

**Marco Rossi**  
Director, Standardization and Technical Policy

**TO THE ISO MEMBER BODIES**

Reference: IWA 45

Date: 2023-11-17

## **INVITATION TO AN INTERNATIONAL WORKSHOP ON: SUSTAINABLE CRITICAL MINERAL SUPPLY CHAINS**

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Dear ISO Members,

Following approval by the Technical Management Board of a proposal from Standards Australia (SA), we are pleased to invite you to a workshop to develop an International Workshop Agreement (IWA 45) on *Sustainable critical mineral supply chains*.

### **Workshop Meeting dates:**

Workshop meeting dates:

1. Thursday 15 - Friday 16 February 2024 (in person) – Tokyo, Japan
2. Week commencing 15 April (in person with hybrid component)
3. Monday 13 May (virtual)

We ask that you please **register** to the first workshop on 15-16 February 2024 by Sunday 14 January 2024.

The Workshop participation will be opened to registered participants only. We would be grateful if you could publicize this event in your country.

Yours sincerely,

**Marco Rossi**  
Director, Standardization and Technical Policy

cc. Vice-President (technical management), General Secretary & CEO of IEC

Encl: Invitation, including registration instructions, Draft proposal for IWA 45

**International Organization  
for Standardization**

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1214 Geneva, Switzerland

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central@iso.org



## Invitation to an International Workshop on Sustainable Critical Minerals Supply Chains (IWA 45)

Critical Mineral resources, and related industries through the supply chain, are essential to the manufacturing of renewable energy technologies required for carbon emissions to reach net zero. There is a need for significant global collaboration to create an environment that supports effective and efficient industry activities to meet increasing international requirements/demand, while upholding sustainability principles.

There are a wide range of sustainability services and frameworks available to industry provided by third parties. These sustainability tools may differ and overlap in areas. This can increase complexity and create difficulties for those seeking to select the most appropriate tool, and establish if it is fit for purpose.

The purpose of this IWA is to support the understanding of the range of sustainability tools available which will in turn assist in improving an organization's sustainability outcomes.

Standards Australia invites all interested stakeholders to join the development of this ISO International Workshop Agreement (IWA) on *Sustainable Critical Minerals Supply Chains*. Please find enclosed the schedule and registration information for the series of workshops.

### **Workshop meeting dates:**

1. Thursday 15 - Friday 16 February 2024 (in person)
2. Week commencing 15 April (in person with hybrid component)
3. Monday 13 May (virtual)

***To confirm your participation, please register for the first workshop no later than Sunday 14 January 2024, using the link provided on page 3.***

### **Initial briefing opportunity:**

Standards Australia will host briefings in December 2023 where you will be able gain further insight into the IWA process and scope of work. The dates for these briefings are:



International Organization for Standardization  
Organisation internationale de normalisation  
Международная организация по стандартизации

- Thursday 7 December 2023 03:30-04:30 UTC (Suitable for Asia-Pacific Region)
- Thursday 14 December 2023 07:00-08:00 UTC (Suitable for Europe Region)
- Thursday 14 December 2023 21:00-22:00 UTC (Suitable for America Region)

**Survey:**

Further to this, a survey has been developed to gather views from a range of stakeholders across geographic regions as to the use of standards, guides and frameworks that organizations use to assess and support their progress related to a sustainable supply chain for critical minerals. The survey should be completed by

**Monday 15 January 2024** and is available here:

[https://standards.syd1.qualtrics.com/jfe/form/SV\\_dmQVCylz63cnmyq](https://standards.syd1.qualtrics.com/jfe/form/SV_dmQVCylz63cnmyq)

If you know of any other interested parties, please feel free to circulate this invitation. We hope you will join us and are looking forward to improved sustainability outcomes.

Yours sincerely,

Naomi Setukavalar  
Secretary of the workshop  
Standards Australia  
Email [Naomi.Setukavalar@standards.org.au](mailto:Naomi.Setukavalar@standards.org.au)

Sydney, 2023-11-17



## **Registration**

### **First workshop**

Standards Australia would like to extend our thanks to Tokyo University, Japan for hosting our first workshop.

