



Supplier Diversity Status Verification Strategy

<i>Strategy Title</i>	Supplier Diversity Status Verification Strategy
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Purpose

To ensure that companies included in the Supply Chain Diversity Initiative (SCDI) meet the small and diverse firms criteria for tracking and reporting spend purposes. The Company requires that a Supplier Status Profile form, self-certifying all small businesses, and a third-party certifier validate the ownership, management, and control of diverse firms included in the SCDI. Once business is awarded, the Company adds these suppliers to the Vendor Master database and codes each supplier according to the information provided in the Supplier Status Profile form and submitted verification.

Scope

Strategy applies to all Supply Chain Professionals.

Strategy

Determining a supplier's diversity status

- 1 Supply Chain Diversity team (SCDT) maintains a current *Supplier Status Profile* form for inclusion in all New Vendor Setup (see Vendor Setup Strategy for details) documentation and distribution to existing suppliers as needed.
 - a. Update the current *Supplier Status Profile* form with valid small and diverse designations in electronic system of record.
- 2 SCDT distributes an updated *Supplier Status Profile* form to the:
 - a. **SRM sourcing leads**—include the form in all Solicitations and the New Vendor Setup Strategy documentation that is updated on SC shared drive.
 - b. **SRM sourcing leads**- submit Vendor Change Request as needed.
 - c. **Appropriate organization**—supporting the Vendor Master database.

Goal

Annually validate *Supplier Status Profile* form for consistency with the Vendor Master database.