

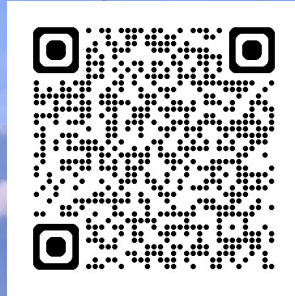


Windar renewables

**Criteria for the classification and approval
of suppliers and subcontractors**



Windar renewables



www.windar-renovables/en/suppliers

Expectations

At WINDAR we work on the continuous improvement and updating of corporate processes and criteria for the classification and approval of suppliers. This process is applied in all WINDAR offices in order to have a database of quality suppliers and subcontractors. We review the criteria and requirements periodically, adapting them to new market and customer trends, and align them with our sustainable development.

In this document we describe the criteria that WINDAR will require. All of them are prepared considering the type of supplier and the activity that they will carry out for WINDAR. To do this, we start from the analysis of risks and impacts that they may have on the sustainability of our supply chain. For this reason, all criteria will always govern our business relationships.

Our objective is to have a supply chain made up of quality, sustainable suppliers and subcontractors with proven experience, trust and sufficient capacity to tackle our projects. We want you to understand our environmental, social and economic (ESG) needs and expectations and act accordingly.

Above all, we expect you to be in line with WINDAR's Supplier and Subcontractor Relationship Policy (GD000620), accept the Ethical Code of Conduct for Suppliers (GD000631), understand the General Conditions of Purchase (GD000650) and pursue our same objectives, so that we obtain quality and safe products and services for both workers and the environment where operations are carried out.

You can consult all this information on the WINDAR website, <https://www.windar-renovables.com/en/suppliers>, or through the indicated QR code.

For all these reasons, we expect compliance with the criteria and requirements indicated in this document, since they will be what will make it possible to be selected and approved as WINDAR collaborators. We consider this process as a source of opportunities, development and mutual growth.

Interpretation of the document

- **Table 1: Supplier classification by type of supply or service:** describes how WINDAR will classify its suppliers. To do this, different supplier subclasses have been identified, which are indicated in said table. Suppliers can find out and verify their CLASS and SUBCLASS (1A, 1B, 2A, 2B or 3) in the table.
- **Table 2: Risk classification of suppliers and subcontractors:** describes how WINDAR will classify its suppliers based on the risk they pose, taking the supplied products and services as a source. To do this, a risk criterion has been established for each supplier subclass, which is indicated in said table. Suppliers can find out the assigned RISK in the table.
- **Table 3: Approval criteria and requirements:** describes the established criteria and the requirements applicable to each criterion that are required of suppliers based on the CLASS and SUBCLASS that has been assigned. Through this table, suppliers can identify all the information that will be necessary to provide or present to WINDAR in order to be approved.

WINDAR has contracted an international platform for the selection of suppliers called "ACHILLES REPRO" from where the entire approval process will be managed. The supplier will contact the approval department of WINDAR so that their registration on the ACHILLES platform is activated and the process can be started (they will receive an invitation via email).



Table 4: Approval criteria and requirements: describes the criteria that will be evaluated and the requirements applicable to each criterion that are required of suppliers based on the CLASS and SUBCLASS in order to be approved. To do this, once the questionnaire has been correctly completed in ACHILLES and all the necessary documentation has been uploaded, the purchasing department will study it and determine whether the supplier can be approved. Until it is completely completed and validated by ACHILLES, WINDAR will not approve it as a supplier.

@Contact

The supplier certification department (SCM) is part of the WINDAR purchasing area. It will be responsible for handling all communications received regarding the content of this document and the process to follow. Any additional requirements will be communicated through other documents related to the commercial activity.



