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Questionnaires

### I. Objectives

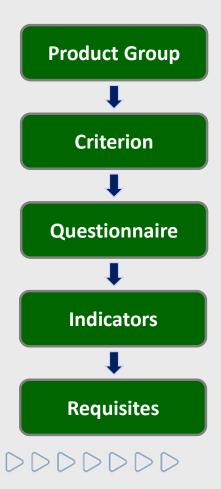
After reading this training module, you will be able to:

- 1. Understand the concepts of the Petrobras evaluation process:
  - Understand what a Product Group is;
  - Understand the evaluation Criteria;
  - Understand how the concepts of "Requisite", "Indicator", and "Questionnaires" relate to each other in the evaluation process.
- 2. Fill the available questionnaires to continue the evaluation process.





#### Concepts



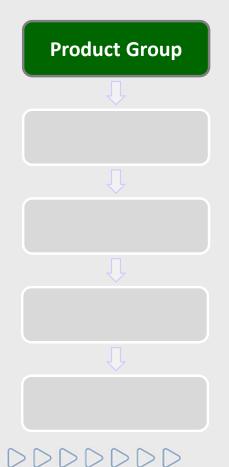
This document presents the feature "Questionnaire", where the forms of the open questionnaires can be found.

Initially, the following concepts are described:

- Product Groups
- Evaluation Criteria
- Questionnaires, indicators and requisites



#### Concepts



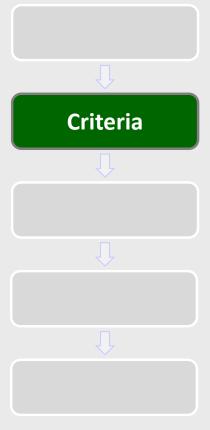
### What are the product groups?

Product Groups are divisions at the supply lines, where similar items are gathered. They are divided into:

- Simplified product groups registry: require only "Legal" and "Technical" evaluation criteria with simple requisites.
- Complete product groups registration: require the evaluation of varied aspects, such as technical capacity, economic situation, regularity, quality, security and environmental management system.



#### Concepts



### Which are the evaluation criteria?

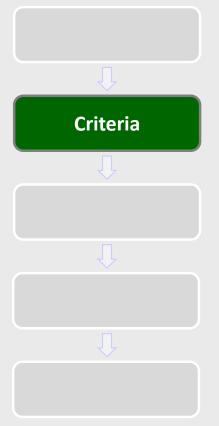
The companies of the Complete or Simplified Registration are evaluated through previously established Criterias, which may differ according to registration, supplier type and selected goods. The Criterias are described below:

- Economic: Requisites and indicators that evaluate the economic and financial results of the company.
- Managerial: Requisites and indicators set that evaluate the implantation guide of the Quality Management System, measuring the commitment with the quality and continuous improvement, appreciating and stimulating the certification according to the ISO 9001 standard.





### Concepts



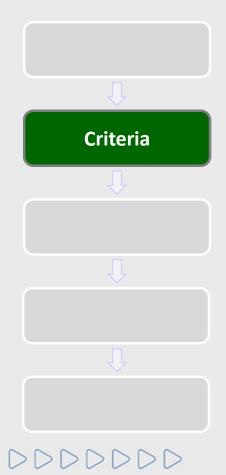
### Which are the evaluation criteria? (continuation)

- Legal: Requites and indicators set that evaluate the regularity of the companies based on their legal obligations with the market, the government organizations and society.
- Technical: Requisites and indicators set that evaluate the technical capacity, supply tradition, technical poise and eventual homologations and specific qualifications of the product which is the evaluation object.
- SMS: Requisites and indicators set that evaluate the implantation guide of the Security, Environment and Occupational Health Management System, appreciating and stimulating the certifications according to the ISO 14001 and OHSAS 18001 standards.
- Accreditation: Requisites and indicators set that evaluate the resellers on the accreditation process.





#### Concepts

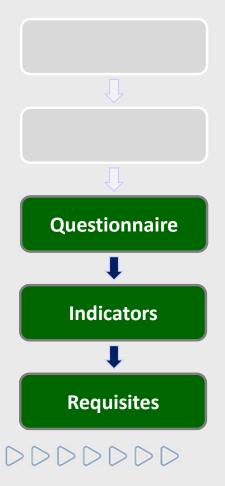


#### Which are the evaluation criteria? (continuation)

• Due Diligence Integrity (DDI); is part of PCPP Petrobras Corruption Prevention Program. This criteria will raise information about goods or services suppliers over its own reputation, trustworthiness and transparency in the conduct of their business practices and, where applicable, its managers, owners partners and shareholders.



### Concepts



### What are questionnaires, indicators and requisites?

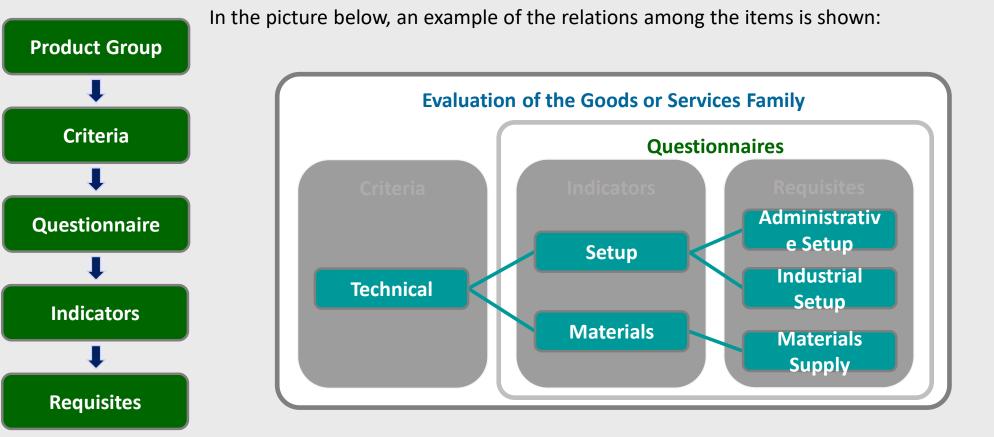
The Petrobras evaluation process is based on questionnaires composed by one or several indicators which evaluate the candidates to supply goods.

These indicators gather the requisites based on the topic to which they are related.

For the evaluation process to be continued, some requisites must be accomplished, following previously established criteria.



