



REQUEST FOR INFORMATION

Instructions: Please enter in all responses to open-ended questions in the gray box beneath each question. For all responses that require a checkbox, click once in the appropriate box.

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GENERAL COMPANY OVERVIEW QUESTIONS

1. What is the full legal name of your company and your DUN & BRADSTREET #?
(Required)

2. What is the complete address of your company's headquarters? (Required)

3. Please provide a brief listing/description of all operating units, subsidiaries, and affiliated companies. (Required)

4. If backed by a venture capital firm or other investors please list your investors and percentage owned.

5. How many years has your company been in business? (Required)
 - 5a. How long has this location been in business? (Required)

6. Please provide a brief overview or list of the products and services that your company provides. (Required)
 - 6a. Please provide a brief overview or list of the products and services that your location provides. (Required)

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7. Provide your company's total number of employees. (Required)

- 1-10
- 11-50
- 51-100
- 101-250
- 251-500
- 501-1,000
- 1,001-5,000
- 5,001-10,000
- 10,001 or more

7a. Provide your location's total number of employees. (Required)

- 1-10
- 11-50
- 51-100
- 101-250
- 251-500
- 501-1,000
- 1,001-5,000
- 5,001-10,000
- 10,001 or more

8. What percentage of your employees are full time vs. part time/contractors? (Required)

Full Time Employee Breakdown (0 to 100%)

Part Time and Contractors Employee Breakdown (0 to 100%)

9. What percentage of your employees are members of a labor union (0 to 100%)? What is the name of the union and when does the contract expire? (Required)

10. Please provide an organization chart of your company. (Required)

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11. Please provide an organization chart of your location. (Required)

12. Describe any strategic changes your company has undertaken in the last three years (or plans to undertake in the near future) such as businesses acquired or divested, reorganizations, etc. (Required)

13. Please describe any major capital investments occurring in the last 3 years or planned for the next 2 years. (Required)
 - 13a. Please describe any major R&D programs that are in development. (Required)

14. Does your company lease or own its current primary production facility? (Required)
 Own
 Lease

15. Indicate whether your company (i.e., management, key employees, large stockholders) would enter into any conflicts of interest by conducting business with GOJO. (Required)

GOJO is committed to including Minority, Women Owned, Small and Disadvantaged Businesses in our Requests for Quotation. Please indicate if you are such a business concern and if you have a program to purchase from such Businesses

Please indicate if you company is:

- Asian-Indian,
- Asian Pacific,
- African American,
- Hispanic,
- Asian Pacific ,
- Native American
- HUBZ,
- VOB (Veteran Owned),
- SDVO (Service Disabled Veteran,
- WOSB (Women Owned Small)
- Women Owned

MATERIALS AND PROCESSES CAPABILITIES QUESTIONS

16. Please indicate if you have the ability to work with any or all of the following materials:
(Required)

- MATERIAL X
- MATERIAL Y
- MATERIAL Z
- None of the Above

17. Please indicate if you can provide any or all of the following process capabilities:
(Required)

- PROCESS CAPABILITY X
- PROCESS CAPABILITY Y
- PROCESS CAPABILITY Z
- None of the Above

17a. Please provide a major equipment list and process capabilities: (Required)

17b. Provide a complete list of all laboratory equipment. (Required)

17c. Provide a complete detail of all water systems (Required)

17d. Do you have provisions for power backup? If so, please describe how much power and what level of operation can be sustained with backup power.

FINANCIAL BACKGROUND QUESTIONS

18. What was your company's overall total revenue for FY2008? (Required)
- \$0M-5M
 - \$6M-10M
 - \$11M-20M
 - \$21M-50M
 - \$51M-100M
 - \$101M-250M
 - \$251M-500M
 - \$501M-750M
 - \$751M-1B
 - Greater than \$1B
19. What was your company's estimated annual average growth rate over the last five years? (Required)
- 0 to 30%
 - Greater than 30%
20. Please estimate the % of annual revenue you currently derive from GOJO (0 to 100%). (Required)
21. What % of your total revenue is derived directly from [INDUSTRY NAME] Industry customers? (Required)
- [INDUSTRY NAME] (0 to 100%)
- Other (0 to 100%)
22. What percentage of your total revenue is invested in Research and Development programs (0 to 100%)? (Required)
23. What is your current capacity utilization for the next 2 years (0 to 100%)? (Required)

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24. What is your current forecasted capacity utilization for the next 2 years (0 to 100%)? (Required)
25. What was your organization's overall net income for FY2008? (Required)
- Less than \$0
 - \$0M-1M
 - \$2M-5M
 - \$6M-10M
 - \$11M-25M
 - \$26M-50M
 - \$51M-75M
 - \$76M-100M
 - Greater than \$100M
26. Indicate the annual average growth of your net income for the last five years. (Required)
- 0 to 30%
 - Greater than 30%
27. List your five largest customers and the approximate percentage of revenue each customer contributes. (Required)
28. Has your company filed for Chapter 11 or 13 bankruptcy in the past two years? (Required)
- Yes
 - No
29. If you have filed for Chapter 11 or Chapter 13 bankruptcy, please explain below.
30. Are there any pending lawsuits against your company? (Required)
- Yes
 - No

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31. If there are lawsuits pending against your company, please describe below.
32. Are there any pending regulatory enforcements against your company? (Required)
- Yes
 No
33. If there are regulatory enforcements pending against your company, please describe below.
34. Are all employees, temporaries and contractors paid in compliance with state and federal laws?
- Yes
 No
35. Please describe security at your facility.
36. Please describe your Safety program and the Safety training provided to workers at the facility.
37. Please describe how hazardous materials and wastes are managed and disposed of at your facility.

