

## Introduction

Welcome to the second edition of our quarterly Supplier Bulletin.

Following the success of our last Bulletin we will now be issuing these quarterly to keep all of our suppliers updated. Supplier Engagement is a key area for us and we will be continuing to look at ways of improving our communications over the next 12 months.



Carol Williams (Head of Supply Chain)

## Apprenticeship Scheme

AWE Skills Academy welcomed a new trade area to the scheme; Supply Chain Management.

In 2017 we were able to offer two apprenticeship positions within Supply Chain.

The work of procurement and supply professionals include the process of procurement, or buying goods and services; but the roles can be much broader than just procurement. These roles can extend to a huge range of related commercial activity such as financial analysis, engaging in contract law, and developing strategy to deliver services. The aim of the apprenticeship is for the apprentice to gain the valuable skills knowledge and behaviours in order to commence a career within Supply Chain. They will have had the opportunity to be placed within each procurement area, with finally settling in one place after their 2 years of training has been successfully completed.

## Kobe Steel

Falsified Data.

In October of 2017, Kobe Steel, Japan's third largest steel manufacturer, admitted it had falsified data about the strength and durability of some of its aluminium, copper and steel products. AWE has since carried out and concluded a comprehensive investigation that found AWE has not been impacted. We would like to take this opportunity to thank the large number of suppliers involved in our enquiry.

## Cyber

### Cyber Essentials (CE) scheme

If you are working for Government customers you will already have heard of the Cyber Essentials (CE) scheme. It was launched by the Government in 2014, and aimed at providing specific guidance on how companies could protect themselves from cyber threats. You should also have heard of the MOD's Defence Standard Cyber Security for Defence Suppliers (Def Stan 05-138). AWE is working to ensure that all parts of our supply chain, whether our direct (prime) suppliers or sub-contractors, have applied sensible and proportionate cyber security measures.

We have decided to implement the measures set out in the Defence Standard in a phased way. For instance, we are currently assessing all prospective and existing suppliers and setting an appropriate Cyber Profile – the higher the profile, the greater the risk, and therefore we expect to see increasing levels of cyber security being applied. In some cases we will conduct an onsite security assessment, to understand our suppliers' existing arrangements and, where appropriate, agree a pragmatic way forward to improve the cyber security position.



## ISO

### ISO 9001 and ISO 14001 Transition Deadline September 2018

We are conscious that a number of you will be going through transition to ISO 9001:2015 and ISO 14001:2015 this year. With a deadline of September 2018 we ask that, as you achieve successful certification, you share your success with us and send a copy of your new certificate in so that we can update our records.

Additionally, if there are other certifications, or UKAS related accreditations that you hold, which you think would be of interest to us then please let us know.

## Environment, Safety and Health (ESH) Grading

### Changes in how we grade suppliers for ESH

In our last Bulletin we highlighted that all Suppliers are required to undergo some form of Supplier Competency Evaluation (SCE). This evaluation is proportionate depending on the type of goods, services or works that you provide to us.

The ESH evaluation undertaken as part of the SCE is to ascertain a supplier's ability to manage their environmental impacts and their commitments to Health & Safety. At the end of the evaluation, Suppliers are given an appropriate ESH Grade.

The grading runs from 'A' to 'E', where 'A' graded Suppliers will be working on requirements that have the **potential** to impact on nuclear safety or an off-site release, and 'E' will involve only the payment of, for example, donations or memberships.

For any Supplier working on site, the minimum grading they need to meet will be grade 'C' with the expectation that they will have appropriate ESH policies and procedures in place to support the type of work being performed.

As with cyber security, we may conduct an onsite assessment, to evaluate a Supplier's arrangements and, where necessary agree a way forward to improve a supplier's ESH performance.



## Working on a nuclear licensed site

### A reminder for all suppliers accessing our sites

As part of the supplier survey carried out last summer, you said that we can be challenging in terms of 'ease of doing business'. We are working hard to improve this whilst making sure that we continue to comply with our site licence and security requirements.

For Suppliers working on our sites, the site rules and requirements will be contained within your contracts, and included as part of the site induction.

It is important that you ensure your teams are regularly reminded of the site rules and regulations, particularly with regard to **prohibited** and **controlled** items.

As you would expect, prohibited items such as explosives, firearms, offensive weapons and controlled substances are not allowed on any of our sites.

Controlled items are such things as Portable Electronic Devices including photographic equipment, computer equipment, and telephone equipment. Specific permission will generally be required to bring these items on to site, and use of these items are governed by security procedures.

Other controlled items are alcohol – which should not be brought onto site; and radioactive materials.

Bringing prohibited items onto our sites is a breach of our security regulations. Such items are likely to be confiscated as part of our security procedures. Please ensure that your teams are aware of this.

If Supplier's staff are in breach of these rules a notice will be raised, and the Supplier will be expected to treat this as a disciplinary manner. The incident will also be reviewed as part of a Supplier's performance assessment.



## Forward Thinking.....

- Remember to inform us of any changes within your business that could invalidate our records e.g. contact details, change of address, company mergers.
- If you have a good news story about working with AWE, let us know and it could appear on our next issue.