### Concepts



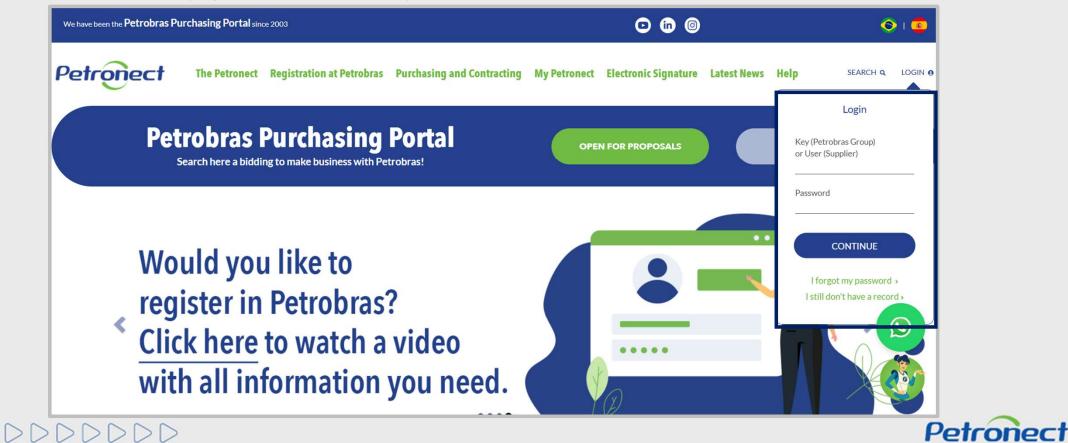
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# Petronect

#### **III. How to Access**

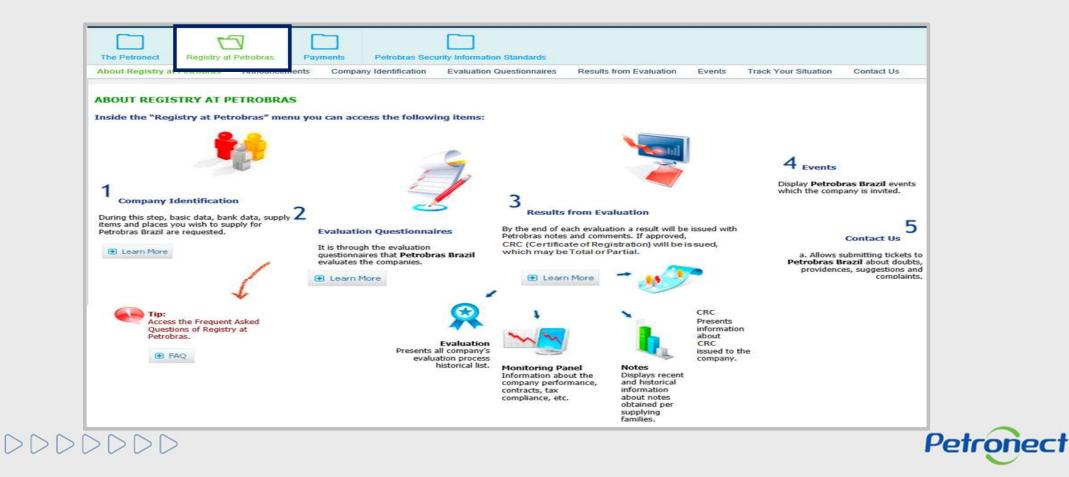
### How to Access the feature "Evaluation Questionnaires"

In the Portal home page, a username and a password must be informed in order to access the restricted area.

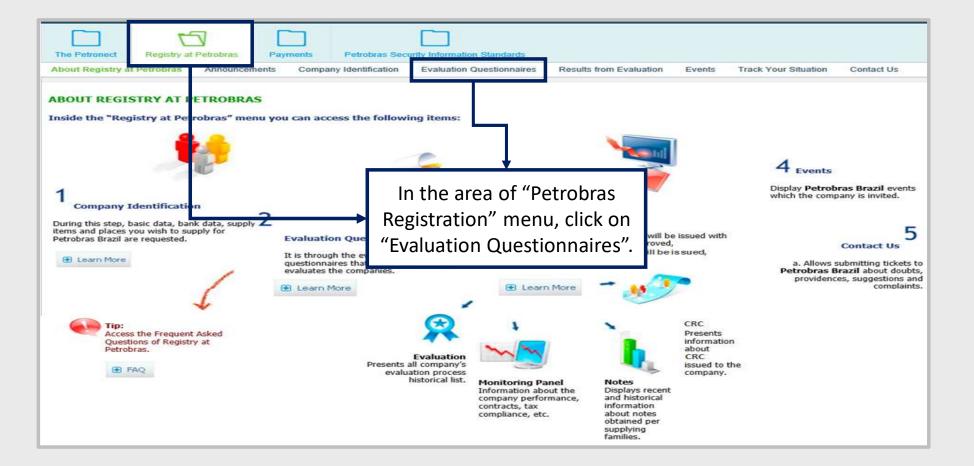


#### **III.** How to Access

After logging in, a menu will be displayed. Click on "Petrobras Registration" to view the menu registration options.



#### **III. How to Access**



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In this page, the open questionnaires of the company will be listed.

The Petronect Registry at Pet	obras Payments Petrob	ras Security Information Standards				
	ouncements Company Identification	Evaluation Questionnaires	Results from Evaluation	Events	Track Your Situation	Contact Us
			Open Questionna	aires		
How to proceed: 1- For each non answ 2- After completing th 3- Finally, after answe	I the questionnaires below to be eval ered criteria ( X ), click on Answer e questionnaire of one criterion, the s r to all criterions, click on Send butto end Click on the i	button iatus will change to Answered (ৡ	Petrobras evaluation	^		
	details about th					
		stionnaires.				



The Economic, Legal and Accreditation questionnaires will be displayed.

8	â		
Y			
	📝 Ar	swer All 🧱 Send	
	Status	Criteria	
	×	Economic	Answer
	×	Legal	Answer
	×	Accreditation	📝 Answer





Your company must fill the questionnaires below to be evaluated to How to proceed: 1- For each non answered criteria ( 💥 ), click on Answer button 2- After completing the questionnaire of one criterion, the status will 3- Finally, after answer to all criterions, click on Send button to subm	You can answer all the questionnaires at the same time by clicking on the "Answer All" button.	Status subtitles:
		- Filled × - Not filled
Status Criteria		
Economic Legal		Answer
× Accreditation		Answer

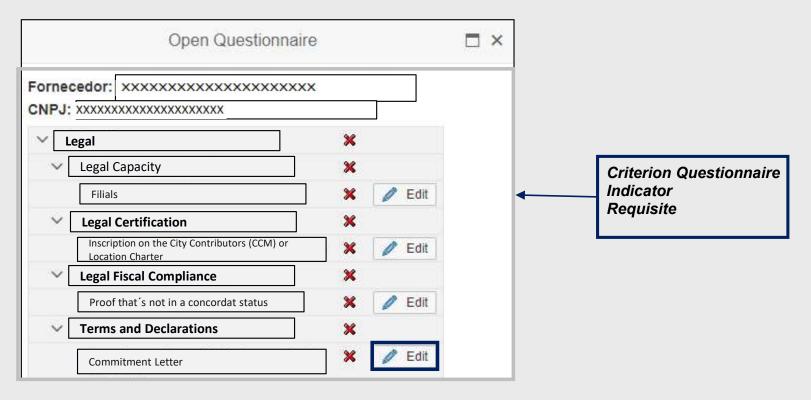
The incomplete questionnaires are the ones which have the status. Click on the "Answer" button located on the corresponding line to fill the questionnaire.





