JERVOIS COPPER PROJECT



EMERGENCY RESPONSE PLAN

Document Number: JER-8000-MGT-PLN-0018

Revision 3

Document Control Record

Document Prepared by:
KGL Resources Ltd
ABN 52 082 658 080
Level 5, 167 Eagle Street,
Brisbane QLD 4000 Australia
Telephone: +61 7 3071 9003
www.kglresources.com.au

A person using KGL documents or data accepts the risk of:
a) Using the documents or data in electronic form without requesting and checking them for accuracy against the original hard copy version.
b) Using the documents or data for any purpose not agreed to in writing by KGL.

REVISION	DATE	REVISION DETAILS	AUTHOR	REVIEWED	APPROVER
1	13-Nov-24	Draft	BM	RD	PC
2	5-Dec-24	Issue for trial	BM	RD	PC
3	22-Apr-26	Issued for Internal Review	B.Hillman	G.Grant	

Contents

List of Appendices 4
1 INTRODUCTION 5
2 SCOPE 6
3 RESPONSIBILITIES ASSOCIATED WITH THIS PLAN 7
4 DEFINITIONS 8
5 EMERGENCY SCENARIOS 9
6 NORTHERN TERRITORY EMERGENCY MANAGEMENT 10
7 JOPS EMERGENCY RESPONSE STRUCTURE 12
7.1 Incident levels 12
7.2 Incident Management Team 12
7.3 Crisis Management Team 13
8 EMERGENCY INITIATION 14
8.1 Initiation 14
8.2 Activation 14
9 EMERGENCY RESPONSE AND CONTROL 15
9.1 Scene Controller 15
9.2 Communications Officer 16
10 EMERGENCY OPERATIONS CENTRE 17
11 EVACUATION 18
11.1 Medical evacuation 18
11.2 Local evacuation 18
11.3 Site evacuation 19
12 SITE RESOURCES 20
13 EXTERNAL RESOURCES 21
14 COMMUNICATIONS 22
14.1 Notification Of Employee's Family 22
14.2 Notification Of Neighbours 22
14.3 Notification Of Authorities 22
15 PUBLIC RELATIONS 24
16 SITE LAYOUT DRAWINGS 25

17 TERMINATION OF EMERGENCY AND DEBRIEF 26
18 INCIDENT INVESTIGATION 27
19 TRAINING 28
20 EXERCISES AND REVIEW 29

List of Appendices

Appendix 1 Duty Card 1 - Initiate Incident, Respond to Emergency (All Workers)
Appendix 2 Duty Card 2 - Scene Controller
Appendix 3 Duty Card 3 – Communications Officer
Appendix 4 Duty Card 4 - Incident Controller
Appendix 5 Duty Card 5 - Crisis Controller
Appendix 6 Action Guide - Medical Emergency
Appendix 7 Action Guide - Vehicle Incident
Appendix 8 Action Guide - Environmental Incident
Appendix 9 Action Guide - Fire Incident
Appendix 10 Action Guide - Journey Emergency
Appendix 11 Emergency Contact List
Appendix 12 Resources
Appendix 13 Notifications
Appendix 14 Director's Guide

1 INTRODUCTION

The aim of the KGL-Jervois Operations (JOPS) Copper Project Emergency Response Plan (the plan) is to provide procedures on how to deal with an emergency that may occur on the KGL- Jervois Copper Project Site (the site) or nearby.

This Plan details the structured approach to unforeseeable incidents, assessing the risks that may arise from these incidents, and implementing and monitoring control measures to ensure effective management of employees and equipment during the emergency.

The objective of the plan is to ensure that an emergency on site, or nearby, is dealt with safely and effectively to avoid further risk to personnel, equipment and the environment, and to restore the site and operations to a normal state as soon as practicable.

The plan shall be read and used in conjunction with the associated Duty Cards, action guides and other appendices, used to manage events.

2 SCOPE

The plan applies to Jervois Operations, including Exploration, Construction, the Process Plant, Camp, travel to/from site, use of the Bonya (Baikal) airstrip, employees, contractors and subcontractors. It covers the notification, structure and responsibilities of the site emergency response organisation.

3 RESPONSIBILITIES ASSOCIATED WITH THIS PLAN

Position:	Responsibilities
Senior Managers	Ensure the requirements of this plan are applied across incidents under their authority that require the emergency response team. Provide adequate emergency resources to ensure the requirements of this plan can be implemented and are monitored to verify compliance. Ensure that contractor ERP management plans and resources are reviewed and are in line with JOPS.
Line Managers	Ensure the requirements of this Plan are applied across all activities under their authority if an incident occurs. Actively support the effective implementation and objectives of this plan when an incident occurs. Provide the resources to ensure that the requirements of this plan can be applied in cases of emergencies.
Supervisors	Ensure the requirements of this Plan are applied across all activities under their control if an incident occurs. Verify that adequate resources, support and direct supervision is readily available to employees and contractors to ensure the requirements of this plan can be applied to an ER Team. Ensure that all employees and contractors' personnel have received appropriate training and instruction before being assigned to the ER Team.
Employees and Contractors	Comply with the requirements of this plan. Follow all reasonable directions and instructions intended to ensure the safety of themselves and their co-workers. Immediately report all incidents and emergencies to their Supervisor or Manager. Participate in periodic emergency response training as required.

4 DEFINITIONS

Definition	Description
Hazard	A hazard is a thing or a situation with potential to cause injury or illness to a person.
Risk	Risk means the risk of harm or damage to people, environment, equipment or the community arising out of a hazard.
Incident	An incident is an unplanned or unwanted event that has or could have resulted in harm to people, environment, equipment or the community.
Emergency	An uncontrolled incident requiring immediate emergency response to protect people, assets and the environment.

5 EMERGENCY SCENARIOS

Emergency scenarios may include, and are not limited to the following:

- Medical – illness or injury
- Plant, equipment or vehicle incident
- Environmental spill / incident
- Fires
- Floods
- Lost or missing person
- Electrical incident
- Explosion incident
- Aircraft incident.
- Cyclone event

6 NORTHERN TERRITORY EMERGENCY MANAGEMENT

The Northern Territory (NT) Emergency Management Plan uses a hierarchical framework with three tier level of control:

- The first tier is at Territory level, which is divided into two regions: Northern and Southern
- The second tier is regional level, each region is divided into multiple localities
- The third tier is Locality level.

The site is located in the Harts Range (Atijere) Locality, which is in the Southern Region of the Northern Territory (NT) regional emergency management structure.

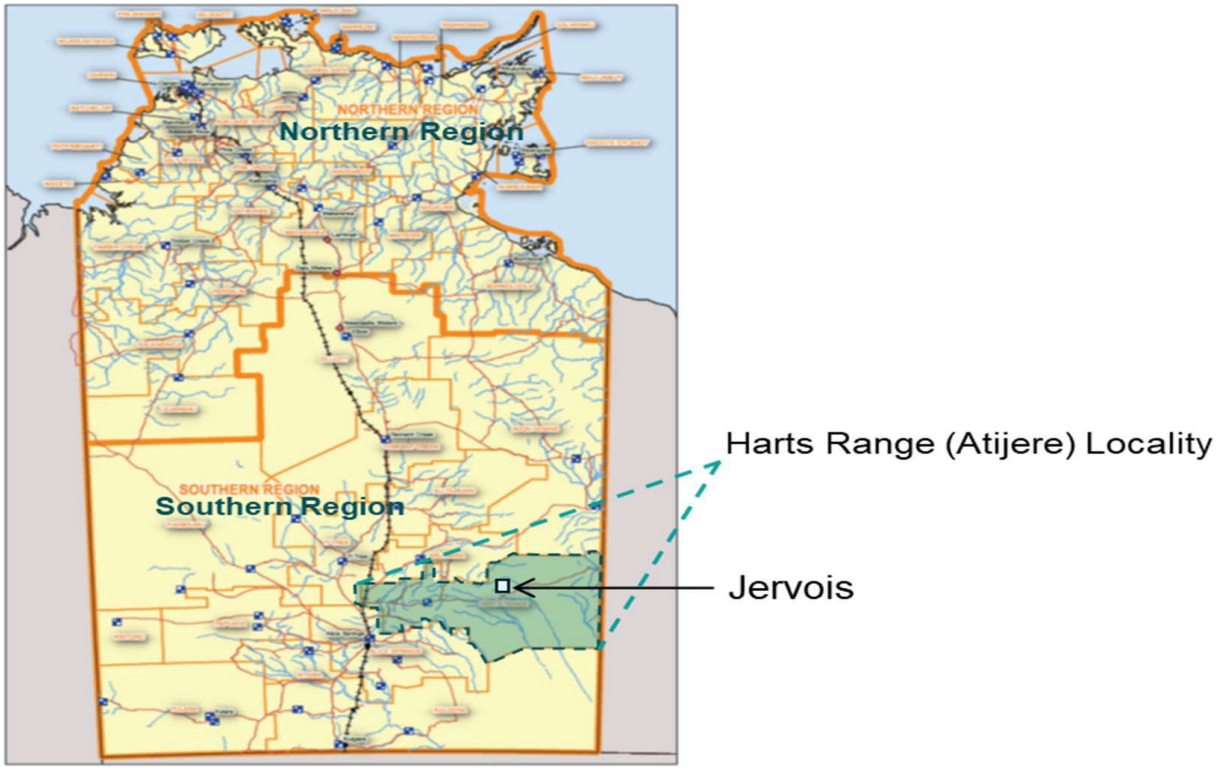


Figure 1: NT Emergency Management map showing Jervois

All Northern Territory Emergency Service agencies use incident command and control systems. These agencies, which include NT Police, NT Fire and Rescue Service, NT Emergency Service, Aerial Medical services, may be involved in an emergency response to the site.

