1. INTRODUCTION

This questionnaire will provide Matrix Fine Chemicals the information needed to qualify the raw materials for production use. Your participation will ensure the widest possible use of your products in Matrix Fine Chemicals applications. Please fill in all questions without leaving any blank. If any questions are not applicable, indicate "N/A". Additional pages may be attached if necessary. Our Supplier Requirements for Delivery and Receiving Instructions form a binding document to this raw material questionnaire. You may download the latest version from our website.

CHECK LIST
Please use this check list to ensure the requested information is provided.

1	Product Specification	Yes ☐ No ☐
2	MSDS attached *or explanation why an MSDS is not required*	Yes ☐ No ☐
3	All analytical methods *or explanation why you are not able to provide it*	Yes ☐ No ☐
4	Technical documentation *or explanation why you are not able to provide it*	Yes ☐ No ☐

2. GENERAL INFORMATION ON MANUFACTURER / VENDOR

Matrix FC Product Name:	Matrix FC Product Code:
Supplier Product Name:	Supplier Product Code:
Manufacturer Product Name:	Manufacturer Product Code:
IUPAC Name:	CAS#:
Supplier Name and address: Manufacturer Name and address:	 GPS Coordinates of production site:

3. PRODUCT SPECIFICATION

Supplier Specification
- Please provide all items/limits of your release specification
- Share method of analysis for product specific methods such as purity, assay, etc.

Does it contain any solvents or carriers: ☐ Yes ☐ No -- Name and quantity in %: _____
Does it contain any antioxidants: ☐ Yes ☐ No -- Name and quantity in %: _____

Recommended Long Term Storage and conditions:

☐ 15-30°C	☐ Protect from light
☐ 2-8°C	☐ Protect from moisture
☐ -20±5°C	☐ Protect from air
☐ -75±5°C	☐ Store under cover gas
☐ Other:	☐ Other:

Recommended Retest Period:
☐ From the date of production
☐ From the date of analysis

Shelf Life:
☐ From the date of production
☐ From the date of analysis

Every product lot delivered to Matrix Fine Chemicals GmbH must have a minimum of 80 % shelf life remaining upon receipt. For example, a product with a shelf life of 12 months must have 12 x 80 % = 10 months (rounded up) remaining when the products is delivered. Exceptions can be negotiated on a case-by-case basis with Matrix Fine Chemicals GmbH. Quality reviews the shelf-life compliance upfront when they received the Certificate of Analysis and shipping documents from the supplier (even before receiving the actual goods). Any product lot with less than 80 % shelf life remaining must not be shipped unless prior approval is obtained from Matrix Fine Chemicals GmbH, Purchasing Department

Recommended temperatures/conditions during transportation:

☐ 15-30°C	☐ Protect from light
☐ 2-8°C	☐ Protect from moisture
☐ -20±5°C	☐ Protect from air
☐ -75±5°C	☐ Store under cover gas
☐ Other:	☐ Other:

You must provide a temperature data logger or make sure that the indicated transport temperatures are kept during transportation.

Route of Synthesis

- Please add all isolated intermediates, reagents, catalysts and solvents employed. Include recrystallizations and chromatographic steps

Solvents

- Please check all solvents used in the synthesis of supplied material

Class 3 Solvents (Preferred solvents with low toxic potential)

☐ Acetic acid
☐ Acetone
☐ Anisole
☐ 1-Butanol
☐ 2-Butanol
☐ Butyl acetate
☐ tert-Butylmethyl ether
☐ Dimethyl sulfoxide
☐ Ethanol
☐ Ethyl acetate
☐ Ethyl ether
☐ Ethyl formate
☐ Formic acid
☐ Heptane
☐ Isobutyl acetate
☐ Isopropyl acetate
☐ Methyl acetate
☐ 3-Methyl-1-butanol
☐ Methylethyl ketone
☐ 2-Methyl-1-propanol
☐ 2-Methyltetrahydrofuran
☐ Pentane
☐ 1-Pentanol
☐ 1-Propanol
☐ 2-Propanol
☐ Propyl acetate
☐ Triethylamine

Class 2 Solvents (Solvents to be limited)