PRODUCT QUALITY QUESTIONS

- 38. Does your company have a written Quality Policy and documented Quality Manual?

- 39. Are quality procedures documented and training provided?

- 40. Does your company have specifications for materials and finished product?

- 41. Is there a procedure that addresses production identification and traceability during all stages of receipt, production and distribution? Is there a procedure for non-conformity and corrective action? Describe your procedure for quarantine of non-conforming material.

- 42. Does your company have a pest control procedure?

- 43. Does your company manufacture pharmaceuticals, nutraceuticals, OTC drugs? (Required)
 Yes
 No

- 44. Is your company ISO9000 or QS certified? (Required)
 Yes
 No

- 45. If you are ISO9000 certified or QS certified, please list the specific certifications you possess and the dates of expiration.

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46. Is your company FDA registered? (Required) If so, provide a copy of your establishment license.
47. If you are FDA registered, when was the last FDA inspection and what were the results? (Required)
48. If a 483 was issued, how many observations were reported? (Required). Please provide a copy of the EIR.
49. Is your company an EPA regulated facility? If so, provide a copy of your establishment license.
50. Has any other Foreign Country Regulatory Agency audited your facility? Who? When and what were the findings?
51. Please list any other relevant permits held by your company. (Required)
52. Please describe any process and/or cost improvement programs that you have in place to ensure quality (e.g., Statistical Process Control, Six-Sigma, Lean). (Required)
53. Please describe any quality initiatives that you have underway and their expected benefits to your customers. (Required)
54. Please indicate any Quality Awards received in the last three (3) years. (Required)

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55. Please describe your company's Quality Improvement process. (Required)

PRODUCTION AND CAPACITY QUESTIONS

56. Do you use subcontractors to manufacture finished product? (Required)

- Yes
- No

57. Are your subcontractors off-shore? Where are these subcontractors located? (Required)

- Yes
- No
- Mix
- Not Applicable

58. Please describe any emergency contingency production plans you have in place. (Required)

59. Are there any capabilities listed above (in Questions 16 & 17) for which you have no contingency plan? (Required)

60. What square footage are your current production facilities? Please use full numbers (e.g. 5125 sq. ft. instead of 5K) (Required)

61. What is the age of this facility? (Required)

62. Please list the street addresses of the production facilities that would be used for this initiative. (Required)

63. Is there space available for future expansion? (Required)

- Yes
- No

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64. If expansion was necessary, would you have to move to a different location to expand your facility? (Required)

65. Provide your organization's on time delivery performance for the past three years. Please describe the methodology for this calculation. (Required)

66. What percentage of your late deliveries was caused by late suppliers (0 to 100%)? (Required)

67. What is your average direct labor turn-over rate for last three (3) years (0 to 100%)? (Required)

68. What percentage of total production is actually produced offshore (0 to 100%)? (Required)

TIMELINESS AND SERVICE QUESTIONS

- 69. Please describe the customer service personnel that would be dedicated to our account for this program at the volume specified. (Required)

- 70. What are your customer service hours? (Required)
 - 70a. Please provide the customer service contact(s) and phone number(s). (Required)

- 71. What is the number of personnel you have in your customer service department? (Required)

- 72. Please describe any Supplier awards -- other than quality awards -- received in last three (3) years. (Required)

ENVIRONMENTAL AND SUSTAINABILITY QUESTIONS

73. What is the post consumer recycled content of your products? How much of that comes from your old products that you have reclaimed post-use?

74. What kind of “takeback/recycling” program(s) does your company have to reclaim its products and similar products in the market place? What happens to the materials you reclaim?

75. How does your company use Life Cycle Assessment to guide its manufacturing and product design decisions?

76. What third-party certifications support your company’s environment claims? (SCAS, SMART, Green Seal, climate neutral, etc. what percentage of your total product line meets those certifications?)

77. Which organizations has your company collaborated with to help reduce your carbon footprint? (U.S. EPA, The Climate Group, World Resources Institute, Chicago Climate Exchange, etc?)

78. Is sustainability part of your company’s vision and mission? How is it discussed in your company’s Annual Report? Is it a footnote or a key business strategy?

79. What sustainable design initiatives have taken place with your facilities? Does your company have any LEED® certified buildings? Where and at what level?

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80. How has your company managed its use of any toxic substances as defined by the US Toxics Release Inventory (SARA 313) report or the Canadian National Pollutant Release Inventory (NPRI) report? How many total pounds of toxic pollutants were released into the environment by your company according to the most recently submitted US (USTRI 313) report?
81. Do your company's manufacturing facilities meet all federal, state/provincial and local environment laws governing air emissions, waste water treatment and solid waste disposal/treatment? Has your company met the above criteria for the past five years? List an citations, including date and description of incident.
82. Does your company maintain ISO 14001 registration for all of its manufacturing facilities, including international locations?
83. What is your company doing to achieve climate neutrality in its manufacturing processes and operations?

CONTACT INFORMATION

Contact Name

Title

Phone Number

Email Address