

INTERNATIONAL NUCLEAR SERVICES LIMITED

**PUBLICATION SCHEME PREPARED IN ACCORDANCE
WITH SECTION 19 OF THE FREEDOM OF INFORMATION
ACT 2000**

November 2008

INTERNATIONAL NUCLEAR SERVICES

PUBLICATION SCHEME

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INTERNATIONAL NUCLEAR SERVICES PUBLICATION SCHEME

1. Introduction

Welcome to International Nuclear Services (INS) Publication Scheme. These pages and links are intended to provide you with an easy access to information routinely published by the Company, covering its activities and the way in which it operates.

2. Who we are and what we do

2.1 Background

International Nuclear Services manages the contracts and logistics for nuclear fuel recycling products and services for UK and overseas customers. We are 100% owned by the Nuclear Decommissioning Authority. Our main focus as the customer interface to over 20 utility customers for reprocessing and MOX fuel supply contracts, and the associated transport of these products is to endeavour to meet customers needs to exacting standards of quality and safety.

We have in-depth experience with quality and safety being at the heart of everything we do. In over 40 years of transporting nuclear cargoes, not once has there been an incident resulting in the accidental release of radioactivity.

Our team dedicated to the successful management of these contracts consists of 140 professionals based at offices and facilities in the UK, France, Germany and Japan.

International Nuclear Services, formerly the spent fuel services business of Sellafield, was created to reflect the value and commitment we place on our utility customers in addition to promoting the value of our expertise, technology and resources to utilities and government agencies.

2.2 Products and Services

We work in partnership with the Sellafield Ltd plant operation teams to ensure we deliver for our customers.

Our portfolio of products and services include:

- The reprocessing of irradiated oxide fuel in the Thermal Oxide Reprocessing Plant (Thorp) to reclaim reusable uranium and plutonium
- The manufacture of Mixed Oxide Fuel (MOX) from the plutonium reclaimed from Thorp

- The safe treatment and storage of the different categories of waste arising from reprocessing operations via a range of waste management facilities
- Worldwide transport of nuclear materials through our logistics subsidiary company Pacific Nuclear Transport Ltd (PNTL), which includes a dedicated fleet of ships, marine terminals at Barrow-in-Furness and Dunkirk and a range of transport casks for shipping used nuclear fuel, new MOX fuel and high-level wastes from Sellafield back to the customer's country of origin
- Cask maintenance in a bespoke facility on the Sellafield site

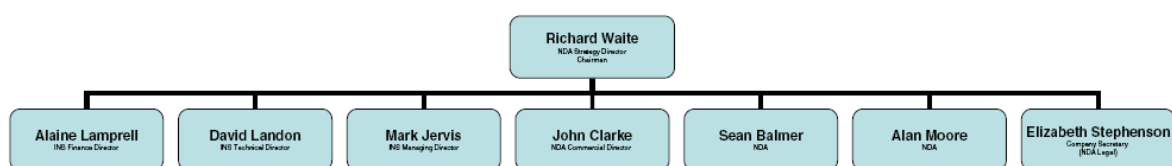
2.3 Regulatory Oversight

INS works along side and in partnership with Government regulatory bodies including Department for Transport, Maritime and Coastguard Agency and the Office for Civil Nuclear Security. These bodies audit and approve many of the company's activities to ensure that our operations are conducted within extremely stringent safety, security and environmental performance standards.

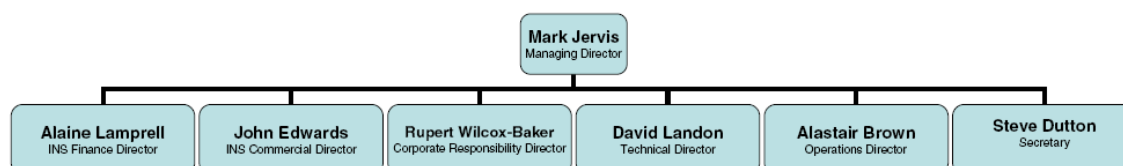
We work closely with many similar bodies in overseas jurisdictions where we conduct business.

3. Roles and Responsibilities

3.1 INS Board



3.2 INS Executive



The Freedom of Information (FOI) Act 2000 requires all public authorities to make available a publication scheme in order to promote greater openness and transparency.

3.3 Articles of Association

The articles of association of International Nuclear Services Limited enclosed as Appendix 1.

4.0 Financial

4.1 Report and Accounts

The annual report and accounts for INS for 2008/09 will be published during 2009.

5.0 Decision Making

5.1 Board Minutes

The INS monthly Board minutes will be published when available following each Board meeting.

6.0 Policies

6.1 Environment, Health and Safety Policy

The INS EH&S policy is enclosed as Appendix 2.

7.0 The Services we Offer

7.1 Information

Information on the services we offer, publications and media information is available on our website www.innuserv.com

8. Publication Scheme and requests for information

8.1 What is a Publication Scheme

The Freedom of Information (FOI) Act 2000 requires all public authorities to make available a publication scheme in order to promote greater openness and transparency.

8.2 INS Publication Scheme

The scheme has been compiled to reflect the various work activities, and is intended as a framework for accessing information. It brings together in a clear and structured way the many types of information we produce.

