
SAFETY AND HEALTH PROGRAM (SHP)



ATN HOLDINGS, INC.

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June 2019

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SAFETY AND HEALTH PROGRAM
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Barangay Macabud, Rodriguez, Rizal

INTRODUCTION

This plan encompasses the safety and health management requirements of ATN Holdings, Inc., ATNH for brevity. The over-all objective of this plan is to ensure that all safety and health hazards and risks associated with ATNH business operations are identified, evaluated and controlled for the well-being of all personnel working for and in behalf of ATNH and community stakeholders and the protection of property and equipment. The plan covers all the phases of the mining operation: from construction/development, operations/maintenance to decommissioning/ rehabilitation. The company also focuses on the downward integration of its rock aggregates operation by construction of rock crushing plant equivalent to the annual volume applied herein.

COMPONENTS OF THE SAFETY AND HEALTH PROGRAM

This Safety and Health Program consists of management system components that are required to be incorporated in the over-all business management systems that shall be implemented to run the mining operations.

The basic philosophy in this SHP is the adoption of the Plan-Do-Check-Act management template aligned with mining safety best practices in the minerals development industry, recognized and accepted globally. Republic Act No. 7942, The Philippine Mining Act of 1995, and its subsequent Implementing Rules and Regulations and guidelines as issued by the Mines and Geosciences Bureau, require mining operators to implement formal management systems to address safety and health issues at all mining operations. The management system must address all safety and health hazards, risks and required risk control and the related support structures to ensure that intended performance standards are attained.

I. LEADERSHIP AND ADMINISTRATION

ATNH shall develop a culture of excellence in addressing the requirements of safety and health management in all its business activities. It believes that no business objective shall come

before the safety and health of its employees, contractors and the stakeholders in the areas where it has its operations. It also believes that all accidents are preventable and that each and every individual is responsible that all safety and health hazards are reported and addressed in the most appropriate manner.

Policy/Commitment

A Safety and Health Policy, which shall be integrated in other business management systems at a later time, shall be formulated and approved by ATNH Top Management. The policy shall cover all personnel working for and in behalf of the project. The policy shall express the following beliefs:

- No business objective shall come before health and safety;
- All accidents are preventable;
- All hazards can be identified and their risks managed;
- All individuals has a personal responsibility for his/her safety and health and is a condition for employment;
- Safety and health performance can always be improved;
- Compliance to all legal obligations and other requirements to which ATNH subscribes; and
- The Management Team is accountable for safety performance of the operations.

Managers shall demonstrate pro-active and visible commitment to safety and health through active involvement in safety and health activities. These shall include attending/initiating safety meetings, leading/participating in scheduled/planned inspections and conducts/participates in accident investigations where appropriate.

Structure and Responsibility

The Safety and Health Department headed by a full time Safety Engineer shall be reporting directly to the Resident Manager. He is in charge of the over-all responsibility of ensuring that the safety and health management system is formulated, implemented, maintained and continually improved. This will ensure excellence in safety and health performance of the operations. The accountabilities and responsibilities of each individual in the organization shall clearly include the safety and health; these shall be properly described in the job descriptions and properly acknowledged.

Legal and Other Requirements

As a minimum, all the legal requirements on safety and health shall be complied with. The safety and health standards in DAO No. 2000-98, the Mine Safety and Health Standards, shall be used as a reference in developing its own safety and health programs, rules and regulations. A process of identifying and evaluating the applicable provisions of the legislations and regulations shall be implemented. This information shall be communicated to all the relevant personnel of ATNH on a regular and timely manner.

In addition to the legal obligations, ATNH shall adopt safety and health policies and guidelines that are required by the mining operation and shall endeavor to subscribe to local safety organizations to promote the implementation of safety best practices by local mining companies. The company already crafted and implemented a number its own Safety Rules and Regulations and it will continue to develop and draft additional ones in reference to local and international best practices and standards.

Hazard Identification, Risk Assessments, Risk Controls

A formal system of identification of hazards, assessing and evaluating associated risks for each identified hazards and determining risk control strategies and measures shall be implemented and done on a periodic basis. This will cover all the stages of the project cycle and the various work areas and activities including contractor's areas.

