



Supplier Approval Questionnaire

This questionnaire is for both potential & existing suppliers to BOFA International Ltd

Company name:.....
Contact name:..... **Email:**.....
Telephone:..... **Fax:**..... **Website:**.....

BOFA International Ltd reserves the right to seek evidence to support any or all answers on this questionnaire.

Preference is given to those providing evidence to recognised standards, in addition to the services offered.

If you require assistance or have any questions while completing this questionnaire please do not hesitate to contact us. We are happy to offer assistance.

Section 1 – Quality

1. Is your Company ISO9001 registered? Y N

(If you answered 'YES' please provide a copy)

2. Registration number.....

3. Registration Body.....

4. Do you have a written Quality Policy? Y N

(If you answered 'YES' please provide a copy)

Section 2 – Environment

BOFA International operates an ethical Environmental Policy to control our environmental impacts. Whilst supplying us your activities will contribute to these impacts & could increase their severity. To prevent or control this you must be aware of your environmental obligations before & during your supply to BOFA International.

1. Is your Company ISO14001 registered? Y N

2. Do you operate effective environmental management systems or procedures? Y N

3. Do you have an Environmental Policy? Y N

(If you answered 'YES' please provide a copy)

Section 2 – Environment Continued

REACH, WEEE & RoHS are EU regulations controlling products that potentially contain substances of serious concern to BOFA International.

4. Will you inform BOFA International if you are to supply any product that could be non RoHS complaint?
Y N
5. Will you inform BOFA International if you are to supply any product that could have REACH registrations?
Y N
6. Will you inform BOFA International if you are to supply any product that could affect our current WEEE status?
Y N

Section 3 – Health & Safety

1. Do you have a Health & Safety Policy statement?* Y N

(If you answered 'YES' please provide a copy)

2. How many reportable incidents has your Company had under RIDDOR in the last three years?

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3. How many staff do you directly employ?

4. What is your current level of Liability Insurance?.....

(Please provide a copy)

Please ensure all the relevant sections are both accurate and complete. Please check all required documents and supporting information are enclosed before returning this form.

By signing this questionnaire you agree to abide by all the standards declared within this document and that whilst working onsite our Personnel have the right to inspect you & your Suppliers/Contractors activities and may interrupt them if they violate company environmental or safety policies or any other legal requirements.

On behalf of the Company named within this document:

Name (please print):.....

Position:.....

Signed:.....

Date:.....

BOFA Use Only

Approval / Review

☐ Reviewed with the areas detailed highlighting concerns/further action required before approval (see below):

☐ Reviewed and given approval (see notes)

Review conducted by:.....

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Signed.....

Position.....

Date.....