8.3 Will all information be available?

The scheme lists information that we are required to make available. However, there are permissible exemptions under FOIA in the Code of Practice in Access to certain information or stipulated by the Data Protection Act 1998, which requires us to respect the privacy of individuals.

8.4 Exemptions

The FOIA sets out different types of exemption to the general right of access to information, where we need not disclose information. There are two categories: qualified 'public interest' exemptions, and absolute exemptions. Exemptions subject to the 'public interest' test only apply after we have considered whether, despite the exemption, it might be in the public interest to disclose the information, and have concluded that it would not. An absolute exemption does not require us to make such a judgement – we simply have no duty to disclose the information.

Examples of information that we cannot give would include personal data about living individuals; information concerning legal advice, security procedures; or confidential information that might compromise commercial interests.

We cannot always state in advance that an exemption applies to a particular piece of information. If you request information that is covered by an exemption, we will tell you this and explain why. If you request different types of information, we will give you the information not affected by any exemption.

If you wish to complain or appeal against the use of an exemption, you should submit your complaint via the INS complaints procedure provided in Section 9 – Feedback and Complaints

8.5 Charges for Supplying Information

Any charges for supplying information will be passed onto yourself. Most is provided free of charge, although there may be a charge for photocopying, postage and for providing in alternative formats.

As a general guide, the following circumstances may apply in regard to charges:

Documents or information are available free of charge from our website. You should of course have to meet any charges by your internet service provider, as well as personal printing costs, etc. If you do not have internet access, but are able to get to the local library, you can use the PC's available for public use. Any charges for use of these PC's will be available at point of use.

Alternatively, you can request a single print-out, from the website. Requests for multiple print-outs, or for achieved copies of documents no longer available on the web, may result in a charge for the cost of retrieval, photocopying, postage, etc. We would let you know this at the time of your request, as the charge would be payable in advance.

Documents such as brochures and general marketing information are free of charge.

Some printed documents, CD-ROMs and other media, may carry a charge.

If you request information not available under the scheme, we will aim to supply as much as possible to you free of charge. However, if it takes considerable time to gather or prepare the information you want, we will need to charge for that work.

If your request does attract any charges, we will ask whether you wish to continue with the request before we do the work in accordance with The Freedom of Information Act and Data Protection Regulations 2004.

8.6 How will the scheme be updated?

In order to keep the Publication Scheme up to date we will review it periodically so please let us know whether there is any information, which you feel should be included in the scheme.

8.7 Copyright

All rights in the design, text graphics and other material obtained through this scheme and the selection or arrangement thereof is copyright of INS or other parties. Permission is granted to electronically copy and print, in hard copy, portions of our website sole for non-commercial use, provided that no changes are made to the material and that INS is acknowledged as the owner if this is the case.

Material provided by any third party, including material obtained through links to other sites from INS web pages, is likely to be copyright material of the author. Permission to copy or otherwise use such material must be obtained from the author.

Any other use of the materials provided through this scheme (including reproduction for purposes other than noted above and alteration, modification, distribution and republication) without our written permission is strictly prohibited. Should you require such permission please contact the Scheme Editor – Rupert Wilcox-Baker Corporate Responsibility Director on 01925 832022.

8.8 How do I obtain information contained in the scheme?

Some of the information in this scheme is available on our website www.innuserv.com

Information that is available in hard copy can be requested by writing to:

Rupert Wilcox-Baker
Corporate Responsibility Director
International Nuclear Services
Hinton House, Risley
Warrington, WA3 6AS

Tel: 01925 832022

Email: rupert.c.wilcox-baker@innuserv.com

We aim to respond to request for information within 20 working days.

9. Note on Accessibility

INS is committed to providing online services to all sections of the public and one of our key objectives in the design of our website has been to make it easily accessible to as many people as possible. We hope the site is straightforward to navigate welcome comments from site users who experienced difficulties in locating information on the web.

10. Websites

Certain links, including hypertext links, on www.innuserv.com will take you outside the site and this will be indicated on the website. INS is not responsible for the content of the websites that are not maintained by ourselves.

11. Further Information

If you would like further information on Freedom of Information you can contact the Scheme Editor:

Rupert Wilcox-Baker
Corporate Responsibility Director
International Nuclear Services
Hinton House, Risley
Warrington, WA3 6AS

Tel: 01925 832022

Email: rupert.c.wilcox-baker@innuserv.com

12. Feedback and Complaints

Your views are important to INS. We want to hear your feedback on how we present our information and if you have any complaints about the way we have handled your requests, please direct them to:

Rupert Wilcox-Baker
Corporate Responsibility Director

International Nuclear Services
Hinton House, Risley
Warrington, WA3 6AS

Tel: 01925 832022

Email: rupert.c.wilcox-baker@innuserv.com

If you are not satisfied with the outcome of your complaint, you have the right to appeal to the Information Commissioner Office.

Information Commissioner
Wycliffe House
Water Lane
Wimslow
Cheshire
SK9 5AF

Website: www.ico.gov.uk

Tel: 0845 306060

13. Class Descriptions

Information published as part of the INS publication scheme will be subject to the following principles of publication:

- * **Any information which is deemed exempt under the Freedom of Information Act (2000) will not be included.**
- * **Any information which is deemed exempt under the Environmental Information Regulations (2004) will not be included.**
- * **The publication scheme will be also be consistent with it's obligations under the Data Protection Act.**

Appendix 1

Appendix 2