



KENO HILL SILVER DISTRICT MINING OPERATIONS

MINE EMERGENCY RESPONSE PLAN

Revision 8

November 2023

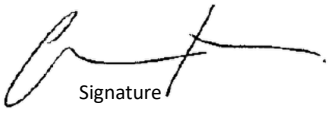

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Hecla Yukon Keno Hill, Mine Emergency Response Plan

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REVISION LOG

Version Number	Date Issued	Reviewed by	Change/Rationale
1	March, 2020	Jay Allen, HS Mgr. Wayne Zigarlick, VP Operations - General Manager	
2	December, 2020	Jay Allen, HS Mgr. Wayne Zigarlick, VP Operations - General Manager	Added description of crushing circuit as per QML
3	June, 2021	Jay Allen, HS Mgr.	Added additional positions and responsibilities
4	April, 2022	Jay Allen, HS Mgr.	Amended appendices
5	December 2022	Coralee Kirby (Health and Safety Manager) Wayne Zigarlick (VP Operations/ General Manager)	Updated Contact Information and company and operation name.
6	August 2023	Coralee Kirby (Health and Safety Manager) Wayne Zigarlick (VP Operations/ General Manager)	Replaced Role Cards with Duty Cards
7	September 2023	Coralee Kirby (Health and Safety Manager) Wayne Zigarlick (VP Operations/ General Manager)	2.5 Bermingham and Camp Facilities Section 5 is updated to reflect the implementation of Appendix A Duty Cards 6.4 Training- updated to add more detail. 11. Recovery – updated with more specific information Appendix A removed no longer valid Appendix B – roles replaced with Emergency Duty Cards and changed to Appendix A Appendix C – Contact information updated with current personnel Appendix D – Created for Mutual Aid Agreements

8	November 2023	<p>Coralee Kirby (Health and Safety Manager)</p> <p>Wayne Zigarlick (VP Operations/ General Manager)</p>	<p>6.6.4 Emergency Equipment</p> <p>6.6.5 Mutual Aid</p> <p>Section 12 Added Return to Work Program</p> <p>Appendix A Emergency Management System Flow Chart</p> <p>Appendix B – included all specific checklists that have been updated.</p> <p>Added the following procedures as appendices:</p> <p>APPENDIX D: Emergency Stand Down Procedure</p> <p>APPENDIX E: Medical Emergency Evacuation Procedure</p> <p>APPENDIX F: Underground Emergency Procedure with long section of Birmingham Mine and Flame and Moth Mine</p> <p>APPENDIX G: Mill Evacuation Procedure and muster locations included</p> <p>APPENDIX H: Flat Creek Camp Evacuation Procedure and muster locations included.</p>
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GLOSSARY AND ABBREVIATIONS

ECC	Emergency Control Centre
ERT	Emergency Response Team
H&S	Health and Safety
IMP	Incident Management Plan
IMT	Incident Management Team
IS	Incident Site
MERP	Mine Emergency Response Plan
OHSC	Occupational Health and Safety Committee
SA	Strategic Areas

1. PURPOSE

1.1 INCIDENT MANAGEMENT

The organisation of a specially formed management team designated as the Incident Management Team (IMT) to direct business operations during an emergency, to support emergency response personnel, to mobilize/organize internal and external resources needed to manage through the event, and finally to lead/direct recovery efforts after the emergency is under control. The IMT has a set of defined roles with procedures for each and is always directed by an Emergency Action Director. Additional resources are added to the IMT based on the scenario at hand.

The Mine Emergency Response Plan (MERP) is designed such that the IMT and the Emergency Response Team (ERT) work together in coordinated distinct roles during an emergency.

1.2 EMERGENCY RESPONSE

Keno Hill Silver District Mining Operations (Keno Hill) has a dedicated Emergency Response Team (ERT) comprised of volunteers from across the business trained to respond to all types of emergencies. Members are on call 24/7 while onsite and are mobilized in the event of an emergency. ERT response is led by an Emergency Response Team (ERT) Coordinator and each team deployed to an emergency has a dedicated captain. The ERT Coordinator provides direction and support to the responding team(s) and liaises with the IMT as necessary to coordinate response efforts.

1.3 BUSINESS & ASSET RECOVERY

Following the primary emergency response efforts to mitigate risks to people and the environment, plans and procedures are in place for managing the ongoing operation of the business including implementation of interim measures for the loss/damage of critical infrastructure and the recovery back to 'normal' operations.

2. SCOPE & APPLICATION

2.1 SCOPE

This plan has been established for the information of all relevant Keno Hill employees, Contractors, Emergency Service Organisations and Government Departments who may be called upon to attend or assist at any such situation.

