

# Supplier Sustainability Assessment Process

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## Contents

Purpose.....	4
The objective .....	4
Scope .....	4
Instructions for Completion .....	4
Confidentiality .....	4
Next Steps .....	4
Contact.....	5
Environmental Sustainability.....	5
Social Practices .....	5
Economic Sustainability.....	6
Certifications and Reporting .....	6
Compliance and Governance .....	6



# Supplier Sustainability Assessment Questionnaire

## Purpose

Sasken is committed to sustainable business practices that minimize environmental impact, respect human rights, ensure fair labor conditions, and promote ethical governance. As part of this commitment, we ask all our suppliers to complete this **Sustainability Assessment Questionnaire**.

## The objective

- Verify that risk mitigation measures are in place within your operations.
- Ensure that adverse environmental and social impacts are prevented or addressed.
- Strengthening responsible practices across our supply chain.

## Scope

This questionnaire applies to all suppliers providing goods or services to our company. Responses should reflect your organization's current practices, policies, and performance.

## Instructions for Completion

1. **Read each section carefully** (Environment, Social, Economic, Certifications & Reporting, Compliance & Governance).
2. **Provide responses** in as much detail as possible, attaching supporting documents (e.g., policies, certifications, sustainability reports).
3. If a question does not apply to your organization, please state "Not Applicable" and provide an explanation.
4. Submit the completed questionnaire and supporting documents within in our online Survey of which the link will be shared with you separately.
5. You should have a basic internet connection to fill the survey online.

## Confidentiality

All the information provided will be treated as confidential and used solely for the purpose of supplier assessment and risk management.

## Next Steps

- Our sustainability team + Purchase team will review your responses.
- If additional clarification is required, we will reach out to you.
- Based on the results, suppliers may be asked to implement corrective actions or improvement measures.



**Contact**

For any questions or support in completing the questionnaire, please contact:  
[Sustainability@sasken.com](mailto:Sustainability@sasken.com)

**Environmental Sustainability****1. Environmental Policy**

- Do you have a formal environmental policy? If yes, please provide a copy.
- How is this policy communicated and enforced within your organization?

**2. Energy Management**

- What measures have you implemented to reduce energy consumption in your operations?
- Do you use renewable energy sources? If so, what percentage of your total energy consumption comes from renewable sources?

**3. Water Management**

- What strategies do you have in place to minimize water usage?
- How do you ensure responsible disposal of wastewater?

**4. Waste Management**

- How do you manage and reduce waste in your operations?
- Do you have a recycling program? Please describe how it operates.

**5. Emissions Reduction**

- What steps are you taking to reduce greenhouse gas emissions?
- Do you monitor and report your emissions? Please provide recent data if available.

**Social Practices****6. Labor Practices**

- What policies and practices do you have in place to ensure fair labor practices?
- How do you ensure compliance with labor laws and regulations in all your locations of operation?

**7. Health and Safety**

- What measures do you take to ensure the health and safety of your employees?
- How do you handle incidents and accidents in the workplace?

**8. Community Engagement**

- How does your company engage with and support the local communities where you operate?
- Can you provide examples of community projects or initiatives you have supported?



## Economic Sustainability

### 9. Sustainable Procurement

- Do you have a sustainable procurement policy? If so, please provide details.
- How do you ensure your suppliers also adhere to sustainability practices?

### 10. Innovation and Continuous Improvement

- How does your company invest in sustainability-related research and development?
- Can you provide examples of innovations or improvements you have made to enhance sustainability?

## Certifications and Reporting

### 11. Certifications

- Do you have any sustainability-related certifications (e.g., ISO 14001, LEED)? Please provide details and copies of certificates.

### 12. Sustainability Reporting

- Do you produce sustainability reports? If yes, please provide the latest report or a link to it.
- How do you measure and report on your sustainability performance?

## Compliance and Governance

### 13. Regulatory Compliance

- How do you ensure compliance with environmental and social regulations?
- Have you faced any fines or penalties related to sustainability issues in the past three years? If so, please provide details.

### 14. Governance

- How is sustainability managed and governed within your organization?
- Who is responsible for sustainability initiatives and performance?

## References

International frameworks (ISO 14001, SA8000, UN Global Compact, ILO conventions).