TABLE 1: CLASSIFICATION OF SUPPLIERS BY TYPE OF SUPPLY OR SERVICE

CLASS 1A	CLASS 1B	CLASS 2A	CLASS 2B	CLASS 3	
PRODUCT SUBCONTRACTORS	RAW MATERIAL , CONSUMABLES AND CONTROLS	PRODUCTION GOODS AND SERVICES		GOODS AND SERVICES CONTROLLED BY WINDAR	OTHER GOODS AND SERVICES
Companies that EXECUTE the activities to be contracted IN THEIR OWN FACILITIES or cover key processes that are outsourced	Companies that deliver Materials, consumables and controls or inspections that are a direct constituent part of the final finished product, both for onshore and offshore wind power	Companies that provide services with an indirect influence on final quality. They can be replaced by other suppliers with relative ease.	WINDAR Group companies and targeted suppliers	Other companies of goods or services controlled within the WINDAR management system	Other companies that provide goods or services without any influence on the product or service
<ul style="list-style-type: none">• 1A.1: Workshops manufacturing parts, components or complete subassemblies of boilermaking and welding for offshore wind power (boat landing, stairs, platforms,...).• 1A.2: Workshops manufacturing non-commercial internal element kits for offshore wind power (lighting, anodes, tramex,...); welded and/or screwed;• 1A.3: Workshops and applicators of surface treatment of parts (shot blasting, painting, galvanizing, etc.), components and structures, which form part of the final offshore wind product;• 1A.4: Maritime transport services for the finished offshore/onshore product, provided, when they are contracted by Grupo WINDAR.• 1A.5: Information technologies (note 1).• 1A.6: Surveillance, alarm and private security services.	<ul style="list-style-type: none">• 1B.1: Door frames for wind tower sections and transition pieces;• 1B.2: Flanges for onshore/offshore wind tower sections, transition pieces and monopiles;• 1B.3: Sheet metal from steel mills, sheet metal stockists, pipes, profiles, aluminium (provided they are integrated into the Windar product);• 1B.4: Commercial kits of weldable and/or boltable internal elements for onshore/offshore wind towers;• 1B.5: Welding consumables such as wire, flux, electrodes;• 1B.6: Paints and solvents.• 1B.7: Quality and NDT inspection services.	<ul style="list-style-type: none">• 2A.1: Foundry workshops, heat treatments, machining, cutting and shaping of parts;• 2A.2: Engineering and companies for calculation and product design;• 2A.3: Logistics services, customs agents, special transport, (provided they are contracted by WINDAR);• 2A.4: Cranes for moving equipment, towers and large parts;• 2A.5: Repair of wind tower sections in wind farms and factories.• 2A.7: Machinery that is difficult to replace	<ul style="list-style-type: none">• 2B.1. Companies and/or production sites of the WINDAR Group• 2B.2. Suppliers directed or externally imposed by WINDAR customers and other parties	<ul style="list-style-type: none">• Testing different of NDT, metrology and calibration laboratories;• Fire protection and fire extinguishers;• Safety advisor for dangerous goods;• Supply of PPE, lifting and hoisting equipment;• Control inspection bodies (OCA);• Waste managers and transporters	<ul style="list-style-type: none">• Maintenance of facilities and equipment;• Easy-to-replace machinery; Diesel; Chemical products: oils, greases, cleaning solvents, detergents, ...;• Cleaning;• SPA, mutual insurance companies and health monitoring;• Machinery spare parts and industrial supplies;• Welding gases;• Air conditioning;• Travel, hotels, stationery, electricity;• Generic land transport, courier and pallet services, port and merchandise taxes.• Others,

NOTE 1: Information technologies includes, in addition to service providers, the software platforms and external applications used by the WINDAR Group for the management of internal processes such as the Business Coordination Activities "BCA" (E-COORDINA), the approval of suppliers (ACHILLES).