The scope for which the provisions of this plan are designed for those emergency incidents where there is potential for severe negative consequences. This includes but may not be limited to the risk scenarios listed in Appendix B that would affect Keno Hill and would involve a risk to life, health, the environment, or to property.

2.2 OBJECTIVE

It is the objective of Keno Hill to protect current and future assets of the company which include:

- People;
- Environment;
- Property; and
- Production.

A further responsibility for Keno Hill is to ensure the safety and well being of contractors, visitors and the general public who may enter the property or leasehold of the company.

The implementation of this “Mine Emergency Response Plan” has been developed to comply with Keno Hill’s objective of providing a workplace free of recognised hazards. It is the responsibility of all managers to be fully conversant with the contents of this plan and to ensure compliance to procedures by those accountable for the safety and security of employees, contractors, visitors, the general public and Keno Hill mining and milling operations.

The IMT Leaders have overall authority for this plan and alterations to this plan will necessitate written approval.

It is the responsibility of the IMT Leaders to audit this plan regularly, suggest amendments where necessary and liaise with Keno Hill Health & Safety for implementation.

2.3 APPROACH

This plan has been developed to provide an organisational and procedural framework for the management of emergency or disaster incidents that affect Keno Hill operations. The plan also provides for the coordination between Keno Hill and the Yukon Government for the further protection of employees and property as well as that of the surrounding communities and environment.

The aim of the “Mine Emergency Response Plan” is to provide clear, precise and effective guidelines to ensure personnel responsible for the management of emergencies or disasters understand their roles and responsibilities and are capable of responding to any incident.

The preservation of life is considered to be of prime importance and all procedures must be carried out in such a manner so as to minimise risk to all personnel including emergency personnel. Rescue and medical procedures are to have priority over all other actions.

2.4 ASSUMPTIONS

Certain assumptions have been made in the course of the design of the plan, namely:

- That the Yukon Fire and Rescue Services; RCMP, the Yukon Emergency Measures Organization, Yukon Emergency Medical Services, Yukon Wildland Fire Management, and other public emergency response organisations will be contacted and will be able to respond to an emergency occurrence and will provide necessary support;
- That Keno Hill and/or contractor employees will recognise and carry out their basic responsibilities in an emergency; and
- That the local Fire and RCMP Departments and other local authorities will assume their responsibility for off site emergency response.

2.5 MINE LOCATION & SITE DETAILS

The Keno Hill Mining District contains multiple new and historic mines and facilities. The scope of this plan will focus on operations of the Flame & Moth and Birmingham mines in addition to all historic buildings and facilities of Elsa, the Keno Hill Flat Creek Camp, the Mill, and all associated facilities at the mill site.

Total staff and contractor complement are estimated to peak at approximately 250 with approximately 200 personnel on site at any given time.

The physical location of the Mill site is 63.907834, -135.328156. This site can be accessed via Yukon Highway 11, travel 58.9km north of Mayo then West on the site access road for 1.2km. The site is in close proximity to the community of Keno City.

The Mill site contains multiple administration buildings, maintenance facilities, assay lab, processing plant, crushing circuit and the Flame and Moth Mine Portal. The main administration building at the mill site is the location of the primary Control Center where the Incident Management Team coordinates emergency response activities from.

The crusher is located to the southwest of the district mill. The crushing circuit consists of a two-staged crushing plant that operates in a closed-circuit system. The primary and secondary circuits are linked to the covered fine ore storage with a conveyor belt. The main components of the crushing circuit include the jaw crusher, crusher feed hopper, vibrating grizzly feeder, crusher discharge conveyor belt, sizing screen and secondary cone crusher. Crushed ore is reclaimed via a draw down pocket located beneath the fine ore stockpile onto a ball mill feed conveyor.

The cone crusher is covered with an insulated free span steel structure to reduce noise and contain dust. The building is fitted with a 23,000 cfm ventilation and dust collection system with dust collection pickups on the major transfer points. The system is expandable to 28,000 cfm if required in future. The engineered structural drawings of the crusher building are filed in the as-built report. As per Quartz License Clause, Schedule C, Section 1.1(a) requirements, additional technical details on the dust collection system can be found in the Mill Development and Operations Plan.

The Emergency Response Team coordinates rescue efforts from the Mine Rescue/ Training facility in the Elsa settlement. This facility can be accessed from Highway 11 and is located 47 kilometers from Mayo, 2 kilometers from the Flat Creek Camp, 14 kilometers from the Mill site and 9 kilometers from Birmingham Mine Site.



The Bermingham Mine Site is contains the Bermingham Portal, dry facilities, a maintenance shop and office trailers. The site can be accessed from the Keno Hill Loaded/Empty Road from Elsa or the Keno Hill Berm Road from the mill site. The Bermingham site is 9 kilometers from Elsa and 9 kilometers from the mill site.

