



REMEMBER



*Safety and
Health are
Values!*

Educational Policy and Development

September, 2005

SMO – Small Mines Office

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Why was the Small Mines Office Created?

- The fatal incident rate at small mine operations was more than double the rate for larger mines.
- Stakeholders request.
- The Mine Safety and Health Administration established a Small Mine Office to address the needs of the nearly 6,500 small mines

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- Small Mines are mines determined to be 5 people or less.
- Small Mines will also assist contractors when we receive requests.
- Small Mines will assist larger mines when we receive requests.
- Small Mines will assist Small Underground Mines when we receive requests even though they may have more than 5 employees.

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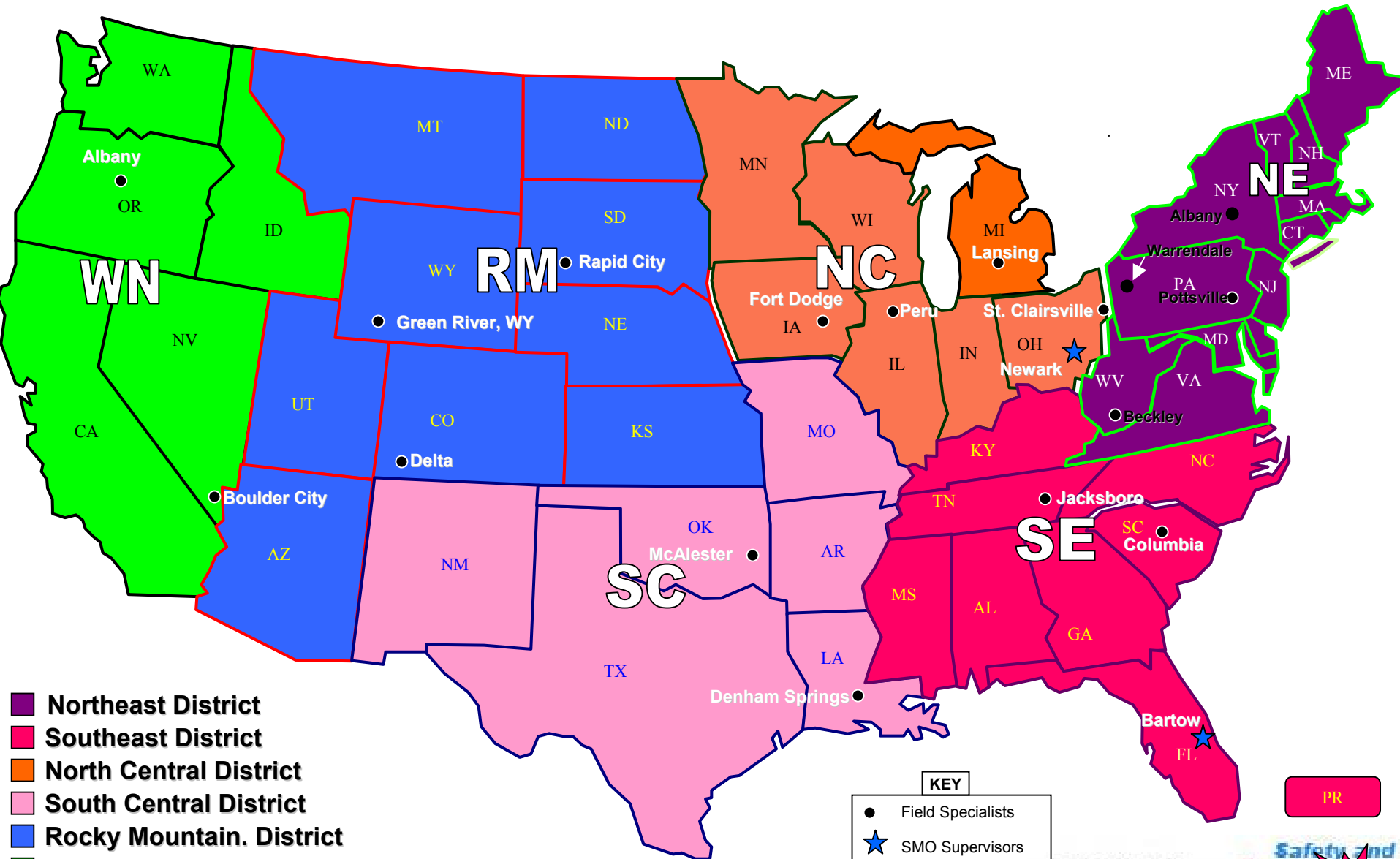


