

# Supplier Self-Assessment



Supplier Information			
Supplier Name (Legal Entity)			
Street & No.			
Postal Code			City
Phone Number			
VAT Identification Number			D-U-N-S Number
Trade Register Number			QR-IBAN*
IBAN			BIC
*optional for Switzerland			
Global	Turnover last FY (€)	Number of Production Sites	Number of Employees
Germany & Switzerland			
	1	2	3
Name your 3 biggest customers*			
Name your 3 biggest competitors*			
*optional			

Industry			
Manufacturing (Industry, Handcraft)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Services	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Commerce	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Contact Details			
	Name	E-mail	Phone Number
Main Contact			
Technical Contact			
Quality Management			
Finance			

Quality Management			
Does a quality management system exist?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Is the system checked at regular intervals?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Is there independent quality control?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Does a quality handbook exist?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Do you regularly check the quality of products?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Is there a flow chart with the essential steps?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Are incoming goods inspections carried out?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Are tests carried out before, during and after production?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Is there any further final inspection?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
How are the tests documented?			
Are failed exams documented?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Are internal audits conducted?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Are findings documented and analysed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Are corrective actions implemented and audited?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Is there a Continuous Improvement Process in place?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Are you able to identify the product at any time?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Do you regularly test the system (Traceability)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

## Certifications & Corporate Social Responsibility

ISO 9001  ISO 14001  ISO 45001  ISO 50001

BRCGS

FSC – Forest Stewardship Council

EMAS – Eco Management and Audit Scheme

EcoVadis (Please share rating via EcoVadis platform)

EcoVadis Rating (0 - 100):

Further CSR Ratings

Further Certifications e.g. GFSI

→ Please also send us the certification by email

## Procurement

Has the DS Smith Global Supplier Standard (GSS) been signed?

Yes  No

Do you agree to an audit by DS Smith?

Yes  No

Do supplier evaluations take place?

Yes  No

Is a Corporate Social Responsibility (CSR) Rating Tool implemented?

Yes  No

Are internal purchasing guidelines in place?

Yes  No

Is there a Business Continuity Management Plan existing?

Yes  No

Name

Title

Date

X

We thank you for your efforts and look forward to working with you.