The Flat Creek Camp contains bunkhouses and a kitchen/dining facility. This facility serves as accommodations and food services for Keno Hill employees and contractors during their shift. It is located on Highway 11, 45 kilometers from Mayo.

In addition, there are multiple water treatment plant facilities and old mine workings located throughout the property.

3. CONCEPT & MOBILIZATION

3.1 CONCEPT OF DISASTER MANAGEMENT

The basic concept of this plan is to provide a comprehensive approach for managing a disaster or emergency. The four elements of this approach are prevention, preparedness, response and recovery.

- Prevention incorporates all those activities which eliminate or reduce the probability of a disaster occurring on site.
- Preparedness includes all activities necessary to ensure a high degree of readiness so that response to an incident is swift and effective.
- Response activities are those measures taken during an incident which prevent the loss of life and minimise damage to the plant and surrounding areas.
- Recovery contains those short and long term activities which return all systems to normal operations.

Primary Responsibility for emergency response activities at this operation have been assigned to Keno Hill personnel with the local response agencies agreeing to act in the support role.

3.2 STANDARDS

The VP of Operations/General Manager or their designate will initiate the IMT process with the involvement of the Health & Safety Manager to provide support.

Following notification of a disaster of a magnitude requiring the assembly of the IMT, the VP of Operations/ General Manager or their designate will call the Department Manager or their designate of the affected area and the personnel below.

The sequence of calls should be:

- Onsite Management team or their site designates;
- Emergency Response Coordinator
- Emergency Response Team
- Front Line Supervisors

Contact with the above personnel must include a check on the respective personnel's Fitness for Work. If personnel indicate that they are not fit for work, an alternate should be contacted. The message to the above should be brief and to the point.

4. LEGISLATION & STANDARDS

4.1 LEGISLATION

Workers' Safety and Compensation Act (Yukon),
Workplace Health and Safety Regulations (Yukon),
Yukon Mine Rescue Standards.

4.2 STANDARDS

- Emergency Stand Down Procedure
- Underground Emergency Procedure
- Mill Evacuation Procedure
- Flat Creek Camp Evacuation Procedure
- Wildfire Management Plan
- Emergency Spill Response Plan

5. ROLES, RESPONSIBILITIES & ACCOUNTABILITY

A comprehensive list of key team members and key contacts can be referenced in Appendix A and Appendix C.

5.1 COMMAND AND CONTROL ORGANIZATION

Command and Control in this document relates to the activation of the Mine Emergency Response Plan as associated with a disaster or disaster and recovery procedures.

The IMT may be mobilized for any or all of the following, based on an assessment by the Emergency Response Coordinator, the VP of Operations/General Manager (or their designate) and the Health and Safety (H&S) Team Leader:

- Management support;
- Logistics;
- Significant potential negative impact;
- Publicity;
- Environment;
- Entrapment;
- Potential fatality; and
- Fatality.

Responsibility for emergency operations shall be vested in the IMT. This group is to be assembled as soon as possible during an emergency event and appraise the situation to ensure that the response procedures are implemented. This group shall also establish communications with outside agencies, if necessary, and provide support to all other areas of the operation during the emergency and debriefing stages.

5.2 EMERGENCY ACTION DIRECTOR

The VP of Operations/General Manager or their designate will act as the Emergency Action Director and is ultimately accountable for the health, safety and welfare of all workers and visitors to all Keno Hill worksites and operations.

The Emergency Action Director is responsible for the management of the emergency and its impact on the operation when they are not onsite. They lead the IMT and are accountable for the execution of this plan in emergency events. The Emergency Action Director's role is outlined as follows:

- Provide clear and strong leadership;
- Be accountable for driving the IMP to completion;
- Overall responsibility for the performance of the ERT and IMT;
- Ensuring the response to the incident takes precedence over all other operations;
- To immediately make available all resources of personnel, equipment and materials needed to respond to an incident whether owned by the company or under contract to the company;

- Provide and receive briefings from the ERT Leader, the IMT and the relief teams;
- Provide strategic direction to the site;
- Manage relationships with key stakeholders; and
- Authorize internal and external communications.

5.3 OPERATIONS LOG RECORDER

The Operations Log Recorder is designated by the Emergency Action Director and is responsible for recording all information and actions taken by the IMT. The Operations Log Recorder plays a critical role in ensuring all information is accurately recorded to support the IMT in making informed decisions.

5.4 DEPARTMENT LEADERS

The Department Managers or their designate are accountable for a wide variety of responsibilities during an emergency. These responsibilities are noted in their specific Emergency Duty Card. The responsibilities align with the functions of the departments they manage.

5.5 HEALTH AND SAFETY DEPARTMENT

The Health and Safety Department is responsible for supporting the emergency response efforts lead by the ERT Coordinator. Health and Safety personnel will receive the initial emergency response call and ensure the Emergency Response System is activated and ensure the Emergency Response Team and Medical Personnel are adequately supported.

