

Supply of new Products/ Services Additional eQuestionnaires







1 Introduction

2 How to Proceed





1 Introduction

3

How to Proceed

F



If you are now offering products or services in a different category, you may be required to answer to additional eQuestionnaires.

This step is essential to ensure compliance throughout our entire supply chain.

We appreciate your collaboration.





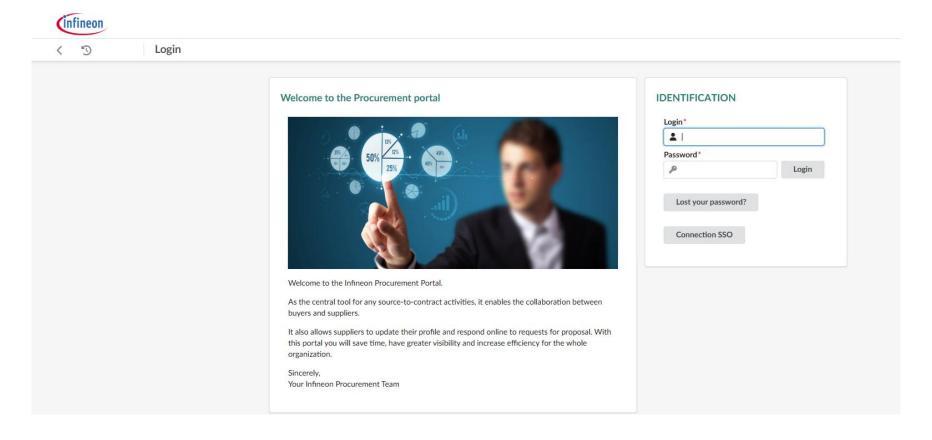
1 Introduction

2 How to Proceed





- Log in into your account by clicking here to access Infineon's iS2C tool
- In case you forgot or lost the password, you can retrieve it by clicking "Lost your password?"

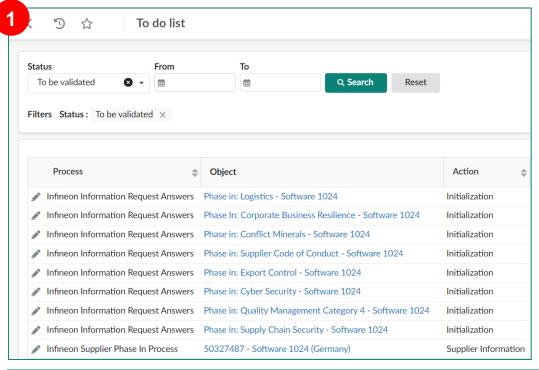


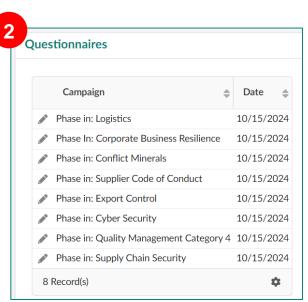


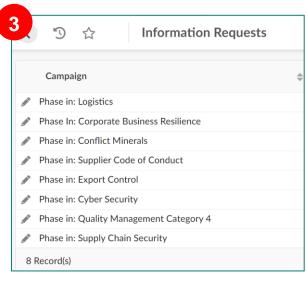
Accessing eQuestionnaires

There are multiple ways to access the Questionnaires:

- Pending validations > To do List
- 2. General Info. > Company Profile > Questionnaires tab
- 3. Information Request





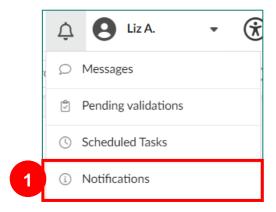


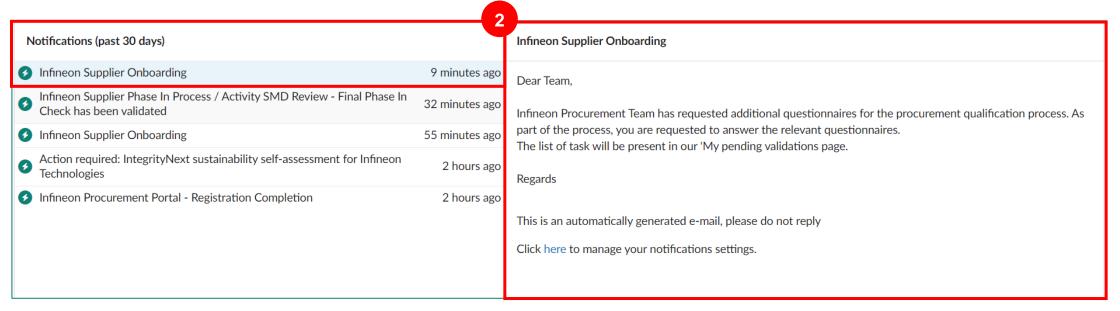
Note: Please keep in mind that questionnaires are triggered based on the commodity you will be supplying. The questionnaires available on this training might not all apply to you.



