

## **Mining Certification Evaluation Project Terms of Reference - Working Group**

### **Agreed at Working Group Meeting – 6 March 2003**

The Mining Certification Evaluation Project (MCEP) aims to evaluate whether independent third party certification of environmental and social performance can be applied to the mining sector. WWF has secured support for the project from BHP Billiton, Newmont, Placer Dome, WMC Resources, and CSIRO.

The MCEP will seek to develop a set of principles and criteria for environmental and social issues, from which will be developed measurable and auditable on-ground performance standards for a mine site that are acceptable to the project participants and stakeholders.

These draft Terms of Reference have been developed to guide the establishment and operation of a project **Working Group (WG)** for the MCEP.

#### **Membership:**

- The membership of the WG will include a range of mining industry stakeholders that can make a useful contribution to the MCEP.
- Perspectives from environmental and social NGOs, unions, Indigenous groups, government agencies, universities, certification organisations, and the supporting mining companies will be invited to contribute.
- The MCEP project team (Michael Rae, Andrew Rouse, Fiona Solomon) will provide support for the Working Group, and Michael Rae will act as Chair.
- The WG will operate for the duration of the MCEP, approximately eighteen months.
- Participation in the WG is voluntary. Should circumstances arise, WG members can choose to nominate an alternative or withdraw from the MCEP by notifying the project team.

#### **General responsibilities:**

- The WG is being established to:
  - Assist in establishing a broad dialogue about the MCEP and help expand a network of contacts and stakeholders interested in the project.
  - Provide advice to the project team with regards to identification and development of issues and options for performance-based certification schemes.
  - Provide a forum for building and reaching consensus, where possible, on a preferred certification option.
  - Provide input into a proposal for field trials of a preferred certification model and assist with identification and selection of mine sites for trials.
  - Review results of the field trials and assist with development of recommendations for the future.
- WG members should aim to:
  - Represent their organisation's and/or individual views in the direction and decisions of the MCEP.
  - Respect the views and ideas of other members of the WG.
  - Be responsible for their level of participation and contribution to the WG.

- Where appropriate, seek to address within their organisations the issues that are raised by the MCEP.

### **Discussions**

- It is envisaged that six WG meetings will be convened during December 2002-March 2004 to:
  1. Introduce the project and its terms of reference
  2. Discuss principles for environmental and social performance
  3. Discuss design of performance standards
  4. Reach agreement on performance standards for trials
  5. Discuss site trials and canvass emerging issues
  6. Discuss final project report, review project and close.
- Meetings will be scheduled with an aim of securing maximum participation of the WG membership.
- The MCEP project team will draft meeting agendas and circulate to the WG in advance of meetings for comment.
- Meetings will be conducted under the agreement that issues raised around the table may be discussed outside the Working Group, but without attribution to participants or their organisations.
- WG discussions will also take place via email, through circulation of project documents and requests for input and comment.
- The MCEP project team will provide at least two weeks for WG comment on drafts of working papers and reports.
- WG participants may also choose to circulate drafts for discussion among their organisations or networks to seek additional comment.

### **Decision making**

- Significant decisions for the project will be made after discussion at Working Group meetings.
- Decisions of the WG will ideally be made by consensus, but this may not always be possible.
- Where decisions are likely to be difficult, the project team may use an independent facilitator to assist with the discussions.
- If a decision cannot be reached at a WG meeting, a second meeting on the issue may be convened.
- The MCEP may be ended if broad WG support for significant project decisions proves impossible.

### **Communication and Outreach**

- Notes of WG meetings will be prepared which summarise the discussions and the range of views, and will be circulated for WG comment before being made publicly available.
- Periodic reports on general progress of the project will be provided to a 'Contact List' of people who express interest in receiving these.
- A website for the project will be established which will provide access to publicly available documents and information about the MCEP.
- The WG will be publicly acknowledged in MCEP reports and papers. It will also be noted that the views represented do not necessarily reflect the views of the WG and no official endorsement should be inferred.