**TABLE 2: CLASSIFICATION OF SUPPLIERS AND SUBCONTRACTORS' RISKS**

	CLASS 1A	CLASS 1B	CLASS 2A	CLASS 2B	CLASS 3	
	PRODUCT SUBCONTRACTORS	RAW MATERIAL AND CONSUMABLES	PRODUCTION GOODS AND SERVICES		GOODS AND SERVICES CONTROLLED BY WINDAR	OTHER GOODS AND SERVICES
RISK OF SUPPLIERS' AND SUBCONTRACTORS' ACTIVITIES	Companies that EXECUTE the activities to be contracted IN THEIR OWN FACILITIES or cover key processes that are outsourced	Companies that deliver materials and consumables that are a direct constituent part of the final finished product, both for onshore and offshore wind power	Companies that provide services with an indirect influence on final quality. They can be replaced by other suppliers with relative ease.	WINDAR Group companies and targeted suppliers	Other companies of goods or services controlled within the WINDAR management system	Other companies that provide goods or services without any influence on the product or service
GENERAL RISK	VERY CRITICAL	CRITICAL	MODERATE		LIMITED	NO CRITICAL
Contract risk in case of supplier replacement	INVOLVES RISKS for the project, especially economic, deadline, contractual or other risks	INVOLVES economic RISKS due to deadlines or other Risks	IT INVOLVES RISKS IN TERMS of fundamentally	Not applicable	RISKS NOT INVOLVED or are low	DOES NOT INVOLVE RISKS OR THESE risks are very low
Risk and impact on the quality of the product or service	DIRECT-HIGH influence on the final quality of the product during work and activities	DIRECT-HIGH influence on the final quality of the product during work and activities	INDIRECT-MODERATE influence on the final quality of the product during work and activities	Not applicable	INDIRECT-LIMITED influence on the final quality of the product during work and activities	NO INFLUENCE on the final quality of the product during work and activities
Risk and impact on the workforce and the environment (HSE)	DIRECT-HIGH influence on the safety of workers and/or the environment during work	INDIRECT influence on the safety of workers and/or the environment during work	IT DOES NOT AFFECT the safety of workers and/or the environment during work	Not applicable	IT DOES NOT AFFECT the safety of workers and/or the environment during work	IT DOES NOT AFFECT the safety of workers and/or the environment during work
Risk for the amount of the Contract (€)	There is no restriction or limitation on the quantity of the contract	There is no restriction or limitation on the contract Quantity	No contract quantity restriction or limitation	Not applicable	No contract quantity restriction or limitation	No contract quantity restriction or limitation
Availability risk (information they receive)	ALWAYS receive information related to the product from WINDAR	NORMALLY they receive information related to the product from WINDAR	They MAY receive some product-related information from WINDAR	Not applicable	They do NOT receive product-related information from WINDAR	They do NOT receive product-related information from WINDAR
Risk of access to WINDAR information systems	Access to WINDAR Systems with registration (mainly CEDOC)	They do NOT access WINDAR Systems (with exceptions)	They do NOT access WINDAR Systems	Not applicable	They never access WINDAR Systems	They never access WINDAR Systems
Confidentiality risk (Information they receive)	Generally Confidential or restricted	Generally Confidential or restricted	Generally restricted	Not applicable	Generally NOT restricted	They do NOT receive restricted information

**TABLE 3: CRITERIA AND REQUIREMENTS FOR APPROVAL**

	CLASS 1A	CLASS 1B	CLASS 2A	CLASS 2B	CLASS 3	
REQUISITOS A CUMPLIR PARA PROVEEDORES Y SUBCONTRATISTAS	PRODUCT SUBCONTRACTORS	RAW MATERIAL AND CONSUMABLES	PRODUCTION GOODS AND SERVICES		GOODS AND SERVICES CONTROLLED BY WINDAR	OTHER GOODS AND SERVICES
	Companies that EXECUTE the activities to be contracted IN THEIR OWN FACILITIES or cover key processes that are outsourced	Companies that deliver materials and consumables that are a direct constituent part of the final finished product, both for onshore and offshore wind power	Companies that provide services with an indirect influence on final quality. They can be replaced by other suppliers with relative ease.	WINDAR Group companies and targeted suppliers	Other companies of goods or services controlled within the WINDAR management system	Other companies that provide goods or services without any influence on the product or service
GENERAL RISK	VERY CRITICAL	CRITICAL	MODERATE		LIMITED	NO CRITICAL
Previous status of the supplier before approval (criteria to be met)	Provider blocked in ERP. Not authorized for order issuance. Activation of the same after its homologation	Provider blocked in ERP. Not authorized for order issuance. Activation of the same after its homologation	Provider blocked in ERP. Not authorized for order issuance. Activation of the same after its homologation	Provider blocked in ERP. Not authorized for order issuance.	Provider blocked in ERP. Not authorized for order issuance.	Provider blocked in ERP. Not authorized for order issuance.
Activation of the homologation protocol by WINDAR	Registration and completion of the completed questionnaire at ACHILLES REPRO (SPAIN). Questionnaire (GD000118) on International Plants 	Registration and completion of the completed questionnaire at ACHILLES REPRO (SPAIN). Questionnaire (GD000118) on International Plants 	Registration and completion of the completed questionnaire at ACHILLES REPRO (SPAIN). Questionnaire (GD000118) on International Plants 	Not required	Not required. It is controlled internally by WINDAR personnel in the management system	Not required
Signing of Non-Disclosure Agreement (NDA)	NDA required prior to the issuance of the order to the supplier	NDA only where applicable	NDA only where applicable	NDA only where applicable	NDA only where applicable	Not required
Acceptance of the WINDAR Code of Conduct	Fill in and accept code ONLINE QUESTIONNAIRE	Fill in and accept code ONLINE QUESTIONNAIRE	Fill in and accept code ONLINE QUESTIONNAIRE	Fill in and accept code ONLINE QUESTIONNAIRE	Not required	Not required
Acceptance of the Data Protection Code	Required Supplier Signature or subcontractor (1A.5 and 1A.6 only)	Not required	Not required	Not required	Not required	Not required

