Welcome to Magnet JQS



Welcome This is a quick guide on how to complete your registration in Magnet JQS and create an attractive profile. Follow the steps below and see our Help Center for additional information/guidance. To complete your registration you must pay the annual service fee and fill inn all mandatory information.

Pay the service fee

Step 1
Go to Administration > Company and click PAY FOR SERVICE. Note: VAT will be added for Norwegian companies.

Open payment page
Second S

Step 2	Credit Card:		Invoice:
Payment method	Enter details in the payment portal.	or	Click 'Pa

Invoice: Only available for Norwegian companies Click 'Pay Later' and enter details in the payment portal. An invoice will be sent from Riverty to the email address provided.

Fill inn mandatory Information Page completeness () • 100% ili Step 1 Click Page Completeness in homepage to see which actions are mandatory to complete. Page Completeness **Company Name AS** The Page Completeness score updates daily and will be 100 % the day after all mandatory × actions are completed (see steps below). Page Completeness A Completeness score is calculated on daily basi Add company description in General Info (Max 1000 Characters). Step 2 All 100% **Company Description** About Company 100% Add locations in Locations and select headquarters. Step 3 Company Description Headquarters Headquarters Step 4 Add personnel in Personnel, and designate a Main Contact and HSEQ contact. Locations Main Contact Person Note: To edit Main Contact you must first CLEAR Main Contact and redesignate the person Logo (optional) after updating relevant contact information. Main Contact Person Step 5 Add at least one Product and/or Service Cagetory. Newsfeed (optional) **Product & Services** Option 1: Go to Products & Services and add categories and provide descriptions. Personnel Option 2: Go to Categories Library and add categories in draft status and provide Products & Services 100% descriptions in Products & Services. Category(ies) Complete all elements in the Management System Questionnaire. Step 6 Certificate(s) (optional) Capability Important: Involve relevant personnel, such as HSEQ or discipline representatives. Reference(s) (optional) Assessment Attachment(s) (optional) Completed When all mandatory actions above are completed, including payment of service fee, full access Capability Assessment 100% to Magnet JQS will be granted and Page Completeness score will be updated to 100 %. Full access includes access to other company profiles, supplier search and other relevant features. Operating Management System Element 1: Commitment and accountability Information available about all companies Element 2: HSE Policies, standards and objectives Company Profile: General Info, Personnel, Locations, Product & Services. Element 3: Organisation, resources and capability Element 4: Stakeholders and customers Management System Questionnaire: All answers and company self-assessment scoring. Element 5: Risk management Financial Key Figures: Last five years' data. Element 6: Asset design and integrity Credit Rating: Global and local credit scores. Recommended Credit Limit. / Element 7: Plans and procedures Element 8: Execution of activities Ownership Structure: Information about ownership and shareholders. Element 9: Monitoring, reporting and learning Due Diligence Information: PEP, sanctions, adverse media, etc. Element 10: Assurance, review and improvement Section A. OMS - additional information Country Risk Indexes: Various risk indexes.

How to Search for Suppliers

Supplier Search: Use search bar and Filters to find suppliers.

Categories Library: Search for suppliers within a specific product & service category.