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| STRICTLY CONFIDENTIAL |  | **PRELIMINARY** |



**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.**3.13.23.33.43.53.63.73.83.93.103.113.123.133.143.154.04.14.24.34.44.54.64.74.84.94.105.05.15.25.35.45.55.65.75.85.95.105.115.115.125.13 | **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. 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 12:00Month 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**

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| --- | --- | --- |
| 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**

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| --- | --- | --- |
| 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 |

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| 6.06.1 | **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