



Supplier Guidance

SUPPLIERASSURANCE

Delivered by
Charlotte Mallon, Client Delivery Executive, SUPPLIERASSURANCE

Supplier guidance

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Where to complete?

SUPPLIERASSURANCE Platform

To complete a Sustainability Assessment Questionnaire (SAQ 5.0) requested by your buyer, please register on our [SUPPLIERASSURANCE platform](#)

A promotional banner for Supplier Assurance. It features the company logo at the top left. The main headline is "Supply chain traceability is no longer a choice, it's a necessity" in large, bold, green text. Below this, there is a paragraph of text explaining the platform's role in meeting global supply chain legislation. At the bottom, there is a call to action and a link to learn more. The background of the banner includes a faint, dotted map of Europe.

SUPPLIER ASSURANCE

Supply chain traceability is no longer a choice, it's a necessity

SUPPLIERASSURANCE, an AIAG Preferred Provider, addresses human rights supply chain traceability & due diligence requirements to meet the demands of evolving global supply chain legislation such as UFLPA and the German Due Diligence Act.

Let us help you collect the supply chain evidence you need to demonstrate compliance.

» [Learn more](#)

The SUPPLIERASSURANCE platform is available in multiple languages, which each user can set it to its own preference.

A screenshot of the SUPPLIER ASSURANCE website. The top left corner features the SUPPLIER ASSURANCE logo. In the top right corner, there are "Sign in" and "Register" buttons. A language selection dropdown menu is open, showing a list of languages with their respective flags: Chinese - 中文, English (British), German - Deutsch, Czech - Český, Danish - Dansk, English (American), and Spanish - Español. The "English (British)" option is highlighted with a red box. The main content area has a large green headline: "Supply chain traceability is no longer a choice, it's a necessity". Below the headline, there is a paragraph of text: "SUPPLIERASSURANCE, an AIAG Preferred Provider, addresses human rights supply chain traceability & due diligence requirements to meet the demands of evolving global supply chain legislation such as UFLPA and the German Due Diligence Act." and a sub-headline: "Let us help you collect the supply chain evidence you need to demonstrate compliance." At the bottom left of the main content area, there is a link: "» [Learn more](#)".

Registering

If you're accessing the SUPPLIERASSURANCE platform for the first time, select [Register](#) from the navigation bar at the top of the page.

Enter your name, telephone number, email address and create a password for your account.

Register

Already have an account? Sign in [here](#).

First name	Last name
<input type="text"/>	<input type="text"/>


Telephone

+44	▼	<input type="text"/>
-----	---	----------------------

Email

<input type="text"/>

Password

<input type="password"/>	
--------------------------	---

Confirm password

<input type="password"/>

Registering

For your organisation details, you can search either by organisation name or DUNS number and pick the information from the list.

If your organisation name doesn't appear in the list, you can add the details manually.

Organisation headquarters country

United Kingdom (GBR) ▾

Organisation

Name / DUNS number

Search by name

Organisation headquarters country

United Kingdom (GBR) ▾

Organisation

Name / **DUNS number**

Search by DUNS number



Activation & Sign in

Activate your account

Once you have finished registering your account you will immediately receive an email from SUPPLIERASSURANCE containing an activation link.

This activation link will take you directly to the questionnaire.

Sign in

To sign in onto your account in the future, please provide your email address and the previously created password.

Additionally you can use the Single Sign-on(SSO) feature if you have a Google or Microsoft account.

You're almost registered

Thank you for registering on SUPPLIERASSURANCE. We just need you to activate your account before you can get on to our platform.

Your activation email has been sent to nilufaer.dilixiati@nqc.com/2. Follow the directions in the email to activate your account.

[Return home](#)

A screenshot of the Supplier Assurance sign-in page. It features the company logo at the top, a 'Home' link, and a 'Sign in' heading. Below the heading is an 'Email' input field, a green 'Continue' button, and a separator '--OR--'. There are two buttons for social login: 'Continue with Google' and 'Continue with Microsoft'. At the bottom, there are links for 'Register for an account' and 'Forgotten your password?'.

SUPPLIER ASSURANCE

[Home](#)

Sign in

Email

[Continue](#)

--OR--

Continue with Google

Continue with Microsoft

[Register for an account](#)

[Forgotten your password?](#)

At NQC, we're committed to protecting and respecting your privacy.

Our [privacy policy](#) explains when and why we collect personal information about people who use our website, how we use it, the conditions under which we may disclose it to others and how we keep it secure.

It also explains your rights in relation to your personal data and how to contact us or a relevant regulator in the event you have a complaint.

Terms of Use

[Terms of Use](#)

[Acceptable use](#)

[Accessibility](#)

[Privacy policy](#)

Contents

[Who are we?](#)

[How do we collect information from you?](#)

[What type of personal data is collected from you?](#)

[How is your personal data used?](#)

[How do we use your personal data for marketing purposes?](#)

[Who has access to your personal data?](#)

[How long will your personal data be kept?](#)

[What are your rights in relation to the personal data we hold?](#)

[What security precautions do we have in place to protect against the loss, misuse or alteration of your information?](#)

[How does the website use 'cookies'?](#)

[Do we have links to other websites?](#)

[Will we transfer your personal data between the EEA and the UK?](#)


[Will we transfer your information outside of Europe?](#)

[How will NQC review this Policy?](#)

[How can I contact NQC if I have any questions?](#)

[How can I lodge a complaint about your data handling?](#)


Everytime you sign in to the platform, your Dashboard will be displayed containing your organisation details and you will be able to manage your questionnaires.




Demonstration Organisation 

Questionnaires

Joined
11/01/23

Search

Questionnaire	Status	Sort by
1 selected 	8 selected 	Most recent updates first 

Manchester RESPONDING

Location SAQ 5.0

DUNS 123456780

Address Manchester, Manchester, Greater Manchester

Get started

[Enter invitation code](#)

[Start a new SAQ 5.0](#)

Options

[Manage data sharing](#)

[Manage tickets](#)

[View collaboration](#)

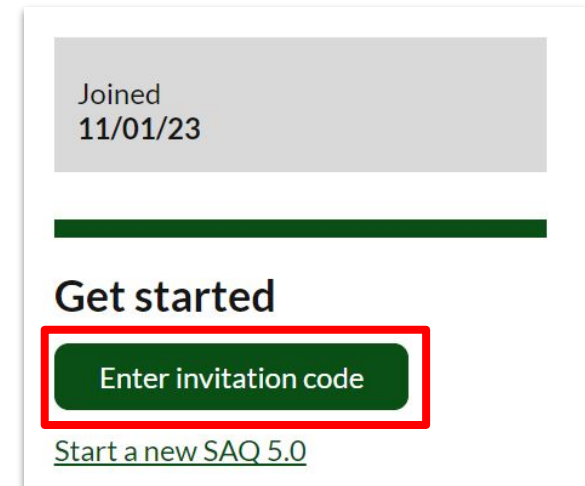
Using the invitation code

You have been requested by your buyer to share and complete a SAQ 5.0. Please check your mailbox and junk mail for the invitation email sent from no-reply@supplierassurance.com. If not, please communicate with your buyer.

