



The Copper Mark Technical Working Group Terms of Reference

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The Copper Mark Technical Working Group Terms of Reference		Internal

Objective

The Copper Mark Technical Working Group (“Technical WG”) is the main forum for the technical development, maintenance, and revision of the Copper Mark Assurance Framework.

This includes at a minimum to:

1. Identify the format of and develop deliverables for each workstream.
2. Conduct technical review of standards and related deliverables during scheduled revision cycles to ensure the Copper Mark achieves its mission and vision.
3. Provide additional recommendations for program elements to the Advisory Council that support the growth and continuous improvement of the Copper Mark Assurance Framework.

In the first four years of existence, the Technical WG will focus on implementing the Copper Mark’s 5-year plan and delivering on the commitments made by the organization to expand its program scope and elements to include the full copper value chain.

Overview

The Copper Mark’s vision and 5-year plan seeks to promote internationally accepted responsible operating practices and make significant contributions to the UN Sustainable Development Goals throughout the copper supply chain.

The Copper Mark launched its assurance framework for copper producers (mining, smelting and refining) in 2020. In the Copper Mark concept adopted in April 2019 by the International Copper Association (ICA), the Copper Mark is set up to become a space for other supply chain actors such as fabricators and semi-fabricators and recyclers to demonstrate responsible production practices as well. In the initial concept note adopted, three phases of development were envisaged:

TABLE 8 – POTENTIAL PHASES

Year	Phase	Description
2019-2022	Phase I	Establish program, formalize external recognition & partnerships (LME, CME, grow China participation, etc.), work on recycling and laying groundwork for Chain of Custody, work with RMI to develop downstream RRA version(s), finish development of additional SDGs program, evaluate partner metals joining program
2022-2025	Phase II	Include participation for fabricators and/or other downstream participants, launch robust “additional SDG program” for optional participation
2025 and beyond	Phase III	Finalize Chain of Custody standard and participation

In 2020, the Copper Mark adopted a 5-year roadmap to include downstream supply chain actors, recycled material and a Chain of Custody Standard in its Assurance Framework by 2023.

Roles and Responsibilities

The Technical WG is responsible for the technical development and revision of the Copper Mark Assurance Framework. Its role is to ensure the standards, processes and procedures are aligned with high quality and best practices in a way that is verifiable and promotes the Copper Mark's credibility and acceptance by its stakeholders.

Specifically, for the years 2020 - 2023, the Technical WG will support the Copper Mark staff by:

- 2020:
 - Mapping issues and relevant stakeholders for each workstream
 - Developing a workplan with deliverables, timelines, and required resources to meet the objectives defined for each workstream
 - As appropriate and required, form sub-teams based on technical expertise and interest to work on specific issues and / or deliverables
- 2021-2022:
 - Supporting the implementation of the workplans for each workstream
 - Supporting the development of deliverables within the agreed upon timelines and assigned resources
 - Reviewing and endorsing the deliverables prepared by the Copper Mark staff and / or external contractors
 - Engaging in the review and revision process of the current program elements of Assurance Framework according to its revision cycle (due in 2022)
- 2023 and beyond:
 - For each of the three identified workstreams and through the use of sub-teams the Technical WG, engaging in review and revision processes according to revision cycles
 - The Technical WG may identify additional issues and deliverables and make a recommendation to the Copper Mark Advisory Council to add these to the scope of its work.

The Technical WG liaises with other technical working groups of the Copper Mark as appropriate.

Technical Working Group Participation

Composition

The Technical WG will include representatives from the following organizations who are either Copper Producers, Copper Mark Partners, or Copper Mark Supporters.

- Copper Producers
- Fabricators and semi-fabricators
- Downstream companies
- NGO / CSO representatives
- Investors
- Academic institutions

Additional organizations and / or subject matter experts may be invited to the Technical WG where these are considered to support the objectives of the working group.

Working Mode

Participants are expected to contribute to the Technical WG by:

- Attending meetings via teleconference;
- Reviewing materials prepared by the Copper Mark in advance or in between meetings of Technical WG;
- Providing technical input and feedback on the materials prepared by the Copper Mark and / or external contractors in writing and / or during the Technical WG meetings;
- Prepare recommendations for the Copper Mark Advisory Council to review within the scope of these terms of reference.

The Technical WG, at the recommendation of Copper Mark staff and with the agreement of participants, may temporarily establish sub-teams to focus on a specific issue and / or deliverable. Sub-teams report to the Technical WG and sunset when the stated scope of work is completed.

Time Commitment

Participants are expected to join bi-weekly hourly calls in the first year and monthly hourly calls thereafter.

The meeting frequency may be adjusted based on the workplans established for each workstream.

Sub-teams will determine the frequency of meetings independently.

Activity Plan and Decision Making

The Technical WG reports to the Copper Mark Advisory Council. The Advisory Council defines the activity plan for the Assurance Working Group, including the overall objectives and scope of each major workstream to ensure these are aligned with the mission and vision of the Copper Mark.

The Technical WG seeks to develop deliverables that meet the expectations of its participants. Deliverables developed within the scope of the workstreams are adopted by the Technical WG by consensus, where consensus refers to the absence of any formal objections by participants.

In the following cases, decisions will be escalated to the Advisory Council and / or the Board of Directors:

- Technical WG participants are unable to reach a consensus.
- Deliverables impact the Copper Mark's strategy to achieve the organization's mission and vision.
- Deliverables results in financial, legal and / or reputational impacts on the organization (require escalation to the Board of Directors).

Once agreed by the Assurance Working Group, deliverables will be submitted to the Advisory Council, which will then make recommendations to the Board for approval, if required.

Administration

The working language of the Copper Mark Technical WG is English.

The Technical WG will be convened and chaired by staff of the Copper Mark.

All deliverables developed by the Technical WG are owned by the Copper Mark.