

Cover Sheet for Supplier Information for *Brötje Automation GmbH*

Within the scope of DIN ISO 9100, we as BRÖTJE-Automation are required to check the performance of our suppliers and to evaluate them on a regular basis.

You have applied to be a supplier for ***BRÖTJE-Automation***.

So that we may include you on our list of qualified suppliers, we first ask you to answer the questions in the following questionnaire. The following documents are included in the package:

0. Cover sheet
1. General
2. Welding Technology
3. Enclosure for Welding Technology

Please fill out the "1. General" questionnaire completely.

If you are applying to be a supplier for weldments, then please also complete "2. Welding Technology" and "3. Enclosure for Welding Technology."

The questions should be answered in the fields in the pdf document.
First answer the questions, then print out the document and send it back to us by mail.

Documents that require a legally binding signature should be printed out and sent along with other documents, such as copies of your certificates, to the buyer in charge (note addressee on your letter):

Brötje Automation GmbH
Attn: Responsible Buyer
Stahlstraße 1-5
26215 Wiefelstede
Germany

Please keep in mind that all information is given voluntarily.
Failure to answer certain questions, however, can result in our being unable to consider you as a supplier for ***Brötje-Automation***.

IV Certifications		
Is your company certified in accordance with...	(enclose certificates)	
DIN ISO 9000 cont	yes <input type="checkbox"/>	no <input type="checkbox"/>
DIN EN 9100	yes <input type="checkbox"/>	no <input type="checkbox"/>
DIN ISO 14001	yes <input type="checkbox"/>	no <input type="checkbox"/>
others (please specify)	yes <input type="checkbox"/>	no <input type="checkbox"/>
<hr/> <hr/>		
Which institution carried out the certification (e.g. DQS, TÜV, etc.) _____		
<u>Please answer the following questions if there is no certified quality management documentation:</u>		
Is there a quality management handbook or a similar instrument for quality assurance? If so, please specify the most recent edition. _____		
Is the contract checked in connection with the technical/ sales documents? yes <input type="checkbox"/> no <input type="checkbox"/>		
How are production and testing steps documented? _____ _____		
Which special processes (e.g. soldering, welding, complex manufacturing processes) do you use and how do you guarantee that they meet current state of technology? _____ _____ _____		
How are defective parts marked and stored? _____ _____		
Do you systematically inspect and/or calibrate the test equipment? yes <input type="checkbox"/> no <input type="checkbox"/>		
How long is the documentation archived, which provides proof of product quality? _____		

VI Environment (not required if the DIN ISO 14001 certificate is provided)		
<u>Please answer only those questions that pertain to your spectrum of delivered goods!</u>		
Do you use environmentally-friendly packaging materials?	yes <input type="checkbox"/>	no <input type="checkbox"/>
What is your partial delivery quota? Please specify your partial delivery quota in %:	<input type="text"/>	
Do you use certified transport companies or /// CAP service providers?	yes <input type="checkbox"/>	no <input type="checkbox"/>
Do you use water soluble paints?	yes <input type="checkbox"/>	no <input type="checkbox"/>
Do you use environmentally-friendly cutting oils?	yes <input type="checkbox"/>	no <input type="checkbox"/>

VI Product/ Services Portfolio
Which products or services do you provide?
<hr/>
<hr/>
<hr/>
Please check the material groups/ classifications which you desire to supply to BRÖTJE-Automation:
<input type="checkbox"/> 1EL3 / Small Parts, Electrical
<input type="checkbox"/> 1EL4/ Small Parts, Control
<input type="checkbox"/> 3MAT_A/ Small Parts, General
<input type="checkbox"/> 6AUSW/ Subcontracting, Outsourcing, Longer Workbench
<input type="checkbox"/> DOKU/ Documentation Service
<input type="checkbox"/> FMONT/ Installation Service
<input type="checkbox"/> FUP/ Shipping and Packaging
<input type="checkbox"/> G+V/ Overhead in Materials
<input type="checkbox"/> GKFT/ Large Parts, e.g, Weldments
<input type="checkbox"/> IBNEXT/ Start-up Services
<input type="checkbox"/> KELEK/ Engineering Services, Electrical/ Electronics
<input type="checkbox"/> KMECH/ Engineering Services, Mechanical
<input type="checkbox"/> LEIH/ Human Resources Services

VII Quality Guidelines
Are you able to meet all the requirements specified in the BRÖTJE-Automation Quality Guidelines? <small>(QG onBA-homepage: www.broetje-automation.de)</small>
yes <input type="checkbox"/> no <input type="checkbox"/>
Which chapters in the QG cannot be satisfied? <input type="text"/>
Are the requirements of this chapter met in another way?
Please describe briefly:
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1. General

VIII Engineering Guidelines (for Engineering only)	
Are you able to meet all requirements in the CATIA V5 Performance Guidelines and the HW/ SW?	
Performance Guidelines and Requirements on BA-homepage: http://www.broetje-automation.de/konstruktionsrichtlinien.zip	yes <input type="checkbox"/> no <input type="checkbox"/>
Which requirements cannot be met? _____ _____	
Please suggest alternatives: _____	
Please describe briefly: _____ _____	

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date, stamp and legally binding signature

Supplier Information Welding Technologie

I Allgemeines

Company _____
Street _____
Telephone _____

II Personnel

Production Manager(s) _____
Quality Assurance _____
Welding Supervisor (///SFI) _____

III Company Qualification (enclose copies)

