



# OH&S Policies

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## **MISSION & POLICY STATEMENT**

The policy and procedures of Nagambie Mining Limited are documented within the company's operations manual.

They are documented to satisfy the operations of the company, and therefore must satisfy the requirements of mineral exploration of an agreed standard and specification.

It is our company's policy that all staff, including casual and part time staff, as well as subcontractors become familiar with the requirements of the Company's Operations Manual and then ensure that the requirements and intent are satisfied.

Implementation of this program ensures:-

- Continuous improvement in the field of mineral exploration
- Increased pride in the Company
- Team spirit based on best performance

### **MISSION STATEMENT**

Our aim is to professionally explore for mineral wealth, whilst maintaining the highest standards of environmental and community awareness.

## **OCCUPATIONAL SAFETY AND HEALTH POLICY**

Nagambie Mining Limited believes that the health and safety of its employees is of prime importance to the success of its operations. The company is committed to conduct its operations in a safe and productive manner that will not hurt people or endanger their life.

The Company embraces the principals that zero accidents are a key management objective. In support of this commitment, the following policies form the basis of this company's OH & S program.

Nagambie Mining Limited will comply with all appropriate laws and regulations related to occupational health and safety in all areas of its business activities.

The company will continually review all aspects of its operations for the purpose of further enhancing safety and health standards over and above any legal requirements. All levels of management are responsible for preventing injury and illness.

Management is also responsible to:-

- Provide a safe and healthy working environment.
- Train employees in safe working practices.
- Provide effective supervision.
- Provide information to employees on potential hazards in the workplace, and potential exposures that may affect their health.

All employees have a responsibility to work safely and to:-

- Follow nominated safe working procedures.
- Wear required protective clothing.
- Care for the safety and health of fellow employees.
- Immediately report all hazards, accidents and incidents.

Acceptance of their responsibilities is a condition of employment.

The company recognises that all employees are entitled, and responsible, to contribute towards the development of a safe and healthy work environment. Nagambie Mining Limited therefore encourages and expects the participation of all employees in the development and enhancement of the company's occupational health and safety programs.

*Nagambie Mining Limited. is committed to ensuring the safety and health of their employees, we will work safely in an environment that promotes the health and well being of all employees.*

## **INDIGENOUS AND NATIVE TITLE POLICY**

Nagambie Mining Limited. recognize and accept the rights of indigenous people and will at all time comply with, and be considerate of Legislation, Regulations and accepted customs.

The company will, when working in areas that may contain artifacts or sacred sites, comply in all regards to the laws that govern to protect those items or sites.

Employees will not remove or interfere with artifacts or sites nor will they impede or hinder persons rightfully engaged in any authorized activities on any such site. Employees will not purchase and/or traffic in, artifacts or items that are protected by the law of any country that prohibits the dealing in, or the export of such items of heritage significance.

Nagambie Mining Limited. will report any activities where it is believed there is a contravention of the laws governing indigenous artifacts and sites. Items being legally removed from an area or country will be correctly certified and cleared by the proper authorities.

Nagambie Mining Limited. is proactive in the support of the employment of indigenous people and will provide proper training and assistance, in line with its Equal Opportunity Policy.

## **ALCOHOL AND OTHER DRUGS POLICY**

Nagambie Mining Limited. recognize the value of their employees and are committed to promoting and maintaining the health and well being of every member of their workforce.

The inappropriate use of alcohol and other drugs can impair an employee's ability to maintain safe working practices.

All employees and other people engaged to work on behalf of, or at the direction of Nagambie Mining Limited., have a responsibility to present for work and remain unimpaired by alcohol or other drugs.

It shall be a dismissible offence to bring or use alcohol or illicit substances on any Nagambie Mining Limited. work site. It is also both illegal and a dismissible offence, to enter the work site under the influence of alcohol or other drugs.

Employees may be required to undertake random drug and alcohol testing.

## **SMOKING POLICY**

Nagambie Mining Limited. is cognisant of the risk of injury and ill health from smoking, passive smoking is also recognised as a health risk. Therefore, in compliance with the Legislative Duty of Care provisions and in the interest of employee safety and health, Nagambie Mining Limited. will ensure all its workplaces are smoke free.

Smoking is not permitted in any confined or enclosed area and smoking is expressly prohibited on company work sites including;

- Office areas
- Vehicles
- Garages and workshops
- Storage areas
- Shared camp accommodation
- Lunch rooms and toilets
- Near loaded blast patterns or magazines, and
- Anywhere there is a risk of igniting flammable materials.

Supervisors will be responsible for implementing this policy in their areas and may designate areas for smoking, outside of their restricted areas.

## **ENVIRONMENTAL POLICY**

Nagambie Mining Limited is committed to conducting all of its operations in an environmentally responsible manner.