The NT adopts the Australasian Inter-service Incident Management System (AIIMS) to manage response to, and recovery from, emergency events.

AIIMS is a robust incident management system that enables the seamless integration of activities and resources of a single agency or multiple agencies when applied to the resolution of any emergency or operational situation.

The JOPS Emergency Response Plan is aligned with the key principles of AIIMS, which are:

- Flexibility
- Management by objectives
- Functional management
- Unity of command
- Span of control

The plan enables interoperability between the site and any external emergency service agency, if needed. It also delivers a structured, scalable and flexible emergency management approach.

7 JOPS EMERGENCY RESPONSE STRUCTURE

JOPS has adopted the Emergency Response Management Structure shown in Figure 1. The structure is scalable and allows for the response to incidents of different levels of severity/size, with the ability to second resources to perform essential support functions.

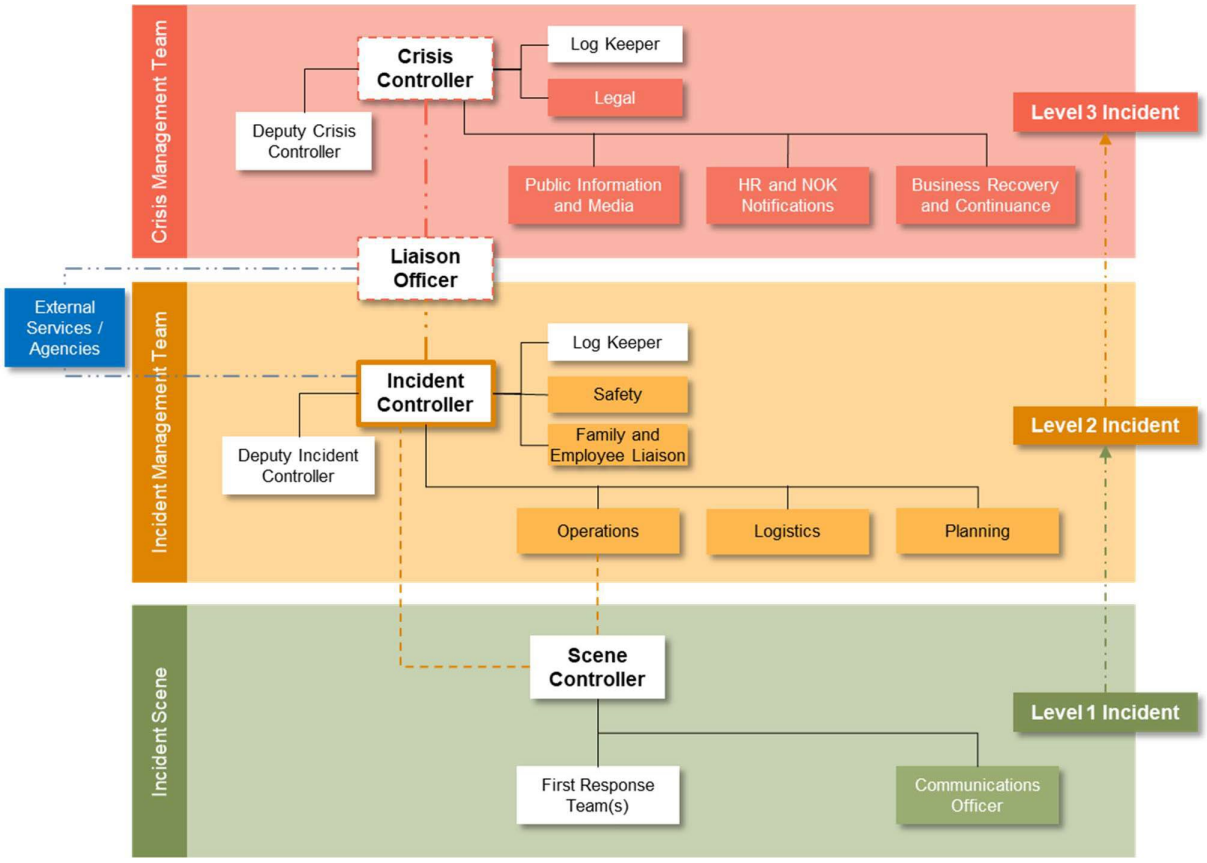


Figure 1: ~~JBM~~ KGLJCP Emergency Response Management Structure

7.1 INCIDENT LEVELS

The classification of an incident gives some sense of its potential impacts. It is also a trigger for other actions including notifications, resource activation and organisational readiness levels:

i. **Level 1** – Incident can be managed with site resources and is simple
ii. **Level 2** – Serious incident requires external resources or has an extended timeframe; e.g., more than one shift
iii. **Level 3** – Major incident may require resources from across the NT and will have a degree of complexity

7.2 INCIDENT MANAGEMENT TEAM

For Level 2 incidents, the Incident Controller with the Project Director who will stand up an Incident Management Team (IMT) with the following resources:

- Incident Controller with access to the following support functions;
    - Planning
    - Operations
    - Logistics
    - Safety
    - Family/employee liaison
    - Log keeper
    - Deputy Incident Controller
- Line of command to the Scene Controller
- Interface with external emergency services agencies.
- The size of the IMT will depend on the scale and complexity of the incident.
- The Incident Controller, in consultation with the Chief Executive Officer-KGL will assess the situation on a regular basis to determine if escalation to Level 3 Incident response is required.

7.3 CRISIS MANAGEMENT TEAM

For Level 3 incidents, the CEO Brisbane will stand up a Crisis Management Team (CMT) with the following additional resources:

- Crisis Controller with access to the following support functions;
    - Public information and Media
    - HR resources
    - Business recovery and continuance
    - Legal
    - Log keeper
    - Deputy Crisis Controller
    - Liaison Officer
- Line of command to the Incident Controller
- Interface with external emergency services agencies.

8 EMERGENCY INITIATION

8.1 INITIATION

The person(s) observing an emergency shall immediately:

1. Locate the nearest 2-way radio
2. Select the site radio channel – **Channel 39**. **In locations outside the range of the site office UHF base station, initiation should be executed via mobile phone (linked to Starlink) to the site office (see Appendix 11).**
3. State slowly, clearly and concisely, the following:

"Emergency - Emergency - Emergency – please clear this radio channel"

4. Once that person has established a clear radio channel, ensuring all other radio transmission ceases, he/she should then state the following:
    a. His/her name, and the person he wishes to contact; i.e., Mine KGL or Contractor Supervisor/Manager /Shift Supervisor by name.
    b. The location of the situation and any access difficulties.
    c. The nature of the emergency; i.e., fire, vehicle accident, injury to person, chemical spill, etc.
    d. State the assistance required; i.e., first aid, additional firefighting equipment, etc.
    e. Clearly state extent of situation; e.g., number of person(s) injured.
5. Then render assistance to any injured personnel if it is possible to do so without endangering yourself.
6. Have one person standby the radio and maintain an open communication on Channel 39.
7. The Emergency Contacts List is contained in Appendix 11 and displayed in the Managers Site Office. Emergency Contacts are also located in each vehicle.

Duty Card 1 *– All Workers* in **Appendix 1,** details process for initiating an emergency and initial response.

8.2 ACTIVATION

The person receiving an emergency call KGL or Contractor shall:

1. Complete the "EMERGENCY CALL CHECKLIST". This is to ensure that all the necessary information is collected. Remember to remain calm and gather all this information to minimise any delays in responding to the emergency.
2. Contact the Scene Controller if they are not already notified.
3. Give the Scene Controller the information received and stand by to assist as instructed.

9 EMERGENCY RESPONSE AND CONTROL

9.1 SCENE CONTROLLER

The Scene Controller is the most senior person on site. The Scene Controller takes control of the situation and retains overall responsibility for the Emergency Response. The Scene Controller shall be responsible for coordinating the initial site response to the emergency and arrange evacuation if warranted, they shall remain the key point of contact for the site response and assist with coordinating information and specialist advice from external agencies.

