



MAISVENTO'S SUPPLIER HOMOLOGATION

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FROM: MAISVENTO'S MANAGEMENT

DATE:01/11/23

TO: Suppliers and stakeholders

☒ DOCUMENTED INFORMATION AND ACCEPTANCE/ ☐ QUERY:

The Aim of this document is to inform our suppliers and stakeholders about our supplier evaluation and homologation procedure, which applies for all our suppliers and potential suppliers and is included in the PA-03 **SUPPLIER AND SUBCONTRACTOR MANAGEMENT as part of our management system.**

The main points of the procedure for the homologation are,

1.1. Supplier evaluation

MAISVENTO suppliers will have an evaluation prior to the first purchase / subcontracting, and a continuous ongoing evaluation after it.

The Purchasing Manager / the Service Manager or System Coordinator will carry out the initial and continuous evaluation of the suppliers.

They shall also be responsible for drawing up the List of Approved Suppliers, which shall include those suppliers that meet MAISVENTO's criteria. It shall include the approved supplier and the approved material or service.

1.1.1. Initial evaluation

Evaluation through trials or tests:

Evaluation through certification review:

An approved supplier will appear in the Approved Supplier List indefinitely as long as it meets the specified requirements. Purchases and subcontracts will be made to approved suppliers or in the process of evaluation, so this list will always be available to those responsible for departments.

The list will be modified by the Purchasing Manager or the system coordinator each time a new supplier is approved, change the category or delete one of the existing ones as a result of the results of the continuous evaluation.

1.1.2. Ongoing evaluation

Approved suppliers are subject to continuous evaluation, through the annual review of the data related to the products supplied or services provided in each purchase order, reviewing.

✓ The reception of products.

✓ The use of the products or services performed.

☐ As a result of the analysis, the supplier's quality is evaluated according to a criteria:

☐ Depending on the score obtained, the supplier may be classified into one of the following categories:

A: Accepted supplier.

B: Supplier accepted with limitations.

C: Rejected supplier.