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Metal & Nonmetal Districts

SMO Compliance Assistance Specialist Locations



- Northeast District
- Southeast District
- North Central District
- South Central District
- Rocky Mountain. District
- Western District

KEY

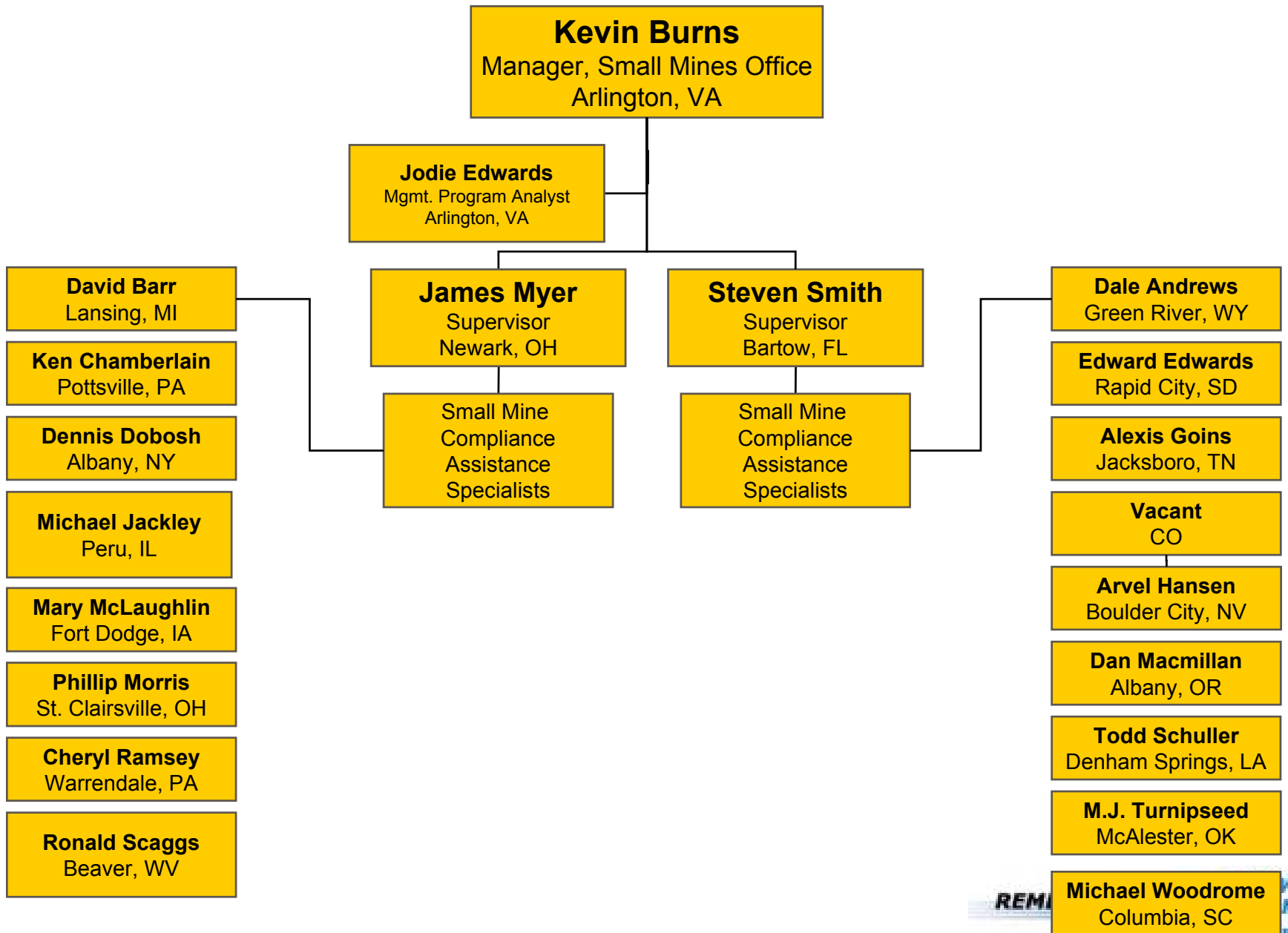
- Field Specialists
- SMO Supervisors

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MSHA's Small Mine Office



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Profile of the Industry - Small Mines