If you do not have the requested location completed, you can use the invitation code to start a new questionnaire. In order to do so please select the “Enter invitation code” under the “Get started” option.

The code can be used only one time per questionnaire.

*If you have been sent more than one request, when entering the code you will be asked to specify which of the invitations you would like to use the code for.



Add invitation code ✕

5 character invitation code*
e.g. X43DM

Are you sure you want to create a new location on your account?
There may already be a **SAQ 5.0** for this location on your account, please check your dashboard before creating a new one. If you want to update your answers, you can see how to on our [help](#) pages.

Confirm [Cancel](#)

Sharing an existing SAQ with a Code

If you already have an existing questionnaire, you can use the invitation code to share it with your buyer.

Manchester

RESPONDING

Location SAQ 5.0

DUNS 987655378

Address Manchester, Manchester, Greater Manchester

Country United Kingdom

Headquarters Wuhan Institute

Manchester

Share

[With invitation code](#) [Without invitation code](#)

If you have received an invitation code from a buyer, e.g., F4PPC, enter it in the search to immediately match with your buyer's original request.

Upon confirming, your share request will be automatically accepted and your buyer will be able to view your progress.

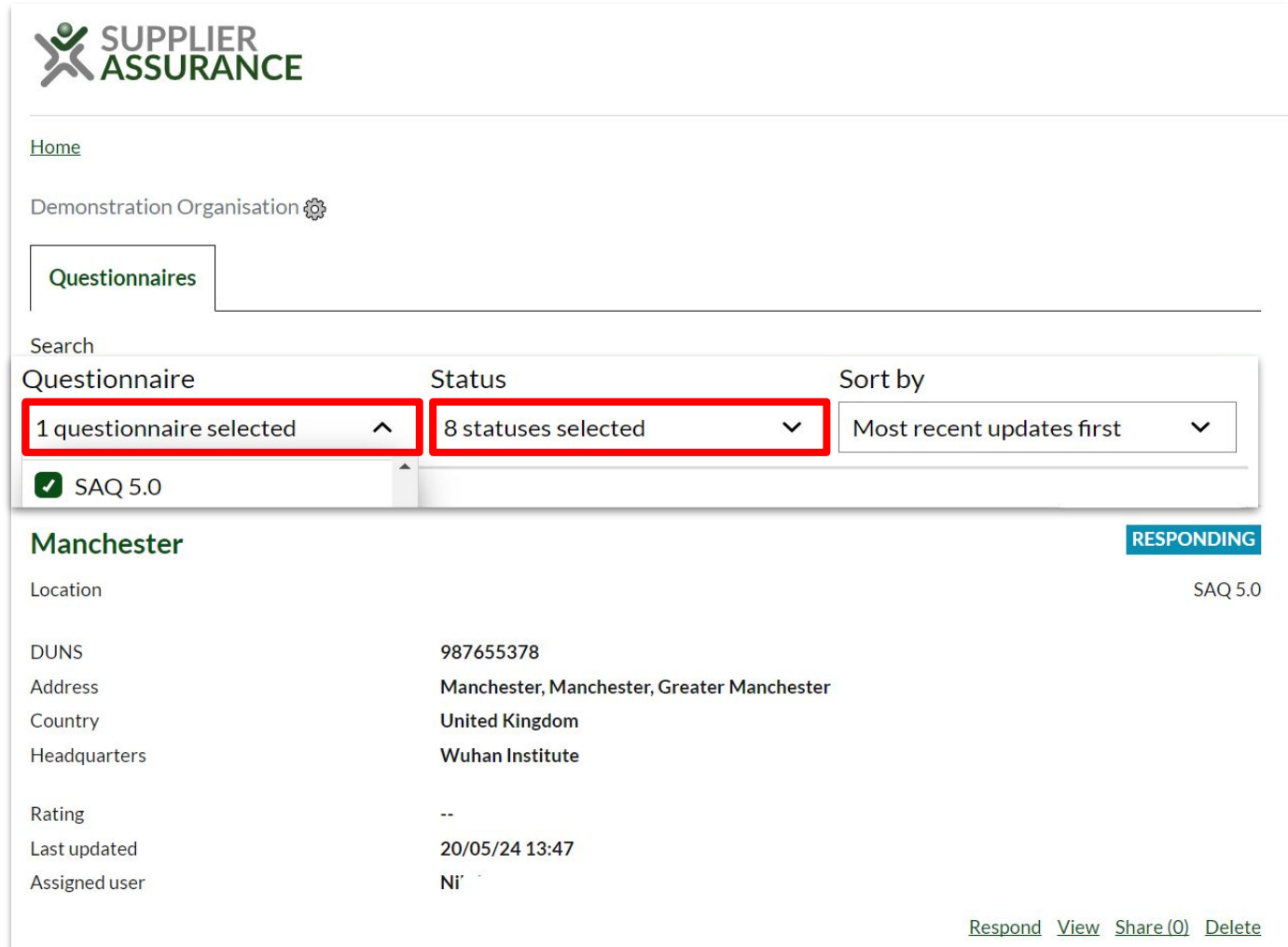
Enter invitation code

[Respond](#) [View](#) [Share \(0\)](#) [Delete](#)

Filter your questionnaires

Once you're signed in, select the following filters on your **Dashboard**:


Questionnaires - SAQ 5.0
Status - All 8 statuses



The screenshot shows the Supplier Assurance dashboard interface. At the top, there is a navigation bar with the Supplier Assurance logo and a 'Home' link. Below this is a 'Demonstration Organisation' section with a settings icon. A 'Questionnaires' tab is active. A search bar is present. Below the search bar, there are three filter dropdowns: 'Questionnaire' (set to '1 questionnaire selected'), 'Status' (set to '8 statuses selected'), and 'Sort by' (set to 'Most recent updates first'). Below the filters, a list of questionnaires is shown, with the first one being 'SAQ 5.0' (checked). The details for this questionnaire are displayed below, including location, DUNS number, address, country, headquarters, rating, last updated date, and assigned user. A 'RESPONDING' badge is visible in the top right corner of the details section. At the bottom right of the details section, there are links for 'Respond', 'View', 'Share (0)', and 'Delete'.