To register for the first workshop, please use the following link:

[International Workshop Agreement \(IWA\) WORKSHOP Registration](#)

Registrations for our first meeting will close on **Sunday 14 January 2024**.

Please note that by registering your participation, you agree to follow the [ISO Code of Ethics and Conduct](#).

### **December briefing**

If you would like to find out more about the IWA, you can register to any of the following briefing sessions:

- [Thursday 7 December 2023 03:30-04:30 UTC](#) (Suitable for Asia-Pacific Region)
- [Thursday 14 December 2023 07:00-08:00 UTC](#) (Suitable for Europe/Africa Region)
- [Thursday 14 December 2023 21:00-22:00 UTC](#) (Suitable for Americas Region)

### **Timeline and key milestones for the development of the IWA**

<b>Date</b>	<b>Event</b>
7 and 14 December 2023	Preparatory web meetings
14 January 2024	Registration deadline first workshop
January 2024	All material for the first workshop available
15 – 16 February 2024	First workshop (in person)
February-March 2024	Updating of the draft
Mid-March 2024	Commenting by participants
Week commencing 15 April 2024	Second workshop (in person)
April 2024	Second updating of the draft
13 May 2024	Third and final workshop (virtual)
Friday 31 May 2024	IWA submitted to ISO



## **Proposal for an IWA Sustainable Critical Minerals Supply Chains**

Critical Minerals are essential to renewable energy technologies required for carbon emissions to reach net zero.

As defined in the Phase 1 Final Report of the ISO Strategic Advisory Group (SAG) on Critical Minerals, a critical mineral is defined as “an essential mineral or mineral-based resource necessary for a particular economic activity, whose supply is deemed to be at risk and whose absence would have detrimental consequences to a commercial entity and to the economic, environmental, security and social well-being of a country, common economic region or specific region. NOTE: In this definition, 'mineral' includes metallic and non-metallic elements which in many cases are compounds or alloys.”

This report also identified the need for global collaboration to create an environment that supports an effective, efficient, and sustainable supply chain to meet increasing international demand in the next decade.

Sustainability is defined as a:

“goal of sustainable development which encompasses environmental, social, and economic aspects, in which the needs of the present are met without compromising the ability of future generations to meet their needs.

Note 1 to entry: Environmental, social, and economic aspects interact and are interdependent. They are referred to as the three pillars of sustainability.

Note 2 to entry: Sustainability is a comparative concept, not a state or absolute value.” Source: ISO 13065:2015, 3.48

There is a wide range of sustainability services and tools available to industry provided by third parties. These sustainability tools may both differ and overlap in areas. This can increase complexity and create difficulties for those seeking to select the most appropriate tool, and establish if it is fit for purpose. Therefore, there is a need to set out the requirements contained in these tools and identify where these tools overlap and converge.

The ISO SAG on Critical Minerals has identified the need for coherence on sustainability principles related to critical minerals. Recommendation number 6: *Sustainability – Collaboration on sustainability with organisations outside of ISO*, recommends that ISO extends its platform to facilitate the creation of an International Work Agreement (IWA) outlining sustainability principles within current sustainability guides and frameworks that have been accepted in different geographical regions and



jurisdictions. The IWA should involve the participation of organisations who have established standards and guidelines in this field, and ideally a consensus by those organizations that common standards and guidelines are best implemented through international bodies, such as the ISO.

Therefore, an IWA on “Sustainable critical mineral supply chains” is proposed to support the understanding of the range of sustainability tools available and their differing requirements. The IWA will bring together relevant organisations and stakeholders that develop these tools, and encourage collaboration amongst these sustainability tool developers. The IWA can provide a base and act as a stepping stone to a future ISO deliverable.

It is noted that these sustainability tools are updated frequently by their providers, and therefore the work would capture the relevant information at a point in time.