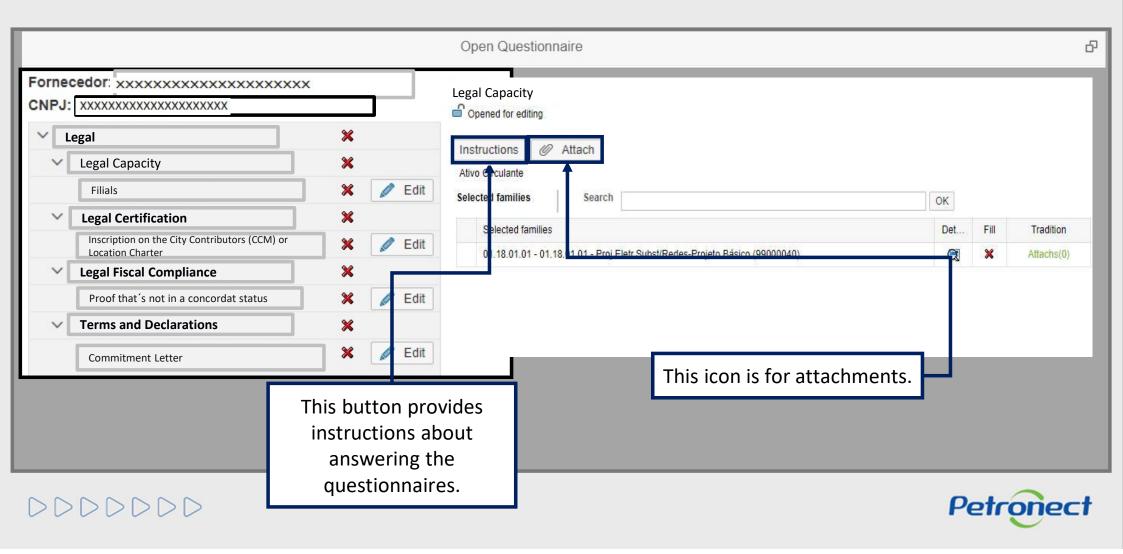
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When you click on the "Answer" button, the page below is shown. It is possible to view the questionnaire information with more details.



Choose one requisite and then click on the "Edit" button to answer the form. A new window displays the fields with the necessary information.





Every data change can be saved by clicking on the "Save as Draft" button. The updates can also be confirmed through the "Confirm" button.

		Open Questionnaire	<b>8</b>
Fornecedor XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		Anexo A	
~ ffffffff	×	Save as Draft Confirm	
✓ Due Diligence	×	Integration Instructions @ Attach	
Anexo A	🔀 🥒 Edit	1. General Information:	
Anexo B	🗙 🖉 Edit	<ol> <li>1.1. Registration information</li> <li>1.1.1 CNPJ (or foreign registration number if not registered in Brazil), corporate name, trade name, and former names (if applicable).</li> </ol>	
		1.1.2 Address of the head office, branches and representation offices in Brazil or abroad.         1.1.3 Business Scope.	
		1.1.4 Business Size.   PERG_ANEXOA_1.5  Yes No	8
			Close





		Open Questionnaire	
Fill all required entry fields     Fill all required entry fields			
Fornecedor: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		Declaration related to the last contractual/statutory update	
✓ Legal	×	Save as Draft Confirm	
> Legal Capacity	×	Instructions	
> Legal Certification	×	Insudcuons	
		STATEMENT REGARDING THE LAST CONTRACT AMENDMENT / STATUTORY declare under penalty of law, that the last amendment of the Contract / Bylaws of the Company is scanned into the Portal Master, in the field of respective requirement, with the same duly registered with the Board of Trade of the State or the Civil Registry of Legal Entities.	
		* Number of the last record in the Commercial / Civil Registry PJ	
		* Last date of registration in the Commercial / Civil Registry PJ	14
		TABLE OF OWNERSHIP STRUCTURE: Please enter the CPF / CNPJ partners without dots and dashes, the name / full corporate partners and the percentage (%) of each them.	_
		Add Lines	
		Item CPF / CNPJ (without dots and dash) Name / Company Name Interest%	





The following message appears when the attachment of a document is required.

	Questionnaire	Attachments	□ ×
Linked Attachments Att	achments Library		
- Load: Includes the se	nts" area displays only attachments linked to the sele elected file in the attachment library and to the selecte selected link file from selected questionnaire. Keeps	ed questionnaire.	
Description:	File Name:	Search	In order to attach a document,
Unlink Load F Description	File Name	Criteria	click on the "Load" button. After this procedure, a new window is displayed, as shown below.





Click on the "Choose File" button to attach a new document in the "Load" sheet.

9	File has been loa	ded successfully.				
Lo	2) The m 3) Allowe PDF, JPG XLS, XLS	e allowed the inclusion of up to 10 files at a time. aximum size allowed per file will be of 5MBs. ed extensions: b, JPEG, BMP, PNG, TIF, GIF, DOC, DOCX, EX, PPT, PPTX, ODT, ODS, ODP, ODB, ODD, 3, MPEG, P7S, P7B, DCA and SIG.				
3	* Description:	Attachments	File 1:	Choose File	No file chosen	
2	* Description:		* File 2:	Choose File	No file chosen	
3	* Description:		* File 3:	Choose File	No file chosen	
2	* Description:		* File 4:	Choose File	No file chosen	
٦.	* Description:		* File 5:	Choose File	No file chosen	
2	* Description:		* File 6:	Choose File	No file chosen	
5	* Description:		* File 7:	Choose File	No file chosen	
	* Description:		* File 8:	Choose File	No file chosen	
1	* Description:		* File 9:	Choose File	No file chosen	
נ נ			* File 10:	Choose File	No file chosen	

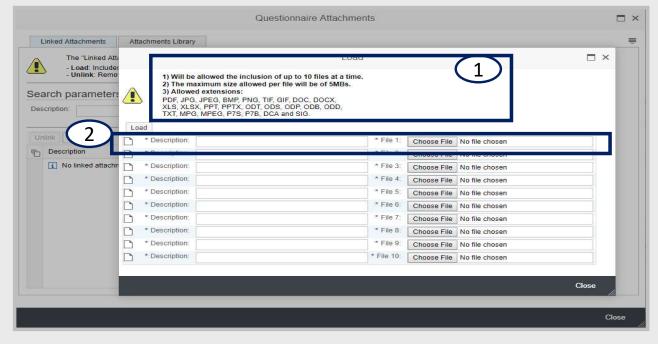
Close

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The screen will show a relevant information about adding attachments, such as maximum size and allowed extensions.

