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White Paper – Identifying a key subcontractor.

Aim – This paper seeks to inform how to identify a suitable supplier as a key subcontractor.

- 1) It may seem obvious but you should narrow the field by identifying subcontractors who already make similar products.
- 2) The subcon should be located in an accessible location preferably within 12 hours travel.
- 3) The Country the subcon is situated in should be politically stable. Whether it is a democracy or not depends on your own organization's policies.
- 4) Before commencing a commercial relationship it is essential there is a face to face meeting involving the key players.
- 5) The subcontractor's key personnel must be able to speak your language well.
- 6) You will need to agree a contract, schedule and Statement Of Work (S.O.W) before work commences. Don't fall into the trap of getting the project underway before the legal documents are finalized.
- 7) The SOW should clearly & unambiguously set out who is doing what and when, including your own organization's responsibilities.
- 8) Don't be under any illusion, no matter how tight the legalise, IPR will be lost. There will be IPR leakage and if your competitors are using the same subcon there will be transfer of knowledge to their products (and to yours)
- 9) There will be communication breakdowns, email can easily be misinterpreted particularly across national & cultural boundaries.
- 10) Be culturally sensitive – do your research.

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