Creating a CMD in CDX

Part 4 – Adding Smelters – from list and new alleged smelter

DXC.technology

About this Tutorial

The CDX User Manual contains concise information explaining the CDX system, yet assumes familiarity with the industry principles involved. This tutorial and similar supplemental materials provide in-depth, step-by-step instruction on how to accomplish specific business operations using CDX.

About this Tutorial

The tutorial for Creating a CMD in CDX is divided into multiple parts.
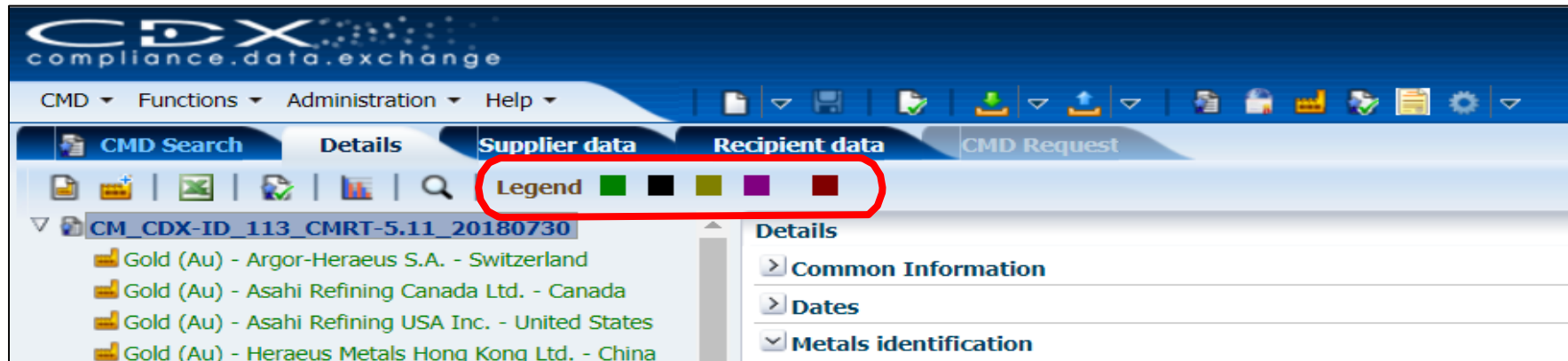
Part 4 is presented here.

Part 1	Part 2	Part 3	Part 4	Part 5	Part 6

• Introduction
• CMD Menu
• Initiation
	• Metals Identification	• Conflict Free Policy	• Adding Smelters
			  • From List
			  • New Alleged Smelter
				• Importing Non-CDX Submissions
				• Review, Accept & Reject Supplier CMDs
				• Adding Smelters from Suppliers
					• CMD Submission

Smelter Types

As shown in the legend, CDX maintains five smelter types. These are shown by color

(1) Conflict Free   🟩

(2) Standard   ⬛

(3) Registered   🟨

(4) Alleged   🟪

(5) Invalid   🟥

- Certified as Conflict Free by RMI.

- Known to and verified by RMI to be true smelters

- Companies which have self-registered in CDX

- Reported by suppliers or user company, not verified

- Non-smelter sources frequently mistaken as smelters

Methods to Add Smelters: Three options

(1) Add from list

(2) Create alleged

(3) Import from supplier

- Raw material suppliers which deal with smelters directly are more likely to use "Add from list" and "Create alleged" methods.

