? | yes  no |
| 7 | Art the testing results documented and assessed? | yes  no |
| 8 | Depending on the product can you make supplier-related factory inspection certificates, analysis certificates and inspection results’ documentation available to us? | yes  no |
| 9 | Are your inspection methods systematically monitored and are the results documented? | yes  no |
| 10 | Are internal quality audits carried out as part of a continuing improvement process? | yes  no |
| 11 | Are you prepared to grant OEM or third parties named by OEM (approvals authorities, etc.), access to carry out evaluation and process audits and various periodic audits? | yes  no |
| 12 | Do you have PPM targets agreed with your customers?  If yes, with which of your customer respectively how much PPM? | yes  no |

# Code of Conduct

**Social responsibility / environmental responsibility / anti-corruption**

🡪 Rating (by SCS) Y  P  N

## General

|  |  |  |
| --- | --- | --- |
| 1 | Are you prepared to abide by Code of Conduct for Suppliers (from point OEM)? | yes  no |
| 2 | According to which standards are you environmental management system and/or social and safety management system certified? (e.g. ISO 14001, OHSAS 18001, SA 8000, …) If certified, please send us a copy of the certificate. |  |
| 3 | If not, is certification planned? If yes, by when? |  |
| 4 | Are all relevant national laws and regulations observed? | yes  no |
| 5 | Are your sub-suppliers bound by agreements on the environment and a code of conduct? | yes  no |

## Social responsibility

|  |  |  |
| --- | --- | --- |
| 1 | Is there a complete employee register that includes freelancers and home workers? | yes  no |
| 2 | Do all employees (including freelancers, subcontracted employees and home workers) have a written agreement or, at least, a written statement on the main content and conditions of their employment before they begin work? | yes  no |
| 3 | Do your employees receive their wages regularly, at least once a month, and on time? | yes  no |
| 4 | Does the lowest wage paid to your employees correspond to legal requirements? | yes  no |
| 5 | Are rules on the maximum allowed working time observed? | yes  no |
| 6 | Do you ensure that no child labor or forced labor is used in your production facilities or by your suppliers? (including freelancers, subcontracted employees or home workers) | yes  no |
| 7 | Do you offer accommodations to some of your employees? | yes  no |
| 8 | Do you ensure that your employees are not submitted to discrimination based on race, gender, marital status, pregnancy, age, nationality or sexual orientation? | yes  no |
| 9 | Do you ensure that your employees are not subject to any health dangers at their workplaces/work stations? | yes  no |
| 10 | Is sufficient protective and/or safety gear supplied free of charge to those employees who carry out duties that may be subject to accidents or who work in areas where accidents may occur? | yes  no |
| 11 | Are all the machines and other equipment used in production outfitted or equipped with the necessary safety devices? | yes  no |
| 12 | Are the employees trained and instructed in terms of safety risks inherent in their work? | yes  no |

## Environmental responsibility

|  |  |  |
| --- | --- | --- |
| 1 | Do you ensure that chemicals are labeled, used and stored according to legal regulations and safety data sheets? | yes  no |
| 2 | Are dangerous goods handled, stored and disposed of according to legal regulations and safety data sheets? | yes  no |
| 3 | Is your company listed as a possible or definitive hazardous waste site? | yes  no |
| 4 | Are the relevant international and national guidelines and laws observed? | yes  no |
| 5 | Do your products coincide with laws and guidelines of the European Union?  RoHS RL2002/95/EG of January 27, 2003 + supplements  WEEE EU directive 202/96/EG + supplements  REACH: regulation (EG) no. 1907/2006 on the registration, assessment, approval and limitation of chemical materials  PAH (polycyclic aromatic hydrocarbons) in rubber and plastic products  EU list of forbidden materials  Other: | yes  no  yes  no  yes  no  yes  no  yes  no |
| 6 | Have measures been implemented that are aimed at the continuous reduction of waste and air, ground and water emissions? | yes  no |
| 7 | Have measures been implemented that are aimed at the continuous improvement of energy efficiency in production processes. | yes  no |
| 8 | Do you render account indicators annually using Global Reporting Initiatives (GRI)? (see http://www.globalreporting.org/Home) | yes  no |

