

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:	110	No. of Quality Personnel:	1	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 : Raad voor Accreditatie, K088 (Calibration) , valid until March 2019 - ISO 17025 : Raad voor Accreditatie, L571 (Validation) , valid until March 2019 - ISO 17020 : Raad voor Accreditatie, I239 (Inspection) , valid until March 2019 <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"/>
	2015	2016	2017	2018		
Number of Near Misses	5	4	6	5		
Number of Injuries	0	0	0	0		
Number of Fatal Injuries	0	0	0	0		
IF	0	0	0	0		

SECTION E: SURVEY COMPLETION BY AUDITEE

Survey Completed by:

Printed Name: Richard Damen

Title: QHSE Manager

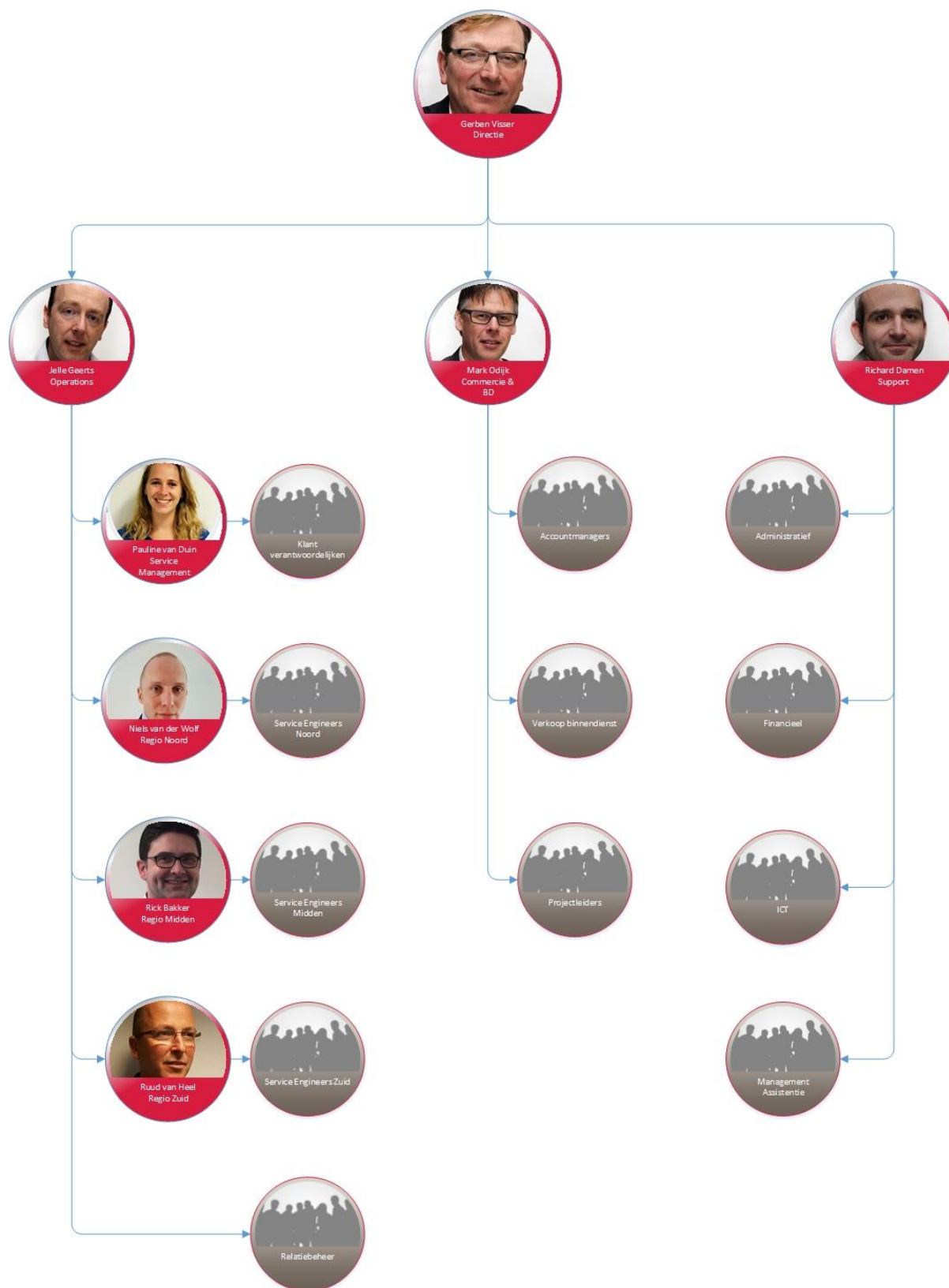
Signature:

Date : 04 JAN 2019



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

Org chart Kalibra International B.V.





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 ISO/IEC 17025:2005.

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 25 February 2015

This declaration is valid until

1 March 2019

The accreditation has been granted for the first time on

1 March 1995

The Chief Executive

Ir. J.C. van der Poel



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 ISO/IEC 17025:2005.

