

OCCUPATIONAL HEALTH AND SAFETY POLICY

ANVIL RANGE MINING CORPORATION
(INTERIM RECEIVERSHIP)

DRAFT COPY

ANVIL RANGE MINING CORPORATION (*INTERIM RECEIVERSHIP*)

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Glossary of Forms:

- 1) Employee Safety Orientation Checklist
- 2) Supervisor's Accident Investigation Report
- 3) Supervisor's Near Miss Investigation Report
- 4) Workplace Inspection Report
- 5) Workplace Inspection Checklist
- 6) Monthly Injury Record - Type of Injury
- 7) Monthly Injury Record - Area of Injury
- 8) Confined Space Entry
- 9) Hot Work Cutting Permit
- 10) Site Waiver Form

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GLOSSARY OF TERMS:

- **Accident** - means an unplanned interruption of an orderly process involving the motion of people, objects or substances
- **Confined Space** - refers to a tank, silo, storage bin, process vessel or other enclosure not designed or intended for human occupancy.
- **Person(s)** - when used within this document, refers to both male and female genders and shall be interpreted as is appropriate
- **Supervisor** - means a person who instructs, directs, or controls workers in the safe performance of their duties
- **WCB** - refers to the Yukon Workers' Compensation Board
- **WHMIS** - refers to the Workplace Hazardous Materials Information System
- **MSDS** - refers to the Material Safety Data Sheets

NOTE

While care has been taken in the preparation of this manual, there are places where simplification or changes from the wording exist. In such cases, regulations and engineering data shall over-rule this manual.

OCCUPATIONAL SAFETY & HEALTH POLICY

Section: 1.1 Safety Policy

It is the objective of Anvil Range Mining Corporation (*Interim Receivership*), to ensure the Occupational Health and Safety of our employees by taking all reasonable precautions to protect employees against occupational injuries and industrial diseases.

Our Supervisors are responsible and accountable for the promotion and development of employee safety awareness and to ensure the use of safe work practices.

Every person who is employed at Anvil Range Mining Corporation (*Interim Receivership*), has the duty to work safely and promote safe work practices, safe working conditions and positive attitudes towards accident prevention.

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Section: 1.2 Policies and Procedures

The objective of the Company is to achieve profitable production and quality workmanship without injury to personnel or damage to property and equipment. To achieve this objective, the Company will develop, implement and maintain a Health and Safety Program composed of Safety Policies, General Safety Rules and Specific Job Safety Procedures. This plan will be reviewed annually in November.

The Safety Policies and Procedures Manual, will include but not be limited to the following:

1. Statements of accountability for Managers, Superintendents, Supervisors and Employees
2. New Employee Induction Program
3. General Safety Rules and Regulations
4. Specific Job Safety Procedures
5. Safety Training Requirements
6. Requirements for Communication Program for Safety Education and promotion
7. Safety Audit and Inspection Procedures
8. Accident Investigation and Reporting Procedures
9. W.C.B. Reporting and Appeal Procedures
10. Safety Performance Reporting Procedures
11. Procedures for Safety Committees
12. Safety Legislation and Regulation
13. Procedures for Annual Review of Health and Safety Program

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Section: 1.2 (1) Manager's Responsibilities

The Manager is responsible for developing and applying sound safety policies and procedures in the Company. This basic responsibility includes but is not limited to the following:

1. Reviewing all safety reports to ensure the "problem trends" and repeat items are corrected.
2. Conducting a safety inspection annually or more often as required.
3. Reviewing all Accident Investigation reports to ensure they are serving their intended purpose.
4. Reviewing safety statistics in order to assess the effectiveness of the current safety activities.
5. Reviewing all safety meeting reports to ensure that meaningful talks are being provided to employees.
6. Setting a good example.

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Section: 1.2(2) Superintendent's Responsibilities

The Superintendent is responsible for ensuring the effective application of safety policies and procedures in the workplace. This basic responsibility includes but is not limited to the following:

1. Conducting safety audits and issuing the results to supervisors.
2. Reviewing safety audits with the manager.
3. Ensuring that supervisors frequently monitor safe work practices and working conditions.
4. Ensuring that supervisors are taking prompt corrective action to rectify unsafe work practices and conditions.
5. Reviewing all Accident Investigation Reports to ensure that accident causes are being properly identified and appropriate corrective action is being taken.
6. The Superintendent will participate directly in the investigation of all serious accidents.
7. Reviewing all Accident Investigation Reports and making recommendations on whether or not a W.C.B. claim should be contested.
8. Setting a good example.

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Section: 1.2(3) Supervisor's Responsibilities

The Supervisor is responsible for promoting safety awareness and demonstrating to his employees, through day to day attitudes and actions, that job performance is a high priority in the Company. This basic responsibility shall include but not be limited to the following:

1. Providing general safety induction and instruction to new employees prior to assignment of duties.
2. Providing safety equipment and protective devices to employees, as required.
3. Enforcing all safety rules and regulations.
4. Developing and maintaining an effective program of good housekeeping.
5. Frequently inspecting for unsafe work practices and conditions and taking prompt corrective action when required.
6. Promptly investigating and reporting of all accidents and near miss incidents.
7. Co-ordinating safety meetings with employees.
8. Setting a good example.

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Section: 1.2(4) Employee's Responsibilities

Each employee shall take reasonable care to protect their health and safety as well as the health and safety of other employees who may be affected by their acts or omissions. This basic responsibility includes but is not limited to the following:

1. Knowing and complying with all Safety Rules, Safety Legislation and Regulations.
2. Knowing and complying with Job Safety Procedures.
3. Maintaining "Good Housekeeping" within the work area.
4. Immediately reporting unsafe conditions to Supervision.
5. Promptly reporting all accidents and injuries, no matter how slight and obtaining the required medical attention.
6. Co-operating in accident investigations in order to help prevent recurrences.
7. Setting a good example.

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Written & Practical Safe Work Procedures

Section: 2.1 *Policy*

It is the policy of Anvil Range Mining Corporation, (*INTERIM RECEIVERSHIP*) that written and practical instructions will be developed and maintained on an ongoing basis, to eliminate or control the dangers likely to be encountered by our employees in the performance of their duties.

All employees are charged with the responsibility of following these written and practical instructions. Superintendents and Supervisors are to be held accountable for the monitoring of the work place to ensure that compliance is obtained.