Notifications

- Click the bell icon beside your name, and access "Notifications"
- Notification Center view of notification received.







Manufacturing Site

Only Relevant if Quality Management 3/4 applicable

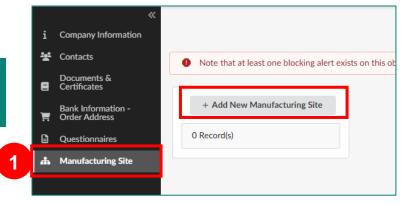
If you have **Quality Management Category 3 / 4** questionnaire listed in your to do list, please complete the "**Manufacturing Site**" tab as a first step.

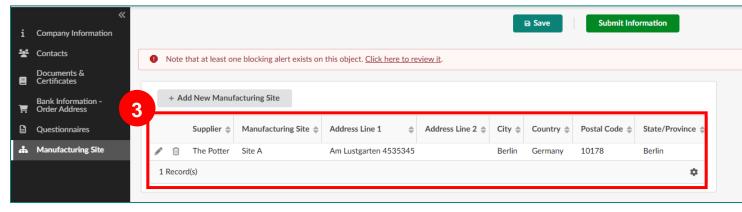
From homepage, click Suppliers > General Info > Company Profile.

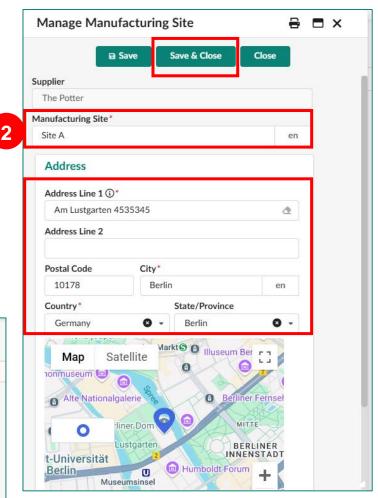
- 1. Navigate to the "Manufacturing Site" tab and click the "+ Add New Manufacturing Site" button.
- 2. Fill in all required fields, then click "Save & Close".

The new Manufacturing Site will appear.

Note: If you do not have the questionnaire "Quality Management 3 or 4" in your to do list, please skip to page 11









Alerts

Missing Mandatory Document(s)

with the role as "CSR Responsible"

Please add at least one contact person

Documents & Certificates

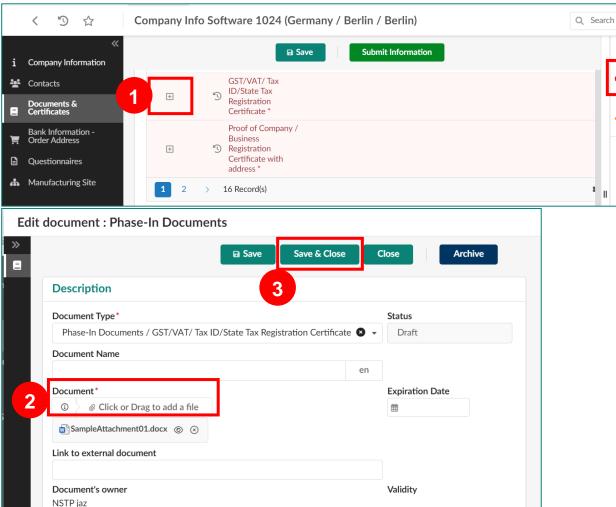
Only Relevant if Quality Management 3/4 applicable

Access the **Documents & Certificates** tab.

- 1. Click "+" icon next to the required document.
- 2. On pop-up window, click the "Click or Drag to add a file" button.
- Upload the required documents. Then "Save & Close".

Note: You need to do this for all the required documents.

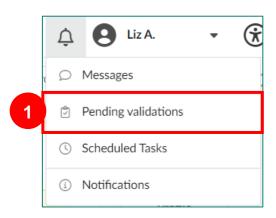
*Same documents can be used for different purposes

