

Dear supplier,

USE OF “APPROVED 4 BUSINESS” SUPPLIER AUDIT DATA BASE

I have requested the above organisation to attach this letter when they make initial contact with you, as an easyJet supplier and would be most grateful if you could give their product your consideration.

In the past, easyJet Engineering has relied upon their maintenance contractors to procure aircraft spares and other services. The required vendor approval process has been part of these contracted services.

More recently, due to fleet expansion and changes in contracted services, we have recognised a need to be more self sufficient in this area of activity and have reviewed our supplier approval process requirements.

The result of this review is that we intend to join several other established airlines in using “Approved 4 Business” to provide the Core Audit Data Base for approved suppliers.

We do recognise however that the success of this option relies on our suppliers subscribing to the data base and hope that the reduction in your administrative workload, will prove a sufficient incentive for you to join the scheme.

I would like to assure you that your decision will not affect your status as a supplier to easyJet, although there are clear benefits to both of our organisations by subscribing and our procurement process will obviously be more expeditious with those suppliers who share the data base.

Yours faithfully,

John R. Barrow,

Quality Manager
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easyJet