

# What is JOSCAR?



JOSCAR (the Joint Supply Chain Accreditation Register) is a collaborative tool used by a growing number of prime contractors in the aerospace, defence and security industry to act as a single repository for pre-qualification and compliance information.

JOSCAR provides QinetiQ an essential database both during pre-qualification and throughout the life cycle of the supplier relationship.

Managed by Hellios, a third-party organisation JOSCAR helps prime contractors demonstrate their suppliers are 'fit for business'. Centralising the data allows the information to be accessed by all participating buying organisations.

We believe JOSCAR provides a more efficient process reducing duplication and effort for us, our suppliers and the industry as a whole. Suppliers that have completed the JOSCAR process will have their data made available to any of the prime contractors on JOSCAR.

## Benefits

In addition to the benefits of a more efficient and cost-effective process across QinetiQ, there are a number of key benefits across the industry as a whole:

- Reduced costs and administrative burden associated with pre-qualification, assurance and ongoing compliance management
- Easier identification of business improvement opportunities that can generate competitive advantage
- Easier access to the markets represented by ADS and Make UK Defence, especially for SMEs
- Availability of guidance and support throughout the process
- Confidence in an equal, open and transparent process overseen by the Prime contractors using JOSCAR
- Completed supplier registrations reduce time to contract.

## Registration process

Registration is a two stage process. All suppliers must complete Stage 1 as a minimum.

### Stage 1 Registration

The first stage requires your company's basic details. This stage is free of charge and should take under 60 minutes to complete. This information allows an inherent risk assessment to be performed to determine if Stage 2 is needed to collect more detailed information.

### Stage 2 Qualification

The second stage (applicable only to the procurement of higher inherent risk goods & services) requires completion of an additional set of questions which are dynamically based on the information provided at the first stage. Once submitted this questionnaire will be validated and you will be contacted if there are any clarifications that need to be made. There may be a fee depending on the size of the organisation, with a discount available to ADS Members. This fee together with the contributions from the Prime contractors cover the operating costs of the system. Note: you will not be required to provide any pricing or commercial information.

## FAQs

### Why have I been asked to join JOSCAR?

JOSCAR is a critical database QinetiQ use to collect key supplier assurance data for all qualifying suppliers, both during pre-qualification and ongoing through the supplier relationship lifecycle, via annual renewal. For qualifying suppliers it is a condition of doing business with QinetiQ.

### When do I need to take action?

Ideally right away. The JOSCAR questionnaire consists of two stages. Some suppliers will only need to complete Stage 1, which should take under 60 mins to complete, Stage 2 is more involved and so will inevitably take longer. JOSCAR registration is a condition of doing business with QinetiQ; delays in completing the process may jeopardise contract award and therefore compromise project timescales.

### How long is JOSCAR qualification valid for?

JOSCAR qualifications are valid for one year from completion. You will then be required to renew your information on an annual basis. Hellios will issue reminders to suppliers several weeks in advance of their expiry completion date and will work with you throughout the year to ensure your data is kept up to date.

You will also receive reminders to update during the year if any documentation or certifications (such as ISO certifications or insurance certificates) expire in that time.

### What areas does the registration process cover?

Questions relate to the management systems and processes your company has in place in areas critical to QinetiQ and our industry. This includes personnel, legal, financial, insurance, supply chain, quality, health & safety, environment, business continuity, import/export, counterfeit products, cyber security and data privacy.

### What happens after I have completed the registration process?

After the successful completion of JOSCAR your company information will be published for us and any other Buyer Members to access. Depending on the exact nature of the goods and services your company provides you may be required to provide additional information relating to a specific project or contract requirements that arise.

You will need to ensure the information provided on JOSCAR is kept updated at all times including changes in personnel, legal status, certifications, insurances, products and services supplied – we suggest you periodically review your information as out-of-date information may lead to your company missing a new business opportunity or your compliance/approval status expiring.

### Will my competitors have access to the information we provide?

Other suppliers will not have access to the information you provide, it is only available to the prime contractors using JOSCAR, each of which has signed confidentiality agreements with Hellios. There is no requirement to provide any specific commercial or pricing information relating to the work you undertake with QinetiQ.

### What if I take no action?

This is a mandatory compliance process. If you take no action your company will no longer be considered compliant with our procurement process which could ultimately result in us no longer being able to trade with your company for new or repeat business.

For more information about JOSCAR and registration can be found by contacting JOSCAR by telephone on **01865 959110** or email [joscar@hellios.com](mailto:joscar@hellios.com)

To contact QinetiQ directly please use the following [procurement@QinetiQ.com](mailto:procurement@QinetiQ.com)