

# Supplier Scorecard Checklist

 Show only Checklist

Display Style  
Default 

## Quality Performance

Assesses the supplier's ability to consistently meet quality standards and specifications. Focuses on defect rates, corrective actions, and overall product/component quality.

### Defect Rate (ppm)

Enter a number...

### First Pass Yield (%)

Enter a number...



### Audit Results (Last Audit)

- No Audit Required
- Pass
- Warning
- Fail

### Summary of Corrective Actions Taken (Latest Defect)

Write something...


### Quality Certifications Held (Select all that apply)

- ISO 9001
- IATF 16949
- ISO 14001
- Other (Specify in Long Text)

### Date of Last Quality Audit

Enter date...

### Latest Quality Audit Report

 Upload File

# Delivery & Responsiveness

Evaluates the supplier's on-time delivery performance, responsiveness to requests, and communication effectiveness.

## On-Time Delivery Rate (%)

## Average Lead Time (Days)

## Number of Late Deliveries (Past 12 Months)

## Responsiveness to RFQs (Response Time - Days)

- Less than 2 days
- 2-5 days
- 6-10 days
- More than 10 days

### Communication Clarity & Effectiveness

- Excellent
- Good
- Fair
- Poor

### Comments on Delivery Performance

Write something...

## Cost & Value

Examines the competitiveness of the supplier's pricing, total cost of ownership, and the overall value they provide.

### Unit Cost (Current)

Enter a number...

### Unit Cost (Previous Year)

Enter a number...

### Cost Reduction Percentage (Year over Year)

Enter a number...

### Total Cost of Ownership (TCO) - 3 Year Projection

Enter a number...

### Value Engineering Initiatives Implemented?

- Yes
- No
- N/A

### Details of Value Engineering Efforts and Results (if applicable)

Write something...

### Payment Terms

- Net 30
- Net 60
- Other (Specify)

### Justification for payment terms

Write something...

# Technical Capability & Innovation

Focuses on the supplier's technical expertise, manufacturing process capabilities, and willingness to innovate and improve.

## Capacity Utilization Rate (%)

## Number of Engineering Staff

## Manufacturing Process Technology Level (e.g., Emerging, Mature)

- Emerging
- Mature
- Advanced

## Manufacturing Technologies Employed (Select all that apply)

- CNC Machining
- Injection Molding
- 3D Printing
- Automated Assembly
- Robotics

## Description of Key Manufacturing Processes

Write something...

## Process Flow Diagram (PDF)

 Upload File

## Evidence of R&D Investment (e.g., % of Revenue)

- Low
- Medium
- High
- Not Available

## Details of Recent Innovation/Process Improvement Initiatives

Write something...

# Risk Management & Compliance

Evaluates the supplier's risk management practices, adherence to regulations, and commitment to ethical business conduct.

## Certifications (ISO 9001, ISO 14001, etc.)

- ISO 9001
- ISO 14001
- IATF 16949
- Other - Specify in Long Text
- Not Applicable

## Percentage of workforce with safety training certification

Enter a number...

## Compliance with Conflict Minerals Reporting

- Fully Compliant
- Partially Compliant
- Not Compliant
- Not Applicable

## Summary of Risk Assessment performed on supplier (including potential geopolitical, financial, or operational risks)

Write something...

## Upload a copy of the supplier's Code of Conduct or Ethics Policy

 Upload File

## Adherence to Anti-Bribery & Corruption Policies

- Fully Compliant
- Partially Compliant
- Not Compliant
- Not Applicable

## Date of last Compliance Audit

Enter date...

## Details of any previous compliance violations or incidents, and corrective actions taken.

Write something...

# Relationship & Communication

Assesses the strength of the relationship, the effectiveness of communication channels, and the level of collaboration.

## Frequency of Communication Meetings

- Weekly
- Bi-Weekly
- Monthly
- Quarterly
- Ad-Hoc

## Average Response Time (hours)

## Summary of Key Communication Challenges (if any)

### Proactive Communication (Sharing Updates/Potential Issues)

- Excellent
- Good
- Fair
- Poor

### Preferred Communication Methods

- Email
- Phone
- Video Conference
- Portal/Platform

### Effectiveness of Issue Escalation Process

- Very Effective
- Effective
- Neutral
- Ineffective
- Very Ineffective

### Notes on Relationship Dynamics & Collaboration

Write something...

# Continuous Improvement & Sustainability

Focuses on the supplier's commitment to continuous improvement processes, sustainability initiatives, and responsible manufacturing practices.

## Percentage of Waste Reduced (vs. baseline)

Enter a number...

## Existence of Formal Continuous Improvement Program (e.g., Kaizen, Lean)

Yes

No

Partial/Informal

## Summary of recent Continuous Improvement initiatives and results (Last 6-12 months)

Write something...

## Energy Consumption Reduction (kWh or equivalent) - Past Year

Enter a number...

## Sustainability Report/Certifications (e.g., ISO 14001, EcoVadis)

 Upload File

## Sustainability Practices Implemented (Select all that apply)

- Reduced Carbon Footprint
- Water Conservation
- Ethical Sourcing of Materials
- Waste Management and Recycling
- Employee Health & Safety Programs
- Community Engagement

## Date of Last Sustainability Audit

Enter date...