For further information, please feel free to attend one of the following briefing sessions hosted by Standards Australia:

- Thursday 7 December 2023 03:30-04:30 UTC (Suitable for Asia-Pacific Region)
- Thursday 14 December 2023 07:00-08:00 UTC (Suitable for Europe/Africa Region)
- Thursday 14 December 2023 21:00-22:00 UTC (Suitable for Americas Region)



## **Survey**

Critical Minerals and related industries through the supply chain, are essential to the manufacturing of renewable energy technologies required for carbon emissions to reach net zero. There is a need for significant global collaboration to create an environment that supports effective and efficient industry activities to meet increasing international requirements/demand, while upholding sustainability principles.

There is a wide range of sustainability services and frameworks available to industry provided by third parties. These sustainability tools may both differ and overlap in areas. This has increased complexity, creates difficulties for those seeking to select the most appropriate tool, and establish if it is fit for purpose. Therefore, there is a need to set out the requirements contained in these tools and identify where these tools overlap and converge.

The intention of this survey is to gather views from a range of stakeholders across geographic regions as to the use of standards, guides and frameworks that organizations use to assess and support their progress related to a sustainable supply chain for critical minerals. The intention of this activity is to focus broadly on an organization's practices towards greater sustainability and not on the specific area of ESG reporting (used to measure the performance of a company).

[Link to survey](#)

Please complete the survey no later than **Monday 15 January 2024**.



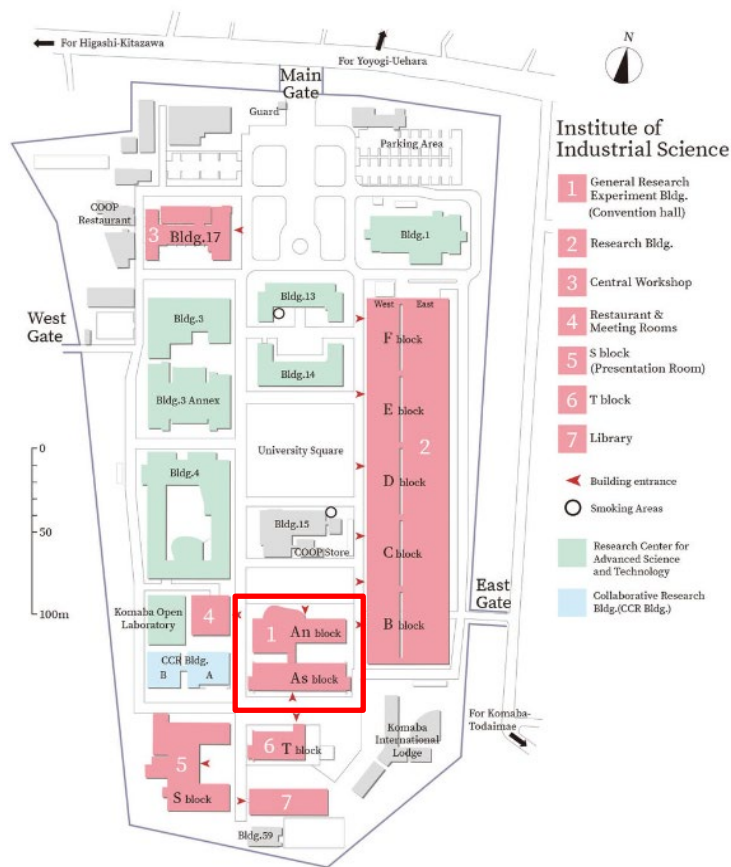
## Details of venue and information for travel in Japan

### Meeting Venue

4-6-1 KOMABA MEGURO-KU, TOKYO 153-8505, JAPAN

Institute of Industrial Science, The University of Tokyo (Komaba Research Campus)