ATNH completed formulating appropriate hazards and risks identification and rating matrix that is currently being used as a basis in evaluation of hazards and risks at all the working areas. This was developed after a thorough examination of the nature, complexity and significance of the hazards in ATNH's operations. A formal workshop was undertaken with a risk assessment expert to craft the ATNH Risk Rating Matrix as a component of an over-all Risk Management Strategy and Philosophy for its mining operations. Strategies and risk control programs shall reflect the principle of the hierarchy of control measures by elimination of hazards where practicable, followed in turn by risk reduction (either by reducing the likelihood of occurrence or potential severity of injury or property damage), with the adoption of personnel protective equipment (PPE) as the last resort.

It is important that a review of all hazards in the workplace be undertaken by ATNH personnel on a continuing basis, particularly when new work methods are adapted as well as there are changes to the organization. These programs shall be carried out as pro-active measures, rather than reactive ones. The identified hazards and risks associated with the different phases and activities of the ATNH shall constitute as the basis for a comprehensive safety and health management system to be developed on the ground.

Objectives and Programs

Safety and health objectives shall be set at relevant functions and levels of the ATNH organization, as well as all of its contractors. The objectives shall be measurable and time-bounded and are geared towards attainment of the safety and health policy of ATNH. Safety and health programs shall be established to attain the objectives set by the units of ATNH. The programs shall be approved by Top Management to ensure that the necessary resources in terms of financial, human, equipment and logistical support are allocated and made available as the need arises.

II. ORGANIZATIONAL RULES

To make sure that safety and health hazards are eliminated or controlled to tolerable levels, ATNH shall continue formulate Standard Operating Procedures (SOP) and Work Instructions (WI) for all work activities and ensure that safety and health considerations are incorporated in undertaking these activities and that hazards are controlled to tolerable and acceptable levels. These procedures shall be observed as organizational rules and guides.

Contractor Safety and Health Program

All contractors shall be required to have their Safety and Health Program in place. Specifically, contractors are required to have their own SOP and WI to make sure that safety and health hazards in their workplaces are properly and effectively controlled. The contractors shall submit the results of implementation and safety and health performance to ATNH as part of compliance monitoring to regulations. Contractors shall also adopt as a minimum requirement standards, guidelines, safety and health policies that are required by ATN Holdings, Inc.

Traffic Management

A high risk area in the operations which must be managed is the need for an effective vehicular traffic management system that shall cover all light and heavy equipment movement in all the areas from the mine site to the port loading in Sta. Cruz town proper. The program shall address driver and operator competencies, equipment maintenance and safe operations, speed limits, loading and unloading guidelines and other areas which will be identified after formal and thorough risks assessment process. All drivers and operators shall have competence in implementing defensive driving techniques.

Fuel and Oil Management

The intensive utilization of fuel and lubricants for light and heavy mobile, earth moving and hauling equipment require clear procedures and guidelines on handling, storage and transport of diesel fuel and lubricants. Storage facilities shall be provided with the proper concrete bunds with oil and water separator for adequate containment in case of emergencies.

Safety Job Procedures

ATNH shall implement clear policies on safety job procedures. These policies are outlined in the SOP and WI using the Safety Job Procedures (SJP) methodology. This requires the updating of hazard identification and risk assessments accompanying each work activities. The output shall be the necessary steps and action items incorporating the necessary controls to ensure that the job is done safely. The personnel doing the job shall participate in this activity. It is important that an SJP review be done whenever a serious incident or accident occurs in the workplace.

Preventive Maintenance Programs

One important safety control for operating equipment is the availability of a well-maintained equipment, machineries and vehicular fleet. The concept of an effective Preventive Maintenance Program shall be implemented on all equipment used in the operation.

All SOP and WI must have the corresponding operating criteria or standards clearly stated as part of the documented procedures. All policies, guidelines, rules and regulations are subject to review and revision throughout the company's operation to ensure that the same are still applicable and updated. New policies and guidelines shall be formulated especially when new equipment is acquired and process is introduced into the company's operation.

III. MEETINGS

Regular meetings shall be conducted to discuss particular issues on safety, health and environment. The meetings to be conducted shall be divided on a unit, section and department levels. This is to solicit all concerns and issues from all levels of the company.