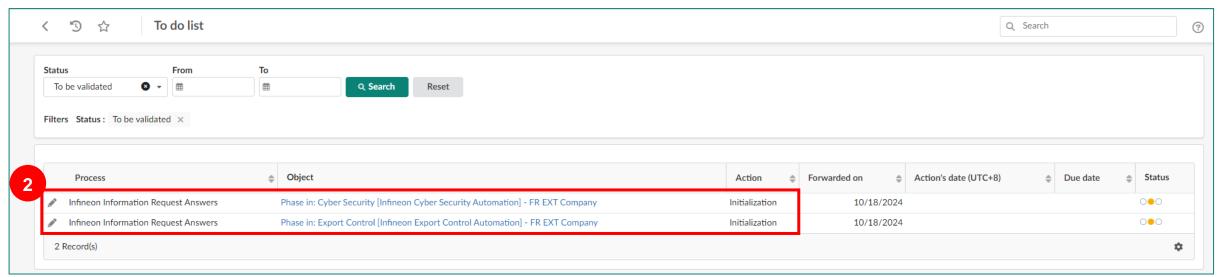




Accessing eQuestionnaires

- 1. Click the bell icon beside your name, and access "Pending validations"
- **2. My pending validation** it displays a list of tasks. Select the task by clicking the *specific* questionnaire.





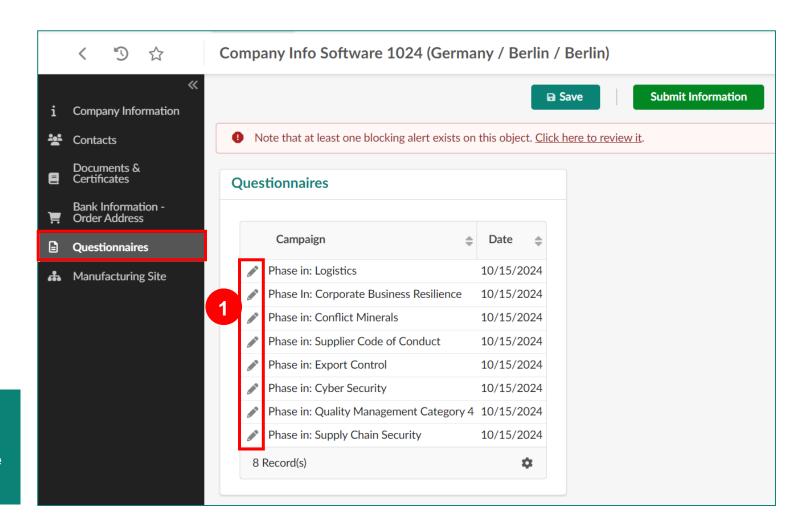


Accessing eQuestionnaires

Access General Info. > Company Profile > Questionnaires tab.

Click the **pencil** icon to answer the questionnaire.

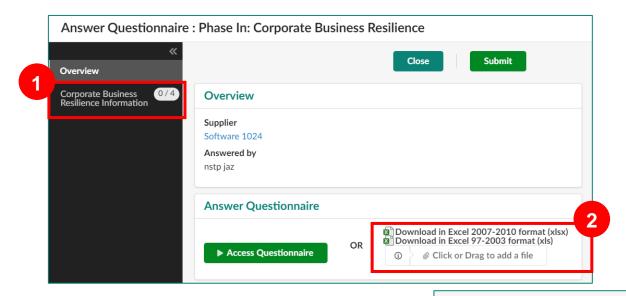
Please note that questionnaires are triggered based on the commodity, so not all questionnaires listed here will be visible in your Questionnaires listing

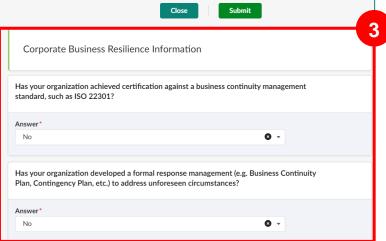


Questionnaire - Corporate Business Resilience



- Click either the "Corporate
 Business Resilience Information"
 tab or the "Access Questionnaire"
 button to view all the questions.
- Alternatively, you can download the questionnaire and complete it offline.
 Once finished, you should upload the completed questionnaire using the designated upload box.
- Questions regarding to organization's preparedness and response management to contingencies are displayed.



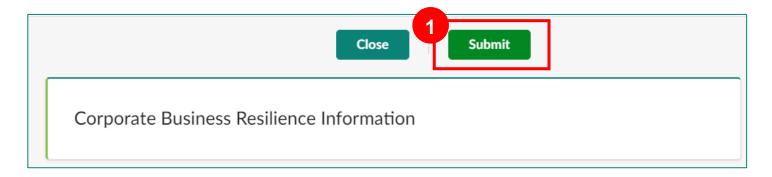


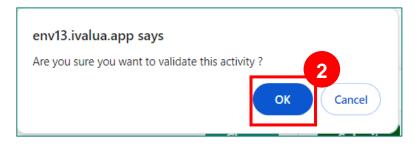




Corporate Business Resilience Information

- 1. Answer all the questions and click "**Submit**" button.
- 2. On confirmation message, click "OK".
- Notification confirming that the submission was successful. Then click the "Close" button.



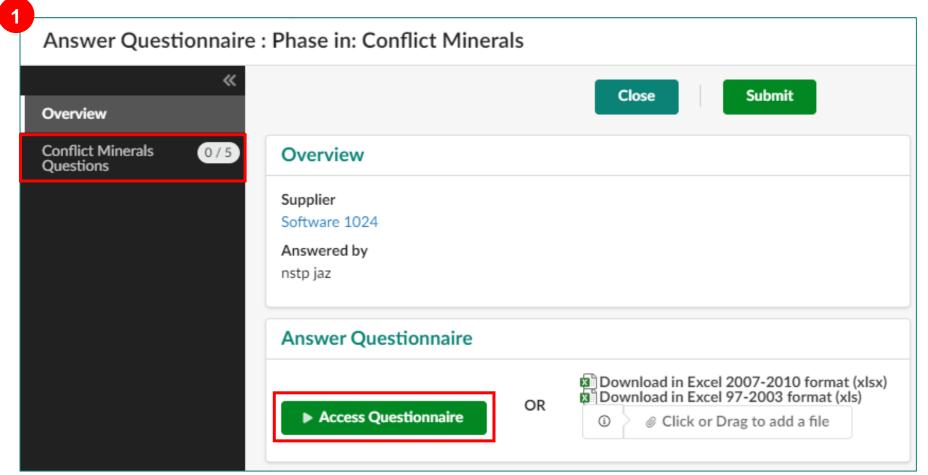




Questionnaire - Conflict Minerals



Click either the "Conflict Minerals
 Questions" tab or the "Access
 Questionnaire" button to view all the questions.

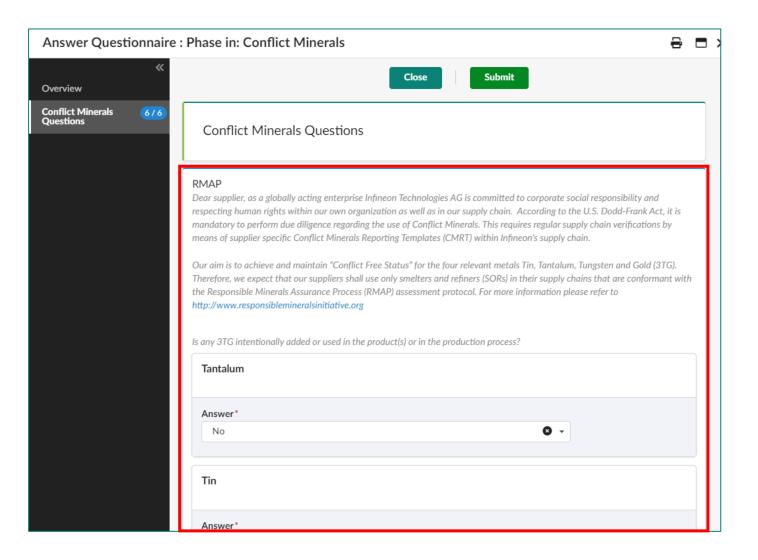


Questionnaire - Conflict Minerals



Conflict Minerals Questions

Question to conduct due diligence on the use of conflict minerals.



Questionnaire - Conflict Minerals



Conflict Minerals Questions

- 1. Answer all the questions and click "**Submit**" button.
- On confirmation message, click "OK".
- Notification confirming that the submission was successful is displayed. Then click the "Close" button.



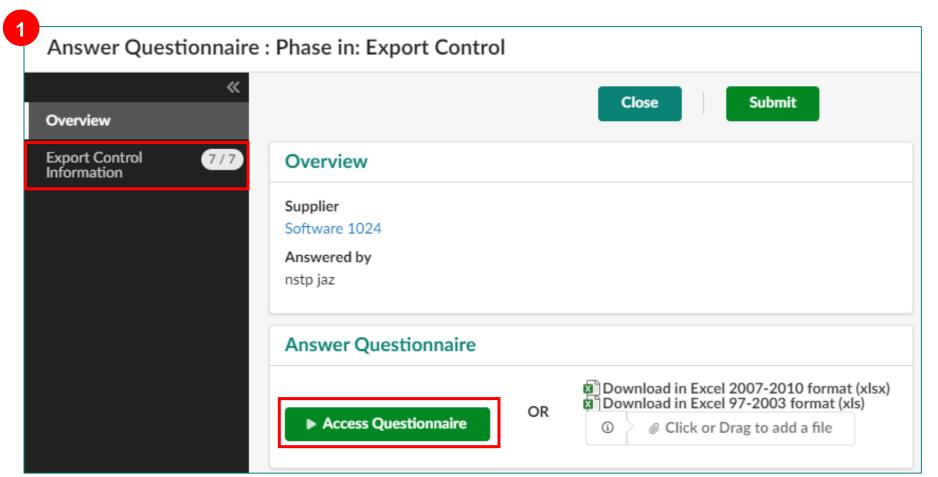




Questionnaire - Export Control Information



Click either the "Export Control
Information" tab or the "Access
Questionnaire" button to view all the
questions.

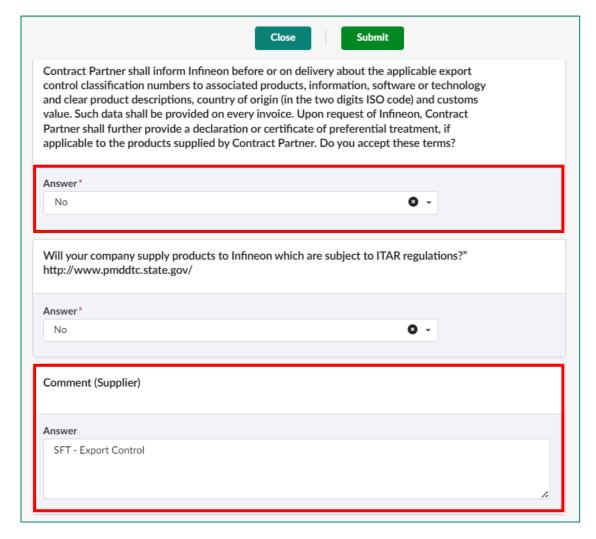


Questionnaire - Export Control Information



Export Control Information

 Question regarding export control classification are displayed



Questionnaire - Export Control Information



Export Control Information

- Answer all the questions and click "Submit" button.
- On confirmation message, click "OK".
- Notification confirming that the submission was successful is displayed. Then click the "Close" button.



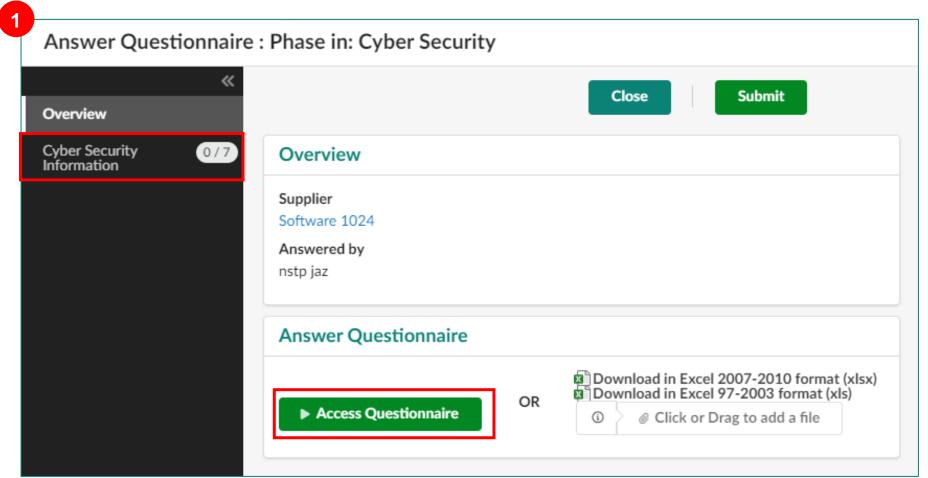




Questionnaire - Cyber Security Information



Click either the "Cyber Security
 Information" tab or the "Access
 Questionnaire" button to view all the questions.

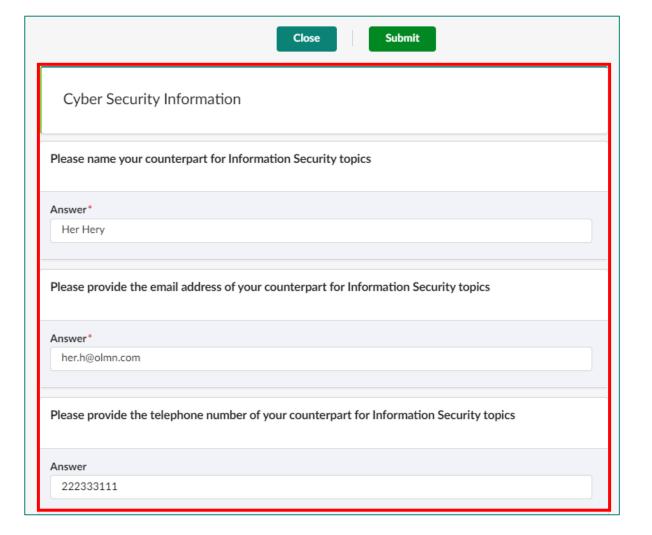


Questionnaire - Cyber Security Information



Cyber Security Information

 Questions regarding Cyber Security practices and relevant contact information are displayed.