- **Active coal mines - 31 underground, 203 surface & 163 surface facilities (total = 397)**
 - **Non-producing mines - 330 (most are in Districts 4, 5, 6, & 7)**

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Profile of the Industry - Small Mines

- **Active Metal and Nonmetal mines - 6,000**
 - Mines located in all 45 field offices
 - Most - Manchester, NH F.O. - 360 mines
 - Least - San Juan, PR F.O. - 16 mines

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What services does SMO provide?

Summary

- Provide on-site compliance assistance
- Help operators develop and maintain a safety & health program, which includes:
 - Fatality and accident reduction
 - Risk management assistance
 - Hazard reduction
 - Safety and health training

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How much time is normally spent during the SMO initial visit?

- Time spent on initial visits vary from 2 to 4 hours up to a couple of days.
- This depends on the need of the small mines operator.



Other services SMO provides

- **Contact operators by telephone, e-mails, and letters on a regular basis.**
- **Make small business owners aware of other sources of assistance**
 - **States Grants; Educational Field Services; Technical Support; Holmes Safety Association; and trade associations**

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How will a small mine operator benefit from the SMO Program?

- Reduced injuries/accidents/fatalities and associated cost.
- Improved performance of tasks reducing operating costs of production and maintenance.
- Reduction of hazardous conditions.
- Possible lower insurance rates due to a formal safety program.

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How will a small mine operator benefit from the SMO Program?

Continued

- Become more knowledgeable regarding safety and health standards and polices.
- Become more familiar with available resources, i.e.; SMO, EFS, Mine Academy, State Grants programs.
- Have a positive relationship with MSHA.

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How will employee's of the small mine operator benefit from the SMO program?

- When employees are actively involved in the safety program a sense of ownership can be achieved.
- Reduction in accidents.
- Aware of MSHA standards and policies.
- Understand MSHA's goals for their safety.
- Help them develop a more positive attitude towards safety.

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Small Mine Office Goals & Objectives

- **Help operators develop and maintain effective safety and health programs tailored to fit the company**
- **Provide on-site compliance assistance to small mining operations throughout the country**
- **Foster cooperation and consultation with small mine operators to achieve a reduction in injuries and illnesses**
- **Help the small mining community achieve a reduction in injuries and illnesses – support MSHA's 15/50 goals**

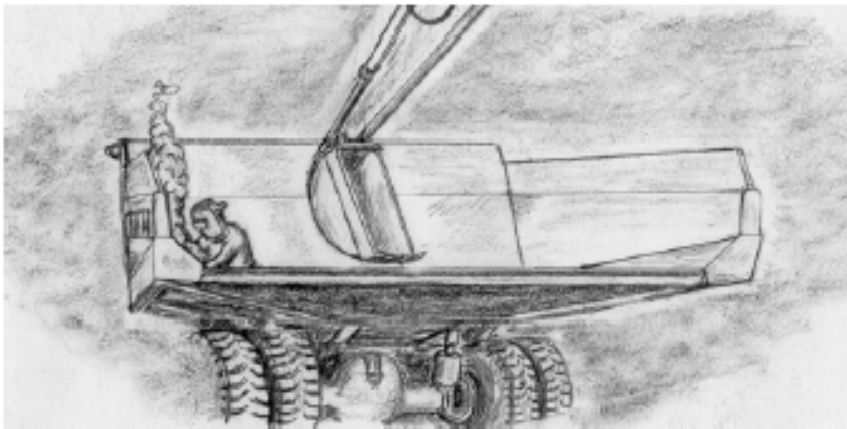
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Creating a Health and Safety Policy for your Small Mine

WATCH OUT FOR PINCH POINTS



BEST PRACTICES



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Health & Safety Policy

- **Our Health & Safety Policy is:**
 - To provide adequate control of the health and safety risk arising from our work activities
 - To consult with our employees on matters affecting their health and safety
 - To provide and maintain a safe plant and equipment
 - To insure safe handling and use of substances
 - To provide information, instruction and supervision for employees
 - To insure that all employees are competent to do their task, and give them adequate training
 - To prevent accidents and cases of work-related ill health
 - To maintain safe and healthy work conditions; and
 - To review and revise this policy as necessary at regular intervals

