

CNL's Vision for Contractor Management

Ensure CNL selects and works with safe, competent, and capable suppliers that will deliver the intended outcomes of the requirements and provide the best value to CNL over the life of the procurement.

Facilitate a culture of learning and continuous improvement.

Contractor Management Program

A Contractor Management Program has been established to co-ordinate and address a number of improvement opportunities necessary to provide adequate and appropriate arrangement for contracted work over its life cycle.

Four workstreams have been identified. Each work stream will provide the foundation to realize the vision for Contractor Management.

1. Scope and Work and Work Risk Assessment
2. Categorization of Contractors and Control & oversight arrangements
3. Standardization of Contractor Performance Arrangements
4. On, Off and Re-boarding Contractors

1. Training available on ISN

Effective October, Contractors would be required to complete the required training before arriving on site.

Three required training modules are hosted in ISNetworld for contractors to complete prior to coming onsite:

1. Contractor Site Orientation
2. Group 4 Radiation Protection Orientation
3. Supplier Code of Conduct

After completing the Group 4 Radiation Orientation, you can find further instructions on how to complete your Dosimetry forms in the Bulletin Board post titled "NEW/Release Form" in your ISNetworld account.

ISN Contact Number: 1 800 976 1303

Website <https://www.isnetworld.com/>

CNL Contact Email:

contractormanagement@cnl.ca

2. Performance Management Scorecard - Hosted on ISN

CNL has developed a performance scorecard and is piloting it with its Contractors. The intent of the pilot program is to get your feedback. We encourage you to sign up for the pilot program.

Key features include:

- Simple and easy to use
- A 360 view of performance (CNL and Contractor)
- Provides a platform for continuous improvement
- Pre-defined categories and KPIs

Cost

Schedule

Health & Safety

Quality

Innovation

Sub-Contractor Management

Relationship & Customer Satisfaction

3. Activities in Progress

The Contractor Management Program is comprised of 4 key work streams and includes multiple projects. We are currently working on the following initiatives:

	What are the key activities that CNL is working on?	How are they beneficial to our contractors?
1	Standardizing SOW templates for efficiencies	Provide consistency and clarity around the key requirements
2	Establishing a Contractor Management Services group	Streamline and standardize the on, off and re-boarding process
3	Re-defining the role of CNL representatives (i.e. sponsor)	Promoting a culture of Safety and Quality
4	Harmonizing site conditions based on contractor's classification	Contractors won't be required to review site conditions that are not applicable to their jobs

4. Communications

Vendor Portal

The Vendor Portal has been updated to provide an overview of some of the upcoming requirements at CNL. Contractors are encouraged to review the content in the Vendor Portal, and familiarize themselves with the key requirements.

ISN related requirements for CNL Contractors (Pre-qualifications, and training)

Exceptions list (Contractors that don't require ISN registration)

Inclusion of Site Conditions

Onsite Communications SFTP

We have created an ON SITE communication SFTP, storing information an onsite contractor would like to know! ie. safety forum presentations, CNL news flash. If you would like to gain access please send an email to contractormangement@cnl.ca including:

- Active PO Number
- Your Company Name
- Names of Users

Contractor Management Update

OCNI Day

September, 2018