Generally, compliance will be obtained by mutual co-operation and education of Superintendents, Supervisors and Employees in the "WHYS" of our safety rules and procedures.

Section: 2.2 Types of Supplementary Inspection

1. Supplementary instructions are expressed as Rules (general and specific) and procedures (general and specific).
2. Supplementary instructions are developed from input supplied by employees, O H & S and Supervisors.

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Section: 2.3 Safety Rules

In order to promote good accident prevention practices, the following safety rules have been developed. Following these safety rules will greatly reduce the possibility of accidents occurring.

Each employee is responsible for their own actions and must be alert to the actions of others. The co-operation and support of all employees will be essential to an effective Safety Program and each must do their part.

Section: 2.3(1) General Safety Rules

1. No employee shall operate or use any equipment in a manner that endangers themselves or other employees. Only persons properly trained and authorized shall operate any equipment or machinery.
2. Report any unsafe conditions or equipment to your Supervisor immediately and warn any employee who may become involved.
3. No person shall enter the worksite while their ability to work is impaired. The use of alcoholic beverages, drugs and their derivatives is strictly forbidden on the job.
4. Running, horseplay, scuffling or fooling is strictly forbidden on the job.
5. Never distract the attention of a fellow employee while he is working.
6. Never point an air hose at another employee. Never clean clothes or skin with compressed air.
7. Rings, wrist watches, bracelets, dangling neckwear or long loose hair must not be worn in any work situation where there is a hazard of them becoming caught in machinery of other objects.
8. Protective goggles or face shields must be worn for all operations where the eyes or face are exposed to flying objects, injurious light, chemical or intense heat.

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Section: 2.3(1) General Safety Rules, continued

9. Gloves must be worn when handling material with sharp edges or rough or abrasive surfaces. Gloves should not be worn when using small power tools which have rotating or reciprocating parts.
10. Keep work areas clean and tidy at all times. A daily clean-up is usually necessary.
11. Hoses, cables, ropes, wires, etc. must be stored when not in use so the prevent tripping hazards.
12. Hazardous materials must be identified, stored and handled in accordance with the Workplace Hazardous Materials Information System (WHMIS) Regulations.
13. Do not clean or adjust equipment or machinery while it is running or in motion when there is a danger of contact with moving parts.
14. Never leave a machine running while it is unattended except for stationary equipment (compressors, etc.), or where special conditions prevail and precautions are taken.
15. Only authorized personnel may do electrical work.
16. Do not allow combustible materials to accumulate on the job site. Good housekeeping is the best method of preventing fires.
17. Never smoke in a "NO SMOKING" area.
18. Gasoline powered motors must be stopped before re-fuelling and the "NO SMOKING" rule observed.
19. Gasoline, oil, grease and other flammable liquids are to be stored clear of the work area and NO SMOKING signs are to be prominently displayed in the storage area.
20. Fire extinguishers must be recharged immediately after use.

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Section: 2.3(1) General Safety Rules, continued

21. No employee is to ride on the deck of a truck or in the back of a pickup truck unless the vehicle has been designed or modified for this purpose.
22. All employees are to ride in the cabs of vehicles. Wearing seatbelts in all vehicles and equipment where they are provided is mandatory whenever the vehicle or equipment is in motion.
23. Never leave loose material or tools where there is a danger of them falling.
24. Do not leave openings uncovered or unguarded.

Employees are to know and comply with the General Safety Rules. Failure to do so will result in disciplinary action up to and including termination.

A copy of the General Safety Rules will be provided and reviewed with each employee who has not previously worked for the Company. This will be done prior to the commencement of work. A copy of the General Safety Rules will also be posted at each job site.

USE YOUR HEAD

DON'T BECOME A STATISTIC

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Section: 2.4 Job Procedures

To ensure an accident free environment, it is essential that an employee know and recognize the various aspects of their job that are critical to safe job performance. Accordingly, Job Safety Procedures have been and will be developed and maintained as part of the Occupational Health and Safety Program.

These procedures shall be reviewed as part of our annual review of the Occupational Health and Safety Program, or more often as required by changes in equipment, tools or work processes.

Section: 2.5 General Job Procedures

General Job Procedures are developed and included in this manual as part of our Safety Program.

These procedures include but are not limited to the following:

1. Personal Protective Equipment
2. Mobile Equipment Operation
3. Power Equipment
4. Housekeeping
5. Ladder Safety
6. Lockout/Tag out
7. Hand Tools
8. Confined Space Entry

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Section: 2.5(1) Personal Protective Equipment

Basic personal safety equipment, including hardhat, safety glasses, and gloves will be provided by the Employer. Additional specialized safety equipment, as required, will be provided by the Employer and must be used on every appropriate occasion. Personal Protective Equipment that becomes inoperable or damaged because of normal wear, or as the result of an accident or incident, must be replaced.

Hardhats

1. Hardhats must be worn by employees in work areas where there is a potential hazard to the head from falling, flying or suspended objects.
2. Hardhats must be worn by all employees who enter designated hardhat areas.

Eye Protection

All employees must wear appropriate eye protection devices when doing any work which might cause foreign particles to enter the eyes (e.g. grinding, welding, cutting). Safety glasses must be worn in all appropriate areas.

Safety Goggles

Safety goggles, when worn by themselves, do not provide adequate protection against chemical splashes and must be worn along with a face shield in areas where a chemical splash might occur.

Face Shields

Face shields are designed to protect the eyes and face from heavy impact, flying particles and when used with goggles, from chemical splashes.

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Section: 2.5(1) Personal Protective Equipment, continued

Hearing Protection

Employees subjected to excessive noise levels shall be provided with and shall wear, hearing protection devices in accordance with the standards set out by the Occupational Health and Safety Regulations.

Employees who are exposed to noise levels in excess of the allowable limits for noise must receive an annual hearing test to be provided by the Company.

Respiratory Protection

Employees exposed to high concentrations of dust, vapours, gases, noxious or toxic fumes, paint fumes, or an oxygen deficient atmosphere must wear properly fitted respiratory protection devices appropriate to the material to which they may be exposed.

Hand Protection

Employees handling materials likely to cut, puncture, abrade, burn or irritate hands or arms must wear gloves or other devices designed to protect the hands and arms from such injury.