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Responsibilities

1. The overall responsibility for the health and safety of our employees is that of management
2. Day-to-day responsibility for insuring this policy is put into practice is delegated to Johns Sands, foreman
3. To insure health and safety standards are maintained/improved, the following people have the responsibility in the following areas:

Name

Harry Mechanic

Jill Plant

Jim Quarry

All Employees

Area of Responsibility

Maintenance and repair of all equipment

Plant and associated equipment

Quarry and haulage equipment, roadways

Work place, Pre-operation equipment examinations

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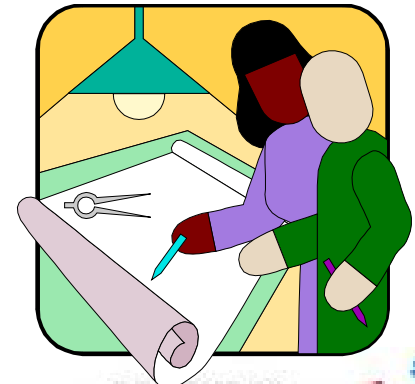


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Responsibilities

4. All employees have to:

- Co-operate with supervisors and management on health and safety issues
- Not interfere with anything provided to safeguard their health and safety
- Take responsible care of their own health and safety
- Report all health and safety concerns to an appropriate person (as detailed in this policy statement)



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Health and Safety Hazards arising from our work activities:

- Hazard assessments will be undertaken by all employees**
- Identified hazards will be reported to management**
- Action to correct hazards will be approved by management**
- Management will follow-up to assure hazardous conditions are corrected**
- Management and employees will pursue permanent controls to eliminate reoccurrence**
- When work areas/activities change: management will re-evaluate to ensure hazards do not exist**

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Safe Plant and Equipment

- **Employees and Management will be responsible for identifying equipment and plant maintenance needs**
- **Management will be responsible for ensuring required maintenance is completed**
- **Management will be responsible for scheduling and ensuring required maintenance is completed**
- **Any problems with plant/equipment shall be reported to management**
- **Management will ensure that new plant/equipment meets the current health and safety standards before it is purchased**

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Training

- **Management will ensure that quality training is provided that will comply with the Part 46 Training requirements for all miners, supervisors, and contractors who perform work activities on mine property.**
- **Management will ensure that an individual capable of providing first aid will be available on all shifts.**



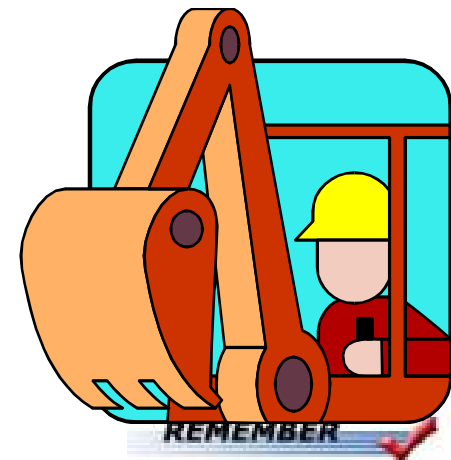
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Personal Protective Requirements

- **Management will provide all personal protective equipment excepting safety toe shoes and hard hats which will be the responsibility of the employee.**
- **Employees are responsible for wearing and using personal protective equipment at all times when required.**



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Safe Work Practices and Conditions of Work Areas

- **Management and employees are responsible for work place examinations and the elimination of hazards in the work areas**
- **Employees are responsible for reporting hazards to management**
- **Prior to performing any maintenance activity, the equipment will be locked and tagged out**
- **Management will monitor work practices and institute corrective actions when safe work practices are not followed**



More...

