

# MICROENTERPRISE WHITELIST APPROVAL GUIDELINE FOR 0-9 EMPLOYEES



Companies will be whitelisted when they fulfill **ALL** of the following criteria:

The confirmation of employees is written on **official company paper** OR **marked with a stamp**

The confirmation includes the following or a synonymous statement:

*"Herby we confirm that the following site has **less than 10 employees incl. temporary employees and external agents.**"*

Statement that the supplier will inform Scania at [supplier.sustainability@Scania.com](mailto:supplier.sustainability@Scania.com) or VW at [s-rating@vwgroupsupply.com](mailto:s-rating@vwgroupsupply.com) if the number of employees changes with the heading **"Microenterprise approval"**

The confirmation includes **date** AND **signature**

**Confirmation of employee number**

Herby we confirm that the following site has less than 10 employees incl. temporary employees and external agents.

**Company Name:**

**DUNS Number:**

**Company Address**

Street/Nr.:

Postcode:

City:

Country:

**Contact**

Name:

E-Mail:

Tel.:

If this employee number will change to more than 10 employees we will inform

E-Mail: **supplier.sustainabilty@scania.com or sustainability@vwgroupsupply.com**

First and last  
name

Signature 1

Location, Date

First and last  
name

Signature 2

Location, Date