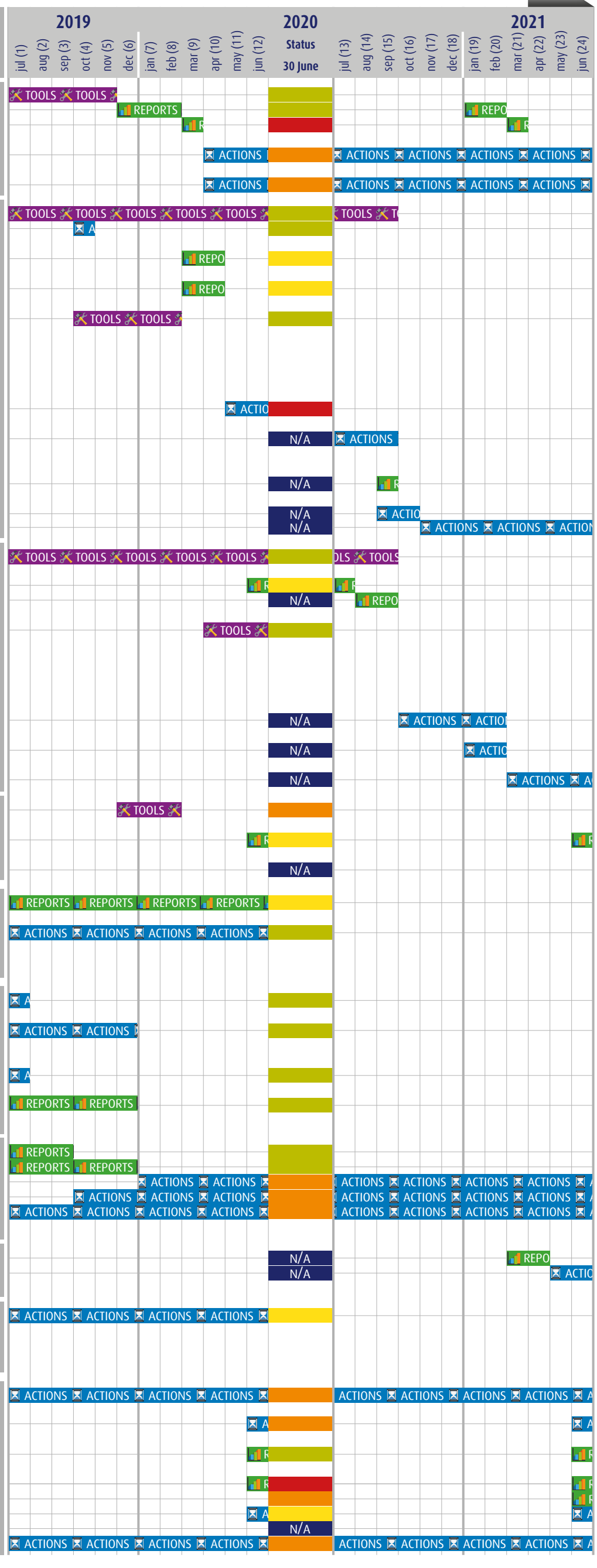
Roadmap for implementing the IRBC Agreement for the Metals Sector | State of affairs year 1

Corresponding chapter in the Agreement	Sub-action(s)		Action holder
Chapter 3 Individual Company and Collective Due Diligence	**Management system maturity development**	• Develop and approve template for the maturity assessment. • Complete individual maturity assessment and share with the Secretariat. • Set target and develop plan to improve on individual maturity, share with the Secretariat. ◌ • Consolidate maturity improvement targets and plans. Develop and implement support program. • Execute maturity improvement plans. ◌	• The Parties • The Companies • The Companies • The Parties • The Companies
	Individual Company due diligence	• Develop toolbox to perform due diligence risk assessments. • Provide Companies with list of the necessary (due diligence) information they need to gather for the risk assessment. • Perform risk assessment and deliver/share Company basic heat map • Identify hotspots and challenges around understanding the chain of custody. • Develop template for individual Company due diligence action plan to: 1: address challenges around chain of custody information 2: deepen understanding of risks in the supply chain 3: determine if and how to respond to identified risks 4: create and use collective leverage • Consult the Parties/seek advice for individual Company due diligence action plan. • Prepare draft individual Company due diligence action plan including provisions on third party audits where applicable (seek support from the Secretariat where needed). • Finalise individual Company due diligence action plan, share with the Secretariat. • Assessment of individual Company due diligence action plan. • Execute (amended) individual Company due diligence action plan. ◌	• The Parties • The Parties • The Companies • The Companies • The Parties • The Companies • The Companies • The Companies • The Parties • The Companies
	Collective due diligence	• Develop a tool for collecting and analysing industry due diligence information. • Consolidate information and deliver industry heat map. • Identify industry hotspots and challenges around understanding the chain of custody. • Develop template for collective due diligence action plan (hereafter collective action plan) to: 1: address challenges around chain of custody information 2: deepen understanding of risks in the supply chain 3: respond to identified risks 4: create and use leverage to (help) address collective issues • Develop collective action plan with concrete key performance indicators (with the support of the Secretariat). ◌ • Consultation between the Parties to agree on collective action plan including the development of collective projects where applicable. ◌ • Execute collective action plan. ◌	• The Parties • The Parties • The Parties • The Parties • The Parties • The Parties • The Parties
	Reporting	• Develop template for individual Company reporting and share with Companies. • Report on Company due diligence hotspots and chain of custody challenges. ◌ • Publish collective due diligence report. ◌	• The Parties • The Companies • The Parties
Chapter 4 Responsible Secondary Materials Supply Chains		• Develop a plan with tailored actions and tools to support secondary materials supply chain due diligence. • Reach out to three additional secondary materials collectors, traders and/or processing companies.	• The Parties • The Parties
Chapter 5 Collective Actions to Address Systemic risks and Increasing Collective Leverage	**Internal and external communication**	• Inform staff and management about the Agreement and role in the process. • Inform external parties and business relations about the Agreement and role in the process. • Publish information about the Agreement on the website of the organisation. • Communication strategy containing the objectives and processes for internal and external communication.	• The Parties • The Parties • The Parties and Supporting Organisations • The Parties
	Increasing sign-on and upscaling	• Develop a list of relevant actors for upscaling. • Develop outreach strategy. • Execute communication and outreach strategy. ◌ • Outreach to all the supply chain actors on the list. • Increase the number of companies that have signed the Agreement to twenty.	• The Parties • The Parties • The Parties • The Parties • The Parties
	Collective projects	• Identify two collective risks in the supply chain for further action. • Develop and implement specific projects/tools/actions to address collective risks.	• The Parties • The Parties
	Collaboration with other IRBC Agreements	• Organise first exploratory meeting with other IRBC Sector Agreements.	• The Parties
Chapter 7 Monitoring and Evaluation		• Discuss the progress being made by the Agreement and evaluate the cooperation between Parties. ◌ • Structure and execute annual evaluation. ◌ • Annual report on contribution to Agreement. ◌ • Annual report on due diligence related plans, actions and results. ◌ • Publish a collective progress report. ◌ • Annual assessment of Companies due diligence efforts. ◌ • Decision on a broader evaluation. ◌ • Review and update Implementation Roadmap (regularly). ◌	• The Parties • The Parties • The Parties and Supporting Organisations • The Companies • The Parties • The Parties • The Parties • The Parties