

NEW GOLD RAINY RIVER MINE
APPENDIX I
Spill Reporting Procedures

newgold ™ Rainy River	Document Number: ENV-SOP-0001	Revision: 04	Status Approved	Date: 2023-MAR-28
Document Title: Site Wide Spill Reporting and Response Procedure	Author: C. Winik	Checker: N. Baird	Approver: Garnet Cornell	Page 1 of 8


ENV-SOP-0001
Site Wide Spill Reporting and Response

Revision History						
Revision Index	Revision Date	Status	Author	Checker	Approver	Comments
A	[2017-OCT-27]	Approved	C. Winik			
01	[2018-JAN-31]	Approved	C. Winik			
02	[2018-FEB-12]	Approved	J. Irwin			
03	[2019-JUL-12]	Approved	C. Winik		S. St. Jean	Added sign – off sheet to end of document
04	[2023-MAR-15]	Draft	C. Winik	N. Baird	G. Cornell	Review - Updated Approvals List. Combined with ENV-SOP-007 Contractor Spill Reporting.

Approvals

Title	Name	Signature	Date
General Manager	Gord Simms		
Environmental Superintendent	Garnet Cornell		
Supply Chain Manager	Wendy Guevara		
Capital Projects Manager	Travis Pastachak		
Safety & Security Manager	Richard Francoeur		
Maintenance Manager	Keith Mose		
Mill Manager	Mohammad Taghimohammadi		
Mine Manager	Gord Simms		
Human Resources Manager	Brenda Roberts		
Community Superintendent	Alex Bruyere		
Asset Protection Manager	Manuel Manana		

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1.0 Purpose

The purpose of the following document is to clarify spill reporting responsibilities of those working on the New Gold Inc., Rainy River Mine site. This document is designed to be consistent with Federal and Provincial Reporting Regulations, Corporate Standards for spill reporting (EMS Standard 008.01).

2.0 Responsibilities and Accountabilities

2.1. Rainy River General Manager

- Ensures a process is in place for reporting Environmental incidents.

2.2. Rainy River Environmental Superintendent

- Approves this procedure and ensures its communication to site personnel.
- Is responsible to ensure reportable spills are communicated appropriately to Regulatory bodies in line with approvals and reporting requirements.


2.3. Environmental Department

- Provide support to Rainy River personnel and contractors in regard to spill response and reporting, including sampling where necessary.
- Maintains an on call schedule to ensure support is provided to mine personnel 24 hours a day.
- Contacts the Spill Action Center in the event of an externally reportable spill.
- Compiles incident details and composes Spills Action Center Reference Report detailing incidents to Regulators.
- Maintain a registry of all spills.
- Distribute spill information to authorized internal and external stakeholders.

2.4. Area Managers/Superintendents

- Support the procedure and ensure staff and Contractors are compliant with the procedure .
- Ensure departmental Supervisors are trained to lead the spill response within their crews and are familiar with the external reporting thresholds.
- Support any follow up investigations as required.

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3.0 Guidelines & Instructions

Spills that pose an immediate threat to human life/health and sustained and ongoing threats to the environment (e.g. bulk fuels, sediment dam breach, truck rollover):

- Initiate Rainy River Emergency Preparedness and Response Plan through site radios and indicate environmental emergency.
 - The Environment On-Call (Environment Superintendent or Designate) will be contacted immediately.

3.1. Spill Response

STOP THE WORK

When a spill is initially discovered, all work should cease immediately if safe to do so. Work should stop until the source of the spill is eliminated.

STOP THE FLOW

Once the work has stopped, the source of the spill should be identified and safely stopped as soon as possible.

STOP THE SPREAD


The spill should be contained from spreading as safety allows. A spill kit, spill tray or any other appropriate materials as identified by the Supervisor should be used to contain the spill from spreading.

- The spill should be documented and cleaned up.
 - Removal of contaminated material to approved containment as identified by the Environmental Department.
 - Repairs and cleaning of any equipment or structural failure.
 - Post incident reporting as per Section 3.2.

For all spills including spills on third party property, report as soon as possible to the Environmental Department.

