

VOLKSWAGEN

AKTIENGESELLSCHAFT

JUST FOR INSPECTION – NOT FOR SENDING to Volkswagen
The ‚Questionnaire Sustainability‘ has to be submitted via the Group Business Platform to Volkswagen

2. SUB-SUPPLIERS

Requirement: Volkswagen expects its business partners to ensure that their *own* suppliers comply with the "Volkswagen Group Requirements for Sustainability in Relationships with Business Partners".

2.1 Does your company have its own suppliers/service providers?

Yes No

If so:

2.2 Are there specifications for environmental protection which you apply to your own suppliers/service providers?

Yes No

2.3 Are there specifications for the terms and conditions of employment which you apply to your own suppliers/service providers?

Yes No

2.4 Are there specifications on health and safety issues which you apply to your own suppliers/service providers?

Yes No

3. COMPLIANCE WITH THE LAW

Requirement: Volkswagen expects its business partners to comply with all relevant environmental laws and provisions of the country in which they operate.

3.1 Does your company have processes and structures installed, controlling the compliance with local laws? (Compliance Management Systems-CMS-)

Yes No

If "Yes" → Stop

If "No" → following question:

3.2 When will you have installed a Compliance Management System-CMS-?

Month Year

4. ENVIRONMENTAL PROTECTION

4.1 Creation and application of environmental management systems

Requirement: Environmentally-oriented management is one of the primary objectives of our corporate policy. Volkswagen therefore expects an appropriate environment management system from all business partners that have production facilities. Moreover, Volkswagen expects its main suppliers to have a certified environmental management system in place which complies with International standard ISO 14001 or the European Union's EMAS directive.

4.1.1 Have you set up a certified environmental management system?

Yes No

If "Yes" → Stop

If "No" → following questions:

4.1.2 Is an environmental management system without certification in use?

Yes No

4.1.3 Does your organisation have a contact person with responsibility for environmental protection?

Yes No

4.1.4 Do you have binding environmental guidelines/objectives and/or an environmental policy?

Yes No

4.1.5 Did you define responsibilities in respect of environmental protection in your company?

Yes No

4.1.6 Does a record exist of compliance with statutory and company regulations on environmental protection?

Yes No

4.1.7 Are your employees informed and qualified in respect of environmental protection?

Yes No

5. SOCIAL STANDARDS

Requirement: For Volkswagen, the observance of general human rights forms the basis of all its business relations. Volkswagen therefore expects its business partners to comply with the general human rights and employment law in the country in which they operate.

5.1 Contact person

5.1.1 Does your organisation have a contact person that is responsible for social standards?

Yes No

5.2 Freedom of association

Requirement: The basic right of all employees to form and join trade unions and employee-elected representative bodies is recognised. Where such right is limited by local laws, alternative lawful forms of employee representation should be promoted.

5.2.1 Do you grant your employees the right to form and/or join trade unions or employee-elected representative bodies in accordance with national statutory regulations?

Yes No

5.2.2 Where this right is limited by local laws, are there alternative forms of co-determination for employees in your organisation?

Yes No

5.3 Discrimination

Requirement: Equal opportunity and treatment - regardless of ethnic origin, skin colour, gender, religion, nationality, sexual orientation, social origin or political views shall be guaranteed as long as these views are based on democratic principles and tolerance towards people who hold different views. Employees shall be selected, employed and promoted on the basis of qualification and ability.

5.3.1 Do you guarantee equal opportunity and treatment - regardless of ethnic origin, skin colour, gender, religion, nationality, sexual orientation, social origin or political views as long as these views are based on the democratic principle and tolerance towards those who hold different views?

Yes No

5.4 Forced labour / child labour

Requirement: Volkswagen rejects any deliberate use of forced or compulsory labour, including servitude or involuntary work performed by detainees. Child labour is prohibited. The minimum age for employing persons shall be observed in accordance with statutory regulations.

5.4.1 Do you use forced or compulsory labour, or involuntary work performed by detainees?

Yes No

5.4.2 Do you observe the minimum age in accordance with the statutory regulations governing employment in the country concerned?

Yes No

5.5 Remuneration

Requirement: The remuneration paid and benefits provided for a normal working week shall be at least equivalent to the national statutory minimum standard or the minimum standard of the relevant national sector.

5.5.1 Are the remuneration paid and benefits provided at least equivalent to the national standard or minimum standard of the relevant national sector?

Yes No

5.6 Working hours

Requirement: Working hours shall be at least in line with the relevant national statutory guidelines or minimum standards of the relevant national sector.

5.6.1 Are the working hours at least in line with the national statutory guidelines or standards of the relevant national sector?

Yes No

5.7 Employee information

5.7.1 Are your employees informed and qualified in respect of social standards?

Yes No

6. HEALTH AND SAFETY AT WORK

Requirement: The business partner shall comply with the relevant national laws and regulations governing health and safety at work, and take the necessary steps to ensure the health and safety of its employees.

6.1 Are health and safety duties and responsibilities clearly regulated in your organisation?

Yes No

6.2 Are hazards evaluated in your organisation, and are the resulting protective measures developed and implemented and is their effectiveness monitored?

Yes No

6.3 Are precautionary medical examinations carried out in your organisation?

Yes No

6.4 Does your company have an internally organised first aid facility?

Yes No

6.5 Are your employees given instruction on the hazards and protective measures associated with their field of activity?

Yes No