**TABLE 4: CRITERIA AND APPROVAL REQUIREMENTS**

	CLASS 1A	CLASS 1B	CLASS 2A	CLASS 2B	CLASS 3	
CRITERIA FOR APPROVAL OF SUPPLIERS AND SUBCONTRACTORS	PRODUCT SUBCONTRACTORS	RAW MATERIAL AND CONSUMABLES	PRODUCTION GOODS AND SERVICES		GOODS AND SERVICES CONTROLLED BY WINDAR	OTHER GOODS AND SERVICES
	Companies that EXECUTE the activities to be contracted IN THEIR OWN FACILITIES or cover key processes that are outsourced	Companies that deliver materials and consumables that are a direct constituent part of the final finished product, both for onshore and offshore wind power	Companies that provide services with an indirect influence on final quality. They can be replaced by other suppliers with relative ease.	WINDAR Group companies and targeted suppliers	Other companies of goods or services controlled within the WINDAR management system	Other companies that provide goods or services without any influence on the product or service
GENERAL RISK	VERY CRITICAL	CRITICAL	MODERATE		LIMITED	NO CRITICAL
Evaluation and approval Financial	<ul style="list-style-type: none">Economic solvency report for the last 2 years.Civil liability policy	Economic solvency report (last 2 years).	No requerido	Not required	Not required	Not required
Evaluation and approval Quality Assurance (ISO 9001)	Mandatory ISO 9001 certificate (only suppliers class 1A.1, 1A.2, 1A.3 & 1A.4)	Mandatory ISO 9001 certificate	Recommended an ISO 9001 certificate	Not required	Not required (control by WINDAR)	Not required
Other evaluations and Quality Approvals	At the request of the Project Manager/ Quality, EN1090 and ISO 3834 certified	Not required	<ul style="list-style-type: none">ENAC registration or equivalent (class 2A.6 only)Inspector Level Certificate (Class 2A.6 only)	Not required	Not required	Not required
Evaluation and approval of IS/cybersecurity (ISO 27001)	ISO 27001 certified mandatory (only for suppliers of classes 1A.5 and 1A.6). (ISO 22301 in the case of BCA suppliers)	Not required	Not required	Not required	Not required	Not required
Evaluation and approval Safety, Health and Environment (ISO 14001 and ISO 45001)	Mandatory ISO 14001, ISO 45001 certificates. If they do not have them, it will be covered by a 3rd party audit (if the turnover of the last 2 years > €300,000. Only providers of classes: 1A.1, 1A.2, 1A.3 and 1A.4).	Recommended ISO 14001, ISO 45001 Certificates	Not required	Not required	Not required	Not required
Prior approval audits for suppliers and subcontractors	Mandatory external audit of 3rd party, only upon prior request of the Project Manager. Audit results report (LRQA, TÜV, Achilles, BVQA, ...). The validity of the audit report will be 3 years from the date of completion.	Only at the contractual request of the client for the project or at the express request of the Project Management.	Not required	Not required	Not required	Not required
BCA: Coordination of Business Activities	Not required (activity performed at the supplier's premises)	Not required (activity performed at the supplier's premises)	It could be required in work carried out at WINDAR facilities	It could be required in work carried out at WINDAR facilities	It could be required in work carried out at WINDAR facilities	It could be required in work carried out at WINDAR facilities
Duration of approval (expiry date)	It will correspond to the date indicated in the ISO 9001 Quality Certificate	Corresponds to the date of the ISO 9001 Quality Certificate or, failing that, 2 years after the date of approval in the ERP	It corresponds to the date of the ISO 9001 Quality Certificate, or failing that, 3 years after the date of approval in the ERP	Not required	Not required	Not required