Supply Chain Charter

This Supply Chain Charter aims to improve relationships, planning and performance through all tiers of the supply chain supporting the NDA estate.

The main principle behind the charter is for all levels of the supply chain to ‘be a good client’.

All suppliers are encouraged to flow this Charter to their suppliers.

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The NDA Estate

The Nuclear Decommissioning Authority (NDA) is a Non-Departmental Public Body (NDPB) established under the Energy Act of 2004 with the mission to decommission and clean up the 19 civil nuclear sites in the public sector, the long-term management arrangements for the UK’s higher radioactive wastes and developing UK-wide nuclear Low Level Waste (LLW) strategy and plans.

NDA places certain contracts, but day-to-day management and delivering the 19 site programmes is the responsibility of seven Site Licence Companies (SLCs). The SLCs directly contract with the supply chain for the goods and services they need to meet their programmes.

When working within the NDA estate supply chain, suppliers are encouraged to bring innovation, challenge costs and look for more efficient ways of working to continually demonstrate best possible value for money and improve delivery.

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Working in Partnership

Fostering good working relations across the Supply Chain within the NDA Estate

- Dounreay Site Restoration Ltd
- LLW Repository Ltd
- Magnox South
- Magnox North
- Research Sites Restoration Ltd
- Sellafield Ltd
- Westinghouse
The Supply Chain Charter aims to foster good working relations across the Supply Chain within the NDA Estate with all parties signing up to a set of principles encouraging mutually beneficial and rewarding relationships. We will:

### Relationships:

- Treat each other openly, fairly, without bias, and how you would wish to be treated
- Maintain the highest standards of honesty, integrity, impartiality and objectivity
- Only send genuine tenders or set out the basis for requesting a price estimate
- Agree objectives and make it clear what is expected of suppliers and potential suppliers
- Provide constructive feedback on performance and behaviour, and encourage 2-way feedback
- Define and publicise contact points for handling of supplier enquiries and complaints
- Protect commercially sensitive information and respect and protect other’s intellectual property

### Planning:

- Make available as much information as practicable on future procurement plans
- Enter into early consultation on draft acquisition strategies, pricing options, specifications, and statements of requirement where appropriate
- Publish tender lists where appropriate
- Make available sufficient time and information for suppliers to respond to the bidding process appropriate for the work
- Provide accurate information and updates throughout the procurement process, and make visible to lower tiers
- All conflicts of interest will be identified and managed as early as possible

### Performance:

- Apply rigorous health, safety, security and environmental protection standards, and demonstrate responsible environmental performance
- Demonstrate the highest professional standards in the award and management of contracts
- Provide clear specifications which where appropriate encourage innovation and use industry standards
- Manage the bidding process so as to avoid/minimise the burdens on suppliers, while preserving genuine competition and avoiding discrimination
- Make available the criteria for evaluation of bids, evaluate bids objectively and notify the outcome promptly
- Not partake in Market Abuse or Anti-Competitive Behaviour
- Pay promptly for work done in accordance with contract conditions

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**Consultation**

This version is for consultation, if you have any comments contact Samantha Dancy on 01925 802415 or email samantha.dancy@nda.gov.uk

Consultation period ends **16 December 2009**

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**Commitment to the Charter:**

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