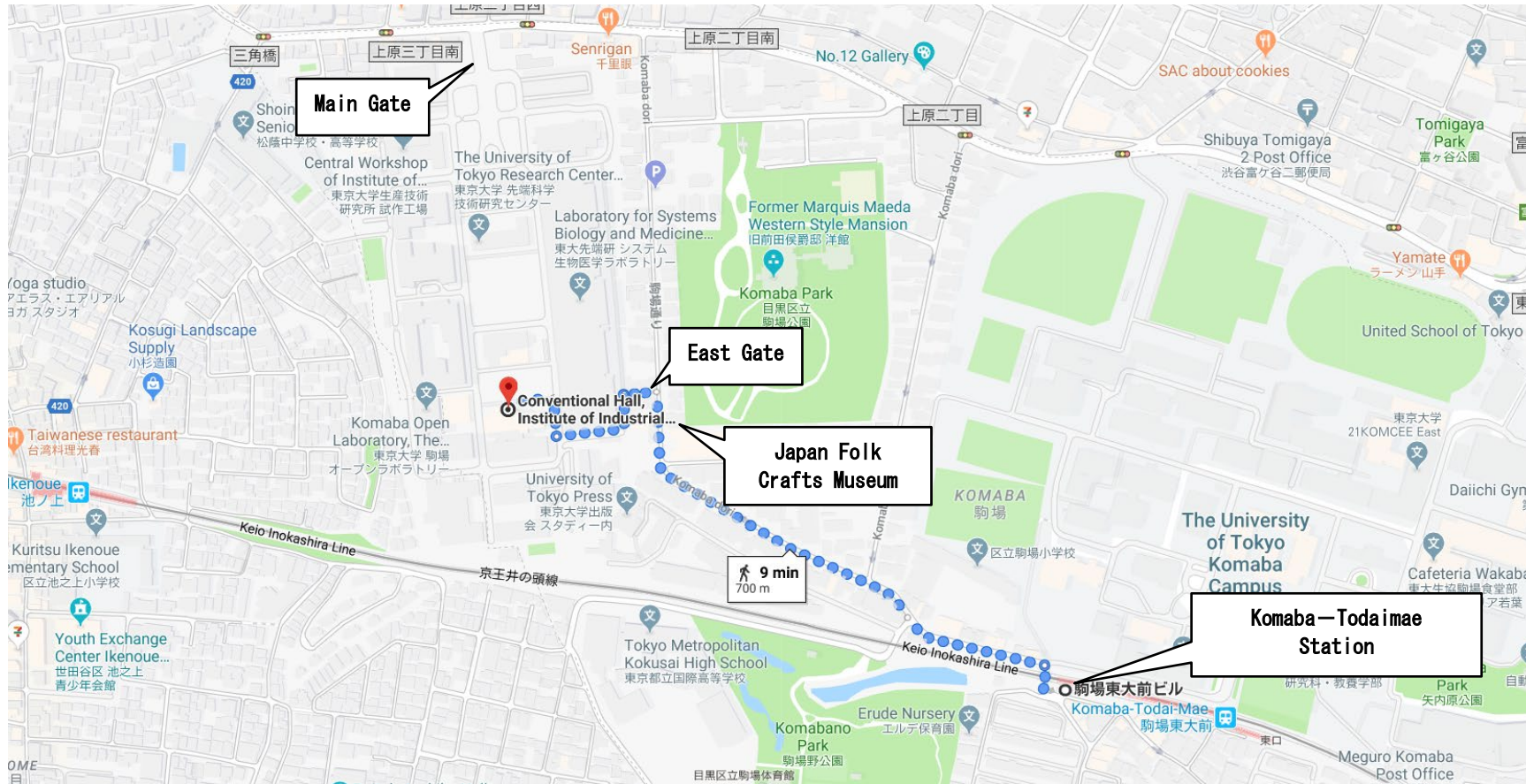
An-As block





## Access to the venue

Nearest station: Komaba-Todaimae Station (Keio Inokashira Line) (10 min walk to Komaba Research campus)



## Accommodation

The hotels below are close to the venue of the meeting. We recommend the hotels close to Shibuya station because it is convenient place to access to the venue.