Supplier Assurance

[Home](#)

Demonstration Organisation 

Questionnaires

Search

Questionnaire: 1 questionnaire selected ^

Status: 8 statuses selected v

Sort by: Most recent updates first v

SAQ 5.0

Manchester **RESPONDING**

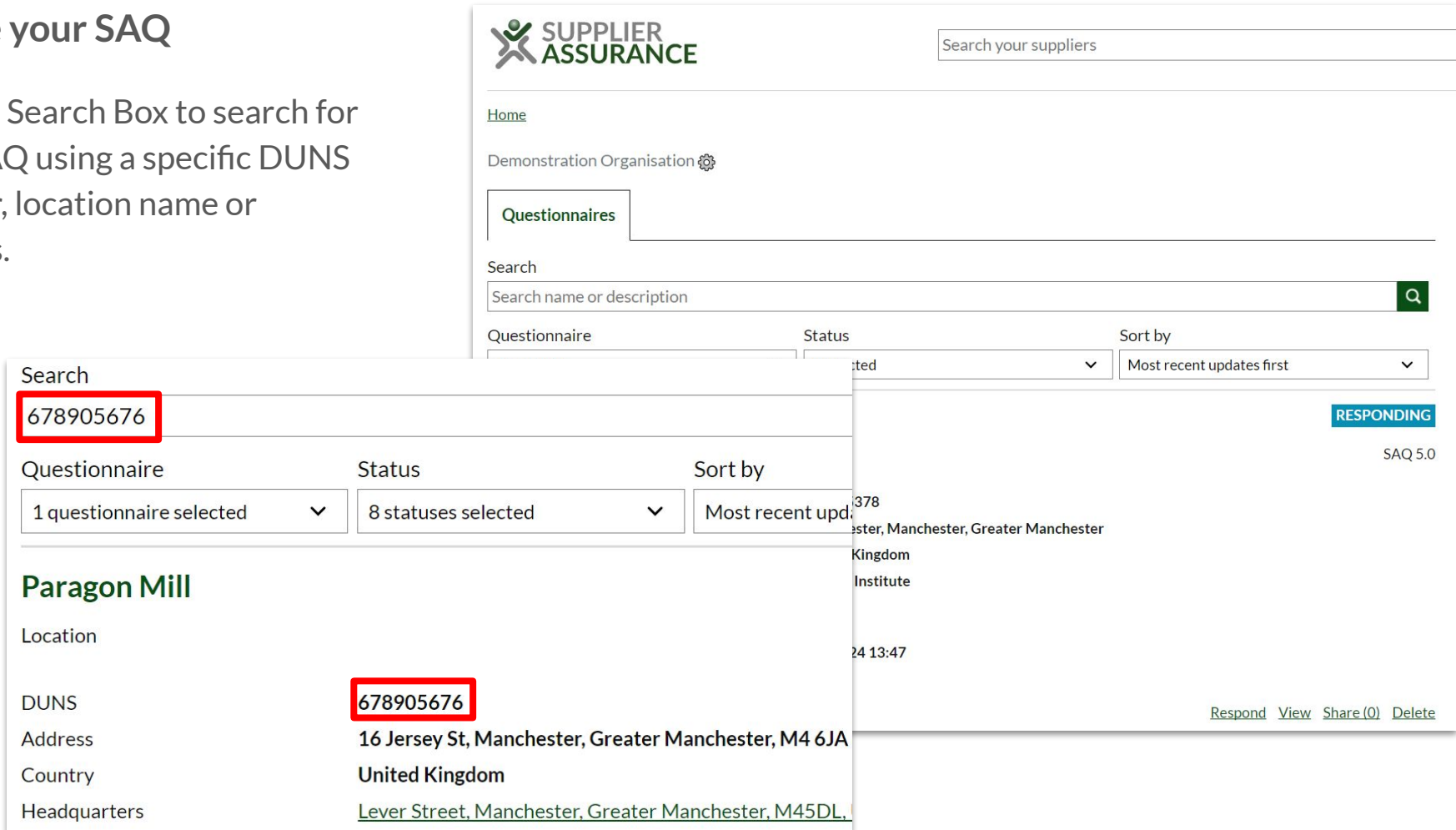
Location: SAQ 5.0

DUNS	987655378
Address	Manchester, Manchester, Greater Manchester
Country	United Kingdom
Headquarters	Wuhan Institute
Rating	--
Last updated	20/05/24 13:47
Assigned user	Ni

[Respond](#) [View](#) [Share \(0\)](#) [Delete](#)

Locate your SAQ

Use the Search Box to search for your SAQ using a specific DUNS number, location name or address.



The screenshot shows the Supplier Assurance web application. At the top, there is a search bar with the placeholder text "Search your suppliers". Below this, the navigation menu includes "Home", "Demonstration Organisation", and "Questionnaires". A search box is present with the placeholder "Search name or description".

The main content area displays a list of questionnaires. The search results are filtered to show 1 questionnaire selected. The status is set to "8 statuses selected" and the sort order is "Most recent updates first".

The first result is for "Paragon Mill". The DUNS number "678905676" is highlighted in red. The address is "16 Jersey St, Manchester, Greater Manchester, M4 6JA". The location is "United Kingdom". The headquarters are at "Lever Street, Manchester, Greater Manchester, M45DL".

The SAQ status is "RESPONDING" and the version is "SAQ 5.0". The last update was on "24 13:47".

At the bottom right of the SAQ details, there are links for "Respond", "View", "Share (0)", and "Delete".



Locating your SAQ 5.0 (SAQ 4.0)

Understanding SAQ versions

If your SAQ is COMPLETED, your answer sheets will be represented as “COMPLETED SAQ 4.0” until you update it to an SAQ 5.0.

Until the SAQ is updated, the Minimum Scope Rating will show as “U”, making it ‘Unclassified’ for SAQ 5.0.

If you cannot locate your SAQ please use the Live Chat for immediate support or raise a ticket via the [Contact Us](#) form.

The screenshot shows the Supplier Assurance web interface. At the top, there is a search bar and the Supplier Assurance logo. Below the search bar, there are navigation options: Home, Demonstration Organisation, and Questionnaires. A search bar is present with the placeholder text "Search name or description". Below the search bar, there are filters for Questionnaire (1 selected), Status (8 selected), and Sort by (Most recent updates first). The main content area displays a supplier profile for "Manchester". The profile includes the following information:

Location	(Completed SAQ 4.0) SAQ 5.0
DUNS	987655378
Address	Manchester, Manchester, Greater Manchester
Country	United Kingdom
Headquarters	Wuhan Institute
Rating	U2
Last updated	20/05/24 13:47
Assigned user	Ni

At the bottom right of the profile, there are links for Respond, View, Share (0), and Delete.



Updating your SAQ 4.0 to SAQ 5.0

Update your SAQ 4.0 answers

By selecting the “Update SAQ 5.0” option and confirming it, you will start updating your existing SAQ 4.0 answers to SAQ 5.0 answers.