Once notified of an emergency situation, the Scene Controller shall:

- Take control of the situation.
- Collect the Scene Controller's Kit or ask for it to be collected and delivered to the emergency location.
- Put on the vest marked "Scene Controller". It is important that the Scene Controller is readily identifiable and distinguishable in the event that external emergency service agencies are required to support.
- Attend the scene and take control
- Assess the situation as to the existence and extent of hazards, injuries, personnel trapped or endangered, equipment damage, environmental damage and then decide what actions and assistance is required.
- Assess the Level of incident (1, 2, 3)
- Nominate a communications officer to transmit messages and record events and maintain timelines.
- Formulate an action plan on how to manage:
    a) Casualties
    b) Rescuers
    c) Bystander control
    d) Rescue equipment utilisation
    e) Evacuation if required
    f) Report to appropriate authorities such as Site line management, NT WorkSafe, DEPWS and NT Police.
- Determine resources required, call for assistance from the Emergency Contacts list.
- Implement the action plan by programming tasks in an effective manner by delegating to other personnel, procuring rescue equipment, supervising progress and adapting to contingencies.
- The Scene Controller shall assess the situation on a regular basis to determine if escalation to Level 2 Incident response is required.

Once the emergency is controlled, the Scene Controller shall:

1. Declare the emergency over and notify those involved.
2. Preserve the emergency scene for investigation, erect barricading/demarcation & signage as required.
3. Normalise operations by ensuring the site is safe.
4. Arrange after care to any personnel injured or affected, and/or to families as needed and arrange counselling as required.
5. Confirm clearance given by NT WorkSafe, DEPWS, NT Police as required.
6. Assess cleaning up the emergency scene when cleared from investigation, making necessary repairs and demobilising personnel involved in the emergency in an orderly manner.
7. Debrief personnel, involved or associated with the incident, assess their welfare, offer EAP support if appropriate.
8. Investigate the incident using appropriate investigative tools; e.g., interviews, evidence gathering and root cause analysis, to determine learnings from the incident, as well as handling of the incident.
9. Complete an incident report and act on the findings.

The *Scene Controller's Duty Cards* are contained in **Appendix 2**.

9.2 COMMUNICATIONS OFFICER

The Communications Officer shall:

1. Activate Emergency Operations Centre on instruction from Scene Controller.
2. Establish and maintain clear telephone lines and radio network. (advise all personnel that an emergency exists and to keep the UHF channel clear of voice traffic).
3. Maintain an event log.
4. Call out/stand down other Emergency Services or personnel as instructed by the Scene Controller.
5. Coordinate other resources as directed by the Scene Controller.
6. Inform Statutory Authorities as directed by Scene Controller.

The Communications Officer's Duty Cards are contained in Appendix 3.

10 EMERGENCY OPERATIONS CENTRE

The Scene Controller may instruct the Communications Officer to activate an Emergency Operations Centre (EOC):

- EOC – the main Office, with Starlink cellular phone network, Satellite telephone and two-way radios, This may need to change
- Alte**rnative EOC** – the Site Manager's Office, with mobile phone and two-way radio.

The EOC has sufficient space to accommodate the Scene Controller and the Communications Officer, as well as other personnel that need to operate within the EOC during an emergency response period.

The EOC is close to site access points to assist in ready communications with external emergency services agencies arriving at site.

The Site Emergency Evacuation Point is located immediately outside the EOC, or as directed by KGL management.

11 EVACUATION

There are typically 3 types of evacuation:

- Medical evacuation of one or more patients
- Local evacuation from a building or work area – affected personnel
- Site evacuation – all personnel.

There are several situations that may necessitate an evacuation. Each of these will be assessed by the Scene Controller to formulate an action plan on how to manage the situation.

11.1 MEDICAL EVACUATION

A medical evacuation may be required in the event of a medical emergency, as a result of illness or injury to one or more personnel. The Scene Controller and all personnel shall follow the *Medical Emergency Guide* in **Appendix 6**.

Options for aerial and road evacuation are:

- Bonya (Baikal) Airstrip – located 35 km from site
- Lucy Creek Airstrip – located 30 km from site
- By **road to Harts Range** (270km / 2 hours) or Alice Springs (385km / 4 hours).

Aerial medical services are provided by the RFDS in Central Australia, details are included in **Appendix 6**.

11.2 LOCAL EVACUATION

Local evacuation may be triggered by an incident or event, necessitating evacuation from a specific location; e.g., building or work area. All personnel shall follow the local evacuation protocols.

Camp Evacuation Assembly Points are shown in Figure 2: May have to update…

- Camp Evacuation Assembly Point – western side of main Office,
- A**lternative Evacuation Assembly Point** – southern side of the Core Cutting Shed.

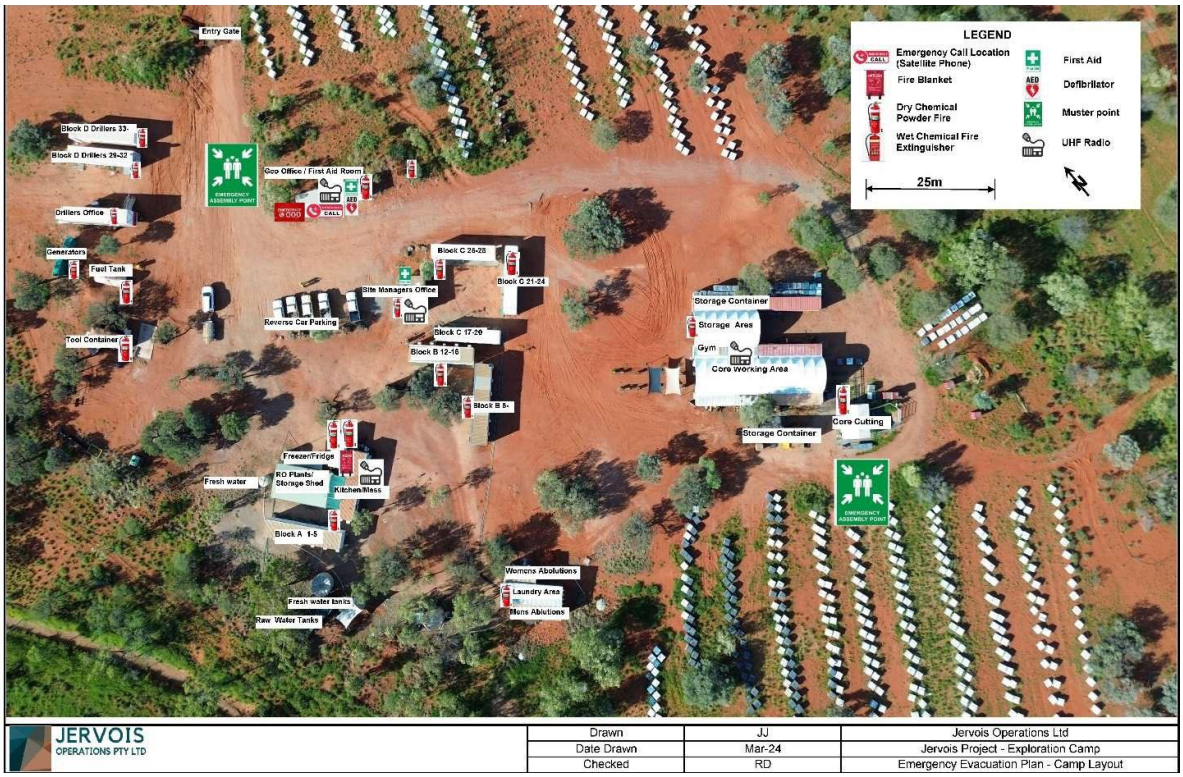


Figure 2: Camp Evacuation Assembly Points

11.3 SITE EVACUATION

A full site evacuation may be necessary in the event of a major bushfire, flooding, severe weather or other major event. The Scene Controller in consultation with the Principal Contractor/s responsible for affected areas (see Area of Responsibility Map), local, regional or NT authorities and the CEO will determine if a full site evacuation is necessary. In this situation the Scene Controller will direct all personnel to evacuate to a safe location as advised or directed by NT Emergency Services.

-

12 SITE RESOURCES

A list of site resources is listed in Appendix 12. These include machinery, vehicles and equipment. The Scene Controller will assign resources in accordance with the action plan.

13 EXTERNAL RESOURCES

A list of external emergency services agencies and other contacts are listed in the **Appendix 11 – Emergency Contacts**.

The Scene Controller may determine the need for additional resources. The Scene Controller will contact the necessary emergency services either directly or via the designated Communications Officer. The Scene Controller will specify to the Communications Officer what messages need to be conveyed to those services.

14 COMMUNICATIONS

Communications within the site are made through the **UHF radio – Channel 39**

Communications off site can be made through mobile phones or the Satellite phones. The list of phone numbers is included in **Appendix 11 – Emergency Contacts**.

14.1 Notification Of Employee's Family

If an injury at work results in an employee not being able to return home at the time expected it is the responsibility of the Crisis Controller to notify family or Next Of Kin (NOK) by following the guide in **Appendix 13**.

