



# SAQ 5.0 Update

Briefing Session for Suppliers

## Agenda for this briefing session

- Background to the SAQ
- Structural & content changes to the SAQ
- Scoring changes
- Validation changes - declaration gaps
- New platform features
- Preparing for the SAQ 5.0 update
- SAQ 5.0 in action

- The SAQ is a globally recognised sustainability standard for the automotive industry.
- Utilised by major automotive OEMs and Tier 1s.
- Focus on human rights, environmental sustainability, business conduct and compliance and responsible supplier management.
- Partnership between SUPPLIERASSURANCE and Drive Sustainability focused on the continuous improvement of the SAQ and platform.



DAIMLER



**HONDA**



Mercedes-Benz



**SCANIA**

**TOYOTA**

**VOLKSWAGEN**  
AKTIENGESELLSCHAFT

**VOLVO**

## Why is SAQ 4.0 being updated?

- Commitment to review and update every 2 years, in accordance with the Global Automotive Sustainability Guiding Principles.
- To reflect the influence of emerging legislation, such as German Supply Chain Act (Lieferkettensorgfaltspflichtengesetz), EU Supply Chain Law and Uyghur Forced Labor Prevention Act.
- To ensure the evolution of 'good practice' within the supplier community.
- To continue the ongoing positive impact of the SAQ across the automotive industry.

# SAQ 5.0 Structure & Content Changes



## Categorisation of suppliers' products and services via NACE

In the future, this industry categorisation change will enable the introduction of modularity, by defining the minimum set of questions suppliers must answer.

SAQ 5.0 **RESPONDING**

### 0. Profile Details

0e. Which category best describes your company's business area? Please select the main category for your company.  
The categories used are NACE® which is a global classification system of products and services. You can select up to two categories that best describe your business area.

**!** Please select carefully as the Minimum Scope may change depending on the category you select.

- ☐ 01.00 - Crop and animal production, hunting and related service activities
- ☒ 02.00 - Forestry and logging
  - ☐ 02.10 - Silviculture and other forestry activities
  - ☐ 02.20 - Logging
  - ☐ 02.30 - Gathering of wild growing non-wood products
  - ☐ 02.40 - Support services to forestry
- ☐ 03.00 - Fishing and aquaculture
- ☐ 05.00 - Mining of coal and lignite
- ☐ 06.00 - Extraction of crude petroleum and natural gas
- ☐ 07.00 - Mining of metal ores

You are 8% through this questionnaire

#### Guidance

A production/manufacturing company may be involved in the production or manufacturing of parts and/or materials.

A services company does not generally manufacture or produce anything.

#### Other options

[Invite user to collaborate](#)

## Modularity of the SAQ

- SAQ 5.0 is designed to become a modular assessment in the future; there will be different minimum requirements defined for different industries.
- Minimum requirements are referred to as **Minimum Scope** ( **MS** ).
- Minimum Scope questions will be mandatory for the supplier to answer.
- Supplier can choose to answer additional questions (outside of Minimum Scope).
- Optional questions (outside of Minimum Scope) will still contribute to the suppliers' final SAQ rating.

**All questions will be set as Minimum Scope for the SAQ 5.0 launch in November.**

Further modularity planned to be introduced in 2023.



SAQ 5.0 **RESPONDING**

### F. Responsible Supply Chain Management

18. Does your company have set CSR/Sustainability requirements towards suppliers? (10.04%)

**MS**

[▶ CSR requirements for suppliers](#)

☐ Yes

☒ No

[Next question](#) [Previous question](#)

Changes to the content of the SAQ have been categorised using the below key

## NEW QUESTION

New question has been added to SAQ 5.0 which was not included in SAQ 4.0

## MAJOR CHANGE

The question and/or the suggested answers were significantly altered

## MINOR CHANGE

The meaning of the question or answers remained the same; not a significant change