The "Description" field should be filled with the name of the document to be attached. To fill the "File" field, click the "Choose File" button and find the file on your computer that will be attached.





After finding the file, click on the "load" button.

The successful message appears on the page. Click on the "Close" button.

<b>!</b>	2) The m 3) Allowe PDF, JPG XLS, XLS TXT, MPC	allowed the inclusion of up to 10 f aximum size allowed per file will be d extensions: , JPEG, BMP, PNG, TIF, GIF, DOC, I X, PPT, PPTX, ODT, ODS, ODP, ODI 3, MPEG, P7S, P7B, DCA and SIG.	of 5MBs.			
	* Description:	Attachments	File 1:	Choose File	No file chosen	
	* Description:		* File 2:	Choose File	No file chosen	
	* Description:		* File 3:	Choose File	No file chosen	
	* Description:		* File 4:	Choose File	No file chosen	
D	* Description:		* File 5:	Choose File	No file chosen	
	* Description:		* File 6:	Choose File	No file chosen	
D	* Description:		* File 7:	Choose File	No file chosen	
D	* Description:		* File 8:	Choose File	No file chosen	
	* Description:		* File 9:	Choose File	No file chosen	
			* File 10:	Choose File	No file chosen	



After loading the file successfully, a table of the "Attachments Library" sheet is displayed, as shown below.

		Questionnaire Attachm	ients				
Linked Attachments	Attachments Library						
- Save: Saves t	chments stores all your down the updates made ds the selected library file to t						
earch parameters	s						
Technical	Economic 🗹 Lega	I V Managerial Accreditation	✓ Others	]			
	5						
Description	B	File Name	Criteria	Exten	Size (Bytes)	Created at	^
The second secon	<b>B</b>	File Name C:\fakepath\Tulips.jpg	Criteria Technical	Exten	Size (Bytes) 620888	Created at 30.05.2014 11:1	î
Description	8						]
Description Attachment	8	C:\fakepath\Tulips.jpg	Technical	JPG	620888	30.05.2014 11:1	
Description Attachment Attachment 2	8	C:\fakepath\Tulips.jpg C:\fakepath\Tulips.jpg	Technical Technical	JPG TXT	620888 5	30.05.2014 11:1 12.12.2017 16:2	
Description Attachment Attachment 2 Attachment 3	<b>B</b>	C:\fakepath\Tulips.jpg C:\fakepath\Tulips.jpg C:\fakepath\Unitiled.png	Technical Technical Technical	JPG TXT PNG	620888 5 189125	30.05.2014 11:1 12.12.2017 16:2 06.06.2014 16:5	
Description Attachment Attachment 2 Attachment 3 Attachment 4		C:\fakepath\Tulips.jpg C:\fakepath\Tulips.jpg C:\fakepath\Untitled.png C:\fakepath\Tulips.jpg	Technical Technical Technical Technical	JPG TXT PNG PDF	620888 5 189125 733581	30.05.2014 11:1 12.12.2017 16:2 06.06.2014 16:5 02.01.2018 18:3	
Description Attachment Attachment 2 Attachment 3 Attachment 4 Attachment 5		C:\fakepath\Tulips.jpg C:\fakepath\Tulips.jpg C:\fakepath\Untitled.png C:\fakepath\Tulips.jpg C:\fakepath\Tulips.jpg	Technical Technical Technical Technical Technical	JPG TXT PNG PDF TXT	620888 5 189125 733581 6	30.05.2014 11:1 12.12.2017 16:2 06.06.2014 16:5 02.01.2018 18:3 28.07.2014 13:5	
Description Attachment Attachment 2 Attachment 3 Attachment 4 Attachment 5 Attachment 6		C:\fakepath\Tulips.jpg C:\fakepath\Tulips.jpg C:\fakepath\Unitited.png C:\fakepath\Tulips.jpg C:\fakepath\Tulips.jpg C:\fakepath\Desert.jpg	Technical Technical Technical Technical Technical Technical	JPG TXT PNG PDF TXT JPG	620888 5 189125 733581 6 845941	30.05.2014 11:1 12.12.2017 16:2 06.06.2014 16:5 02.01.2018 18:3 28.07.2014 13:5 16.07.2014 14:4	
Description Attachment Attachment 2 Attachment 3 Attachment 4 Attachment 5 Attachment 6 Attachment 7		C:\fakepath\Tulips.jpg C:\fakepath\Tulips.jpg C:\fakepath\Ulips.jpg C:\fakepath\Tulips.jpg C:\fakepath\Tulips.jpg C:\fakepath\Desert.jpg C:\fakepath\Tulips.jpg	Technical Technical Technical Technical Technical Technical	JPG TXT PNG PDF TXT JPG JPG	620888 5 189125 733581 6 845941 620888	30.05.2014 11:1 12.12.2017 16:2 06.06.2014 16:5 02.01.2018 18:3 28.07.2014 13:5 16.07.2014 14:4 16.07.2014 14:4	



The attachment will be related automatically to the requisite. Select the sheet "Linked Attachments", as displayed in the picture below, to check the document:

	Open Questionna	aire				
Attach(s) has(have) been related :	successfully.					
Attachments Linked to Items	Library's Attachment Requirement					
- Load: Includes the sel	d to Items" area displays only attachments linked to the selec ected file in the attachment library and to the selected item/qu selected link file from selected item/questionnaire. Keeps only	uestionnaire.				
earch parameters						
Description:	File Name:	Search				
Unlink Load F						
- Description	File Name	Criteria	Exten	Size (Bytes)	Created at	
Attachment	C:\fakepath\Tulips.jpg	Technical	PDF	20242	02.02.2017 14:1	
						-

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- 5. In the "Linked Attachments" sheet, select the gray square beside the name of the document to unlink the document from the requisite. Click on the "Unlink" button with the selected document.
- 6. After this procedure, the information "Attachment (s) unlinked successfully" will appear.

