

The North West (RTB) Health and Safety Tri-Partite Forum

Venue: Lonmin Game Farm

Date: 21st April 2008

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PURPOSE / OBJECTIVE:

Give effect to and ensure proper representation within the North West Region (RTB) to establish good relationships between DME, employers and recognized organised labour.

EXECUTIVE SUMMARY

The purpose of this workshop was to prepare a way forward to finalise the constitution and identify critical success factors that will allow the Forum to:

- submit issues of concern regarding Health & Safety to the Tri-partite structure.
- have input from all stakeholders and concerted inputs.
- develop structures – similar to national structures (tri-partite forum) which encourage effective communication and participation at all levels within the structure. (Common understanding of Safety Issues / Confrontation replaced by Collaboration)

The Stakeholders were represented by:

DME

Employers: Helam Diamonds; Anglo Plat; Impala Plat; AQP; Lonmin; JIC;

AMMSA

UASA

The participants met on the 21st April at the Lonmin Game Farm near Rustenburg to obtain a common understanding of current issues and concerns with a view to establish agreed on strategies and action plans.

To ensure conformance to good governance principles during the workshop an independent Facilitator was appointed to chair the proceedings (Kurt J Huber Pr Tech {Eng} from VM Services.

The main areas of concern identified were the requirements to **Change Behaviour** to safety issues in the industry, **Create Awareness / Ownership** on activities by the Forum and **Create a Common Approach / Alignment** of all Stakeholders to strive for Zero Harm.

The recommendations on page 8 are addressing the current short term requirements to empower the Forum to support the Employers, DME and Organised Labour in implementing pro-active safety initiatives.

The team agreed to have the next meeting on the 05th June 2008 to review the outcomes of this workshop and raise new opportunities.

METHODOLOGY APPLIED


THE FOLLOWING APPLICATIONS HAVE BEEN UTILISED FOR THIS EXERCISE:

- Listing of Issues and Concerns
- Objective Matrix - Clearly stating the Goal and related environmental influences
- Results to Achieve / Functional Requirements (Verb / Noun Definitions) translated into established Priority and Level of Importance
- Recommendations
- Allocation of Responsibilities and Time Frame for Implementation

WORKSHOP AGENDA

- 01.) Introduction & Setting the Scene
- 02.) Finalization of the Constitution
- 03.) Setting of Purpose Statement for the Workshop
- 04.) Issues / Concerns / Opportunities
- 05.) Objective Matrix
- 06.) Establish Functional Requirements & Prioritize
- 07.) List recommendations
- 08.) Evaluate and prioritize recommendations
- 09.) Allocate responsibilities and time frame
- 10.) Where to from here?

ISSUES & CONCERNS - RESULTS TO ACHIEVE MATRIX

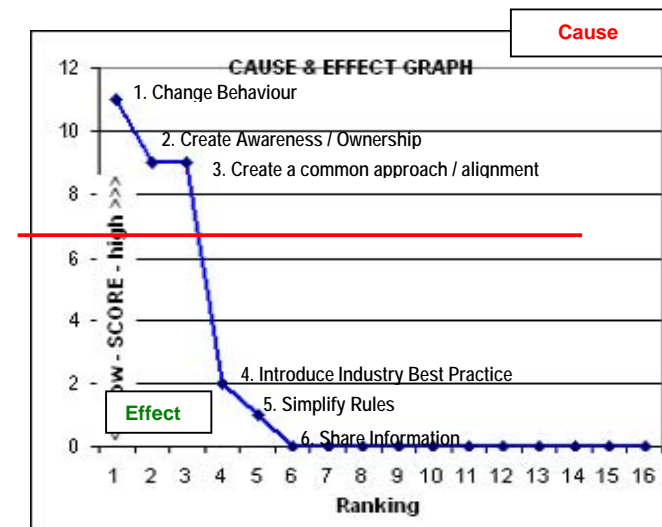
 Results to Achieve → ↓ Issues & Concerns Matrix													
		Create a common approach / alignment	Change Behaviour	Simplify Rules	Introduce Industry Best Practice	Create Awareness / Ownership	Share Information						
#	Issues & Concerns	1	2	3	4	5	6	7	8	9	10	11	12
1	Work in Silos	✓											
2	Alignment within industry goals (also Bushveld Safety Forum)												
3	Not combining forces	✓											
4	Complying to standards and procedures		✓	✓	✓								
5	Behaviour		✓	✓	✓								
6	Implementation of resolutions?	✓	✓										
7	Relationships between stakeholders	✓	✓		✓								
8	Communication beyond forum?	✓	✓		✓	✓							
9	Responsibility & accountability stretched				✓								
10	DME Section 54 application (frustration and challenges)	✓		✓									
11	Can only recommend not enforce best practices					✓							
12	Performance bonuses impact on safety	✓	✓		✓	✓							
13	Information sharing between competitors?	✓											
14	Guideline of rule of engagement			✓									
15	Values of participating in the forum					✓							
16	Sharing milestones?	✓			✓	✓							
17	Leading indicators and statistics availability						✓						
18	Rolling out "PlatSafe" initiative	✓	✓		✓	✓	✓						
19	Involvement of Chamber of Mines (COM) ?	✓					✓						
20	SIMRAC and adoption teams	✓					✓						
21	Sharing of fatal risks?				✓		✓						
22	COP's (Codes of Practices) and revision of legislation	✓		✓	✓		✓						
23	No common approach to high risk areas	✓					✓						
24	Pooling of resources between different mining houses	✓					✓						
25	Literacy	✓	✓			✓	✓						
26	Re-active not pro-active		✓										

