

Cover Sheet for Supplier Information of Broetje-Automation Group

Within the scope of DIN EN 9100, we as **Broetje-Automation Group** are required to check the performance of our suppliers and to evaluate them on a regular basis.

You have applied to be a supplier for **Broetje-Automation Group**.

So that we may include you on our list of qualified suppliers, we first ask you to answer the questions in the following questionnaire. The following documents are included in the package:

1. Cover Sheet
2. General
3. Welding Technology
4. Enclosure for Welding Technology
5. Suppliers - Compliance - Declaration

Please fill out the "2. General" questionnaire completely.

If you are applying to be a supplier for weldments, then please also complete „3. Welding Technology” and “4. Enclosure for Welding Technology”.

Documents that require a legally binding signature should be printed out and sent along with other documents, such as copies of your certificates, to the buyer in charge (note addressee on your letter).

(corresponding subsidiary)

Attn: Responsible Buyer

Registered office

Please keep in mind that all information is given voluntarily.

Failure to answer certain questions, however, can result in our being unable to consider you as a supplier for **Broetje-Automation Group**.

Broetje-Automation GmbH, Germany
BA Composites GmbH, Germany
BA Services GmbH, Germany
Broetje-Automation UK Ltd., UK
Broetje-Automation USA, Inc., USA
Compose 2 Compete GmbH, Germany
M-Technology Fab Aero, France
Shanghai Broetje-Automation Equipment and Trading Co. Ltd., China
BA Japan K.K., Japan
Broetje-Automation RUS, Russia

Supplier Information

I Company Data

Company Name	
Street	
City, State, Zip Code	
Telephone	
Fax	
Homepage	
E-Mail	
Tax Number.	
BIC, SWIFT and IBAN-Number.:	

II Company Data

Legal Form	
Managing Directors	1. 2. 3.
Total Employees of those non-salaried of those salaried Designer Draftsman of those trainees	
Does your Company belong to a corporate or a group of companies?	
	yes <input type="checkbox"/> no <input type="checkbox"/>
If so, which one(s)? Relationship therein?	

III Sites

Where are your production sites located?	
Do you have distribution sites?	
	yes <input type="checkbox"/> no <input type="checkbox"/>
If so, where?	

IV Certifications				
Is your company certified in accordance with...: (enclose certificated)				
DIN ISO 9000 cont.	yes		no	
DIN EN 9100	yes		no	
DIN ISO 14001	yes		no	
other (please name)	yes		no	
<p>Which institution carried out the certification?:</p> <p>We confirm an access for regulatory authorities and customers of Broetje Automation with us and our subcontractors. Yes <input type="checkbox"/> No <input type="checkbox"/> (leads to exclusion in the suppliers intake)</p> <p>Are you listed as DPD supplier from Boeing according to specification D6-51991? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If not, can you confirm to Broetje Automation compliance with the requirement of Boeing D6-51991? Yes <input type="checkbox"/> No <input type="checkbox"/></p>				
<u>Please answer the following questions if there is no certified quality management documentation:</u>				
Does a quality management handbook or a similar instrument for quality assurance exist? If so, please specify the latest edition				
Is the contract checked in connection with the technical/commercial documents Yes <input type="checkbox"/> No <input type="checkbox"/>				
How are production and quality testing steps documented?				
Which special processes (e.g. soldering, welding, complex manufacturing processes) do you use and how do you guarantee that they meet current state of technology				
How are defective parts marked and stored?				

<p>Do you systematically inspect and/or calibrate the test equipment?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>How long is the documentation stored, which are providing the proof of product quality?</p>
<p>Is there a notification to the customer in the case of component damage?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

V Environment (not required if the DIN ISO 14001 certificate is provided)			
Please answer only those questions which apply to your spectrum of delivered goods!			
Do you use environmentally-friendly packaging materials?	yes		no
What is your partial delivery quota?	%		
Do you use certified forwards or CAP service providers?	yes		no
Do you use water soluble paints?	yes		no
Do you use environmentally-friendly cutting oils?	yes		no

VI Engineering Guidelines (for Engineering only)	
<p>Are you able to meet all requirements in the CATIA V5 Performance Guidelines and the HW/SW? Performance Guidelines and Requirements on BA-Homepage: http://www.broetje-automation.de/en/downloads/ Yes <input type="checkbox"/> No <input type="checkbox"/></p>	
Which requirements cannot be met?	<input style="width: 300px; height: 20px;" type="text"/>
<p>Please suggest alternatives? Please describe briefly:</p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>	