## QUESTION REMOVED

A question has been removed from SAQ 5.0 which was included in SAQ 4.0



**NEW  
QUESTIONS**

**9**

**MAJOR  
CHANGES**

**0**

**MINOR  
CHANGES**

**4**

**QUESTIONS  
REMOVED**

**0**

## Company Management

### NEW QUESTIONS

- Sustainability and due diligence specific roles within the organisation
- Human rights and environmental elements covered in CSR report
- Grievance mechanism details

**Acceptable Evidence for new questions includes:**

- Report focusing on due diligence obligations
- CSR/ Sustainability report covering due diligence activities
- Integrated report covering due diligence activities

NEW  
QUESTIONS

9

MAJOR  
CHANGES

0

MINOR  
CHANGES

4

QUESTIONS  
REMOVED

0

## Company Management

### MINOR CHANGES

- Question rewording (which did not affect its meaning or purpose)
- Expansion of the list of acceptable evidence for question regarding training on company Code of Conduct

# Human Rights & Working Conditions

NEW  
QUESTIONS

0

MAJOR  
CHANGE

1

MINOR  
CHANGES

2

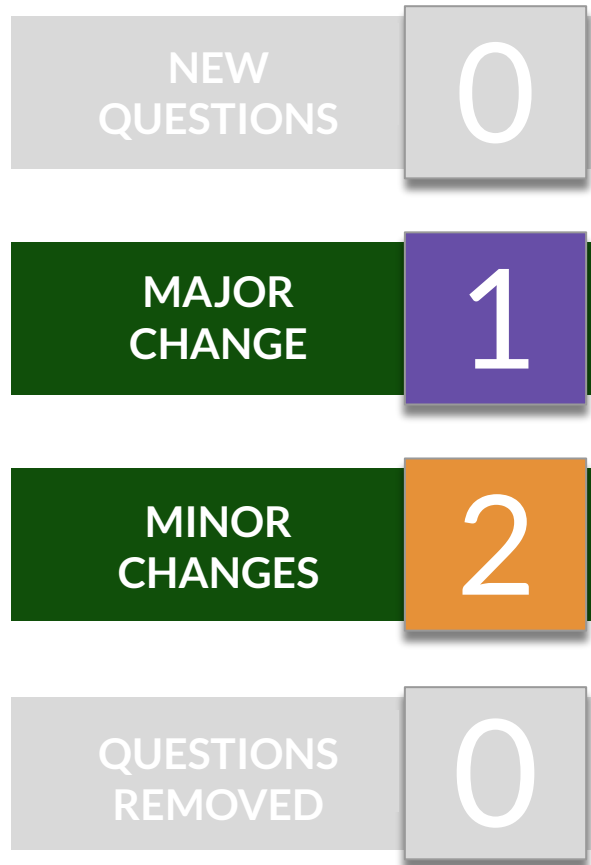
QUESTIONS  
REMOVED

0

## MAJOR CHANGE

- Expansion of the list of answer options to the areas covered by the formal Human Rights and Working Conditions policy
  - New answer options include: *Ethical recruiting, Women's rights, rights of minorities and indigenous peoples* and four more

## Human Rights & Working Conditions



### MINOR CHANGES

- Expansion of the list of acceptable evidence of organised training for Human Rights and Working Conditions. A *Human Rights and Working Conditions management system certificate* will now be accepted
- ISO 26000 certificate will no longer be accepted as evidence of a Human Rights and Working Conditions management system

NEW  
QUESTIONS

0

MAJOR  
CHANGE

0

MINOR  
CHANGES

2

QUESTIONS  
REMOVED

0

### MINOR CHANGES

- Answer option rewording (which did not affect its meaning or purpose)
- Expansion of the list of acceptable evidence for a *Health and Safety management system certificate*

NEW QUESTIONS	0
MAJOR CHANGE	0
MINOR CHANGE	1
QUESTIONS REMOVED	0

### MINOR CHANGE

- Answer option rewording (which did not affect its meaning or purpose)