All meetings shall be documented for monitoring and reference purposes. Issues and concerns not addressed at the appropriate levels shall be elevated to the next higher level for proper handling. There shall be allotted specific time for discussions of all pending issues and concerns to ensure the proper closure of all issues and concerns. All incidents, accidents and investigation results and recommendations for corrective and preventive actions must be discussed in these meetings to ensure that lessons learned are communicated to all units across NDSO.

Central Environment, Safety and Health Council

There shall be regular quarterly meetings of the Central Environment, Safety and Health Council (CESHC) composed of Community leaders/representative, all section heads department and management levels to discuss safety and health concerns involving the community and AFP/PNP personnel within the area of the operations. Relevant safety and health information shall be communicated in these meetings. The Council shall meet every first Thursday of the quarter month.

Central Environment, Safety and Health Committee

There shall be regular monthly meetings of the Central Environment, Safety and Health Committee (CESHC) composed of all section, contractors, department and management levels to discuss safety and health concerns. Relevant safety and health information shall be

communicated in these meetings. The committee shall also act as a policy making body as far as environment, safety and health are concerned. The Committee shall meet every first Friday of the month.

Department Safety Meetings

The Department Safety Meetings shall be conducted and chaired by the Department Head/Manager. The meeting shall discuss solely environment, safety and health concerns of the employees. Issues raised during the toolbox meetings which were not addressed or needs decision of the Department Head/Manager shall be discussed in the Department Meetings for discussion and closure.

Toolbox Meetings/Peptalk

Short meetings or peptalks shall be conducted by the supervisor before employees are deployed to their specific job assignments. A five (5) to ten (10) minute meeting would suffice. Safety reminders on particular jobs shall be discussed and if new work assignments will be undertaken, the supervisor shall discuss the safety procedures with the employees. The peptalks are conducted before the start of every shift to ensure that all employees are reminded of their safety responsibilities not only to themselves but also to their co-employees. A logbook shall be kept by the supervisor in which the topic discussed, issues raised and personnel present are listed. The logbook shall be properly turned over to the next shift for information and/or discussion (if applicable).

IV. MANAGEMENT AND EMPLOYEE TRAINING

Training courses and materials will be developed with inputs from the intended recipients of the training programs themselves and designed for their requirements. This will require that a training needs analysis be conducted. Training will also focus on identified safety and health hazards including emphasis on emergency situations and response, as specifically defined within the SOP and WI. Properly trained personnel are necessary for keeping mining equipment operating safely. All ATNH and contractors' employees must be physically and mentally capable to safely undertake assigned work responsibilities.

Safety Induction Programs

All new employees, transferees and newly promoted individuals shall undergo a formal and properly acknowledged induction program to communicate all necessary health and safety aspects of the work. This includes hazards identified, risk assessments and controls. All visitors and outsiders shall undergo a safety induction before being allowed to visit any workplace in the mining and operations areas.

Training on Conducting JSA

A highly specific requirement in undertaking hazard identification, risk assessment and risk control determination is the competence to conduct a generic risk assessment process. The skills necessary for an effective Job Safety Analysis (JSA) shall be subject of a specific training program for ATNH personnel and its contractors. Training on JSA shall be conducted in-house with the full participation of department heads and supervisor with the guidance from Safety Officer. All employees shall undergo this training to be knowledgeable on basic sources and application of control or measures to avoid the possible risks that may likely to occur within the workplaces whether at the office or at the field areas.

First Aid Training Courses

First Aid Training Course will be conducted twice a year. This training will be scheduled to maintain the competency of all employees to address emergency situation during the plant operations which is normally scheduled on April and September. The training duration is approximately 5 days or 40 hours. This training will be facilitated by the Safety Section in coordination with the trainers' from Philippine National Red Cross. The training includes, but not limited to, responding emergency cases, first aid treatment of wounds and fractures, proper wearing of SCABA, and responding to (CPR, AR, etc.) and transporting accident.

Fire Fighting Training

Training for responding to fire, firefighting equipment and facilities will be done once a year in coordination with the local Bureau of Fire Protection (BFP) unit. As scheduled, it will be

conducted on March as part of the Fire Prevention Month activities of the company. The designated Fire Fighting Team Leader or Fire Marshall shall prepare the training program in coordination with the Safety Unit. At least every Department shall have a representative in the training.

