

# Best Practices for Downstream Minerals Companies

## Label your suppliers

Transparent supply chains start with clear labeling. Especially with complex supply chains, it is important to keep track of supplier data through an up-to-date database. Clearly establish the name of your supplier, the entity, location contact person, type of raw materials, and quantity orders.

## Know your “risk” suppliers

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## Assess your suppliers

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## Establish proper boundaries

Request audits, such as the Responsible Minerals Assurance Process (RMAP) from the RMI, or lay down expectations and obligations in your supplier code of conduct.

## Create remediation procedures

Set in place mechanisms through which cope with supplier nonconformity and formalise them into standard procedures.

## Formalise everything into a policy

Develop a formalised policy through which address goals and commitments, and assign roles and responsibilities. This will guide your organisation through the complexity of due diligence.

## Create a due diligence report

The necessity of creating a due diligence report depends on where you are located in the supply chain and the volume of 3TG which can be found in your products. As a direct importer, you are obligated to report annually on supply chain due diligence.



## Due Diligence Guidance for Responsible Supply Chains from Conflict-Affected and High-Risk Areas

EU importers of tin, tantalum, tungsten, and gold will have to carry out checks on their supply chain by following a five-step framework:

- 1 Establish strong company management systems;
- 2 Identify and assess risk in the supply chain;
- 3 Design and implement a strategy to respond to identified risks;
- 4 Carry out an independent third-party audit of supply chain due diligence;
- 5 Report annually on supply chain due diligence.

## Struggling with conflict- minerals along your supply chain?

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