5.6 EMERGENCY RESPONSE TEAM COORDINATOR

The ERT Coordinator is responsible for overseeing all rescue missions planned and executed by the Emergency Response Team. They are responsible for the safety of the team, the safety of casualties and bystanders, minimizing harm to the environment and lastly minimizing damage to property.

The ERT Coordinator communicates directly with the IMT and keeps them informed of all rescue efforts.

In a complex rescue mission such as a fire underground, the ERT Coordinator is responsible for reviewing and approving all rescue missions directed by the IMT. The ERT Coordinator is also responsible for ensuring all the information required is communicated to the Emergency Response Team for a successful for mission.

In the case of emergencies such as injuries or small fires, the ERT Coordinator has the authority to direct emergency response immediately to begin response.

The ERT Coordinator is responsible for assessing the Fitness for Duty of all emergency responders and assembling emergency response teams based on training, experience, and competencies.

The ERT Coordinator is also responsible for debriefing all emergency response personnel and recording all information pertinent to the emergency.

5.7 TAG BOARD SUPERVISOR

The Tag Board Supervisor is responsible for accounting for personnel in the case of a serious emergency underground. They will utilize their Emergency Duty Card to ensure personnel are accounted for and all pertinent information from the emergency is collected in an organized and efficient manner. The Tag Board Supervisor is responsible for communicating the status of underground personnel with the IMT.

5.8 FRONT LINE SUPERVISORS

During an emergency all Front Line Supervisors are responsible for ensuring the orderly stand down of their crews and preventing secondary incidents. Front Line Supervisors will remain on stand-by to be directed by the IMT to support emergency response. They will prepare to support the emergency response efforts by accounting for their crew and equipment.

6. POLICIES AND TRAINING

6.1 PLAN MAINTENANCE AND PREPAREDNESS

It is the responsibility of the Manager, H&S to ensure all sections of the plan are kept current, are being implemented and concurrent training activities are taking place. The plan is to be reviewed annually to ensure the accuracy of information.

The Manager, H&S is to ensure the plan is modified as required to reflect any changes in Keno Hill organizational structure or operating conditions. Apart from the annual review of this plan, key personnel within Keno Hill must advise the Manager, H&S of any changes that occur in their areas of responsibility. This would include changes in key personnel, equipment, contact telephone numbers or other issues which may affect the implementation of this plan.

Keno Hill personnel should also use their initiative and advise their supervisor of any aspects of operations in any location that they consider may affect the plan or its implementation.

It is also the responsibility of the Manager, H&S to ensure all necessary revisions identified by post incident reviews and investigations are completed. All future changes and modifications should be distributed to all persons on the distribution list. Distribution of the plan shall be determined by the General Manager and the Manager, H&S but shall at a minimum include:

- Internal Distribution:
 - Corporate Office;
 - General Manager;
 - Department Managers;
 - IMT Control Centers;
 - ERT Coordinator;
 - H&S Department;
 - Work Hub Procedures.
- External Distribution:
 - Workers' Safety and Compensation Board (Yukon)

6.2 GENERAL PREVENTION POLICY

It is the primary goal of Keno Hill, to provide employees with a safe workplace. Safety and the prevention of accidents must be an integral part of every task and be given the same attention, effort and importance that is given to product quality, employee morale, cost and production.

Accident prevention can be accomplished through risk reduction strategies. Potential hazards must be recognized, evaluated, and controlled so that no unreasonable risks exist.

6.2.1 RESPONSIBILITY

Employees are responsible for following recognized safety rules, practices and procedures. Employees are encouraged to detect hazards and inform their supervisors of these conditions and/or unsafe work practices.

Management personnel have the responsibility to see that practices and processes are so engineered, constructed, maintained and operated to provide the safest conditions achievable. Supervision is directly responsible for ensuring the safety of employees and the prevention of Incidents.

The Manager, H&S is charged with supporting this effort and providing guidance, consultation and systems to assist supervision in executing their responsibilities as outlined in this plan.

6.3 FIRE PREVENTION POLICY

Fire prevention can be achieved through employee education and adequate safety procedures dealing with flammable and combustible materials. It is the policy of Keno Hill to encourage active participation of employees in fire prevention programs.

6.4 TRAINING

6.4.1 PURPOSE

Emergency Response Training programs are designed to ensure the continued competence in proper emergency response skills and in the procedures established by this plan are conducted on a continuing basis as outlined in Keno Hill safety directives.

6.4.2 RESPONSIBILITY

Development and implementation of emergency response training is the responsibility of the Health and Safety Department with the assistance and input from all departments.