14.2 Notification Of Neighbours

The site is remote from major population centres. Neighbours include:

- Bonya Community
- Lucy Creek Station
- Jervois Station

The Scene Controller will notify neighbours as appropriate depending on the situation, as a warning, or courtesy to inform them of the situation, or to request assistance.

If requested, the Communications Officer will inform neighbours of the reason for the notification, the type of emergency, actions being taken to contain the emergency, possible dangers arising from the emergency, suggested actions that need to be taken to safeguard personnel and property. Contact details are in **Appendix 11 – Emergency Contacts**.

14.3 Notification Of Authorities

In some cases, an incident may be notifiable under NT legislation or regulations. Notifiable incidents shall be reported to the relevant authority within the prescribed timeframe for that event.

Notifiable incidents in the NT include the following in Table 1. Further details of notifiable incidents are listed in **Appendix 13**.

The CEO or their nominee shall ensure the relevant authority is notified immediately after becoming aware the incident has happened.

Table 1: Notifiable incidents

Authority	Notifiable Incident
NT WorkSafe	• The death of a person • A serious injury or illness • A dangerous incident
Department of Environment, Parks and Water Security (DEPWS)	An incident causes or threatens to cause material or significant environmental harm.
Central Land Council (CLC)	Any breach of the Indigenous Land Use Agreement (ILUA), including the Rules of Conduct by the company, any of its personnel or permitted visitors.

15 PUBLIC RELATIONS

In the event of an emergency the Crisis Controller or their delegate shall be the soul point of contact for communication with the media. All site personnel will direct media enquiries to the Crisis Controller.

16 SITE LAYOUT DRAWINGS

Drawings showing the layout of site facilities are located in the Main Office.

17 TERMINATION OF EMERGENCY AND DEBRIEF

The Scene Controller will determine when the emergency is over.

Termination of the emergency will be announced over the UHF radio system and via the cellular network on the instruction of the Scene Controller. All involved personnel, external emergency service agencies, neighbours or public authorities that were informed of the emergency will be informed by the Scene Controller either directly or through the Communications Officer that the emergency is over.

Prior to any cleanup activities commencing the Scene Controller will determine what areas, assets, equipment, need to be preserved as part of the investigation and ensure the security of the scene through barricading and/or demarcation.

The Scene Controller will arrange debriefing sessions of the personnel involved or witness to the incident, assess individual welfare and offer EAP support if appropriate.

The Scene Controller will arrange for clean-up of the respective areas involved, including the safe storage or disposal of contaminated materials. Clean-up and disposal may involve immediate and short-term remedies which will ensure the earliest return to a safe situation, as well as the longer- term implications of waste disposal and ongoing safety to personnel the environment.

18 INCIDENT INVESTIGATION

Incident Investigations will be undertaken in accordance with the KGL Resources Incident Management Procedure.

Investigation of the incident may involve:

- Re-construction of the series of events, from the initial occurrence of the incident to the final debriefing, clean-up, and return to normal operations.
- Interviewing personnel involved and witnesses to events.
- Reports from emergency services involved whether they be on site or off- site agencies.
- Preservation of any evidence or information and or photo's that may be used in any Statutory Investigation.

The Incident Investigation and report will provide information on the effectiveness and efficiency of this Emergency Response Plan and an indicator of any changes required to make improvements to the plan.

See Document:

- *JER-8000-MGT-PRO-23 Incident Management*

19 TRAINING

All JOPS personnel will be trained in aspects of the Emergency Response Plan relevant to their role.

- All personnel must be familiar with the plan, the elements relevant to them and their responsibilities under the plan.
- Role specific training will be provided to key roles; e.g., Scene Controller and Communications Officer and their delegates on their responsibilities under the plan.

Other training such as safety training, selection and use of safety equipment, i.e., portable fire extinguishers, is part of the site induction and respective training.

A site-based Emergency Response Team (ERT) will be established, utilising key and competent personnel from Contractors and JOPS staff. The ERT will undertake regular training across core skills required to respond to identified emergency scenarios.

See Document:

- *JER-8000-MGT-PRO-36 Competency & Training*

20 EXERCISES AND REVIEW

Elements of this plan are to be exercised by JOPS personnel at three-monthly intervals.

Exercises / drills on site will be carried out bi-annually to test the effectiveness of the plan and to ensure that all personnel are familiar with the plan and related emergency procedures.

DUTY CARDS

Duty Card 1 – All Workers
Initiate Emergency Call
Respond to Emergency

The person(s) observing an emergency shall immediately initiate an Emergency Call		
Assess	**Assess incident Check response Initiate First Aid Initiate Emergency**	• Assess incident scene and response required • Check for Danger to self and others – **don't put yourself at risk**. • Isolate damaging energy sources • Check for response from any injured workers • Initiate Emergency Call – either yourself or someone else with you.
Initiate Emergency	**EMERGENCY EMERGENCY EMERGENCY**	• Locate nearest 2-way radio (or ring Main Office if out of range) • Select the Site UHF radio channel – **Channel 39** • Remain CALM and speak clearly • Call: **"EMERGENCY EMERGENCY EMERGENCY"** • Await response. If no response within 3 seconds, check radio channel and repeat call until answered.
	Give your Name Location Nature of emergency Help required	• When answered give: 1. Your Name 2. Location of emergency (GPS coordinates or map reference) 3. Nature of emergency (injury, fire, vehicle accident, etc) 4. Help required (first aid, firefighting, ERT)
	Answer any questions and state your next steps	• Answer any questions • Clarify extent of incident – number injured, vehicles involved, assets on fire, etc) • Confirm your next steps (e.g. render assistance – DRSABCD) • Get a person to standby the radio and maintain open communication (Channel 39) • Respond to emergency

Respond	**Respond to emergency** **Initiate First Aid** **Control situation**	• Recheck for Danger to self and others – **has anything changed** • Recheck for response – **has condition changed** • Initiate First Aid – **ABCD** • Control the situation if safe to do so (extinguish fire, contain spill) • Evacuate if necessary – Self, Others, Casualties.

Support	Support Scene Controller	• Maintain communication with Scene Controller • Support Scene Controller – carry out tasks assigned • Continue until the emergency is over or directed to stand down (e.g. shift change or relieved by others)
Recover	Recovery Preserve Scene Normalise operations	• Preserve the emergency scene for investigation, erect barricading/demarcation as directed by Scene Controller • Collect evidence as directed by Scene Controller • Normalise operations by ensuring the site is safe. • Cleanup emergency scene when cleared from investigation, make necessary repairs.
Review	Post Emergency	• Support the investigation as required. • Participate in interviews/post review process. • Participate in debrief session as required. • Recommend changes to emergency response plans/procedures. • Utilise EAP support if needed.

Provide First Aid (DRSABCD)	
DANGER	Assess your surroundings for potential danger. Stop work, shut off and isolate any equipment.
RESPONSE	Check if the person can respond to you. Ask their name and their age, gently squeeze their shoulders. If unresponsive, move to the next step.
SEND FOR HELP	Get someone to initiate the Emergency Response Procedure while the casualty is being assessed
AIRWAY	Open airways, look for any obstructions, maintain a neutral head position
BREATHING	Look, listen and feel for breathing. Assess breathing rate. If not breathing, begin CPR.
CIRCULATION	Feel for a pulse and assess pulse rate. If no pulse, begin CPR. (30 compressions to 2 breaths)
DEFIBRILATION	Connect an AED as soon as possible and follow the prompts.

Duty Card 1 – All Workers
Initiate Emergency Call
Respond to Emergency

EMERGENCY CALL CHECKLIST

To be completed by person receiving emergency call

1. Time call received: AM/PM	
2. Name of caller:	3. Employer:
4. Exact location of Emergency:	
5. Type of Emergency:	
6. Is fire involved? Likely to be involved?	YES/NO YES/NO
7. Are persons injured, or Trapped?	YES/NO YES/NO
8. If so, how many? How badly?	1 2 3 4 5+ 10+ 15+ Minor Severe Unconscious Death
9. Is there any access problem?	YES/NO
10. Is other assistance arranged?	YES/NO
11. Can communications be maintained?	Radio (channel)…… Phone (number)…… Other……
12. Person taking call	

Duty Card 2
Scene Controller

Coordinate the on-scene response to effectively control and resolve the emergency		
Control	**Take Control of the Emergency**	• Take control of the emergency situation • Collect the Scene Controller's Kit or ask for it to be delivered to the emergency location. • Put on the "Scene Controller" vest. • Attend the Scene and take control
Assess and Decide	**Assess the incident Scene**	• Assess the situation; o Existence/extent of hazards o Injuries o Personnel trapped or endangered o Equipment damage o Environmental damage
	Actions and assistance required	• Decide what actions are required to resolve the emergency • What assistance/resources are required
	Incident Level assessment	• Assess the level of incident (1, 2, 3) 1. Can be resolved with Site resources and is simple. 2. Requires regional external emergency services or has extended time frame (more than one shift) 3. Requires resources from across the NT and has a degree of complexity
Plan and Assign	**Assign Roles Notify Stakeholders Control access**	• Assign Communications Officer – follow Duty Card 3 o Activate Emergency Operations Centre o Notify all personnel of emergency situation o Notify line management as required o Notify neighbours as required o Notify authorities as required • Control access to Site and/or Emergency Scene

	Develop Action Plan to manage and resolve Emergency	• Develop action plan to manage; o Casualties o Rescuers o Crowd/bystander control o Rescue equipment utilisation o Evacuation if required o Report to authorities – line management, NT WorkSafe, DEPWS, EPA, NT Police
Resolve	**Determine resources required**	• Determine resources required to achieve Action Plan • Procure resources • Call for assistance o Emergency contacts list
	Execute Action Plan	• Implement action plan • Program tasks • Delegate tasks, assign responsibilities • Procure rescue equipment • Monitor progress • Adapt to contingencies
	Review progress, reassess and communicate	• Regularly assess the situation to determine if escalation to Level 2 Incident response is required. • Maintain regular communication with key stakeholders – line management, site team members, external resources, emergency services agencies, neighbours • and statutory authorities.