The screenshot shows the Supplier Assurance web interface. At the top, there is a navigation bar with the Supplier Assurance logo and a 'Home' link. Below this is a 'Demonstration Organisation' section with a gear icon. A 'Questionnaires' tab is active. A search bar is present with the placeholder text 'Search name or description'. Below the search bar are three dropdown menus: 'Questionnaire' (1 selected), 'Status' (8 selected), and 'Sort by' (Most recent updates first). The main content area displays a questionnaire entry for 'Manchester' with a 'COMPLETED' status. The entry includes fields for Location, DUNS (987655378), Address (Manchester, Manchester, Greater Manchester), Country (United Kingdom), Headquarters (Wuhan Institute), Rating (U2), Last updated (20/05/24 13:47), and Assigned user (Ni). A red box highlights the 'U2' rating. At the bottom right of the entry, there is a red box around the 'Update SAQ 5.0' button, along with 'View', 'Share (0)', and 'Delete' links. A modal dialog box is overlaid on top of the interface, titled 'Update SAQ 5.0?'. It contains the text: 'Are you sure you want to update SAQ 5.0? A new revision will be created in RESPONDING, and you will be able to change your answers and resubmit the SAQ for validation.' Below the text are two buttons: 'Yes' (highlighted with a green circle) and 'No'.

Updating your SAQ 4.0 to SAQ 5.0

Completing an SAQ 5.0

The first page you will see is the Introduction page of the SAQ 5.0. All previous answers and documents provided as evidence have been migrated to the new SAQ 5.0 version of your questionnaire.

You will now need to answer new SAQ 5.0 questions and provide new evidence to support your declaration.

SAQ 5.0 **RESPONDING**

Introduction

Your previous SAQ 4.0 answers have been migrated to an SAQ 5.0 questionnaire, however, it is likely that there are some new SAQ 5.0 questions that require an answer from you. We recommend that you work through the questionnaire from the beginning to ensure you provide a complete response.



Starting a new SAQ 5.0

You have the option to start a new SAQ by selecting the “Start a new SAQ 5.0” under the “Get started” option.

As you are not using an invitation code, this SAQ will not be shared automatically with any buyers and will require to be shared in the future.

There is no limit to how many SAQs you can start.

Headquarters
Leverstreet, Manchester
United Kingdom

Joined
11/01/23

Get started

[Enter invitation code](#)

[Start a new SAQ 5.0](#)

If you already have a SAQ and have been asked to share it by a buyer, but you don't have an invitation code, you can click on the 'Share' button → No invitation code, search for 'Knorr-Bremse Aktiengesellschaft' and request a share.

Share

With invitation code **Without invitation code**

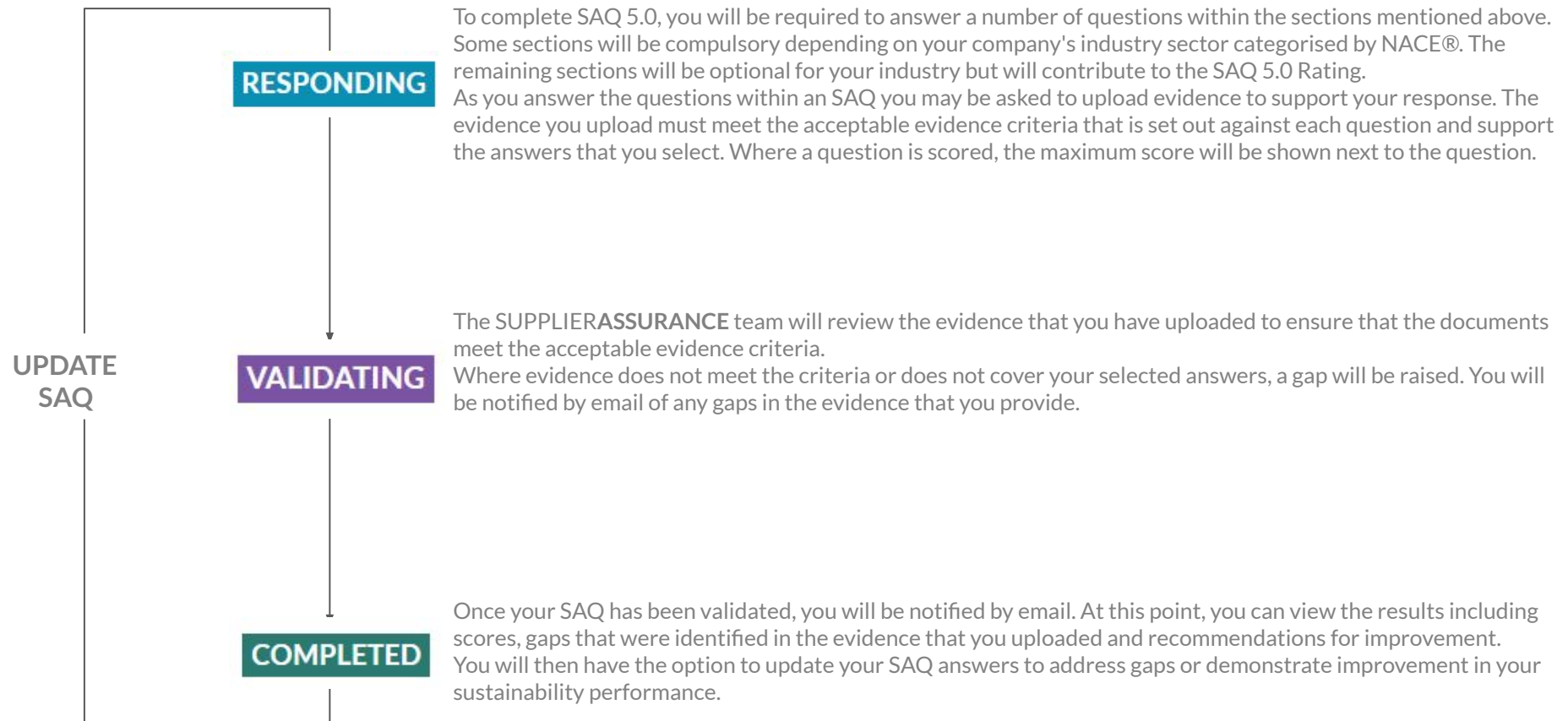
If you have received an invitation code from a buyer, e.g., F4PPC, we **strongly suggest** you enter it on the With invitation code tab to immediately share your questionnaire.

If you opt to share without entering the invitation code, the request must be approved by the buyer. These requests typically take significantly longer to be accepted and lead to increased workload from your buyer to match your share with their original request.

Knorr-Bremse Aktiengesellschaft

[Request](#)

Understanding the SAQs workflow and the continuous improvement of your SAQ.



NACE Code selection

When completing an SAQ 5.0, you will be asked to select a relevant NACE Code for the product or service that you provide.

Once selected, some SAQ questions or sections may be optional.

Some optional questions may be required by your Customer.

E. Environment (worth 25%) Up to 15 questions
Covers environmental protection through the implementation of policies and management systems. Also covers the extent to which policies and procedures are established to support a proactive approach to environmental responsibility.

10. Does your company have a formal environmental policy, which includes a commitment to legal compliance, continuous measurement and continuous improvements in environmental performance?