Gloves should not be worn by employees using any tools or equipment with rotating parts (drills, skill and table saws, etc.) as the glove may become caught in the equipment, causing injury to the employee.

Foot Protection

Foot protection, supplies by the employee, will conform to the CSA standard for safety footwear and must bear the appropriate CSA emblem. Running shoes or non-approved CSA footwear will not be used or allowed on the mine site.

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Section: 2.5(2) Mobile Equipment Operation

1. Employees will not operate any mobile equipment unless they:
 - possess necessary valid driver's licence and/or certificate
 - have received adequate instruction and demonstrated to a supervisor or instructor that they are able to operate the equipment.
 - are familiar with operating instructions pertaining to the equipment.
 - have been authorized to operate the equipment, and are familiar with WCB regulations regarding the safe operation of mobile equipment.
2. Operators of mobile equipment are directly responsible for the safe operation of that equipment. They shall maintain full control of the equipment at all times and comply with all laws and regulations regarding the operation of the equipment. Operators must comply with recommended gross vehicle weight and ensure that the vehicle is not overloaded.
3. All mobile equipment while being operated must be equipped with a strobe light. Operators of mobile equipment will ensure that strobe light is turned on at all times when operating.
4. Where vision is obstructed, mobile equipment operators must not move the equipment until suitable precautions have been taken to protect themselves and any other person and property from possible injury or damage.
5. Operators must examine their equipment daily before before initial Operation and thereafter as required and report defects, deficiencies or unsafe conditions to a Supervisor or other authorized person.
6. Mobile equipment shall not be refuelled with gasoline, propane, natural gas or other vaporizing fuels while:
 - the engine is running
 - anyone is smoking in or about the vehicle
 - there is a known source of ignition present in the immediate area

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Section: 2.5(2) Mobile Equipment Operation, continued

7. No employee shall remain in the cab of any vehicle while loads are elevated over the cab, unless overhead guards are installed to prevent injury to the employee.
8. When a hazard is created by a swinging load, moving cab or counter-weight or any other moving part of mobile equipment no employee shall enter into or remain within range of the hazard and the operator must not move the equipment while employees are exposed to the hazard.
9. When an employee is required to work beneath elevated parts of mobile equipment, the parts shall be blocked, or otherwise secured to prevent possible injury to the employee.
10. When materials and equipment are being transported, they must be loaded and secured to prevent any movement of the load which could create a hazard to employees.
11. Effective means of load restraint must be provided to protect the crew of a vehicle transporting a load which might otherwise shift.
12. Employees will not stand or sit on the side or the tailgate of any moving equipment.
13. Wearing of seatbelts in all vehicles and equipment where they are provided, is mandatory whenever the vehicle or equipment is in motion.
14. The operator of mobile equipment is the only employee allowed to ride the equipment, unless provisions, such as seatbelts and other facilities have been provided for use by other employees.
15. Tag lines are required on all elevated loads being moved by mobile cranes.

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Section: 2.5(3) Power Equipment

General

1. No employee shall use any power tool, or similar type of equipment, unless they are familiar with the use and operation of the equipment or have received specific instruction in its use and operation.
2. Instruction in the use, handling and maintenance of power tools, or similar tools, will be given to employees who require it.
3. Only qualified, or specially trained employees may alter, repair, or otherwise tamper with electrical equipment or electrical tools.
4. When 'throwing' (engaging or disengaging) an electrical circuit breaker, employees must always stand to one side and face away from the circuit breaker. Wear eye protection.
5. No employee shall commence work on any electrical equipment until the equipment has been shut off and locked out as per the Company's Lock-out Policy and Procedure. (Reference Lockout - Section 2.5(7)).

Portable Electric Tools

1. Use of Eye Protection is mandatory for all employees using, or assisting in the use of power tools of any type.
2. Small parts must be clamped in a vise or to a large piece of material before attempting to drill them.
3. Prior to using a power tool, the power cord must be checked for breaks or tears in the insulation. Defective tools must be returned to shop for repair.
4. Plug ends of electric power tools must be capped and have the grounding prong intact unless the drill is a "Double Insulated" type.
5. Chuck keys must not be taped to an electric cord, as electrocution might occur when insulation has worn through.

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Section: 2.5(3) Power Equipment, continued

Machine Guards

Employees, who are responsible for placing equipment into service, are also responsible to ensure that equipment guards are in place. If due to damage or deterioration, the original guard provided on a piece of equipment cannot be put in place, employees should use a temporary method, offering equal or better protection.

No employee shall impair, remove or render ineffective, any safeguards provided for the protection of themselves, or other employees.

Air Hoses and Compressed Air

Compressed air hoses present a serious hazard when used incorrectly, or when fittings become worn or damaged. Air hoses must not be used to clean floors unless approved by a Supervisor in advance. Compressed air must never be used to clean hair, face, arms, hands or clothing. Blowing dust from clothing on the body can cause skin damage, ruptured ear drums, eye injuries and if used on skin where a small cut is present may enter the bloodstream.

Horseplay with air hoses, such as disconnecting them with the feet, or startling others by blowing air at them, is extremely dangerous and will not be tolerated.

When using compressed air to clean parts of machinery, protective screening and goggles, or a face shield must be worn. Restraining devices shall be used on connections of hoses and/or pipes which are under pressure, when inadvertent disconnection could cause a reaction harmful to employees.

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Section: 2.5(4) Housingkeeping - General

Good housekeeping involves everyone in the workplace.

Employees are responsible for the maintaining good housekeeping practices in all work areas. Poor housekeeping is a proven factor in many industrial accidents and injuries.

In order to maintain good housekeeping practices, the following rules have been established:

1. Employees must keep their work area clean and tidy at all times. A daily clean-up is mandatory and frequent clean-up during the day is generally necessary.
2. Work areas and storage areas should be arranged to allow for the safe movement of employees, equipment and materials.
3. Floors must be kept clear of oil, grease and other materials which create a slipping hazard. Where possible a non-slip material should be applied over the spill area.
4. Rubbish and waste, including food must be deposited in receptacles provided. Receptacles shall be emptied at regular intervals in order to prevent hazardous accumulation of rubbish and waste.
5. Oily rags must be deposited in approved receptacles only.
6. Hoses, cables, ropes, etc. will be recoiled when projects are completed.
7. Replace all grates and covers on openings as soon as work is completed. If the work is not completed the openings will be barricaded.
8. Do not store heavy articles on high shelves. Use the bottom two shelves only for heavy items.
9. Use only approved electrical tools and machinery. Do not remove or render ineffective any guards.