**NEW  
QUESTIONS**

**5**

**MAJOR  
CHANGES**

**2**

**MINOR  
CHANGES**

**4**

**QUESTIONS  
REMOVED**

**2**

### NEW QUESTIONS

- Greenhouse Gas (GHG) emissions reduction targets
- Emission reduction targets for upstream supply chain emission
- Areas covered by and the formality of the management of restricted substances procedure

### Acceptable Evidence for new questions include

- Screenshots of company intranet or website showing reduction targets
- Report or other official documents showing reduction targets
- SBTi (Science Based Targets Initiative) list of approved reduction targets

NEW  
QUESTIONS

5

MAJOR  
CHANGES

2

MINOR  
CHANGES

4

QUESTIONS  
REMOVED

2

## MAJOR CHANGES

- Expansion of the list of answer options to the areas covered by the environmental policy
  - New answer options include:  
*Decarbonisation, animal welfare and recycling*
- Reformatting of a question asking for percentage of energy sources from renewable sources



NEW  
QUESTIONS

5

MAJOR  
CHANGES

2

MINOR  
CHANGES

4

QUESTIONS  
REMOVED

2

### MINOR CHANGES

- Question rewording (which did not affect its meaning or purpose) for two questions
- Expansion of the list of acceptable evidence of training provided on the environmental policy
- Reformatting of the CDP report score question

## Environment

NEW  
QUESTIONS

5

MAJOR  
CHANGES

2

MINOR  
CHANGES

4

QUESTIONS  
REMOVED

2

### QUESTIONS REMOVED

- Company environmental programme
- Percentage of energy used by the location that is sourced from renewable sources

# Responsible Supply Chain Management

**NEW  
QUESTIONS**

**3**

**MAJOR  
CHANGE**

**1**

**MINOR  
CHANGES**

**0**

**QUESTIONS  
REMOVED**

**0**

## NEW QUESTIONS

- Disclosure of company's own due diligence efforts and processes in performing sustainability risk assessment of their supply chain
- Scope of the sustainability risk assessment of their supply chain
- Frequency of the sustainability risk assessment of their supply chain

# Responsible Supply Chain Management

NEW  
QUESTIONS

3

MAJOR  
CHANGE

1

MINOR  
CHANGES

0

QUESTIONS  
REMOVED

0

## MAJOR CHANGE

- Extensive expansion of the list of answer options to the areas covered by the CSR/Sustainability requirements towards suppliers
  - There are 20 new answer options, some of which include:  
*Decarbonisation, counterfeit parts, use of private or public security forces and soil quality*

# Responsible Sourcing of Raw Materials

## NEW QUESTIONS

NEW  
QUESTIONS

4

MAJOR  
CHANGE

1

MINOR  
CHANGE

1

QUESTIONS  
REMOVED

3

- Materials covered by the company's Responsible Sourcing of Raw Materials policy
- Participation in raw material initiatives
- Extended Minerals Reporting Template (EMRT) upload
- Responsible sourcing of raw materials management system (or supply chain mapping activities)

### Acceptable Evidence for new questions include:

- Documents providing membership or participation status in raw material initiatives
- Management system certificate covering responsible sourcing of raw materials
- Manual outlining processes and procedures of sourcing raw materials
- Screenshot of internal management system
- Raw materials sourcing report
- Supply chain mapping initiative evidence or report

## Responsible Sourcing of Raw Materials

NEW  
QUESTIONS

4

MAJOR  
CHANGE

1

MINOR  
CHANGE

1

QUESTIONS  
REMOVED

3

### MAJOR CHANGE

- Expansion of the list of answer options of the materials contained in the suppliers' products
  - New answer options include: *Cotton, Magnesium, Niobium and Platinum.*

## Responsible Sourcing of Raw Materials

NEW QUESTIONS	4
MAJOR CHANGE	1
MINOR CHANGE	1
QUESTIONS REMOVED	3

### MINOR CHANGE

- Question rewording (which did not affect its meaning or purpose)

