WORLD NUCLEAR ASSOCIATION

# Guidelines for Evaluating Supplier Performance at Uranium Mining and other Processing Sites in the Nuclear Fuel Supply Chain

## 1. Introduction

These guidelines, used in conjunction with the World Nuclear Association Internationally Standardized Reporting on the Sustainable Development Performance of Uranium Mining and Processing Sites ("Checklist"), provide a nuclear utility with a process for evaluating the sustainable development status and performance of a producer within the nuclear fuel supply chain.

It is up to each utility to decide whether to use this process or not. If it uses this process, it is important that the utility follows the guidelines as described in this document.

A producer's acceptance of the process involving the Checklist is based on the rationale that standardizing its basic reporting offers the possibility of combining activities and reducing costs.

The process, including the Checklist, was developed by the World Nuclear Association's Working Group on Uranium Mining Standardization (2011-2012). Members of this working group shared their extensive experience in evaluating and verifying supplier performance.

The Checklist is designed to draw on producers' existing reporting, supplemented by additional specific information required to achieve comprehensive supply chain risk management.

The Checklist recognizes that the producers' reporting on their performance is guided by many established national and international policies and standards, including:

- The World Nuclear Association's Sustaining Global Best Practices in Uranium Mining and Processing: Principles for Managing Radiation, Health and Safety, and Waste and the Environment
- The Global Reporting Initiative's (GRI) Sustainability Reporting Guidelines & Mining and Metals Sector Supplement
- The International Council on Mining a& Metals' (ICMM) Sustainable Development Framework

Furthermore, the International Atomic Energy Agency (IAEA) provides important guidance on uranium safeguards and security.

## 2. The Process

The basic steps in the supplier evaluation process are:

- The utility requests a complete Checklist response with all relevant supporting information from the producer.
- The utility performs an evaluation of the Checklist response. The utility liaises with the producer to complete any missing information in the Checklist response relevant to the evaluation.
- The utility verifies the performance of the producer by a site visit or other suitable method.[1] If a site visit is undertaken, the team shall be organized by the utility and will contain experts suitable for the task.
- For a site visit, the utility documents the site visit verification of the producer in a report and gives the producer a copy.
- The utility may, in dialogue with the producer, request corrective actions and recommendations for improvements to address areas that do not conform with contractual requirements/standards/own criteria.
- The producer would then supply the utility with a signed corrective action plan which describes the planned corrective actions with intended finalization dates.
- If the signed corrective action plan is produced, the utility evaluates it. If the supplied corrective action plan does not fulfil the requirements of the utility, the utility liaises with the producer with the purpose of finding a mutually acceptable solution.
- The utility shares the results of the evaluation with the producer in writing.

[1] If a site visit is the preferred method for supporting the verification process, it is not necessary for the utility to undertake this each time that the Checklist is completed.

## 3. Ownership and Confidentiality

### Checklist

A completed Checklist is the property of the producer. A utility may retain a copy for its own use. A producer may share a completed Checklist with other parties at its own discretion.

Unless otherwise agreed to in writing by the producer, the utility shall not release any specific information included in the Checklist or a completed Checklist with any other party.

### Verification

Unless otherwise agreed to in writing by the utility, the site visit verification report or other information received during the process shall not be shared with any other party.

## 4. Quality

To create good quality, trust and necessary openness, the work performed within the process shall be conducted by professionals according to professional standards. Team members must demonstrate proficiency in terms of technical competence, verification process/audit/assurance experience, as well as industry experience suitable for the specific operation being evaluated.

## 5. Disclaimer

These guidelines, including the Checklist, have been prepared by the secretariat of the World Nuclear Association in cooperation with experts from some of the Association's member organizations. While the World Nuclear Association has made every reasonable attempt to ensure that these guidelines and the Checklist elicit comprehensive information regarding the sustainable development performance of uranium mining and processing sites, it makes no warranty (express or implied) in respect of the effectiveness and completeness of the process, and shall not be held responsible for any use of, or reliance on, these guidelines and the Checklist.

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