

To become a supplier to Vossloh Nordic Switch System AB (VNSS) the Supplier Self-Assessments needs to be completed and sent to Responsible Purchaser.

By filling in this declaration you declare that the given information is correct and that you will undertake to immediately inform Vossloh Nordic Switch Systems AB (VNSS) of any changes.

The declaration must be scanned, signed and returned to the Responsible Purchaser.

If you have any questions or problems of filling in this declaration, please don't hesitate to contact the sender of this document.

1. GENERAL	
Company name and address:	Legal form:
	Organisation No:
	VAT No:
	Tel. No:
Contact person:	Fax No:
	E-mail:
Swedish Spoken: <input type="checkbox"/> <input type="checkbox"/>	
English Spoken: <input type="checkbox"/> <input type="checkbox"/>	
Country code: Country:	Webbsite:
Business bank:	Clearing No:
Bank key:	Account No:
Main occupation:	
Your five main customers:	

2. FINANCES AND STAFF				
Annual turnover previous 3 years			Annual turnover forecasted next 2 years	
Established year:		Share capital:		
Previous year net profit:		Year:	Appendix <input type="checkbox"/>	
No. of employees:	White color:	Blue color:	Turnover of staff % per year:	
Comments:				
3. FACILITIES				
Construction year:			Production premises, m ² :	
			Warehouse premises m ² :	
Your main production equipment's:				

4. CERTIFICATES AND AUDITS				
(IF THE ANSWER IS YES, A COPY OF CERTIFICATE NEEDS TO BE ATTACHED)				
A. Quality				
ISO 9001 – certificate				
Certificate number:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Appendix <input type="checkbox"/>	
Valid until:				
B. Environment				
ISO 14001 - certificate				
Certificate number:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Appendix <input type="checkbox"/>	
Valid until:				
D. Are you welding any parts for VNSS? <i>(If no, continue to E.)</i>		Yes <input type="checkbox"/>	No <input type="checkbox"/>	
EN ISO 3834 (729-2) certificate (Only for welding)				
Certificate number:	N/A <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Appendix <input type="checkbox"/>
Valid until:				
E. Other certificate (i.e. ISO 45001 - Occupational Health and Safety Management, ISO 31000 - Risk management etc.):				
Certificate number:				Appendix <input type="checkbox"/>
Valid until:				
F. Other external audits:				
Comments:				

5. EXPORT, ENVIRONMENTAL AND HUMAN RIGHTS REQUIREMENTS

Mandatory information (If you need guidelines please see part 7)		
A1. Do you have an established and communicated environmental policy?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
A2. Have you identified your environmental risks and/or aspects?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
A3. If yes to question A2: Do you have any environmental targets and/or programme?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
A4. Do you provide VNSS with any product containing any chemical substance banned or restricted according to REACH? (http://www.unife-database.org/)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
A5. Does your company fulfil applicable legal requirements, including environmental laws and regulations?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
B1. Does your company comply with the UN Declarations and Conventions of Human Rights?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
B2. Does your company comply with the UN Convention on the Rights of the Child?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
B3. Does your company use labour practises that comply with relevant International Labour Organisation Conventions?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
B4. Do you have an established and communicated CSR (Corporate Social Responsibility) policy accordance with ISO 26000 or similar?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
C. Do you measure your own ability to supply?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

6. PERFORMANCE

A. Does your company measure delivery accuracy?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
A1. Please state your delivery performance for your top 3 customers in previous year?	1.	2.	3.
B. Does your company measure quality?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
C. Does your company continuously work with shortening of lead-times?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
D. Does your company have a visual system for real time control (daily visual management)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
E. Does your company work according to the 5S methodology?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
F. Does your company use World Class Manufacturing or Lean Production philosophies, methods and tools to improve performance?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
G. Does your company use any Material Resource Planning system?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

7. PAYMENT TERMS

A. What are your current standard payment terms in days

_____Days

8. LEAD TIME (Time in working days between firm order from customer and delivery at site)

A. What is your current standard lead time in days

_____Working days

9. MATERIAL AND STOCK MANAGEMENT

Are you currently working with below set ups with your customers?		
A. Production to forecast	Yes <input type="checkbox"/>	No <input type="checkbox"/>
B. Consignment stock management	Yes <input type="checkbox"/>	No <input type="checkbox"/>
C. V.M.I (Vendor Managed Inventory)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
D. KANBAN	Yes <input type="checkbox"/>	No <input type="checkbox"/>
E. Other?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

10. COST MODELS			
A. Does your company use open cost breakdown models with your top customers?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
B. What was your price trend with your main customers during the last three years? (% of price variation against last year, + equals increases, - equals decreases)	1.	2.	3.

11. TECHNICAL SYSTEMS		
A. Does your company use AUTOCAD?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
B. Does your company use Solid Works?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
C. Does your company use a PDM system?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Place

Date

Suppliers representatives signature

Name

Title

Please scan and send it by mail to the sender.

GUIDELINES FOR EXPORT, ENVIRONMENTAL, HYGENIC AND HUMAN RIGHTS

REQUIREMENTS

The supplier is required to comply with the laws (international, national and local) in the countries in which he operates. Furthermore, the supplier must comply with relevant UN and ILO conventions. Listed are examples from the eight core conventions defined in the Fundamental Principles of Rights at Work, ILO Declaration June 1998, and thereby applicable to all ILO Member States. Listed are also examples from other relevant conventions, which are applicable in states that have ratified the specific convention, for ratification see ILO homepage, <http://www.ilo.org/ilolex/english/convdisp2.htm>

Sources:

ILO (www.ilo.org)

UN (www.un.org)

B. Environmental requirement

Fulfills applicable legal requirements, including environmental laws and regulations.
E.g. Environmental permit for the operations. Handling of chemicals, waste, discharger to water, emissions to air.