Defensive Driving Course Training

Defensive Driving Training is scheduled every quarter. A special training of this course will also be made upon the request of at least 10 participants. This training will be facilitated by the Safety Unit. The participant of this training must be: a) Recommended by the foreman or supervisor b) Has a valid professional LTO license, and c) With a justifiable reason that he/she is required to operate a specified company vehicle. This training will also include actual driving test. Upon successfully completing, the trainee will be given an "Authorization Card" which serves as his/her permit to operate specified company vehicle.

V. PLANNED INSPECTIONS

Formal inspection activities must be undertaken by the Safety Engineer and supervisor and safety officers. Managers and appropriate staff at all units of ATNH at all areas of operations (areas, structures, facilities, tools, and equipment) shall also be required to conduct spot inspection. The aim is the identification of hazards in the workplace that shall trigger the timely implementation of corrective and preventive measures to prevent injury and property damage. Checklists shall be developed to be used in the inspection activities. The planned inspection program shall be developed into a Safety Patrol concept.

Committee Inspection

The Central Environment, Safety and Health Committee (CESHC) shall conduct an inspection of all or part of the company's operation to validate and resolve issues; random audit of environmental, safety and health practices implemented in aid of coming up with and review of appropriate policies, guidelines, rules and regulations. This would be undertaken monthly before or after the CESHC Meeting.

Supervisor Inspection

All supervisors shall conduct an inspection of all work areas within his/her jurisdiction before and during the shift to ensure that unsafe conditions are acted upon.

Walk-through Inspection

The Safety Inspector shall conduct a daily inspection of all active working areas in the mine. Recommendations from previous inspections shall be followed up and validated by the safety inspectors if the same are already in-place and implemented.

VI. ACCIDENT/INCIDENT INVESTIGATIONS AND ANALYSIS AND REPORTING

It is important to recognize that the causes of incidents cannot be addressed if the incidents are not reported. A common reason that incidents go unreported is that, in some circumstances, the incident investigation can become search for the guilty, rather for the facts. An effective incident identification and investigation program will be a key element for objective incident reporting.

Employees from all levels shall be involved in incident investigations where their knowledge and skills in the operations and maintenance are critical to a complete investigation, including the development of appropriate corrective and preventive actions. Once the investigation team has completed its report, in addition to the normal distribution, a copy of the report and recommendations shall be displayed within the area in which the incident occurred. Results of the investigation shall also be presented in meetings, peptalks, departmental and CESH.

Corrective and Preventive Actions

Corrective actions are measures taken to eliminate the root causes of identified non-conformances, accidents or incidents in order to prevent recurrence. Preventive actions seek to prevent the occurrence of non-conformances. Corrective or preventive actions should be as permanent and effective as practicable. Completion of identified corrective and preventive actions will be included as part of the audit program. SOP and WI shall be reviewed and updated after the implementation of any corrective and preventive actions.

Monitoring, Audit and Review

ATNH safety and health performance and management systems are to be monitored, audited and reviewed to identify trends, measure progress, assess compliance and drive continual improvement efforts and projects.

Performance Monitoring and Measurements/Reporting

Regular monitoring health and safety performance indicators shall be undertaken to determine whether the health and safety policy and objectives are being met. Also, monitoring is undertaken to determine whether risk control measures have been implemented and are effective.

Routine health and safety monitoring of processes, workplaces and practices shall be carried out according to a documented monitoring scheme by front line and middle managers. All supervisors shall conduct spot checks of critical tasks in order to assure conformity with health and safety procedures and codes of practices. The necessary monitoring and measurement equipment and apparatus shall be acquired and used to conduct the monitoring program. These shall be properly used and regularly calibrated.

Safety Systems Audits

The various activities and system components of ATNH's safety and health management plan shall be periodically audited to review and evaluate the effectiveness of these systems. The audit can be done internally by ATNH personnel who are trained and competent auditors or external audits can be resorted to, particularly when going for certification.

The audits shall provide results to show whether ATNH is effective in meeting the safety and health objectives and policies. These shall include detailed assessments of the safety and health procedures, the level of compliance with procedures, practices, government regulations and standards and identify corrective actions. The results of the audits shall be recorded and reported to Top Management for review and intervention.