Declare	**Declare emergency over**	• Once emergency is controlled • Declare emergency over • Notify those involved internally and externally
Recover	**Recovery** **Preserve Scene** **Normalise operations** **Demobilise**	• Preserve the emergency scene for investigation, erect barricading/demarcation/signage • Gather evidence i.e.. photos/SWMS/Permits etc. • Normalise operations by ensuring the site is safe. • Arrange after care to any personnel injured or affected, and/or to families as needed and arrange counselling as required. • Confirm clearance given by NT WorkSafe, DEPWS, NT Police as required. • Assess cleaning up the emergency scene when cleared from investigation, making necessary repairs and demobilising personnel involved in the emergency in an orderly manner
Review	**Debrief** **Investigate** **Recommend**	• Debrief personnel, involved or associated with the incident, assess their welfare, offer EAP support if appropriate • Investigate incident using appropriate investigative tools • Conduct interviews, gather evidence • Complete root cause analysis • Determine learnings from the incident, as well as handling of the incident • Recommend changes to emergency response plans/procedures • Complete an incident report and act on the findings.

Duty Card 3
Communications Officer

Name of Communications Officer: _____

Date of Emergency Incident: _____ Time of Incident: _____

Transmit messages, record events, maintain emergency log on following pages		
Activate	**Activate Emergency Operations Centre**	• Activate Emergency Operations Centre (EOC) as directed by the Scene Controller • Establish lines of communication, phone and 2-way radio • Notify Scene Controller when ready. • Complete or obtain the "Emergency Call Checklist" • Establish the Emergency Level classification (1, 2, 3) with Scene Controller • Advise all personnel of emergency situation
Call	**Call for assistance**	• Call for assistance as directed by Scene Controller • Use Emergency Contacts list • Coordinate other resources as directed by Scene Controller
Record	**Record events**	• Maintain Communications log, event log and timeline • Seek assistance to document events, maintaining logs if required
Notify	**Notify Internal and External stakeholders**	• Notify line management as directed by Scene Controller • Notify neighbours as directed by Scene Controller • Notify Authorities as directed by Scene Controller • Use Emergency Contact list
Support	**Support Scene Controller**	• Maintain communication with Scene Controller • Support Scene Controller – carry out tasks assigned • Continue until the emergency is over or directed to stand down (e.g., Shift change, relieved by others)
Declare	**Declare emergency over**	• Declare emergency over when directed by Scene Controller • Notify those involved internally and externally when directed by Scene Controller • Document in event log

Review	**Post Emergency**	• Support the investigation as required • Participate in interviews/post review process • Participate in debrief session as required • Recommend changes to emergency response plans/ procedures • Utilise EAP support if needed.

Duty Card 3
Communications Officer

EMERGENCY CALL CHECKLIST

To be completed by person receiving emergency call

1. Time call received: AM/PM	
2. Name of caller:	3. Employer:
4. Exact location of Emergency:	
5. Type of Emergency:	
6. Is fire involved? Likely to be involved?	YES/NO YES/NO
7. Are persons injured, or Trapped?	YES/NO YES/NO
8. If so, how many? How badly?	1 2 3 4 5+ 10+ 15+ Minor Severe Unconscious Death
9. Is there any access problem?	YES/NO
10. Is other assistance arranged?	YES/NO
11. Can communications be maintained?	Radio (channel)…… Phone (number)…… Other……
12. Person taking call	

Duty Card 3
Communications Officer

Event and Resource Log	
Establish emergency level classification: (from Scene Controller)	☐ Level 1 ☐ Level 2 ☐ Level 3
Notify all site personnel of emergency situation	☐ Completed
Assistance required:	**Internal:** ☐ First Aid ☐ RFDS Medical Kit ☐ Defibrillator (AED) ☐ Stretcher ☐ Fire Extinguishers ☐ Backhoe ☐ Firefighting plant **External:** ☐ Medical Retrieval and Consultation Centre (MRaCC) ☐ RFDS ☐ Medical Clinic ☐ NT Police ☐ NT Fire & Rescue
Notify line management: (as directed by Scene Controller)	☐ Exploration Manager Time: _____ ☐ CEO Time: _____ ☐ GM Projects Time: _____ ☐ CFO Time: _____
Notify external authorities: (as directed by Scene Controller)	☐ NT WorkSafe Time: _____ ☐ DEPWS Time: _____ ☐ EPA Time: _____ ☐ NT Police Time: _____
Notify neighbours: (as directed by Scene Controller)	☐ Bonya Community Time: _____ ☐ Jervois Station Time: _____ ☐ Lucy Creek Station Time: _____

Duty Card 3
Communications Officer

Emergency Communications Log			
Time	**Who**	**Details**	**Notified**

Duty Card 3
Communications Officer

Emergency Communications Log			
Time	**Who**	**Details**	**Notified**

Duty Card 4
Incident Controller

Establish Incident Management Team and take control of the Emergency situation		

Standup	Standup IMT and support functions	• Standup IMT as directed by CEO
		• Establish support functions as required;
		  ○ Planning
		  ○ Operations
		  ○ Logistics
		  ○ Family/employee liaison
		  ○ Log keeper
		  ○ Deputy Incident Controller
		• Establish an Incident Management Room with required resources

Control	Take Control of the Emergency	• Obtain briefing and handover from the Scene Controller • Take control of the emergency situation from the Scene Controller • Communicate the Emergency Level and change of control to all involved • Commence event log

	Establish Communications	• Establish clear lines of communication with;
		  ○ Scene Controller
		  ○ External Emergency Agencies
		  ○ Support functions

Assess	Actions and assistance required	• Decide what actions are required to resolve the emergency • What assistance/resources are required
	Incident Level assessment	• Assess the level of incident (2 or 3) 2. Requires regional external emergency services or has extended time frame (more than one shift) 3. Requires resources from across the NT and has a degree of complexity

Plan and Assign	Assign Roles
	Notify Stakeholders
	Control access
		• Assign roles and implement relief provisions
		  ○ Scene Controller and relief
		  ○ Communications Officer and relief
		  ○ Other roles and relief
		• Notify stakeholders as required – IMT, neighbours, authorities
		• Control access to site and/or emergency scene

	Develop Action Plan to manage and resolve Emergency	• Develop action plan to manage; o Casualties o Rescuers o Bystander control o Rescue equipment utilisation o Evacuation if required o Report to authorities – line management, NT WorkSafe, DEPWS, EPA, NT Police
	Determine resources required	• Determine resources required to achieve the Action Plan • Procure resources • Call for assistance o Emergency contacts list
Resolve	**Execute Action Plan**	• Implement action plan • Program tasks • Delegate tasks, assign responsibilities • Procure rescue equipment • Monitor progress • Adapt to contingencies
	Review progress, reassess and communicate	• Regularly assess the situation to determine if escalation to Level 3 Incident response is required. • Maintain regular communication with key stakeholders – IMT, site team members, external resources, emergency services agencies, neighbours and statutory authorities.
Declare	**Declare emergency over**	• Once emergency is controlled • Declare emergency over • Notify those involved internally and externally
Recover	**Recovery Preserve Scene Normalise operations Demobilise**	• Preserve the emergency scene for investigation, erect barricading/demarcation • Gather evidence i.e. photos/SWMS/Permits etc. • Normalise operations by ensuring the site is safe. • Arrange after care to any personnel injured or affected, and/or to families as needed and arrange counselling as required. • Confirm clearance given by NT WorkSafe, DEPWS, NT Police as required. • Assess cleaning up the emergency scene when cleared from investigation, making necessary repairs and demobilising personnel involved in the emergency in an orderly manner

Review	**Debrief** **Investigate** **Recommend**	• Debrief personnel, involved or associated with the incident, assess their welfare, offer EAP support if appropriate • Investigate the incident using appropriate investigative tools • Conduct interviews, gather evidence • Complete root cause analysis • Determine learnings from the incident, as well as handling of the incident • Recommend changes to emergency response plans/procedures • Complete an incident report and act on the findings.