- Companies which purchase worked materials without direct smelters relationships are more likely to use the "Import from supplier" method.
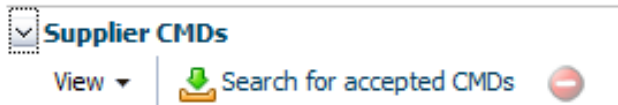
Add from list and Create alleged are explained in the next two sections. If there are no direct interactions with Smelters, you can skip to the Importing Non-CDX Submissions section using this **Link**.
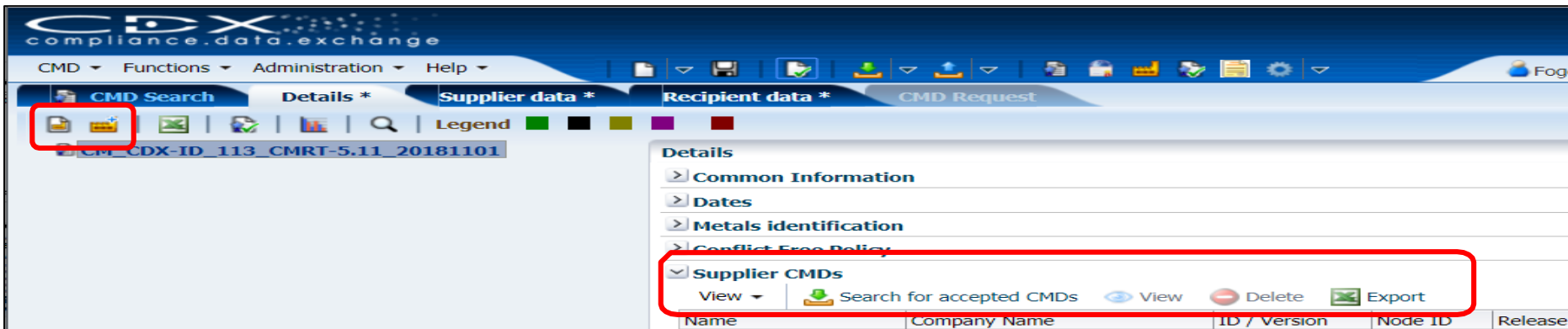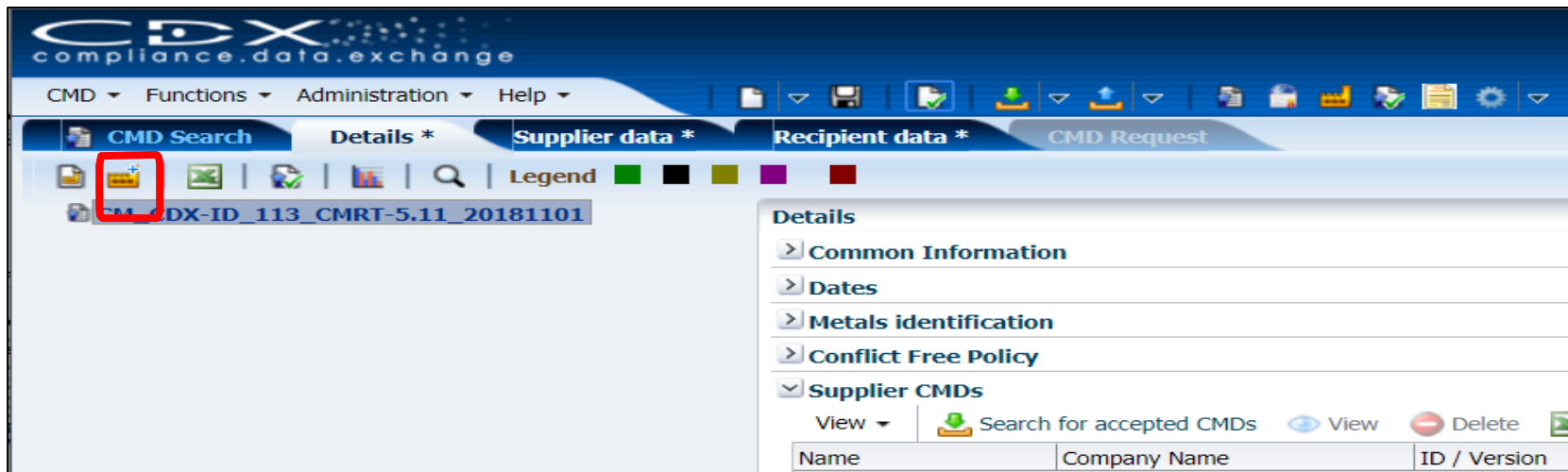
Add Smelters from List

To add one or more existing smelters to a CMD:

- Select the "Add Smelter" Button from the CMD Toolbar.

Note: This is the **second** toolbar icon and not the first, which is "Add New Smelter"

Smelter Search

- The smelter search is presented. Use filters to narrow search and see fewer results. As few or as many filters as needed may be used . **Note**:   You may need to use the scroll bar to see all the search options.

- Common filters include:

  Smelter Type: Conflict-Free, Standard, Registered, Alleged.

