Sample Letter Requesting IRMA Engagement

for Non-Mining Suppliers in 2020

[Date]

[Mining Company Name & Address]

Dear \_\_\_\_,

At [name of requesting company], a commitment to robust environmental and social standards is a key component of our sustainability strategy. Raw materials are essential to our products, yet due to the multi-layered and dynamic nature of global supply chains, understanding the path these raw materials take from their source to our final products is complex and often opaque. As such, we rely on our partners and their suppliers to ensure the rigorous environmental and social standards we set for ourselves are upheld every step of the way.

Given the substantial impact mining can have on neighboring communities and ecosystems, we are especially committed to ensuring best practices are upheld at the mine site. This commitment has come into a sharpened focus at this unprecedented moment in history, as we all respond to the unfolding impacts of COVID-19. While some may perceive the general state of uncertainty as a reason to pause certain sustainability initiatives, we believe they are as important to advance as ever.

To this end, [name of requesting company] joined the Initiative for Responsible Mining Assurance (IRMA) in [month and year of joining] as a way to better understand the origin of our mined materials. We believe IRMA is the most comprehensive certification system available, both in the scope of its requirements and in its applicability to all mined commodities. We especially value IRMA’s commitment to transparency and continuous improvement—two factors which are essential for a high-impact industry such as mining. We do not expect any mine to receive a perfect score against all of IRMA’s requirements from the outset. Instead, we view the engagement process as a way for the challenges at the mine site to be well understood and, ultimately, addressed.

In the future, we plan to use IRMA to help guide our sourcing decisions, prioritizing suppliers who can demonstrate the materials used in their products originate from mines engaged in IRMA. Given IRMA launched its certification program late last year, we are aware there is a limited amount of mined material coming from IRMA-verified mines at present.

However, as a first step of this journey, we ask that you share the following steps for how to engage in IRMA with your sub-suppliers who source directly from mines and any mines with which you may have a direct relationship.

1. Become a member of IRMA, signaling a public commitment to responsible mining, defined as: a mining industry that respects the human rights and aspirations of affected communities, provides safe, healthy and supportive workplaces, minimizes harm to the environment, and leaves positive legacies.
2. Assess the performance of at least one mine site using Mine Measure, IRMA’s online self-assessment tool.

Mine Measure provides a way to accurately understand IRMA’s *Standard for Responsible Mining* and a mine’s expected performance against its requirements. The self-assessment is also a critical step in preparing for an independent audit.

Due to the current financial difficulties many mines are facing in 2020, IRMA has elected to waive the $2,500 fee for Mine Measure for the remainder of the year.

1. Schedule and publicly commit to a third-party assessment of one of your mines against IRMA’s *Standard for Responsible Mining* by 2021. In light of current travel restrictions, IRMA is actively working with its auditing firms to set up systems for virtual verification for certain requirements. Some requirements can only be verified on-site, however, and IRMA will work with mining companies on a plan of action for the audit to be completed in line with travel restrictions and other relevant policies.
2. Set a plan to conduct third-party assessments of all mines through IRMA.

It is [name of requesting company]’s ambition to ultimately ensure all of its raw materials are from mines demonstrating leadership in environmental and social responsibility. We welcome the opportunity to collaborate with [name of addressee] on this aim, as we firmly believe collaborative action is the best way to drive change within the industry.

Should you require further information or if you have any questions, please reach out to us at [requesting company’s email address], or directly to IRMA at info@responsiblemining.net.

We look forward to connecting with you.

Sincerely,