6.4.3 EMERGENCY RESPONSE TEAM QUALIFICATIONS

The Keno Hill Emergency Response Team will be made up of a group employee or contractor volunteers. The minimum requirements for certified emergency response personnel are as follows:

- First Aid and CPR C
- Spinal Immobilization
- Medical evaluation
- Yukon Mine Rescue Certificate

Emergency response candidates will be accepted onto the team to begin training for their certification at the approval of their Department Manager based on the following criteria:

- Previous Mine Rescue or other emergency response experience
- Positive Job Performance
- Completion of Probationary Period
- Physical Health and Condition

All employees or contractors with a current mine rescue certificate from another territory or province will be immediately indoctrinated onto the team and begin processes for acquiring their Yukon Mine Rescue Certification.

6.4.4 TRAINING

Training for all Keno Hill employees and contractors is to be based on identified task requirements and specialized hazards associated with emergency situations.

Where practicable, emergency response training will be incorporated into existing safety and operational training. Training of skills is to employ hands-on, practical drills. Training programs will include testing of student proficiency where the level of expertise requires demonstrated skills. All training and testing is to be documented by the Health and Safety Department and is to be repeated at a frequency set out by the Health and Safety Manager.

Basic requirements for training individuals for emergencies will include but not be limited to the following:

- Evacuation Procedures
- Emergency Response System Activation
- Emergency Stand Down Procedures
- Hazardous Materials Safe-Handling
- Personal Protective Equipment
- Fire Safety/Use of Fire Extinguishers
- Underground Emergency Procedures (applicable to all workers who work underground)
- Stench Gas Release Procedures (mill, maintenance and underground personnel)

Supervision and Management will undergo the following additional emergency response training:

- First Aid and CPR C

- Incident Management and Emergency Duty Card Training

The Emergency Response team will be required to complete a minimum of 12 hours of training per quarter, totally 48 hours per year. The team will complete 4 core training sessions over the course of the year which cover the essential training to respond to the emergencies with the highest risk ratings on site. The 4 core training sessions will include training for the following emergencies:

- Serious life-threatening injuries
- Underground Fires
- Surface Fires
- Toxic Atmospheres

In the four core training sessions the following competencies will be included but not limited to:

- SCBA Training: BG4s and Scott Air Paks
- Rope Rescue Equipment
- Extrication Tools and Lifting Bags
- First Aid Skills
- Fire Fighting Skills (fire extinguishers, foam machine, turnout gear, fire water systems, etc.)
- Building Seals
- Searching for Missing Workers
- Measuring Atmospheric Gases and Ventilation
- Ambulance and Emergency Vehicle Operation
- Triage

The Emergency Response Training Program will be reviewed annually by the Health and Safety Department to ensure it is updated to reflect any changes in risk and complies with license and regulatory requirements.

Joint training sessions of Keno Hill and off-site personnel (both government and private organizations) should be conducted when possible.

6.5 DRILL AND EXERCISES

6.5.1 PURPOSE

While drills and exercises can be used for training purposes, their primary function for this plan is to provide the means of testing the adequacy of the plans, provisions and the level of readiness of response personnel.

6.5.2 RESPONSIBILITY

The Health and Safety Manager is responsible for coordinating the development of and initiating of drills and exercises.

6.5.3 TYPES OF EXERCISES

The following types of drills and exercises are to be used:

- Tabletop Exercises involve presenting to key emergency personnel a simulated emergency situation in an informal setting to elicit constructive discussion as the participants examine and resolve problems based on the plan;
- Functional Drills are practical exercises designed to test the capability of personnel to perform a specific function (i.e. communications, first aid, rescue); and
- Full-Scale Exercises are intended to evaluate the operational capability of Keno Hill's emergency organisation and the adequacy of this plan.

6.5.4 FREQUENCY

Tabletop exercises are to be conducted after initial implementation of this plan and after any major revisions of this plan or changes to key personnel.

Functional drills for various emergency aspects are to be conducted at least bi-annually and this includes Emergency Response Team drills (i.e. mine rescue, etc.).

Full-Scale Exercises are to be conducted bi-annually with sufficient notice to allow the correct exercise preparation.

6.5.5 PREPARATIONS

Preparations for a drill or exercise will vary depending on the type and scope involved, however the planning should include:

- Plan review and identification of possible problem areas;
- Establishing objectives;
- Identifying resources to be involved including personnel; and
- Develop exercise scenarios, a major sequence of events list, and expected action checklists.

The scenarios used will be realistic and based upon current operating conditions. The primary event (fire, spill, etc.) is to be determined based on the objective of the exercise, and in accordance with regulatory requirements.

A sequence of major events list is to be developed to help simulate an actual emergency incident. Generally, conditions for exercises should simulate, as closely as possible, actual emergency situations.