  Metal: Tantalum, Tin, Gold, Tungsten

  Country: The nation in which the smelter company headquarters is located, which may or may not be the same as where the mine is located.

- When all desired filters are specified , select **Search**.

Smelter Search Results

All the smelters which satisfy your filters are displayed, to a maximum of 500. Display columns may be reordered by dragging and dropping the column headers. The sort order can be changed by clicking the sort icon in most column headers.

A series of smelters can be selected by holding the "Shift" key and clicking the row. Multiple smelters can be selected by holding the "Ctrl" key while clicking the row. Click the desired row or rows to highlight smelters and click **Apply**.

Sort Icons

Column Header

Smelter Name	Known alias	Type	ID	RMI 3.x Smelter ID	RMI 2.x Smelter ID	Facility Name	Country	State / Province	City
Elemetal Refining, LLC商務	OPM, Ohio Precious Metals, LLC	Standard	34655	CID001322	1USA043	Elemetal Refining,...	United States	Ohio	Jackson
Electro-Mechanical Facility ...		Standard	30844	CID002572	-	Electro-Mechanical...	Viet Nam	Cao B?ng	Tinh Tuc
Eco-System Recycling Co., ...		Conflict Free	31680	CID000425	-	Eco-System Recycl...	Japan	Saitama	Honjo
E.S.R. Electronics		Standard	21242	CID002590	-	E.S.R. Electronics	United States	Texas	Houston
Duoluoshan	Zhaoqing Duoluoshan Non-ferr...	Standard	31115	CID000410	3CHN001	Duoluoshan	China	Guangdong	Sihui City
DS PRETECH Co., Ltd.		Standard	31510	CID003195	-	DS PRETECH Co., ...	Korea, Republic of	Chungcheongbuk-...	Chopyeong-myeon
DSC (Do Sung Corporation)	Do Sung Corporation, Dosung ...	Conflict Free	31111	CID000359	1KOR084	DSC (Do Sung Cor...	Korea, Republic of	Gyeonggi-do	Gimpo
Dowa	Dowa Metals & Mining., Dowa ...	Conflict Free	31524	CID000402	-	Dowa	Japan	Akita	Kosaka
Dowa	Dowa Metals & Mining., Dowa ...	Conflict Free	31524	CID000401	1JPN015	Dowa	Japan	Akita	Kosaka
DODUCO Contacts and Refi...	Doduco	Conflict Free	31171	CID000362	-	DODUCO Contacts...	Germany	Baden-Württemberg	Pforzheim
Degussa Sonne / Mond Gol...	DEGUSSA	Standard	27720	CID002867	-	Degussa Sonne / ...	Germany	Baden-Württemberg	Pforzheim
D Block Metals, LLC		Conflict Free	35173	CID002504	-	D Block Metals, LLC	United States	North Carolina	Gastonia
Dayu Weiliang Tungsten Co...		Standard	20567	CID000345	4CHN021	Dayu Weiliang Tu...	China	Jiangxi	Ganzhou

View ▾   Menu   Export

Rows Selected   3

Menu   Total records found   393

✓ Apply   ↻ Cancel

Smelters Added

- The selected smelters are added to the CMD.

- View smelter details by highlighting a smelter and viewing the Details panes.

- Remove a smelter by right-clicking and selecting "Delete" from the context menu. This removes the smelter from the CMD, not from the "Master" Smelter Lists.

Repeat these steps as needed to add all the listed smelters to the CMD.

Note: The CMD at the top must be highlighted to add smelters. "Add New Smelter" and "Add Smelter" icons are disabled when a smelter is highlighted.

Add a New Smelter

- If a smelter or smelters from which the company receives conflict minerals is not on the existing lists, the alleged smelter(s) must be added, one at a time.

- This is similar to "Add from List". However, the process is more complex as all the smelter information must be supplied. Use existing list entries when possible.