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Section: 2.5(4) Housingkeeping - General, continued

- 10. Aerosol cans are dangerous at temperatures over 120 degrees F (48 degrees C.)
 - 10.1 Damage to an aerosol can increase enough pressure to rupture the can, resulting in metal fragments being sprayed in all directions.
 - 10.2 Puncturing an aerosol can, tampering with the nozzle or leaving the can where it can rust will also result in the can rupturing.
 - 10.3 Empty aerosol cans should be disposed of in the proper waste receptacles.

A CLEANER WORKPLACE IS A SAFER WORKPLACE

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Section: 2.5(5) Ladder Safety

General Safety Precautions

Ladders will conform to approved specifications of the Canadian Standards Association Safety Code for portable wooden ladders and safety requirements for portable metal ladders.

The following precautions apply to the use of all step, extension and single ladders:

1. Ladders which have broken or missing steps or rungs, broken, bent or split side rails must be replaced.
2. No employee shall work on the top two rungs of a single or extension ladder, or the top two steps of a stepladder.
3. Metal ladders, or wire reinforced wooden ladders must not be used to close or energize powerlines, or other electrical equipment.
4. Ladders must not be placed on boxes, barrels, or any unstable base to obtain more height.
5. Ladders must not be placed in front of doors or windows which open towards the ladder, unless precautions have been taken to ensure that the door or window cannot come in contact with the ladder.
6. Always face the ladder when climbing up or down.
7. Never go up or down a ladder without the free use of both hands. If material must be handled, hoist it up or down by rope.

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Section: 2.5(5) Ladder Safety, continued

Keypoints in Ladder Safety

1. Ladders must be securely placed before use. On single and/or extension ladders, the foot of the ladder shall be set 25% of the working height away from the supporting object. If the ladder must be inclined less than this, it must be secured at the top and bottom.
2. Single and extension ladders must be equipped with non-slip safety feet, or be held, tied off, or otherwise secured to prevent "kicking out" or slipping.
3. If the ladder's length, particularly an extension ladder, is sufficient to cause it to spring when weight is applied to it, it must be braced in such a way to minimize or eliminate the spring action.
4. The upper half of an extension ladder must not be used as a single ladder.
5. No more than one person is to use or climb a ladder at one time.
6. Ladders should be stored in proper storage areas after use.

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Section: 2.5(6) Lock-Out/Tag-Out

In order to ensure that the operation and maintenance of equipment, machinery and process lines is conducted safely, the following Lock-Out Procedure must be adhered to:

Electrical

1. Stop all drives and motors, on the machine, by means of the stop button.
2. Lock-Out the main power source to the equipment to be worked on by placing a lock and tag on the power or disconnect switch while it is "OFF".
3. Test the equipment to ensure it will not start by pressing the "START" button.
4. Employees working on locked equipment, shall place their personal lock on the power source. On completion of the work, employees must remove their personal lock. The last employee to remove their lock is responsible for the safe startup of the equipment.

Other Sources of Energy

Electrical power is not the only source of energy that can cause accidents if inadvertently operated. Compressed air, hydraulics, kinetics and gravity are some energy sources that must be ISOLATED, BLOCKED, or DISSIPATED and SECURED (i.e. Locked-Out) before physical contact is made with the equipment. If physical contact is required on the equipment, the employees involved must use the appropriate method of Lock-Out for the specific equipment.

Confined Spaces

Lock-Out policies and procedures must be followed when applicable, in confined space entry work processes.

1. Any electrical source must be Locked-Out prior to entry into the space.
2. All valves controlling fluid, hydraulic, pneumatic or gaseous materials which may enter the confined space must be closed and Locked-Out. When safety cannot be assured by the closing of valves, or disconnection of electrical service, blanks and blinds shall be used to isolate the work area.

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Section: 2.5(6) Lock-Out/Tag-Out, continued

The following general rules apply to a non-electrical type of Lock-Out:

- a. Lock-Out control and de-energize all valves.
- b. Bleed hydraulic, air and water systems after pumps or energy supply has been adequately Locked-Out. This process may involve the placement of "blanks" or "blinds" on fluid or pneumatic systems where other methods or energy isolation cannot be attained or guaranteed.
- c. Block-up all equipment that can move due to gravity (e.g. Hoists, Buckets Dump Boxes etc.). Ensure that equipment which has been blocked is left resting on the blocking material. DO NOT leave a potential gravity energy source suspended above the blocking.

Common Pit Falls of Lock-Out Systems

1. The Lock-Out procedure is not enforced and supervised.
2. Failure of employees to use locks.
3. Locking one lock through another.
4. Leaving key in lock.
5. Asking others to Lock-Out for you.
6. Failure to identify ownership of lock.
7. Failure to verify that equipment is inoperative.
8. Pulling fuses and not Locking-Out.
9. Failure to identify and Lock-Out all switches, valves and disconnects to the equipment.
10. Assuming equipment is inoperable.
11. Failure to identify Lock-Out with a signed and dated tag.

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Section: 2.5(7) Hand Tools

1. Hand tools should be kept in safe working condition.
2. Tools with mushroom heads, split and defective handles or other defects must not be used.
3. Sharp edged or pointed tools should not be carried in the pockets without ample protection.
4. Hand tools should be used only for the purpose for which they are designed. Pliers are not wrenches. Pliers and wrenches are not hammers.
5. Extensions shall not be used on wrench handles to increase leverage unless the wrench is specifically designed for use with such extensions.
6. When power tools are left unattended the source of power should be turned off.
8. Grinding on the side of a grinding wheel is prohibited, unless the wheel is designed and set up for such work.
8. Approved portable electric tools that require a ground wire will be properly maintained and the ground wire will be left connected.

