

Self-Assessment Questionnaire

GENERAL INFORMATION				
Supplier:				
Supplier no.:				
Registration no.:				
Postal address:				
Visiting address:				
Telephone:				
E-mail address:				
Company officials:				
Title:	Name:	Direct telephone:	Mobile telephone:	E-mail:
Managing director:				
Financial manager:				
Sales manager:				
Technical manager:				
Purchasing manager:				
Production manager:				
Quality manager:				
Safety/Environmental manager:				
Ownership:				

Note: Not all questions are relevant for all suppliers. Please fill in what is relevant for your activities!

Type of service:

Product type/range:

Annual turnover 3 last years:

Year:	Total:

Personnel:

Total:	Administration:	Technical:	Purchasing:	Production:	Quality:	HSE:	Other:

QUALITY			
Does the company operate a certified Quality Management System that meets the requirements of ISO 9001?	Yes		No
If yes, please supply a copy of the certificate and the Quality Policy.			
By either yes or no, please answer the questions below:			

Quality issues	YES	NO	NA	Comments:
Control of suppliers				
Are there established routines for:				
Procurement Policy?				
Subcontracting?				
Prequalification and approval of suppliers? If yes, please attach routine.				
Production, testing and control				
Are there established routines for:				
Reception control?				
Delivery review and call off?				
Control and verification of delivery plans?				
Final inspections, testing and completion?				
Control, calibration and inspection of measuring and test equipment?				
Maintenance registry of test equipment/tools?				
Product approval and product information:				
Is there a product standard for your product? If yes, is the product certified, and by what standard?				
Are there established routines for product information and version control of documentation? (e.g assembly instructions, drawings, MOM, BIM, Safety Data Sheets). If yes, please attach routine.				
Handling of nonconformities				
Are there established routines for:				
Reporting and follow-up of nonconformities? If yes, please attach routine.				
System/routine, which guarantees that nonconforming products/services will not be delivered to the customer?				
Notification to the customer when delivery delays?				
Reporting and follow-up of customer complaints? If yes, please attach routine.				
Planning and progress reporting				
Are there established routines for progress planning and reporting?				
Audits				
We give our customers permission to control our QA/HSE/Environment system?				
Has the company established an audit program? When was the last audit conducted?				
Does the company conduct audits at their suppliers?				
Are the results registered and archived?				

Have external companies/authorities conducted audits of the company the last year? Who conducted the audit and when?				
Risk management				
Are there established routines for:				
A crisis plan in case of delivery stoppage of raw materials?				
Changes in the manufacturing process?				
Other questions:				
How large a part of the firm's total capacity amounts to the deliveries to Pipelife?				
Has the company any outstanding cases with the authorities?				
From which countries does the company buy main raw materials/materials?				
Training and competence				
Are there established a system for competence development and training of the employees?				

ENVIRONMENTAL				
Does the company operate a certified Environmental Management System that meets the requirements of ISO 14001?	Yes		No	
If yes, please attach a copy of the certificate and the Environmental Policy.				
If no, are there other arrangements in place to manage environmental issues? Please attach details of content.				
Has the company been involved in any environmental incidents in the last 3 years? If yes please attach details of the incident(s) and outcome.	Yes		No	
Has the company been convicted of any environmental offences in the last three years, including any civil sanctions, or any prosecutions pending? If yes, please attach details.	Yes		No	

Environmental issues	YES	NO	NA	Comments:
Has the company established a system for environmental accounting and reporting?				
We have a recycling and reception system for our packaging material.				
We have a recycling and reception system for products that our customers want to return/no longer need.				
Are special waste stored at a separate location?				
Are there established routines for chemical handling?				
Has the company routines for informing the customer if changes of chemical content in the product?				

HEALTH AND SAFETY			
Do you have a Health and Safety Management System that meets the requirements of OHSAS 18001?	Yes		No
If yes, please supply a copy of the certificate and the Health & Safety Policy.			
If no, are there other arrangements in place to manage Health and Safety issues? Please attach details of content.			
Accident history: Please advise the total number of accidents in the last 3 years.			
Accidents		Numbers	
Accidents (no lost time)			
Accidents (up to 7 days lost time)			
Reportable Accidents (over 7 days lost time)			
Major Accidents			
Dangerous Incidents			
Fatalities			
Injuries to third parties (member of the public, suppliers etc.)			

CORPORATE SOCIAL RESPONSIBILITY				
Has the company filled in Pipelife's Supplier Code of Conduct? If no, please fill in enclosed Supplier Code of Conduct.	Yes		No	
Do you have a policy for the ethical supply and purchase of goods and services to your business?	Yes		No	
If yes, please attach details:				
If no, please provide details of how your company manages its behavior:				
Please confirm your company compliance with the CSR statements below:	Please tick			
No child labor will be used	<input type="checkbox"/>			
Freedom of association	<input type="checkbox"/>			
No discriminatory practices are followed	<input type="checkbox"/>			
Disciplinary procedures are published	<input type="checkbox"/>			
Complies with working time directive	<input type="checkbox"/>			
Complies with legal minimum wage	<input type="checkbox"/>			

REACH
Seller agrees that all products sold to Purchaser are made in accordance with the national requirements in the European Chemicals Agency's REACH Regulation.
If no, please describe/attach details.

Other certificates or approvals, regarding quality, product, CO2 emissions, type approvals, environment, personnel:

Pipelife Norge AS thanks for the information, which will be treated confidentially!

Date/Place:

Signature: