

Dear Sir/Madam,

In response to the growing number of supplier questionnaires we receive, we have developed the Quality Systems Self Survey that contains answers to the many questions asked from our customers and allows us to respond quickly to their requests.

Please find attached our self-survey response for review. These attachments may be viewed or printed but not edited.

SECTION A: GENERAL INFORMATION							
Company Name and Address, City, Country:		Kalibra International B.V.					
If applicable, also list Parent Company Name and Address, City, Country:		ENGIE Services Nederland N.V.					
Telephone:	+31 (0) 15 2780111	Email:	info@kalibra.nl				
List service(s) provided to Kalibra.			Calibration, Validation and Inspection of measuring instruments				
Do you provide services per specifications or contractual agreement? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No							
No. of Personnel:	115	No. of Quality Personnel:	2	Facility Sq. m:	N/A	No. of Operating Shifts:	1
Person responsible for Quality Assurance:			Name: Richard Damen Title: QHSE Manager				
Individual above reports to:		Name: Gerben Visser Title: CEO Kalibra International B.V. See attached the Kalibra organizational structure					

SECTION B: FACILITY REGISTRATION		
Facility Registration Questions	Yes	No
Has Kalibra been inspected by the FDA, EMA, WHO or any other Regulatory Authority Inspectorate?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is Kalibra ISO certified/accredited	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Accreditation body and date of Certificate Effective Date(s) <ul style="list-style-type: none"> - ISO 17025:2017 RvA, K088 (Calibration) , valid until 01 March 2023 - ISO 17025:2017 RvA, L571 (Validation) , valid until 01 March 2023 - ISO 17020:2012 RvA, I239 (Inspection) , valid until 01 March 2023 <p>The certificates are attached to this survey</p>		

SECTION C: QUALITY SYSTEM ASSESSMENT

C 1. Management Responsibility			
Does Kalibra have a:	Yes	No	N/A
Written procedure(s) for Management Responsibility?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Process by which executive management oversees the integrity of the Quality System when changes are planned and implemented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Formal internal audit program with comprehensive written procedures for Internal Audits?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Process by which results of internal audits are documented and non-conformances are tracked for correction?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Process by which management performs regular reviews of quality system results?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

C 2. Quality System			
Does Kalibra:	Yes	No	N/A
Have a Quality manual?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have a Quality policy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have a Documented quality procedure(s)/process(es) in place to ensure the quality of goods and/or services?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have a Quality Control and Quality Assurance department which is independent from the Production department?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have a document listing the responsibilities of the Production, Quality Control and Quality Assurance departments?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have a procedure in place for the handling of non-conformities, method deviations and/or complaints with full investigation and documentation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fully investigate and document non-conformities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have a Standard Operating Procedure in place to handle changes?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notify customers when Kalibra procedures are changes?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

C 3. Training and Personnel			
Does Kalibra have a(n):	Yes	No	N/A
Employee training program with comprehensive written procedures for employee training, including documented training requirements for each job function ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written procedure(s) for the maintenance of training records, including initial and refresher training?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are training records archived?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

C 4. Service and Process Controls			
Does Kalibra have a:	Yes	No	N/A
Process control program with comprehensive written procedures to ensure that service quality is maintained and specifications are met?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Procedure(s) and specifications that define and control the service methods?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program for controlling and/or documenting deviations of the applied methods?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Procedure(s) ensuring that equipment/service materials are maintained, qualified/verified and/or validated, as appropriate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program for facility requirements for the services being performed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

C 5. Document Control			
Does Kalibra have a:	Yes	No	N/A
Document control process with comprehensive written procedures for document controls including record retention and formal document revision review and approval process?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Formal process for control of procedures and specifications?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Process to ensure employees are trained prior to new editions of a documents taking effect?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Process by which documents of external origin (e.g. equipment manuals are identified and controlled?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Process by which test records are adequately controlled with appropriate contents and approvals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Documentation process for maintenance records that includes, date/time of maintenance, name of operators performing key steps, documentation of key parameters?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Requirement that test records have a documented review by Quality prior to release?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Records retention program with requirements including storage, control, retrieval, and maintenance of all controlled documents and records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

C6. Calibration Services			
Does Kalibra have a:	Yes	No	N/A
Written procedure(s) to control, calibrate and maintain inspection, measuring, and test equipment including test software used to demonstrate the conformance of the testing method?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Calibrated reference standards according International System of Units (SI) for calibrations and measurements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Procedure(s) that ensures that equipment has adequate accuracy and precision for its intended use, shows the calibration status, and is handled to maintain fitness for use and safeguarded from adjustments that would invalidate the calibration setting?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Process by which calibration records include a unique identifier, calibration dates, signature/date of the individual performing calibration, and reference to the procedure and standard used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
System for independent review and verification of calibration results including for calibrations performed by external service procedures?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Procedure for identifying impacted equipment and product(s) when calibration is found out of tolerance and procedure for actions to be taken under these circumstances?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Documentation process for test records that includes the following: calibration standards used, date/time of testing, name of operators performing key steps, documentation of key processing parameters?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

D1. Safety						
Does Kalibra have a:				Yes	No	N/A
VCA certification or other safety related certification. Copy of the certificate is attached.				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written safety policy that has been approved by the CEO of the company?				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written procedure which described a Late Minute Risk analyses or Task Risk Analysis?				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2017	2018	2019	2020		
Number of Near Misses	6	5	6	15		
Number of Injuries	0	0	1	0		
Number of Fatal Injuries	0	0	0	0		
IF	0	0	10,6	0		

SECTION E: SURVEY COMPLETION BY AUDITEE

Survey Completed by:

Printed Name: Richard Damen

Title: QHSE Manager

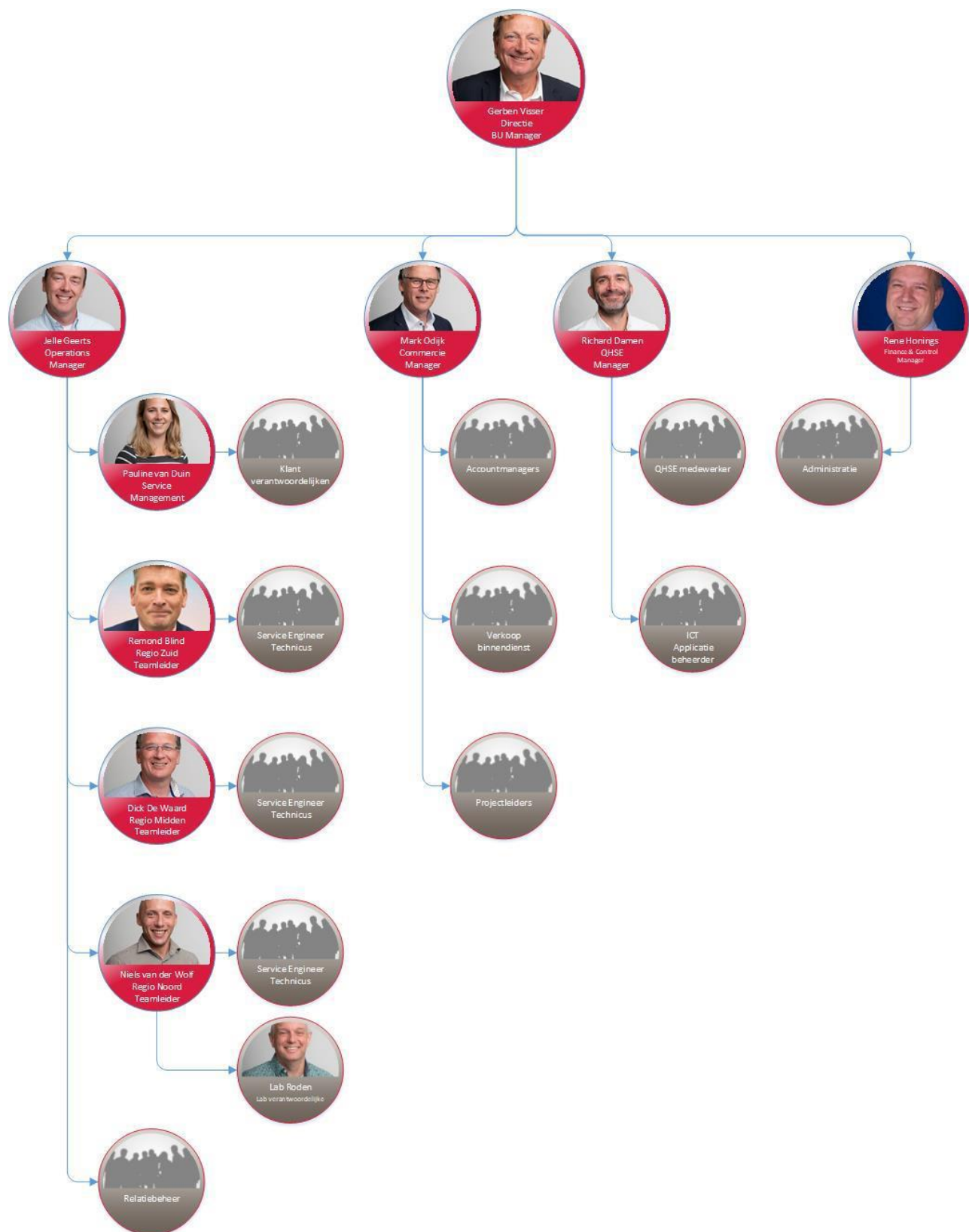
Signature:

Date : 05 JAN 2021



Email Contact, in case of questions: Quality.nl@kalibra.nl

Org chart Kalibra International B.V.



Uittreksel Handelsregister Kamer van Koophandel®

KvK-nummer 27228702

Pagina 1 (van 3)

Rechtspersoon

RSIN	800189711
Rechtsvorm	Besloten Vennootschap
Statutaire naam	Kalibra International B.V.
Statutaire zetel	Delft
Eerste inschrijving handelsregister	03-05-1989
Datum akte van oprichting	01-05-1989
Datum akte laatste statutenwijziging	18-03-2016
Geplaatst kapitaal	EUR 22.500,00
Gestort kapitaal	EUR 22.500,00
Deponering jaarstuk	De instemmingsverklaring voor boekjaar 2019 is gedeponeed op 15-01-2020.

Onderneming

Handelsnamen	Kalibra International B.V. Kalibra ENGIE
Startdatum onderneming	01-05-1989
Activiteiten	SBI-code: 52292 - Weging en meting
Werkzame personen	100

Vestiging

Vestigingsnummer	000017888344
Handelsnamen	Kalibra International B.V. Kalibra ENGIE
Bezoekadres	Delftechpark 19, 2628XJ Delft
Postadres	Postbus 283, 2600AG Delft
Telefoonnummer	0152780111
Faxnummer	0152572728
Internetadres	www.kalibra.nl
E-mailadres	info@kalibra.nl
Datum vestiging	01-05-1989
Activiteiten	SBI-code: 52292 - Weging en meting Het verlenen van diensten op het gebied van de metrologie en aanverwante gebieden
Werkzame personen	100

Uittreksel Handelsregister Kamer van Koophandel[®]

KvK-nummer 27228702

Pagina 2 (van 3)

Enig aandeelhouder

Naam	ENGIE Services Nederland N.V.
Bezoekadres	Kosterijland 20, 3981AJ Bunnik
Ingeschreven onder KvK-nummer	30059821
Enig aandeelhouder sedert	19-06-2009

Bestuurder

Naam	ENGIE Services Nederland N.V.
Bezoekadres	Kosterijland 20, 3981AJ Bunnik
Ingeschreven onder KvK-nummer	30059821
Datum in functie	19-06-2009
Titel	Directeur
Bevoegdheid	Alleen/zelfstandig bevoegd

Gevolmachtigden

Naam	Visser, Gerben
Geboortedatum	17-06-1959
Datum in functie	14-01-2011 (datum registratie: 22-02-2011)
Titel	BU Manager
Inhoud volmacht	Beperkte volmacht tot EUR 2.500.000,00.
Aanvang (huidige) volmacht	01-03-2013

Naam	Odijk, Marcus Johannes Bernardus
Geboortedatum	15-05-1960
Datum in functie	01-10-2014 (datum registratie: 07-10-2014)
Titel	Manager
Inhoud volmacht	Beperkte volmacht tot EUR 2.500.000,00.

Naam	Schenk, Rudi René Cornelia
Geboortedatum	03-04-1965
Datum in functie	01-09-2015 (datum registratie: 09-09-2015)
Titel	Directeur
Inhoud volmacht	Beperkte volmacht tot EUR 7.000.000,00.

Naam	Damen, Richard
Geboortedatum	04-07-1975
Datum in functie	01-07-2018 (datum registratie: 03-07-2018)
Titel	Manager

Uittreksel Handelsregister Kamer van Koophandel[®]

KvK-nummer 27228702

Pagina 3 (van 3)

Inhoud volmacht	Beperkte volmacht tot EUR 2.500.000,00.
Naam	Prins - Herkenhoff Konersmann, Maria Helena Elisabeth
Geboortedatum	30-11-1973
Datum in functie	01-04-2020 (datum registratie: 07-04-2020)
Titel	COO Services ENGIE Nederland
Inhoud volmacht	Beperkte volmacht tot EUR 20.000.000,00.

Uittreksel is vervaardigd op 05-01-2021 om 09.33 uur.



The Dutch Accreditation Council RvA, by law appointed as the national accreditation body for The Netherlands, hereby declares that accreditation has been granted to:

Kalibra International B.V. Delft

The organisation has demonstrated to be able to generate technical valid results in a competent way and work according to a management system.

This accreditation is based on an assessment against the requirements as laid down in EN ISO/IEC 17025:2017.

The accreditation covers the activities as specified in the authorized annex bearing the registration number.

The accreditation is valid provided that the organisation continues to meet the requirements.

The accreditation with registration number:

K 088

is granted on 1 March 1995

This declaration is valid until

1 March 2023

The board of the Dutch Accreditation Council,
on its behalf,


mr. J.A.W.M. de Haas

RAAD VOOR ACCREDITATIE

Dutch Accreditation Council RvA
PO Box 2768 NL-3500 GT Utrecht



The Dutch Accreditation Council RvA, by law appointed as the national accreditation body for The Netherlands, hereby declares that accreditation has been granted to:

**Kalibra International B.V.
Delft**

The organisation has demonstrated to be able to generate technical valid results in a competent way and work according to a management system.

This accreditation is based on an assessment against the requirements as laid down in EN ISO/IEC 17025:2017.

The accreditation covers the activities as specified in the authorized annex bearing the registration number.

The accreditation is valid provided that the organisation continues to meet the requirements.

The accreditation with registration number:

L 571

is granted on 26 June 2013

This declaration is valid until

1 March 2023

The board of the Dutch Accreditation Council,
on its behalf,

mr. J.A.W.M. de Haas



The Dutch Accreditation Council RvA, by law appointed as the national accreditation body for The Netherlands, hereby declares that accreditation has been granted to:

Kalibra International B.V. Delft

The organisation has demonstrated to be able to perform inspections, as type **A** inspection body, in a competent, consistent and independent way.

This accreditation is based on an assessment against the requirements as laid down in EN ISO/IEC 17020:2012.

The accreditation covers the activities as specified in the authorized annex bearing the registration number.

The accreditation is valid provided that the organisation continues to meet the requirements.

The accreditation with registration number:

I 239

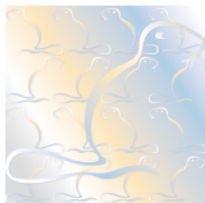
is granted on 27 February 2008

This declaration is valid until

1 March 2023

The Chief Executive

Ir. J.C. van der Poel



VGM-beheerssysteemcertificaat VCA-K26155/09

Uitgegeven	2020-04-15	Vervangt	VCA-K26155/08
Geldig tot	2023-04-15	Eerste uitgave	1996-03-29
		Scope/NACE	34/71.20

VCA**

Kiwa heeft vastgesteld dat het door

Kalibra International B.V.

gehanteerde VGM-beheerssysteem en de toepassing daarvan voldoen aan de VGM Checklist Aannemers, versie 2017/6.0 voor het toepassingsgebied:

Meettechnische dienstverlening op locatie.

Ron Scheepers
Kiwa

*Dit certificaat bestaat uit 1 pagina.
Openbaarmaking van het certificaat is toegestaan.*

Kiwa Nederland B.V.
Sir Winston Churchillaan 273
Postbus 70
2280 AB RIJSWIJK
Tel. 088 998 44 00
Fax 088 998 44 20
info@kiwa.nl
www.kiwa.nl

Onderneming
Kalibra International B.V.
Delftechpark 19
2628 XJ DELFT
Postbus 283
2600 AG DELFT
Tel. 015-2780111
info@kalibra.nl
www.kalibra.nl
KVK 27228702

Locatie
Meetkamer
Exportweg 3
9301 ZV RODEN





INSURANCE CERTIFICATE

XL Insurance Company SE, 61 rue Mstislav Rostropovitch 75017 Paris, France, registered with the commercial registry of Paris, under number 419 408 927, French branch of XL Insurance Company SE, a European public limited liability company registered in Ireland, 8 St. Stephen's Green, Dublin 2, D02 VK30, Ireland under registered number 641686 - an insurance company authorized and regulated by the Central Bank of Ireland (www.centralbank.ie), hereby certifies in its quality of Leading Insurer, acting on its account and on the account of the others coinsurers, that the following company:

ENGIE SERVICES NEDERLAND NV
Kosterijland 20
3981 AJ BUNNIK
NETHERLANDS

is insured under the Comprehensive General Liabilities policies n°**FR00016500LI** and n°**FR00016501LI** of which policyholder is **ENGIE SA**, such policies covering the Insured's liability at law arising out of damage caused to third parties and occurring in respect of the insured activities.

These policies can apply, where necessary, in excess (and/or after exhaustion of) upon the Liability policy locally effected on their own by **ENGIE SA** for the Insured.

As a matter of information, and subject to all terms, exclusions and conditions of such a policy, the insurance afforded herein provides with the following limit of liability, such limit being combined together in respect of the policies N° **FR00016500LI**, N° **FR00016501LI** and the local policy

LIMITS OF LIABILITY

Public Liability / Professional Liability

All damage combined:..... EUR 10 000 000 each and every loss
..... and in the aggregate
- including Employer's liability

THE LIABILITY OF THE INSURER SHALL NOT EXCEED THE ABOVE MENTIONED LIMIT(S) (WITHOUT PREJUDICE TO ANY SUB-LIMIT(S) THAT MAY BE CONTAINED THEREIN, REGARDLESS OF THE NUMBER OF INSURED(S), CLAIMS MADE, SUITS BROUGHT OR PERSONS OR ORGANISATIONS MAKING CLAIMS OR BRINGING SUITS.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. IT DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY IT REFERS TO.

THIS CERTIFICATE IS NOT VALID FOR RISKS LOCATED IN ANY FOREIGN COUNTRIES WHERE LOCAL LEGISLATION REQUIRES THAT SUCH INSURANCE CAN ONLY BE EFFECTED WITH LICENSED INSURERS IN THE COUNTRY IN QUESTION.

IT IS VALID UNTIL JUNE 30TH 2021 INCLUSIVE, UNLESS THE POLICY EXPIRES, IS CANCELLED AND/OR SUSPENDED DURING THE POLICY PERIOD FROM JULY 1ST 2020 TO JUNE 30TH 2021.

Issued in Paris, 15 June 2020
Signed for and on behalf of





03 DEC 2020

Belastingdienst

Belastingdienst, Postbus 100, 6400 AC Heerlen

ENGIE SERVICES NEDERLAND N.V.
KOSTERIJLAND 20
3981 AJ BUNNIK



**Centrale
administratieve
processen**

Postbus 100
6400 AC Heerlen

www.belastingdienst.nl

Datum
1 December 2020

Kenmerk
NAS292



Concerning: Vicarious Tax Liability and Recipient's Liability Payment History declaration

Dear Sir, Madam,

In response to your request I hereby declare that ENGIE SERVICES NEDERLAND N.V., 1799447 has paid all payroll taxes over the elapsed periods up to 24 November 2020.

Key points of this declaration

The key points of this declaration are as follows:

- This declaration relates only to data known to the Tax and Customs Administration on 24 November 2020.
- The Tax and Customs Administration cannot be held liable for any adverse consequences of the use of this declaration.
- This declaration does not indemnify or exculpate the contractor or subcontractor against liability for the payment of payroll taxes of ENGIE SERVICES NEDERLAND N.V. pursuant to Section 35 of the Collection of State Taxes Act 1990.

Do you have any questions?

If so, call the Tax Information Line: 0800 - 0543 or from abroad +31 555 385 385. We will be pleased to help you.

Yours faithfully,

the collector.