VII Declaration of Security AEO	
We are meeting all requirements in the Declaration of Security AOE (will be send!)	
Yes <input type="checkbox"/> No <input type="checkbox"/>	
Which requirements cannot be met?	<input type="text"/>
Können Sie hierzu alternativ Vorschläge machen?	
<u>Please describe briefly:</u>	
<input type="text"/>	
<input type="text"/>	

date, stamp and legally binding signature

Supplier Information

Welding Technology

I General

Company	
Address	
Telephone	

II Employees

Production Manager(s)	
Quality Assurance	
Welding Supervisor (SFI)	

III Company Qualifications

(enclose copies of certificates)

DIN EN ISO 3834-2 / DIN EN 729.2	yes	<input type="checkbox"/>	no	<input type="checkbox"/>
DIN EN ISO 3834-3 / DIN EN 729.3	yes	<input type="checkbox"/>	no	<input type="checkbox"/>
DIN EN 1090-1	yes	<input type="checkbox"/>	no	<input type="checkbox"/>
DIN EN 1090-2	yes	<input type="checkbox"/>	no	<input type="checkbox"/>
DIN EN 1090-3	yes	<input type="checkbox"/>	no	<input type="checkbox"/>
other (please name)	yes	<input type="checkbox"/>	no	<input type="checkbox"/>

IV Qualification of Employees

Wie ist Ihr Personal qualifiziert?
(enclose copies of certificates)

Number of Welders DIN EN 287 _____

Number of Operators DIN EN 1418 _____

Welding supervisors DIN EN ISO 14731/ DIN EN 719 _____

Inspection Personnel DGZfP or DIN EN 473:

for VT	yes	<input type="checkbox"/>	no	<input type="checkbox"/>
for UT	yes	<input type="checkbox"/>	no	<input type="checkbox"/>
for RT	yes	<input type="checkbox"/>	no	<input type="checkbox"/>
for PT	yes	<input type="checkbox"/>	no	<input type="checkbox"/>
for MT	yes	<input type="checkbox"/>	no	<input type="checkbox"/>

Welding Technology

The following terms and conditions apply for a General Agreement for all prospective orders Broetje-Automation GmbH to the suppliers listed below:

Steel components

Welding work on steel constructions must only be carried out by companies in possession of valid verification of suitability (manufacturer's qualification) in compliance with DIN EN ISO 3834-2/3 resp. DIN EN 1090-1/2 and valid welding certificates in compliance with DIN EN 287-1.

The relevant standards and rules must be adhered to.

Production of welded parts in compliance with the drawing (if available). All dimensions without tolerances in compliance with DIN EN ISO 13920: Linear dimensions B angular dimensions B and straightness, flatness and parallelism tolerances F.

Welded seam priming in compliance with DIN EN ISO 9692-1. If no other requirement is specified, assessment of irregularities in compliance with DIN EN ISO 5817 - B.

If no other requirement is specified, manufactured from S355 J2 +N killed steel in compliance with DIN EN 10025-2:2004.

The material properties must be certified by an acceptance test certificate 3.1 (DIN EN 10204:2004) with details of the chemical composition after the ladle analysis (14er analysis), the CEV value and the mechanical notch impact energy, yield stress and tensile strength values.

The manufacturer is obliged to deliver the acceptance test certificates for materials used to BA (QS).

The manufacturer is obliged to check, that copies of the valid manufacturer's qualification and valid welding certificates are made available to BA. Any changes must be made known to BA (QS) without request.

If weld inspections are requested, the manufacturer's welding inspector must draw up documented tests and delivered these to BA (QS).

Upon completion of the welding process, the component must be low stress annealed, unless agreed otherwise. Annealing must be carried out at approx. 600 °C with subsequent slow cooling. The holding time must be at least 2 hours. The annealing process must be documented in an annealing record. This must include the heating ramp, holding time and cooling ramp.

A record of the annealing process must be delivered to BA (QS).

Aluminium and Aluminium Alloy Parts

Welding work on aluminium or aluminium alloy constructions must only be carried out by companies in possession of valid verification of suitability (manufacturer's qualification) in compliance with DIN EN ISO 1090-1/3 and valid welding certificates in compliance with DIN EN ISO 9606-2. The relevant standards and rules must be adhered to.

Provide a \varnothing 6 mm vent hole in closed sections.

