

Appendix F2

Spill reduction action plan

Project No.	NA		Responsibles:	Name	Initial
Project Title	Mobile Maintenance and Operation Oil spill reduction			Erika Voyer	EV
Location	Meadowbank pit and Mobile maintenance areas			Keven Beatty	KB
Project Manager	NA			Pierre Laberge	PL
Revision		Date		Water Standing	WS
Created		28/01/2016		Robin Allard	RA
Updated		07/11/2016		Kathryne Gagne	KG
				Eric Steinmetzer	ES

Instructions for using the model:

1. Enter data on the project concerned;
2. Identify key elements of the action plan and Register online in bold;
3. Define sub-activities associated with key elements;
4. If you need to add sub-activities, insert a new line below the last available;
5. Add a responsible, appropriate status, schedule (if applicable) and the progress of the task for each sub-activity;
6. Weekly monitoring of the action plan is recommended to address as quickly as possible issues.

ACTION PLAN						
Activities	Resp.	Schedule			Progress	Comments
		Beginning MM-DD	End YYYY-MM-DD	Duration n-days		
1.0 Communicate standard and priorities to team M.Mtnce and Mine Ops.		2016/02/09	2016/03/16	36	100	
1.01 Picture of a weep, drip and leak to be taken	KB	2016/02/09	2016/02/12	3	100	
1.02 Present standard for weep, drip and leak at shift changes	WS-KB	2016/02/16	2016/03/16	29	100	
1.03 Priorities (leaks) to transfer to Mobile Maintenance supervisors	WS	2016/02/16	2016/03/16	29	100	
1.04 Priorities (leaks) to address by Mobile Maintenance supervisors	KB	2016/02/16	2016/03/16	29	100	
1.05 Communicate to cross-shift for same initiative					100	4 crews to be communicated by Donald (via Pierre next week)
2.0 Add standard and priorities to training module(pre-ops) -share in Safety meeting	KB	2016/02/09	2016/02/23	14	100	
2.01 Communicate content to training department	KB-WS	2016/02/09	2016/02/23	14	100	
3.0 Add pan in Mobile Equipment		2016/02/09	2016/02/23	14	100	
3.01 Let Donald Aubin know about initiative	KB	2016/02/09	2016/02/23	14	100	
4.0 Add pan (pool) for fuel truck		2016/02/16	2016/02/20	4	100	
4.01 Add pan (pool) for fuel truck -communicate change	WS	2016/02/16	2016/02/20	4	100	
5.0 Modify dispart (wenco) to enable direct feedback		2016/02/16	2016/02/18	2		
5.01 Communication suggestion to Eric S.		2016/02/16	2016/02/18	2	100	
5.02 Get required quote and fund		TBD			0	7/11/2016 Update - This item is currently part of the Mojo Wenco optimization - it is progressing well - capital is required and expectations is to develop the option late 2016 beginning 2017
5.03 Perform modification		TBD			0	
6.0 FOLLOW KPI (spills and oil costs)		2016/01/28	YYYY-MM-DD		100	
6.01 Provide the KPI to the 3 departments involved	RA	2016/01/28			100	
6.02 Follow and share KPI with team	ALL	2016/01/29			100	
7.0 Others		2016/02/09	2016/06/18	130		
7.01 Follow up on action	KG	2016/02/09	2016/02/23	14	100	To continue - track next 3 months
7.02 Process more efficiently pink sheet on drills and bachos	PL	2016/04/17	2016/05/17	30	100	Dedicated mechanic (3hrs every 2 days) following 'pink sheet process flow'. Every regarding safety and environmental to be prioritized accordingly. (7/11 In progress)
7.03 Additional focus on bad actors (drill-bachos)	PL-KB	2016/04/17	2016/05/17		IN PROGRESS	Environment to share with maintance list of bad actors - Maintenance to investigate.
Improve spill reports	PL-KB	2016/05/17	2016/06/18		100	7/11/2016 Maintenance reviewed spill report and suggested additional information required to improve analysis and investigation.
7.04 Benchmark with other northern similar operations	Env	2016/04/17	2016/05/17	30	100	Completed - Robin shared canadian malartic data with us.
7.06 'Flash info' for spills	Env	2016/05/17	2016/06/18	32	50	Environment to develop 'Flash info' to share in crew meeting to raise awareness (7/11/2016) In progress - Content is being developed - will be presented next meeting and shared with all crews in septembre 2016
7.07 Send meeting request to group 1 per 2 months	KG	2016/05/17	2016/05/17	0	50	To see both rotation / with diesel initiative (7/11/2016) Kathryne and Robin to send invite to have one meeting per month (alternance)
7.08						
7.09 Implement new spill report	Env (EV)	2016/07/11	2016/08/11	31	100	Implement new spill report with information required - Mine ops + maintenance + others to use.
7.10 Modify PM schedule for bad actors (RH120)					IN PROGRESS	Add a mid-term inspection (between 2 pm) on high risk leak hoses.