

## SITE VISIT FORM – MINED MATERIAL

Visited by (Name of Representative): \_\_\_\_\_

Date of the visit: \_\_\_\_\_

<b>Purpose</b>	<i>To standardise the on-site visit report documentation</i>
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<b>Customer</b>	
Name:	
Name of the mine:	
GPS coordinates of the mine:	
Name of the mine site operator:	
Name of the mine owner if different and start/end of mining rights:	

<b>Permit</b>	
Permit(s) type(s):	
Have the Local authorities already performed an on-site visit?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is a visit by local authorities planned in the next 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>Mine workers</b>	
Approximate total number of workers:	
Have you seen any evidence of children working during the site visit?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please indicate their tasks: _____ _____



Have you seen any evidence of vulnerable individuals or groups working during the on-site visit?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please indicate their tasks: _____ _____
Are any workers employed by subcontractors?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you identified any use of forced labour (e.g.: not permitting employees to change jobs)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do miners live on the premises of the mine (e.g.: in a dormitory)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How do you assess the quality of the camp?	<input type="checkbox"/> Unacceptable <input type="checkbox"/> Basic <input type="checkbox"/> Comfortable
Have you seen any evidence of pressure, threats, bad or degrading treatment, etc. of employees, including sexual violence.	<input type="checkbox"/> Yes <input type="checkbox"/> No Comments:
Are the employees represented by a syndicate or equivalent body?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have the employees been on strike during the past 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain why:
Other comments:	



Health & Safety	
Did you see any visible emergency plan ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Did you see any first aid equipment?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the workplace environment look secure?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is personal protective equipment (PPE) available for employees and on site contractors? (e.g. head protection, safety footwear, protective clothing, face mask, etc.)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the PPE look appropriate and is it properly used and worn by all personnel?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the mine provide safety training to visitors?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the mine use the accident rate as key performance indicator?	
What is the mine safety track record ?	
Are there appropriate procedures to train security personnel	<input type="checkbox"/> Yes <input type="checkbox"/> No Comments:
Are there appropriate procedures to screen security personnel during the hiring process	<input type="checkbox"/> Yes <input type="checkbox"/> No Comments:
Other comments:	



Pt/Pd extraction and processing method	
Please describe the mining site (open pit, underground, etc.)	
Please describe the extraction techniques.	
Please describe the mining equipment (e.g. compressor, excavator, jack hammer, water pumps).	
Is there any routine maintenance programme for mining equipment, and are maintenance records kept?	<input type="checkbox"/> Yes <input type="checkbox"/> No Comments:
Please describe the processing techniques, including chemical products used.	
Please describe the method/process to avoid negative impact on the environment (e.g.: adequate tailing treatment, system to avoid pollution emission, etc).	
What type of material will be sent to us for refining?	
Is the infrastructure and/or the equipment set up proportionate to the production figures?	<input type="checkbox"/> Yes <input type="checkbox"/> No Comments:
Other comments:	



Artisanal mining next to the mine site	
Have you identified any artisanal miners next to the mine site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes estimate the number of ASM miners on the concessions?	
Can these ASM miners be considered Legitimate ASM?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How does the mine handle artisanal miners next to the mine site?	
Have there been any instances of conflict or tension? If yes please describe.	<input type="checkbox"/> Yes <input type="checkbox"/> No  Comments:
Does the mine source from artisanal miners on its concession?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the mine source ore, <a href="#">concentrate</a> or doré from mines outside its concession?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other comments:	

Community	
Is the mine positively affecting the surrounding communities?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the mine negatively affecting the surrounding communities (health and safety, access rights)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the community facing issues that would impact our reputation (e.g. organized crime, prostitution, alcoholism, abuse of fragile community members, children schooling)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have there been demonstrations or social unrest in relation with the mine? If so, how was it handled by the mine and the authorities?	<input type="checkbox"/> Yes <input type="checkbox"/> No  Comments:



Conflict area and security	
Is the mine located in a conflict area?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you gone through any military/police checkpoint along the road from the mining site to the airport?	<input type="checkbox"/> Yes <input type="checkbox"/> No Comments:
Are there any armed groups stationed on/near the mine site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes: Is it state armed groups? <input type="checkbox"/> Yes <input type="checkbox"/> No - Is it non-state armed groups? <input type="checkbox"/> Yes <input type="checkbox"/> No - Is it public or private security forces? <input type="checkbox"/> Yes <input type="checkbox"/> No
Please describe the general site security infrastructure (CCTV, perimeter fence, controlled access etc.)	
Please describe the precious metal storage security infrastructure and processes.	
Please describe storage facility and security of hazardous chemicals.	
How do you assess the security infrastructure?	<input type="checkbox"/> Adequate <input type="checkbox"/> Inadequate Comments:
Have you identified any indication of illegal taxation or extortion of money across the whole supply chain?	<input type="checkbox"/> Yes <input type="checkbox"/> No Comments:



Please describe the environment relating to tax/fees/royalties paid to government (taxes on the extraction, trade, transport and export of Pt/Pd).	
Other comments:	

<b>Transportation</b>	
Please describe transportation method from mine site to export location.	
Other comments:	



Relationship Manager assessment	
Where appropriate, have you engaged with the counterparty to improve its responsible practices?	<input type="checkbox"/> Yes <input type="checkbox"/> No Comments:
Overall assessment with positive and improvement points:	

Dated: \_\_\_\_\_

Print name: \_\_\_\_\_

Signature: \_\_\_\_\_