For I seams, make the root side of the webs 0.5 to 1 x 45°

Segregation of aluminium and steel processing. Processing tools and welding machines must be free of other metals. Do not use resin-bonded grinding wheels (increased danger of pores), always use ceramic-bonded grinding wheels.

The surface to be joined must be cleaned and kept clean until welded. Welding surfaces that are moist or have a film of oxidation, must be cleaned or dried respectively again immediately prior to welding.

Tack welds must always be fully molten when welding.

Pre-heat thick materials (= 10 mm) over a large area. The maximum pre-heating temperature for alloys that can be hardened is 180-200°C for a maximum of 10 mins. Cooling periods must be adhered to if the temperature is exceeded.

Production of welded parts in compliance with the drawing (if available). All dimensions without tolerances in compliance with DIN EN ISO 13920: Linear dimensions B, angular dimensions B and straightness, flatness and parallelism tolerances F.

Welded seam priming in compliance with DIN EN ISO 9692-3. If no other requirement is specified, assessment of irregularities in compliance with DIN EN 30042 - B.

If materials in compliance with DIN 4113-T1 in compliance with Table 1, the material properties must be verified by a works certificate 2.2 in compliance with DIN EN 10204:2004. The properties of other materials in compliance with DIN 4113-T1 Chap. 3 must be verified by means of an acceptance test certificate 3.1 in compliance with DIN EN 10204:2004. The content of the works certificates and the acceptance certificates are the chemical composition and the mechanical values for yield stress lateral contraction and tensile strength. The manufacturer is obliged to deliver the acceptance test certificates or works certificates for materials used to BA (QS).

The manufacturer is obliged to check, that copies of the valid manufacturer's qualification and valid welding certificates are made available to BA. Any changes must be made known to BA (QS) without request.

If weld inspections are requested, the manufacturer's welding inspector must draw up documented tests and delivered these to BA (QS).

date, stamp and legally binding signature

Security Declaration for approved traders AEO

Name of company _____
Street _____
City _____
Country _____
Zip _____
Telephone _____
E-Mail _____

Herewith, I declare that:

- Goods, which were produced, stored or transferred by order of approved traders (AOE) will also be shipped to or taken over by them,,
 - will be produced, stored, processed or treated and loaded on assured manufacturing facilities or assured reloading sites.
 - will be protected from unauthorized access during production, storage, processing, treatment, loading and shipment.
- Personnel, which is deployed for production, processing, treatment, loading, shipment and taking over of goods, is trustworthy.
- Business partner, which deal in my authority, are informed that they need to make sure to protect the supply chain.

Name of authorized signatory¹ _____ Company stamp
(if necessary)
Position _____
Signature _____
Date if issue _____

This declaration was issued for:

Name (company) _____
Street _____
City _____
Country _____
Zip _____

¹ Signatory according to excerpt from the commercial register

Suppliers - Compliance - Declaration

Our company is committed to sustainability, high ethical standards and integrity. We expect all suppliers to be equally committed to sustainability and to maintain good working conditions and ethical business practices. Suppliers are expected to comply with the rules listed below and to confirm their compliance.

CODE OF CONDUCT FOR SUBCONTRACTORS AND SUPPLIERS

Laws and regulations

The supplier is obliged to comply with existing laws and regulations of the countries in which he does business.

Corruption and Bribery

Any form of corruption or bribery is prohibited. Employees are prohibited from offering, giving or accepting any form of gift or payment that could be construed as a bribe.

Forced labour, child labour

All forms of forced labour and child labour are prohibited. This also includes wage slavery. The personal dignity, privacy and personal rights of everyone must be respected. Any form of physical punishment against employees is prohibited, as is psychological, sexual and verbal harassment or abuse.

Compensation

Wages, overtime pay and benefits in kind in our suppliers' companies should be at or above the level required by law.

Working hours

Suppliers must comply with the applicable laws and usual standards regarding working hours.

No discrimination

All employees of the supplier, regardless of their race, nationality, social background, possible disabilities, sexual orientation, political or religious beliefs, age or gender, may be judged solely on the basis of their abilities and qualifications. This includes hiring, promotion, additional benefits, dismissals and layoffs, and must also be applied in all other areas.

Health and safety

The supplier is obliged to create a safe and healthy working environment to prevent accidents and injuries.

Environment

The supplier shall comply with the environmental regulations and standards relating to its business activities and act sustainably in all areas.

Supply Chain

The supplier must ensure that all suppliers know and respect the contents of this Code of Conduct.

Date / Stamp / legally valid signature