Section: 2.5(8) Confined Space Entry

1. Employees shall not enter a tank, vessel, tunnel, sewer or other confined space in which a harmful atmosphere exists or may develop until:
 - a) appropriate tests to determine the nature and quantity of harmful vapours, gases, fumes, mists, dusts and oxygen deficiency have been made and recorded.
 - b) written work procedures based on the work to be done have been established to ensure a safe environment for the employee.
2. Where tests indicate unsafe conditions in the confined space it must be ventilated and cleaned, or both and retested to ensure that the unsafe conditions have been removed before an employee enters.
3. Where tests indicate that the atmosphere in the confined space cannot be made absolutely safe, the employee entering the confined space must wear respiratory and personal protective equipment and where flammable or explosive gases or liquids are present, all sources of ignition will be eliminated or controlled.
4. An employee entering a confined space shall be in constant communication with another person stationed near the entrance to the confined space.
5. When work is carried out in a confined space, the space will be force ventilated at all times.

****** IMPORTANT ******

The information in this General Job Procedure is basic information only. Whenever a Job or Project requires entry into a Confined Space, Specific Job Procedures must be used or developed before the start of that job or project.

Section: 3 Training of Employees and Supervisors

Section: 3.1 Policy

It is policy of Anvil Range Mining Corporation, (*Interim Receivership*) that Supervisors and Employees be provided training and periodic retraining to ensure awareness of potential hazards in the workplace.

EMPLOYEES will receive appropriate training and instruction to avoid and lessen hazardous situations. Supervisors are responsible to ensure that all new or transferred employees start out with proper training. SUPERINTENDENTS and SUPERVISORS will be provided ongoing training in safety and health as it applies to their work place.

Section: 3.2 New Employee Orientation

It is the aim of the Company that all employees be properly trained and receive an adequate orientation of the policies and procedures in place within the Company.

It is critical that an employee who is entering a new work area "learns safety" prior to commencing work, in order to develop the safe work practices and attitudes necessary to protect himself and other employees from injury within that work environment.

Accordingly, all new employees will be given a safety induction program, prior to starting work, which includes but is not limited to the following:

- General Safety Rules
- Job Safety Practices
- Safety Legislation and Regulations
- Personal Protective Equipment
- Fire Extinguisher Locations and Use
- Location of First Aid Facilities
- Procedure for Reporting Hazards and Injuries
- Review of Employee Responsibilities
- Orientation with regards to WHMIS
- Spill Response Procedures

Safety Orientation will be documented and the employee will sign the applicable form acknowledging that they have received this program.

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Section: 3.3 Employee Training

The training and verification of each employee, with regard to their ability to do the job safely is most important to the Company. As outlined in the General Safety Rules, no employee shall operate any equipment if they have not been trained to do so. The Supervisor shall ensure that each new employee can perform their duties safely and efficiently.

Good safety performance is achieved, in a large part, through initial and ongoing training and education which develops safety skills and promotes safety awareness. Accordingly:

1. General safety awareness training will be provided to employees whenever the need for such training is required.
2. WHMIS training shall be provided to all employed by the Company. The effectiveness of this training, as well as any upgrading of this training shall be reviewed on an annual basis or more often if required.

Section: 3.4 Superintendent and Supervisor Training

Superintendents and Supervisors are vital links in the implementation and overall success of the O H & S Programs in the Company.

They are largely responsible for the day to day operation of the programs. It is imperative that Supervisors be continually informed of the latest developments in Tools, Equipment and Methods used in the work that is undertaken on their projects as well as the methods available in conveying this information to the work force.

Therefore a guideline for training is to be provided to Superintendents and Supervisors to include but not be limited to the following:

- Training in Accident Investigation techniques as well as developing corrective measures.
- Training and education in WHMIS, to include the use of MSDS Sheets and Supplier Labels and the Company's Workplace Labelling System.

- Knowing the rules and regulations of the Work Place, the WCB and other regulatory agencies.

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Section: 3.5 Follow Up Procedures

All Supervisors shall monitor employee performance to ensure that Safe Work Practices are being used and that Job Procedures are being followed. It shall be the Supervisor's responsibility to record these observations and corrected practices as required.

It shall be the Superintendent's responsibility to monitor these records and review results with Supervisor's on a regular basis.

Section: 4 Supervision of Employees

Section: 4.1 Responsibility

It is the responsibility of the Supervisor, employed by Anvil Range Mining Corporation, to ensure that work is planned and carried out in accordance with safe procedures.

Section: 4.2 Supervisor Skills

Through skill, understanding, commitment and communication Superintendents and Supervisors working for the Company can and will have a beneficial influence on the employees under their supervision.

Superintendents and Supervisors must set a good example for those working under their supervision. It is imperative that supervisory staff behave in a manner that employees can imitate and model their own behaviour upon.

Responding to praise is a natural reaction for most people. Therefore, rewarding an employee for a job safely done is one of the best methods of ensuring that they will continue to work in a safe manner.

Identification	Supervisors must be able to clearly identify the Unsafe or incorrect actions or processes within the work Place.
Restate	If an employee gives excuses or argues after being instructed in safe procedures, the supervisor must restate their position.
Inform	Instruct all employees in the correct method that should be used to do a work process.
Check	Make sure the employee understands what you want done and how you want it done.
Emphasize	It is the employee's safety and welfare you are concerned about, as they are important to you and the Company.

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Section: 4.3 Supervisor Accountability

Superintendents and Supervisors play a key role in any Health and Safety Program. The amount of time and effort they put into safety awareness training and accident prevention will be a major determining factor as to whether or not a good accident prevention performance record is established.

Supervisory responsibilities shall include but not be limited to the following:

1. Instructing employees in safe practices and methods at the time they are given assignments and as the work progresses.
2. Recognizing unsafe practices and conditions and correct those problems without delay.
3. Supplying all required Personal Protective Equipment and enforcing the use of this equipment, as required.
4. Ensuring that all equipment, tools and apparatus used by employees is in good repair and proper working order.
5. Actively supporting the O H & S Representatives in their ongoing endeavors. Attending and participating in safety meetings.
6. Enforcing established Safety Policies, Rules and Job Procedures.
7. Actively participating in Accident/Incident Investigations and ensuring that all injuries are reported.
8. Ensuring that regular inspections are taking place and that all deficiencies found during inspections are addressed and/or corrected.
9. Setting a good example for all employees

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Section: 5 Regular Inspections and Monitoring

Section: 5.1 Workplace Monitoring

Superintendents and Supervisors are responsible for continuously monitoring the workplace and work activities in order to ensure that their subordinates are working safely and in a safe work place.

