

HSE Representatives and Supervisors are to conduct & lead the daily Pre-Shift Information Meetings.

PERIOD	8TH – 14TH JUNE, 2026
DATE	Monday, 08/06/2026
TOPIC	WARNING SIGNS (SAFETY SIGNS) REG.514 (1), L.I.2182

(1) The manager of a mine or a holder of a small-scale mining licence shall ensure that a danger warning sign is erected and maintained in the appropriate position prescribed by these Regulations or as required by an inspector.

- This means that it is wrong or an offence to temper with safety signages on the Mine.
- All signages on the mine must be obeyed at all times.



DISCUSS: What are the various colour coding for Safety signs used on the Mine?

DATE	Tuesday, 09/06/2026
TOPIC	WORKING SAFELY DURING THE RAINY SEASON

The rainy season presents additional hazards that can significantly increase the risk of injuries, equipment damage, vehicle incidents, and production disruptions. Everyone must remain alert during this season.

Slippery Ground Conditions

- Wet surfaces increase the risk of slips, trips, and falls-Exercise caution when walking on muddy, uneven, or slippery surfaces.
- Wear appropriate safety footwear with good grip.

Reduced Equipment Traction

- Wet and muddy roads reduce tyre grip and vehicle stability.
- Reduce speed and maintain safe following distances.

Haul Road and Pit Hazards

- Be alert to soft ground, washouts, potholes, and eroded road edges.
- Quickly demobilize in pit equipment during heavy rains.

Visibility Challenges

- Ensure lights, windscreen wipers, and demisters are functioning properly.
- Use headlights when visibility is poor.



DISCUSS: What can we do to prevent accidents and improve production during raining season?

DATE	Wednesday, 10/06/2026
TOPIC	UNDERSTANDING OUR ENVIRONMENTAL MANAGEMENT PLAN (EMP) COMMITMENTS

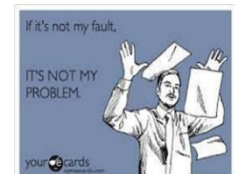
- As part of our commitment to environmental stewardship and regulatory compliance, the company is required to implement and periodically update its Environmental Management Plan (EMP).
- To create awareness and strengthen ownership of these commitments, the HSE Department will be visiting all departments to provide an overview of the EMP.

DATE	Thursday, 11/06/2026
TOPIC	PART 1 - “NOT MY RESPONSIBILITY”

We have all heard someone say in the workplace, “It is not my RESPONSIBILITY” or “that is not my JOB.” Often, they may have been referring to a co-worker not following rules, someone doing a task wrongly, or a hazard/hazardous condition left by someone in the work area.

WHY IS IT YOUR RESPONSIBILITY?

- To prevent workplace incident injury to workers, property damage, and loss to the environment.
- To prevent possible regulatory fines
- To promote a positive safety culture
- To prevent a drop in workers' morale, which might subsequently lead to decreased production.



Discussions: Take some time and discuss Duty of Care.

Document: HSE PRE-SHIFT INFORMATION TALKS						
Prepared By	HSE Dept.	Reviewed By	HSE Manager	Approved By	General Manager	Nex Rev Date
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DATE	Friday, 12/06/2026
TOPIC	PART 2 - "NOT MY RESPONSIBILITY"

As supervisors and leading hands, we carry a greater duty of care. We set the tone, we control the work environment, and we influence how our teams think and act about safety. So, when something goes wrong, we can't say *"It's not my fault"* because our leadership determines whether safety is followed or forgotten.

WHAT SHOULD I DO (SUPERVISOR/LEADING HANDS)?

- Ensure workers are trained, competent, adequately resourced, and authorized to execute a task.
- Assist in carrying out site risk assessment
- Carry out periodic workplace visits and inspections to ensure Standard Operating Procedures (SOPs) and safety requirements are being followed.
- Conduct pre-shift safety meetings regularly
- Serve as a role model to subordinates.



Discussions: How does a supervisor's behavior and presence affect how seriously workers take safety?

DATE	Saturday, 13/06/2026
TOPIC	PART 3- WHAT IS MY RESPONSIBILITY

As employees, we are the ones closest to the work. We see the hazards first, handle the equipment, and face the risks directly. *Saying "It is not my fault" doesn't make a workplace safer, but taking responsibility does.* As an employee, it's my responsibility to:

- Learn and follow Standard Operating Procedures (SOPs) and safety requirements for my work.
- Report all hazards and injuries on time
- Perform risk assessment before, during, and after execution of my tasks.
- Look out for the safety of my team members.
- Ensure a safe working environment is left for the next shift after performing my tasks.



Report to my supervisor when conditions become unsafe during the task.

Discussion: How can employees assist in making the workplace safe?

DATE	Sunday, 14/06/2026
TOPIC	WATER PROTECTION AND POLLUTION PREVENTION

Good Practices

- Never dump oil, chemicals, or waste into drains or streams.
- Keep spill kits available and use them immediately if a spill occurs.
- Store fuel, oil, and chemicals properly away from drains/water bodies.
- Ensure drains and sumps are clear and functional.
- Always obtain a water discharge permit before dewatering.



Discussions – Do you know that ARL can be fined for non-compliant water discharges?



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