# Risk of business interruption

**Risk management (insolvency, elementary, environment)**

🡪 Rating (by SCS) Y  P  N

|  |  |  |
| --- | --- | --- |
| 1 | Have you installed a formal risk management operation? | yes  no |
| 2 | Which preventative measures have you installed regarding fire, explosion, flooding and earthquakes? | Fire / explosion:    Flooding:    Earthquake: |
| 3 | Have you implemented strategies to cover any possible business interruptions (insolvency, elementary, environmental)? | yes  no |
| 4 | Do you have a plan for maintaining operations in case of the above-mentioned risks and is the interruption period (time required to reestablish production facilities and repair/reconstruct buildings) defined? | yes  no |
| 5 | Have you concluded adequate loss insurance and how much is the coverage? | yes  no |
| 6 | Have you concluded product liability insurance and how much is the coverage? | yes  no |

# Logistics / warehousing

**Delivery service, logistics competence, processes / systems**

🡪 Rating (by SCS) Y  P  N

|  |  |  |
| --- | --- | --- |
| 1 | Are your installed structures, processes and systems able to ensure complete, on-time deliveries? | yes  no |
| 2 | Do you measure delivery performance (meeting schedules, completeness of order)?  Can you make these statistics available to OEM on the basis of product ? | yes  no  yes  no |
| 3 | Are you able to ensure a comprehensive logistics-based customer service covering delivery deviation information, delivery information, scheduling clarifications and complaint recording and handling? | yes  no |
| 4 | Do you have experience with the worldwide export of products in doing business for allied manufacturers (direct delivery to third parties) as well as in the creation of required export documents? | yes  no |
| 5 | Do you have general experience in just-in-time deliveries to your customers? | yes  no |
| 6 | Are your logistics processes documented in a logical / clear way? | yes  no |
| 7 | What systems do you use? (e.g. SAP, …) |  |
| 8 | What interfaces to customers, experience with EDI, and level of sub- supplier integration do you have? |  |
| 9 | How do you systematically integrate your sub-suppliers? |  |
| 10 | Do you have dedicated company holidays (production/administration closed)?  Can you continue to ensure delivery readiness during these periods?  If yes, through what measures? | yes  no  yes  no |
| 11 | How do you run/manage your delivery warehouse?  ourselves  through a logistics service provider  through others |  |
| 12 | What warehouse facilities do you have (high-rack warehouse, high-density storage…..etc.)? |  |
| 13 | Is there a possibility to make warehouse space (raw materials, components and finished products) available to OEM? | yes  no |
| 14 | Do you, or are you able to create the EAN 13 bar code (sales packaging) and EAN 39 (pallet marking)? | yes  no |
| 15 | Air freight shipments: are you registered as a “known sender” with your responsible air transport authorities (according to EU regulation 2320/2002 or the corresponding legal regulations for the particular country)? | yes  no |

# Agreements

**Delivery agreement / service and quality agreement**

🡪 Rating (by SCS) Y  P  N

|  |  |  |
| --- | --- | --- |
| 1 | Are you prepared to enter into supplier agreements (price and productivity targets, code of conduct, logistics processes, and performance goals) with OEM`s ? | yes  no |
| 2 | Are you prepared to conclude agreements with, on quality and the environment, which foresee you taking full responsibility in these areas? | yes  no |
| 3 | Can you agree to the mutual exclusion of general business or purchasing conditions? | yes  no |

# Enclosures

🡪 Rating (by SCS) Y  P  N

We ask you to send us the following documents together with your application:

|  |  |
| --- | --- |
| E-Mail attachment | Post |
| 1 | Corporate vision / mission statement / principles |  |  |
| 2 | Annual report |  |  |
| 3 | Machine list / facility list |  |  |
|  |  |  |  |
|  |  |  |  |

# Comments

|  |
| --- |
|  |