Attachments Linked to Items Library's Attac	hmer			0	pen Questionnaire	
The "Attachments Linked to Items" area dis - Load: Includes the selected file in the atta - Unlink: Removes the selected link file fro	chme 💙 Attach(s) has(have) be	een unrelated s	uccessfully.	6		
Search parameters	Attachments Linked	to Items	Library's Attac	hment Requirement		
Description:	File The "Attach	mente Linked to	Items" area dis	plays only attachmon		
Unlink Load F	- Load: Inclu - Unlink: Re	udes the selecte emoves the sele	ed file in the atta ected link file fro	achment library and to m selected item/ques	ts linked to the selected item the selected item/questionn ionnaire. Keeps only in the I	naire.
Unlink Load F Description	- Load: Inclu - Unlink: Re	udes the selecte emoves the sele <sup>Criteria</sup>	ed file in the atta ected link file fro Exten Size (By	achment library and to m selected item/ques (Created at	the selected item/questionn	naire.
Unlink Load F	- Load: Inclu - Unlink: Re	udes the selecte emoves the sele	ed file in the atta ected link file fro	achment library and to m selected item/ques (Created at	the selected item/questionn	naire.
Unlink Load F	- Load: Inclu - Unlink: Re	udes the selecte emoves the sele <sup>Criteria</sup>	ed file in the atta ected link file fro Exten Size (By	achment library and to m selected item/ques (Created at	the selected item/questionn	naire.
Unlink Load F	- Load: Inclu - Unlink: Re	udes the selecte emoves the sele <sup>Criteria</sup>	ed file in the atta ected link file fro Exten Size (By	achment library and to m selected item/ques (Created at	the selected item/questionn	naire.





You need to follow complementary orientations to answer the Technical Criteria Questionnaire. These Criterias are not applied to the supplier which are classified as Reseller/Distributor.

	Open Questionnaires	
Your company must fill the questionnaires below to be evaluated by Petro How to proceed: 1- For each non answered criteria ( * ), click on Answer button 2- After completing the questionnaire of one criterion, the status will chan: 3- Finally, after answer to all criterions, click on Send button to submit you Status Criteria X Technical Click on the image to view the descriptions of all the questionnaires with details.	ge to Answered (🏈)	Click on "Answer" to fill out of the Technical Criteria Questionnaire.



After clicking on the "Answer" button, the page below is shown and the questionnaire information will be displayed with more details.

	Open Question	naire		
Your company must fill the questionnaires below to be evaluated by How to proceed: 1- For each non answered criteria ( ※ ), click on Answer button	Fornecedor: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			
2- After completing the questionnaire of one criterion, the status will		×		
3- Finally, after answer to all criterions, click on Send button to subr	¹ ∨ Personnet	×		
· A	Company Personnel	🗙 📝 Edit	← – – –	Criterion Questionnaire
	✓ Materials Supply Tradition	×		Indicator
·	Supplies Tradition	🗙 🖉 Edit		Requisite
Answer All 🥵 Send			- 17	
Status Criteria		(	Close	
X Technical	Answer			





After choosing a requisite, click on the "Edit" button to answer the form. A window with the corresponding fields is displayed.

			Open Que	stionnaire			
ornecedor: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	xxxxxxx	Company	Personnel or editing				
✓ Technical	×	Save as Dra	ft Confirm				
✓ Personnel	×	(2) Alta					
Company Personnel	× 🖉	Edit Ø Attac	n				
✓ Materials Supply Tradition	×	Add I	ines				
Supplies Tradition	× 🧷 I	Edit	Technical Description	Delivery Date	Customer	Contact(name, phone, email)	Link Products
		1					Products (0)
		2					Products (0)





In some requisites of the Technical Criteria, some attachments must be linked to the respective Products.

ATTENTION: The file attachment (s) to a requirement of the Technical Criteria is analogous to the process explained above in Legal Criteria.

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	Open Ques LTDA Supplies Tradition Opened for editing Save as Draft Confirm	stionnaire	useful	ink "Attach" will be to link attachments he open requisite.	
Versonnel     Company Personnel     Materials Supply Tradition     Sup     In the link     "Instructions" - 2	Edit     Instructions	Delivery Date	Customer	Contact(name, phone, email)	Link Products Products (0)
"Instructions", a window will be displayed with information abou filling out.	2				Products (0)



In order to get the search for files inside the "Library Notes" in the Search Parameters section easier, a search filter will be displayed.

1	Linked Attachments Attach	hments Library					
1	- Save: Saves the update	tores all your downloaded files in the Portal as made ected library file to the questionnaire					
iea	arch parameters						
- E	Economic 🗹 Legal						
	cription:	File Name:	Search				
	cription:	File Name:	Search				
		File Name:	Search	]			
Des		File Name:	Search Criteria	Exten	Size (Bytes)	Created at	
Des Sa	ve Link File			Exten TXT	Size (Bytes) 392	Created at 17.08.2012 15:4	
Des Sa	ve Link File	File Name	Criteria	UNAL PERS	15976.5		
Sa	ve Link File	File Name PTS 700345.txt	Criteria Economic	TXT	392	17.08.2012 15:4	
)es Sa	ve Link File File Teste 2	File Name PTS 700345.bd Capture.PNG	Criteria Economic Legal	TXT PNG	392 1180156	17.08.2012 15:4 19.02.2018 16:3	
Sa	ve Link File Description teste Teste 2 teste	File Name PTS 700345.txt Capture PNG PTS 700345.txt	Criteria Economic Legal Legal	TXT PNG TXT	392 1180156 392	17.08.2012 15:4 19.02.2018 16:3 17.08.2012 15:3	

In the illustrated buttons below, will be possible to select all criterias shown or uncheck them.

R						
		Questionnaire Atta	ichments			□ ×
j) t	inked Attachments Attachme	ents Library				~
■ [	- Save: Saves the updates n - Link File: Binds the selecte	es all your downloaded files in the Portal nade ed library file to the questionnaire File Name:	Search			
Sa	ve Link File					
Đ	Description	File Name	Criteria	To do	a searc	h, insert a term on
	teste	PTS 700345.bd	Economic	the fi	eld "Des	scription" or "File"
	Teste 2	Capture.PNG	Legal			ne "Search" button
	teste	PTS 700345.txt	Legal	and ci		le Search bullon.
	teste	PTS 700345.txt	Legal	тхт	392	17.08.2012 15:3
	teste	PTS 700345.txt	Legal	тхт	392	17.08.2012 15:3
	teste	PTS 700345.bd	Legal	тхт	392	17.08.2012 15:4