12. Does your site have an energy management system?

13. What percentage of electricity used at your site in the last calendar year came from renewable sources?

14. What percentage of heating/cooling used at your site in the last calendar year came from renewable sources?

15. Does your company set Greenhouse Gas reduction targets?

17. Does your company have a current CDP score?

All other questions in this section
11. Does your site have an environmental management system in place?
16. Does your site use any substances with restrictions under any national or international statutory provision in production or operations?

F. Responsible Supply Chain Management (worth 10%) Up to 6 questions
Covers compliance to all the aforementioned areas within a company's supply chain. Also covers the extent to which these areas are formally required of a company's suppliers and how this is communicated.

G. Responsible Sourcing of Raw Materials (worth 6%) Up to 7 questions
Covers due diligence conducted to understand the source of the raw materials used in your products. Also covers the extent to which raw materials are responsibly sourced.

[Next question](#) [Previous question](#) [Save and view answers](#)

Some responses in your SAQ will require evidence to be provided

We will provide you with guidance onto each question and “Documents we accept” for your reference.

Additionally, some of the documents you upload **must** be in one of the supported languages, which will be highlighted if required.

Supported Languages:

- English
- French
- German
- Spanish
- Mandarin Chinese
- Brazilian Portuguese
- Japanese
- Italian

SAQ 5.0 **RESPONDING**

A. Company Management

3. Does your company have a Code of Conduct? (10.03%) **MS**

▶ [Code of conduct](#)

Yes

Documents we accept

- Code of Conduct
- Code of Ethics
- Employee Handbook
- Contractual terms and conditions if there is reference to Code of Conduct/Policies
- CSR/Sustainability Policy if there is reference to employees and organisational responsibilities
- ZVEI - Code of Conduct for Social Responsibility

! The document you upload must include your company name or logo and it must be in a supported language (English, French, Spanish, German, Mandarin Chinese, Brazilian Portuguese, Japanese or Italian).

Please upload relevant document (pdf, image) (up to 15mb)

No file chosen

Saved attachments

File name

You haven't added any attachments

No

Some responses in your SAQ will require evidence to be provided

If your original documents are not in one of our supported languages, then you are able to provide a translation.

The translation does not need to be an official translation.

If you need to upload two separate documents, you are able to merge them and upload them as one.

SAQ 5.0 **RESPONDING**

A. Company Management

3. Does your company have a Code of Conduct? (10.03%) **MS**

▶ [Code of conduct](#)

Yes

Documents we accept

- Code of Conduct
- Code of Ethics
- Employee Handbook
- Contractual terms and conditions if there is reference to Code of Conduct/Policies
- CSR/Sustainability Policy if there is reference to employees and organisational responsibilities
- ZVEI - Code of Conduct for Social Responsibility

! The document you upload must include your company name or logo and it must be in a supported language (English, French, Spanish, German, Mandarin Chinese, Brazilian Portuguese, Japanese or Italian).

Please upload relevant document (pdf, image) (up to 15mb)

No file chosen

Saved attachments

File name

You haven't added any attachments

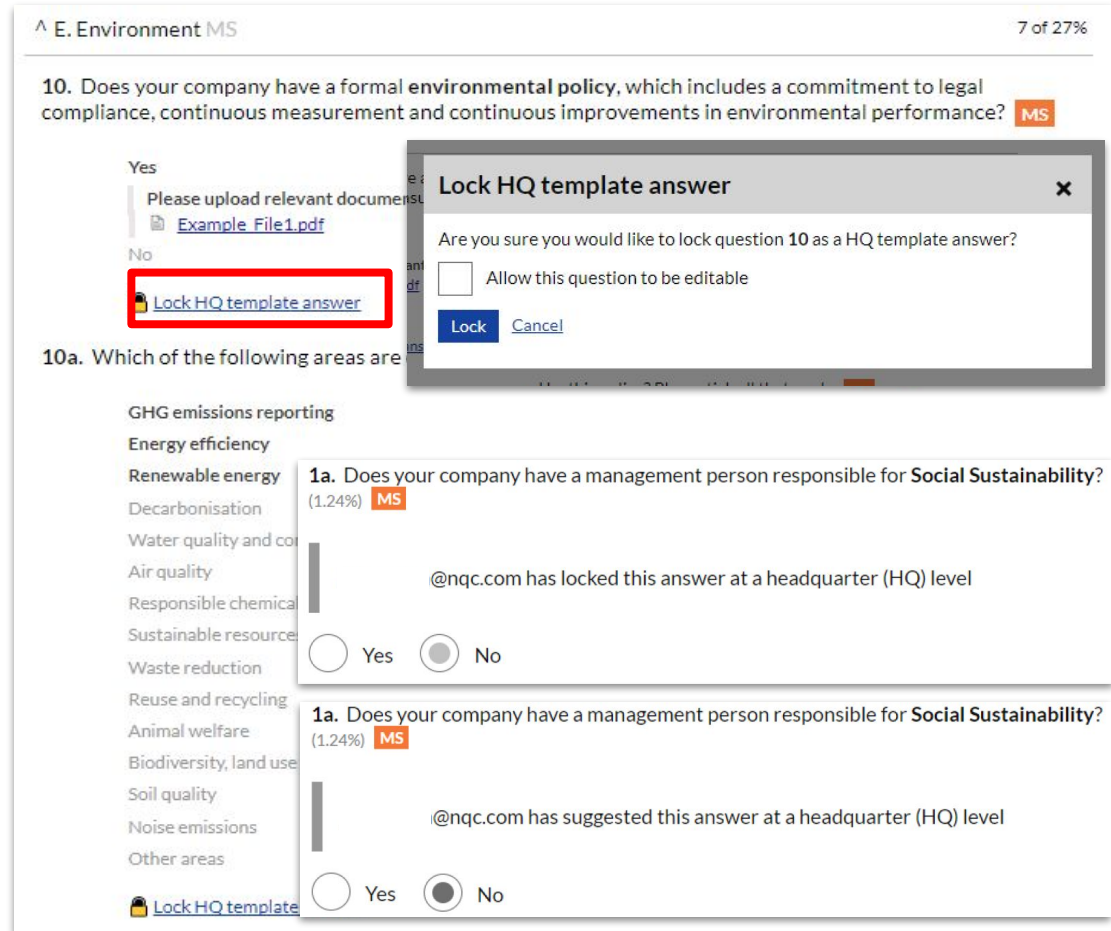
No

Locking responses as a HQ template

Platform users with the relevant permissions, will be able to set a corporate headquarters (HQ) SAQ template.

This will enable corporate policies to be set across all SAQs completed on the organisations account.

This feature extends the existing ability to re-use answers or documents uploaded across multiple SAQs. To now include the option to lock certain answers or uploads to stop them being edited by other supplier users on an organisation account.



