



# LITHOGRAPHY Supplier Information Sheet (SIS)

## 1. General company data

BG = Beyond Gravity

*Production material suppliers have to fill in section 1 to 6 - Service suppliers have to fill in section 1, 2, 3, 4, 1, 6  
If some of the fields are not relevant to your company (pls. mark with "n.a.") or company confidential (mark with "conf.")*

Name of the Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 ZIP-Code/City: \_\_\_\_\_  
 Country: \_\_\_\_\_  
 Communication Language: \_\_\_\_\_ Internet Homepage: \_\_\_\_\_  
 VAT Nr. \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email address for PO transmission: \_\_\_\_\_  
 Foundation (year): \_\_\_\_\_  
 Ownership: \_\_\_\_\_ **Ownership-Structure:**

Associate partner	%Capital
_____	_____
_____	_____

Place of Manufacturing-Site for LITHO-Parts: \_\_\_\_\_

Responsibles	Name	Phone	Mail
General Manager:	_____	_____	_____
Key Account Manager:	_____	_____	_____
LITHO-Main Contact:	_____	_____	_____
Quality Manager:	_____	_____	_____
R&D Manager:	_____	_____	_____
Production Manager:	_____	_____	_____

Number of Employees	Total	Production	R&D	QA	Admin.	Trainees
Year +1:	_____	_____	_____	_____	_____	_____
Year actual:	_____	_____	_____	_____	_____	_____
Year -1:	_____	_____	_____	_____	_____	_____
Year -2:	_____	_____	_____	_____	_____	_____
Year -3:	_____	_____	_____	_____	_____	_____
Year -4:	_____	_____	_____	_____	_____	_____

Company sales Mio. EUR: \_\_\_\_\_  
 Open collections against your company: \_\_\_\_\_  
 Public insurance premiums paid on time: \_\_\_\_\_  
 Product liability insurance available: \_\_\_\_\_ (Please attach the policy of your product liability insurance)  
 Territorial validity: \_\_\_\_\_  
 Is bankruptcy against the company opened: \_\_\_\_\_  
 Are due taxes / levies paid: \_\_\_\_\_  
 Insurance company: \_\_\_\_\_  
 Policy limit in Mio EUR: \_\_\_\_\_

Major Customers:	Name	Industry	Type of parts	% Share of Turnover
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____

Company presentation: \_\_\_\_\_  
 Reference list: \_\_\_\_\_  
 Organisation chart: \_\_\_\_\_  
 Annual report: \_\_\_\_\_  
 Midterm (3 - 5 years) policy/strategy in place? \_\_\_\_\_

**Workingtime**  
 Number of shifts: \_\_\_\_\_ Free capacity in %: \_\_\_\_\_  
 Workingdays per week (d): \_\_\_\_\_ Office hours (from - to): \_\_\_\_\_  
 Workinghours per day (h): \_\_\_\_\_

## 2. Banking information

Bank Name: \_\_\_\_\_  
 Bank Address: \_\_\_\_\_  
 SWIFT Code / Bank Number: \_\_\_\_\_  
 Bank Account: \_\_\_\_\_  
 IBAN: \_\_\_\_\_  
 Paymentterms: \_\_\_\_\_ (60d net is BG-Standard)  
 Currency: \_\_\_\_\_ (BG prefers EUR where usefull)

## 3. Core competencies

Information regarding your core competencies - please briefly describe (needed to assign you to the right material group and the right decision makers)  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Are you already a Beyond Gravity-Supplier \_\_\_\_\_ If yes, for which Location \_\_\_\_\_ and what kind of products \_\_\_\_\_ BG-Contact Person \_\_\_\_\_

to be filled in by supplier



**4. Quality & Cleanliness**

**4.1 Quality System Management**  
 Quality System Management in place: \_\_\_\_\_

Certifications: (Please attach all relevant certificates)

ISO 9001	EN/AS 9100	ISO 14001	IATF 16949	ISO 13485	Others
_____	_____	_____	_____	_____	_____