☐ Acetonitrile
☐ Chlorobenzene
☐ Chloroform
☐ Cumene
☐ Cyclohexane
☐ Cyclopentyl methyl ether
☐ 1,2-Dichloroethene
☐ Dichloromethane
☐ 1,2-Dimethoxyethane
☐ N,N-Dimethylacetamide
☐ N,N-Dimethylformamide
☐ 1,4-Dioxane
☐ 2-Ethoxyethanol
☐ Ethyleneglycol
☐ Formamide
☐ Hexane
☐ Methanol
☐ 2-Methoxyethanol
☐ Methylbutyl ketone
☐ Methylcyclohexane
☐ Methylisobutylketone
☐ N-Methylpyrrolidone
☐ Nitromethane
☐ Pyridine
☐ Sulfolane
☐ Tertiary-butyl alcohol
☐ Tetrahydrofuran
☐ Tetralin
☐ Toluene
☐ 1,1,2-Trichloroethene
☐ Xylenes

Class 1 Solvents (Solvents to be avoided)

☐ Benzene
☐ Carbon tetrachloride
☐ 1,2-Dichloroethane
☐ 1,1-Dichloroethene
☐ 1,1,1-Trichloroethane

Other solvents employed

- Please add any solvents used in the synthesis not already listed above

Solvents employed in the final synthetic step / crystallization or other purification

- Please repeat all solvents that are used in the final synthetic step and purification

Metals:

- Please check all metals employed in the synthesis of supplied material

☐ Cd	☐ Pd	☐ Sb
☐ Pb	☐ Ir	☐ Ba
☐ As	☐ Os	☐ Mo
☐ Hg	☐ Rh	☐ Cu
☐ Co	☐ Ru	☐ Sn
☐ V	☐ Se	☐ Cr
☐ Ni	☐ Ag	☐ Si
☐ Tl	☐ Pt	
☐ Au	☐ Li	

Other metals employed:

- Please add any metals not present in the lists above

BSE / TSE Statement (EU TSE Guides EMA/410/01)

- Please share separate BSE / TSE Statement (mandatory)

☐ Non-animal origin ☐ BSE / TSE risk material

Gene Modified Organisms (GMO) Statement (2001/18/EC, 90/220/EEC)

- Please share separate GMO Statement (mandatory)

☐ Manufactured by chemical synthesis only

☐ Biotechnological manufacturing process (such as cell cultures, fermentation), non-GMO origin

☐ Produced from GMOs

Nitrosamine Statement

- Please share separate Nitrosamine assessment (mandatory)

☐ Does not contain nitrosamines

☐ May contain nitrosamines

☐ Expected / known to contain nitrosamines

Manufacturing of Dyes

- Please state if Dyes / Colorants are manufactured in the same facilities

☐ No, dyes are not manufactured in the same facilities

☐ Yes, dyes are manufactured in the same facilities

Manufacturing of Antibiotics

- Please state if antibiotics are manufactured in the same facilities

☐ No, Antibiotics are not manufactured in the same facilities

☐ Yes, Antibiotics are manufactured in the same facilities

Kosher Statement

- Please share separate Kosher Statement (☐ mandatory, ☐ if available)

☐ Kosher

☐ Not Kosher

Halal Statement

- Please share separate Halal Statement (☐ mandatory, ☐ if available)

☐ Halal

☐ Not Halal

Regulations

Is this raw material or any of its major components or impurities considered as an illicit drug or drug precursor by the legislations of Switzerland, USA, EU?

☐ Yes ☐ No

If yes, please state for which country:_____

Is this raw material or any of its major components or impurities considered as weapon precursor (dual use product) by the legislations of Switzerland, USA, EU?

☐ Yes ☐ No

Packaging
Available standard packaging:

Dangerous goods:
Is this raw material regulated as dangerous goods

☐ Yes ☐ No

If yes please state:

UN number, Proper Shipping Name, Class, Packing Group

WARRANTY

The supplier warrants that the material supplied is of sound quality and is supplied to Matrix Fine Chemicals conforming to all aspects of this specification. The supplier agrees that Matrix Fine Chemicals shall reject any consignment which fails to meet the requirements specified in this document unless prior written agreement has been reached between the supplier and Matrix Fine Chemicals. If such agreement is reached the supplier accepts responsibility for any extra legitimate costs incurred by Matrix Fine Chemicals in handling and using the material.

The supplier will inform Matrix Fine Chemicals GmbH about any planned or introduced quality related changes of physical or chemical properties, specification or analytical methods of your product, technology (method of crystallization, milling or granulation), batch size or main equipment of major relevance, production lines as well as production site concerning the manufacturing process affecting any items listed in this statement.

☐ Yes ☐ No

_____
Date, Signature (Function)