

Introduction

Fourth Edition of AWE's Supply Chain Bulletin.

Following the positive feedback we have received from our suppliers we will continue to bring you quarterly updates from AWE's Supply Chain. If you 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.

Sustainability

Over the next few months you will see an increased focus in Sustainable Procurement.

Sustainable procurement covers a wide range of issues which can be defined as 'a process whereby organisations meet their needs for goods, services, works & utilities in a way that achieves value for money, on a whole life basis, in terms of generating benefits not only to the organisation, but also to society and the economy, whilst minimising damage to the environment' (Procuring the Future - June 2006).

Demonstrating Sustainable Procurement is a key aspect towards being seen as a responsible business by stakeholders and the community. Our approach at AWE considers people, policy, process, suppliers and measurement. We will be working with our Suppliers to deliver sustainable outcomes throughout the Supply Chain underpinned by our scope of work, terms and conditions, or KPIs.



TAKE NOTE

Contract coverage



All suppliers are reminded that no work is to be carried out without formal contract coverage first being in place. Any supplier not complying with this requirement may be removed from AWE's Approved Supplier List. If you are asked by AWE personnel (non-SCM staff) to commence works without an approved Purchase Order being in place, please remind them that you cannot do so and request appropriate contract coverage. Please contact SCM.Relmanagement@awe.co.uk for advice. Thank you in advance for your continued support and compliance.

GDPR

Final Reminder

Following the Go Live date of GDPR on the 25th May 2018, AWE has continued to engage with all of its Suppliers to understand where AWE personal data may be being held. If you have not been able to respond to our survey and know that you or your organisation is holding AWE personal data, please can you get in touch at:

SCM.Relmanagement@awe1.awe.co.uk, so that we can provide you with our Data Processing Agreement to sign. This will enable both AWE and your organisation to ensure that we are being GDPR compliant.

BOC Crimestoppers Campaign

Out of sight, peace of mind

BOC has joined forces with Crimestoppers to develop **Out of sight, peace of mind**, a campaign based on BOC's zero-tolerance mobile phone policy which calls on transport and logistics companies to ban the use of mobile phones – including hands free – when behind the wheel.

You can see the videos and read more about the campaign on Crimestoppers' campaign pages.



Onsite Contractors

AWE's Contractor Termination Process

For any contractor's staff who work on AWE premises, there is a process in place that must be followed when their time with AWE comes to an end. Following the process allows AWE to address any open vetting records we are holding on your staff, but as importantly, it ensures that any passes individuals in your team have been issued with are returned. All AWE passes are the property of the MoD and are classed as 'official documents' under the Official Secrets Act and their unauthorised retention by an individual is an offence under that act so it is important that they are returned and accounted for.

The process for leaving AWE is covered on the AWE 'Termination Form' who's completion should be undertaken by an individual's line manager here at AWE (i.e. the person identified as their 'supervisor' in our system) and not the person who is the one actually leaving. The form guides an individual's line manager through a series of checks that once all completed, constitute the AWE leaving process.



Security
It's ok to say

Any checks not done correctly could ultimately have an impact on an individual returning to site in the future, so it is in both the line managers and the leaving person's interest to ensure the leaving process is followed correctly and the correct documentation as well as the relevant passes are returned to the AWE Pass Office. Where this is not done, an Abnormal Event is raised on the line manager and this is reviewed against the company's performance.

Please do seek advice if there is any uncertainty about how to follow the leaving process. Assistance can be sought from the AWE Pass Office in F3.1 by either calling them or dropping by in person. The Contract Security Office also located in F3.1 is also happy to assist.

It cannot be overstated enough that not following the laid down leavers process WILL cause issues for leaving individuals, line managers and your company in the future.

ISO Certificates

ISO 9001 / 14001 Transition Deadline approaching

A reminder for any of you transitioning to ISO 9001:2015 and ISO 14001:2015 this year, the deadline is September 2018 and we ask that as you achieve your successful certifications, 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.

Forward Thinking.....

- Will you be attending the NDA Estate Supply Chain event in November? Focussed on the nuclear decommissioning market, AWE are planning to attend the event on 1st November, at Event City, Manchester. Our team will be supporting our customer the MoD and looking forward to meeting both current and potential suppliers. Check out www.decommsupplyevent.co.uk if you would like more information.
- 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 the work you do with AWE, let us know and it could appear in our next issue.