

Contact:

Skanska Business Support

Phone: + 46 10 448 01 00

E-mail: affarsstod@skanska.se

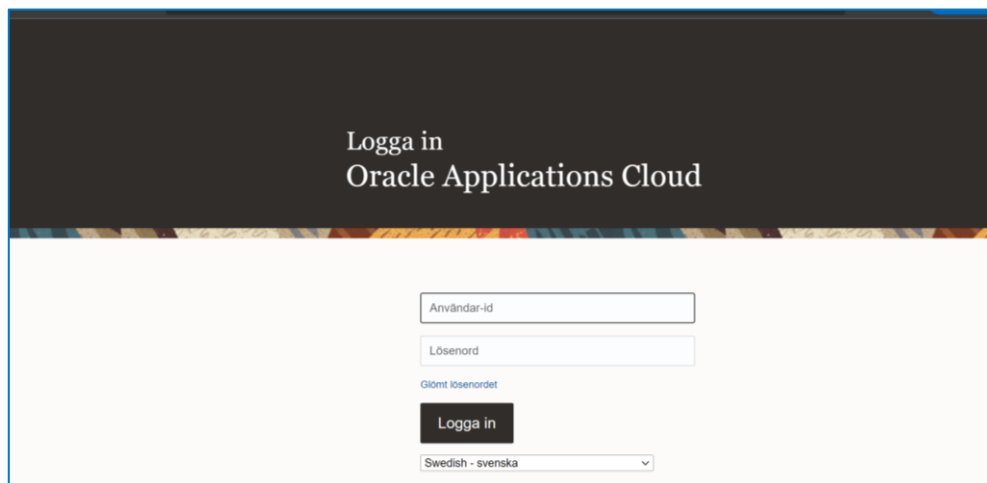
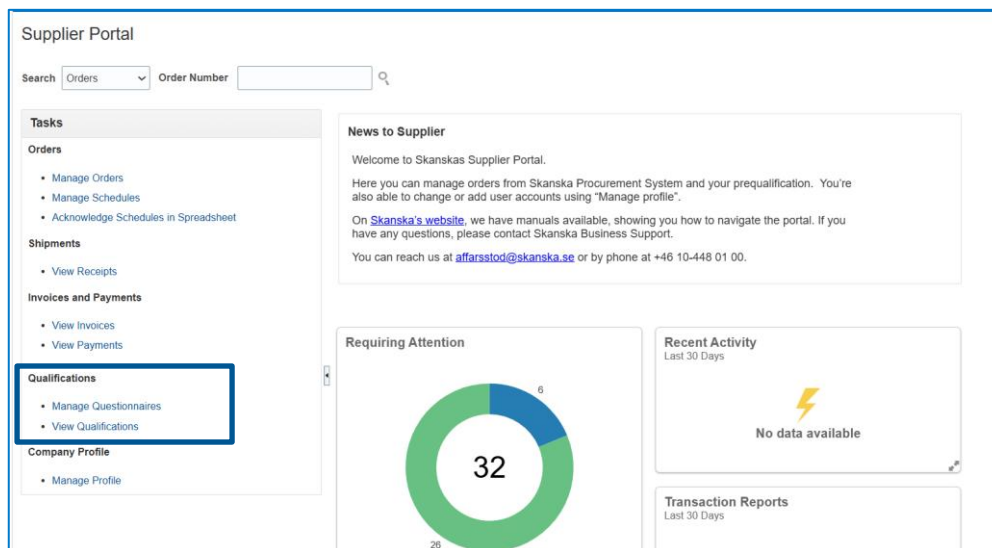
Dokumentnamn

This guide shows you how to:

1. Complete your prequalification
2. Attach the correct Work Environment document
3. Check the result

Log in to the [Skanska Supplier Portal](#).**User ID:** Your email address and selected password.

If you have forgotten your password, you can easily reset it from the login page.

When you have logged in; Choose **Manage Questionnaires**

1. Complete the Prequalification

Liability Insurance

Skanska requires all suppliers to have valid liability insurance before work begins.

Upload the liability insurance applicable to your company and activities.

Skanska Requirements Documentation

Have you read, understood, and accepted the relevant Skanska policies, requirements, and Supplier Code of Conduct?

[Skanska Sweden Environmental and climate policy](#)

[Skanska Sweden Environmental requirements supplier](#)

[Skanska Sweden health and safety policy](#)

[General health and safety requirements Supplier](#)

[Skanska Sweden Quality policy](#)

[Supplier Code of Conduct](#)

2. Work Environment documentation

Work Environment documentation according to AFS 2023:1.

For more information, see [Swedish Work Environment Authority](#)

The work environment policy shall describe the working conditions within the employer's organization and how they should be managed to prevent ill health and workplace accidents, and to ensure a satisfactory working environment.

There are no formal requirements regarding the format of a work environment policy. However, it is important that the policy is sufficiently specific to allow for follow-up and evaluation.

In addition to the work environment policy, the document must include:

- Company name
- Company registration number
- Responsible person/contact at the company

When everything is done, press **Submit**

The screenshot shows a web form titled "Respond to Questionnaire: Pre-Q 2021". At the top right, there are buttons for "Save", "Save and Close", "Submit", and "Cancel". Below the title, the form is divided into several sections. On the left, under "Questionnaire", there is a table with the following data: Title: Pre-Q 2021, Procurement BU: NPU Sverige BU, and Requested By: SQM. On the right, there is a table with the following data: Supplier: [redacted], Supplier Site: [redacted], Responder: [redacted], Status: Draft, Due Date: [redacted], and Attachments: None. At the bottom left, there is a "Questions" section with a link to "1. BASIC AREA 2021". At the bottom right, there is a "Progress" bar and a "Section" dropdown menu currently set to "1. BASIC AREA 2021_EN". The time zone is set to "Central European Time".

3. Check the result

After you have submitted the form, Skanska Business Support will check and verify result. Please note that this can take up to 3 working days before you can see the result in Supplier Portal.

In order to be approved supplier you must have;

- Valid liability insurance for your company
- Read and accepted Skanska documents
- Valid work environment policy for your company

Choose: **View Qualifications**

Supplier Portal

Search

Orders

▼

Order Number

🔍

Tasks

Orders

- Manage Orders
- Manage Schedules
- Acknowledge Schedules in Spreadsheet

Shipments

- View Receipts

Invoices and Payments

- View Invoices
- View Payments

Qualifications

- Manage Questionnaires
- View Qualifications

Company Profile

- Manage Profile

News to Supplier

Welcome to Skanskas Supplier Portal.

Here you can manage orders from Skanska Procurement System and your prequalification. You're also able to change or add user accounts using "Manage profile".

On [Skanska's website](#), we have manuals available, showing you how to navigate the portal. If you have any questions, please contact Skanska Business Support.

You can reach us at affarsstod@skanska.se or by phone at +46 10-448 01 00.

Requiring Attention

32

6

26

Recent Activity

Last 30 Days

⚡

No data available

Transaction Reports

Last 30 Days

Resultat **GREEN** (Approved)

Resultat RED (Not Approved) --> Please contact Business Support

Qualifications

Done

The following list of qualifications and assessments reflects our understanding of your organization's qualifications, capabilities, or performance based on currently available information. Contact us if you have questions about these statuses or want to provide additional details or corrections.

Assessments

View

Format

Freeze

Detach

Wrap

Status

Active

Assessment Name	Assessment Outcome	Supplier Site	Status	Start Date	End Date	Notes	Supplier
BASIC_MODEL_2021_SE	GREEN		Active	2026-09-15	2026-10-22		

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