Duty Card 5
Crisis Controller

Establish and oversee the Crisis Management Team (CMT)		

Standup	**Standup CMT and support functions**	• Standup CMT as directed by CEO
		• Notify Chairman/Board (CEO)
		• Establish support functions as required;
		  ○ Liaison Officer
		  ○ Public information and Media
		  ○ HR support and NOK notifications
		  ○ Business recovery and continuance
		  ○ Legal
		  ○ Log keeper
		  ○ Deputy Crisis Controller
		• Establish a Crisis Management Room with required resources

Support	**Provide resources and support**	• Provide support to the Incident Controller • Provide resources and support to the CMT • Convene CMT meetings as necessary
Verify processes	**Verify processes and obligations**	• Verify that corporate and statutory notifications and reporting requirements are being met. • Verify that adequate risk management processes are established to mitigate adverse impacts and business risk. • Verify that appropriate support is provided to injured persons and/or next of kin.
Communicate	**Crisis Communication**	• Communicate early, with timely follow up • Decide if Chair or CEO or both jointly will be the spokesperson • Clear and simple language, fact-based information • Consistent messaging across different channels • Gather feedback and adapt, address rumours /misinformation
Diligence	**Liaise with Insurers**	• Liaise with company insurers / underwriters / assessors as required
	Seek legal advice	• Seek legal advice as required
Rec	**Recovery**	• Provide resources and support to the recovery

	Debrief Investigate	• Attend debriefing session • Verify incident is thoroughly investigated • Verify recommendations are implemented

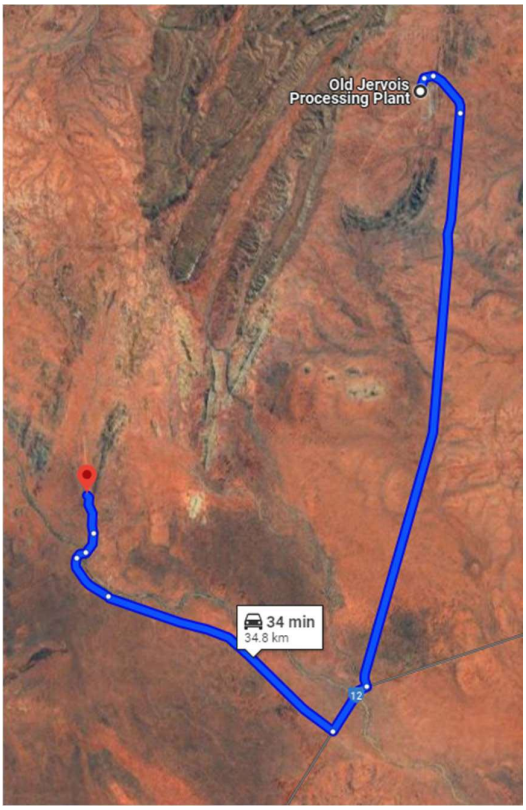
Medical Emergency Guide

Manage Medical Emergency including evacuation if necessary		
Assess	**Assess patient/casualty condition**	• Assessment of the patient or casualty condition to be carried out by a trained first aider • Using Casualty Priority Classification
Evacuate	**Priority 1**	• Arrange immediate evacuation • Contact **Medical Retrieval and Consultation Centre (MRaCC)** • **Ph. 1800 167 222 or call 000** • Continue to treat with available resources
	Priority 2	• Arrange urgent evacuation • Contact **Medical Retrieval and Consultation Centre (MRaCC)** • **Ph. 1800 167 222 or call 000** • Continue to treat with available resources
Monitor	**Priority 3**	• Minor medical condition • To be treated by site Paramedic or First Aiders • Monitor for deterioration/improvement

Casualty Priority Classification	
Priority 1 **Immediately Life Threatening**	Conditions that are threats to life (or imminent risk of deterioration) and require immediate intervention. *E.g. Cardiac or respiratory arrest, major trauma, prolonged seizure, heatstroke, unresponsive*
Priority 2 **Imminently Life Threatening**	The patient's condition is serious enough or deteriorating so rapidly that there is the potential of threat to life. Severe Pain. Requires time critical treatment. *E.g. Chest pain, decreased consciousness, local trauma, fracture/minor amputation, snakebite*
Priority 3 **Potentially Serious**	The patient's condition may deteriorate, or adverse outcome may result. *E.g. dehydration, sprained ankle, vomiting & diarrhoea, covid.*

Medical Emergency Guide

Medical Evacuation Airstrips				
Location	**Coordinates**	**Airport Management**	**Length/ type of runway**	**Route to get there**
Bonya (Baikal) Airstrip	Lat -22° Deg 46'49.08" Min South Long 136° Deg 9'48.92" Min East Elevation 350m	Bonya Community Council (08) 8956 6366	1500m/ gravel	1km before Bonya Community take left turn down Orritipa-Thura road for about 5klm to airstrip
Lucy Creek Airstrip	Lat 22° Deg 28'17.5" Min South Long 136⁰ Deg 16'38.9" Min East Elevation 327m	Lucy Creek Station	1000m/ gravel	Turn right at fork in the road at last KGL camp sign follow for 30mins and follow signs to airstrip. Turn left if at mine site.



Bonya (Baikal) Airstrip



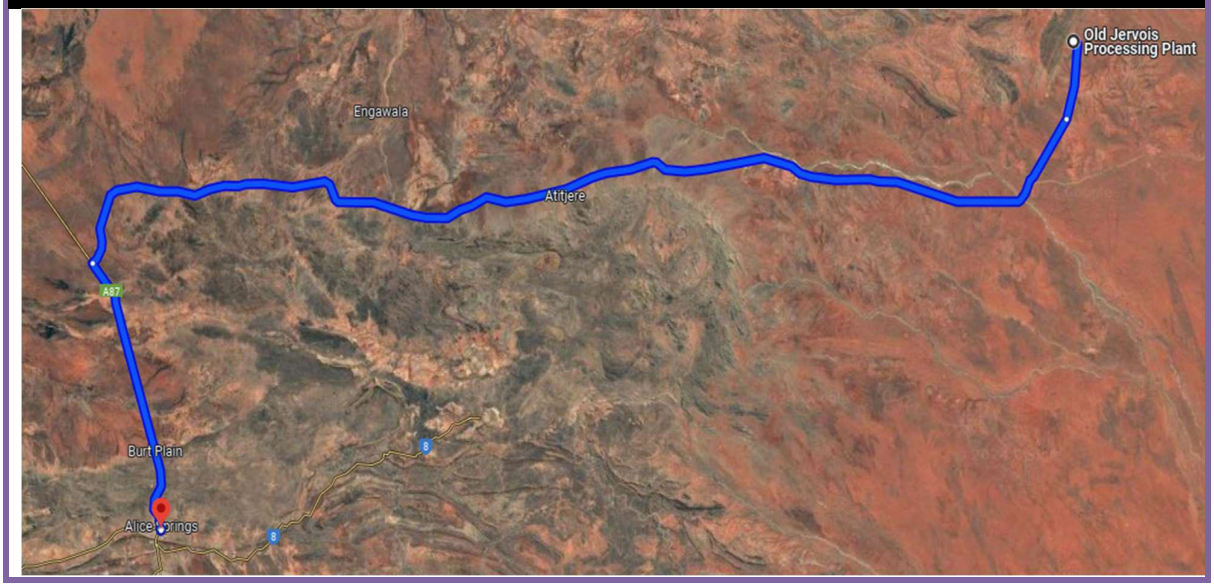
Lucy Creek Station Airstrip

Medical Emergency Guide

Evacuation by Road (non urgent)		
Harts Range Clinic Approximately 171km (2 hours) west of Jervois on the Plenty Highway	Harts Range (Atitjere) Community Plenty Highway ATITJERE NT 0872	Ph. (08) 8956 9778



Alice Springs Hospital Approximately 385km (4 hours) west of Jervois via the Plenty and Stuart Highways	6 Gap Road The Gap NT 0870	Ph. (08) 8951 7777



Vehicle Incident Guide

Manage Vehicle Incident		
Assess	**Assess Hazards**	• Movement of injured persons making spinal injuries worse • Possible vehicle fire • Possible fuel, oil or chemical spill • Vehicle movement during rescue work
Respond	**Response to Hazards**	• First person on scene to carry out DRSABCD action plan of first aid • DO NOT MOVE ANY CASUALTIES UNLESS LIFE THREATENING SITUATION EXISTS • IF SAFE TO DO SO, DO NOT MOVE CAUALTIES UNTIL EXAMINED BY PARAMEDIC OR AUTHORISED FIRST AID PERSON • Have available a dry chemical extinguisher • If fire is present or imminent respond to fire with available resources • Mobilise rescue crew and ambulance • If a chemical spill is possible, consider implication and form a plan to action should the spill eventuate • If serious, minimal disturbance of scene is vital until the Police arrive on scene (unless hazardous)
Evacuate	**Evacuation**	• Evacuate self, casualties and other personnel if chemical spill, fire or explosion is imminent • All non-emergency personnel should be asked to keep clear
Contain	**Containment**	• 2-way radio advice, warning signs and appointed traffic control placed to divert traffic around scene • Mobile equipment on standby if needed to clean up or contain any chemical spill