- During the day shift, Supervisor to contact site Environment Team via site radio or on-call phone.
- In the event the spill is outside 0700hrs to 1630hrs, the initial contact should be directed to: Environment On-Call 1-807-632-6152 (Environment Manager or Designate).

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3.2. Post Incident Reporting

- All spills are to be documented using the Spill Reporting Form (Appendix 1), by the person first observing the spill or their Supervisor or designate and completed by the end of shift.
 - The Spill Reporting Form can be found in the Controlled Documents library on the Doc Control SharePoint page.
 - The completed Spill Report is to be sent to the following emails: Rainyriver.environment@newgold.com and rainyriver.incident@newgold.com
 - For New Gold Departments only, the incident details are to be entered into software by the Supervisor or Designate as soon as possible and before shift end. For Contractors, their New Gold contact will enter into INX.and contractors

4.0 Documentation

The Spill Report Form (Appendix 1) will be used as the investigation report. The report must be completed prior to the end of shift.

Photos of the scene including initial spill, clean up, any witness statements, maintenance records and contaminated material removal evidence should be included with the Spill Report in INX INControl.

The Supervisor is responsible for ensuring its completion prior to the end of shift.

Send completed Spill Report to the following emails: rainyriver.environment@newgold.com and rainyriver.incident@newgold.com


All records must be maintained for 7 years in New Gold’s Incident Reporting System, INControl.

Follow up investigations may be required.

5.0 Reference Table

- Transportation of Dangerous Goods (TDG) Act
- O. Reg 189/98
- O. Reg 675/98
- ENV-POL-0001 – Environmental Site Wide Spills Policy
- Environment Protection Act, R.S.O. 1990

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6.0 Appendices

Appendix 1: ENV-FRM-0001-1 - Spill Reporting Form

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Appendix 1: Spill Reporting Form



SPILL REPORTING FORM

Date of reporting:		Time of reporting:	
Person first observing spill/witness;		Weather:	
Employer/Contractor associated with spill;			
Date of spill:	Time of Spill:	Duration of spill:	
Type of spilled material:			
Volume spilled:			
Spill location and address:			
Distance to, and nature of, nearest sensitive receptors (watercourse, 3 rd party, residence):			
Did any spill flow into watercourse or drainage? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Action taken, status of clean up and success of clean up:			
Volume of contaminated material removed from site:			
Type of contaminated material removed from site:			
Method of disposal (attach copy of documentation):			
Description of spill/Activity at time of spill:			
Equipment or source of spill (make/model/ID):			
Preliminary assessment of cause: Mechanical Failure <input type="checkbox"/> Impact/Collision <input type="checkbox"/> Procedural error <input type="checkbox"/> MVA <input type="checkbox"/>			
Other (describe) <input type="checkbox"/>			
Items used from spill kit:		kit replenished: <input type="checkbox"/> Y <input type="checkbox"/> N	
Preliminary corrective actions/mitigation:			
Report completed by:		Contact information:	
Title/Company:		Date:	

REPORT ALL SPILLS IMMEDIATELY TO CREW SUPERVISOR

CREW SUPERVISOR TO REFERENCE SPILL REPORTING PROCEDURE ENV-SOP-0001


CONTACT NEWGOLD ENVIRONMENT IMMEDIATELY IF SPILL IS EXTERNALLY REPORTABLE

1-807-632-6152

Email completed to rainyriver.environment@newgold.com and rainyriver.incident@newgold.com

For New Gold Departments only, incident details to be entered into INControl software within 24 hours of the occurrence by the Supervisor or Designate.

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ACCEPTANCE Form

I (print name) _____ have read the above procedure and acknowledge the expectations set at the Rainy River Mine Site.

It is the responsibility of all personnel and contractors to ensure that they are aware of all current standard operating procedures that relate to the mining operation. It should be understood that standard operating procedures are working documents and are the minimum standard required. Changes will be made to the content of these standard operating procedures on an as required basis. Circumstances will require changes to standard operating procedures during operations and your Supervisor will inform you of any changes.

Signed: _____

Date: _____

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