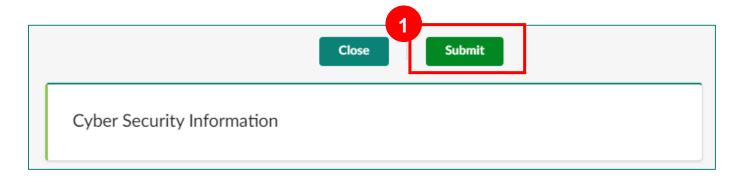


Questionnaire - Cyber Security Information

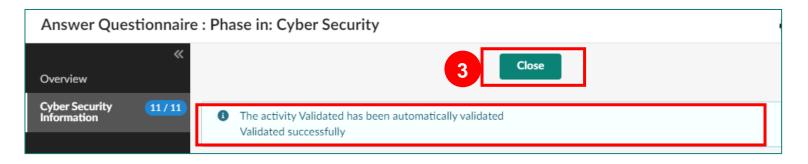


Cyber Security Information

- 1. Answer all the questions and click "**Submit**" button.
- On confirmation message, click "OK".
- Notification confirming that the submission was successful is displayed. Then click the "Close" button.



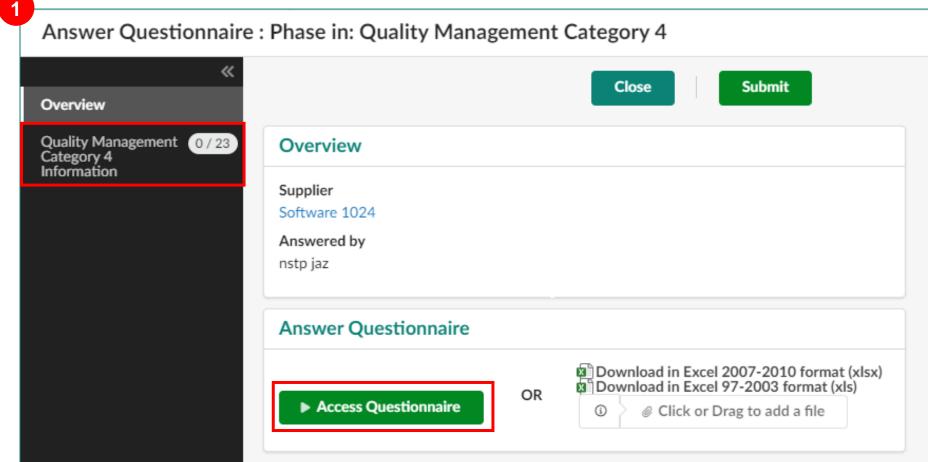




Questionnaire - Quality Management Information



Click either the "Quality
 Management Category 3 / 4
 Information" tab or the "Access
 Questionnaire" button to view all the questions.

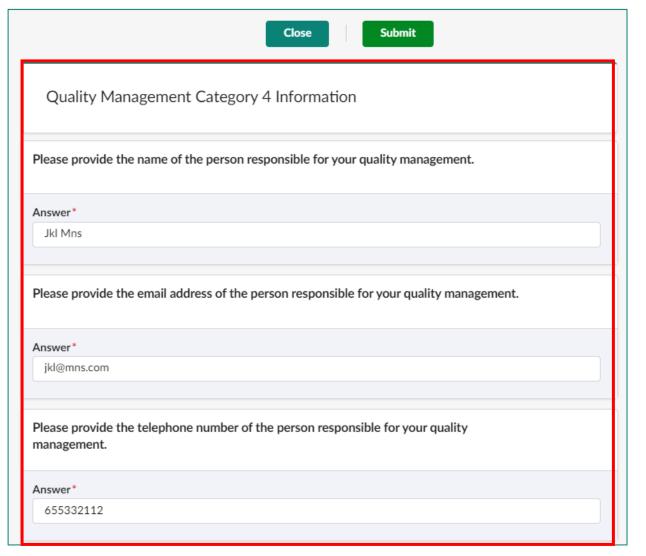






Quality Management Category 3 / 4 Information

- Questions about how the organization manages
 quality standards are displayed.
- Answers might generate new questions or need to provide additional documents.