Employees must be constantly on guard against hazards, whether real or perceived and report them immediately to their Supervisor. Hazards include unsafe or incorrect actions or work processes, defective or improperly maintained equipment, or the activities of fellow employees.

Section: 5.2 Policy

The identification of unsafe conditions and work practices by means of Safety Inspections and Audits during working hours is a major means of accident prevention. Accordingly Management will ensure that.

Section: 5.2(1) All Areas

1. Supervisors conduct Safety Inspections once each month. The results of the inspection shall be recorded on the Inspection Report Form. Necessary corrective action shall be undertaken and recorded on the form and a copy of the form sent to the Superintendent.
2. Superintendents conduct safety inspections at least once each month. The results of the inspection shall be reviewed with the Supervisor at the work area and with the Manager.
3. Managers conduct safety inspections quarterly or more often as required.

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Section: 5.3 Inspection Process

The inspector will tour the area thoroughly, observing environmental conditions, the physical condition of work areas, equipment, structures and hazardous materials.

Some considerations include:

1. Is the work place tidy?
2. Is the work place environment hazardous or unhealthy?
3. Are the instruction for hazardous work processes in place and adequate?
4. Are employees complying with the Safety Program?
5. Are controlled products clearly marked and stored?
6. Are Material Safety Data Sheets current and available?
7. Are employees familiar with the instructions for their jobs?
8. Are first-aid provisions in place and known to employees?

All deficiencies, whether real or suspected, will be recorded on the Work Place Inspection Report Form. Deficiencies should be recorded as they are discovered and not left to memory. Unsafe conditions which are "A" classed hazards or imminent hazard, must be reported to the Supervisor IMMEDIATELY.

Unsafe conditions which are "B" or "C" classed hazards can be reported to the Supervisor via copies of reports.

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Section 6.1 Policy of Hazardous Materials & Substances

It is the policy of the Anvil Range Mining Corporation, (*Interim Receivership*) to promote and sustain an efficient application program for WHMIS to ensure that employees receive the fullest knowledge and protection in the handling of products which could be harmful to their health.

Pursuant to the attainment of this goal, responsibilities for administration of the WHMIS program shall include but not be limited to the following:

Management will ensure that MSDS for all new controlled products are reviewed for their health, safety and environmental acceptability prior to purchase. All controlled products entering the work place will have proper labels and identifying symbols attached to each container and that MSDS's are available and circulated to the proper personnel. Management will also ensure that adequate information and training is provided for all personnel. Management will further act as the WHMIS co-ordinator.

The duties of the co-ordinator will include the compiling of a list of hazardous products. Requesting MSDS sheets and labels for controlled products. Keeping MSDS sheets current and available at all work places. Ensuring that adequate training is given to all employees. Conducting an annual audit of the WHMIS program.

Superintendents and Supervisors will ensure that employees who handle, store or use controlled products, are properly trained to identify labels and understand risk phrases. Be able to understand applicable sections of MSDS's. Be trained in emergency procedures which might occur and generally understand problems associated with the handling of controlled products. Supervisors will also ensure that all controlled products received in the work place are correctly labeled and that current MSDS's are available for these products.

Employees will follow all the established procedures for the use, storage, and handling of controlled products which will include, when required, the wearing of proper Personal Protective Equipment. Current copies of all MSDS's will be kept at Site Offices or in Superintendent's vehicle and copies will be supplied to First Aid attendants who will be fully aware of the emergency treatment for employees who have been exposed to excessive amounts of a controlled product.

Co-operation is needed from all levels of the workforce to ensure that our employees receive the necessary information and equipment required to fulfill our goal. Strict compliance with the WHMIS regulations will ensure that employees have the fullest protection when handling products which would endanger their health now or at a later time in their life.

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Section: 6.2 Employer Responsibilities - M.S.D.S.

1. Obtain and have available, up to date MSDS before product is used.
2. Ensure that supplier MSDS are not more than 3 years old.
3. Update MSDS:
 - within 90 days of receiving new information about product.
 - at least every three years.
4. Make sure MSDS are "Readily Available" to:
5. all employees who work "with or in proximity to" controlled products.
6. H & S Representative or Employee Safety Representatives.
7. Ensure employees are informed regarding:
8. content required on MSDS.
9. the purpose and significance of the information.

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Section: 6.3 Employer Responsibilities – W.H.M.I.S. Labels

1. To ensure that all employees who work with or in proximity to controlled products are instructed in the content, purpose and significance of supplier, work place labels and other identifiers.
2. Ensure that a controlled product or the container of a controlled product has the proper label applied to the item at the time of entry into the workplace.
3. Ensure that no controlled product is used or handled in the workplace without the proper label.
4. Take measures to ensure that supplier labels are not removed, defaced or altered in the workplace.
5. Develop and apply a workplace label to controlled products or containers of controlled products where:
 - the employer produces a controlled product in the workplace
 - an existing supplier label becomes illegible.
 - or is accidentally removed and replacement supplier label is not available.
 - a controlled product is transferred to another container (decanted).
6. Provide and apply other means of identification, which need not be workplace labels, but which clearly identify contents for any hazardous product which is:
 - a hazardous waste produced in the workplace.
 - contained in a transfer system or reaction vessel tank car or truck or similar conveyance.
7. Provide and place a placard which need not be a label, but discloses the information required for a workplace label and is an aide when location placard information is conspicuous, to which will clearly identify a controlled product:
 - not in a container.
 - in a container intended for sale to be labeled at a later time.

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Section: 6.4 Employee Responsibilities – W.H.M.I.S. Labels

1. Know and understand:
 - the content required on supplier labels and work place labels, including the requirements for information on the availability of MSDS (Material Safety Data Sheets).
 - the significance of information on labels and other means of identification for employee health and safety.
 - resulting procedures for the safe use, storage, handling and disposal of controlled products as well as procedures to be followed where fugitive emissions are present or in an emergency which involves controlled products.
2. Handle controlled products in accordance with label and identifier alerts.
3. Follow employer directives to avoid removing, defacing or altering labels.
4. Inform employers of the presence of illegible labels and other means of identification or those which have been accidentally removed.