- To add a new alleged smelter to a CMD:

1. Select the "Add New Smelter" Button from the CMD Toolbar.

2. Note this is the **first** toolbar icon and not the second, which is "Add Smelter".
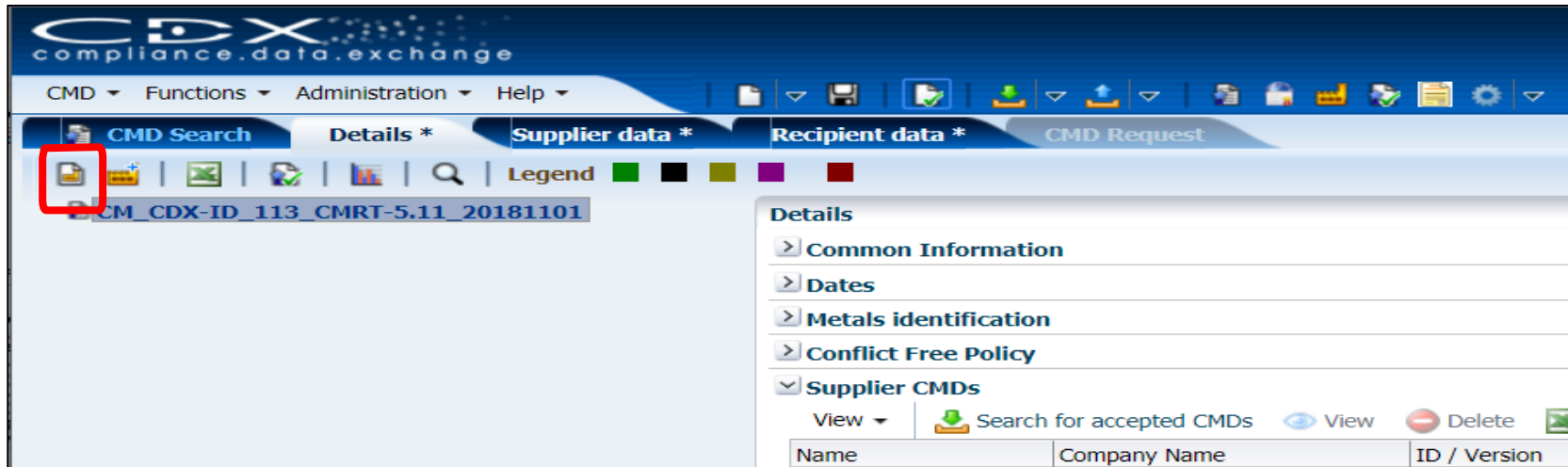
Company Data (Parent Company)

- The "Add alleged Smelter" : Company Data screen is displayed.
- CDX uses three-layers for Smelters: the "mother" or parent company, the Smelter "facility", and the mineral source or mine. All three must be provided.
- Mother/Parent company
  - **Select Smelter Mother Company**: If adding a facility to an existing parent company, select the company. Otherwise, leave or select the default value, "New".
  - **Company name**: Enter the name of the top-level smelter parent company.   This is required when Smelter Mother Company is "New" .
- Complete these fields as required and select **Next.**

CDX - Compliance Data Exchange

Add alleged Smelter : Company Data

Select Smelter Mother Company | New ▼

Company Name | [   ]

‹ Previous   › Next   ↻ Cancel   ✓ Apply

Company Data (Facility)

Select Facility: If adding source to existing facility, select facility name. Otherwise, select "New".

Smelter Name: If facility is "New", enter name. This is usually different than company name.

Known alias: Enter any known alias, pressing 🟢 Add for each one, which adds to Aliases

Street, Zip, Postal   Enter the standard location / mailing address for the smelter facility.

Code, City, State/   More complete information will facilitate verification of alleged smelters.
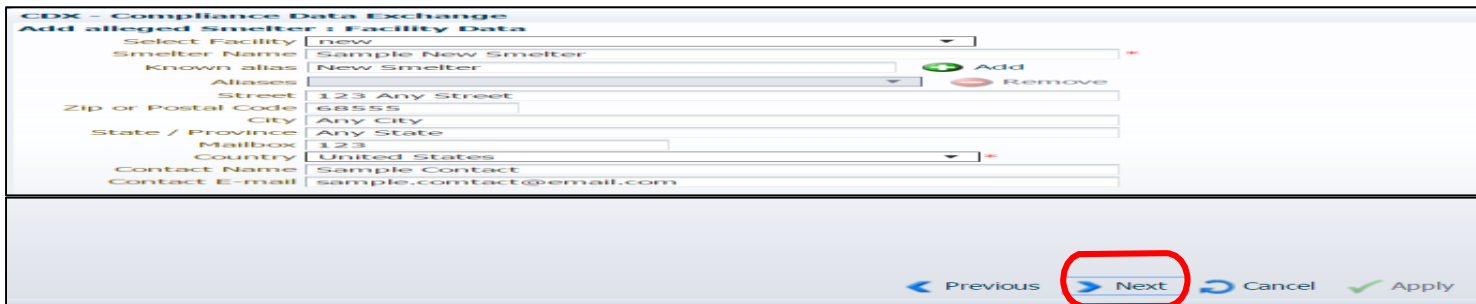
Province, Mailbox: CDX requires only the country, but some customers may require more details.

