

Mine planning

Mine planning and the associated developed plan are an important part of your SMS. A comprehensive mine plan will not only assist in providing a safer workplace but can also have positive economic side effects for the mine.

The attached template is in Word format for you to customise for your site.

1. **AIM:** You may use the standard aim statement provided in the template or edit it to suit your operation's needs.
2. **WHAT:** The mine plan is the centre piece for a number of other plans that are required in the safety management system. Record if there are any other plans that will use the mine plan as a starting point.
3. **WHO:** The current legislation requires that a risk assessment is conducted to establish whether a registered mine surveyor is required to prepare the mine plan. In most small mines this will not be the case. However, if any of the issues present at the quarry are present, then further consideration is required to establish if the preparation of the mine plan by a competent person and not a registered mine surveyor is acceptable.

Complete Table 1 to establish who will be required to prepare the mine plan.

Once determined, detail who will be performing the task.

4. **HOW:** Using the information and guidance material in this section (Form 20A) prepare a mine plan, unless a registered surveyor is required.

Prepare the site's mine plan using Form 20A.

Record in the mine sequencing section when the plan is going to be reviewed.

Record in the pit design section the guiding principles (design parameters) for the development and working of the pit.

5. **WHEN:** Include a review of the mine plan in the yearly safety review (Form 1A).
6. **ACTION:** Record where the mine plan will be displayed and where previous copies will be stored.
7. **DOCUMENT CONTROL:** Record any documents used in this program on the document control master list (Form 3A) and the location that it will be filed.

References:

Mine Health and Safety (Mines and Petroleum Sites) Regulation 2014 Part 5 clause 122

Survey plans and clause 123 mine plans

Health and Safety in Quarries