

English		Supplier Questionnaire			
Name					
Company address					
Phone		Fax:			
E-Mail		Web:			
Legal Structure					
Creation date					
Affiliated companies					
Payment terms					
Incoterms					
Name of the bank					
Swiftcode					
IBAN					
VAT ID no.					
Point of contact	Position	Name		Phone	
Surface	Total	Production	Stock	Office	
	sqm	sqm	sqm	sqm	
Work force	Total	Production	R&D	Administration	Quality
Turnover	2018		Plan 2019:		
	Domestic	Export	Domestic	Export	
	%	%	%	%	%
Do you have a CAD System?	<input type="checkbox"/> Yes		<input type="checkbox"/> No		
	If yes, which one?				
Certified management systems	<input type="checkbox"/> DIN EN ISO 9001 <input type="checkbox"/> EMAS <input type="checkbox"/> IATF 16949 <input type="checkbox"/> ISO 50001 <input type="checkbox"/> ISO 14001 <input type="checkbox"/> OHSAS 18001 <input type="checkbox"/> In preparation, implemented until:				

Confirmation regarding hazardous substances in our products		
In accordance with various regulations we require you to confirm the statement below regarding our products.		
<input type="checkbox"/>	REACH regulation (EC) No. 1907/2006 Hereby we confirm the compliance with the EU chemical regulation REACH in the current version for all materials to be delivered to Vitra Group. Furthermore we assure you that these materials do not contain any SVHC substances (substances of very high concern) in a mass concentration above 0.1 percent. We will inform you unrequested and immediately about any changes.	
<input type="checkbox"/>	EG 850/2004 (POP-Regulation) The products do not contain any substances listed in Annex I and II of the EC 850/2004 (POP Regulation).	
<input type="checkbox"/>	ChemVerbotsV The substance restrictions and prohibitions regulated in the German Chemicals Prohibition Ordinance (ChemVerbotsV) are maintained.	
<input type="checkbox"/>	Toxic Substances Control Act (TSCA) Title VI – relevant for wood products only We hereby confirm, that our products meet the requirements of the Toxic Substances Control Act (TSCA) Title VI regarding formaldehyde emissions. We fully comply with the requirements for labeling and documentation. Changes will be notified immediately and unrequested.	
Supplier Code of Conduct		
Confirmation of compliance with social and environmental standards based on the conventions of the International Labor Organization (ILO), the Declaration of Human Rights of the UN, the conventions of the United Nations on the rights of children and the elimination of all forms of discrimination against women, the UN Global Compact and the OECD Guidelines for multinational enterprises.		
<input type="checkbox"/>	We hereby confirm that we comply with the above set of rules.	
<input type="checkbox"/>	We hereby confirm that our suppliers comply with the above set of rules.	
Sustainable Timber management		
<input type="checkbox"/>	Timber and derived timber products supplied to Vitra meet the requirements set by the European Timber Regulation (EUTR).	
<input type="checkbox"/>	Timber and derived timber products supplied to Vitra meet the requirements of the FSC or PEFC label.	
<input type="checkbox"/>	Not applicable	
Liability insurance for cases of loss & damages?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If yes, state amount?	
Do you have contingency plans?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If yes, how do they look like?	

Capabilities			
<input type="checkbox"/>	Plastic injection molding	<input type="checkbox"/>	DIN Parts
<input type="checkbox"/>	Moulds for Plastic injection	<input type="checkbox"/>	Electroplating
<input type="checkbox"/>	PU Cut or Block Foam	<input type="checkbox"/>	Powder coatings
<input type="checkbox"/>	PU Form o. Integral Foam	<input type="checkbox"/>	Wet coatings
<input type="checkbox"/>	PU rigide Foam	<input type="checkbox"/>	Modules
<input type="checkbox"/>	Rubber parts	<input type="checkbox"/>	Welded part
<input type="checkbox"/>	Turned parts	<input type="checkbox"/>	Solid Wood
<input type="checkbox"/>	Milled parts	<input type="checkbox"/>	Fiberboard
<input type="checkbox"/>	AL die cast	<input type="checkbox"/>	Fabric
<input type="checkbox"/>	ZN die cast	<input type="checkbox"/>	Knitted Fabric
<input type="checkbox"/>	CU-ZN die cast	<input type="checkbox"/>	Fleece Felt
<input type="checkbox"/>	Grinding polishing	<input type="checkbox"/>	Sewing
<input type="checkbox"/>	AL Profiles	<input type="checkbox"/>	Packings
<input type="checkbox"/>	Steel Profiles	<input type="checkbox"/>	Others
<input type="checkbox"/>	Metal Semi-Finished	<input type="checkbox"/>	Others

We hereby confirm that we have stated all information truthfully.		
Date	Name	Signature & stamp

Completed by Vitra

Questionnaire checked by: _____ Date: _____

Declaration OK Declaration not OK

Signature Lead Buyer _____

Signature Supplier Management _____