Country*:   The nation where facility is located. Company, facility and mine country may all differ

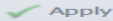Contact Name: The person to contact to verify the facility information.
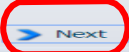
Contact E-mail: The email address to contact to verify the facility information.

Complete these fields as required and select **Next.**

Conflict Mineral Data (Source)

Metal: The conflict mineral produced/recycled at the source being created

Mineral Source: Select the type of source; Mine, Recycle, or Scrap or Unknown

Is Conflict Free: Select Yes, No, or Unknown

Mine Name: Not expected, as most smelters consider this proprietary. Enter if known. For

Mine Country: mines or single-source recycle/scrap, select the mineral source country.

When complete, press ⊕ Add to save entry to table. Use ⊖ Remove to remove erroneous entries. Repeat if multiple sources are known. At least one source must be in table to enable "Apply",

Complete entries as required and select **Apply.**
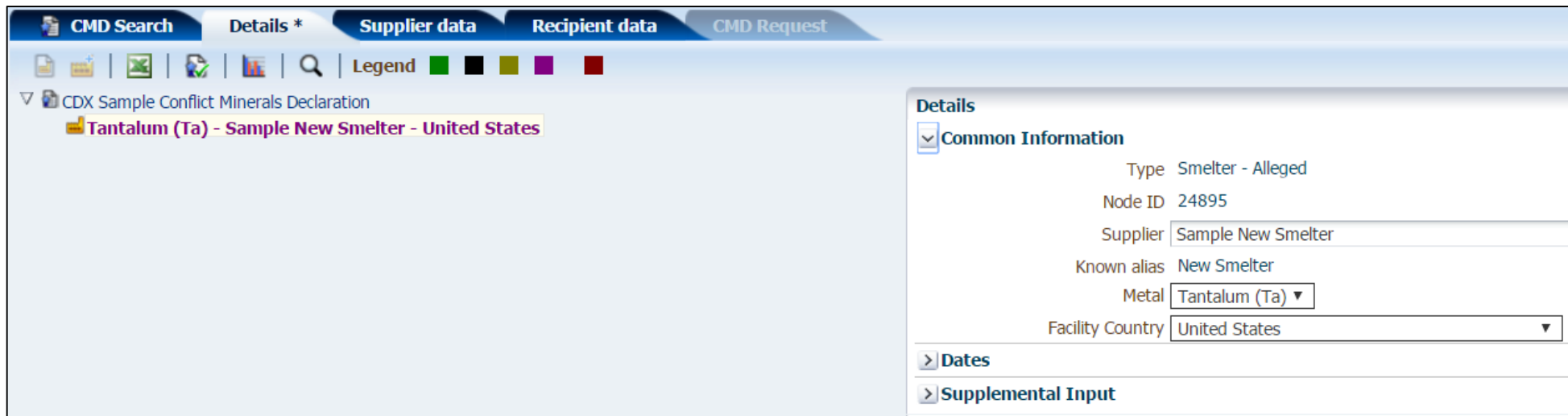
Smelters Added

- The newly created alleged smelters are added to the CMD.

- View smelter details by clicking a smelter to highlight & viewing the Details panes.

- Remove a smelter by right-clicking and selecting "Delete" from the context menu.
  This removes the smelter from the CMD, not from the "Master" Smelter Lists.

Repeat these steps as needed to add all the new alleged smelters to the CMD.

Note: The CMD at the top must be highlighted to add smelters. "Add New Smelter" and "Add Smelter" icons

are disabled when a smelter is highlighted.

Thank you

Please continue with Creating a CMD
in CDX: Part 5 – Supplier Submissions