## Responsible Sourcing of Raw Materials

NEW  
QUESTIONS

4

MAJOR  
CHANGE

1

MINOR  
CHANGE

1

QUESTIONS  
REMOVED

3

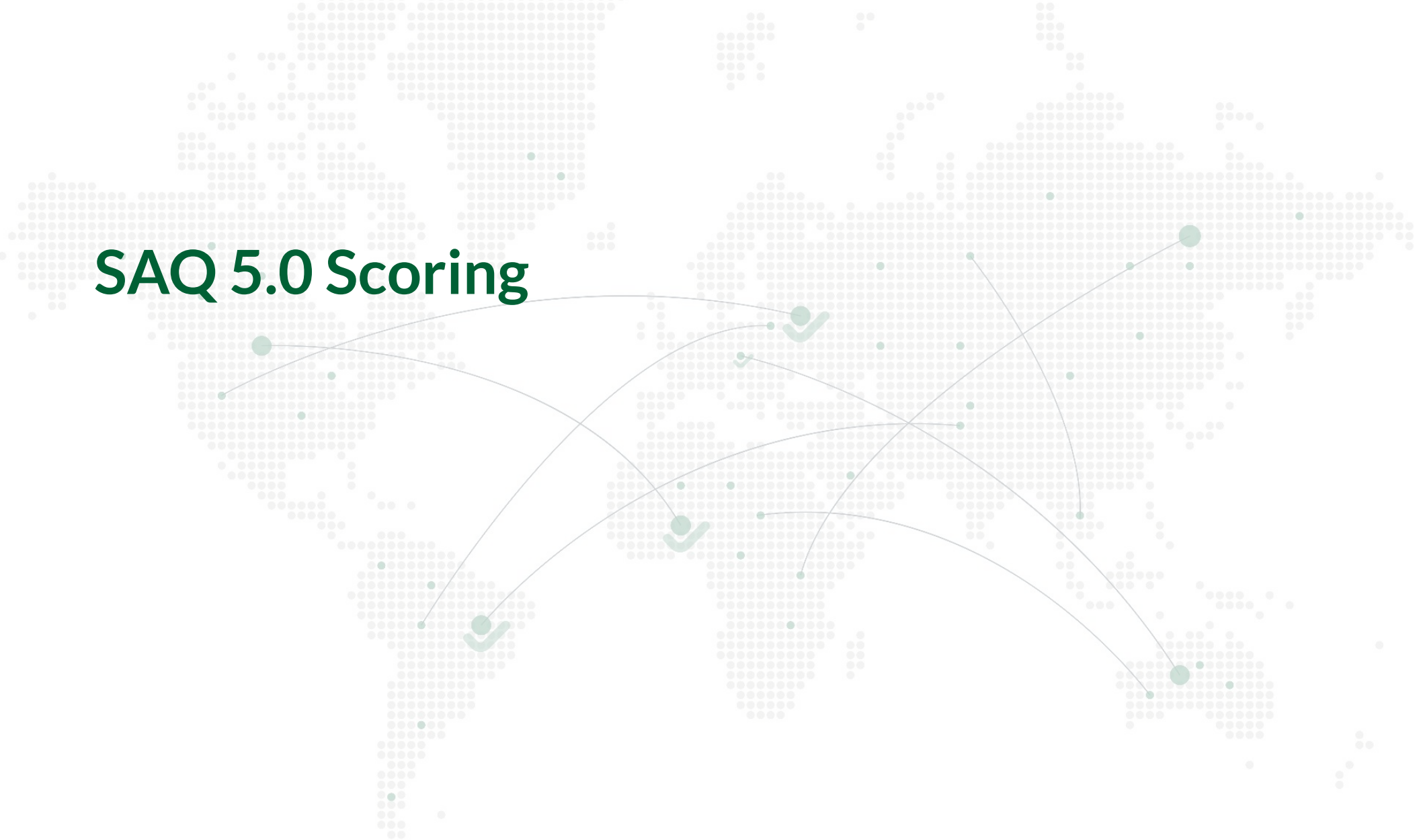
### QUESTIONS REMOVED

- Selection of CMRT to be attached to the SAQ declaration
- Selection of CRT to be attached to the SAQ declaration
- Upload of CRT

