

	<b>SUMMARY</b> <b>(ONLINE) SYSTEM PROCEDURE PS.018 (17/05/2022)</b>		<b>APS.027</b>
	SUPPLIER EVALUATION	<b>Issued: 2022.05.09</b>	Page 1 of 2

The supplier evaluation is intended to set up an ordered list of suppliers that are prioritised by type of purchase and must be disclosed to the areas involved for analysis.

Product suppliers are evaluated once a year.

## 1– Supplier evaluation.

### 1.1 - Evaluation of the supplier index

The supplier evaluation index is calculated according to three dimensions:

<b>Evaluation of deliveries</b>	Evaluation based on data collected from actual deliveries	90%
<b>Informa DB Index Failure Score</b>	It measures the risk of the evaluated entity falling more than 90 days behind payments due to at least one of its suppliers in the coming 12 months. The Informa DB programme analyses events (e.g. tax debts, if any, insolvency proceedings, etc.) to calculate the score.	10%
<b>Results of audits</b>	Result of audits carried out according to the annual plan adopted for which there is a check list.	--

### 1.2– Evaluation of deliveries

Table 1 - Supply evaluation criteria:

Criterion		Remarks
Quality of the Product/Service	<b>QPS</b>	Depending on recorded events or complaints.
Cost Qualitative price assessment	<b>PR</b>	Comparative view based on knowledge of suppliers and the market.
Delivery Deadlines	<b>DD</b>	Depending on recorded events or complaints.
Ability to respond to requests	<b>ARR</b>	Analysed by categories outlining performance type. The evaluator selects the category closest to the supplier's actual performance.
Technical assistance / troubleshooting / after-sales service	<b>TA/TS</b>	Analysed by categories outlining performance type. The evaluator selects the category closest to the supplier's actual performance.
ID Index	<b>IDI</b>	Analysed by categories outlining performance type. The evaluator selects the category closest to the supplier's actual performance. Applicable to suppliers whose appetite for innovation may be important for Revigrés.
Environmental Index - FDS (Security Data Record) - Compliance with environmental rules at Revigrés - Compliance with general environmental rules (linked to our ability to influence our suppliers)	<b>EI</b>	Analysed by categories outlining performance type. The evaluator selects the category closest to the supplier's actual performance. Applicable to suppliers for whom environmental performance is important or who influence the environmental performance of Revigrés.
SR Index	<b>SRI</b>	Analysed by categories outlining performance type. The evaluator selects the category closest to the supplier's actual performance. Applicable to suppliers for whom social responsibility is important or which influence the social responsibility of Revigrés.

Table 2 - Evaluation criteria and respective weights, applied to each supplier type:

	QPS	PR	DD	ARR	TA/TS	ID	IA	SRI
Product graphics and paints suppliers	40%	15%	10%	10%	15%	5%	5%	
Maintenance-Services	35%	20%	15%	10%	10%		5%	5%
Maintenance-Products	35%	25%	15%	10%	10%		5%	
Packaging	25%	22%	10%	15%	10%	8%	5%	5%
Raw materials	35%	20%	12.5%	12.5%	15%		5%	
Abrasives/Waxes Suppliers	40%	25%	10%	10%	10%		5%	
Goods	25%	20%	20%	15%	10%	10%		
Subcontracts (applicable to product)	25%	25%	15%	15%	10%	10%		
Carriers	25%	25%		20%	20%	10%		
Marketing	35%	20%	10%	10%	10%	5%	5%	5%
IDI Project Partners	25%		25%	25%		20%	5%	
Environmental Monitoring	40%		25%	10%	15%		5%	5%
Fire extinguisher system maintenance services	40%		25%	15%	10%		5%	5%
Fluorinated gas service providers	40%		25%	10%	15%		5%	5%
Temporary work			50%	35%			15%	
Training	50%		25%	10%			15%	
Canteen	50%		25%	10%			15%	
IT	30%	10%		30%	30%			
Communications	35%			30%	35%			
Security	60%							40%
Cleaning and Gardening	40%			50%			5%	5%
Calibrations	40%			30%	25%		5%	

Depending on the LAI the suppliers are classified as:

LAI>90	Class A supplier
LAI from 75 to 90	Class B supplier
LAI from 50 to 75	Class C supplier
LAI <= 50%	Class D supplier

### 3 - Information to Suppliers.

All suppliers have access to the code of ethics, code of conduct, the Integrated Management System policy and assessment criteria at <https://www.revigres.pt/>.