The screenshot displays the 'E. Environment MS' section of a questionnaire, showing question 10: 'Does your company have a formal environmental policy, which includes a commitment to legal compliance, continuous measurement and continuous improvements in environmental performance?'. The 'No' option is selected, and a 'Lock HQ template answer' button is highlighted with a red box. A dialog box titled 'Lock HQ template answer' is overlaid, asking 'Are you sure you would like to lock question 10 as a HQ template answer?' with an 'Allow this question to be editable' checkbox and 'Lock' and 'Cancel' buttons. Below the dialog, question 10a is visible, along with a list of categories including GHG emissions reporting, Energy efficiency, Renewable energy, Decarbonisation, Water quality and control, Air quality, Responsible chemical management, Sustainable resource management, Waste reduction, Reuse and recycling, Animal welfare, Biodiversity, land use and marine resources, Soil quality, Noise emissions, and Other areas. Two notification messages are shown: '@nqc.com has locked this answer at a headquarter (HQ) level' and '@nqc.com has suggested this answer at a headquarter (HQ) level'.

Inviting a colleague to collaborate

You can invite a colleague to collaborate on a specific question

If you feel like your colleague would be better placed to answer a certain question, you can invite them by clicking on “Invite user to collaborate” under “Other options”.

Simply enter their email address, and a message if necessary, then click “invite user”.

1. Has your company appointed senior management representation for environmental, social, ethics or human rights? (0.93%) **MS**

Yes No

! Please ensure that you have the appropriate permission from any referenced individual(s) to add their details to this SAQ response. By providing their details you are confirming that you have their consent.

1a. Does your company have a management person responsible for Social Sustainability? (0.93%) **MS**

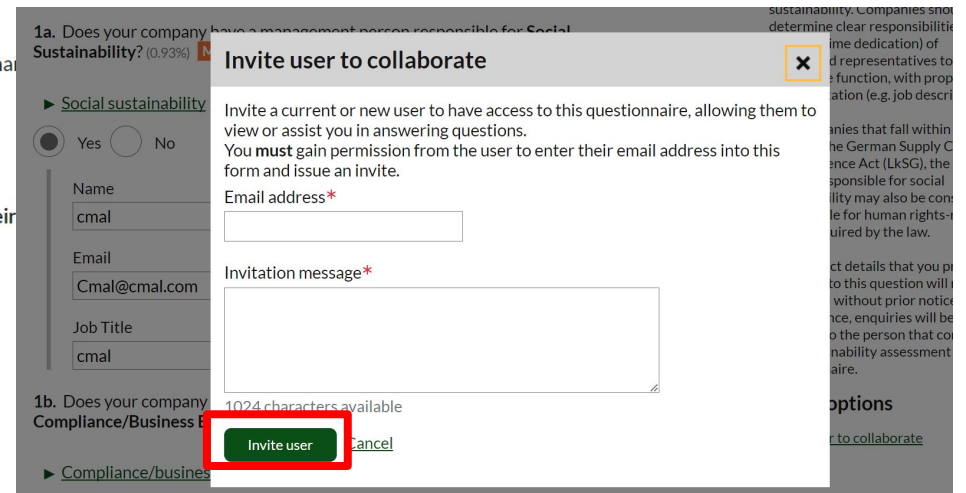
► Social sustainability

Yes No

Name

Email

Job Title



the first instance, enquire the person that completes this questionnaire.

Other options

[Invite user to collaborate](#)

Submit your SAQ 5.0 answers

Once you have answered the SAQ 5.0, press “Submit” on the final page.

If your SAQ is already shared with your buyer, your answers and uploaded evidence will now be reviewed by our team.

If not, please share your SAQ with the buyer.

After validation of your SAQ is complete, you may receive some recommendations and gaps to guide you on how to improve your sustainability performance and SAQ Rating.

SAQ 5.0 **RESPONDING**

I. Sign Off

You have almost reached the end of SAQ 5.0. **Please note your questionnaire will not be reviewed and validated until you submit your questionnaire and have shared it with a buyer.**

To submit this SAQ for validation click 'Submit' at the bottom of this page. If you need help sharing your SAQ, please use the Live Chat service to contact our Service Centre.

What happens next?

After you have submitted your SAQ, the SUPPLIERASSURANCE team will review the evidence that you have uploaded to ensure that the documents are acceptable and cover the answers that you have selected.

Once your SAQ answers and evidence have been reviewed, you will be notified by email of the results. You can then view your score, any gaps that may be identified in the evidence that you uploaded or any recommendations for improvement. You will also have the option to update your SAQ to address any gaps or demonstrate improvement in your sustainability performance.

Submit


[Previous](#)

Once in the Completed status you can see your SAQ Rating.

From your Dashboard you can see the Completed SAQ now has a score and a rating.


To view further information and any Gaps/Declaration Gaps you may have select the “**View**” option at the bottom of the tile.

You should update your response as often as needed and following the feedback from the NQC compliance analysts.

Example Buyer 

Questionnaires

Search

Search name or description 

Questionnaire: 1 selected | Status: 8 selected | Sort by: Most recent updates first

Codrii **COMPLETED**

Location: SAQ 5.0

DUNS	545698987
Address	Strada Codrii Neamțului,
Country	Romania
Headquarters	Automotive Buyer, 98 ulme, Manchester, United Kingdom
Rating	D58
Last updated	30/08/23 12:05
Assigned user	Stu

[Update SAQ 5.0](#) **View** [Share \(1\)](#) [Delete](#)

(Reviewing) Gaps and Declaration Gaps

The SUPPLIERASSURANCE Compliance Analysts will review your evidence against the criteria of the question asked.

Where you have declared topics covered in your evidence and the team do not find this, a **GAP** will be raised to inform you of the error and you will not be awarded the score for the relevant option.

When this SAQ was validated, one or more gaps were identified in the evidence you provided. This has affected your SAQ 5.0 Rating.

- ! [Q4 - The grievance mechanism evidence was not accepted](#)
- ! [Q5 - The human rights and working conditions policy evidence was not accepted in full or in part](#)
- ! [Q7b - The health and safety training evidence was not accepted](#)
- ! [Q8 - The health and safety management system evidence has one or more gaps](#)
- ! [Q10 - The environmental policy evidence was not accepted in full or in part](#)
- ! [Q18 - The supplier sustainability policy evidence was not accepted in full or in part](#)

It will remain your responsibility to take action upon the findings of the validation process and update your SAQ as needed for your buyer.

(Reviewing) Gaps and Declaration Gaps

The Compliance Analysts may also raise a **DECLARATION GAP** where you did not select a topic which was covered in the evidence provided.