VII. HEALTH CONTROL AND SERVICES

Employee health surveillance programs shall form part of monitoring of effectiveness of safety and health programs. In compliance with the regulations, a full time medical support clinic or Occupational Health Unit (OHU) manned by qualified personnel has been established.

Pre-employment physical examination

Upon hiring the employee, he/she is required to undergo and pass the physical examination as required by the company. His/her medical certification must be endorsed by the specified doctor of the company and the result conclusion “fit to work” must be indicated.

Annual medical examination

Annual physical examination shall be required for all ATNH employees to determine their health conditions. Necessary interventions shall be identified and implemented to ensure the physical fitness and wellness of all employees to undertake each work responsibilities.

Return to work

An employee who has met occupational injury or exposure is allowed to return to work only if he/she has already given a certification from the doctor that he/she is “fit to work.” Other mandatory health services for employees shall be provided

VIII. EMERGENCY PREPAREDNESS AND RESPONSE

To address the immediate actions required by emergency situations involving the loss of life, damage to property and other resources, a comprehensive system of identifying potential for occurrence of these emergencies and the appropriate response procedures shall be documented, communicated and all personnel trained on the procedures. The procedures shall include an emergency plan that shall outline the actions to be taken when specific emergency situation arises. The involvement of external parties in emergency planning and response shall be clearly identified and communicated. Emergency equipment needed shall be identified, acquired and provided in the right quantities. These are alarm systems, emergency lighting and power, means of escape, safe refuge, critical isolation valves, switches and cut-outs, firefighting equipment, first aid equipment (including emergency shower and eye wash stations, etc.) and communication facilities. Periodic emergency drills shall be conducted to test the procedures and measure the readiness of emergency response teams.

Crisis Management Plan

The organization of a Crisis Management Team and supporting units is a top priority item as soon as activities for the ATNH Project are in full swing. The team shall be activated immediately when an emergency is reported. A Crisis Manager shall be designated to spearhead the orderly response to any declared emergency situation.

Emergency Procedures

For each type of emergency, a documented and updated procedure shall automatically govern the response in the shortest possible response time. All procedures are to be subject of intensive training and drill to be conducted regularly.

Fire

A fuel handling and storage facilities must be covered with fire emergency procedures to meet these occurrences. All necessary fire prevention, warning, suppression and control equipment shall be provided. Fire prevention and firefighting programs shall be established and manned on a constant basis to handle fire emergencies that may occur at fire risk areas in the mining areas, mine camps and nearby communities.

Landslides and Land Subsidence

Continuous geotechnical assessments of the mining areas and affected sites (haul and access roads, other facilities) shall provide inputs to contingency plans for these types of emergencies. Critical localities near inhabited areas shall be prioritized when responding to these incidents. During the construction/development and operational phases, sources of landslides and subsidence should be identified. Early detection of landslides and subsidence occurrences could prevent loss of lives, damage to property and others. Training of workers on this is very important for them to be responsive and attentive in the application of controls to avoid or minimize the degree of danger. Aside from attending training, information on

landslides and subsidence can be disseminated to workers through posters, leaflets, meetings and other media advertisements.

Kidnappings & Unrests

Handling this type of emergency requires the participation of external authorities. It has to be clearly established that there are specific legal and criminal aspects for this events hence, emergency procedures should take this into account. In general, ATNH shall have the policy of not entertaining conditions where ransom payments are imposed.

Oil/Fuel Spills/Acids/Chemicals

Procedures for handling, transport, storage and use of oil, fuels, acids and chemicals should incorporate specific steps in controlling the potential and actual occurrences of spillages and leakages. The necessary control and clean up equipment, supplies and personal protective equipment for emergency personnel shall at all times be available in the right quantities. Good housekeeping practices must be observed in the workplaces. Spills of oil/fuel/acid/chemicals are to be collected and contained in appropriate containers and stored in the designated hazardous waste materials storage area.

Flooding, Storm and Heavy Rains

Adequate early warning notification and information dissemination shall be ensured for these emergency procedures. Readiness to implement evacuation procedures shall also be ensured. Constant open channels of communication with government agencies on weather conditions announcements and disaster response procedures shall be maintained. The workers should be attentive on this situation to prevent loss of lives, damage to properties and others.