6.5.6 DEBRIEF

The correct responses for each major event should be determined to assist with evaluations in subsequent debriefs and critiques. Results of drills and exercises are to be reviewed by the participants, evaluators and the ERT Coordinator personnel to identify problem areas such as deficiencies in the plan, training, personnel or equipment. Debriefing will commence immediately after the incident has been resolved.

The ERT Coordinator will prepare a report including details of his debrief and submit it to the Manager, H&S. The IMT Leader will conduct a debrief of the event and compile an overall report which will include the following:

- A summary of the exercise, including a review of the purpose, objectives and scenario used;
- A summary of the major discrepancies/deficiencies;
- Recommendations and corrective measures; and

- A proposed schedule for the completion of these corrective measures.

These reports and recommendations will then be evaluated by the IMT for a decision on the merits of all recommendations.

6.5.7 IMPLEMENTATION OF RECOMMENDATIONS

The Manager, H&S in conjunction with the Department Leaders are responsible for implementing all recommended corrective measures and monitoring their progress.

The Manager, H&S will publish and distribute, as appropriate, all changes in the emergency plan that result from the exercise. This critique of the exercise will form part of the basis to begin the planning phase for the next scheduled exercise and will incorporate these changes to improve future exercises.

6.6 FACILITIES, SUPPLIES AND EQUIPMENT

Fire prevention can be achieved through employee education and adequate safety procedures dealing with flammable and combustible materials. It is the policy of Keno Hill to encourage active participation of employees in fire prevention programs.

6.6.1 PURPOSE

To ensure an effective response to emergency situations, adequate quantities and types of supplies and equipment are to be maintained on site for use by the ERT Coordinator and others.

6.6.2 RESPONSIBILITY

Responsibility for maintaining facilities, supplies and equipment in a ready state and for determining the adequacy of equipment is assigned to the ERT Coordinator.

6.6.3 PROCEDURE

An inspection of specific emergency equipment is to be performed regularly by the ERT Coordinator in accordance with a designated schedule and the records of these inspections will be kept on file in the ERT Coordinator office.

Life support equipment (i.e. self-contained breathing apparatus) is to be tested in accordance with the manufacturer's specifications to ensure its reliability, and records of all tests are to be maintained by the ERT Coordinator.

All items with a limited shelf life or items such as sterile first aid supplies should be replaced as required, this would also relate to items expended during an emergency or exercise. Damaged or spoiled items must be replaced immediately.

A list of vendors capable of providing immediate emergency re-supply of items expended during sustained operations is to be maintained by the ERT Coordinator.

6.6.4 KENO HILL EMERGENCY EQUIPMENT

Keno Hill has the following equipment available for emergency response:

Medical Equipment and Supplies

- Defibrillator
- Prescription Medications for serious injuries and illnesses
- SKED
- 2 fully stocked First Aid Rooms

Emergency Vehicles:

- Ambulance
- Medical Treatment Unit on the back of a pick up
- 2 Trucks
- 1 Polaris RTV with patient transport unit on back
- 1 Kubota RTV with patient transport and fire foam unit on back

Rope Rescue Gear:

- 2 Rescue Basket Stretcher
- Ropes/MPDs(2)/Carabiners to set up full rope systems
- Rope Rescue Harness (6) and helmets (8)

SCBAs

- 17 Draeger BG-4 SCBAs
- 8 Scott Air Pak SCBAs and 20 compressed air tanks
- Master line pump
- Draeger Test It 6100
- BG-4 Parts and Consumables Inventory

Extrication Equipment

- E-draulic Extrication Tool

Fire Fighting Equipment

- 8 sets o Bunker Gear
- 3 water trucks and pumps
- Fire extinguishers and fire extinguishing carts.
- Gas testing equipment

6.6.5 MUTUAL AID

It is the policy of Keno Hill to assist its neighbors in preparing for and responding to emergencies that may occur in its operations. Keno Hill will provide response assistance to local emergency response agencies and neighboring mining facilities as per established agreements.

Keno Hill’s assistance varies depending on the circumstances of each incident but may include technical advice, supply of equipment and gear, or Keno Hill personnel to assist with the emergency response.

Keno Hill provides this assistance under written agreement only and assistance is only provided where plant, property and employees could operate in a reasonably safe environment.

Mutual aid agreements shall be established with neighbouring mines and mine rescue associations such as Central Mine Rescue. These agreements shall be reviewed annually for any changes which may modify emergency response procedures or capacity.

Mutual Aid Agreements to have been established with Central Mine Rescue and Victoria Gold. The contact information can be found in Appendix C Key Contacts.

In the case of an extended emergency, the Yukon Workplace Health and Safety Mining Unit is able to supply additional emergency response equipment. The following equipment is available and will be transported to the mine site by the Workplace Health and Safety Mining Unit upon calling the Duty Officer (contact information in Appendix D.