Example of a GAP and a DECLARATION GAP:

Gaps

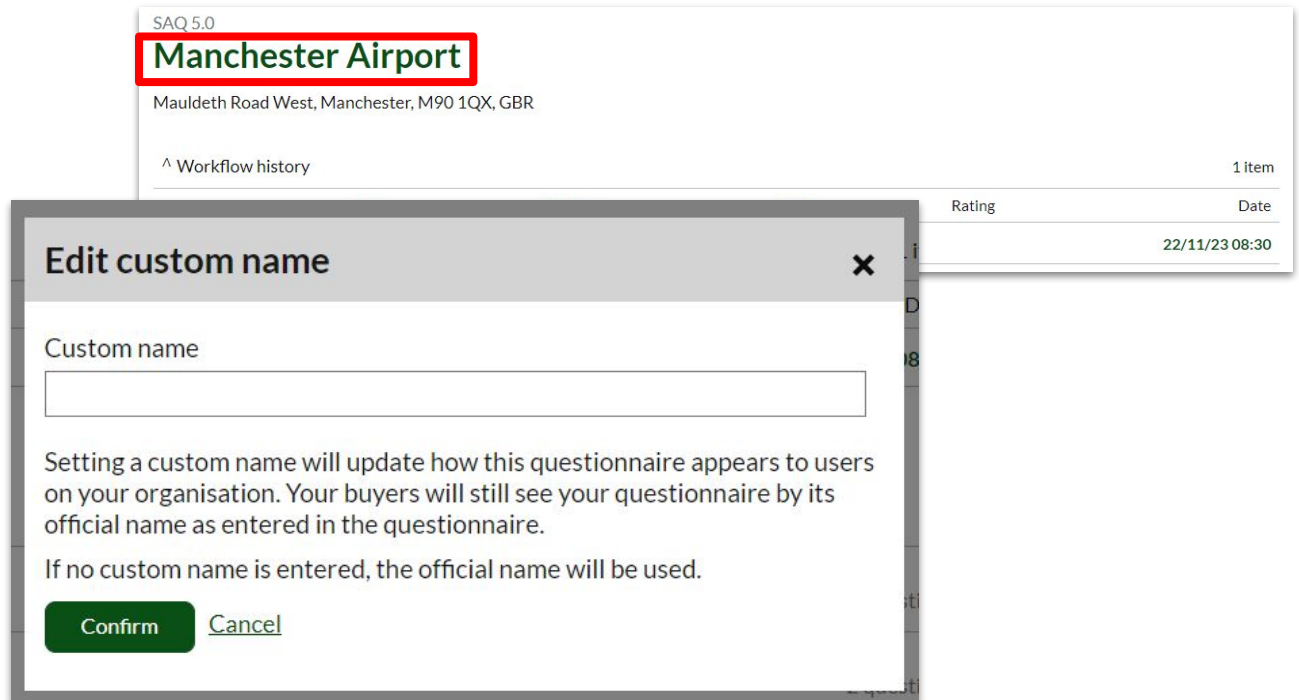
Validation of the health and safety policy identified that:

- Emergency preparedness policy area not found in the evidence
- Workplace ergonomics policy area found in the evidence but not declared

It will remain your responsibility to take action upon the findings of the validation process and update your SAQ as needed for your buyer.

Editing your SAQ custom name

You are able to edit a custom name for your SAQ. The name will only be displayed for users from your organisation, your buyers will still see the SAQ by its official name.



SAQ 5.0

Manchester Airport

Mauldeth Road West, Manchester, M90 1QX, GBR

^ Workflow history 1 item

Rating	Date
	22/11/23 08:30

Edit custom name ✕

Custom name

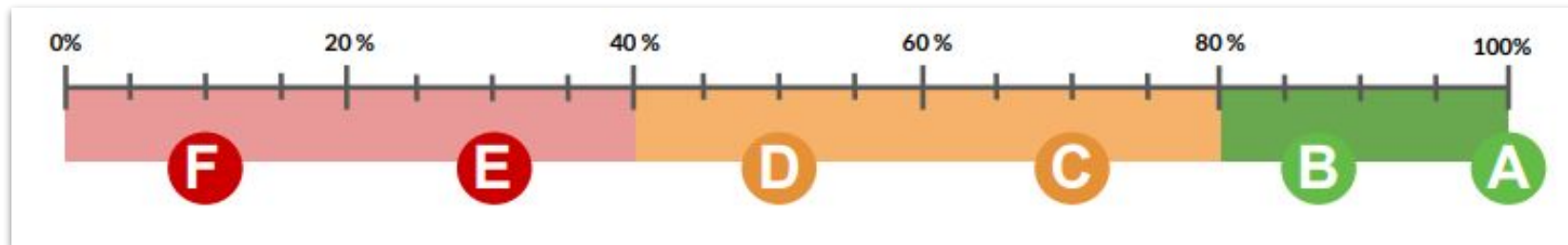
Setting a custom name will update how this questionnaire appears to users on your organisation. Your buyers will still see your questionnaire by its official name as entered in the questionnaire.

If no custom name is entered, the official name will be used.

[Confirm](#) [Cancel](#)

Scoring within SAQ 5.0

- **Minimum Scope Rating** - provides suppliers with a rating from A to F to indicate their performance, which is solely based on the Minimum Scope questions.



- **Sustainability Score** - provides a total score based on all questions.

You can download a copy of the Scoring Calculator document at the link below the score breakdown to see the percentage of points awarded for each section and question in the SAQ 5.0, and to see the maximum number of points that can be awarded in that section. If the question has more than one answer choice, the number of points you can earn for each answer choice will vary.



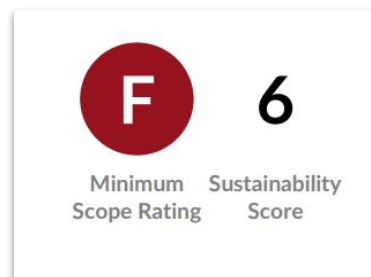
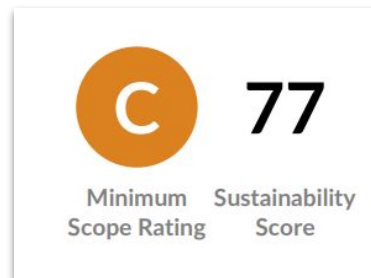
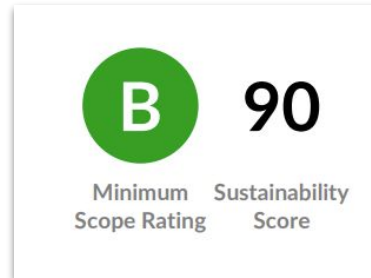
Common reasons for a low score:


- Incorrect type of document uploaded
- Uploaded document does not contain company name/logo or is not in a supported language
- Only the table of contents / or the cover page is uploaded as evidence
- Suppliers answer “no” but the parent company has the relevant document : always check with your HQ

The SAQ 5.0 report has been updated to reflect the new scoring approach.

The Minimum Scope Rating (and associated colour) is shown alongside the percentage which is your Sustainability Score.

