ENVIRONMENTAL AWARENESS PLAN (EAP)

The material/source of information for the EAP will be the approved Environmental Management Programme Report(s), as well as other relevant specialist reports. These documents will be utilised to compile a database, which is referred to in this EAP, which will contain all medium to high significant environmental aspects and issues. The environmental issues and aspects will be entered into the database with associated mitigation measures and responses, along with the specific legislation that governs such an impact or aspect. The environmental awareness plan is detailed in the sections below.

Induction

All full time staff and contractors are required to attend an induction session. Employees are inducted when they start at the mine and when they return from leave. Any contractor, who works on the mine for a period of 24 hours or more, is required to undergo the respective induction training. Environmental issues and aspects related to the operation will be addressed in induction sessions.

All environmental impacts and aspects and their mitigating measures will be discussed, explained and communicated to employees. The induction sessions will be modified according to the level of employee attending the induction session, so that all employees gain a suitable understanding of environmental issues and pollution.

The basic content of the induction programme for full time employees is as follows:

- Welcome and Registration;
- Disciplinary Code;
- Fire Extinguisher;
- Employee Assistance Program;
- Security;
- HIV/Aids Awareness;
- Environmental Issues as per EMPR
- Environmental and Quality Checklists

A Basic Environmental Training Course should be developed by management.

Environmental Meetings

Environmental meetings can be held with management, and selected groups of supervisors /foremen and/or employee representatives. This will take the form of an open discussion between the relevant department and these individuals. The symposiums will aid in environmental awareness being generated at all levels, as well as assist the relevant department in defining all, and identifying new environmental issues, concerns and pollution sources.
**In-house Training**

In-house training sessions will be held with relevant employees. The training sessions will be determined by the relevant department, and will allow for employees to participate in determining what the environmental issues and concerns are with regard to their specific occupation. Education with regard to environmental incident reporting will be detailed at these sessions.

**On the Job Training**

On the job training is an essential tool in environmental awareness. Employees will be given details of the expected environmental issues and concerns specifically related to their occupation. Employees will be trained on how to respond if an environmental problem or source of environmental pollution arises. The training will be on-going, and all new employees will be provided with the same standard of training as existing employees.

**General Training and Skills Development**

Human Resources Development Programmes will include appropriate training and skills development programmes as required by the workforce in support of operation specific business plans (both mining and non-mining related). Training will be offered in portable skills, being competencies that will enable employees to find jobs elsewhere within the mining industry, or to become self-employed.

Basic environmental and pollution control skills will be included in this training.

**ENVIRONMENTAL COMMUNICATION STRATEGY**

Management shall establish and maintain procedures for the internal communication between the various levels and functions of the organisation, and receiving, documenting and responding to relevant communication from external interested & affected parties. The organisation shall consider processes for external communication on its significant environmental aspects and record its decision. Communication is a management responsibility. All supervisors are responsible for effective communication within their own sections. Environmental communication can be divided into two categories, namely internal communication and external communication.

**Internal Communication**

The following communication channels and media will/can be used to communicate environmental issues.

HOD Meetings: The Mine Manager communicates information to senior management on environmental issues.
HSEC Meetings: Environmental issues should be an agenda item on plant and section monthly safety, health & environmental meeting agendas.

Publications: Leaflets, posters etc are produced by the relevant department or other designated persons.

Daily/Weekly Safety Meeting: All meetings are scheduled to commence with a discussion on safety, health & environmental topics.

**External Communication**

The following communication channels and media will/can be used to communicate environmental issues to individuals who are not employed.

Publications: Selected publications should be produced and used to communicate environmental issues to outside parties. Examples include newsletters and Annual Reports.

E-mail: E-mail communication received must be stored, with replies, in an appropriate folder on a server. E-mail messages, relevant to environmental management, should be kept for a minimum of two years before deletion.

Mail: Correspondence received by mail must be filed, along with the response (where relevant), within the relevant department’s filing system for a minimum period of 2 years. Paper correspondence will be archived in this department.

Telephone: A register of telephonic environmental queries should be kept by the relevant department detailing caller, contact details, date, query, action taken and response. Furthermore, the person answering the call will be responsible for logging their particulars against the call, as well as ensuring that all communication that leads to an aspect or an impact, is entered on the database.

Storage of Correspondence: All original correspondence must be retained by the Mine Manager for a minimum period of two years.

Environmental Reports: Copies of relevant specialist study reports and Environmental Impact Assessments will be made available by the Mine Manager should these be requested by an external party.

Queries from Interested and Affected Parties: Response to queries about environmental impacts and aspects will be addressed by the relevant department, and approved by the Mine Manager.

**Incident Reporting Structure**
Environmental incident reporting is a vital part of communication. Employees are required to report any and all environmentally related problems, incidents and pollution, so that the appropriate mitigating action can be implemented timeously.

**ENVIRONMENTAL INCIDENT REPORTING PROCEDURE**

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<th>ENVIRONMENTAL INCIDENT REPORTING STRUCTURE</th>
<th>ACTION REQUIRED</th>
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| Line Management in relevant area of responsibility where the incident occurred | Shall investigate the incident and record the following information:  
  o How the incident happened;  
  o The reasons the incident happened;  
  o How rehabilitation or clean up needs to take place;  
  o The nature of the impact that occurred;  
  o The type of work, process or equipment involved; and  
  o Recommendations to avoid future such incidents and/or occurrences.  
Shall inform the Environmental Manager / Mine Manager on a daily basis of all incidents that were reported in the area/section.  
Shall consult with the relevant department / person for recommendations on actions to be taken or implemented where appropriate (e.g. clean-ups).  
Shall assist the Environmental Manager and/or Mine Manager with applicable data in order to accurately capture the incident into the reporting database. |
| Area / Line Managers | Shall forward a copy of the incident form to other line managers.  
Shall forward a copy of the incident form to the Environmental Manager / Mine Manager.  
Shall inform the relevant department / person on a weekly basis of the incident by e-mail or by submitting a copy of the incident report. Once a High Risk Incident (any incident which results from a significant aspect and has the potential to cause a significant impact on the environment) occurred it must be reported immediately to the Environmental Manager / Mine Manager by telephone or email to ensure immediate response / action. |
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<tr>
<th>Environmental Manager / Mine Manager</th>
<th>Shall forward a copy of the completed Incident Reporting Form (and where applicable a copy of the incident investigation) to the relevant department / person</th>
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<tr>
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<td>Shall complete an incident assessment form to assess what level of incident occurred.</td>
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<td>Shall make recommendations for clean-up and / or appropriate alternate actions.</td>
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<td>Shall enter actions necessary to remediate environmental impacts into the database in conjunction with the responsible line manager.</td>
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<td>Shall enter the incident onto the database in order to monitor the root causes of incidents.</td>
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<td>Shall include the reported incidents in an appropriate monthly / quarterly report.</td>
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<td>Shall highlight all incidents for discussion at meetings</td>
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