BG 4 Apparatus	15 Units
BG 4 Pre-Filled canisters	30 Units
Basket Stretcher(s) & Associated Gear	2 Units
Drager 6000 Thermal Imaging camera	1 Unit
Drager 6100 Test-it-kit	1 Unit
Drager 7000 Test-it-kit	1 Unit
First Aid Kits, Orange Pelican Case, 2 Red Bags	3 Units

H.E.L.P. Harness package	1 Unit
Jack-All/Handy Jack	1 Unit
K.E.D. (Kendricks Extrication Device)	1 Unit
Nanook Hardware Kits (Orange Cases)	2 Units
O2 Therapy Units	2 Units
Oscenco S.C.B.A.'s	2 Units
Sala Tripod (Nature of Call-out)	1 Unit
Wood Chock Blocks (In Storage Shed).	2 Units

7. RESPONSE

7.1 NOTIFICATION, DIRECTION AND CONTROL

7.1.1 PURPOSE

The purpose of this section is to outline provisions for the direction and control of emergency operations at Keno Hill. It specifies who is responsible for overall emergency management as well as logistical aspects of emergency operations. The procedure also specifies notification protocols.

7.1.2 RESPONSIBILITY

The Emergency Action Director is ultimately responsible for managing all emergency situations at Keno Hill. This individual is the VP/General Manager of Operations or their designate.

The Emergency Response Team Coordinator has been vested with the responsibilities and authority for all emergency response operations within the site and has authority to utilise all personnel and resources necessary to contain and control emergency incidents on site under the direction of the Incident Management Team.

7.1.3 SITE EMERGENCY CONTROL CENTER

The Administration Building Board Room and Birmingham Board Room will be designated the Emergency Control Center and connected via video conference. These locations will allow for central control of all activities necessary to support emergency operations.

7.1.4 ALTERNATE SITE EMERGENCY CONTROL CENTER

In the case, one of the Emergency Control Centers is compromised by the emergency, the Incident Management Team will relocate to the remaining Emergency Control Center.

7.1.5 EMERGENCY CONTROL CENTER EQUIPMENT

The emergency control centers are to be equipped with the following items:

- Telephones and a base 2-way radio
- General office supplies and a white board
- Area maps (showing details of all site areas)
- Layout plans of all major infrastructure (camp, mill, Flame and Moth Site, Birmingham Site)
- Underground ventilation maps
- Emergency procedures including but not limited to:
 - Mine Emergency Response Plan
 - Emergency Stand Down Procedure

- Underground Emergency Procedure
- Mill Evacuation Procedure
- Flat Creek Camp Emergency Evacuation Procedure
- Technical manuals/plant blueprints;

8. EMERGENCY COMMUNICATION

8.1 PURPOSE

The purpose of this section is to describe the communication methods to be used during an emergency.

8.2 RESPONSIBILITY

It is the responsibility of the Health and Safety Manager to ensure that appropriate communications systems are maintained and regularly tested.

8.3 INTERNAL COMMUNICATIONS

The primary means of communication between the IMT and the designated person at the scene will be by 2-way radio.

Channel 1 will be used by The ERT Coordinator/ ERT personnel for internal communication. It should be pointed out that this channel is the primary emergency channel for communications with the ERT Coordinator and ERT Personnel and therefore traffic should be kept to a minimum.

Personnel are to be instructed to use communication systems to convey essential information during an emergency.

8.4 EXTERNAL COMMUNICATIONS

The method for communicating with off-site authorities is via telephone. In the event that the site telephone system becomes inoperable, then the use of cellular communication or satellite phones will be utilized. A satellite phone is available at the Flat Creek Camp and at the Bermingham Mine Site.

9. EMERGENCY PUBLIC INFORMATION

9.1 PURPOSE

The purpose of this section is for the managed release of information to the public during and following an emergency situation.

9.2 POLICY

In order to avoid the release of confusing, contradictory or misleading information, only the Keno Hill General Manager/ VP -Operations is authorized to speak to the media on behalf of Hecla Mining.

9.3 RESPONSIBILITY

The Emergency Action Director is responsible for preparing press releases and other materials for approval and release to the media during an emergency.

9.4 SITE ACCESS TO MEDIA

During an emergency situation, access to the site will be denied to the press. Employees assigned to security duties are instructed to control access to the site and advise the press of the restricted access.

9.5 PRESS RELEASE

The Hecla COO must approve all press releases prior to their dissemination. The statement should outline:

- The nature and extent of the emergency incident;
- Response actions underway;
- Impact on off-site areas; and
- Coordination with off-site officials.