Environmental Incident Guide

Manage Environmental (Spill) Incident		
Assess	**Assess Hazards**	• Damage to eyes on contact • May cause burns to skin • Dangerous if swallowed • Fumes may irritate skin, eyes & mucous membranes
Respond	**Response to Hazards**	• DO NOT RISK LIFE • Wear protective equipment and clothing applicable to the chemical/substance (refer to MSDS) • Stop spill/leak if possible – Spill Kit • Follow MSD sheets for action plan
Evacuate	**Evacuation**	• All non-emergency personnel should be evacuated to a minimum safe distance of 500m
Contain	**Containment**	• 2-way radio advice, warning signs and appointed traffic control placed to divert traffic around scene • Absorb liquid with earthen material • Prevent spillage from entering waterways • Remove material and dispose of in tailings dam
Notify	**Notification**	• Follow notification guidelines for DEPWS.
Diesel fuel is the most likely source of an environmental spill at KGL-Jervois site. The following MSDS provides additional information for safe handling		

MSDS Information sheet

Name Of Dangerous Goods	Hazardous Properties	Safe Handling Procedures
Diesel Fuel (Distillate) U.N. Number: 1268 HAZCHEM CODE: 3YE **Site Storage:** 1 x above ground tank at the Main Zone Camp area (Genset) 1 x above ground tank at the Mobile Fleet Workshop area maintenance area.	Volatile and flammable. Irritant to eyes, skin and respiratory system. Toxic if inhaled or ingested.	**Spillage:** Ensure that there are no sources of ignition present. Wear PVC gloves and rubber boots. Cover with an absorbent such as earth, sand or a commercial oil absorber. Sweep up and collect in drums for removal off site. Prevent entry into ground. **Waste Disposal:** If possible, return to manufacturer or store in appropriate containers for removal off site. **Fire Explosion:** Combustible. May evolve toxic fumes if heated or burned. **Extinguishment:** Wear self-contained breathing apparatus when required and only by SCBA trained employees. Use water spray to cool fire exposed surfaces and adjacent storage vessels. Shut off sources of the product if is safe to do so and remove containers from the vicinity of the fire. Use foam, powder (bicarbonate or ammonium phosphate based), BCF or carbon dioxide extinguishing agents.

Fire Incident Guide

LPG Fire		
Assess	**Assess Hazards**	• Risk of personal injury or death • Risk of violent explosion associated with extreme heat • Risk of lethal flying cylinders if explosions occur, due to uncontrolled venting of gases
Respond	**Response to Hazards**	• DO NOT RISK LIFE • DO NOT EXTINGUISH FLAME OF A BURNING CYLINDER • It is better to burn the gas than let it escape uncontrolled, minimum safe distance of 350m • When the fire has burnt itself out, allow the cylinder to cool completely before approaching • Compressed gas storage areas to be kept cool as possible by means of large quantities of water delivered as a fine spray via a hydrant or fire tender • Fire to be fought from as great a distance as water pressure permits
Evacuate	**Evacuation**	• All non-emergency personnel should be evacuated to a minimum safe distance of 500m
Contain	**Containment**	• 2-way radio advice, warning signs and appointed traffic control placed to divert traffic around scene • General structural firefighting practices are to be applied

Diesel Fuel / Oil Fire		
Assess	**Assess Hazards**	• Explosion risk possible – especially of near empty tanks • Tank ends may become projectiles • Significant radiated heat • Dense, poisonous smoke which may hamper the emergency response • Fire spreading to nearby buildings and storage compounds • Burning fuel escaping into drains / environment

Respond	**Response to Hazards**	• DO NOT RISK LIFE
		• IF THE FIRE HAS TAKEN HOLD – EVACUATE
		• If the fire has NOT TAKEN HOLD
		  ○ Stop fuel flow if possible (at tank valve)
		  ○ If foam is not available, apply water AS A FINE MIST OR FOG ONLY,
		  ○ **DO NOT** apply water as a straight jet onto burning fuel/oil

Evacuate	**Evacuation**	• IF FIRE HAS TAKEN HOLD ALL PERSONNEL should be evacuated to a minimum safe distance of 500m • Move all nearby mobile equipment to a minimum safe distance of 200m
Contain	**Containment**	• 2-way radio advice, warning signs and appointed traffic control placed to divert traffic around scene • Arrange for a truck load of gravel and a small loader plus other bunding equipment as required

Bushfire		
Assess	**Assess Hazards**	• Persons injured or trapped • Damage to infrastructure • Fire initiation of fuel stores
Respond	**Response to Hazards**	• DO NOT RISK LIFE • Small fire, extinguish with water or extinguishers provided in area • Significant fire: o Isolate power supply to building(s) o Remove all mobile equipment to a safe distance o Evacuate personnel to a position away from the fires' path. o Use trailer mounted firefighting spray unit or water truck to control fire o Use water or foam to fight any non-electrical fire
Evacuate	**Evacuation**	• All non-emergency personnel to be evacuated to a minimum safe distance of 500m • Move all nearby mobile equipment to a minimum safe distance of 200m
Contain	**Containment**	• 2-way radio advice, warning signs and appointed traffic control placed to divert traffic around scene • General bush firefighting practices to apply

Village / Building Fire		
Assess	**Assess Hazards**	• Persons injured or trapped • Responders to check accommodation rooms for personnel • Damage to infrastructure • Toxic gasses / fumes • Violent explosion possible with gas cylinders being affected • Structural collapse
Respond	**Response to Hazards**	• DO NOT RISK LIFE • Small fire, extinguish with water or extinguishers provided in area • Significant fire: o Isolate power supply to building(s) o Remove all mobile equipment to a safe distance o Use trailer mounted firefighting spray unit to control fire o Use water or foam to fight any non-electrical fire
Evacuate	**Evacuation**	• All non-emergency personnel to be evacuated to a minimum safe distance of 500m • Move all nearby mobile equipment to a minimum safe distance of 200m
Contain	**Containment**	• 2-way radio advice, warning signs and appointed traffic control placed to divert traffic around scene • General structural firefighting practices to apply

Electrical Fire		
Assess	**Assess Hazards**	• Electrocution • Possible toxic fumes and smoke • Possible explosion of electrical components • Possible asphyxiation due to oxygen displacement • Involvement of other equipment / buildings
Respond	**Response to Hazards**	• DO NOT RISK LIFE • Use Dry Powder fire extinguishers • In the event of electric shock follow the DRSABCD action plan of first aid • Isolate power supply to affected building/switchboard • DO NOT USE water or foam unless power supply has been isolated
Evacuate	**Evacuation**	• All non-emergency personnel to be evacuated to a minimum safe distance of 200m
Contain	**Containment**	• 2-way radio advice, warning signs and appointed traffic control placed to divert traffic around scene • Electrical firefighting practices to apply

Journey Emergency Guide

In Emergency – DIAL 000

ACTIONS TO TAKE IN THE EVENT OF AN EMERGENCY	HOW TO ACTIVE SPOT TRACKER
ACTIVATE SPOT TRACKER, THEN DIAL "000" OR CALL on "Ch 39" on UHF Radio or Main Office via phone	
When you are answered state: □ Your Name □ Location of emergency □ Nature of emergency □ Number of casualties or injuries involved □ Assistance required and hazards that are present □ Inform operator that you have activated the SPOT tracker □ Stay on the phone and follow instructions	**button.** **2. Press and hold SOS button until the LED flashes.**
Render first aid to anyone injured. Apply the DRSABC plan	
Attempt to control situation (e.g., extinguish fire, contain spill)	
Notify supervisor	
Guide Emergency Services into incident scene	
Be prepared to assist the Emergency Services once they arrive and take control of the emergency	

Emergency Contact Numbers Will need to add numbers when known

KGL SITE EMERGENCY CONTACT NUMBERS

Name	Position	Phone Number	Name	Position	Phone Number
Jervois Sat Phone	Geo's Office	0147 164 218	Jalu Bias Firdausi	Exploration Geologist	0447 783 875
Atiqullah Amiri	Senior Exploration Geologist	0412 292 014			
Jon Jeal	Site Manager	0409 688 862			

EMERGENCY SERVICES

Harts Range Health Centre	Ph 08 8956 9778	Medical Retrieval and Consultation Centre (MRaCC) (Royal Flying Doctor Service)	Ph 1800 167 222
Alice Springs Hospital Emergency	Ph 08 8951 7529	Police – Harts Range	Ph 08 8956 9772

Route from Alice Springs to Jervois

Alice Springs to Harts Range – approximately 2-hour drive	Harts Range to Jervois – approximately 2-hour drive





