Conflict Minerals Reporting Template Guidelines

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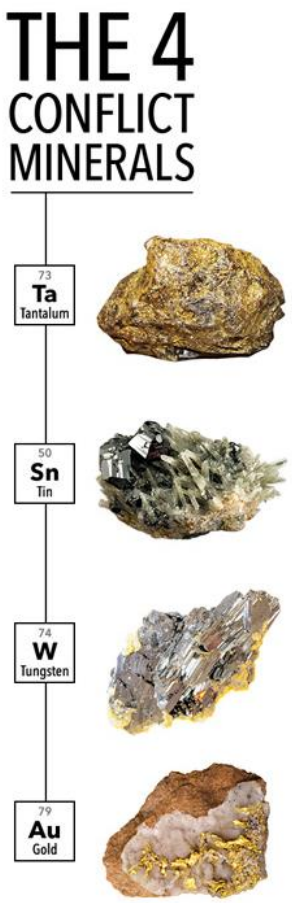
Introduction



"**Conflict minerals**,"

Currently include the metals **T**antalum, **T**in, **T**ungsten and **G**old, which are the extracts of the minerals cassiterite, columbite-tantalite and wolframite, respectively. Downstream companies often refer to the extracts of these minerals as **3TG**.

Conflict-Affected and High-Risk Areas (CAHRAs)

Conflict-affected and high-risk areas are identified by the presence of armed conflict, widespread violence or other risks of harm to people. Armed conflict may take a variety of forms, such as a conflict of international or non-international character, which may involve two or more states, or may consist of wars of liberation, or insurgencies, civil wars, etc. High-risk areas may include areas of political instability or repression, institutional weakness, insecurity, collapse of civil infrastructure and widespread violence. Such areas are often characterized by widespread human rights abuses and violations of national or international law.

Conflict Minerals Reporting Template (CMRT)

The CMRT was created by the Responsible Minerals Initiative (RMI) and is designed to follow the IPC-1755 Conflict Minerals Data Exchange Standard.

IPC-1755 Conflict Minerals Data Exchange Standard establishes the requirements for exchanging conflict minerals data between suppliers and their customers. This standard is intended to benefit suppliers and their customers by providing consistency and efficiency to the conflict minerals due diligence data exchange declaration process.

The survey is used to comply with the EU Conflict Minerals Regulation that, as of January 2021, companies importing conflict minerals into the EU as ores and raw metals investigate and report annually whether these are related to Organization for Economic Co-operation and Development (OECD) Due Diligence Guidance Annex II Risks in regions defined as Conflict-Affected Areas and High-Risk Areas (CAHRAs).

Template Structure

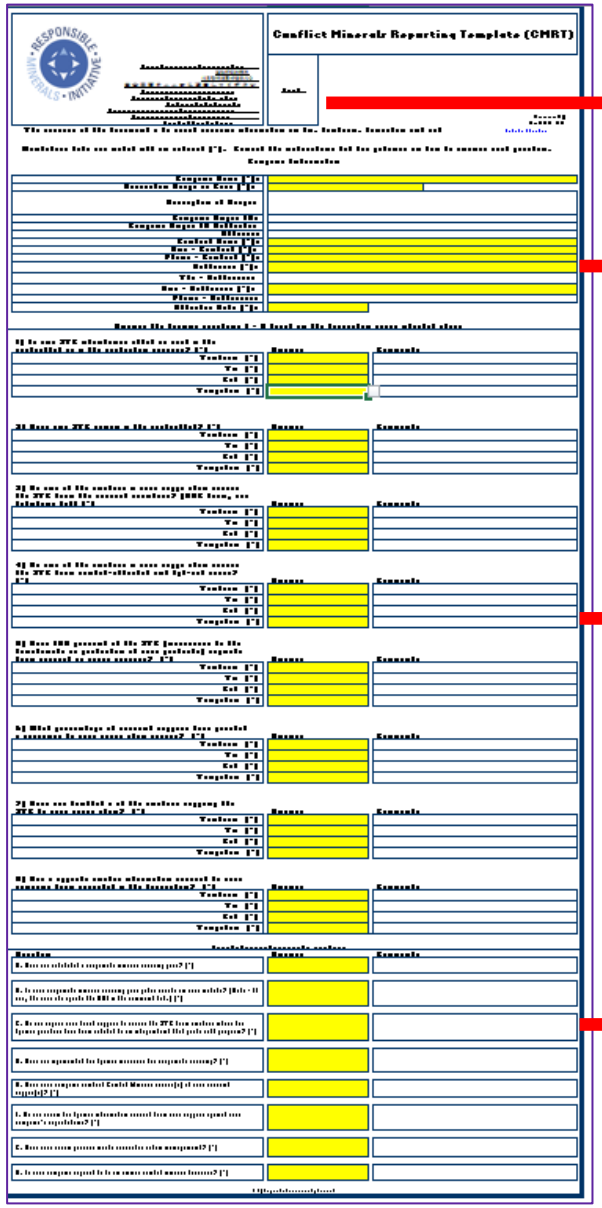
The CMRT contains eight (8) visible sheets, some of which provide supplemental information for completing the template, others require user input.

- **Revision sheet**: Information on past revisions of the CMRT including description of functional change and updates to the smelter list.
- **Instructions sheet**: Additional information on how to complete the CMRT.
- **Definitions sheet:** Definition of terms used in the template.
- **Declaration sheet:** Mandatory questions and company information (required)
- **Smelter List sheet:** List of all smelters/refiners of 3TG in your supply chain as identified by your direct suppliers (required)
- **Product List sheet:** If reporting at the Product level, you must complete this list with all in-scope parts

User Input Required

- **Checker sheet:** Verification list to confirm the completion of all requirements within the CMRT.
- **Smelter Look-up sheet:** List of all identified smelters/refiners of 3TG as verified by the Responsible Minerals Initiative (RMI) – you may use this list as a reference in identifying actual smelters and refiners submitted by your direct suppliers and to confirm the information provided before submitting to your customer

Conflict Minerals Reporting Template (CMRT) Declaration Overview



1. Language Options

2. Company Information

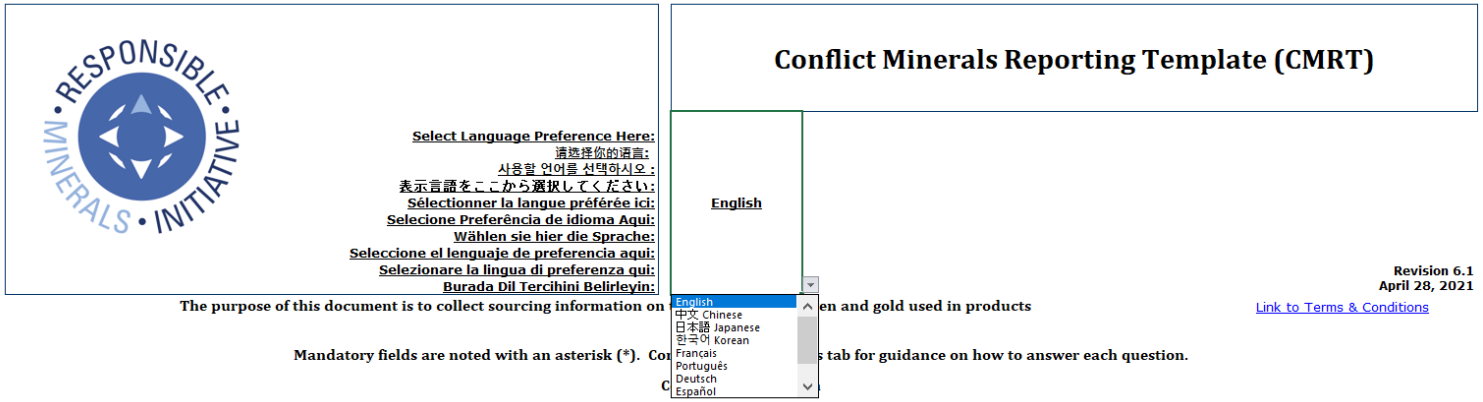
3. 3 TG Questions

4. Policy Questions

The Declaration worksheet is used to collect basic company and sourcing information on tin, tantalum, tungsten and gold used in products.

Mandatory fields are marked with an asterisks (*)

Template Language



Guidelines

- If required convert the template into your preferred language using the drop down.
- Complete Company Information and all Comment fields in **English**
- Change language selection to English prior to submitting

Available Language Options

English, Chinese, Japanese, Korean, French, Portuguese, German, Spanish, Italian, Turkish

Company Information (Row 8 -11)

Company Name (*): Insert the company's legal name. Please do not use abbreviations.
This field is mandatory.

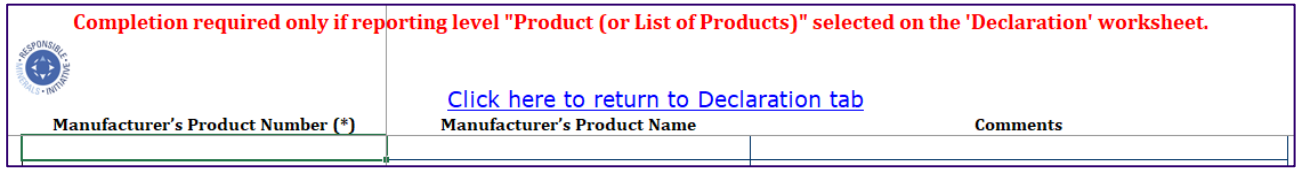
Company Name (*):
Declaration Scope or Class (*):
Description of Scope:

Declaration Scope or Class (*): Select the company's declaration scope. This field is mandatory.

The options for scope (pull-down option) are:

A. Company For "Company ", the declaration applies to all the products manufactured by the company. Therefore, if the user is reporting 3TG data at the company level, they will be reporting conflict minerals data on all products they manufacture.

B. Product (or List of Products) For Scope selection of “Product (or List of Products)”, the declaration applies to only certain products. If this scope is chosen, it is mandatory to list the Manufacturer's Product Number of the products covered under the Scope of this Declaration in Column B of the **Product List worksheet**.



C. User-Defined For Scope selection of "User Defined", it is mandatory that the user describes the scope to which the 3TG disclosure is applicable. The scope of this class shall be defined in a text field by the supplier and should be easily understood by customers or the receivers of the document. As an example, companies may provide a link to clarifying information.

Guidelines

- Complete Company Information and all Comment fields in **English.**
- Kyte prefers suppliers using “**Product**” in the Declaration Scope and providing details of the supplied product in the Product List Worksheet (along with Comments).

Company Information (Row 12 -17)

Company Unique ID:
Company Unique ID Authority:
Address:
Contact Name (*):
Email – Contact (*):
Phone – Contact (*):

Company Unique ID: Insert the company's unique identifier number or code (DUNS number, VAT number, customer-specific identifier, etc.). This field is optional.

Company Unique ID Authority: Insert the source for the unique identifier number or code ("DUNS", "VAT", "Customer", etc.). This field is optional.

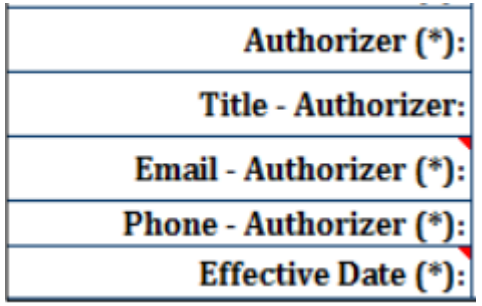
Address: Insert your full company address (street, city, state, country, postal code). This field is optional.

Contact Name (*): Insert the name of the person to contact regarding the contents of the declaration information. This field is mandatory.

Email – Contact (*): Insert the email address of the contact person. This field is mandatory.

Phone – Contact (*): Insert the telephone number for the contact. This field is mandatory.

Company Information (Row 18 -22)



Authorizer (*): Insert the name of the person who is responsible for the contents of the declaration information. The authorizer may be a different individual than the contact person. It is not correct to use the words ‘‘same’’ or similar identification to provide the name of the authorizer. This field is mandatory.

Title - Authorizer: Insert the title for the authorizing person. This field is optional.

Email - Authorizer (*): Insert the email address of the authorizing person. If an email address is not available, state ‘‘not available’’ or ‘‘n/a.’’ A blank field may cause an error in form implementation. This field is mandatory.

Phone - Authorizer (*): Insert the telephone number for the authorizing person. This field is mandatory.

Effective Date (*): Please enter the date of completion for this form using the format DD-MM-YYYY. This date should represent the current status of your supply chain. This field is mandatory.

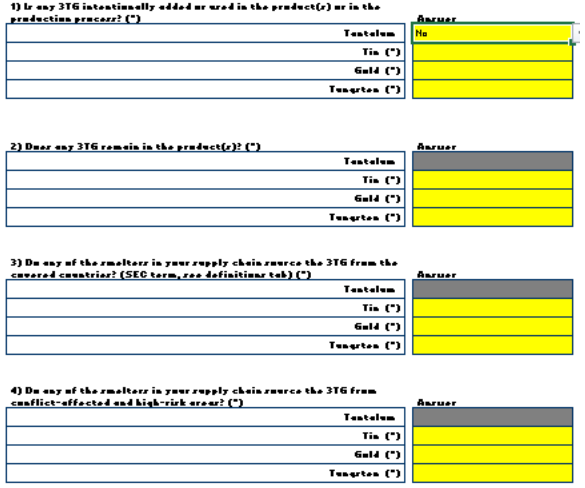
Due Diligence Questions (Row 24 – 71)

These eight questions define the usage, origination and sourcing identification for each of the metals used in the supply chain.

Guidelines

If the response for a given metal to question 1 and question 2 is "**Yes**", then the subsequent questions shall be completed for that metal and the following due diligence questions shall be completed about the company's overall due diligence program.

If the response is "**No**" for any of the metals in questions 1 or 2, automatically the following questions for that particular metal will be blocked.



If the response is "**No**" for all the metals in question 1, then Row 31-71 would be blocked, and no further questions need to be answered in the questionnaire.

1) Is any 3TG intentionally added or used in the product(s) or in the production process? (*)

	Answer
Tantalum (*)	
Tin (*)	
Gold (*)	
Tungsten (*)	

2) Does any 3TG remain in the product(s)? (*)

	Answer
Tantalum (*)	
Tin (*)	
Gold (*)	
Tungsten (*)	

3) Do any of the smelters in your supply chain source the 3TG from the covered countries? (SEC term, see definitions tab) (*)

	Answer
Tantalum (*)	
Tin (*)	
Gold (*)	
Tungsten (*)	

4) Do any of the smelters in your supply chain source the 3TG from conflict-affected and high-risk areas? (*)

	Answer
Tantalum (*)	
Tin (*)	
Gold (*)	
Tungsten (*)	

5) Does 100 percent of the 3TG (necessary to the functionality or production of your products) originate from recycled or scrap sources? (*)

	Answer
Tantalum (*)	
Tin (*)	
Gold (*)	
Tungsten (*)	

6) What percentage of relevant suppliers have provided a response to your supply chain survey? (*)

	Answer
Tantalum (*)	
Tin (*)	
Gold (*)	
Tungsten (*)	

7) Have you identified all of the smelters supplying the 3TG to your supply chain? (*)

	Answer
Tantalum (*)	
Tin (*)	
Gold (*)	
Tungsten (*)	

8) Has all applicable smelter information received by your company been reported in this declaration? (*)

	Answer
Tantalum (*)	
Tin (*)	
Gold (*)	
Tungsten (*)	

1) Is any 3TG intentionally added or used in the product(s) or production process? (*)

Yes – If 3TG is added because it is necessary to the functionality or production of a product, regardless of the amount.

No – If 3TG is NOT intentionally added or used, even if products include trace level 3TG contaminant.

Guidelines

- If 3TGs such as tin used as a solder in tin plating finishings, additive in paint or synthetic resin, float glass tin, and tantalum used as welding rod,, tungsten used as an additive in the manufacture of long steel, the answer should be "**Yes**".
- If products are assembled with components using alloys of Gold or Tungsten, the answer should be "**Yes**".
- If the product has naturally occurring tin as seen in bauxite which is used to produce aluminium, the response should be "**No**".
- If the product has trace amounts of tin that maybe found in recycled steel, the response should be "**No**".

Caution

Before you answer "**No**" to any metal in Question 1, consider the following: You must report if there is any amount of 3TG (including .000001%) intentionally used in your product. There is no "de minimis" amount of material under the rule. Understand that if any of these metals are intentionally added anywhere within your supply chain, they are considered intentionally added to your product.

2) Does any 3TG remain in the product(s)? (*)

Yes - If 3TG is necessary for the functionality or production and is contained in the finished product, regardless of source. A "Yes" answer to this question for any metal will require the applicable smelters to be provided in the **Smelter List tab**.

No – If 3TG is not present in the finished product.

Guidelines

- If 3TG is added because it is necessary to the functionality or specifications of a product, it will obviously remain in the product, the response should be "**Yes**".
- If 3TGs such as tin used as a catalyst in the production process, float glass tin, and tantalum used as welding rod, remain in the product, the answer should be "Yes".
- If 3TG used as a catalyst no longer is present in the final product, the response should be "**No**".
- If Tungsten carbide blade or drill bit is used in the manufacture, but no tungsten remains in the finished product, the response should be "**No**".

3) Do any of the smelters in your supply chain source the 3TG from the covered countries? (*)

Yes – If 3TG originates from DRC and / or adjoining countries*.

No –If none of the 3TG originates from DRC and adjoining countries or the company has determined that all smelters source 100% recycled scrap. (Specify in the comments if it is from recycled scrap)

Unknown - If it is unclear whether smelters in your supply chain source from Covered Countries.

Caution

The location of the smelter / refiner does not determine the source of the 3TG. While some smelters / refiners do source locally, many import 3TGs from other countries.

The "**Covered Countries***" are: Democratic Republic of Congo, Republic of the Congo, Central African Republic, Angola, Zambia, Tanzania, Rwanda, Burundi, Uganda, South Sudan

3) Do any of the smelters in your supply chain source the 3TG from the covered countries? (SEC term, see definitions tab) (*)	Answer	Comments
Tantalum (*)	No	
Tin (*)	No	
Gold (*)	Yes	CID001947 (China), CID002587 (Belgium)
Tungsten (*)	Yes	

Comments must be provided if the response is "Yes"

4) Do any of the smelters in your supply chain source the 3TG from conflict-affected and high-risk areas? (*)

Yes – If 3TG is sourced from CAHRA*. At present the CAHRA would at the minimum include the Covered Countries. So, if "**Yes**" was provided as a response in Question 3, this question would also be answered as a "Yes".

No - If 3TG is not sourced from CAHRA. (Specify in the comments if it is from recycled scrap)

Unknown - If it is unclear whether smelters in your supply chain source from CAHRA.

Guideline

If "**Yes**" is given as a response, provide smelter name and CID number in the comments.

CAHRA* - Conflict-Affected and High-Risk Areas

5) Does 100 percent of the 3TG (necessary to the functionality or production of your products) originate from recycled or scrap sources? (*)

Yes – If 100% of the 3TG comes from recycled or scrap sources.

No – If some of the 3TG does not come from recycled or scrap sources. (Specify in the comments if it is from recycled scrap)

Unknown - Unclear whether 100% of the 3TG comes from recycled or scrap sources.

Caution

- If any of your products contain 3TG that is not from scrap or recycled sources, respond "**No**."
- If the purchased materials is from a refiner which has mixed sources of materials, including some non-secondary materials (also known as 'mined, respond "**No**".

6) What percentage of relevant suppliers have provided a response to your supply chain survey? (*)

- 100% - Select if, to the best of your knowledge, all suppliers have reported
- Greater than 90%
- Greater than 75%
- Greater than 50%
- 50% or less
- None

Guideline

For all answers other than “100%”, provide comments explaining the reason for this answer, such as supplier refusal to report, unsure of all suppliers, or other.

7) Have you identified all of the smelters supplying the 3TG to your supply chain? (*)

Yes: If all the smelters supplying 3TG to the supply chain have been identified.

No: If all the smelters supplying 3TG to the supply chain have NOT been identified.

Caution

- This question can be answered as "**Yes**" only if the 100% response is received from all the suppliers (Question 6).

8) Has all applicable smelter information received by your company been reported in this declaration? (*)

Question 8 requires you to indicate whether you disclosed all information you received from your suppliers.

Yes: If all applicable smelter information receive is reported.

No: If all applicable smelter information received is NOT reported.

Guideline

Some companies may require substantiation for a "**No**" answer, which should be entered into the Comments Field. Should there have been any information that was received from the supplier and excluded from being reported, please indicate in the comment field along with the reason.

Question A – H (rows 75 – 89)

A. Have you established a **Conflict Minerals Sourcing Policy**? (*) This field is mandatory.

Yes: If the company has a conflict minerals sourcing policy in place.
No: If the company does not have a conflict minerals policy in place.

Note: Comments should be provided in the comments field.

B. Is your conflict minerals sourcing policy publicly available on your website? (Note – If yes, the user shall specify the URL in the comment field.) (*) This field is mandatory.

Yes: If the company's conflict minerals sourcing policy is publicly available on the company's website.
No: If the company has a policy that is not publicly available on the company's website, or no policy exists.

Note: Provide a direct link (URL) to the policy in the comments section for "**Yes**" answers.

Conflict Mineral Sourcing Policy should include the following key aspects –

- Conflict Minerals Usage (3TG)
- Smelter/ Refiner Information
- Source of Conflict Minerals (CAHRA)
- Risk Mitigation

Question A –H (rows 75 – 89)

C. Do you require your direct suppliers to source the 3TG from smelters whose due diligence practices have been validated by an independent third-party audit program? (*) This field is mandatory.

Yes: If the company requires its direct suppliers to source from smelters or refiners which have been validated by RMI or other independent third-party audit programs.

No: If the company allows suppliers to source from non-validated smelters or refiners.

Note: Comments should be captured in the comments field.

Question A – H (rows 75 – 89)

D. Have you implemented **Due Diligence** measures for conflict-free sourcing? (*) This field is mandatory.

This declaration is not intended to provide the details of a company's due diligence measures - just that a company has implemented due diligence measures. The aspects of acceptable due diligence measures shall be determined by the requestor and supplier.

Yes: If the company has implemented due diligence measures for conflict free sourcing.

- Communicating and incorporating into contracts, (where possible) the expectations from suppliers on conflict-free mineral supply chain.
- Identifying and assessing risks in the supply chain.
- Designing and implementing a strategy to respond to identified risks; verifying the direct supplier's compliance to its DRC conflict-free policy

No: If the company does not engage in due diligence measures for conflict free sourcing.

Note: If you respond "Yes," consider describing the due diligence measures implemented in the comment field.

Due Diligence: Refers to continual, voluntary and situation-based processes used by a company to respect human rights and ensure it does not contribute to conflict.

Question A – H (rows 75 – 89)

E. Does your company conduct Conflict Minerals Survey(s) of your relevant supplier(s) (*) This field is mandatory.

This is a question to disclose whether a company requests their supplier to fill out a conflict minerals declaration (CMRT).

Yes: If the company requests its suppliers to fill out a conflict minerals declaration

- In conformance with IPC-1755 (e.g., CMRT)
  OR
- Company requests suppliers to complete a survey with company's own set of questions.

No: If the company does not collect conflict minerals surveys from suppliers.

Note: If the response is "**Yes**" please specify the format used (e.g., IPC-1755 CMRT or Company Format).

Question A – H (rows 75 – 89)

F. Do you review due diligence information received from your suppliers against your company's expectations? (*) This field is mandatory.

This question refers to the level of evaluation your company performs on its incoming supplier data against your company's established criteria.

Yes: If the company has a process to review the due diligence information (CMRT) received from your suppliers.

- Measures are in place to review the accuracy and completeness of the CMRT
- Evaluate each smelters' risk for conflict sourcing
- Suppliers have a conflict-free sourcing policy, and a review is done on whether it is achieved or not.

No: You do not review due diligence information (CMRT) received from your suppliers

Note: The comment section can be used to provide additional information on the type of verification.

- "**Documentation Review Only**" – CMRT and documentation provided by suppliers is verified by independent third parties and, or the company personnel.
- "**Internal Audit**" – On-site audits of the suppliers conducted by the company personnel.
- "**3rd Party Audit**" – On-site audits of the suppliers conducted by independent third parties.

Note: Due Diligence requires thorough verification of the information provided by the supplier before it is sent to the customer.

Question A – H (rows 75 – 89)

G. Does your review process include corrective action management? (*) This field is mandatory.

This question refers to your company's escalation or action plan to address incomplete or inconsistent data, non-responsive suppliers, or actors in your supply chain found to be not sourcing responsibly.

Yes: If the company's action plan includes a process to manage corrective actions.
No: If the company has no process in place to manage corrective actions.

Note: Comments shall be provided to describe the company's corrective action plan.

E.g., Encouraging suppliers to develop **Conflict Minerals Sourcing Policy.**

Question A – H (rows 75 – 89)

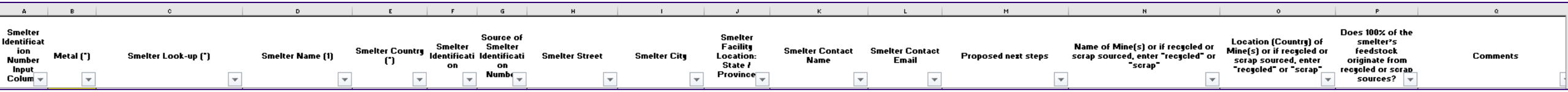
H. Is your company required to file an annual conflict minerals disclosure? (*) This field is mandatory.

Yes: If the company files the annual conflict minerals disclosure with the SEC/EU.
No: If the company is not required to file the conflict minerals report with the SEC/EU.

Note: Comments shall be provided in the comments field.

Smelter List Tab

This template allows for smelter identification using the Smelter Look-up List. Columns B, C, D and E must be completed in order from left to right to utilize the Smelter Look-up List. Column D will grey out when it is not required.



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
Smelter Identification Number Input Colum	Metal (*)	Smelter Look-up (*)	Smelter Name (1)	Smelter Country (*)	Smelter Identification	Source of Smelter Identification Numb	Smelter Street	Smelter City	Smelter Facility Location: State / Province	Smelter Contact Name	Smelter Contact Email	Proposed next steps	Name of Mine(s) or if recycled or scrap sourced, enter "recycled" or "scrap"	Location (Country) of Mine(s) or if recycled or scrap sourced, enter "recycled" or "scrap"	Does 100% of the smelter's feedstock originate from recycled or scrap sources?	Comments

Guideline

- Use a separate line for each metal/smelter/country combination.
- List all the smelters from which the metal is sourced.
- If non-SSN* smelters exist in the list without CID numbers, the smelter operation must be verified if due diligence is met.
- Trading companies and other businesses which are clearly not smelters must be deleted and avoided from being provided in the smelter list.

SSN – Standard Smelter Names

Smelter Entry by CID:

Column A: Use this column to enter one or more unique company identification numbers (CID assigned by RMI).

A	B	C	D	E	F	G	H	I	J	K
Smelter Identification Number Input Column	Metal (*)	Smelter Look-up (*)	Smelter Name (1)	Smelter Country (*)	Smelter Identification	Source of Smelter Identification Number	Smelter Street	Smelter City	Smelter Facility Location: State / Province	Smelter Contact N
CID002708	Gold	Abington Reldan Metals, LLC		UNITED STATES OF AMERICA	CID002708	RMI		Fairless Hills	Pennsylvania	
	Tungsten	Albasteel Industria e Comercio de Ligas Para Fundicao Ltd.		BRAZIL	CID003427	RMI		Sao Paulo	São Paulo	
	Tin	Smelter not listed	ABCDEF	ALGERIA		Enter smelter details				
	Tungsten	Smelter not yet identified		Unknown						

1

2

3

4

Scenarios

1 CID Number is known

- Provide the CID number in Column A - Columns B, C, E, F, I and J will be auto-populated. (Copy – paste of the CID Number is recommended)

2 CID Number is not known

- Select the Metal type in Column A and select the Smelter name in Field C –Columns E, F, G, I and J will be auto-populated

Scenarios

3 Smelter is not listed (Non-SSN Smelter)

- Select the Metal type in Column A and enter the Smelter name and Country in Field D and E. (Provide further information in Fields H-P)

4 Smelter is not identified

- Select the Metal type in Column A and select “Smelter Not Yet Identified” in Column C. The Field E will be automatically filled in with “Unknown”.

Special Cases

1) Smelters can be converted to non-SSNs.
- If it ceases to operate as a smelter
- Merger with another smelter
- Not functioning as an active smelter

		smelters that suspended or ceased operations			
Tin	Minmetals Ganzhou Tin Co. Ltd.	Minmetals Ganzhou Tin Co. Ltd.	CHINA	CID001179	CFSI
Tungsten	Jiangxi Richsea New Materials Co., Ltd.	Jiangxi Richsea New Materials Co., Ltd.	CHINA	CID002493	CFSI

2) The Smelter Look-up Sheet contains SSNs at the time of the CMRT issuance. Hence the RMI website must be referred to check if the smelter has been subsequently recognized as a SSN and given a CID number.
- In such cases the Field C should be given as “Smelter not listed”.

Individual Smelter Entry Instructions

Metal (*) – Use the pull-down menu to select the metal for which you are entering smelter information. This field is mandatory.

Smelter Look-Up List (*) – Select from dropdown. This is the list of known smelters as of template release date. If you select any known smelter from the list, Smelter Name (1), Smelter Country (*), Smelter Identification, Source of Smelter Identification, Smelter City and Smelter Facility Location: State / Province will auto-populate. If smelter is not listed, select 'Smelter Not Listed'. This will allow you to enter the name of the smelter in column D. Wrong combination will trigger RED color. This field is mandatory.

Smelter Name (1) – This field is mandatory when “smelter not listed” is selected in column C. Fill in the smelter name as you know it. This field will grey-out when a smelter name is selected in column C. Enter all available smelter information in columns H through P. This field is optional.

Whenever possible completion of column O “Location (Country) or Mine(s) or if recycled or scrap sourced, entered “recycled” or “scrap”” is recommended.

Additional Information

Smelter Country (*) – This field will auto-populate when a smelter name is selected in column C. If you selected "Smelter Not Listed" in column C, use the pull-down menu to select the country location of the smelter. This field is mandatory.

Smelter Identification – This is a unique identifier assigned to a smelter or refiner according to an established smelter and refinery identification system. It is expected that multiple names or aliases could be used to describe a single smelter or refiner and therefore multiple names or aliases could be associated to a single 'Smelter ID.' This field is optional.

Source of Smelter Identification Number – This is the source of the Smelter Identification Number entered in column F. If a smelter name was selected in column C using the dropdown box, this field will auto-populate. (If the Smelter is not listed, then provide the source of the Smelter Number – e.g., RMI, EICC) This field is optional.

Smelter Street - Provide the street name on which the smelter is located. This field is optional.

Smelter City – Provide the city name of where the smelter is located. This field is optional.

Smelter Location: State/Province, if applicable – Provide the state or province where the smelter is located. This field is optional.

Additional Information

Smelter Contact Name – The Conflict Minerals Reporting Template (CMRT) is circulated among companies in the requesting company's supply chain to ensure compliance with the OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas and the U.S. Securities and Exchange Commission Final Rule on conflict minerals. If the template is circulated in a country where laws protecting personal information exist, sharing personal contact information in the CMRT may violate related regulations. Therefore, it is recommended that the requesting company take precautions such as obtaining the contact person's permission to share the information with other companies in the supply chain when completing "Smelter Contact Name" and the "Smelter Contact Email" columns. If you have permission to share this information, please fill in the name of the Smelter Facility Contact person who you worked with." This field is optional.

Smelter Contact Email – Fill in the email address of the Smelter Facility contact person who was identified as the Smelter Contact Name. Please review the instructions for Smelter Contact Name before completing this field. This field is optional.

Proposed next steps – This is a comments area, which allows the company to specify the next steps to manage smelters. These are the actions you may take with the smelter if the facility is not listed on the RMI Conflict-Free Smelter Program (CFSP) Compliant Smelter List. Example: request smelter facility to be assessed through the CFSP, remove from preferred supplier list, etc. This field is optional.

Additional Information

Name of Mine(s) – This field allows a company to define the actual mines being used by the smelter. Please enter the actual mine names if known. If 100% of the smelter's feedstock originates from recycled or scrap sources, enter "Recycled" or "Scrap" in place of the name of the mine and answer "Yes" in column P. This field is optional.

Location (Country) of Mine(s) – This is a free form text field that allows a company to define the location of the mines being used by the smelter. Please enter the country of the mine(s). If the country of origin is not known, enter "Unknown". If 100% of the smelter's feedstock originates from recycled or scrap sources, enter "Recycled" or "Scrap" in place of the country of origin. "RCOI confirmed as per RMI" may be an acceptable answer to this question. This field is optional.

Does 100% of the smelter's feedstock originate from recycled or scrap sources? – Answer "Yes" if the smelter solely obtains inputs for its smelting process(es) from recycled or scrap sources. Answer "No" if the smelter obtains inputs for its smelting process from ore, concentrates, or intermediates. Answer "Unknown" if the source of inputs for the smelter's smelting process is unknown. This field is optional.

Comments – Enter any comments concerning the smelter. This is a free-form text field. Example: smelter is being acquired by Company YYY. This field is optional.

Checker Tab

Checker Tab can be used to verify if all the required fields have been completed (completed fields will be highlighted in **green**). If not, look for the **red** field(s) and review the "Notes" in Column C for required actions. You may use the URL in Column D to directly access the field for completion

To ensure all required fields have been populated before submitting to your customers review form for any line items highlighted in red

Required fields remaining to be completed
47

Click here to return to Declaration tab | Click here to return to Smelter List | Click here to return to Product List

Required Fields	Answer provided	Notes	Hyperlink to source
Tantalum (*)	Yes	Complete	
Tin (*)		Declare if Tin is intentionally added to your products on Declaration tab cell D27	Click here to answer question 1 for Tin
Gold (*)		Declare if Gold is intentionally added to your products on Declaration tab cell D28	Click here to answer question 1 for Gold
Tungsten (*)		Declare if Tungsten is intentionally added to your products on Declaration tab cell D29	Click here to answer question 1 for Tungsten

Complete

Incomplete

Remaining fields to be completed

Product List Tab

If you select product level scope on the declaration it will prompt you to reference part numbers here. The Product List tab allows manufacturers to list of the products under the scope of this Declaration. This section of the CMRT is mandatory if manufacturers selected Product (or List of Products) in the Company Information section.

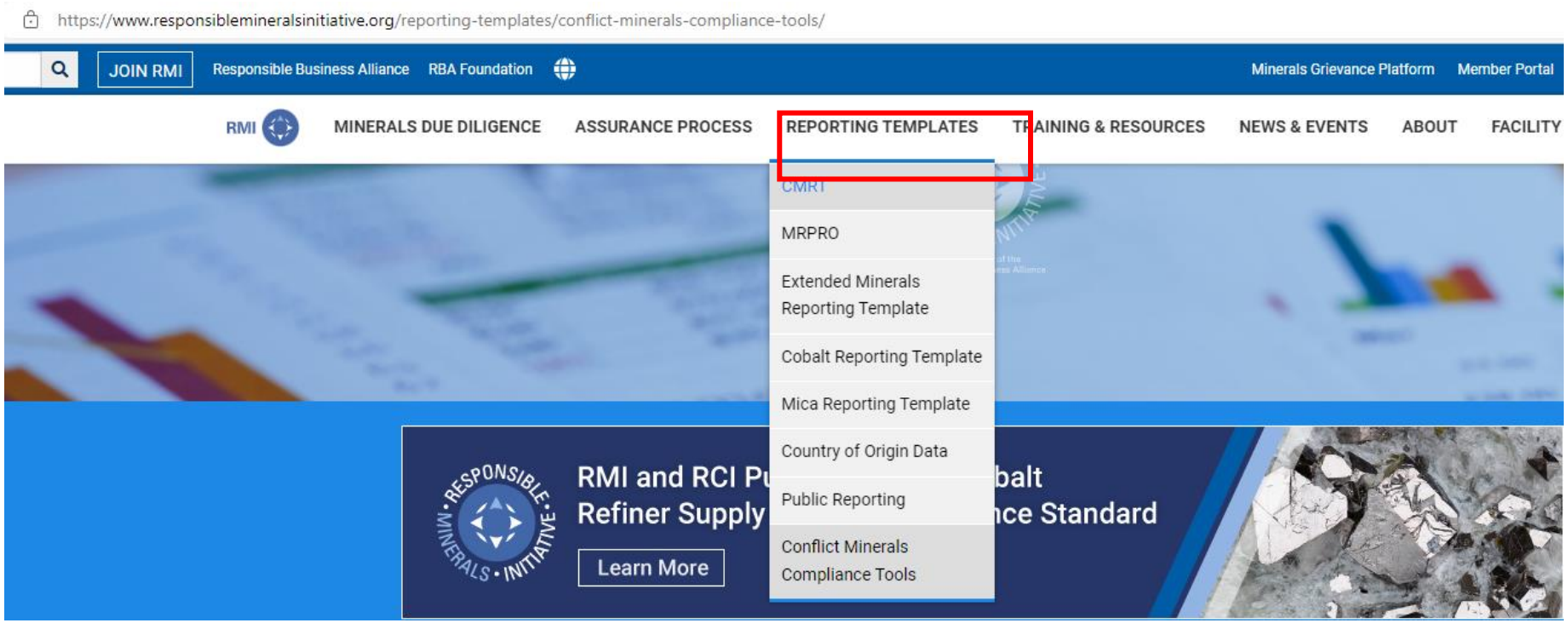
Completion required only if reporting level "Product (or List of Products)" selected on the 'Declaration' worksheet.

Click here to return to Declaration tab

Manufacturer's Product Number (*)	Manufacturer's Product Name	Comments

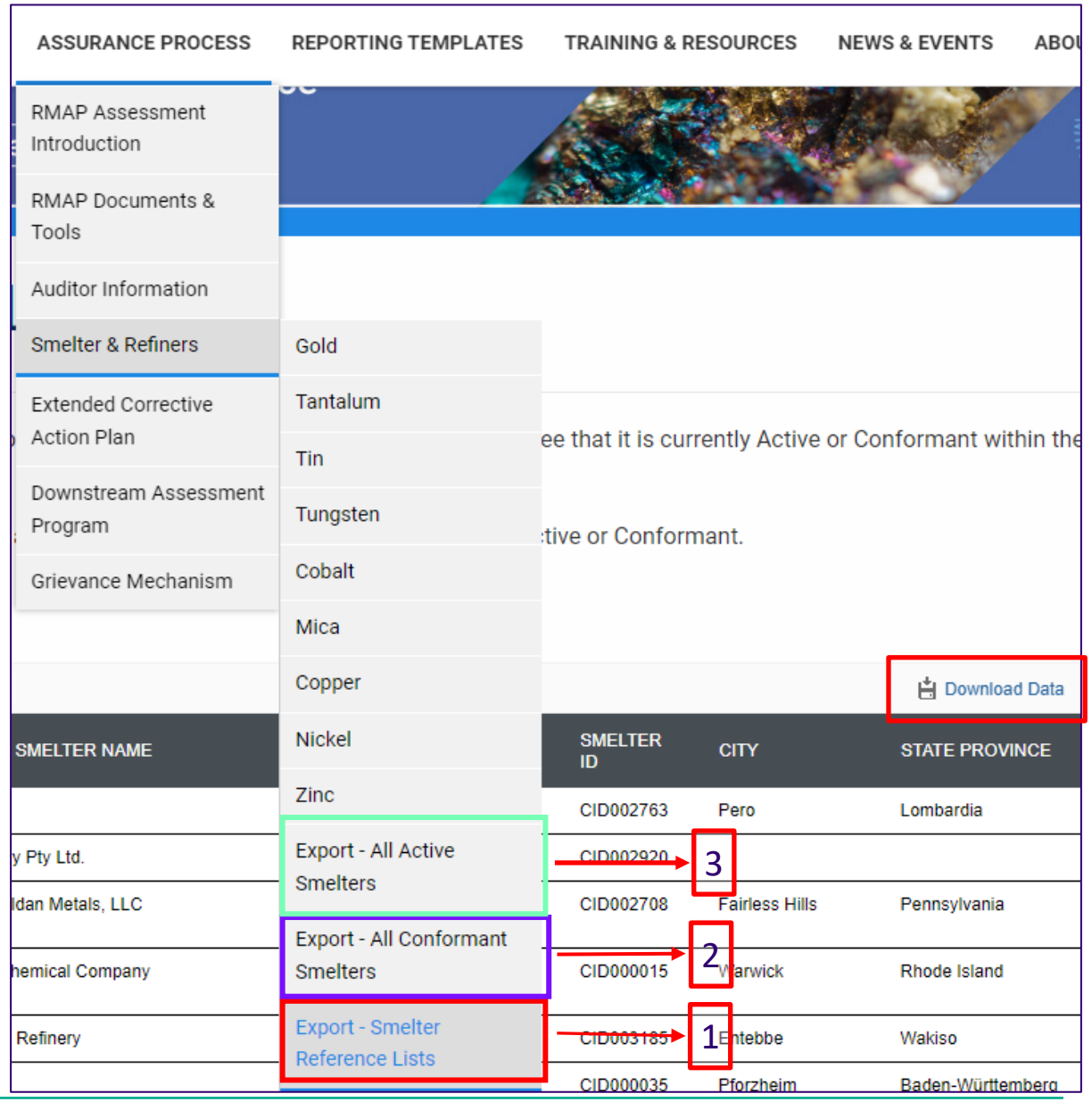
CMRT Template - Download

- Download the latest CMRT (version 6.1) from the RMI website (Responsible Minerals Initiative)



Smelter Conformance List - Download

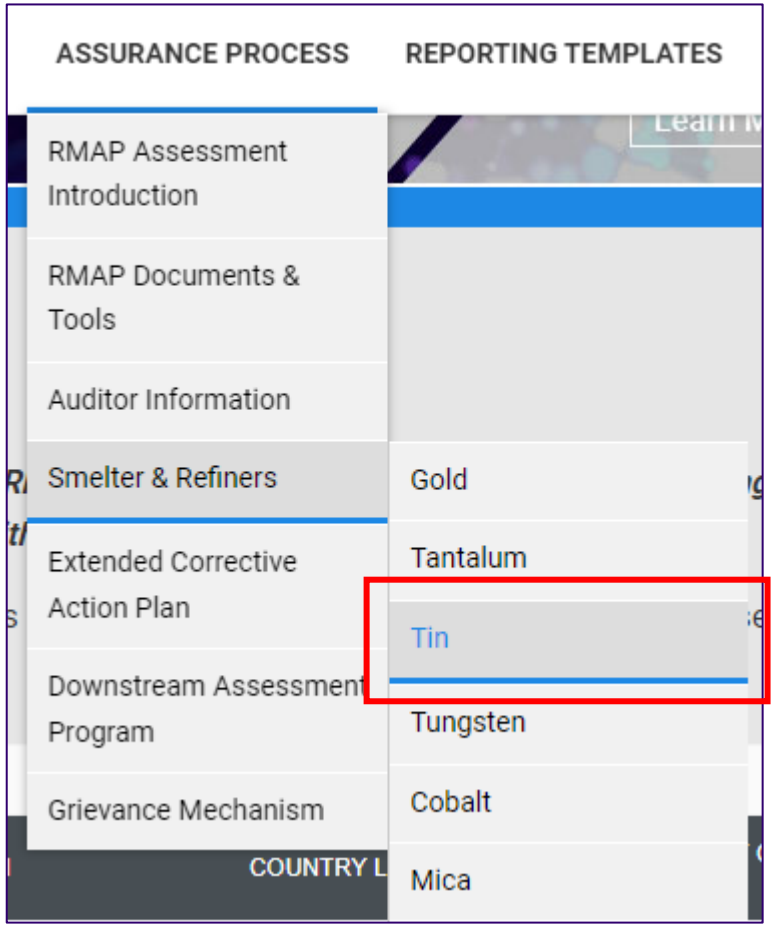
1. Download the 3TG Smelter Reference List. The presence of a smelter here is **NOT** a guarantee that it is currently Active or Conformant within the Responsible Minerals Assurance Process.
2. Download the Active list of smelters
3. Download the Conformant list of smelters



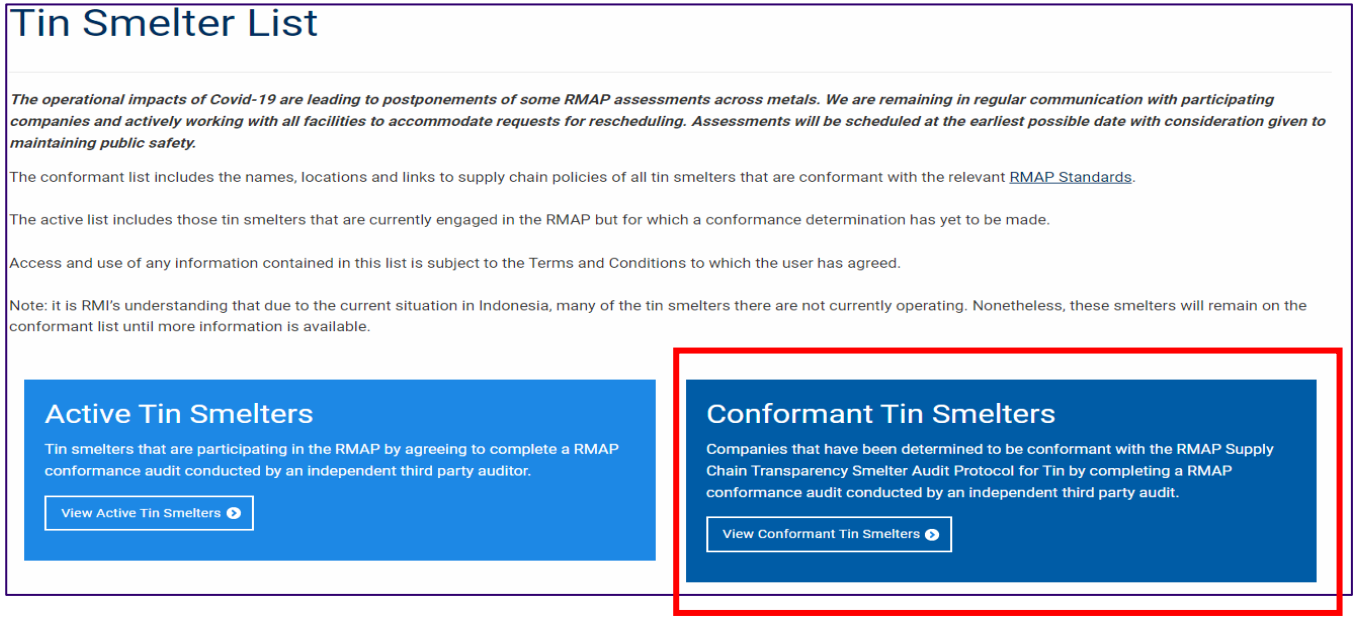
Smelter Conformance Report - Download

The Smelter Conformance Policy/Diligence Report/Assessment Report of individual smelters for 3TG (Example Tin) can be downloaded.

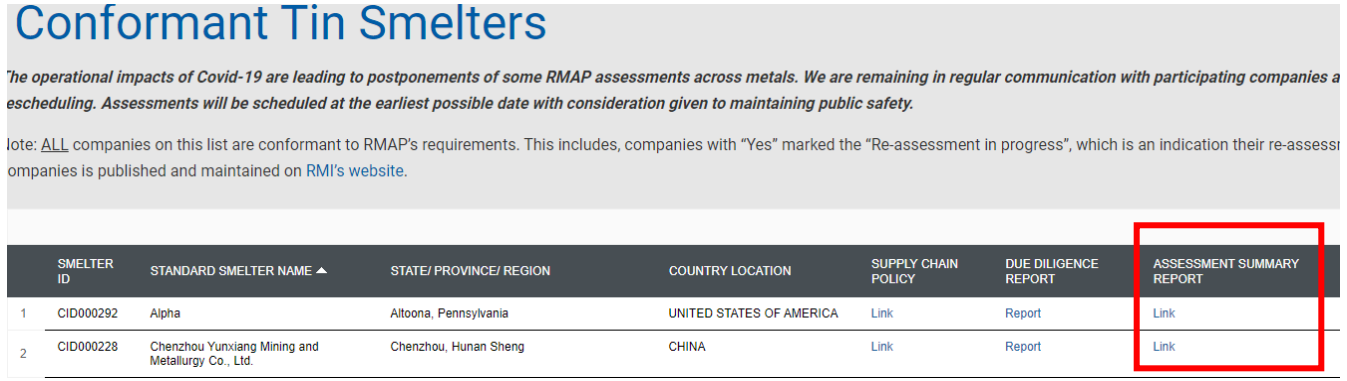
1



2



3



Smelter Revision List - Download

Download the Revision History - smelters/refiners previously removed from the Standard Smelter List (SSN) may be added back once they come back into operation or meet the RMI standards' definition of a smelter again.

Basis for Revision would provide details on the reason for the revision – Smelter Added/Removed/ Name Correction.

Revisions History

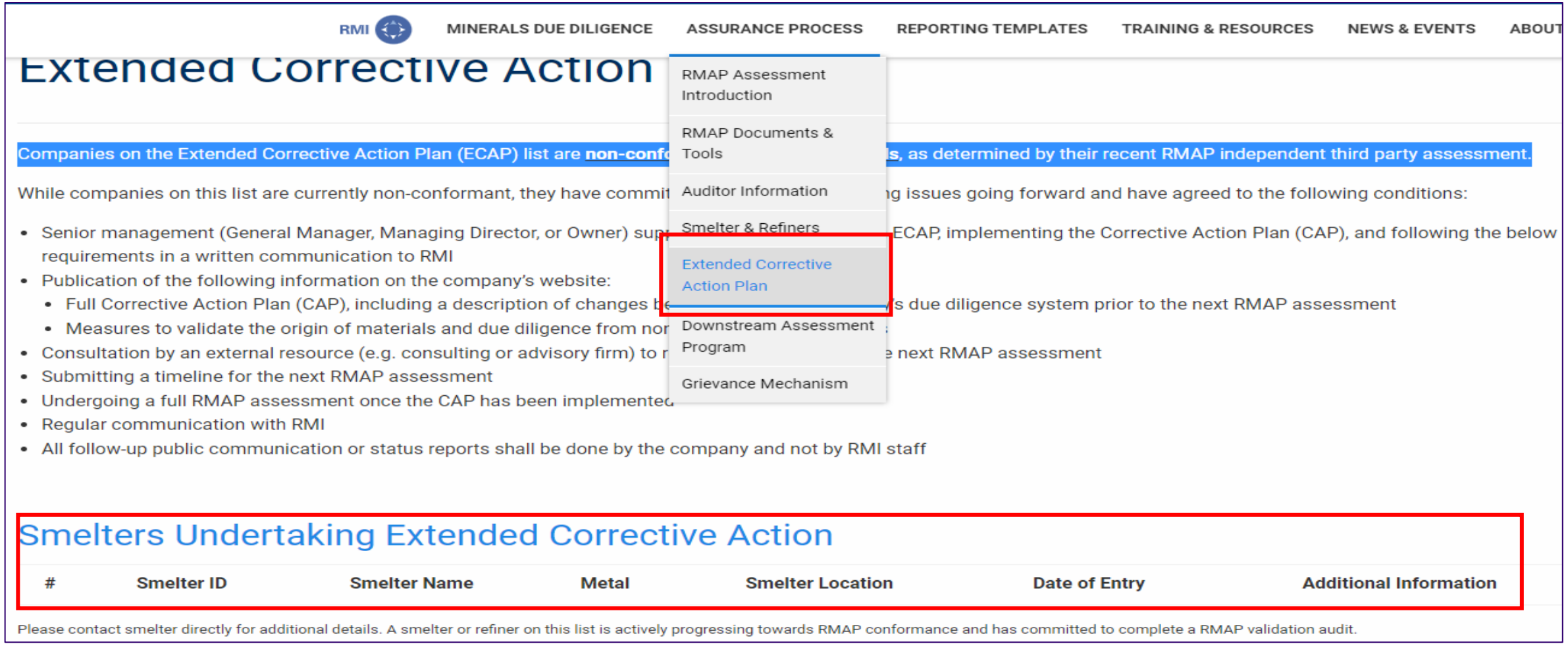
Please note that smelters/refiners previously removed from the Standard Smelter List may be added back once they come back into operation or meet the RMI standards' definition o smelter again.

Download Data

METAL	SMELTER ID	STANDARD SMELTER NAME	COUNTRY	BASIS FOR REVISION	DETAILS	REVISION DATE	SMELTER ADDED DATE
Gold	CID000035	Agosi AG	GERMANY	Name correction	Name changed to reflect legal entity	1/21/2022	8/29/2012
Tin	CID000309	PT Aries Kencana Sejahtera	INDONESIA	Added	Returned to operations as a smelter / refiner	1/18/2022	11/7/2014
Tin	CID002478	PT Tirus Putra Mandiri	INDONESIA	Added	Returned to operations as a smelter / refiner	11/23/2021	9/10/2015
Tin	CID002593	PT Rajehan Ariq	INDONESIA	Removed	No longer an operating smelter / refiner	11/23/2021	11/16/2015
Tin	CID002870	PT Lautan Harmonis Sejahtera	INDONESIA	Removed	No longer an operating smelter / refiner	11/9/2021	10/6/2016
Tin	CID001457	PT Panca Mega Persada	INDONESIA	Added	Returned to operations as a smelter / refiner	11/9/2021	11/7/2014
Tin	CID001421	PT Belitung Industri Sejahtera	INDONESIA	Added	Returned to operations as a smelter / refiner	11/9/2021	8/29/2012

Extended Corrective Action Plan List - Download

Companies on the Extended Corrective Action Plan (ECAP) list are non-conformant to RMAP* standards, as determined by their recent RMAP independent third-party assessment but are working on regaining their conformance status through corrective measures.



Abbreviations

Term	Description
Active	Engaged in the program but not yet conformant
Communication Suspended- Not Interested	Facility has strongly communicated a lack of interest in participation
Communication Suspended - Temporarily Ceased Operations	Facility has temporarily ceased operations
Conformant	Independently assessed and found conformant with the relevant RMAP standard
Due Diligence Vetting Process	Facility does not meet RMI's requirements for participation according to the due diligence vetting process
In Communication	Not yet active but in communication with RMAP and/or member company
Non-Conformant	Independently assessed and found non-conformant with the relevant RMAP standard
Outreach Required	Outreach needed by RMI member companies to contact entity and encourage their participation in RMAP
RMI Due Diligence Review – Unable to Proceed	For facilities that have not met the threshold for Due Diligence Vetting Process after a period of 6 months. Status may change if additional information is submitted
Not Applicable	Not eligible for the RMAP

Terminology Definitions can be obtained at Link

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