**Supplier Self Assessment (SSA)**

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| Date: | | | | | | | | | | | | | | | | |  | | | | | |
| The return of the supplier self assessment is an obligation (and where appropriate with attachments). The details are exclusively related to the actual manufacturing site! Please return the completed form immediately. – please insert additional lines if necessary. | | | | | | | | | | | | | | | | | | | | | | |
| 1. General Data Supplier | | | | | | | | | | | | | | | | | | | | | | |
| Name and address: | |  | | | | | | | | | | **D-U-N-S Number:** | | | | | | |  | | | |
| Type of company: | | Distributor  Manufacturer | | | | | | | | | | | | | | | | | | | | |
| Certificates?  Since? | |  | | |  | | | | | |  | | | | | | | |  | | | |
| Planned certificates? When? | |  | | |  | | | | | |  | | | | | | | |  | | | |
| 1.1 Assessment of Quality | | | | | | | | | | | | | | | | | | | | | | |
| (Cert. DIN/ISO 9001/EN 29000 – Volume/VDA Bd.6/QS 9000/IATF 16949)  (Please send the cover page of the last audit) | | | | | | | | | | | | | | | | | | | | | | |
| Parts/Product Groups | **Company/**  **Auditor** | | **Cert. to** | | | | | | | **%** | | | **Grade** | | | | | | | | **Date** | |
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| 2. Company information | | | | | | | | | | | | | | | | | | | | | | |
| 2.1 Company Specific Data | | | | | | | | | | | | | | | | | | | | | | |
| Responsible: | | **Managing Director** | | **Quality Manager** | | | | | **Sales Director** | | | | | | **Responsible Sales Representative** | | | | | | | |
| Name: | |  | |  | | | | |  | | | | | |  | | | | | | | |
| Phone: | |  | |  | | | | |  | | | | | |  | | | | | | | |
| E-Mail: | |  | |  | | | | |  | | | | | |  | | | | | | | |
| Languages: | |  | |  | | | | |  | | | | | |  | | | | | | | |
| Number of employees: | | **In Total** | | **Quality Management** | | | | | **Research & Development** | | | | | | **Software** | | | | | | | |
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| 2.2 Core Competencies | | | | | | | | | | | | | | | | | | | | | | |
| Core Competencies: | | | | | | | | | | | | | | | | | | | | | | |
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| 2.3 Research and Development Departments | | | | | | | | | | | | | | | | | | | | | | |
| Is the supplier capable to handle all aspects of research and development? | | | | | | | | | | | | | | | | | | | Yes | | | No |
| If not, which development work requires to be done elsewhere: | | | | | | | | | | | | | | | | | | | | | | |
| Operation | | | | **Partner/Organisation** | | | | | | | | | | | **License/Joint Venture** | | | | | | | |
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| 2.4 Project Management, Methods of Product Development | | | | | | | | | | | | | | | | | | | | | | |
| Does the supplier have the project management/development at the OEM site? (e.g. local engineering office) | | | | | | | | | | | | | | | | | | | Yes | | | No |
| If yes, contact person and contact details: | | | | | | | | | | | | | | | | | | | | | | |
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| Which Development- and Quality Methods are used by the supplier?  a) QFD Methods: | | | | | | | | | | | | | | | | | | | | | | |
| b) FMEA (Design FMEA, Process FMEA): | | | | | | | | | | | | | | | | | | | | | | |
| c) DOE Methods: | | | | | | | | | | | | | | | | | | | | | | |
| d) Others: | | | | | | | | | | | | | | | | | | | | | | |
| 2.5 Test Facility/Prototyping | | | | | | | | | | | | | | | | | | | | | | |
| Does the supplier maintain a test facility or prototyping on site? | | | | | | | | | | | | | | | | | | | Yes | | | No |
| Which prototyping facilities are used internally? | | | | | | | | | | | | | | | | | | | | | | |
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| Which prototyping facilities are used externally? | | | | | | | | | **Partner/Organisation** | | | | | | | | | | | | | |
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| 2.6 Initial Sampling | | | | | | | | | | | | | | | | | | | | | | |
| Are you familiar with the VDA 2? | | | | | | | | | Yes | | | | | | | | | No | | | | |
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| Which form for the initial sampling do you use? | | | | | | | | |  | | | | | | | | | | | | | |
| 1. Form according to VDA | | | | | | | | |  | | | | | | | | | | | | | |
| 1. Other: | | | | | | | | |  | | | | | | | | | | | | | |
| 3. Supplier & Subsidiaries | | | | | | | | | | | | | | | | | | | | | | |
| 3.1 External Suppliers | | | | | | | | | | | | | | | | | | | | | | |
| Is it planned that important features e.g. functional and quality relevant components for the currently requested project will be purchased from external suppliers?  Will external service suppliers be used for the actual quoted project (e.g. machining, assembly, painting)? | | | | | | | | | | | | Yes | | | | | | | | No | | |
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| Parts/ Product Groups | | **Supplier/ Company** | | **Cert. to** | | | | **%** | | **Grade** | | | | | | **Date** | | | | | | |
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| 3.2 Subsidiaries | | | | | | | | | | | | | | | | | | | | | | |
| Location | | | | **Parts/Product Groups** | | | | | | **Number of employees** | | | | | | | | | **Certificates** | | | |
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| 3.3 Development Partners | | | | | | | | | | | | | | | | | | | | | | |
| Know-how | | **Supplier/ Company** | | **Certificates** | | | | | | **%** | | | | **Grade** | | | | | **Date** | | | |
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| 4. Test Equipment | | | | | | | | | | | | | | | | | | | | | | |
| Which functional test rigs does the supplier maintain at the site? | | | | | | | | | | | | **Available at site?** | | | | | | | | | | |
| Yes | | | | | | | | No | | |
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| Which test rigs are used externally? | | | | | | **Partner/ Organization** | | | | | | | | | | | | | | | | |
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| Which endurance test rigs are maintained at the site? | | | | | | | | | | | | **Available at site?** | | | | | | | | | | |
| Yes | | | | | | | | | No | |
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| Which endurance test rigs are used externally? | | | | | | **Partner/ Organization** | | | | | | | | | | | | | | | | |
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| Which measurement and analysis equipment does the supplier maintain? | | | | | | | | | | | | **Available at site?** | | | | | | | | | | |
| Yes | | | | | | | | No | | |
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| Which measurement and analysis equipment is used externally? | | | | | | **Partner/ Organization** | | | | | | | | | | | | | | | | |
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| 5. Other Information | | | | | | | | | | | | | | | | | | | | | | |
| 5.1 Customers | | | | | | | | | | | | | | | | | | | | | | |
| Which components are exported and for which customers?  How much is the share for the net value of such products? | | | | | | | | | | | | | | | | | | | | | | |
| Components: | | | | | | | **Customers:** | | | **Product Net Value:** | | | | | | | | | | | | |
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| 5.2 Comments/Attachments | | | | | | | | | | | | | | | | | | | | | | |
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