- Part 41 Legal Identity
- Part 56 Safety Standards
- Safety and Health Audit
- Health and Safety Program
- Mobile Equipment Exams
- Workplace Exam
- Guarding
- Continuity and Resistance Test
- Fire Fighting Equipment Inspection
- First Aid
- Part 45 Independent Contractor
- Part 46/48 Training Plan
- Part 46/48 Records of Training
- Part 47 HAZCOM
- Part 50 Accident
- Part 50 Quarterly Report
- Part 62 Noise
- Dust
- Citation and Order Review
- Miner Rights
- Holmes Safety
- Education Field Services Contacts
- State Grants Contacts

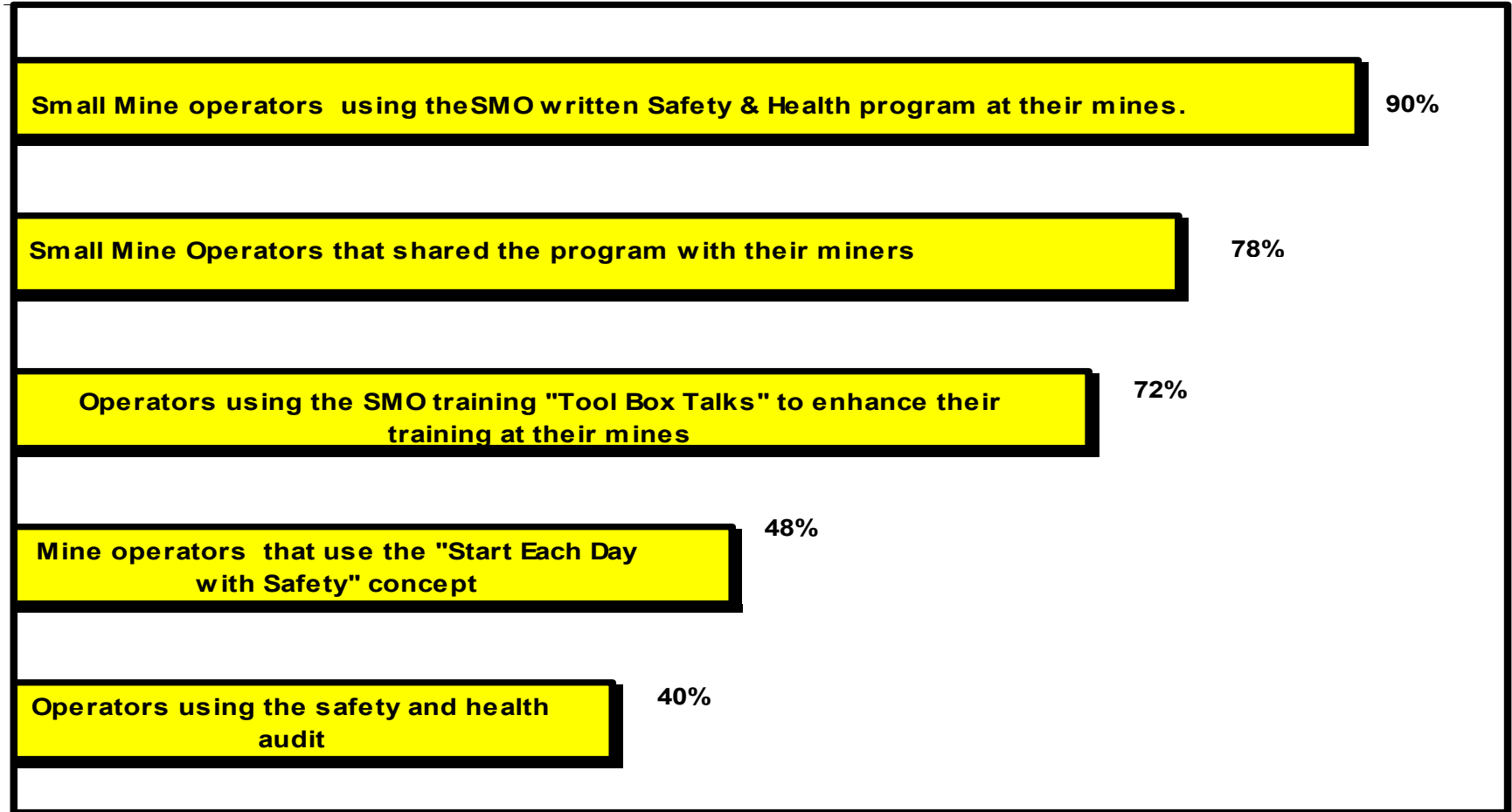
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Leading indicators - safety and health efforts

Help operators develop and maintain effective safety and health programs tailored to fit the company



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Provide on-site compliance assistance to small mining operations

Operators better able to comply with MSHA regulations following our visits.