		Questionnaire	Attachments					
Linked Attachments	Attachments Library							
- Save: Saves the	ments stores all your download e updates made the selected library file to the o							
earch parameters								
🗹 Economic 🛛 🗹 Legal						ne searen	result will sh	
Save	File Na		Se	sarch ]		V	showing whic was linked.	h crite
Save Link File File	] F	ile Name	Se	Criteria	Exten	V Size (Bytes)	was linked.	h crite
Save Link File File	F	ile Name PTS 700345.bd	Se	Criteria Economic	Exten TXT	Size (Bytes) 392	Created at	h crite
Save Link File Description teste Teste 2	F F C	File Name PTS 700345.bd Capture.PNG	Se	Criteria Economic Legal	Exten TXT PNG	Size (Bytes) 392 1180156	Created at 17.08.2012 15:4 19.02.2018 16:3	h crite
Save Link File File	P P	TIE Name PTS 700345.txt Capture.PNG PTS 700345.txt	Se	Criteria Economic Legal Legal	Exten TXT PNG TXT	Size (Bytes) 392	Created at 17.08.2012 15:4 19.02.2018 16:3 17.08.2012 15:3	h crite
Save Link File File Control Co	F P C P P	File Name PTS 700345.bd Capture.PNG	Se	Criteria Economic Legal	Exten TXT PNG	Size (Bytes) 392 1180156 392	Created at 17.08.2012 15:4 19.02.2018 16:3	h crite



It will be possible to request filter's results through the columns. You just have to click on the column title you want. For example, in the "Created" column, after clicking documents will be sorted on more recent dates.

	Questionnaire Attac	chments			
Linked Attachments Att	tachments Library				
- Save: Saves the upd	ts stores all your downloaded files in the Portal lates made selected library file to the questionnaire				
earch parameters					
🗹 Economic 🛛 🗹 Legal					
Description: teste	File Name:	Search			
Description: teste	File Name:				
Cauce   tink Sile   S	File Name:	Search			
Saua)   Link Elle   😨	File Name:	Search	Exten	Size (Bytes)	Created at
Sava)   Link Ella   😨		Search	Exten TXT	Size (Bytes) 392	Created at 17.08.2012 15:4
Sawa Liek Elle S	File Name	[ Search ] Criteria			
Save Ust Sile S	File Name PTS 700345.txt	Criteria Economic	тхт	392	17.08.2012 15:4
Description teste Teste 2	File Name PTS 700345.txt Capture.PNG	Criteria Economic Legal	TXT PNG	392 1180156	17.08.2012 15:4 19.02.2018 16:3
Sawa Liek Elle 😨 Description teste Teste 2 teste	File Name PTS 700345.txt Capture.PNG PTS 700345.txt	Criteria Economic Legal Legal	TXT PNG TXT	392 1180156 392	17.08.2012 15:4 19.02.2018 16:3 17.08.2012 15:3





# Select "Products" to fill in the "Link Products" column.

				С	pen Questionnaire				1	
Fornecedor: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			Sector and the sector and the sector of the	ave as Draft	Confirm					
✓ Technical										
Y Technical Capability	×			Attach						2012
Technical Assistance in Brazil	×	Display		nis (these) gr ervices.	oup (groups) require(s) adherence to specific	requirements determined by PGQMSA -	Program of Guarantee of Qu	ality of products a	nd Associate	ed
Materials Supply Tradition	×				intended for on-site evaluation based on PE ps. In this case, PETROBRAS will establish c			ical for the company	, identified as	3
Supplies Tradition	×	Display	P	GQMSA eval	uation is based on the evaluation of the suppl nanufacturing process, input/acquisition, prod	er Quality Management System in confor		t recent version, tec	hnology of pr	oje
✓ PGQMSA	×				ugh the program does not exempt from the ev		its of <mark>techni</mark> cal qualification (su	pply history, ISO 90	D1 certificatio	
PGQMSA Assessment	×	Display		🗧 Add Line	5					
				ltem	PGQMSA Evaluation   Date	Date	Link Products	Link Attachments		
				1			Products (0)	Attachments (0)		
				2			man and a second			
				2			Products (0)	Attachments (0)		





		Open Questionnaire			□ ×
Fornecedor:		Company Personnel			í
V Technical	×	Save as Draft Confirm	Product selec	tion.	_
Company Personnel	V DEdi	I Attach			
✓ teste	×	Open Questionnaire			
	🗙 🥖 Edi	Select he families below to link to the item of the questionnaire:			
✓ Detalhamento PGBF EN	×	Description of the Family			
Detalhamento PGBF EN	🗙 🥖 Edi				
✓ Materials Supply Tradition	×	M-11 - (98000172)			
Supplies Tradition	🗙 🥖 Edit				
		Save Cancel	Products (0)	Attachments (0)	Û
After selecting the de			Products (0)	Attachments (0)	â
"Product", click on "S	ave".				





The window presents the table indicating the Product Group(s) number linked to the respective requisite.

				С	pen Questionnaire					
Fornecedor: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			Save	as Draft	Confirm					
✓ Technical										
V Technical Capability	×			Attach						1993
Technical Assistance in Brazil	×	Display	Servi	ces.	oup (groups) require(s) adherence to specific r	a desta de la companya de la company				
Materials Supply Tradition	×				intended for on-site evaluation based on PET ps. In this case, PETROBRAS will establish co			ical for the company	, identified a	s
Supplies Tradition	×	Display	PGQM	MSA eval	uation is based on the evaluation of the suppli- nanufacturing process, input/acquisition, produ-	er Quality Management System in confo		t recent version, tech	hnology of p	rojec
✓ PGQMSA	×				ugh the program does not exempt from the ev		nts of <mark>techni</mark> cal qualification (su	pply history, ISO 900	01 certificatio	on,
PGQMSA Assessment	×	Display		Add Line	5					
				ltem	PGQMSA Evaluation   Date	Date	Link Products	Link Attachments		
				1			Families (1)	Attachments (D)		
				2			Products (0)	Attachments (0)		





Select "Attachments" to link the file(s) to the product.

