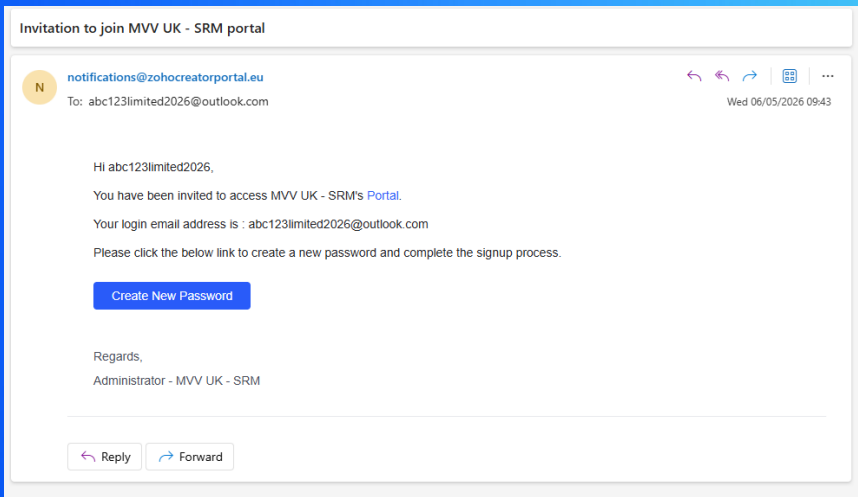




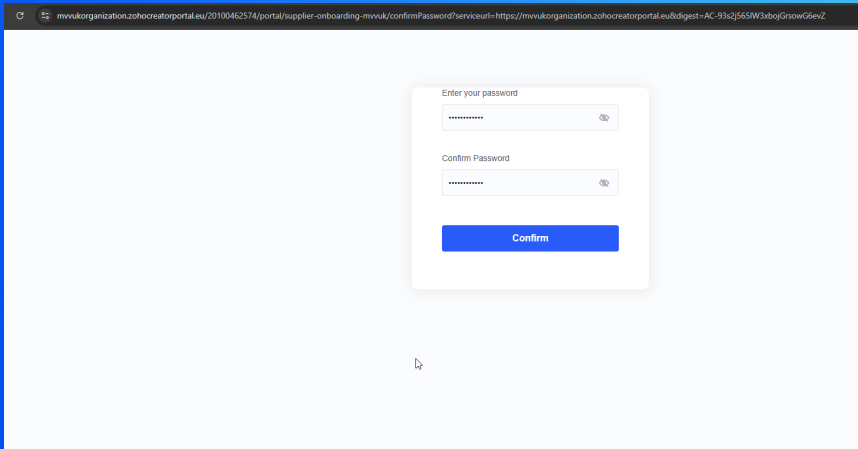
Zoho SRM

Supplier Guide

We inspire
with energy.



- After your MVV contact has added your details to our system, you will get an invitation email, please click on 'Create New Password'



- Please create a new password making sure to follow the required security criteria.



- Once you have chosen a password, you will be given access to your portal on our SRM system.
- Next, please click 'Update Profile' to create your supplier profile.

- By selecting 'Update Profile', it will show this screen, please complete all questions, using your information as the point of contact for your organisation. Please add any additional relevant contacts in the space provided at the bottom of the page (see next slide)
- Please ensure the company registration number and name is as shown on Companies House



Supplier Profile

Address: Devonport FFW CHIP facility
 Address Line 1: Creek Road,
 Address Line 2: Plymouth, Devon
 City: Plymouth, County: Devon
 Post code: PL5 9FL, Country: United Kingdom
 Type: Goods & Services, GEO Coverage: UK
 Category: Plant Maintenance Services
 Classification: Grate & waste pusher

Nature of the services that your company can supply to MVV: grate maintenance services

Contact Information: Contact Type: Primary, Name: abc123limited, Email: abc123limited2026@outlook.c, Position: Manager

+ Add New

Update Cancel

- After you have filled out the information for your organisation, please press 'Update'

Supplier Detail View

Create SEQ

Name: Max Jackson, Email: abc123limited@outlook.com, Position: Manager, Phone: +447977864288

Company Name: ABD LTD, Org Email: abc123limited@outlook.com, Company reg no: 000000000000, Phone Number: +447496320778

Type: Goods & Services, Category: Plant Maintenance Services, Address: Devonport FFW CHIP Facility, Creek Road, Plymouth, Devon PL5 9FL, Supplier Status: Profile updated

SEQ Documents: Product Liability, Public Liability Insurance, Health and Safety Policy, ISO 9001, Contractors All Risk, Waste Carriers Certificate, ISO 50001, Professional Indemnity Insurance, Quality Policy, ISO 45001, Employers Liability Insurance, Environmental Policy, ISO 14001

- You have successfully completed adding a profile, now, please click 'Create SEQ'



Supplier Evaluation Questionnaire

Supplier Reg. No. 0000000000

For services involving

A) Onsite works - (for services involving on-site works such as installation, testing, commissioning, maintenance, cleaning, demolition or de-commissioning) ? ☐ Yes ☐ No

B) Supply of goods or equipment - (for supply of essential goods or equipment to be installed into the facility by others) ? ☐ Yes ☐ No