C. Fulfills applicable legal requirements, including environmental laws and regulations:

Examples on areas:

- Working environment
- Working hours and wages
- Financial (annual report, signing for the firm etc.) and company laws
- Environmental permit for the operations
- Handling of chemicals, waste, discharges to water, emissions to air

C1. Complies with the UN Declarations and Conventions of Human Rights: Examples on areas:

UN Universal Declaration of Human Rights:

- Limitation of working hours
- Periodic holidays with pay
- Just and fair wages
- Right to join trade unions

UN International Covenant on Economic, Social and Cultural Rights:

- Safe and healthy working conditions

C2. Complies with the UN Convention on the Rights of the Child: Examples on area:

- Protection from hazardous work and work which interferes with education

C3. Uses labour practises that comply with relevant International Labour Organisation Conventions:

CORE ILO CONVENTIONS (APPLIES TO ALL STATES)

C29 Forced Labour Convention, 1930, C105 Abolition of Forced Labour Convention, 1957

- Supplier must not use forced or compulsory labour

C87 Freedom of Association and Protection of the Right to Organise Convention, 1948 (143), C98

- Right to Organise and Collective Bargaining Convention, 1949 (154)
- Right to establish and join organisations
- Right to collective bargaining

C138 Minimum Age Convention, 1973, C182 Worst Forms of Child Labour Convention, 1999

- Adhere to nationally specified minimum age, not less than the age of completion of compulsory schooling and in any case not less than 15 years.
- The minimum age for work which is likely to jeopardise the health, safety or morals of young persons shall not be less than 18 years (unless protection, instructions, training).

OTHER RELEVANT ILO CONVENTIONS (CHECK RATIFICATION)

<p><u>C155 Occupational Safety and Health Convention, 1981</u></p> <ul style="list-style-type: none"> • Machinery, equipment and processes must, so far as is reasonably practicable, be safe and without risk to health. • So far as is reasonably practicable, chemical, physical and biological substances and agents are without risk to health when the appropriate measures of protection are taken. • Employers shall where necessary provide adequate protective clothing and protective equipment to prevent, so far as is reasonably practicable, risk of accidents or of adverse effects on health.
<p><u>C170 Chemicals Convention, 1990</u></p> <ul style="list-style-type: none"> • For hazardous chemicals, chemical safety data sheets with information on identity, supplier, classification, hazards, safety precautions and emergency procedures shall be provided to employers. Employers shall maintain a record of hazardous chemicals used at the workplace, accessible to all workers concerned and their representatives • Employers shall make an assessment of the risks arising from the use of chemicals at work, and shall protect workers against such risks by appropriate means • Employers shall: • inform the workers of the hazards associated with exposure to chemicals used at the workplace • (b) instruct the workers how to obtain and use the information provided on labels and chemical safety data sheets.
<p><u>C148, Working Environment (Air Pollution, Noise and Vibration) Convention, 1977</u></p> <p>As far as possible, the working environment shall be kept free from any hazard due to air pollution, noise or vibration by technical measures applied to new plant or</p> <ul style="list-style-type: none"> • Processes in design or installation, or added to existing plant or processes; or, where this is not possible, by supplementary organisational measures. • Health of workers exposed or liable to be exposed to occupational hazards due to air pollution, noise or vibration shall be supervised.
<p><u>C47 Forty-Hour Week Convention, 1935</u></p> <ul style="list-style-type: none"> • Approval of the principle of a forty-hour week applied in such a manner that the standard of living is not reduced in consequence.
<p><u>C14 Weekly Rest (Industry) Convention, 1921</u></p> <ul style="list-style-type: none"> • The whole of the staff employed in any industrial undertaking, public or private, or in any branch thereof shall, except as otherwise provided for by the following Articles, enjoy in every period of seven days a period of rest comprising at least twenty-four consecutive hours. • Employers shall make an assessment of the risks arising from the use of chemicals at work, and shall protect workers against such risks by appropriate means • Employers shall: • inform the workers of the hazards associated with exposure to chemicals used at the workplace • (b) instruct the workers how to obtain and use the information provided on labels and chemical safety data sheets
<p><u>C100 - Equal Remuneration Convention, 1951 (No. 100)</u></p> <ul style="list-style-type: none"> • The Equal Remuneration Convention (No. 100) requires ratifying countries to ensure the application to all workers of the principle of equal remuneration for men and women workers for work of equal value. The term "remuneration" is broadly defined to include the ordinary, basic or minimum wage or salary and any additional emoluments payable directly or indirectly, whether in cash or in kind, by the employer to the worker and arising out of the worker's employment. Equal remuneration for men and women workers for work of equal value refers to rates of remuneration established without discrimination based on sex. This fundamental ILO Convention is applicable in all enterprises whether they are owned privately or by the local governments and the state and it is applied to civil servants.

Convention No. 100 entered into force on 23 May 1953 and has been ratified by 171

C111 – Discrimination (Employment and Occupation) Convention, 1958

- Convention No. 111 affirms that discrimination constitutes a violation of rights enunciated by the Universal Declaration of Human Rights. It upholds the fact that all people, irrespective of race, colour, sex, religion, political opinion, national extraction or social origin have the right to pursue both their material well-being and their spiritual development in conditions of freedom and dignity, economic security and equal opportunity. Convention No. 111 is one of the eight Conventions identified by the Governing Body of the International Labour Office as fundamental to the rights of human beings at work, irrespective of the level of development of individual member States.

The Convention on Discrimination (No. 111) was adopted at the International Labour Conference on 25 June 1958. Convention No. 111 entered into force on 15 June 1960.