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| STRICTLY CONFIDENTIAL |  | **PRELIMINARY** |



**MINUTES OF THE NOISE ADOPTION TEAM MEETING HELD AT THE CHAMBER OF MINES ON FRIDAY 26 APRIL 2012 AT 09H00 IN THE LEARNING HUB BOARDROOM 4TH FLOOR.**

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

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

 Hlangabeza Gumede (HG) - Principal Specialist (Noise)

**ABSENT**: None

**APOLOGIES:** None

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|  |  | **RESPON. PERSON** | **DUE DATE** |
| **1.** | **OPENING, WELCOME, APOLOGISE AND APPROVAL OF PREVIOUS MEETING MINUTES** JDB opened and welcomed members at the weekly meeting. The previous minutes dated 9March 2012 were approved without changes.  | JDB | Noted |
| **2.** | **CONFIRMATION OF AGENDA**It was agreed that we will only discuss matters of the previous minutes.  | Team  | Noted |
| **3.**3.1 3.23.33.43.53.63.73.83.93.103.113.123.133.14 | **MATTERS ARISING (Previous Minutes)****Industry Workshop:** * It was decided that this workshop/day of learning only take place after June 2012.

**Workshop Action**An action plan will be discussed at the next Noise team meeting.**“Suite of simple leading practices”**Progress is very slow. OEM’s will be contacted to gain more info to conclude “old” write ups for publicity on the web. Action: Feedback is required by JDB and DCSasol Sponsor meeting: * Feedback expected on 26 April 2012. At 12:30.

**Noise Team Policy and Mission**: * The Noise Team do have a Noise Policy and mission on the Noise Portal.

 **Action:** HG will review and share with the team at the next Noise team meeting. **Buy Quite Policy:** * The 10 April 2012 visit at Khutala did not reveal usable info**.**

**Action:** Feedback on their current procurement policy is expected. **20 April 2012 Nkomati Mine*** Nkomati Mine visit was postponed

**Action:** The new date is set for 15 May 2012 - JDB/HG to attend and Douw Cronje will do a presentation on leadership behaviour and communication Plans.**23 April 2012 Lonmin Mine (HPD):** * HPD demo took place Mr. James Price at the COM.

**24 April 2012 Glen Douglas Mine HPD):** * A Noise team demo meeting was held with MR. Monty Coleman at AFRIMAT Glen Douglas Mine.

**04 May 2012 Sasol follow up:*** Visit on SLP’s with Inus Labuschagneis confirmed

**Action**: Initiatives and write ups are expected regarding NIHL initiatives and scrubber fan engineering revision. **16 May Petra Diamonds**Noise and dust team dust team interaction with Northern Cape.**17 May – Mosh Monthly meeting****18 and 19 May Presentation*** DC will do the presentation ant Medical and Nursing council.

**Case studies:**The noise team is to give case study input at the next Noise team meeting. The ones supplied by JDB will not suffice for presentation purposes.**22/24 May 2012 - Two rivers*** Noise team HPD\_TAS\_Tool demo with ARM (JDB/HG and Douw Cronje)

**Action:** JDB to confirm correct dates ASAP. | TeamTeam DC & JDBTeamHGJDBTeamTeamTeamJDBTeamTeamTeamTeam | PendingPending16 May’ 1226 Apr’ 12PendingPending15 May’ 12DoneDone04 May’ 1216 May’ 12Noted17 May’ 1209 May’ 12 |
| **4.0****4.1****4.2****4.3****4.4****4.5****4.6****5.0****5.1****5.2****5.3****5.4****5.5****5.6****5.7****5.7.1****5.7.2** | **GENERAL** **JDB reported back that SM requested to work through Jeannette on the safety issues as indicated from point 4.1-4.3)** **Slipping Hazards** (Demarcation)* It was reported by an Arm visitor on 19 April that steps in passage ways are not clear and he almost hurt himself

**Action:** This will be discussed at the Mosh meeting on 19 April 2012. Feedback required at next Noise team meeting**Emergencies and evacuation*** It was determined that the COM Emergency procedure displayed on agendas is inadequate and is incomplete.