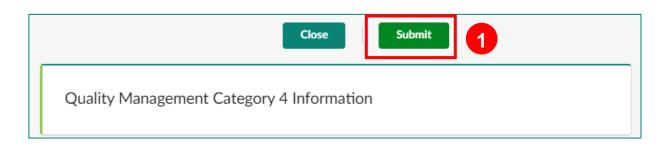


Questionnaire - Quality Management Information

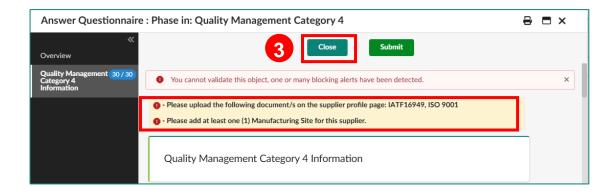


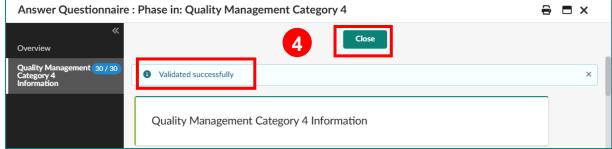
Quality Management Category 3 / 4 Information

- 1. Answer all the questions and click "Submit" button.
- 2. On confirmation message, click "OK".
- If there are blocking alerts shows up requesting to upload certificates and fill up manufacturing site, click the "Close" button and refer to this slide to complete remaining steps.
- 4. If everything is fine, the questionnaire will be validated, then click the "Close" button to. exit the pop-up.





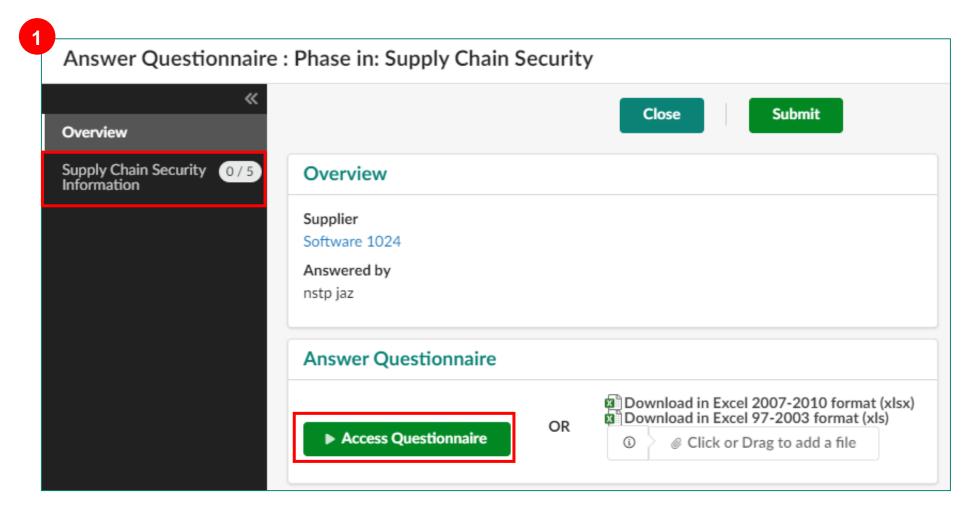




Questionnaire - Supply Chain Security Information



Click either the "Supply Chain
 Security Information" tab or the
 "Access Questionnaire" button to
 view all the questions.

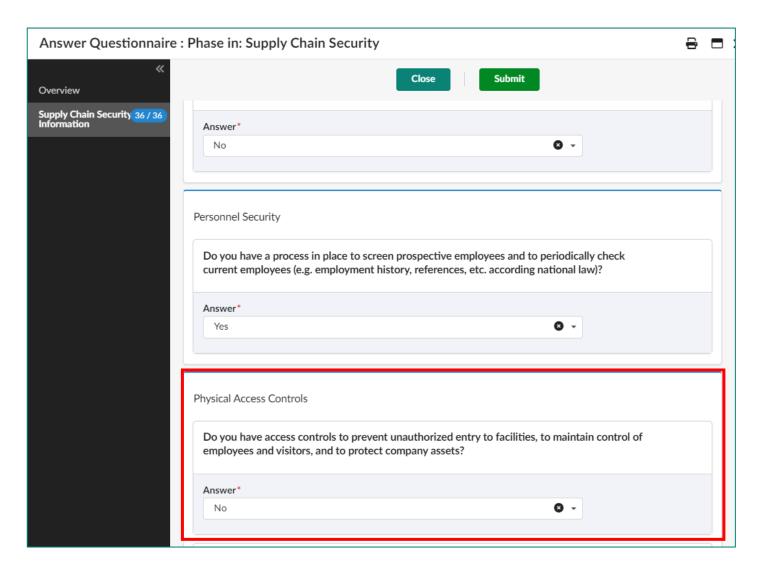


Questionnaire - Supply Chain Security Information



Supply Chain Security Information

- Questions about the actions on securing the organization's assets are displayed.
- Answers might generate new questions or need to provide documents.



