



Supplier Self-Assessment

General Information

| 1. General Information | |
|------------------------|--|
| 1.1 | Supplier Name |
| 1.2 | Supplier no. <i>(at OF)</i> |
| 1.3 | Address <i>(phone, e-mail)</i> |
| 1.4 | Country <i>(place of supplier)</i> |
| 1.5 | Address parent company / owner <i>(if applicable)</i> |
| 1.6 | Representative in Germany <i>(if applicable)</i> |
| 1.7 | Supplied products / services |
| 1.8 | Name and address of the other sites |
| 1.9 | Main items produced in other sites |
| 1.10 | Name of the company representative completing this form |



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| | Responsible persons for | Name | Telephone | E-Mail |
|------|-------------------------|------|-----------|--------|
| 1.11 | General Management | | | |
| 1.12 | Quality | | | |
| 1.13 | Manufacturing | | | |
| 1.14 | Sales | | | |
| 1.15 | Key Account | | | |

| 2. | Turnover | | |
|-----|-----------------------|-----------------------------------|----------------------------|
| 2.1 | Annual turnover (€) | Current year | |
| | | Previous year | |
| | | Two years ago | |
| 2.2 | Main Business | Percentage of Automotive business | |
| | | Percentage of Aerospace business | |
| | | Percentage of Export business | |
| | | Percentage of other industries | |
| | | Main industry | |
| 2.3 | Main customers | | % of total business |
| 2.4 | 1 | | |
| 2.5 | 2 | | |
| 2.6 | 3 | | |
| 2.7 | 4 | | |
| 2.8 | 5 | | |



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| 3. Human Resources | | | |
|---------------------|------------------------|---------|----------------|
| Number of Employees | | | |
| | | Current | Expansion Plan |
| 3.1 | Production | | |
| 3.2 | Research & Development | | |
| 3.3 | Quality | | |
| 3.4 | Administration | | |
| 3.5 | Sales | | |
| 3.6 | Purchase | | |
| 3.7 | Others | | |
| 3.8 | Total | | |
| | Comments | | |

| 4. Software | | |
|-------------|---|--|
| 4.1 | ERP System (e.g. SAP) | |
| 4.2 | CAD Programs (e.g. AutoCAD, Inventor) | |
| 4.3 | Electrical CAD tools (e.g. EPlan, ELCAD, ZUKEN) | |

| 5. Purchasing / Materials | | | | |
|--|-----------|----------------|-----------------------------|-------------------|
| Please consider the last business year when providing the following information: | | | | |
| | Suppliers | Material Types | Annual volume (metric tons) | Annual volume (€) |
| 5.1 | | | | |
| | | | | |
| | | | | |
| | | | | |



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| 6. | Foreign trade and customs issues | |
|------|---|--|
| 6.1a | Do you have a certification by customs that allows special facilities for security related customs inspections and/or allow simplifications regarding agreements according to the customs regulations? (E.g. AEO, C-TPAT etc.) If this applies: Which one? | Yes, Type: _____ No Not known |
| 6.1b | Are you familiar with the various free trade agreements and free movement agreements of the EU/EC? Are you in a position to declare corresponding declarations of origin on your delivery documents or to prepare supplier declarations (SD) and long-term supplier declaration (LTSD)? | Yes, with regard to free trade agreements Yes, with regard to EU at position level/SD/LTSD No Not known |
| 6.2 | Do you regularly supply to third party countries? | Yes No Not known |
| 6.3 | Do you regularly import goods from third party countries? | Yes No Not known |
| 6.4 | Who performs the corresponding customs formalities in your company in connection with questions 6.2 + 6.3? | Internal employees External customs agents Not known |
| 6.5 | Is your company resp. your customs agent qualified to handle all customs formalities in the case of temporary imports / exports or in the case of exports / imports and to prepare the documents / commercial paper required for import or export, including the correct classification of the customs tariff number according to the HTS Code, so that goods can be supplied by/ or to your company? | Yes No Not known |
| 6.6 | Are you familiar with the export control regulations of the country in which you carry out your business activity/ from which you ship the goods? | Yes, namely the following: _____ No Not known |
| 6.7 | Have you established an ICP in your company in connection with question 6.5? | Yes No Not known |



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| 7. Code of Conduct | |
|--------------------|---|
| 7.1 | Supplier confirms compliance with the requirements of the Supplier Code of Conduct of OTTO FUCHS Group, published in the Supplier Portal – see www.otto-fuchs.com |
| | Comment |

| 8. Confirm the accuracy of the information | |
|--|--|
| Name / Department | |
| Date / Signature | |

Note:

Please send the completed questionnaire to your contact person at OTTO FUCHS.