**Action:** It was corrected by JDB and circulated to HG and DC for comment.**Induction*** It was reported by the noise team members that none of them received any form of safety induction and are not familiar with any safety rep or fire marshal and require information on what to do in the event of an emergency or fire. (WDWWWH)

**Action:** This was not discussed at the Mosh meeting on 19 April 2012. Feedback required at next Noise team meeting**Tripartite meeting attendance Northern Cape, Free State. Western Districts, Eastern Districts**The noise team to formulate how the attendance will be done and what messages or topics will be conveyed**Action:** It is not a requirement to do demonstration at each and every meeting, the visibility and interaction is the focus point**NIP plans**JDB to forward the ( NIP) Noise Improvement Plan done at Sasol for sharing with the Noise Adoption team.**Simple Leading Practices:**SLP’s for different mines to be identified amongst the team which are common in industry. This will be more relevant during the intended workshop/day of learning after June 2012. Please refer to point 2.3 as well.**MEETING SCHEDULES 2012: Please take note that the venues might changes****NOISE ADOPTION TEAM MEETINGS 2012**

|  |  |  |
| --- | --- | --- |
| MAY 2012 | Wednesday | 02, 09, **16**, 23, 30 May @ 10H30 at COM |
| JUN 2012 | Wednesday | 06, 13, **20**, 27 June @ 10H30 at COM |
| JUL 2012 | Wednesday | 04, 11, **18**, 25 July @ 10H30 at COM |
| AUG 2012 | Wednesday | 01, 8, **15**, 22, 29 August @ 10H30 at COM |
| SEP 2012 | Wednesday | 05, 12, **19**, 26 September @ 10H30 at COM |
| OCT 2012 | Wednesday | 03, 10, **17**, 24, 31 October @ 10H30 at COM |
| NOV 2012 | Wednesday | 07, **14**, 21, 28 November @ 10H30 at COM |
|  |  | **The highlighted dates is for SM to attend if available** |

**NOISE ADOPTION TEAM MEETINGS 2012**

|  |  |  |
| --- | --- | --- |
| MAY 2012 | Wednesday | 02, 09, **16**, 23, 30 May @ 10H30 at COM |
| JUN 2012 | Wednesday | 06, 13, **20**, 27 June @ 10H30 at COM |
| JUL 2012 | Wednesday | 04, 11, **18**, 25 July @ 10H30 at COM |
| AUG 2012 | Wednesday | 01, 8, **15**, 22, 29 August @ 10H30 at COM |
| SEP 2012 | Wednesday | 05, 12, **19**, 26 September @ 10H30 at COM |
| OCT 2012 | Wednesday | 03, 10, **17**, 24, 31 October @ 10H30 at COM |
| NOV 2012 | Wednesday | 07, **14**, 21, 28 November @ 10H30 at COM |
|  |
| **MOSH ADOPTION TEAM MEETINGS 2012 – PRE-LIMANARY** |
| MAY 2012 | Thursday | 17 May @ 07h30 at COM |
| JUN 2012 | Thursday | 21 June @ 07h30 at COM |
| JUL 2012 | Thursday | 19 July @ 07h30 at COM |
| AUG 2012 | Thursday | 16 August @ 07h30 at COM |
| SEP 2012 | Thursday | 20 September @ 07h30 at COM |
| OCT 2012 | Thursday | 18 October @ 07h30 at COM |
| NOV 2012 | Thursday | 15 November @ 07h30 at COM |

**GEE MONTHLY MEETINGS 2012**

|  |  |  |
| --- | --- | --- |
| MAY 2012 | Friday | 11 May @ 09H00 at COM |
| JUL 2012 | Friday | 13 July @ 09H00 at COM |
| AUG 2012 | Friday | 10 Aug @ 09H00 at COM |
| OCT 2012 | Friday | 12 Oct @ 09H00 at COM |
| NOV 2012 | Friday | 09 Nov @ 09H00 at COM |