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Section: 7 Monitoring of Workplace Exposures

Section: 7.1 Policy

We are committed to the safety and health of our employees, Thus, there will be procedures in place to recognize, evaluate and control hazardous exposures.

Section: 7.2 Recognition

Persons monitoring must be able to recognize hazards in:

- Waste Products.
- Maintenance Operations.
- Storage Practices.
- Work Processes that involve noise, hazardous materials and hazardous ergonomics.

Section: 7.3 Evaluatuion

After hazards have been recognized, they will be monitored to verify that safe limits are not exceeded and that proper procedures and protective equipment are in place and in use.

Section: 7.4 Control

In order to complete the process, there will be effective control of the hazard. This process shall include:

- good housekeeping, cleanliness of the workplace and the disposal of waste.
- keeping an adequate supply of required personal protective equipment at the work place.
- education and training procedures designed to alert employees in methods and equipment available for controlling hazards.

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Section: 7.5 Programs and Procedures

Section: 7.5(1) Hearing Loss Program

A major long term problem in Industry is hearing loss. The role of the Company in this respect is to:

- identify noise hazards.
- communication hazard information to employees.
- ensure that protection against the hazard is provided.
- provide annual hearing tests to those employees who are regularly exposed to excessive noise levels.

Acting within the program, it is the responsibility of all Supervisors to identify noise hazards and take appropriate action to control the problem. Examples of noise hazards on the job are:

- drilling and grinding operations.
- running heavy equipment.
- using air compressors.
- working near generators, pumps and motors.

In order to meet the minimum requirements of the Provincial Occupational Health and Safety Regulations the Company will ensure that:

1. Employees who are routinely exposed to excessive noise levels are provided with hearing protection.
2. All Employees shall receive annual hearing test by an approved audiometric service.

Noise hazard information shall be communicated to employees through the use of stickers and posters, awareness campaigns and through employee induction.

**Prolonged Exposure to 90 Decibels (dB) of Sound has Been Proven to Cause
Permanent Hearing Loss**

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Section: 8 Medical Examinations and Health Monitoring

Section: 8.1 Purpose

The purpose of medical monitoring within the Company is to:

- assist in maintaining medical fitness of employees.
- assist in identifying working conditions likely to cause occupational disease.
- to comply with the requirements of regulations, agreements and for any job where such examinations and monitoring is mandatory.

Section: 8.2 Program Requirement

A health monitoring program is in place to establish if employees are:

- exposed to noise which is equal to, or exceeds the 8 hour exposure limit at 90 dBA.
- exposed to other conditions such as heat or humidity, which are likely to cause an adverse health effect such as heat stress.

Section: 8.3 Administration

1. Employees are to comply with reasonable requirements of a medical program.
2. Employees are to be advised of personal precautions and necessary protective measures by their supervisor.

Section: 9 First-Aid Services and Equipment

Section: 9.1 First-Aid

Management has the responsibility to ensure that First Aid services are supplied and maintained for employees. This shall be done by providing appropriate First-Aid Stations and Facilities, as well as provide basic First-Aid Equipment in Company Vehicles.

Any employee sustaining injury or illness that is, or may be job related shall report to their Supervisor as soon as possible.

Management shall ensure that a record of every injury or illness which requires first-aid treatment is kept in the Accident Record Book. The Accident Record Book shall be kept for at least ten years and shall be monitored by management as part of the regular management meetings.

First Aid statistics shall be reviewed by management to determine trends and recommend corrective action.

Section: 9.2 Location of First-Aid Facilities

First Aid equipment and facilities will be available at:

- Faro security/first-aid station and industrial ambulance.
- Faro mill water treatment plant.
- Down valley water treatment plant.
- Vangorda water treatment plant.
- Faro maintenance shop.
- All vehicles transporting personnel.

****NOTE****

Employees are reminded that all work related injuries no matter how minor are to be reported to the Supervisor as soon as possible.

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Section: 9.3 Communication

The Manager shall ensure that a means of communication is provided throughout the facility that will allow for First-Aid Services to be obtained expeditiously.

Section: 9.4 Rescue Team

1. A Rescue Plan shall be developed and submitted to the District Inspector. This plan shall be maintained current and updated to reflect the current status of the mine.
2. The Rescue Plan shall be invoked and utilized in the event of an emergency.
3. There shall be one fully trained and equipped Rescue Team available for the facility and a minimum of four persons trained in rescue procedures available on each work shift.
4. The Rescue Team shall consist of 6 qualified members, one of whom shall be designated as the Team Captain, one as Vice-Captain and one as Co-Ordinator. All members of the Rescue Team shall possess a valid First-Aid Certificate.

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Section: 10 Investigating of Accidents and Diseases

Section: 10.1 W.C.B. Reporting and Appeal Procedure

Disabling injuries and industrial diseases are to be reported to the Workers' Compensation Board within three days of receiving information about the injury or disease. Fatalities are to be reported immediately.

Within the three day period, a decision shall be made as to whether or not the claim should be contested.

Section: 10.2 Accident Investigation

All accidents and incidents must be reported immediately to the Superintendent or Supervisor. In the case of serious injury and/or property damage, the Area W.C.B. Inspector and Head Office must be notified. The Supervisor will take part in the investigation of any serious accident or incident.

The Supervisor is to immediately report any accident to the Superintendent and Manager and forward a completed Accident Investigation Report within 24 hours.

An accident involving a fatality is to be reported to the Manager immediately. This should be followed within 24 hours by a written report.

In addition:

- a) Arrangements shall be made with the Legal Firm of the Company to have a representative present at the Coroner's Inquest.
- b) The Company will be represented at the Coroner's Inquest by the Manager or his Designate.

The investigation is to determine the root cause or causes of the incident and attempt to find unsafe conditions, acts or procedures.

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Section: 10.3 Accidents or Dangerous Occurrences

In the event of an accident causing loss of life or serious injury, or any dangerous occurrence as specified in the Act, the Manager shall:

1. inform the district or chief mines inspector, the Safety Committee and the Workers' Compensation Board within 16 hours of the event.
2. ensure that the accident/incident scene is not disturbed, other than necessary for the treatment of any victims.
3. ensure that an investigation is carried out by persons knowledgeable in the type of work involved, as well as the co-chairpersons of the Safety Committee.