**4.2 Quality Tools** (Please mark the quality tools you are using)

FAI First Article Inspection: \_\_\_\_\_ FMEA Failure Mode and Effects Analysis: \_\_\_\_\_  
 8D Report: \_\_\_\_\_ SPC Statistical Process Control: \_\_\_\_\_  
 APQP Advanced Product Quality Planning: \_\_\_\_\_

**4.3 Non-Conformances (NC) Management System**  
 NC Management System in place: \_\_\_\_\_

**4.4 Cleanliness (ISO 14644-1:2016)**  
 Experience in the production/handling of parts in the area of cleanliness \_\_\_\_\_  
 if so, which is the highest ISO-level of experience \_\_\_\_\_

Cleaning in-house possible \_\_\_\_\_  
 Cleanroom Available \_\_\_\_\_ if yes, level \_\_\_\_\_

**5. Logistics**

What delivery options do you have: \_\_\_\_\_  
 Consignment stock possible: \_\_\_\_\_  
 Safety stock storage possible: \_\_\_\_\_  
 Incoterms: \_\_\_\_\_ BG-Standard, "DAP" acc. to delivery address

Pendulum box concept possible: \_\_\_\_\_  
 Kanban-Concepts possible: \_\_\_\_\_  
 Average Lead Time: (in week-days) \_\_\_\_\_  
 Import/Export limitations: \_\_\_\_\_

**6. ESG & Compliance / Supplier Hand Book & GTC's**

**6.1 ESG & Compliance**

Are your products subject to export controls: (e.g. ITAR) \_\_\_\_\_  
 Are you familiar with the ECSS standards: \_\_\_\_\_  
 Are you compliant with REACH directive: \_\_\_\_\_  
 Are you compliant with RoHS directive: \_\_\_\_\_

Are measures taken against Counterfeit & Pirated Good? \_\_\_\_\_  
 Are your products free according to Dodd-Frank-Act (conflict-minerals)? \_\_\_\_\_  
 Are measures taken to protect your and our Supply Chain against "child labor"? \_\_\_\_\_  
 Have you signed the BG-Code of Conduct or do you have your own? \_\_\_\_\_  
 Have you measured your CO2 footprint and implemented a decarbonisation strategy? \_\_\_\_\_  
 Is your Country of manufacture registered and not set to "enhanced" or "heightened" according to the UNICEF Workplace Index? \_\_\_\_\_

**6.2 Supplier Handbook and GTC's**

Have you read and understood our LITHOGRAPHY Supplier Hand Book - General regulation of Way-of-Working as supplier  
 available on Beyond Gravity-Website <https://www.beyondgravity.com/en/supplier> \_\_\_\_\_

Do you accept the General Terms & Conditions of Purchase (GTC-P) for Beyond Gravity companies with their place of business in Switzerland or Germany  
 available on Beyond Gravity-Website <https://www.beyondgravity.com/en/general-terms-and-conditions> \_\_\_\_\_

if not - please specify reason - which points must be discussed  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**7. Sign and date**  
(By signing, the supplier confirms that SIS was truthfully filled in and the BG-"Supplier Hand Book" is understood and accepted)

	<b>edited by</b>	<b>released by</b>
Date:	_____	_____
Signature:	_____	_____
Name in Blockletters	_____	_____
Function/ Role	_____	_____

**Approval decision by Strategic Procurement & Supplier Development Engineer**

<b>Strategic Procurement</b> <b>LITHOGRAPHY</b>	Approval: _____ Date: _____ Signature: _____
	Supplier Classification: _____ DB-Rating: _____ Name: _____ Supply Criticality: _____ DB-Date: _____
	Comments _____ _____ _____
<b>Supplier Development Engineer</b> <b>LITHOGRAPHY</b>	Approval: _____ Date: _____ Signature: _____
	Audit needed: _____ <small>if not - please justify in "comments" - if yes - SDE lead</small> M&P Criticality: _____ Name: _____
	Comments _____ _____ _____

to be filled in by supplier

to be filled in by BG-LITHO