C) Consumables - (eg Chemicals, Kerosene, Sodium bicarb, urea etc used in the facility) ? ☐ Yes ☐ No

D) Collection of waste / residues - (eg IBA, APCI, waste water etc from the facility) ? ☐ Yes ☐ No

E) Professional services - (eg design, lab testing, consultancy etc involving off-site or low risk on-site works) ? ☐ Yes ☐ No ☐ N/A

ISO Certification

I1 (a) Is your organisation certified to ISO 45001 ? ☐ Yes ☐ No

I2 (a) Is your organisation certified to ISO 14001 ? ☐ Yes ☐ No

Supplier Evaluation Questionnaire

Supplier Reg. No. 0000000000

Social Responsibility

4.6 (a) Do you implement formal procedures for selecting and controlling your suppliers and monitoring their performance? ☐ Yes ☒ No ☐ N/A

4.7 (a) Do you comply with relevant industry codes of practice? ☐ Yes ☒ No ☐ N/A

5.1 The Supplier shall (and shall procure that its representatives, employees, officers, sub-contractors and agents shall) at all times in connection with the Contract comply with:

(i) the Modern Slavery Act 2015;

(ii) all applicable national and international laws;

(iii) the Universal Declaration of Human Rights, the International Labour Organization's Declaration on Fundamental Principles and Rights at Work, the Rio Declaration on Environment and Development, and the United Nations Convention Against Corruption;

(iv) the ten principles of the United Nations Global Compact (UNGC) as published on <http://www.unglobalcompact.org>; and (<http://www.unglobalcompact.org>)

(v) the Bribery Act 2010;

(vi) Part 3 of the Criminal Finances Act 2017

Any answer other than 'Yes' will cause this SEQ to be rejected and you will be contacted to discuss. ☐ Yes ☒ No ☐ N/A

5.2 MVV's UK businesses expect you to pay your direct staff who come to work at any of our UK Facilities the real Living Wage as recognised by the Living Wage Foundation (registered charity No. 1107264) UK wide and the Poverty Alliance (registered charity no. SC018926) in Scotland. We may require you to provide information for reporting purposes - please refer to the following websites for more details: <https://www.livingwage.org.uk/what-real-living-wage> and <https://www.povertyalliance.org/campaign/living-wage/> #employed by MVV do you agree to comply?

Any answer other than 'Yes' will cause this SEQ to be rejected and you will be contacted to discuss. ☐ Yes ☒ No ☐ Other

Insurances

6.1 (a) Employer's liability insurance (£5m minimum) ☐ Yes ☒ No ☐ N/A

- Please select the correct type of SEQ (Supplier Evaluation Questionnaire) for the goods/services that you are providing for MVV - **It is important that you select the correct one (e.g. if you work on site, select 'A' - Onsite Works, if multiple apply to you, you can select more than one)**. Thereafter, complete the relevant questions on the form, attaching documents where necessary.

- 5.1 and 5.2 are mandatory questions.



Insurances

6.1 (a) Employer's liability insurance (£5m minimum) ☐ Yes ☒ No ☐ N/A

6.1 (c) Please state the value of insurance, if less than ESM

6.2 (a) Public liability insurance (£5m minimum - if less state - £) ☒ Yes ☐ No ☐ N/A

6.2 (b) Please provide copy

Expiry Date

6.2 (c) Please state the value of insurance, if less than ESM

6.2 (a) Contractor's all risk insurance ☐ Yes ☐ No ☒ N/A

6.4 (a) Professional indemnity insurance ☐ Yes ☐ No ☒ N/A

6.5 (a) Products liability insurance ☐ Yes ☐ No ☒ N/A

Additional details to support this SEQ submission

7.1 (a) Additional relevant documents

7.1 (b) Additional relevant information

Supplier Details Document Status: Pending SEQ Approval

Name: Max Jackson	Company Name: ABD LTD	Type: Goods + Services
Email: abc123mited2025@outlook.com	Org Email: abc123mited@outlook.com	Category: Plant Maintenance Services
Position: Manager	Company reg no: 000000000000	Address: Devonport IAW Chip Facility Creek Road, Plymouth, Devon PL5 9JL, UK
Phone: +447977864268	Phone Number: +447405632778	Supplier Status: Onboard In Progress

SEQ Documents SEQs Contacts History

Product Liability	Contractors All Risk Insurance	Professional Indemnity Insurance	Employers Liability Insurance
Public Liability Insurance	Waste Carriers Certificate	Quality Policy	Environmental Policy
Health and Safety Policy	ISO 50001	ISO 45001	ISO 14001
ISO 9001			

- Please complete the insurance section with each detailing the insurance cover held by your organisation, if it is lower than the stated value, please add the value of your cover.
- Attach any additional documents you feel are necessary . This will include the completed New Supplier Form that is provided in the link on the 'Complete your Profile' email (New suppliers only).
- Finally, please click 'Submit'
- Once the SEQ is completed, you will see a screen like this, it has been now sent to your MVV contact for approval, and will be reviewed by the MVV HSE and Commercial Department
- Once approved, you will receive a confirmation email, no further action is needed.



Thank you!

MVV Environment Ltd
Max Jackson
Mobile +44 7977 260867
max.jackson@mvvuk.co.uk