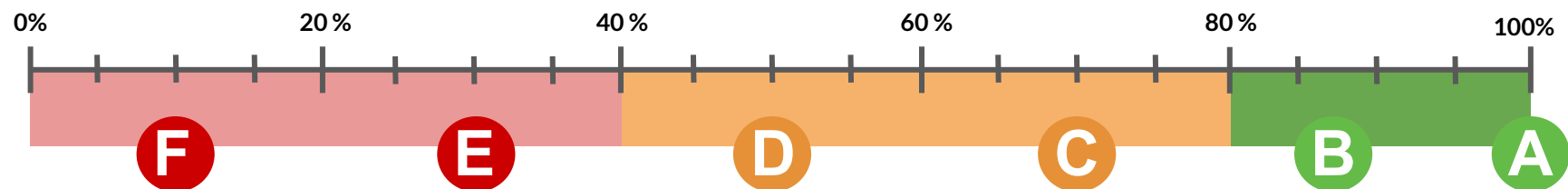




# SAQ 5.0 Scoring



- The scoring methodology principles of SAQ 5.0 remain the same.
- The main update is the introduction of the **Minimum Scope** rating.
- **Minimum Scope** rating provides suppliers with a rating from A to F to indicate their performance.
- For the initial release of SAQ 5.0, the Minimum Scope rating will mirror the total Sustainability Score (as all questions within the SAQ 5.0 will be defined as Minimum Scope).



The Minimum Scope Rating (and associated colour) is shown alongside the percentage Sustainability Score.

The two components together provide the overall SAQ 5.0 Rating.

**F**

**6**

Minimum Sustainability  
Scope Rating Score

**C**

**77**

Minimum Sustainability  
Scope Rating Score

**B**

**90**

Minimum Sustainability  
Scope Rating Score



**B** **90**

Minimum Sustainability  
Scope Rating Score

## SAQ 5.0 Sustainability Results Report

Organisation name	Vault of Glass
Location name	Recoleta
DUNS	009447071
Industry sector	05.00 - Mining of coal and lignite, 05.10 - Mining of hard coal, 05.20 - Mining of lignite
Address	Recoleta, Recoleta, Santiago Metropolitan Region
Country	Chile
SAQ Completed date	14/10/22

drive   
sustainability

You will always operate under the terms of our standard 3 standard license  
Assurance through due diligence

Scan the code  
to verify these  
results



SAQ 5.0 Sustainability Results Report  
https://www.supplier-assurance.org/verify/009447071/14/10/22

# Declaration Gaps & Platform Features



**SUPPLIERASSURANCE**  
compliance analysts will check if a supplier left any answer options unticked which are actually present in their evidence. This will be raised as a 'declaration gap'.

[View all workflow history](#)

When this SAQ was validated, one or more gaps were identified in the evidence you provided. This has affected your score. [Update SAQ to improve your score.](#)

- ! [Q3a - The code of conduct training evidence was not accepted](#)
- ! [Q4 - The grievance mechanism evidence was not accepted](#)
- ! [Q5 - The human rights and working conditions policy evidence was not accepted in full or in part](#)
- ! [Q7 - The health and safety policy evidence was not accepted in full or in part](#)
- ! [Q9 - The business ethics policy evidence was not accepted in full or in part](#)
- ! [Q18 - The supplier sustainability policy evidence was not accepted in full or in part](#)

≡ SAQ 5.0 scoring\*

## Gaps

Validation of the supplier sustainability policy identified that:

- Freedom of association and collective bargaining policy area [found in the evidence but not declared](#)
- Women's rights policy area found in the evidence but not declared
- Diversity, equity and inclusion policy area found in the evidence but not declared
- Use of private or public security forces policy area [not found in the evidence](#)
- Financial responsibility (Accurate records) policy area found in the evidence but not declared
- Fair competition and anti-trust policy area not found in the evidence
- Counterfeit parts policy area not found in the evidence
- Decarbonisation policy area not found in the evidence
- Water quality, consumption & management policy area found in the evidence but not declared
- Air quality policy area found in the evidence but not declared
- Biodiversity, land use and deforestation policy area found in the evidence but not declared
- Binding requirements towards Tier-1 suppliers to pass on standards along the supply chain policy area found in the evidence but not declared



# Headquarters (HQ) SAQ Template

Supplier users with the relevant permissions will be able to set a corporate headquarters (HQ) SAQ template for their corporate policies to ensure they are used consistently across all SAQs completed on their organisation account.

Relevant users will have the ability to lock certain answers or uploads to stop them being edited by other supplier users on an organisation account.

^ E. Environment MS 7 of 27%

10. Does your company have a formal **environmental policy**, which includes a commitment to legal compliance, continuous measurement and continuous improvements in environmental performance? **MS**

Yes  
Please upload relevant document  
[Example File1.pdf](#)

No  
[Lock HQ template answer](#)

10a. Which of the following areas are covered by your environmental policy?

- GHG emissions reporting
- Energy efficiency
- Renewable energy
- Decarbonisation
- Water quality and consumption
- Air quality
- Responsible chemical management
- Sustainable resources management
- Waste reduction
- Reuse and recycling
- Animal welfare
- Biodiversity, land use and deforestation
- Soil quality
- Noise emissions
- Other areas

[Lock HQ template answer](#)

**Lock HQ template answer**

Are you sure you would like to lock question 10 as a HQ template answer?

☐ Allow this question to be editable

**Lock** [Cancel](#)

1a. Does your company have a management person responsible for **Social Sustainability**? (1.24%) **MS**

johnsmith@nqc.com has locked this answer at a headquarter (HQ) level

☐ Yes ☒ No

1a. Does your company have a management person responsible for **Social Sustainability**? (1.24%) **MS**

johnsmith@nqc.com has suggested this answer at a headquarter (HQ) level

☐ Yes ☒ No

## What you need to do to prepare

- Look out for SUPPLIERASSURANCE communication.
- Review evidence and documentation currently used in SAQ 4.0.
- Access the **SAQ 4.0 to SAQ 5.0 Change Record** document.
- Visit [supplierassurance.com/saq](https://supplierassurance.com/saq) to learn more.



# Updating your SAQ

Once SAQ 5.0 goes live, migrated SAQ answer sheets will be represented as “Completed SAQ 4.0” until the supplier updates and completes an SAQ 5.0.

Until the SAQ is updated, the Minimum Scope rating will show as ‘U’, making it “Unclassified” for SAQ 5.0.

## Highpoint Shopping Centre

**COMPLETED**

(Completed SAQ 4.0) SAQ 5.0

Location

DUNS

569854565

Address

120-200 Rosamond Rd, Maribyrnong, Victoria, 3032

Country

Australia

Headquarters

[Georgia Aquarium, 225 Baker St, Atlanta, Georgia, 30313, United States](#)

Score

U76

Last updated

22/08/22 18:32

Assigned user

John Smith

[Update SAQ 5.0](#) [View](#) [Share \(1\)](#) [Delete](#)

## HQ:Georgia Aquarium

**COMPLETED**

(Completed SAQ 4.0) SAQ 5.0

Location

DUNS

654898789

Address

225 Baker St NW, Atlanta, Georgia, 30313

Country

United States

Score

U68

Last updated

22/08/22 18:32

Assigned user

Jane Doe

[Update SAQ 5.0](#) [View](#) [Share \(1\)](#) [Delete](#)





# SAQ 5.0 in Action

Live platform demonstration



**Q & A**

**We will now answer your questions**



# Thank you

In case of further questions, contact our  
SUPPLIERASSURANCE Support team via  
<https://supplierassurance.com/help/contact> or  
Live Chat.