The Company will plan and manage its activities to minimise disturbance to the environments in which it operates.

To fulfil our objectives, the Company will observe all environmental laws and regulations and use all available resources to: -

- Discuss and resolve with the client any possible areas of environmental conflict.
- Integrate environmental considerations into our work planning and operations.
- Assess the potential impact of our operations on the environment in which we work.
- At all time work towards improving our environmental performance.
- Rehabilitate the environment affected by our operations, where required by contract or legislation.
- Actively promote environmental awareness amongst Company management and personnel.
- Where necessary engage the services of expert external personnel to give advice on environmental matters.

The aim of this Environmental Policy is to provide realistic and achievable guidelines for all personnel involved in the company's activities.

## **INDUCTION AND FURTHER TRAINING POLICY**

Nagambie Mining Limited. recognizes that properly trained employees are pivotal to the success of its business operations. In support of this, the company will ensure that all employees and contractors receive, or have received, an appropriate level of training to enable them to carry out their designated tasks in a safe and efficient manner.

Management of each business unit will ensure that a training needs assessment is conducted, at least annually, to identify future training requirements. In addition, Nagambie Mining Limited. will provide support to any employee who wishes to advance their learning in a field which is aligned to the company's business.

This support may include:

- Leave to attend training courses.
- Access to work areas and materials.
- Job rotation to new areas of operation, or
- Financial assistance.

## **EQUAL EMPLOYMENT POLICY**

*Nagambie Mining Limited. supports equal opportunity in employment for all people. It is good management practice to ensure the right people are selected for the right job.*

All managers and supervisors are responsible for making sure their employees are not discriminated against and that opportunity for promotion is the same for all personnel. Included in this responsibility is that no person is to be subjected to any form of sexual harassment.

Nagambie Mining Limited. supports this legislation and all appointments and promotions are made solely on the basis of an individual's skills, knowledge and qualifications. Nagambie Mining Limited. administers an Equal Employment Opportunity [EEO] program that includes, but is not limited to:

- An analysis of the workforce to form a company profile.
- Reviewing and developing personnel policies and practices to ensure they are efficient and do not discriminate.
- Informing employees about equal opportunity issues.
- Providing training and development for managers and supervisors involved in the recruitment and promotion of staff, and
- Continual review of publications, advertisements and documentation to ensure they do not discriminate.

All employees who believe they have been subjected to discrimination or sexual harassment should first advise their immediate supervisor or manager, who will investigate any complaint in strict confidence. If this is inappropriate, the matter may be raised with the personnel manager for investigation.

## **DUTY OF CARE**

The Duties of Care are basic rights contained in the provisions of Common Law.

Under the requirements of Duty of Care, the employer must provide a safe and healthy place in which to work, and the employee must co-operate and uphold the rules and procedures provided by the employer for his/her health and safety.

Every person in the company must ensure that they carry out their work in a manner which will not expose themselves or others to hazards or risks.

Safety and health at work is everyone's responsibility.

### **Responsibilities and Duties**

The ultimate success of the Nagambie Mining Limited. Health and Safety Program is dependent upon each employee's co-operation, understanding and participation.

Management has a responsibility to establish a policy and adopt procedures to maximize the health and safety of all employees.

Supervisors, foreman, drillers and appointed persons have the responsibility to implement these policies and procedures and to enforce them throughout each work place.

Each employee also has an obligation to comply with all statutory requirements, company rules and procedures.

These rules and procedures have been introduced to protect the health and safety of employees, the environment and the company's assets.

Notwithstanding industry and award agreements, including the delegations imposed by them, all employees [temporary, permanent and casual] are required to accept the following responsibilities as a general condition of employment with the company.

- To perform all work and associated functions in the safest possible manner.
- To strictly comply will all company Rules, Procedures and Safe Systems of Work laid down for particular equipment or tasks.
- To obey all lawful written and verbal health and safety instructions issued by the company through its managers, supervisors, foremen or appointed persons.
- To dress sensibly and safely for the particular working environment or task, and to maintain a neat and tidy appearance.

- To use, as directed, all safety equipment and personal protective equipment supplied by the company.
- To check that all tools and equipment are in a safe condition for use.
- To promptly report any safety hazard, malfunction or defect in plant and equipment to the Supervisor/ Foreman or appointed person.
- To promptly report all accidents and incidents [including property damage].
- To promptly report all personal injuries [however minor] and seek the appropriate first aid and medical treatment.
- To be familiar with the location of first aid equipment and fire protection equipment.
- To be familiar with emergency and evacuation procedures.
- To behave in an orderly manner in the work place and refrain from any horse play.
- To establish and maintain the highest possible standards of housekeeping and cleanliness at individual work places.
- It is the Company's policy that no employee is required to perform any task that is considered unsafe.