DIN EN 729.2:	yes <input type="checkbox"/>	no <input type="checkbox"/>
DIN EN 729.3:	yes <input type="checkbox"/>	no <input type="checkbox"/>
DIN 4113:	yes <input type="checkbox"/>	no <input type="checkbox"/>
DIN 15018:	yes <input type="checkbox"/>	no <input type="checkbox"/>
DIN 18800-7 Klasse D:	yes <input type="checkbox"/>	no <input type="checkbox"/>
DIN 18800-7 Klasse E:	yes <input type="checkbox"/>	no <input type="checkbox"/>
DIN EN ISO 9001:2000	yes <input type="checkbox"/>	no <input type="checkbox"/>

IV Qualifications of Personnel (enclose certificates)

Number of Welders DIN EN 287: _____
Number of Operator DIN EN 1418: _____
Welding Supervisor DIN EN 719: _____
Inspection Personnel DGZfP bzw. DIN EN 473:

for VT:	available <input type="checkbox"/>	not available <input type="checkbox"/>
for UT:	available <input type="checkbox"/>	not available <input type="checkbox"/>
for RT:	available <input type="checkbox"/>	not available <input type="checkbox"/>
for PT:	available <input type="checkbox"/>	not available <input type="checkbox"/>
for MT:	available <input type="checkbox"/>	not available <input type="checkbox"/>

V Supplier Qualifications - Outside Companies

Activities: Nondestructive Test <small>(enclose certificates)</small>	Company name and address RT: _____ UT: _____ PT: _____
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Radiation:	_____
Coating:	_____
:	_____
:	_____
:	_____

VI Site, Building, Equipment			
Workshop// I (m):	l (m) _____	w (m) _____	h (m) _____
Workshop// II (m):	l (m) _____	w (m) _____	h(m) _____
Workshop// III (m):	l(m) _____	w (m) _____	h(m) _____
Further:	_____		

Door (m):	w(m) _____	h (m) _____	
Crane:	lifting capacity (kg) _____	hook hight (m) _____	
Crane:	lifting capacity (kg) _____	hook hight (m) _____	
open areas (m²):	_____		

VII Details on Production			
Please give detailed information on...:			
... Cutting:			
Shears:	w (mm) _____	l/l (mm) _____	
Autogenous:	w (mm) _____	l (mm) _____	t (mm) _____
Plasma:	w (mm) _____	l (mm) _____	t (mm) _____
Laser:	w (mm) _____	l (mm) _____	t (mm) _____
... Forming:			
Rolling:	min.Ø: _____	max.Ø: _____	t (mm) _____
Edging:	l (mm) _____	t (mm) _____	
... Welding Systems:			
Number of UP:	_____	max. Ampere	_____
Number of WIG:	_____	max. Ampere	_____
Number of MIG/MAG:	_____	max. Ampere	_____
Number of E:	_____	max. Ampere	_____

2. Welding Technology

... Surface Treatment:

Sandblasting/ Glass Blasting: l (mm) _____ w (mm) _____ h (m) _____

Coating: l (mm) _____ w (mm) _____ h (m) _____

... Heat Treatment:

Oven: l (mm) _____ w (mm) _____ h (m) _____

tmax (°C) _____

induktiv/ autogen: tmax (°C) _____

Warming Mat: tmax (°C) _____

... max. /min. Losgröße für Lohnfertigung: _____

(Gewicht kg / Abmaße mm x mm x mm): _____

VIII Materials

WPT = Welding Procedure Test DIN EN 288, WQT = Welder Qualification Test DIN EN 287)

<u>Ordinary Structural Steel</u>	WPT:	WQT:
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
<u>Non-Rusting Steel:</u>		
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
<u>Fine-Grained Steel:</u>		
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
<u>Special Material:</u>		
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
Remarks:	_____	

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date, stamp and legally binding signature

Welding Technologie

The following terms and conditions apply for a General Agreement for all prospective order BRÖTJE-Automation GmbH to the suppliers listed below:

- Manufacture of welded parts in accordance with drawing. All dimensions without tolerance DIN EN ISO 13920: Length B Angle B and straightness, flatness and parallelism tolerance F.
- Unless otherwise specified, manufacture from S 355 J2 +N as per DIN EN 10025- especially solid casting
- The materials characteristics must be verified with an acceptance test certificate 3.1 information on the chemical composition after the melt analysis (14th analysis), the CEV value the mechanical data for impact testing, yield point and tensile strength. 100% of all sheet and flat steels in main load-bearing parts in the E class (not primarily loaded statistically), nominal thickness of at least 10mm, which are tension loaded across the thickness, must be by ultrasound. With loads across the thickness, steel products with improved deformation properties perpendicular to the surface of the product as per DIN EN 10164 should be used if necessary. The DAST (German committee for Steel Structure) Guideline 014 is to be observed. Products with widths bigger than 200mm with thickness over 30mm, which will be welded in which tensile stresses or bending tensile stresses are present, a surface bending test as per 1390:1996-07 must be carried out, insofar as the suitability of the steel is not proven by recognized procedures.
- Weld seam preparation as per DIN EN 29692. Unless otherwise specified, evaluate irregularities as per DIN EN ISO 5817 - B.
- The manufacturer must provide the acceptance test certificate for the materials (Purchasing, SFI) upon request.
- The manufacturer must check that BA has copies of the valid Manufacturer Qualification valid Welder Certificate. If there are changes, these must be provided to BA (Purchasing) without having to be asked.
- For especially marked components, a check slip from the responsible Welding Supervisor be provided.
- The component must be annealed after welding to reduce residual stresses.

Heating and cooling rates:	max. 90°C
Annealing temperature:	600 to 650°C
Holding temperature:	2min/ mm wall thickness, at least 30min
Oven cooling:	down to 150°C

The holding time should be based on the largest wall thickness. The annealing curve must be given to BA (Purchasing, SFI).

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