92%

The operators that stated that they would benefit from additional assistance

88%

The small mine operators that received a safety and health tour or audit

84%

The small mine operators that reported that the tour and audit were helpful.

82%

Operators who received help with recordkeeping

54%

Operators who had less concerns about recordkeeping

32%

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Program outputs

Foster cooperation and consultation with small mine operators to achieve improved compliance and improved working conditions at their mines

Mine operators very satisfied or satisfied with the services provided by the SMO operators.

96%

Mine operators reported that conditions at their mine have improved

88%

Mine operators whose relationship with MSHA has improved

46%

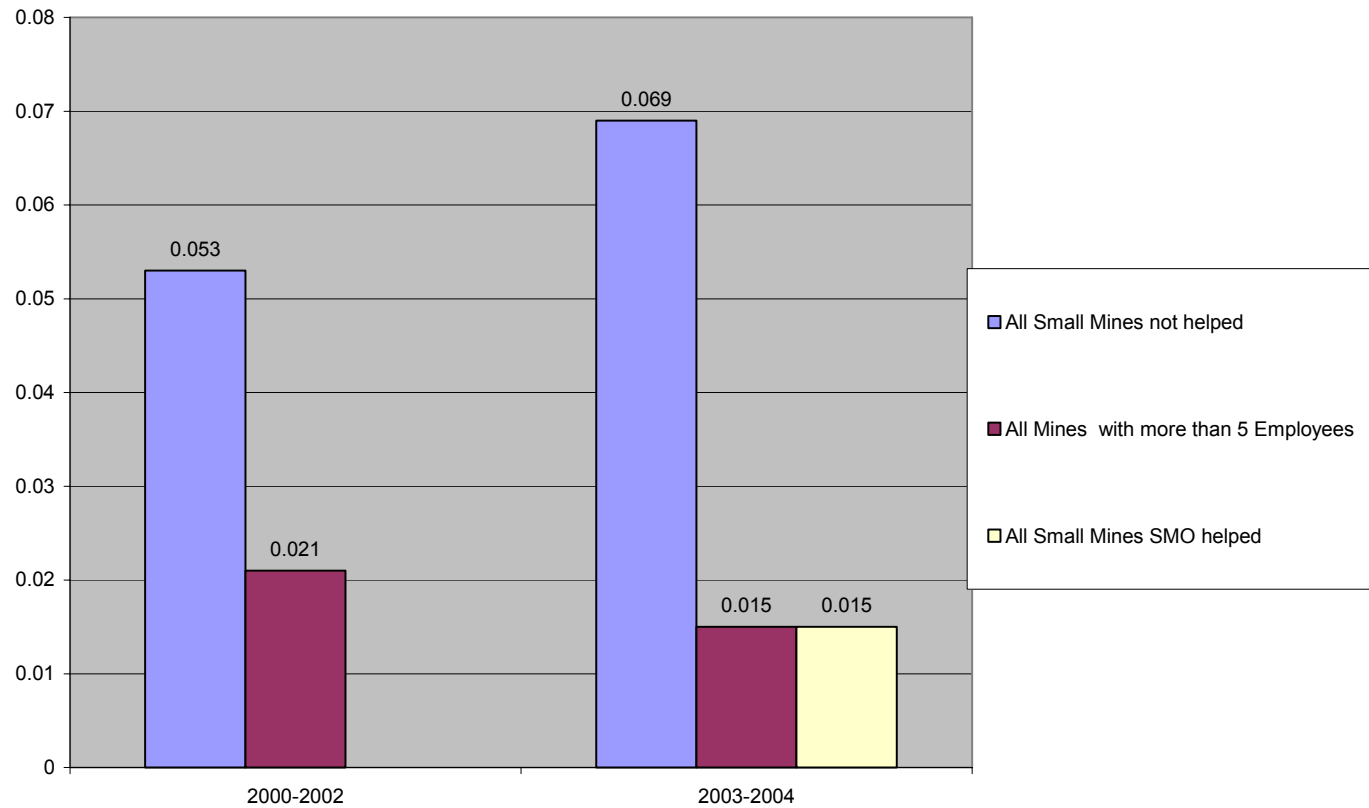
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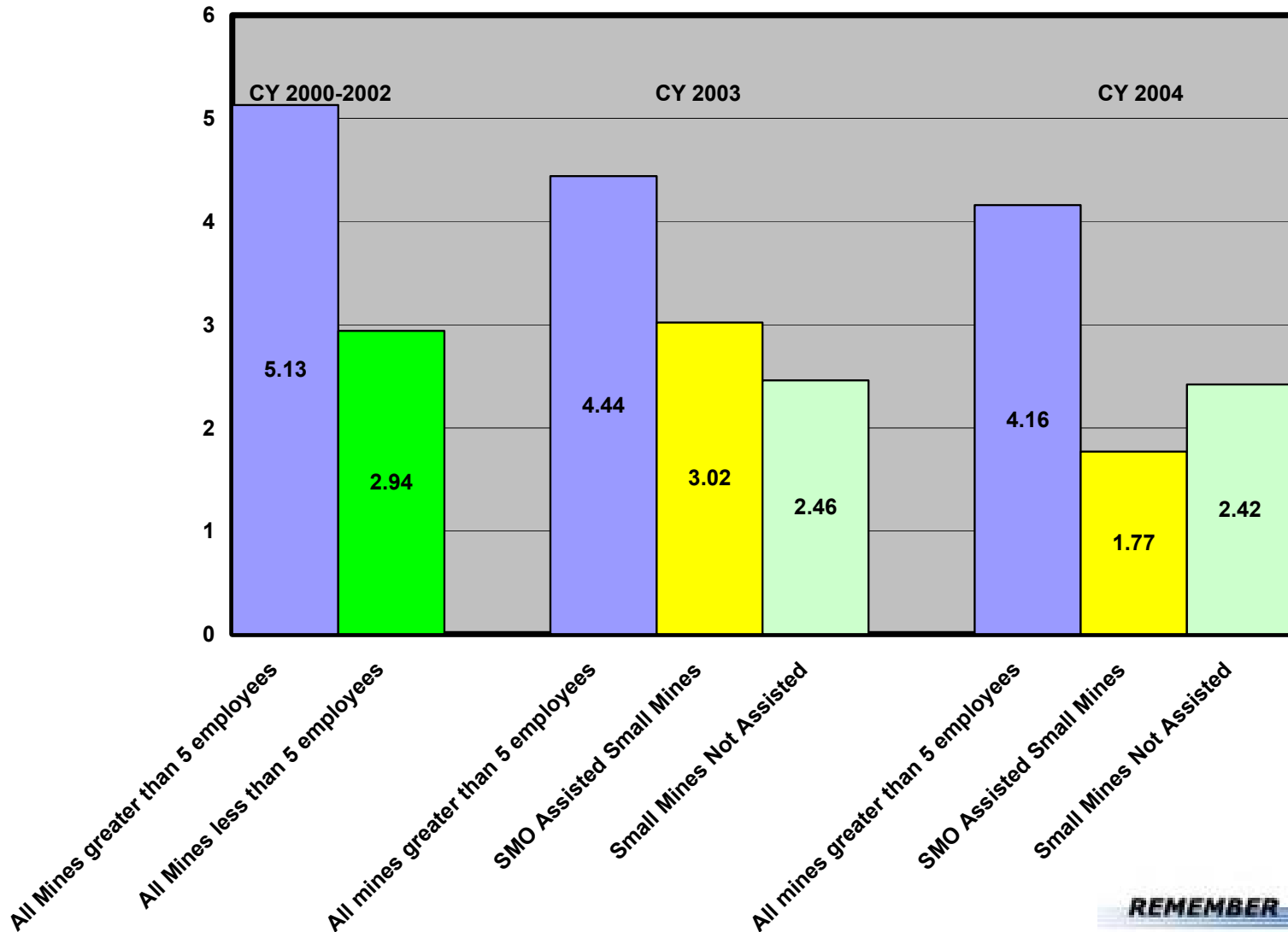
Initial Results

Fatal Incidence Rates 2000 - 2004



Initial Results

Total Injury Rates CY 2000 - 2004



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