**INDUSTRY MEETINGS 2012**

|  |  |  |
| --- | --- | --- |
| MAY 2012 | Wednesday | 30 May @ 09H00 at COM |
| JUL 2012 | Wednesday | 25 July @ 09H00 at COM |
| SEP 2012 | Wednesday | 26 Sep @ 09H00 at COM |
| NOV 2012 | Wednesday | 28 Nov @ 09H00 |

**TASK FORCE MEETINGS 2012**

|  |  |  |
| --- | --- | --- |
| JUNE 2012 | Friday | 22 June @ 07H30 at COM |
| AUG 2012 | Friday | 17 Aug @ 07H30 at COM |
| OCT 2012 | Friday | 19 Oct @ 07H30 at COM |
| JUNE 2012 | Friday | 01 Jun @ 07H30 at COM |
| SEP 2012 | Friday | 07 Sep @ 07H30 at COM |
| DEC 2012 | Friday | 07 Dec @ 07H30 at COM |

**OH &SPC MEETINGS 2012**

|  |  |  |
| --- | --- | --- |
| MAY 2012 | Friday | 18 May @ 07h30 at COM |
| JUL 2012 | Friday | 20 July @ 07h30 at COM |
| SEP 2012 | Friday | 21 Sep @ 07H30 at COM |
| NOV 2012 | Friday | 23 Nov @ 07H30 at COM |

**JOINT HPC/GEE MEETINGS 2012****EASTERN DISTRICT TRIPARTITE FORUM MEETINGS 2012**

|  |  |  |
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| JUL 2012 | Wednesday | 25 Jul @ 10H00-12h00 at ECM (Eastern Chrome Mines) |
| OCT 2012 | Wednesday | 31 Oct @ 10H00-12h00 at Xstrata Thorncliffe |

**NORTH WESTERN (NW) DISTRICT TRIPARTITE FORUM MEETINGS 2012**

|  |  |  |
| --- | --- | --- |
| MAY 2012 | Thursday | 3 May @ 07H00-10H00 at Aquarius Platinum - (Lawrence Schulz) |
| JUN 2012 | Thursday  | 07 June @ 07H00-10H00 at Xstrata Platinum Eland Mine - (Rodney O’ Reily) |
| JUL 2012 | Thursday  |  05 July @ 07H00-10H00 at Northam Platinum - (Danny Gonsalves) |
| AUG 2012 | Wed-Fri  | 1-3 Aug @ Mine Safe 2012  |
| SEP 2012 | Thursday | 06 Sep @ 07H00-10H00 at Anglo American at Bathopele – (Dawie van Aswegen) |
| OCT 2012 | Thursday  |  04 Oct @ 07H00-10H00 at Impala Platinum – (Bond Malunga) |
| NOV 2012 | Thursday  | 01 Nov @ 07H00-10H00 at Lonmin Hossy Shaft – (Grant Webber) |
| DEC 2012 | Thursday  | 06 Dec @ 07H00-10H00 at Xstrata Western Chrome Mines (Richard Vermeulen) |
| JAN 2013 | Thursday  |  03 or 10 Jan @ 07H00-10H00 at Anglo American Platinum Siphumelele Mine– (Chris Moller) |
| FEB 2013 | Tuesday | 07 Feb @ 07H00-10H00 at Impala Platinum-12# and 12N (Riaan Swanepoel) |
| MAR 2013 | Thursday  | 07 Mar @ 07H00-10H00 at Lonmin Platinum Safft Shaft - (Christo Horn) |

 | JDBJDBTeamTeamTeamJDB TeamTeam | 09 May’ 1209 May’ 12PendingPendingNoted09 May ‘1209 May ‘12 Noted |

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| **6.0****6.1****6.2** | **Adjournment**Adjournment took place at 11H50**NEXT MEETING**Date: 09 May 2012Time: 09 H00 to 13H30Venue: 4th Floor Learning Hub Boardroom. | Team | 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**