



COMMUNICATION TO SUPPLIERS

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Modification history

Date	Version	Prepared by	Description of the change
February 14th, 2024	1.0	Sergio Navacerrada	Initial document Communication to suppliers

CLAN TECNOLÓGICA performs a process of selection and evaluation of suppliers that affect the quality of the service provided. Will be approved taking into account the following criteria:

- Historial, understanding as historical, that supplier that has worked with CLAN TECNOLÓGICA since the creation of the company.
- Comply with the environmental requirements.
- Quality / Price
- Good Service, previous experience similar to the work or supply requested.
- Performance.
- Quality and / or Environmental Certification
- Unique in the environment
- Proximity

They are also subject to re-evaluation by the quality and environment manager, that allows to keep supplier's data up to date. In the event that the results of the re-evaluation are unsatisfactory, management should evaluate the need to establish preventive and corrective actions with these suppliers, aimed at actions to be taken by the supplier can improve its performance.

During the supplier evaluation process, management request the necessary information on each product to acquired, which shall contain the quality, environmental and safety and health requirements applicable to the product or service requested if applicable.

The general requirements that CLAN TECNOLÓGICA, demands from its suppliers are:

Comply with legislation applicable to the product/service being provided.

In case of a subcontractor:

Comply with the requirements established in the company for development of assigned jobs.

Comply with preventive measures during the development of the assigned work, to avoid dangerous or emergency situations during their service, and train and inform their personnel about the risks of the work to be performed.

Immediately communicate any risk/emergency situation related to the contracted service.

Additionally, for outsourced processes we will communicate to external suppliers the requirements for the approval of products and services; methods, processes and equipment and the release of products and services, as well as the required competence and interactions with the organization.