Vehicular Accidents

The proper first aid and medical evacuation procedures in handling injured persons involved in vehicular accidents shall form part of these emergency procedures. Considering the 35 kilometer road network from the mine site to the loading port, it is vital that emergencies of this type be immediately communicated for immediate action. Included in the SOPs and WIs

are the company policies and guidelines to prevent vehicular accidents within and outside the ATNH area. The ATNH contractors and workers are bound to comply with this and necessary penalties are to be applied.

Animal Bites

Medical first aid procedures shall be applied immediately. The availability of medicines and specific treatment drugs (i.e. anti-venin serum) must be ensured including properly trained medical personnel.

Development Programs

Support systems and programs shall continuously be adopted to ensure that the safety and health performance of ATNH be upgraded and improved in the long term.

IX. GOOD HOUSEKEEPING

Orderly and organized workplaces reduce the likelihood of accidents occurring. Housekeeping standards shall be formulated to ensure that at all times workplaces are conducive to having a safe and healthy condition. A sustained campaign to implement these standards shall be adapted. The practice of 5S shall be used as the model for an effective housekeeping program.

X. PERSONAL PROTECTIVE EQUIPMENT SYSTEM

The use of Personal Protective Equipment (PPE) is one of the approaches to risk control and is resorted to as the last option in the hierarchy of control measures. ATNH and its contractors shall provide the necessary PPE to all personnel working in hazardous areas where the risks are assessed to required proper control through personal protection. A regular review of all the hazards in the work areas shall be undertaken to ensure that the use of PPE remains to be the most acceptable control measure to manage the hazards. The following areas of exposure may require PPE to control residual risks: head protection, eye and face protection, hand and foot protection, respiratory equipment and protective clothing.

XI. INCENTIVE PROGRAMS

Positive interventions in the form of non-monetary rewards and awards shall form part of the incentive program for noteworthy safety and health performance achievements. Standards and benchmarks shall be developed to serve as basis for this program. Commendations shall be given to deserving employees and units who have shown exemplary and consistent commitment to the observance of safety and health policies.

1 Million Manhours with Zero Lost Time Accident

No employee (including contractors) shall be involved in an accident resulting to lost time for the period. All employees that worked during the period that the target was attained will be awarded with a **Jacket**.

100 Days with Zero Lost Time Accident

For 100 days, the Site should attain a zero lost-time accident operation. All employees that worked during the period that the target was attained will be awarded with a **Personalized Pen**.

100 % Attendance for 6 Months and 12 Months to Safety Meetings

Members of the Central Environment, Safety and Health Committee are encouraged to attend and participate in the monthly meetings. 100% attendance to the said meeting for a period of 6 months, the members will be treated to a gathering for a small party. A gold Safety Pin will be given to all members for 100% attendance for 12 month period.

Safest Department for the Year

This is to recognize individual department's accomplishment on safety and health performance for every calendar year. To be judged by the Central Environment, Safety and Health Committee (CESHC) on the following criteria:

- a. Prerequisite: Zero Lost Time Accident for the year
- b. Results of inspection/audit:
 - i. Housekeeping
 - ii. Hazard elimination/management
 - iii. Solid waste management

All employees of the chosen Safest Department that worked during the period that the target was attained will be awarded with a **Round-necked shirt**. In addition, a safety performance citation shall be appended in the individual's 201 personnel file. More detailed guidelines will be developed with the CESH.

XII. COMMUNICATIONS AND CONSULTATIONS

Communication processes shall be in place to ensure all personnel working for and in behalf of ATNH understand the safety and health policy(ies), beliefs and standards of safety and health that are to be observed. From time to time, the communities and other stakeholders shall be informed on the health and safety performance of the company. Further, hazards that may have effects on the communities shall be properly addressed.

Briefings, Newsletters, Posters, Monthly Themes

Communication of safety and health information to all concerned at ATNH shall be the subject of visible media and shall be sustained the whole year round. The use of safety briefings, newsletters, posters and monthly themes at the department and section levels are effective means of getting and understanding the messages.

XIII. TARGETS AND BUDGETS

The budget for the maintenance of the safety and health program is described in the following table. The costs shall cover the continuing implementation of the activities throughout the life of the project.

