

## Introduction

Welcome to the 8<sup>th</sup> Edition of the AWE Supply Chain Bulletin.

If you have any suggestions about what you would like to see, or you have a good news story about the work you do with AWE, let us know and it could appear in our next issue – email us at [SCM.Relmanagement@awe.co.uk](mailto:SCM.Relmanagement@awe.co.uk).

## We need your help!

Are your contact details correct?



# AWE Fusion

AWE is updating its Business System to Oracle Fusion from January 2020.

Oracle Fusion cloud software will provide AWE with further innovative digital technology and greater automation of processes.

AWE Finance and Supply Chain Management (SCM) transactions will be carried out on the new system from January 2020.

To ensure successful migration from the current Business System to Oracle Fusion, **we are asking our suppliers to provide us with up-to-date contact details.**

Please complete the form attached with this Bulletin and return to [SCM.Relmanagement@awe.co.uk](mailto:SCM.Relmanagement@awe.co.uk) by 27 September 2019.

## Are you driving on our sites?



## New driving behaviours guidance

Guidance to inform individuals of their responsibility to drive and cycle in a safe manner while on AWE sites and make them aware of the potential measures that may occur as a result of non-compliance with company policy has just been issued. Ask your AWE representative for more details.

## Invoices – did you know?

You can email as well as post



All invoices **must** be sent directly to AWE Accounts Payable department.

This can be sent via post to the address on your Purchase Order, but did you know you can also **email your invoices** to AWE?

Emailing ensures the invoice is received directly by AWEs Accounts Payable department and improves processing times ensuring there are no delays to payments for correctly rendered invoices.



Email boxes available for the receipt of invoices have been split into four groups; Suppliers A to E, F to K, L to P and Q to Z. The letters relate to the first letter of your organisation and if your organisation starts with a number then the corresponding letter of that number applies (4 = Four = F).

Remember Invoices must quote the Standard Purchase Order number and line number for which payment is being requested, without these details the payment can be delayed, or the invoice may be returned. The **email addresses** (also on our [website](#)) are as follows:

Suppliers A to E:

[HelpAPSuppliersAtoE@awe.co.uk](mailto:HelpAPSuppliersAtoE@awe.co.uk)

Suppliers F to K:

[HelpAPSuppliersFtoK@awe.co.uk](mailto:HelpAPSuppliersFtoK@awe.co.uk)

Suppliers L to P:

[HelpAPSuppliersLtoP@awe.co.uk](mailto:HelpAPSuppliersLtoP@awe.co.uk)

Suppliers Q to Z:

[HelpAPSuppliersQtoZ@awe.co.uk](mailto:HelpAPSuppliersQtoZ@awe.co.uk)

## AWE Environmental Sustainability Plan

### Environmental Mission aligned to AWE Business Strategy

A new Corporate Environmental Strategy was approved by the AWE Executive in 2018, with a new Environmental Mission aligned to the AWE Business Strategy.

The Environmental Mission is to:

***"Minimise the environmental footprint of the AWE Mission and deliver the highest standard of environmental protection and sustainability".***

As part of the journey towards succeeding in that mission, AWE has a refreshed Environmental Sustainability Plan. The plan is divided into four Environmental themes: Resource Use, Biodiversity, Carbon and Waste Management.



Resource Use



Biodiversity



Carbon



Waste Management

The plan sets objectives out to 2030 and is aligned with both the UN Sustainability Goals and the MOD's Sustainability Policy. Targets will be set and measured against each theme annually.

Examples of target areas for 2019 are:

- to reduce COMAH substance holdings,
- eliminate single use plastics in the restaurant and widen trials of alternatives in other areas,
- allocate areas for biodiversity enhancement, develop a science based target for the reduction of carbon emissions,
- identify opportunities for improved energy efficiency and
- continue to divert the vast majority of our waste from landfill.

We want our suppliers to be aware of our objectives and to actively support them. If you can contribute, please contact us at [SCM.Relmanagement@awe.co.uk](mailto:SCM.Relmanagement@awe.co.uk).



### Please remember...



#### Change of details

- Remember to inform us of any changes within your business that could invalidate our records e.g. contact details, address, company mergers. In particular, if core details change such as address or bank details, please provide the information on company letterhead paper and emailed to [SCM.Relmanagement@awe.co.uk](mailto:SCM.Relmanagement@awe.co.uk) as a pdf.

#### Certification renewals

- If your company has achieved successful certification/recertification please send us a copy of your new certificate eg ISO 9001, ISO 14001, BS OHSAS 18001, ISO 45001, ISO 27001 or Cyber Essentials to [SCM.Relmanagement@awe.co.uk](mailto:SCM.Relmanagement@awe.co.uk).