



Raytheon Systems Limited

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United Kingdom

To: Raytheon Supplier

To whom it may concern

Raytheon Systems Limited (RSL) Supplier Quality Evaluation & Approval Process.

Raytheon Systems Limited (RSL) is making some important changes to enhance our Supplier Assurance information and compliance with our policies and processes.

We have partnered with UK-based third party Hellios Information to manage this process, known as the Joint Supply Chain Accreditation Register (JOSCAR). JOSCAR forms part of our Supplier Quality Evaluation and Approval approach and will simplify the process for you; meaning your company can submit and maintain the information we need via a single online system shared by RSL as well as other major buying organisations using JOSCAR.

We require you to complete the JOSCAR process in order to support compliance with our policies and to RSL evaluations for ongoing work, as well as future business opportunities.

This new process will replace some of the current compliance questionnaires along with requests for insurance and certification necessary to be an Approved Supplier to RSL, including supporting (but not replacing) any regular RESA activity you undertake with RSL. In an increasingly complex regulatory environment, it also helps demonstrate to our customers how we work together responsibly to minimise risk and develop our supply chains. Your JOSCAR profile will also be visible to other major buying organisations using JOSCAR including The Ministry of Defence, BAE Systems, General Dynamics UK, Babcock International, MBDA, QinetiQ, NATS, Leonardo, Leidos, Rolls Royce, Roke and others.

Benefits to suppliers

We expect JOSCAR to deliver a number of wider benefits to your organisation including:

- A significant reduction in the time and effort to provide this information compared with current industry processes. Qualification and compliance is completed only once which is then available to all major buying organisations using JOSCAR.
- A simple online process to provide pre-qualification information and supporting evidence as required. Availability of guidance and support is provided throughout the process.
- A fair, open, and transparent process that clearly indicates what information is needed, whilst enabling you to update your profile at any time.
- An SME portal allowing small and medium enterprises to highlight their capabilities and demonstrate their readiness to sell products & services into the sector ([SME Portal](#)). It is a **free of charge** gateway to help SMEs to enter the industry as suppliers via a simplified basic information questionnaire and self-declaration. *(SMEs may subsequently be invited to register if requirements trigger this)*

In summary, this approach should ensure an easier route to doing and growing business with RSL and other buying organisations.

JOSCAR provides an opportunity for suppliers to demonstrate their commitment to issues and themes that are important to their customers. As profiles can be updated, suppliers may show their own progress to current and prospective customers.

RSL is committed to delivering genuine social impact in the UK by unlocking social value in our contracts and through our supply chain. To do this, it is critical that we bring our supply chain on our journey to delivering a positive social impact in the UK. JOSCAR allows our suppliers to demonstrate their own commitment to Social Values.

Action we now need your company to take:

For Small or Medium Enterprises (SMEs) Hellios provide an SME portal. This self-registration process and involves a limited profile questionnaire. The portal allows small and medium enterprises to introduce their capabilities and demonstrate their readiness to work in the sector. It is a free of charge gateway to help SMEs to enter the industry as suppliers via a simplified basic information questionnaire and self-declaration. SMEs may be invited to fully register if requirements trigger stage 1 and/or 2 as outlined below.

Hellios will manage the process on our behalf and their team will contact you by email and/or telephone to support your completion of the JOSCAR process, which comprises two stages:

Stage 1 Registration

- You will receive an email from Hellios within the next 1 to 2 weeks with a link to the Stage 1 online questionnaire, which should take no longer than an hour to complete. You will be given two weeks to complete this questionnaire.
- This stage ensures we have basic information relating to your organisation, prior to progression to Stage 2 (if necessary). Hellios can assist you with this process and will validate your information to help ensure your company is correctly registered.
- Stage 1 registration will not incur any fee.
- You may have to progress to Stage 2 depending on your answers.

Stage 2 Qualification

- Stage 2 requires completion of more detailed qualification and compliance information online. This may incur an annual fee to help cover the administrative costs of the JOSCAR process and system.
- Smaller companies can register **free of charge**. All other companies pay a fixed annual fee of between £275 to £725 + VAT*. RSL and all other major buying organisations using the system are also helping to cover the administrative costs by paying an annual fee to use the JOSCAR system.

If your company has already started the JOSCAR process with Hellios for any buying organisation, you won't need to take any additional action other than to ensure you have completed both stages (if needed) of the process, and checked your information is relevant.

We would like to thank you in advance for your proactive support and completion of the JOSCAR process.

Yours sincerely

**For and on behalf of
Raytheon Systems Limited**



**Roland Howell
Chief Operating Officer**

Further information:

Please contact our appointed partner Hellios Information using the contact details below:

JOSCAR Supplier Support
Phone: **01865 959110**
Email: joscar@hellios.com

*please see next page for breakdown of costs

Appendix: Breakdown of Costs for Annual Membership of JOSCAR

Members should expect to pay the following based on Annual Turnover and MakeUK/ADS membership:

STAGE	ANNUAL TURNOVER	MAKEUK/ADS MEMBER	NON-ADS MEMBER
1 Basic Questionnaire		FREE	FREE
2 Full Compliance Questionnaire	<£1 million	FREE	FREE
	£1 million & <£5million	£275	£725
	=>£5 million	£725	£725

Table 1: Costs as per Helios information 2022

SMALLER COMPANIES WITH A TURNOVER OF LESS THAN £1MILLION CAN REGISTER FREE OF CHARGE