Bonya (Baikal) Airstrip



Lucy Creek Station Airstrip

Airstrip Locations		
Bonya (Baikal) Airstrip	-22° 46’49.08” S	136° 9’48.92” E
Lucy Creek Airstrip	-22° 28’14.69” S	136° 16’40.36” E

Emergency Contacts List

1. Emergency Services	
Police – Harts Range Police Station	(08) 8956 9772 or call 000
Police – Alice Springs	(08) 8951 8888 or call 000
Medical Retrieval and Consultation Centre (MRaCC)	1800 167 222 or call 000
Harts Range Health Centre	(08) 8956 9778
Alice Springs Hospital (Emergency)	(08) 8951 7529
Alice Springs Hospital (General)	(08) 8951 7777
Bonya Community Clinic (visiting clinic)	(08) 8956 6300
Poisons Info Centre	13 11 26
2. Neighbours	
Jervois Station	(08) 8956 6307
Lucy Creek Station	(08) 8956 6303
Bonya Community (Arramwelke Aboriginal Corporation)	(08) 8956 6366
3. KGL contacts names to be added	
Brisbane office	(07) 3071 9003 this may need to be changed
Jervois Site Office	
Konrad Liftin (Project Director)	0418 258 018
Daniel Mestroni (Site Manager)	0418 450 630
Gary Grant (Safety Director)	0447 101 555
Site Safety Manager	
Jon Jeal (Exploration Site Manager)	0409 688 862

Resources

1. Medical	Location
First Aid Room	Located eastern end of Geo's office
First Aid kits	First Aid room, Vehicles, Manager's office and Camp Mess
Trauma kits	First Aid room
RFDS Medical Chest	First Aid room
Stretcher	First Aid room
AED	First Aid room and office
Oxy-Viva / Oxygen	First Aid room

2. Firefighting	Location
Fire Extinguisher – Dry Chemical	Located throughout site buildings, accommodation and vehicles.
Fire Extinguisher – Wet Chemical (oil fire)	Located outside kitchen
Fire blankets	Located in the kitchen
Firefighting spray unit	Exploration Camp – beside tool container

3. Other Equipment	Location
Spill kits	TBA
Fire & Emergency equipment trailer	TBA

Notifications

NOTIFICATION OF EMPLOYEE'S FAMILY OR NEXT OF KIN (NOK)

Objective

To ensure, in the event of an injury, that the welfare of the injured person and of their immediate family is given proper attention.

Notification of Next of Kin (NOK)

If an injury, illness or fatality at work results in a person not being able to return home at the time expected, it is the responsibility of Crisis Manager or their delegate to notify the NOK, using the following guidelines:

1. Whenever possible, the Crisis Manager or their delegate should notify the NOK.
2. In certain circumstances, it may be appropriate for a support person to accompany the Crisis Manager, eg in the circumstance that a fatality has occurred.
3. Notification should occur as soon as practicable. For less serious injuries that occur during the night it may be appropriate to delay notification until the morning.
4. The Crisis Manager shall ensure transport is arranged for NOK and if appropriate they are accompanied by a Company representative, to the hospital. Ensure that there is appropriate support for any children or dependents remaining at home.
5. Trauma or bereavement counselling can be arranged through AccessEAP. Alternatively, there are several counselling and support service agencies across Australia.
6. Arrange for the injured person's vehicle and other personal effects to be returned to their home as soon as possible.
7. Maintain contact with NOK during the employee's recovery and offer support as appropriate.

NOTIFICATION OF AUTHORITIES

The CEO or their delegate is responsible for ensuring that the relevant authority is notified immediately after becoming aware of the incident occurring.

Authority	Notifiable Incident	Contact Details
NT WorkSafe	• The death of a person • A serious injury or illness • A dangerous incident	**1800 019 115** (or online at https://worksafe.nt.gov.au/notify-nt-worksafe
Department of Environment, Parks and Water Security (DEPWS)	• An incident causes or threatens to cause material or significant environmental harm	**1800 064 567** (pollution hotline)

Central Land Council (CLC)	• Any breach of the ILUA, including Rules of Conduct by the company, any of its personnel, contractors or permitted visitors.	**08 8951 6211**

Director's Guide in a Crisis

Guideline to Director's response in a Crisis		
Informed	Obtain briefing from CEO	• Clarify the facts • Understand the response plan • Confirm support/actions you need to undertake • Keep it brief, let the CEO get on with managing the crisis
Support	Provide resources and support	• Support your executive team • Confirm they have the right resources • Get regular updates
Advice	Consider external advice	• Consider the need for outside advice o Legal o Public relations o Crisis management expert o Incident management expert
Reporting	Confirm reporting and notifications	• Confirm that corporate and statutory notifications and reporting requirements are being met. • Confirm support/notifications for injured persons/next of kin are in place
	Announcements	• Consider disclosure obligations • Prepare and issue announcements as required
Communicate	Crisis Communication	• Communicate early, with timely follow up • Decide if Chair or CEO or both jointly will be the spokesperson • Clear and simple language, fact-based information • Consistent messaging across different channels • Gather feedback and adapt, address rumours/misinformation
Recovery	Recovery	• Confirm recovery plan with executive team • Monitor and confirm completion
	Lessons learned	• Conduct review with executive team • What worked, what didn't work, how did we handle things • What needs updating, what plans need revising • How did everyone play their role and what should change

Emergency Response Plan – Assessment

Where multiple answer questions and true or false answer questions are indicated please circle the most correct answer.

Questions	Response		
1. An emergency is an uncontrolled incident requiring immediate response to protect people, assets and the environment.	True		False
2. An emergency response plan provides procedures and guidelines for how to deal with an emergency to:	A	Ensure the emergency is dealt with safely and effectively	
	B	Avoid further risk to personnel, equipment and environment	
	C	Restore the site / operations to normal as soon as practicable	
	D	All of the above	
3. What does Northern Territory Emergency Management have to do with Jervois?	A	Northern Territory Emergency Management uses a hierarchical framework, with 3 levels of control	
	B	Jervois is in the Harts Range (Atijere) Locality, in the Southern Region of NT emergency management structure	
	C	Agencies include NT Police, NT Fire and Rescue Service, NT Emergency Service	
	D	All of the above	
4. JOPS-Emergency Response Plan enables interoperability between site and external emergency service agencies.	True		False
5. KGL emergency management structure has 2 levels.	True		False
6. A Level 1 _____can be _____with _____resources and is monitored for _____to Level 2.	Use these words to complete the sentence: **site, incident, escalation, managed**		
7. In a Level 2 incident the CEO stands up an Incident Management Team (IMT) and appoints an Incident Controller and support functions, with interface to external emergency services.	True		False
8. To initiate an Emergency all workers must follow the instructions on which Duty Card?	A	Duty Card 2 – Scene Controller	
	B	Duty Card 4 – Incident Controller	
	C	Duty Card 3 – Communications Officer	
	D	Duty Card 1 – All workers	
9. On Duty Card 1 the first step is to _____the incident scene, check for _____, _____energy sources, check for _____and _____emergency call.	Use these words to complete the sentence: **response, danger, assess, initiate, isolate**		
10. When making an emergency call, you should? (select all that apply)	A	Locate nearest 2-way radio	
	B	Select UHF radio channel 39	
	C	Remain CALM and speak clearly	
	D	Call: **"EMERGENCY-EMERGENCY-EMERGENCY"**	

11. When the emergency call is answered, give the following information:	A	Driver's license number, mobile number, first pet's name, first school name
	B	Name, location, mobile number, assistance required
	C	Name, location, nature of emergency, assistance required
	D	Name, location, nature of emergency, mobile number
12. After you have provided the information, answered any questions and clarified your next steps, you should turn the radio OFF to avoid any distractions.	True	False
13. Who should complete the Emergency Call Checklist?	A	Someone
	B	No one
	C	Only a manager can complete
	D	The person receiving the emergency call
14. In responding to the emergency, you should: (select all that apply)	A	Recheck for danger
	B	Recheck for response
	C	Initiate first aid – ABCD
	D	Control the situation if safe to do so
	E	Evacuate if necessary
15. Supporting the Scene Controller involves:	A	Maintaining communication with Scene Controller
	B	Carrying out tasks assigned
	C	Continuing until the emergency is over or directed to stand down
	D	All of the above
16. The Emergency Response Plan includes the following action guides: (select all that apply)	A	Environmental Incident
	B	Fire Incident
	C	Medical Emergency
	D	Journey Emergency
	E	Vehicle Incident
17. If a trained first aider is assessing a patient/casualty's condition, they should?	A	Do their best under the circumstances
	B	Phone a friend for advice
	C	Wait for their manager to tell them what to do
	D	Follow the Medical Emergency Guide
18. The Scene Controller is usually the most junior or inexperienced person on site, because the senior people are too busy.	True	False

Participant

Name: _____Signature: _____

Company: _____(Please Print)

Date _____/ _____/ 20_____

Pass / Fail

KGL Representative

Name: _____Signature: _____

Date _____/ _____/ 20_____