

# Supplier Account Information – self-disclosure



A Bossard Company

## Supplier – Nr.

<b>Company:</b>							
<b>Street / POB</b>							
<b>Zip-Code / City</b>							
<b>Country:</b>							
<b>Customer No. at supplier:</b>							
		<input type="checkbox"/> <b>producer</b>		<input type="checkbox"/> <b>retailer</b>			
<b>Contact person:</b>							
<b>Department</b>							
<b>Phone / Telefax:</b>							
<b>Email:</b>							
<b>Homepage:</b>							
<b>QM – Agent:</b>							
<b>Phone / Telefax:</b>							
<b>Email:</b>							
<b>EM – Agent:</b>							
<b>Phone / Telefax:</b>							
<b>Email:</b>							
<b>Capacity utilisation / labour time:</b> (check all that apply)		<input type="checkbox"/>	<b>1 – shift</b>	<input type="checkbox"/>	<b>2 – shift</b>	<input type="checkbox"/>	<b>3 – shift</b>
<b>Main customer:</b>							
<b>Term of payment:</b>		21 Tage 3 %, 30 Tage net*					
<b>Delivery term:</b>		Free house incl. packing, labelling, paletting*					
*Discrepancies only with written justification and subject to agreement from FG							
<b>Bank name &amp; full adress:</b>							
<b>IBAN:</b>							
<b>Account No.</b>							
<b>Swift Code:</b>							
<b>Number of employees (last 3 years )</b>							
<b>Year</b>	<b>Employees</b>	<b>How many in Quality Assurance(QS)?</b>					
<b>Annual turnover (last 3 years )</b>							
<b>Year</b>	<b>Total turnover</b>	<b>Portion in exports?</b>		<b>Portion in Automotive?</b>			

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Dear supplier, please answer following questions with regard to the products/instruments you will deliver to us.

If your company is already accredited, a copy of the Certificate of Accreditation will be sufficient.

Is the company accredited ?  yes  no

**A. If yes, please mark:**  ISO 9001  ISO 14001  EOQ  
 VDA- ...  QS 9000  FDA  
 Microsoft  ISO / TS 16949 others:

Certificate see enclosure (Please enclose copies of all Certificates of Accreditation)

Certificate	Certificate Registration No.	Date of Certificate	Valid until

If there are no existing Certificates of Accreditation, please specify which norms and terms, and as the case may be, specifications apply to the above mentioned requirements. (Please enclose all copies)

When necessary, please see enclosure for Certificate(s) of Accreditation.

**B. If no, please answer :**

Is another type of certification planned ?  yes no

If yes, according to which norm ?

If yes, please enclose proof of the status of the certification process.

Would you consent to an audit?  yes no

**If certification is planned, please answer following questions:**

Do you have a quality handbook (If yes, please enclose ) ?  yes no

Do you have a description of the Management Responsibility (if yes, please enclose)?  yes no

Please note: If there is no certification planned and no system described, Ferdinand Gross requires a complete system audit according to VDA 6 before a final decision is reached.

**Which quality saving measures do you currently use (please list)?:**

**QM** Are final inspections conducted and on file?  yes no

**QM** Do you make and record controls with ISO-accredited techniques?  yes no

**QM** Do you record and evaluate technical complaints?  yes no

**QM** Do you have a deadline monitoring system?  yes no

**QM** Do you inform your customers in case of a deadline shift?  yes no

**QM** Since when has your company been working in this industry?  Year

**QM** Can your employees handle matters regarding QM / IT / network techniques?  
 e.g. risk analysis / FMEA / network planning / risk management  yes no

**QM** When were the last Qualification Measures of the company's personnel?  
 (Please enclose proof of qualifications)  Year

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<b>QM</b>	Do you have your own independently-running energy source?	<input type="checkbox"/>	yes	no	<input type="checkbox"/>
<b>EM</b>	Do you handle and record use of hazardous materials?	<input type="checkbox"/>	yes	no	<input type="checkbox"/>
<b>EM</b>	Do you control and evaluate your Environment Management system regularly?	<input type="checkbox"/>	yes	no	<input type="checkbox"/>
<b>EM</b>	Do you have a EM agent?	<input type="checkbox"/>	yes	no	<input type="checkbox"/>
<b>EM</b>	Do you have a EM handbook?	<input type="checkbox"/>	yes	no	<input type="checkbox"/>
<b>EM</b>	Do you have environment controls in your manufacturing sequence?	<input type="checkbox"/>	yes	no	<input type="checkbox"/>
<b>EM</b>	Do you have regulations regarding damage caused to the environment?	<input type="checkbox"/>	yes	no	<input type="checkbox"/>
<b>EM</b>	Do you have documented reports about energy consumption and waste accumulation ?	<input type="checkbox"/>	yes	no	<input type="checkbox"/>
<b>EM</b>	Do you have a company-wide waste control concept?	<input type="checkbox"/>	yes	no	<input type="checkbox"/>
<b>EM</b>	Do you regularly train and update your employees about environmental issues?	<input type="checkbox"/>	yes	no	<input type="checkbox"/>

Do you have product liability insurance ?	<input type="checkbox"/>	yes	no	<input type="checkbox"/>
What is the limit of indemnity (please list in €uro) ?				
In case of consequential damage:	<input type="text"/>	€		
In case of bodily injury:	<input type="text"/>	€		
In case of a recall?	<input type="text"/>	€		
Is your product insurance also valid for the US market ?	<input type="checkbox"/>	yes	no	<input type="checkbox"/>
Do employees understand your company's general rules regarding product liability ?	<input type="checkbox"/>	yes	no	<input type="checkbox"/>
Do you have a contingency plan and/or a procedure for handling recalls?	<input type="checkbox"/>	yes	no	<input type="checkbox"/>

We hereby confirm the truthfulness and accuracy of this information:

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City, Date Authorised signature, supplier

enclosure:    FG – Shipping and Packing Policies      
                   Long term suppliers' declaration for products having preferential origin status