

Minimising the risks in procurement of safety critical engineering equipment

Suggested Checklist for Procurement Practices (taken from EEMUA 224)

A minimum suggested checklist for the elements of procurement practices to consider when procuring safety-critical engineering equipment is listed below.

The organisation has in place and uses:

Item	Task	Done
1	A procurement strategy with supporting plans	
2	A list of pre-qualified <i>preferred</i> suppliers	
3	A list of pre-qualified <i>must use</i> suppliers	
4	A supplier pre-qualification procedure	
5	This procedure includes a risk assessment	
6	A procurement risk assessment procedure associated with equipment of major importance to a particular project or activity	
7	A supplier QA assessment process	
8	A procurement change control procedure	
9	SLAs with suppliers	
10	SLAs that specify quality processes and penalties for infringement thereof	
11	A materials approval process when taking delivery of equipment	
12	Formal contracts with suppliers	
13	Contracts that include a clause stipulating that suppliers must verify the authenticity of goods	
14	Contracts assigning liability for failure to deliver authentic goods	
15	Contracts holding suppliers responsible for fraudulent goods	
16	Contract clause(s) to penalise non-compliance of goods	
17	Contracts requiring suppliers to provide training to any of their employees involved in engineering procurement	
18	Procedures or contracts requiring that suppliers must use only approved Manufacturers	
19	Procedures or contracts requiring that suppliers must notify changes to their manufacturing process	
20	Procedures or contracts requiring that suppliers must verify the authenticity of goods	

The above is a sample checklist taken from **EEMUA Publication 224: A guide to risk based procurement**. This EEMUA guide covers quality assurance of safety-critical engineering equipment and materials. It includes suggested measures to assess risks and procurement recommendations and guidance. There is also a discussion of the root causes of equipment or materials not being fit for purpose and some examples of the problems experienced. EEMUA 224 can be bought online from the [EEMUA Shop](#) or through contacting sales@eemua.org or phoning +44(0)207 488 0801.

Engineering Equipment and Materials Users Association (EEMUA)

EEMUA aims to improve the safety, environmental and operating performance of industrial facilities in the most cost effective way, pursuing and promoting leadership in industrial asset management by sharing engineering experiences and expertise, and by the active promotion of the distinct interests of users of engineering products. This is



achieved by various means, including developing industry leading guidance that promotes good and best practice. The guidance (totalling over 70 unique publications) is used worldwide across a variety of engineering settings. EEMUA is continually developing guidance in new areas and providing new editions of its existing guides.

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