



## STANDARD PROCEDURE INSTRUCTION

Title		SPI
Storage of Potentially Hazardous Materials Outside of Established Structures		<b>#10-2</b>
Department	Supersedes SPI Dated	Effective Date
<b>MANAGEMENT</b>	JANUARY 1993	AUGUST 1, 2006

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## 1. PURPOSE

- 1.1 To ensure all materials with potential to generate hazardous metal ferrous dust or leaching is contained in a safe manner and in accordance with regulations and law.

## 2. SCOPE

- 2.1 It is required that each Department maintains a current record of all process materials held in inventory, reconciled on a monthly basis.
- 2.2 Each Department is required to have in place a current management plan for any inventory held outside of specific purpose built facilities that have approved through Health, Safety and Environment.
- 2.3 Prior to planning to place additional material outside of specific approved structures a risk assessment must be completed and approved by HS&E.
- 2.4 In the event of an uncontrolled release of material HS&E must be notified immediately and incident investigation conducted to determine what corrective actions are required.

## 3. DEFINITIONS

- 3.1 Stockpiles, for the purpose of this instruction, shall mean any pile, pit or pond containing semi-finished process materials.
- 3.2 SEMI-FINISHED PROCESS MATERIALS are materials that contain recoverable metals value, have been partially processed and will be further processed to remove the metal values to a finished product. Semi-finished materials do not include sand, flux, or any other bulk reagent material. Semi-finished materials also do not include byproducts of the process, which have no recoverable metal values.

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#### 4. RESPONSIBILITIES

##### 4.1 DEFINITION OF RESPONSIBILITY

Responsibility for stockpile:

- a) Planning and maintaining the integrity of the stockpile so that the exposure to seepage, dilution, leaching, or wind erosion is minimized.
- b) Selecting a method for accounting for materials entering, leaving, and on-hand in the stockpile.
- c) Developing a plan and schedule for eliminating the stockpile and any environmental effects of the stockpile.

##### 4.2 RESPONSIBILITY FOR THE STOCKPILED MATERIAL

4.2.1 In the event that process issues cause material storage concerns, the authority to create a stockpile is at the Vice President or President level.

4.2.2 Budget responsibility shall be tied to stockpile responsibility.

##### 4.3 RESPONSIBILITY FOR ENVIRONMENTAL MONITORING

At the request of the responsible manager and as part of the stockpile planning and design exercise, the Environmental Control group will provide expertise and monitoring personnel.

4.3.1 The Environmental Control Group will monitor for environmental problems and will inform management and the government of the type and magnitude of any potential hazards resulting from the stockpiling of the material.

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4.3.2 The Environmental Control Group will research and provide management with the relevant regulations regarding temporary containment of the particular material. The group will also assist in applying for the required regulatory approvals.

4.3.3 The Environmental Control Group will assist with site decommissioning to ensure those regulatory guidelines are met.

#### 4.4 RESPONSIBILITY FOR CHANGE MONITORING

At the request of the responsible manager and as part of the stockpile planning and design exercise, the department Technical Services resource are accountable for providing the expertise and personnel to evaluate whether the material is changing in either physical or chemical characteristics. Any changes may affect how the material is going to be processed and therefore must be monitored.

#### 4.5 RESPONSIBILITY FOR ACCOUNTING

The responsible manager in consultation with the Metals Accounting Department will determine what value is assigned to the stockpile.

Whatever system is selected, the manager will be responsible for ensuring that the procedures are followed and auditable.

The manager will ensure that the procedures are communicated to everyone who will be part of the process and that the proper training has been received.

The manager will provide a regular status report to the Manager-once-Removed (MoR) detailing how the stockpile management is conforming to the original plan and schedule.

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#### 4.6 RESPONSIBILITY FOR RECOVERY TO NORMAL PROCESSES

The assigned manager will be responsible for the recovery of the stockpiled material and for the decommissioning of the stockpile site including the residual materials.

#### 4.7 RESPONSIBILITY FOR REVIEW:

The Manager-once-Removed (MoR) of the manager of the stockpile will be responsible for:

- a) Scheduling regular review meetings with the manager
- b) Providing the resources necessary to manage the stockpile and to prevent the need for a stockpile for a similar cause.
- c) Determining if environmentally sound containment areas should be pre-built so that unplanned containment areas will not be required.

Approved By	Title
	President, Manitoba Operations
Date	