



How to Complete a Questionnaire

This guide demonstrates the steps to complete a questionnaire in the GlobalFoundries Jaggaer Supplier Portal

Note: This process is initiated when GlobalFoundries assigns a questionnaire from within our Supplier Management platform.

Procedure:

1) **Log into Supplier Portal:**

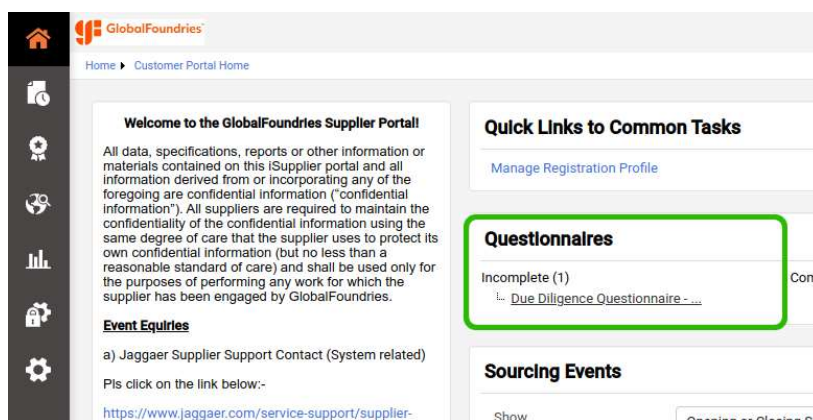
Link here: <https://solutions.sciquest.com/apps/Router/SupplierLogin?CustOrg=GlobalFoundries>

See the other guide called 'QRG_Supplier-How to Create Portal Account', if you don't have an account yet

Navigate to the Dashboard / Home Page, using the navigation tools on the far left of the page:



Select the questionnaire:



Continued on the next page



2) **Instructions:**

Read the Instructions page and be sure you are able to answer these questions on behalf of your organization.

If you need another user added to the account that is able to answer the questionnaire, please send an email to michael.kennett@globalfoundries.com Please include the name, email address, and title of the person you'd like the account created for.

Instructions	
Questions	✓
Company Details	✓
Key Personnel	✓
Business Practices	✓
Relationship	✓
Additional Information	✓
Questions - Authorization ...	✓
Review and Complete	

3) **Questions Page(s):**

Please complete each question on each page. As you complete a page and save it, the check mark on the left will show green:

4) **Review and Complete:**

Once all of the sections are completed, you need to check the "I certify..." statement, then click "Complete Response"

[Print Questionnaire](#) | [History](#) | [?](#)

Review and Complete

✓ Required fields complete

Section	Progress
Instructions	✓ No Required fields
Questions	✓ Required fields complete
Company Details	✓ Required fields complete
Key Personnel	✓ Required fields complete
Business Practices	✓ Required fields complete
Relationship	✓ Required fields complete
Additional Information	✓ Required fields complete
Questions - Authorization and Use of This Form	✓ Required fields complete

Certification

I certify that the statements and information in this response are true and correct to the best of my knowledge and belief.

★ Required ◀ Previous Complete Response