OBJECTIVE MATRIX

OBJECTIVE		
Development of structures – similar to national structures (tri-partite forum) which encourage effective communication and participation at all levels within the structure. (Common understanding of Safety Issues / Confrontation replaced by collaboration)		
Results to Achieve		Results to Prevent
Create a common approach / alignment		Get emotional
Change Behaviour		Lip service
Simplify Rules		Continue as before
Introduce Industry Best Practice		Division of interest
Create Awareness / Ownership		Blame shifting
Share Information		Confrontation instead of collaboration
		Victimisation
		Increased complexity
		Turning meetings into bargaining forum
		Incorrect level of participation (decision makers)
Available Resources		Constraints
Sponsorship by employer		Sponsorship by employer
The three big stakeholders		Time available
Intellectual capacity (all stakeholders)		Competitiveness
Subject Matter Experts		

FUNCTIONAL PRIORITY

Numerical Evaluation										Function	Score	Rank	
A	B1	A3	A3	E1	A3					A	Create a common approach / alignment	9	3
	B	B3	B3	B1	B3					B	Change Behaviour	11	1
		C	D1	E3	C1					C	Simplify Rules	1	5
			D	E2	D1					D	Introduce Industry Best Practice	2	4
				E	E3					E	Create Awareness / Ownership	9	2
					F					F	Share Information	0	6
					G								
					H								



RECOMMENDATIONS:

Recommendations, Evaluation & Action Plan					
Functional Requirement	Code	Recommendations		When	Who
1. Change Behaviour	1.01	End Result of action below			
	1.02				
	1.03				
2. Create Awareness / Ownership	2.01	<p>Have more focused tri-partite visits to sites with the purpose that representatives have a common presence in the working areas and address safety and behaviour concerns.</p> <ul style="list-style-type: none"> - - Each mine decide on the rules for a site visit. - Should not replace any formally existing inspection processes - Advertise visit with the purpose of having common intent and taking safety very serious - Be aware of possible HR resources shortage from DME 		05th June	NEW
	2.02	Ensure that any safety initiatives are not conflicting with stakeholders own programmes		Statement	
	2.03	<p>Make the people aware of the Tri-Partite Forum through the media:</p> <ul style="list-style-type: none"> - AMMSA Website - Organised Labour Publications - Company Publications - DME Newsletter - Local Newspapers - Notice Boards 		08th May	SG
	2.04	<p>Initiate major drive through the Labour Representation to introduce the forum to all stakeholders.</p> <ul style="list-style-type: none"> - Sensitise people on the 2013 objectives 		08th May	LO's

Functional Requirement	Code	Recommendations	Rating	When	Who
	2.05	Any communication should be joint message. SteerCo to endorse such a document etc. - Start off with a initial announcement to introduce Tri-Partite to all stakeholder after constitution is signed and the forum is formally in place.		08th May	SG
	2.06	Plan for the actual signing and launch of forum through a sign off ceremony including media involvement		05th June	TvdB
	2.07	Communicate forums activity to senior level of management in each stakeholders		27th April	MineManager & Org. Labour Principle Inspector
	2.08	Allow each employer who host the forum meeting to present their Safety Initiatives and "lessons learned"		08th May	SG
	2.09	The forum to plan a short feed back session from the DME on safety performance in the industry		08th May	SG
	2.10	DME to approach MRAC to distribute all proposed legislative changes to the forum (Administrator) and should this happen, time is allocated on the agenda of the next meeting		ongoing	DME & SG
	2.11	MOSH task teams to present feedback on progress made toward the 2013 milestone - Alternate the teams (4x) - Coordinate with Administrator for agenda		next meeting	DIB
	2.12	Introduce "PlatSafe" as per "CoalSafe" - Launch planned for August 2008		ongoing	TvdB
	2.13				

NOTES:

Recommendations, Evaluation & Action Plan					
Functional Requirement	Code	Recommendations	Rating	When	Who
Administration	1.01	Sandra Govender is appointed the administrator: - Telephone: 014 598 1119 - sgov@angloplat.com - Communication coordinated through Sandra - Meeting planning done by Sandra (dates are available for the planned meetings) - Establish official contact of various Stakeholder Groups (DME & Employers)			
	1.02	Note that all the meetings will start at 07:00 and finish 11:00			
	1.03	Input planned to be included in a meeting must be communicated 1 week before, allowing for good planning and setting the agenda			
	1.04				
Constitution	2.01	Agreement was obtained on the constitution in last meeting except on the following points: - Union representation (numbers - Solidarity - Gerhard Viljoen - 1 is accepted) -			
	2.02	Meeting Schedule: Every month for the Steering Committee - every first Thursday of the month - Same day when Association meeting take place. The Forum every second Month (same dates & time as Steercom). Thereafter Forum may meet only every third month - to be agreed on.			
	2.03	Involvement of other employers (Get information / contact details from the Occupational Hygiene) - Utilise AMMSA website and through an article in the Herold. Also DME Newsletter creating awareness throughout the region.			
	2.04				