Hotel name	Address and Phone Number	Webpage
Cerulean Tower Tokyu Hotel	26-1, Sakuragaoka-cho, Shibuya-ku, Tokyo +81-3-3476-3000	<a href="https://www.tokyuhotelsjapan.com/global/cerulean-h/#_ga=2.228671897.482540505.1550051293-391555748.1548918320">https://www.tokyuhotelsjapan.com/global/cerulean-h/#_ga=2.228671897.482540505.1550051293-391555748.1548918320</a>
Shibuya Stream Excel Hotel Tokyu	3-21-3, Shibuya, Shibuya-ku, Tokyo +81-3-3406-1090	<a href="https://www.tokyuhotelsjapan.com/global/stream-e/index.html">https://www.tokyuhotelsjapan.com/global/stream-e/index.html</a>
Shibuya Excel Hotel Tokyu	Shibuya Mark City Building, 1-12-2, Dogenzaka, Shibuya-ku, Tokyo +81-3-5457-0109	<a href="https://www.tokyuhotelsjapan.com/global/shibuya-e/#_ga=2.263495817.482540505.1550051293-391555748.1548918320">https://www.tokyuhotelsjapan.com/global/shibuya-e/#_ga=2.263495817.482540505.1550051293-391555748.1548918320</a>
Shibuya Tokyu REI Hotel	1-24-10, Shibuya, Shibuya-ku, Tokyo +81-3-3498-0109	<a href="https://www.tokyuhotelsjapan.com/global/hotel/brand/TR/index.html">https://www.tokyuhotelsjapan.com/global/hotel/brand/TR/index.html</a>
Shibuya Creston Hotel	10-8 Kamiyama-cho, Shibuya-ku, Tokyo +81-3-3481-5800	<a href="https://www.crestonhotel.jp/shibuya/en/">https://www.crestonhotel.jp/shibuya/en/</a>
APA Hotel Shibuya Dogenzakaue	20-1, Maruyamacho, Shibuya-ku, Tokyo +81-3-6416-7111	<a href="https://www.apahotel.com/hotel/shutoken/27_shibuya-dougenzakaue/">https://www.apahotel.com/hotel/shutoken/27_shibuya-dougenzakaue/</a>
Shibuya Tobu Hotel	Shibuya-ku, Udagawa-cho 3-1, Tokyo +81-3-3476-0111	<a href="https://www.guestreservations.com/shibuya-tobu-hotel/booking">https://www.guestreservations.com/shibuya-tobu-hotel/booking</a>

## Travel Insurance

The organisers and hosts cannot accept any responsibility for accidents, losses and/or damages that may occur. Delegates are advised to obtain travel, medical, personal accident, and luggage insurance in their home countries prior to departure.

## Visa invitation letter

For information about visa requirements for entry to Japan please visit:  
[VISA | Ministry of Foreign Affairs of Japan \(mofa.go.jp\)](https://www.mofa.go.jp)

If you require visa to enter Japan for this workshop, please send the email to following email address: [exl-iwa Visa@meti.go.jp](mailto:exl-iwa Visa@meti.go.jp)

Detail information will be sent to you.

In addition, the visa invitation will cover the period ONLY for the workshop including in and out days, and its participants.

If you want to extend your stay or for accompanies, please contact your travel agent.

## Currency

The official currency in Japan is the Yen (¥). The denominations it can take are banknotes (¥1,000, ¥2,000, ¥5,000, ¥10,000) as well as coins (¥1, ¥5, ¥10, ¥50, ¥100, ¥500).

## Electricity Supply



The voltage in Japan is 100 Volt electrical plugs have two, non-polarized pins. The frequency of electric current is 50 Hertz in Eastern Japan (including Tokyo, Yokohama, Tohoku, Hokkaido) and 60Hertz in Western Japan (including Nagoya, Osaka, Kyoto, Hiroshima, Shikoku, Kyusyu); however, most equipment is not affected by this frequency difference. A possible exception are timing devices such as clocks.

## Tipping

Tipping is not common in Japan.

## Climate

Average daily temperature for Tokyo in February is between 8 and 12 degrees Celsius.

## Time zone

Local time in Tokyo is UTC +9 hours.