Upon completion of the investigation the Manager shall prepare a report that:

1. whenever possible, identifies the cause(s) of the accident/incident.
2. identifies the unsafe conditions, activities or procedures which contributed, in any manner, to the the accident/incident.
3. includes recommendations to prevent recurrence of similar events.

Copies of the report shall be provided to the Safety Committee and sent to the Chief Mines Inspector as well as the District Mines Inspector. If required, copies of the report shall also be provided to the Workers' Compensation Board.

Section: 10.4 Dangerous Occurrence Reports

Dangerous occurrences which shall be reported include:

1. unexpected major groundfall or subsidence which endangers people or damages equipment.
2. cracking or subsidence of a dam or impoundment dike; unexpected seepage or springs in the outer face; washout or significant erosion of a dam or dike which may adversely affect the integrity of the structure
3. premature or unexpected detonation of explosives.
4. a mine vehicle going out of control.
5. any other unusual accident, or unexpected event which has the potential for causing serious injury.

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Section: 10.5.1 Basic Steps in an Investigation

1. The scene should be secured.
2. The injured person should be treated and removed.
3. Sketches should be made and photos taken, if required.
4. Interviews conducted and information gathered.
5. Accurate records should be made.
6. Recommendations to prevent recurrence must be made.
7. Immediate follow-up on recommendations.
8. Review outcome of investigation with all participants.

Section: 10.5.2 Near Miss Investigation

All incidents which have a potential for serious injury or property damage should be investigated by the Superintendent or Supervisor.

Pertinent information should be gathered and a Near Miss Investigation Report completed.

Section: 11 Joint OH&S Committee

Section: 11.1 Policy

The Management of Anvil Range Mining Corporation (*Interim Receivership*), shall maintain an Occupational Health and Safety Committee as required by WCB, Occupational Health and Safety Regulations, and the Health Safety and Reclamation Code for Mines in the Yukon.

The Committee will be established in accordance with terms of reference as set out in Section 12 of the Occupational Health and Safety Act, as well as the requirements of the Safety Code for Mines in the Yukon.

Section: 11.2 Purpose and Objective

The purpose and objective of the Occupational Health and Safety Committee will include but not be limited to the following:

1. to convene regular monthly meeting for the purpose of reviewing occupational accidents and diseases, their causes and means of prevention of reviewing remedial action required as a result of investigations or inspections and to review other matters pertinent to industrial health and safety.
2. being adhered to by the Employers and the Workers, provided that recommendations for corrective action will be channeled through the appropriate levels of supervision.
3. to consider recommendations from Workers with respect to occupational safety and health matters, and where necessary, to advise the Employer of unsafe working condition and/or recommend means by which any unsafe work practice can be alleviated or eliminated.
4. to recommend to the Employer new safety practices and changes to safety practices and general policy with respect to occupational safety and health.
5. to promote safety awareness and activities within the work force.

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Section: 11.3 Membership

The committee will be comprised of equal numbers of representatives from Labour and Management. Each committee member will have an alternate appointed to serve in their absence.

Section: 11.4 Executive

Co-Chairpersons: The committee shall have two co-chairpersons, one employee representative and one management representative. The co-chairs shall alternate chairing the monthly meetings.

Section: 11.5 Inspections

The Committee shall:

1. inspect as many of the work sites it considers appropriate each month prior to the regular monthly committee meeting. Items discovered during these inspections, as well as other matters concerning health and safety shall be discussed.
2. prepare minutes of the meeting, using the Company format, and submit a signed copy of the minutes to:
 - a. the Manager
 - b. the District Inspector

Minutes shall also be displayed on the safety bulletin boards until replaced by the minutes of the next meeting.

Section: 11.6 Accident Investigations

The Safety Committee Co-Chairpersons or their designates, shall participate in the investigation of all reportable accidents and dangerous occurrences.

The Safety Committee Co-Chairpersons shall be notified as soon as possible of accidents resulting in injury which require medical aid. If they deem necessary, they shall participate in the investigation of such accidents.

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Section: 11.7 Safety Committee Training

Committee members shall receive appropriate training relating to their roles and duties.

Section: 11.8 Co-Operation with COMMITTEE

The Manager and all persons working at the facility shall co-operate with the Safety Committee by:

1. providing it with facilities to carry out its inspections and investigations.
2. allowing it access to reports, plans and records pertaining to its roles and duties.
3. provide reasonable time for the Committee to carry out its roles and duties.

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Section: 12 Records and Statistics

Section: 12.1 Policy

Records and statistics pertinent to safety shall be compiled and retained by the Company. These records and statistics shall be used to identify and monitor problem areas, review the effectiveness of the Occupational Health and Safety Program and provide data to the Supervisors and Employees to assist them to endeavor to provide a safe work place.

Section: 12.2 Records

Section: 12.2(1) Inspection of Vehicles and Machinery

- a). Records shall be kept on the maintenance and repair of each unit.
- b). Maintenance and repair records shall be kept on file by the Manager. Such records shall be readily available upon request to WCB officers.
- c). Mobile Crane logbooks shall be located on and be maintained for each mobile crane of more than one (1) ton capacity.

Section: 12.2(2) Investigation of Accidents

Reports of accidents/near miss incidents involving the Company shall be kept on file at the Main Office and made available as per Regulations.

Section: 12.2(3) Safety Committee

Minutes of Safety Meetings shall be recorded and kept on file at the Main Office and made available as per Regulations.

Section: 12.2(4) Accident Report Forms

Accident Report Forms shall be completed in accordance with Regulations.

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Section: 12.2(5) Inspection Records

Inspection Reports shall be completed for all inspections and a copy kept on file at the Main Office.

Section: 12.3 Review of Statistics

Records and statistics shall be reviewed by Management and where necessary action will be taken to correct safety problems identified during a review

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Section: 13 Periodic Review of the Occupational Health and Safety Program

Section: 13.1 Policy

The Occupational Health and Safety Program at Anvil Range Mining Corporation shall be reviewed and evaluated periodically. The evaluation shall be undertaken to ensure that the Program is being utilized and is effective.

Management, following review of the report, shall take the following measures and actions in order to maintain the effectiveness of the Occupational Health and Safety Program:

- Report on, assess and interpret the review findings.
- Establish an action plan which prioritizes health and safety needs indicated by the review.
- Implement the action plan.
- Monitor and evaluate the action plan.