				C	pen Questionnaire					×
Fornecedor: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			Saw	e as Draft	Confirm					
✓ Technical										
V Technical Capability	×			P Attach						
Technical Assistance in Brazil	×	Display		(these) gr vices.	oup (groups) require(s) adherence to specific	requirements determined by PGQMSA -	- Program of Guarantee of Qu	ality of products a	nd Associated	
Materials Supply Tradition	×				s intended for on-site evaluation based on PET ops. In this case, PETROBRAS will establish c			ical for the company	, identified as	
Supplies Tradition	×	Display	PGG	QMSA eva	uation is based on the evaluation of the suppli nanufacturing process, input/acquisition, prod	er Quality Management System in confo		t recent version, tec	hnology of projec	ct,
Y PGQMSA	×				handlactioning process, input acquisition, pro-		nts of <mark>techni</mark> cal qualification (su	pply history, ISO 90	01 certification,	.)
PGQMSA Assessment	×	Display		Add Line	3					
				Item	PGQMSA Evaluation   Date	Date	Link Products	Link Attachments		
				1			Families (1)	Attachments (0)		
				2			Products (0)	Attachments (0)		





A new window is shown. Click on the "Attachments Linked to Document" sheet. The attachment linked before the open requisite is displayed, as shown below:

- Link File: Binds the selecte Search parameters Description:	Open Question Library's Attachment Requirement rea displays only attachments linked to the selected dibrary file to the questionnaire. File Name:	beside docum	□ > the gray square the name of the ent and click on Link File".
Link File Description Teste 3	File Name Capture PNG	Exten Size (Bytes) PNG 1180156	Created at 21.02.2018 10:1
			Close





DD

After this procedure, the successful message is displayed, as shown below:

	area displays only attachments linked to the sele cted library file to the questionnaire.	cted questionnaire.		
earch parameters				
Description:	File Name:	Search		
Link File				
Description	File Name	Criteria	Exten Size (Bytes	) Created at
Teste 3	Capture PNG	Technical	PNG 1180156	21.02.2018 10:1

The window presents a table indicating the Product(s) number linked to the requisite and the attachments number linked to the product.

			Open Questionnaire			ſ	
Fornecedor: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		Save as D	raft Confirm				í
✓ Technical		@ Atta	wh				
Technical Capability	×				D		223
Technical Assistance in Brazil	🗶 📄 Display	Services.		and the second	1	and the second se	
Materials Supply Tradition	×		am is intended for on-site evaluation based on PE groups. In this case, PETROBRAS will establish			cal for the company, identified as	s
Supplies Tradition	🗙 📑 Display	PGQMSA	evaluation is based on the evaluation of the supp of manufacturing process, input/acquisition, pro	olier Quality Management System in confo		t recent version, technology of pro	roject,
✓ PGQMSA	×		through the program does not exempt from the		nts of technical qualification (sur	pply history, ISO 9001 certification	on, )
PGQMSA Assessment	🗙 📑 Display	B Add	Lines				
		Item	PGQMSA Evaluation   Date	Date	Link Products	Link Attachments	
			1		Families (1)	Attachments(1)	
			2		Products (0)	Attachments (0)	





The questionnaires can only be sent if all of them are completed. After clicking on "Send", a confirmation pop-up is displayed.

		Open Questionnaires
He 1- 2-	our company must fill the questionnaires below to be evaluated by Petrobras. ow to proceed: For each non answered criteria ( X ), click on Answer button After completing the questionnaire of one criterion, the status will change to An Finally, after answer to all criterions, click on Send button to submit your quest	
	ick here to view the questionnaire answers for the current families's requireme ick here to view the questionnaire answers for the current and the historical fa	
<i>y</i>	Registration	
	Registration	
	nswer All Send	
💽 Ar	nswer All Send	Answer
💽 Ar	Criteria	Answer Answer





The questionnaires can only be sent if all of them are completed. After clicking on "Send", a confirmation pop-up is displayed.

		Open Questionnaires	
and the second second	our company must fill the questionnaires below to be evaluated by Petrobras. w to proceed:		
1-	For each non answered criteria ( 🔀 ), click on Answer button		
2-	After completing the questionnaire of one criterion, the status will change to Ansi	vered (🖌)	
3-	Finally, after answer to all criterions, click on Send button to submit your question	inaire to Petrobras evaluation	
	ick here to view the questionnaire answers for the current families's requirement ick bere to view the questionnaire answers for the current and the historical fam		
2			
2	Registration		
	Registration		
💽 Ar	nswer All Send	Answer	
💽 Ar	Criteria	Answer Answer	





For companies that provide at least one of the services listed below, the system will allow the Integrity Criteria assessment questionnaire, of the registration type, to be sent separately from the other questionnaires.

- 99005700 Chartering and operation of MODU (Mobile Offshore Drilling Unit)
- 99006301 [PQ] Chartering or transporting people and cargo by plane;
- 99006580 Chartering of rafts and pushers;
- 99007770 [PQ] Chartering or transportation by helicopter of people and cargo (cycle 2019);
- 99005521 Chartering and operation services of Floating Production Units (FPUs);
- 99006160 Chartering of Unit for Maintenance and Safety (UMS);
- 99006510 Chartering of tugboats and towing services;
- 99007710 [PQ] Chartering of maritime support vessels and support services for floating units (cycle 2019);
- 99007711 [PQ] Affreightment of special vessels;





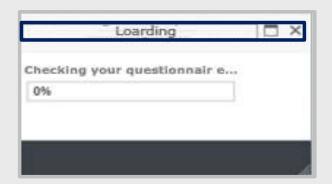
After sending the questionnaire, a message is displayed. Click on "Yes" to confirm. After sending the questionnaire, it cannot be edited anymore.

Send	×
After send your question edit ithen anymore. It's possible to follow-up using the link "Evaluatio Do you want to continue	p your process by on" in the menu
	Yes No





After sending the questionnaire a message will be displayed informing that it is being checked by the system.







After sending the questionnaires, a message informing that the company doensn't have an open questionnaires will be displayed.

		Open Questionnaires
•	Your company must fill the questionnaires below to be evaluated by Petrobras. How to proceed: 1- For each non answered criteria ( X ), click on Answer button 2- After completing the questionnaire of one criterion, the status will change to Answered (✓) 3- Finally, after answer to all criterions, click on Send button to submit your questionnaire to Petrobras evaluation	
	Click here to view the questionnaire answers for the current families's requirements. Click here to view the questionnaire answers for the current and the historical families's requirements.	
88		
i You	r company does not have open questionnaires.	

# 0000000



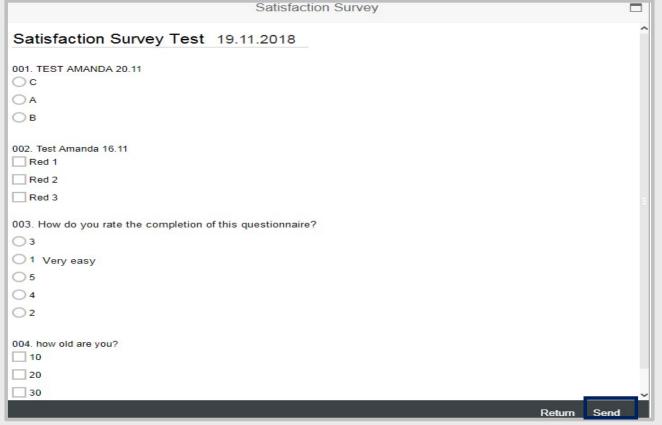
After sending the questionnaire, a message will be displayed suggesting a response to the Satisfaction Survey.

