

PROCESS :	WS21	CODE:	WW0071	INDEX :	S
CONFIDENTIALITY:	External	SENTBY :	B LE PODER	ON :	10/28/2018

Completed by:		Position:		Date:	
Mandatory informations					
Company Information			Contact Details		
COMPANY NAME:			Contact	Email	Telephone
Ownership / nationality	Established in :		Management		
Capital Value:			Sales		
# of plants / Location:			QHSE		
Headquarter address	Adresse		R&D		
	ZIP code	City	Production		
		Region / country	Supply Chain		
Plant address (if different)			Accountancy		
Invoicing address (if different)			Legal form		
Web site			TVA Intra - CEE reference (UE only)		
Emergency phone number			Tax Registration number (UAE only)		

Main activity and key customers			Production Line & Working processes		
	Activity & key customers	% of sales turnover		Description	Minimum order quantity (MOQ)
					Capacity of production (min / max) & number of shifts
1			1		
2			2		
3			3		
4			4		
5			5		

Company Data				Key Performance Indicators			Staff per Department		
Detail currency / year	Year Y-1	Year Y	Year Y+1		Year Y-1	Year Y		Year Y-1	Year Y
Sales turnover (currency)				Customer leadtime (min / r			Manufacturing		
% Export (Sales turnover)				Delivery performance:			Maintenance		
% Profit Ratio				Customer non-conformities			Distribution + Warehouse		
% sales turnover in R&D				Internal scrap level:			QSE & inspection		
CAD software				Machine utilisation:			R&D		
Number of shifts				Machine downtime:			Market & Product Engineers		
Factory surface (m²)				Stock turnover:			Purchasing		
Storage area (in m2)				Absenteeism:			Sales		
Annual closing dates				Accident frequency:			Accountancy		
Week-end open							Total	-	-

Other informations and comments	QHSE Information			
	Certificate ISO 9 001	<input type="checkbox"/>	Since	Valid to
	Certificate ISO 14 001	<input type="checkbox"/>	Since	Valid to
	Certificate OHSAS 18 001	<input type="checkbox"/>	Since	Valid to
	Certificate ISO 50 001	<input type="checkbox"/>	Since	Valid to
	Knowledge ISO 19600	<input type="checkbox"/>		
	Certificat ISO 37001	<input type="checkbox"/>	Since	Valid to
	Others	<input type="checkbox"/>	Since	Valid to

Please attach copy of following documentation :	
1) Introduction organisation structure and plants list	6) Official letter with bank beneficiary informations
2) Balance sheet / profit and loss statement of last year	7) Liability insurance coverage
3) Applicable quality certificate(s) and QHSE policy	8) Code of conduct if existing
4) List of production means & quality controls means	
5) Your Sales General Conditions	

General Purchasing Conditions PCM requirements are detailed on : https://www.pcm.eu/en/pcm-group/welcome-to-pcm-suppliers-portal