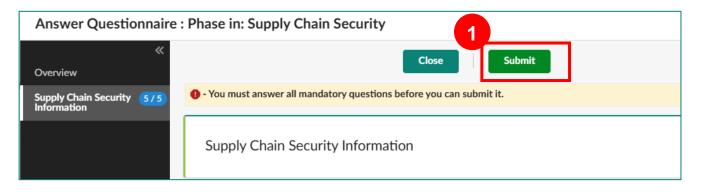
Questionnaire - Supply Chain Security Information

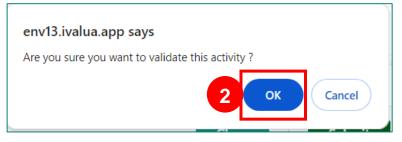


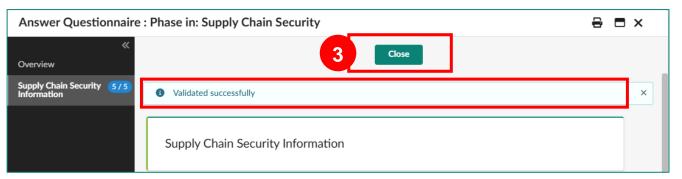
Supply Chain Security Information

- Answer all the questions and click "Submit" button.
- On confirmation message, click "OK".
- Notification confirming that the submission was successful is displayed. Then click the "Close" button.

Note: The blocking alert related to the submit button appears when the questionnaire has not yet been answered.







Submitting Information



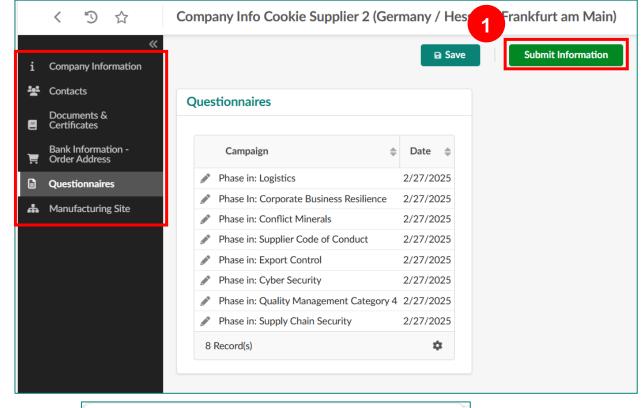
As a final step, from supplier homepage,

Suppliers > General Info > Company

Profile or from any tabs listed on the left.

- Click "Submit Information" button.
- Select "OK" in the confirmation message.

Note: The registration form can be rejected and sent back to you if additional information is required or is missing.





eQuestionnaires

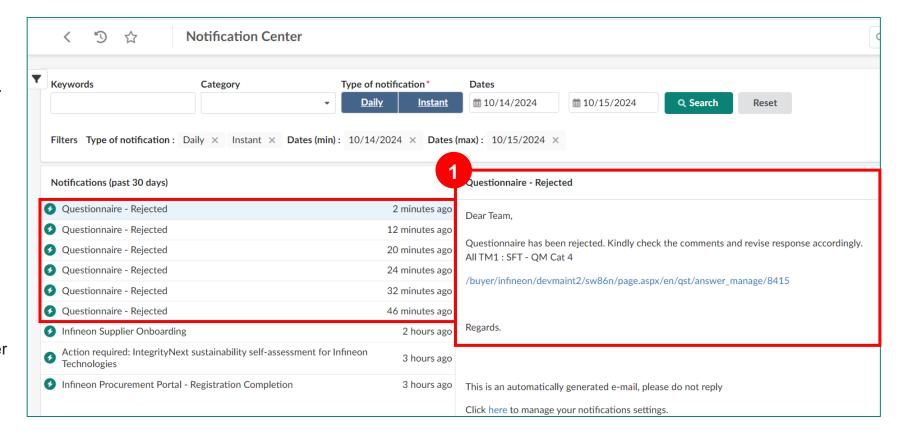
Phase In Questionnaires Resubmission



In some cases, provided answers for certain questionnaires would not be sufficient, hence, it requires supplier to reanswer and fulfil certain questionnaire criteria requested by the respective questionnaire evaluators.

Login as Supplier Contact.

- > Access the Notification Center.
 - Notifications will be sent to the supplier with evaluators comment. Revise the answer accordingly. Click the link in the message.



eQuestionnaires



Phase In Questionnaires Resubmission

In General Info. > Company Profile > Questionnaires tab, click the pencil icon corresponding to the questionnaire that needs revision.

• Update the answers and click the "Submit".



