

Techstep

-

Supplier Assessment

Introduction

A sustainable supply chain is important to Techstep and its customers. As such Techstep has instituted an annual supplier assessment. As part of Techstep's annual supplier assessment we are asking you to complete the questionnaire in this document in full and provide any supporting documentation that you might have available to support your answers.

Please answer questions as directed in the questionnaire. If you are unsure how to answer a question, feel free to provide additional explanation to that question.

Techstep Supplier Assessment Questionnaire

Supplier	
Please provide you Organizational Name & Organizational Number	
Location	
Is the supplier's HQ based in the EU/EEA?	<i>Yes/No</i>
Is the supplier's HQ based outside of the EU /EEA?	<i>Yes/No</i>
Sourcing location	
Are provided products produced inside the EEA?	<i>Yes/No</i>
Are provided products produced outside of the EEA?	<i>Yes/No</i>
Ethics	
Code of conduct	
Does the supplier have a written Code of Conduct?	<i>Yes/No. If yes, please provide a copy of the Code of Conduct.</i>
Does the Code of conduct include affirmation of Human Rights?	<i>Yes/No</i>
Does the Code of Conduct include affirmation of labour rights?	<i>Yes/No</i>
Does the Code of Conduct include affirmation of environmental protection?	<i>Yes/No</i>
Does the Code of Conduct include affirmation of laws and regulation?	<i>Yes/No</i>
If there is no Code of Conduct, are there plans to implement this in the next 12 months?	<i>Yes/No If yes, please provide a copy of an implementation plan.</i>
Does the supplier expect its suppliers to follow a Code of Conduct?	<i>Yes/No If yes, please provide written documentation</i>
Does the supplier demand from its suppliers to have a focus on environmental protection, human rights, labour rights and anti-bribery?	<i>Yes/No If yes, please provide written documentation</i>
UN Sustainable Development Goals	
Does the supplier support the UN SDGs?	<i>Yes/No If yes, please provide written documentation</i>
Does the supplier focus on specific SDGs?	<i>Yes/No If yes, please provide written documentation</i>
If yes, which SDGs?	<i>Please provide the SDG numbers.</i>
Global Compact	
Is the supplier a member of the UN Global Compact?	<i>Yes/No If yes, please provide written documentation</i>
If not, does the supplier agree to support and actively implement the following 10 principles taken from the UN Global Compact?	
Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights.	<i>Yes/No If yes, please provide written documentation</i>

Principle 2: Business should make sure that they are not complicit in human rights abuses.	<i>Yes/No If yes, please provide written documentation</i>
Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining.	<i>Yes/No If yes, please provide written documentation</i>
Principle 4: Businesses should support the elimination of all forms of forced and compulsory labour.	<i>Yes/No If yes, please provide written documentation</i>
Principle 5: Business should support the effective abolition of child labour.	<i>Yes/No If yes, please provide written documentation</i>
Principle 6: The elimination of discrimination in respect of employment and occupation.	<i>Yes/No If yes, please provide written documentation</i>
Principle 7: Businesses should support a precautionary approach to environmental challenges.	<i>Yes/No If yes, please provide written documentation</i>
Principle 8: Business should undertake initiatives to promote greater environmental responsibility.	<i>Yes/No If yes, please provide written documentation</i>
Principle 9: Businesses should encourage the development and diffusion of environmentally friendly technologies.	<i>Yes/No If yes, please provide written documentation</i>
Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.	<i>Yes/No If yes, please provide written documentation</i>
Reporting	
Does the supplier create an Annual Sustainability Report or include a chapter on Sustainability in its Annual Report?	<i>Yes/No. If yes, please provide a copy.</i>
Does the supplier report according to the Global Reporting Initiative?	<i>Yes/No. If yes, please provide a copy.</i>