XIV. ANNUAL SAFETY AND HEALTH PROGRAM SCHEDULE AND BUDGET

Please refer to the attached Table

PROGRAM IMPLEMENTATION REQUIREMENTS


Documentation and records relevant to safety and health performance and results of program implementation shall be maintained by ATNH and shall be accessible to all interested parties and regulatory agencies. The safety and health management system may be subjected to third party certification in the future. Certification shall ensure that the safety and health management system in place are at par with internationally accepted standards.

Prepared by:



Deedy Solee
Registered Geologist
PRC License No. 724
PTR No.:
Issued At:
Date Issued:

Noted by:



Paul B. Saria
Vice President
ATN Holdings, Inc.

ANNUAL SAFETY AND HEALTH PROGRAM SCHEDULE AND BUDGET															Total Budget	
PROGRAM	ACTIVITY	Unit of Work Measurement	Target Months													
			1	2	3	4	5	6	7	8	9	10	11	12		
A. Organizational Rules	a. Formulation of Rules and Regulations	Rules & Regulations Formulated													continuous	5,000
	b. Formulation of SOPs	SOPs Formulated													continuous	5,000
	c. Review/revision of Rules/SOP	Rules/SOPs reviewed/revise													continuous	5,000
B. Safety Meetings	a. Toolbox Meetings	Toolbox Meetings Conducted	Daily												264	5,000
	b. Departmental Meetings	Departmental Meetings Conducted	Weekly												240	30,000
	c. CESH Meetings	Central Environment, Safety and Health Committee Meetings Conducted	Monthly												12	20,000
	d. CESH Council Meetings	CESH Council meetings Conducted	Quarterly	Quarterly	Quarterly	Quarterly									4	10,000
C. Management & Employee Training	a. Identification of Employee Training Needs	Training Needs Analysis Conducted			1								1		2	100,000
	b. Orientation of Employee	New employees oriented/inducted	As the need arises													10,000
	c. Training on Conducting JSA	Every JSA formulated													continuous	5,000
	d. First Aid Training Course	Safety Training conducted	Twice a year						Twice a year						2	50,000
	e. Defensive Driving Training Course	Safety Training Conducted	Quarterly	Quarterly	Quarterly	Quarterly									4	100,000
D. Planned Inspections	a. Conduct of Inspections	Inspections Conducted	Daily												264	5,000
	b. Preparation of Inspection Reports	Inspection Reports Prepared	Daily												264	5,000
E. Accident/ Incident Investigation	a. Conduct of Investigation	Investigations Conducted	As the need arises													5,000
	b. Preparation of Investigation Reports	Investigation Reports Prepared	As the need arises													5,000
	c. Follow-up of Remedial Actions	Remedial Actions Implemented	As the need arises													5,000
F. Accident/Incident Analysis	a. Preparation of accident/incident statistics	Statistics Prepared	Monthly												12	5,000
	b. Preparation/submission of reports	Reports prepared/submitted	Monthly													5,000
G. Health Control & Services	a. Monitoring of Working Environment	Working Environment Monitored	Daily												264	5,000
	b. Medical Examination for Employees	Medical Examination Provided							1						1	150,000
	c. Maintenance of Emergency Clinic/First Aid Stations	Emergency Clinic/First Aid Stations Maintained	Monthly												12	400,000
	d. Provision of medical/dental services for dependents	Medical/dental services Provided	Monthly												12	150,000
H. Emergency Preparedness Program	a. Formulation of Emergency Response Preparedness Program	Emergency Response Preparedness Program Prepared		1											1	10,000
	b. Organization of Emergency Response Team	Emergency Response Teams Organized		1											1	10,000
	c. Maintenance of fire extinguishers	Fire Extinguishers Maintained	Quarterly												4	50,000
I. Procurement	d. Procurement of Equipment	Equipment Procured				1									1	350,000
J. Personal Protective Equipment (PPE)	a. Procurement of PPEs	PPE Procurement	1						1						2	50,000
	b. Issuance/Replacement of PPE	PPE Issuance	1						1						2	25,000
K. Safety Promotions	a. Incentive Program													continuous	50,000	
L. Community Consultations	a. Program consultation/ dissemination													continuous	30,000	
TOTAL															1,660,000	