The two components together provide the overall SAQ 5.0 Rating





SAQ 5.0 Sustainability Results Report

Organisation name	Vault of Glass
Location name	Recoleta
DUNS	009447071
Industry sector	05.00 - Mining of coal and lignite, 05.10 - Mining of hard coal, 05.20 - Mining of lignite
Address	Recoleta, Recoleta, Santiago Metropolitan Region
Country	Chile
SAQ Completed date	14/10/22

Scan the code to verify these results



drive sustainability

Assurance through due diligence

In case of any questions, contact our multilingual SUPPLIERASSURANCE Support team via:

- [Contact Us form](#)
- Live Chat - once signed in to the platform
- Support team - +44 161 413 7983
- Validation hotline - +44 161 521 6957

Visit our SUPPLIERASSURANCE SAQ page [here](#), which contains:

- Supplier Briefing recording
- SAQ 5.0 [Change Record](#) document
- Updating your SAQ 4.0 to SAQ 5.0 version

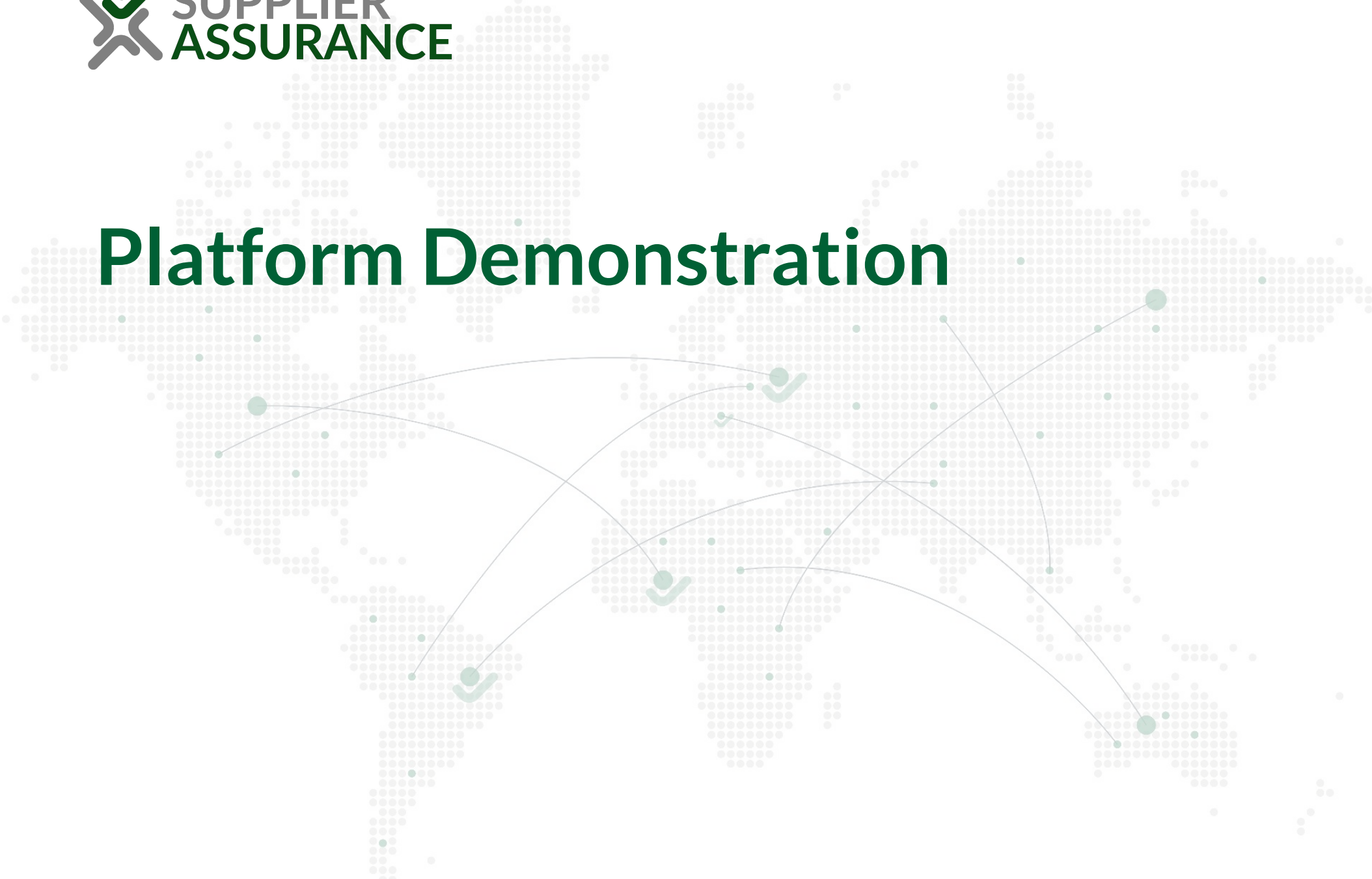
Visit our SUPPLIERASSURANCE help page [here](#), which contains:

- Help videos
- FAQs





Platform Demonstration



Q: Will the whole service remain free of charge?

A: Yes, the SUPPLIERASSURANCE platform will remain free of charge for suppliers.

Q: Will optional questions have an impact on a suppliers score?

A: Yes, if your organisation's NACE® code classification determines that not all questions are Minimum Scope, these remaining sections will be optional to complete but will still contribute to the Total SAQ Score. However, your Minimum Scope score will not take into consideration the optional questions and will be calculated from the Minimum Scope questions only.

Q: Which Minimum Scope rating is deemed to be a pass?

A: There is no pass or fail score within the SAQ. Upon completion and validation of the SAQ, you will receive a Minimum Scope score between A - F, and a total score in a percentage format with a RED, AMBER, GREEN rating. If a customer has a particular pass level they will communicate this to you directly.

Q: When is the deadline for update to SAQ 5.0?

A: There is no time limit or restrictions for suppliers to update their SAQ on SUPPLIERASSURANCE. If your customer requires you to complete or update the SAQ by a certain date they will communicate this to you directly.

Q: With SAQ 5.0 being live, does this mean we cannot create an SAQ 4.0? Does this also mean any SAQ we create will become an SAQ 5.0?

A: Yes, all SAQ questionnaires will be automatically updated to SAQ 5.0. You will no longer be able to create any SAQ 4.0.

Q: How long will my SAQ 4.0 score be valid for?

A: In December, all SAQ 4.0's have been updated to SAQ 5.0. Your SAQ 4.0 score will be valid until you update your SAQ to answer the new questions included in SAQ 5.0 and achieve a Minimum Scope score alongside your updated SAQ 5.0 total score.

Q: Do I have to be invited by a customer to create an SAQ 5.0 questionnaire?

A: No, it is free to register on SUPPLIERASSURANCE and create an SAQ 5.0. You can provide all question answers and upload evidence, however, your SAQ will not be validated or produce a score unless it is shared with a customer. Once shared with a customer, the SAQ 5.0 will be automatically validated and moved into COMPLETED. As a supplier, you are still encouraged to create an SAQ 5.0 in readiness to share when requested by a customer.

Q: Is the SAQ 5.0 available as a downloadable file or only available through the platform?

A: The PDF version of SAQ 5.0 is available to download through the questionnaire itself or found under the dedicated [SAQ page](#)

Q: Is there a possibility to upload two documents as evidence for one question?

A: No, you can only upload one document per question. If there are multiple pieces of supporting evidence, you can merge these into one document.