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| STRICTLY CONFIDENTIAL |  | **PRELIMINARY** |

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**MINUTES OF THE NOISE ADOPTION TEAM MEETING HELD AT THE CHAMBER OF MINES ON WEDNESDAY 29TH JANUARY 2013 AT 09:00 IN THE LEARNING HUB BOARDROOM 4TH FLOOR.**

**PRESENT:** Dick Coutts (DC) - Adoption team manager (Chairperson)

Jose de Beer (JDB) - Adoption team assistant manager (Chairperson/Scribe)

Hlangabeza Gumede (HG) - Principal Specialist (Noise)

Stanford Malatji (SM) - Head Learning Hub

**ABSENT**: None

**APOLOGIES:** None

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| **No.** | **Topics** | | **RESPON. PERSON** | **DUE DATE** | |
| **1.** | **OPENING, WELCOME, APOLOGIES AND APPROVAL OF PREVIOUS MEETING MINUTES**  JDB opened and welcomed members at the weekly noise team meeting and especially Mr. Stanford Malatji. The previous minutes dated 16th January 2013 were tabled and approved without any changes. | | Team | Noted | |
| **2.** | **CONFIRMATION OF AGENDA**  No agenda was tabled as the aim was to conduct the 2013 Noise team Strategic plan. The previous minutes were used as the agenda. | | Team | Noted | |
| **3.**  3.1  3.2  3.3  3.4  3.5  3.6  3.7  3.8  3.9  3.10  3.11  3.12  3.13  3.14  3.15  4.0  4.1  4.2  4.3  4.4  4.5  4.6  4.7  4.8  4.9  4.10  5.0  5.1  5.2  5.3  5.4  5.5  5.6  5.7  5.8  5.9  5.10  5.11  5.11  5.12  5.13 | **MATTERS ARISING (Previous Minutes)**  **Impala - Industry Source Elimination Repository Initiatives**:  JDB **– To r**emind Impala Platinum on noise initiatives as promised. Awaiting contact as he is on leave.   * SM requested to copy the GM if poor response is received.   **Xstrata (RM/WP) Western mines**   * JDB to conduct follow up on write ups from Xstrata Western Mines as the e-mail received from Xstrata requested some extension.   **Wits University (R&D noise initiatives)**   * HG to re-arrange a follow –up meeting.   **Annual Plan/Scope/ Progress/Feedback**  A strategic review was done.   * HG will draft and circulate to members for comment.   **Xstrata Kroondal Noise team interaction**  JDB to follow up on suggested dates.  **Impala & Noise team adoption interaction**  JDB to follow up on suggested dates.  **Northam & Noise team interaction**  JDB to follow up on suggested dates. 07 Feb send program 30 Jan ‘13  **ARM & Noise team interaction**  Team to finalize program. (Program will be same as for Xstrata.) CC Nerine Botes and Eric Mpande in communication.  **Harmony & Noise team interaction**  DC - Harmony will “run with the program internally and will contact Noise team for assistance.   * SM - Douw to train interviewers. * DC to liaise with Willie Retief. SM - Mine adoption team to be trained.   **HPD\_TAS\_Tool (Potential adopters tracking report)**  Team to review. 06 Feb ’13 JDB  **Exxarro**  DC – Poor response received regarding project teams.   * DC to follow up with Mxolisi Mgojo, Mongezi Veti, Nombasa Tsengwa and Busi Madola and cc higher levels to get a response.     **Noise Industry Copa’s**   * Four registration forms received and await more. (Anglo Gold, Shaft Sinkers Kumba Iron Ore and Murray & Robberts).   **Future 2013 Noise team & Industry meetings**   * DC to send the current Industry updated list to Maria to ensure proper future circulation on invites.   **DMR Mpumalanga Tri-Partite meeting and future meetings Jan 2013**  Verbal engagement and e-mails were sent to [Loraine.coetzee@dmr.gov.za](mailto:Loraine.coetzee@dmr.gov.za). More follow up is required for future engagement.  **Tri partite meeting dates**  HG to obtain dates for future scheduling and engagement. Team follow op  **General**  JDB – To follow up on the Shaft Sinkers adoption process to meet 2013 milestones.  **Director Occupational Hygiene DMR**  HG confirmed visit with Constance Titi Kekana for 14 February 2013 13 at 09H30 at the Pretoria office.   * Leading indicators on Noise will be the main focus   **Lonmin visit** - DC confirmed 5 February 2013 at 12:00  Month end Reports- Finalize Nov/Dec 2012 month end report and presentation including & KPI’s.  An e-mail was sent to Foskor to interact. JDB to conduct a follow up.    JDB - Obtain address and contact details for Optimum coal. (Industry file)  Total Coal does not response on e-mails sent for interaction. Expect industry reply soon.  Draft Milestone reporting template was discussed and no leading indicators are in existence.  18 April 2013 Coal safe conference – HG informed the team of a panel discussion that will take place.  31 Jan Thursday 2013 panel discussion.   * HG will attend on behalf of the team   **MEETING SCHEDULES 2013**  **NOISE ADOPTION MEETING SCHEDULES 2013: Venues and times might change**   |  |  |  | | --- | --- | --- | | JAN | Wednesday | 16, 23, 30 @ 10H00 at COM | | FEB | Wednesday | 6, 13, 20, 27 @ 10H00 at COM | | MAR | Wednesday | 6, 13, 20, 27 @ 10H00 at COM | | APR | Wednesday | 3, 10, 17, 24 @ 10H00 at COM | | MAY | Wednesday | 8, 15, 22, 29 @ 10H00 at COM | | JUN | Wednesday | 5, 12, 19, 26 @ 10H00 at COM | | JUL | Wednesday | 3, 10, 17, 24, 31 @ 10H00 at COM | | AUG | Wednesday | 7, 14, 21, 28 @ 10H00 at COM | | SEP | Wednesday | 4, 11, 18, 25 @ 10H00 at COM | | OCT | Wednesday | 2, 9, 16, 23, 30 @ 10H00 at COM | | NOV | Wednesday | 6, 13, 20, 27 @ 10H00 at COM |   **NOISE INDUSTRY MEETINGS 2013 Feb, April Aug Nov 2013**   |  |  |  | | --- | --- | --- | | FEB |  | @09H00 | | APR |  | @09H00 | | JUN |  | @09H00 | | AUG |  | @09H00 | | OCT |  | @09H00 |   **NOISE COPA MEETINGS 2013**   |  |  |  | | --- | --- | --- | | MAR |  | @09H00 | | MAY |  | @09H00 | | JUL |  | @09H00 | | SEP |  | @09H00 | | NOV |  | @09H00 |   **NOISE SPONSOR MEETINGS 2013**   |  |  |  | | --- | --- | --- | | MAR | Thursday | 07 March 2013 @14:30 - This can possibly be a meeting in person with Peter | | MAR | Friday | 15 March 2013 @ 09:00 - Telepresence or possibly in person | | APR | Thursday | 04 April 2013 @10:00 - Telepresence or possibly in person | | APR | Monday | 08 April 2013 @13:30 - Telepresence |   **MOSH LEARNING HUB MEETINGS 2013**   |  |  |  | | --- | --- | --- | | JAN | Thursday | 17 @ 07H30 at COM | | FEB | Thursday | 21 @ 07H30 at COM | | MAR | Thursday | 21/28 @ 07H30 at COM | | APR | Thursday | 18 @ 07H30 at COM | | MAY | Thursday | 16 @ 07H30 at COM | | JUN | Thursday | 20 @ 07H30 at COM | | JUL | Thursday | 18 @ 07H30 at COM | | AUG | Thursday | 15 @ 07H30 at COM | | SEP | Thursday | 19 @ 07H30 at COM | | OCT | Thursday | 17 @ 07H30 at COM | | NOV | Thursday | 21 @ 07H30 at COM | |  |  |  |   **GEE MONTHLY MEETINGS 2013**   |  |  |  | | --- | --- | --- | | FEB | FRIDAY | 08 @ 07H30 at COM | | APR | FRIDAY | 12 @ 07H30 at COM | | MAY | FRIDAY | 10 @ 07H30 at COM | | JUL | FRIDAY | 12 @ 07H30 at COM | | AUG | FRIDAY | 02 @ 07H30 at COM | | OCT | FRIDAY | 11 @ 07H30 at COM | | NOV | FRIDAY | 08 @ 07H30 at COM |   **HPC/GEE**   |  |  |  | | --- | --- | --- | | MAR | FRIDAY | 01 @ 07H30 at COM | | JUN | FRIDAY | 07 @ 07H30 at COM | | SEP | FRIDAY | 06 @ 07H30 at COM |   **TASK FORCE MEETINGS 2012**   |  |  |  | | --- | --- | --- | | FEB | FRIDAY | 22 @ 07H30 at COM | | APR | FRIDAY | 19 @ 07H30 at COM | | JUN | FRIDAY | 21 @ 07H30 at COM | | AUG | FRIDAY | 16 @ 07H30 at COM | | OCT | FRIDAY | 18 @ 07H30 at COM |   **OH &HPC MEETINGS 2012**   |  |  |  | | --- | --- | --- | | FEB | FRIDAY | 01 @ 07H30 at COM | | APR | FRIDAY | 05 @ 07H30 at COM | | MAY | FRIDAY | 03 @ 07H30 at COM | | JUL | FRIDAY | 05 @ 07H30 at COM | | AUG | FRIDAY | 02 @ 07H30 at COM | | OCT | FRIDAY | 04 @ 07H30 at COM | | NOV | FRIDAY | 01 @ 07H30 at COM |   **EASTERN DISTRICT TRIPARTITE FORUM MEETINGS 2013**   |  |  |  | | --- | --- | --- | | JAN | 25 | @ 09H00 | | MAR |  | @ 09H00 | | MAY |  | @ 09H00 | | JUL |  | @ 09H00 |   **NORTH WESTERN (NW) DISTRICT TRIPARTITE FORUM MEETINGS 2013**   |  |  |  | | --- | --- | --- | | JAN ‘13 | Thursday | 03 or 10 Jan @ 07H00-10H00 at Anglo American Platinum Siphumelele Mine– (Chris Moller) 07 Jan 2013 | | FEB ‘13 | Tuesday | 07 Feb @ 07H00-10H00 at Impala Platinum-12# and 12N (Riaan Swanepoel) | | MAR‘13 | Thursday | 07 Mar @ 07H00-10H00 at Lonmin Platinum Shaft - (Christo Horn) |   **Mpumalanga Tripartite forum meetings 2013**   |  |  |  | | --- | --- | --- | |  |  | @ 09H00 | |  |  | @ 09H00 | |  |  | @ 09H00 | |  |  | @ 09H00 |   **Limpopo Tripartite forum meeting 2013**   |  |  |  | | --- | --- | --- | |  |  | @ 09H00 | |  |  | @ 09H00 | |  |  | @ 09H00 | |  |  | @ 09H00 |   **Northern Cape Tripartite forum meetings 2013**   |  |  |  | | --- | --- | --- | |  |  | @ 09H00 | |  |  | @ 09H00 | |  |  | @ 09H00 | |  |  | @ 09H00 | | JDB  Team  JDB  RM  HG  Team  HG  JDB  JDB  JDB  Team  DC  Team  DC  Team  Team  DC  Team  DC  JDB  HG  JDB  HG  Team  DC  JDB  JDB  JDB  JDB  HG  Team  Team  Team  Team  Team  Team  Team  Team  Team  Team  Team  Team  Team  Team  Team  Team | 31 Jan ‘13  Noted  31 Jan ‘13  8 Feb ‘13  Noted  06 Feb ‘13  06 Feb ‘13  24 Jan ‘13  06 Feb ‘13  29 Jan ‘13  Noted  06 Feb ’13  Noted  06 Feb ’13  Noted  31 Jan ‘13  Noted  06 Feb ’13  06 Feb ‘13  06 Feb ‘13  06 Feb ‘13  Noted  14 Feb ‘13  Noted  06 Feb ‘13  06 Feb ‘13  31 Jan ‘13  Pending  Noted  Noted  Noted  Noted  Noted  Noted  Noted  Noted  Noted  Noted  Noted  Noted  Noted  Noted  Pending  Pending  Pending |
| 6.0  6.1 | **Adjournment and next meeting**  Adjournment took place at 14H 10. The next Noise Adoption Team meeting will be held on 06th February 2013 at 09H00 at the Learning Hub Boardroom 4th Floor. | Team | 06 Feb ‘13 |  | Noted |

These minutes are still in draft and will be signed as a correct record of proceedings as soon as comment is received.

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SCRIBE DATE

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CHAIRPERSON DATE