Petror	nect				Welcome: Monday, February 4, 2019 My Account Trainings Contact Us Terms Membership & Billing Securely Lo	) Off
The Petronect About Registry at	Registry at Petrobras t Petrobras Announceme	Electronic Quotes nts Company Identi	Payments fication Evalu	Digital Signature		
How to 1- For 2- Afte		a ( 🌂 ), click on Ans	wer button he status will ch utton to submit surrent families's	ange to Answered ( your questionraire t requirements	Registration, we would like to know your perception regarding how easy is the completing this questionnaire. Do you want to answer the search now?	

000000

Petronect

Answer the search and then click the "Send" button



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You can answer to Satisfaction Survey later.

Petronect	Welcome: Monday, February 4, 2019 My Account Trainings Contact Us Terms Membership & Billing Securety Log Off
The Petronect Registry at Petrobras Announcements Company Identification Evaluation Question	
Your company must fill the questionnaires below to be evaluated by Petrobras. How to proceed: 1- For each non answered criteria ( ➤ ), click on Answer button 2- After completing the questionnaire of one criterion, the status will change to Answ 3- Finally, after answer to all criterions, click on Send button to submit your question Click here to view the questionnaire answers for the current families's requirements Click here to view the questionnaire answers for the current and the historical famil	An aire Registration, we would like to know your perception regarding how easy is the completing this questionnaire. S. Do you want to answer the search now?
	Click "No" and then retry the search
	Petron

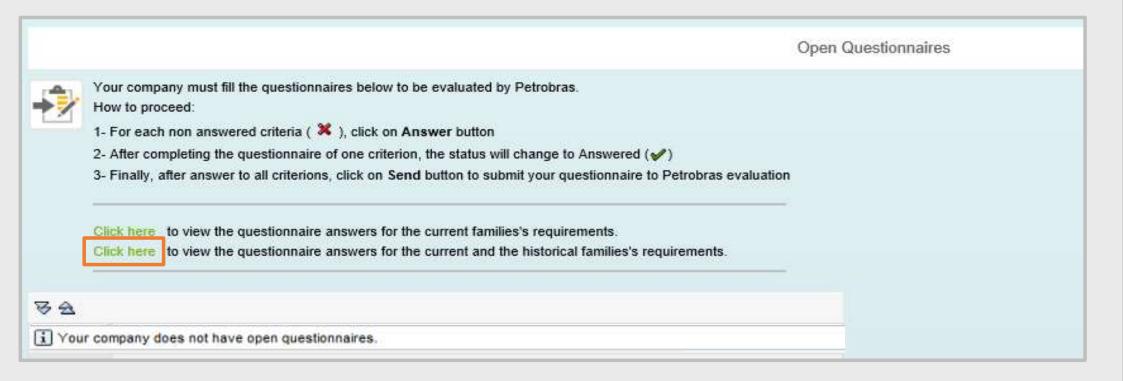


The surveys to be answered will be stored in the "Satisfaction Survey" menu.

Petro	nect			Welcome:	. н м	londay, February 4, 2019 📘 N	Ay Account 📘 Traini	ngs 📕 Confact Us 🚦 Terms 📕 N	embership & Billing
	5								
The Petronect About Registry at	Registry at Petrobras Petrobras Announcement	Electronic Quotes nts Company Identif	Contracts and Orders fication Evaluation Questionn	Payments aires Results	Digital Signature from Evaluation	Petrobras Security Inform Events Track Your Situat	and the second second	Satisfaction Survey	
				Satisfaction S	urvey				
Welcome to the lt is one of the the perception questionnaire	he supplier satisfaction sur e tools of the Petrobras's S n of your Company regardi as and the Evaluation of the	vey tool. uppliers Registry used ng the process of filling Cadastre.	to capture g out the Open Surveys		S	Search History			
Open Sur	rveys								
3	Search Title			1	Created in	Process Number	Situation	Option	
	Teste Pesquisa de Satisfaç	ão <mark>1</mark> 9.11.2018		3	22. <mark>11.2018</mark>	3000033203	Available	Manswer	
19	Teste Pesquisa de Satisfaç	ão <mark>1</mark> 9.11.2018			19. <mark>1</mark> 1.2018	3000033187	Available	Manswer	
1	Teste Pesquisa de Satisfaç	ão Tipo 2 19.11.2018		3	22.11.2018	3000032527	Available	Manswer	
1	Teste Pesquisa de Satisfaç	ão Tipo 2 19.11.2018		5	22. <mark>11.2018</mark>	3000033203	Available	Manswer	
	Teste Pesquisa de Satisfaç			5	22.11.2018	3000033202	Available	Manswer	







# DDDDDD



After this step, the following page with the answered questionnaires will be displayed . Click on the "Display" button to view the last answers of the desired questionnaire.

			View questionnaire
ornecedor: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	xxxxx		
<ul> <li>Technical</li> </ul>	~		
Personnel	~	Display	
Company Personnel	~	Display	
- Economic	~		
Accounts Credibility	~		
Credibility	~	Display	
- Legal	-		
💛 Legal Capacity	-		
Filials	~	Display	
Declaration related to the fast contractual/statutory update	-	Display	
Legal Fiscal Compliance	*		





After clicking on "Display", the last answers of the questionnaire will be displayed.

				View question	maire	8				
Fornecedor: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	xxxxx									
✓ Technical	~			Credibility						
✓ Personnel	~	In	Display	a. callenty						
Company Personnel	~	1	Display							
Economic	-			Ø Attach						
✓ Accounts Credibility	-			Antes de iniciar o preenchimento da Tabela de Credibilidade, solicitamos observar as Instruções .						
Credibility	~	1.00	Display	* Mes do Exercício Contábil	Dezemb	ro				
🗠 Legal	~			* Moeda	Real					
Legal Capacity	~			Moeda:						
Filials	~		Display			P12.00.010-0	0			
Declaration related to the last contractual/statutory update	4		Disptay		ilanço de :	2013		2014	2015	
			Ativo Circo				0,00	0,00		
				(10) (10) (10)	영국 전 가장 전 관계		0,00	0,00	Ativo não Circulante Realizável a longo Prazo	0,00
					ermanente		0,00	0,00		0,00
				ATIVO TOTAL			0,00	0,00	ATIVO TOTAL	0,00
					Circulante		0,00	0,00	Passivo Circulante	0,00
				Exigível a Lo Resultado de Exercício			0,00	0,00 Resultado de Exercícios	Passivo não Circulante	0,00
				Resultado de Exercici	os Futuros	Resultado de Ex	tercicios r uturos	Resultado de Exercicios		-

DDDDDD





# Petronect

## WHEN WE CREATE A GOOD BRAND, WE OPEN A PORTAL TO THE FUTURE.



