



RELIANCE®
P R E C I S I O N

Supplier Approval/Re-Approval Quality Questionnaire

As part of our Supplier Quality Assurance Programme, and in accordance with the requirements of ISO 9001, AS9100, NADCAP and ISO 14001 we must conduct assessments of new and existing suppliers and sub-contractors. Information from this questionnaire will be used to update our records and will enable us to maintain our approved supplier list. Any information provided will be treated in confidence. You may wish to refer to our 'QA0009 - Instructions to Suppliers' document which is available from the 'Accreditations and Resources' page of our website. **Once you have completed this questionnaire, please return it to your Reliance contact.**

Section 1: Supplier Details

Company name:

Company website:

Company address:

Company email:

Company telephone:

Number of employees:

Managing Director/CEO name:

Production capacity:

What are your production capabilities?

What markets does your company supply into?

Section 2: Contact Details

1. Please provide or update the contact details for your organisation for our records including a Quality/Inspection contact (No. 1) and a Production contact (No. 2).

No.	Title	Name	Job title	Email	Mobile/Telephone
1					
2					
3					
4					
5					
6					

Section 3: Overview

1. Have there been any changes since the last quality questionnaire you submitted?

- ☐ Yes
- ☐ No
- ☐ I am a new supplier

1a. If you answered **yes**, please detail below.

2. Has the company had any HSE Improvement, Environmental or Prohibition notices in the last 5 years?

- ☐ Yes
- ☐ No

2a. If you answered **yes**, please specify.

3. Does your organisation comply with all laws and regulations applicable to its business?

- ☐ Yes
- ☐ No

3a. If you answered **no**, please specify.

4. Does your organisation comply with UK Government Guidance on Plastic Packaging Tax?

- ☐ Yes
- ☐ No

1. Is your organisation required to comply with the requirement of the Modern Slavery Act?

- ☐ Yes
- ☐ No

2. Has your organisation published a Modern Slavery Act Statement?

- ☐ Yes
- ☐ No

3. Does your organisation have procedures in place to manage the risks of modern slavery in the supply chain?

- ☐ Yes
- ☐ No

Section 4: Accreditations

1. Do you have ISO 9001 accreditation?

- ☐ Yes If you answered **yes**, please provide your certificate when you return this form.
- ☐ No

2. Do you have AS 9100/AS 9120 accreditation?

- ☐ Yes If you answered **yes**, please provide your certificate when you return this form.
- ☐ No

3. Do you have ISO 14001 accreditation?

- ☐ Yes If you answered **yes**, please provide your certificate when you return this form and move on to Section 5.
- ☐ No If you answered **no**, please answer the question 3a.

3a. Do you have plans to achieve ISO 14001 accreditation?

- ☐ Yes If you answered **yes**, please move on to Section 5.
- ☐ No If you answered **no**, please answer question 3b.

3b. Is there an environmental policy in place or do you operate to any environmental management standard?

- ☐ Yes If you answered **yes**, please move on to Section 5.
- ☐ No If you answered **no**, please answer question 3c.

3c. Are there any plans to implement an environmental policy? Please give details.

Section 5: Conflict Mineral Reporting

1. Are any of the 3TG (Tin, Tantalum, Tungsten and Gold) metals intentionally added to your product(s)?

- ☐ Yes
- ☐ No

2. Are the 3TG necessary to the production of your products/contained within finished product(s)?

- ☐ Yes
- ☐ No

3. Does 100% of the 3TG necessary to the functionality/product of products originate from recycled/scrap?

- ☐ Yes
- ☐ No

3a. Do you have any additional comments relating to conflict mineral reporting?

Section 6: Traceability and Counterfeit Risk Management

1. Does your organisation have in place written procedures for the detection and prevention of counterfeit products and parts in the supply chain?

- ☐ Yes
☐ No

2. Can you offer full batch traceability (Material Certs, Manufacturing Records, Test Certs etc.)

- ☐ Yes
☐ No

2a. If you answered **yes**, what methods do you use to ensure traceability integrity?

3. How long are manufacturing and inspection records maintained?

4. Are all your products compliant to the latest RoHS and REACH directives?

- ☐ Yes
☐ No

4a. If you answered **no**, please state which are not compliant.

Section 7: Cyber Security

1. What cyber security certifications (e.g. Cyber Essentials/Cyber Essentials Plus) does your organisation hold?
Please provide any certificates with this completed form. If none, please explain how you manage cyber security.

Section 8: Declaration

Please read and sign the following declaration statement:

All the information provided in this document is complete, true and correct. I am authorised by the relevant personnel within my organisation to provide this information.

Signature:

Job title:

Name (please print):

Date:

Once you have completed this questionnaire, please return it to your Reliance contact, along with any relevant documents.