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 25 February 2015

This declaration is valid until

1 March 2019

The accreditation has been granted for the first time on

26 June 2013

The Chief Executive

Ir. J.C. van der Poel



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 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 25 February 2015

This declaration is valid until

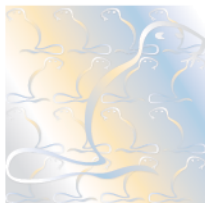
1 March 2019

The accreditation has been granted for the first time on

27 February 2008

The Chief Executive

Ir. J.C. van der Poel



VGM-beheerssysteemcertificaat VCA-K26155/08

Uitgegeven	2018-04-15	Vervangt	VCA-K26155/07
Geldig tot	2020-04-15	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 2008/5.1 voor het toepassingsgebied:

Meettechnische dienstverlening op locatie.

Luc Leroy
Kiwa

220170301

*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
Fax 015-2572728
info@kalibra.nl
www.kalibra.nl
KvK 27228702





Uittreksel Handelsregister Kamer van Koophandel

KvK-nummer 27228702

Pagina 1 (van 2)

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 2017 is gedeponeed op 24-01-2018.

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

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

Waarmerk
KvK

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Uittreksel Handelsregister Kamer van Koophandel

KvK-nummer 27228702

Pagina 2 (van 2)

Ingeschreven onder KvK-nummer 30059821
Datum in functie 19-06-2009
Titel Directeur
Bevoegdheid Alleen/zelfstandig bevoegd

Gevolmachtigden

Naam Visser, Gerben
Geboortedatum en -plaats 17-06-1959, Amsterdam
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 en -plaats 15-05-1960, Zwaag
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 en -plaats 03-04-1965, Roosendaal en Nispen
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 en -plaats 04-07-1975, Delft
Datum in functie 01-07-2018 (datum registratie: 03-07-2018)
Titel Manager
Inhoud volmacht Beperkte volmacht tot EUR 2.500.000,00.

Uittreksel is vervaardigd op 04-01-2019 om 12.57 uur.

Waarmerk
KvK

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Certificate of Insurance

We, the undersigned, herewith declare having insured:

ENGIE Services Nederland N.V.

INSURANCE

Liability

POLICYNUMBER

ACS00088

LIMITS:

PUBLIC LIABILITY

€ 5,000,000.00 maximum per claim

PRODUCT LIABILITY/ EMPLOYERS LIABILITY/ PROFESSIONAL LIABILITY

€ 5,000,000.00 maximum per claim and per year

PERIOD OF COVERAGE

From July 1, 2018 until July 1, 2019

TERRITORIAL SCOPE

Worldwide, excluding USA/Canada.

UNDERWRITER

p.p. 100% W.A. Hienfeld B.V. representing AXA Corporate Solutions Assurance S.A.

Diemen, June 29, 2018

This certificate is issued as a matter of information only and confers no rights to the holder other than those provided by the policy. This certificate does not amend, extend or alter the coverage afforded by the policy described herein.



Belastingdienst

Belastingdienst, Postbus 90056, 5600 PJ Eindhoven

ENGIE Services Nederland N.V.
T.a.v. de salarisadministratie
Postbus 230
3980 CE Bunnik

Kantoor Eindhoven

Karel de grotelaan 4
5616 CA Eindhoven
Postbus 90056
5600 PJ Eindhoven
www.belastingdienst.nl

Telefoon
0800-0543

Team
WKA

Doorkiesnummer
(088) 157 65 16

Betreft: Verklaring betalingsgedrag

Datum
28 november 2018

Geachte heer/mevrouw,

Kenmerk
A6u - 0017.99.447

Naar aanleiding van uw verzoek tot automatische toekenning verklaring betalingsgedrag, verklaar ik hierbij dat voor ENGIE Services Nederland N.V., Kosterijland 20, 3981 AJ Bunnik, RSIN/burgerservicenummer 0017.99.447, er geen belastingaanslagen of andere vorderingen openstaan waarvan de invordering aan de ontvanger is opgedragen, met uitzondering van de bedragen waarvoor uitstel is verleend in verband met ingediend bezwaar en/of beroep of hoger beroep.

Behandeld door
M.E. Tönjes-Wardenaar

Bij deze verklaring zijn de volgende punten van belang:

- Deze verklaring gaat alleen over gegevens die op 28 november 2018 bij de Belastingdienst/Kantoor Eindhoven bekend waren.
- De Belastingdienst is niet aansprakelijk voor eventuele nadelige gevolgen die voortvloeien uit het gebruik van deze verklaring.

Hoogachtend,

namens de ontvanger

M. Tönjes
Wardenaar

M.E. Tönjes-Wardenaar

**WIJ LEIDEN
VAKMENSEN OP**



Erkend leerbedrijf

Samenwerkingsorganisatie Beroepsonderwijs
Bedrijfsleven (SBB) erkent hierbij:

Kalibra International B.V. in DELFT

als leerbedrijf conform artikel 7.2.10, lid 1 van de Wet educatie en beroepsonderwijs. Door deze erkenning is de organisatie bevoegd om stages en leerbanen te verzorgen voor het middelbaar beroepsonderwijs.

Gerrit Veneboer
directeur uitvoering

beroepsonderwijs  bedrijfsleven

Beroepsonderwijs en bedrijfsleven werken samen in SBB met twee doelen: 1) Studenten krijgen de beste praktijkopleiding met uitzicht op een baan. 2) Bedrijven beschikken nu en in de toekomst over de vakmensen die ze nodig hebben. SBB verbindt beroepsonderwijs en bedrijfsleven op landelijk, sectoraal en regionaal niveau.