Note: All media releases should be in consultation with Hecla Mining legal counsel

In dealing with the press, the following guidelines should be adhered to:

- Regularly scheduled press releases should be issued. If a statement is promised it must be delivered on time (typically one hourly release);
- Only accurate substantiated information is to be released. Do not speculate. Do not attempt to place blame, do not mislead; and
- If a request for information is to be denied, explain the reason for denial.

10. SITE SECURITY AND CONTROL

10.1 PURPOSE

The security function is an important support function regarding emergency response. While not directly related to specific emergency tasks, failure to control access to the site, traffic flow and protect vital records and equipment will result in confusion and a less than adequate response.

Provisions will be made to control access to the site by the use of Keno Hill personnel and gates, during an emergency with special consideration to the following key areas:

- Site access roads;
- Emergency Control Centre (ECC);
- Incident Site (IS); and
- Strategic Areas (SA).

10.2 RESPONSIBILITY

The Mill/Site Services Leader is responsible for site security, which includes controlling and coordinating designated personnel for duty as sentries. Personnel deemed appropriate by the Emergency Action Director will be utilized in the event of an emergency incident.

11. RECOVERY

Recovery from an emergency event is important to ensure the safety of all personnel, protection of the environment and restoration of the operation. The Emergency Action Director and the ERT Coordinator will deem the emergency to have ended when there is no longer imminent danger to people, the environment or property. A plan must be developed by the Incident Management Team and approved by the Emergency Action Director prior to initiating any recovery operations.

Elements of the recovery plan must include:

- Emergency Response Debriefs with all personnel involved in the incident.
- Collection of all information related to the emergency response and the compilation of a report describing the events and actions which took place noting successes and deficiencies encountered.
- Communication to all personnel regarding the status of the emergency and plan to recover.
- Regulatory and corporate notifications and engagement as required.
- Full assessment of the current status of the site and identification of hazards and risks. Plans shall be developed ensure there are temporary or permanent controls established prior to initiating recovery work. Formal risk assessments shall be completed by the Incident Management Team when developing recovery plans and Job Hazard Analysis shall be completed by the supervisors and workers prior to executing those plans.
- Formation of an incident investigation team and the completion of a formal incident investigation and root cause analysis. The team must identify the locations in which materials, equipment and information is to be collected prior to personnel re-entering workplace. The severity of the emergency may require the Workplace Health and Safety Mines Unit to conduct an investigation. Incident investigation team will inform the Incident Management Team when information required for the investigation has been collected and the scene can be released. Upon a formal incident investigation by Workplace Health and Safety Mines Unit, the Mines Inspector will determine when the scene can be released.
- Assessment for the need for post incident counselling and/or modified duties for any personnel prior to returning to work.
- Communication to all personnel regarding the status of the emergency and plan to recover.
- Final assessment to confirm all hazards and risks have been controlled and the site is prepared to return to normal operations.

12. RETURN TO WORK PROGRAM

The Keno Hill Return to Work Program ensures any injury which occurs in the workplace is managed in an appropriate and consistent manner. This program supports the employee's recovery by supporting treatment plans and providing meaningful modified work to accommodate the employee's limitations.

All the workplace injuries will be reported to the injured employee's supervisor and evaluated by the onsite medical personnel. At any time, ongoing treatment plans and/or physical limitations/restrictions are necessary to prevent an employee from increasing the severity of the injury, an injury management plan will be created.

The supervisor, the injured employee and the medical personnel will participate in the development of the Injury Management Plan, and it will be documented on the designated form. The plan will consist of the following:

- A treatment plan to promote the employee's recovery from the injury.
- Defined physical limitations and restrictions which will prevent the aggravation of the injury.
- If necessary, modified duties which can be accomplished within the physical limitations and restrictions and are meaningful to Hecla Keno Hill.
- A follow up plan to ensure the employee's management plan is effective.

At anytime an employee's injury requires attention beyond the scope of practice of the on-site licensed healthcare provider, Keno Hill will ensure the employee is transported off site to a medical care facility. In an emergency an air ambulance will be used to transport the injured worker. In a non-emergency situation, a medical responder will accompany the employee whenever practical.

At any time, an employee seeks medical attention for a workplace injury from a licensed medical practitioner on their time out they are required to notify their supervisor before the visit.

Any worker seeking medical attention for a workplace injury from a licensed health care provider must have the Functional Abilities Form completed during their visit.

In every case where an employee's duties are modified due to a workplace injury those modified duties must meet the requirements of meaningful work. This means these duties will be important to the success of the operation and this importance will be clearly communicated to the injured employee. Injured employees who are placed on "make work" programs quickly lose moral and feel as more of a hinderance than a member of the team. It is key that we recognize the activities of our operation lead to the injury of the employee and therefore it is our responsibility to support the recovery of that employee.

Anytime a worker visits a licensed healthcare provider for a workplace injury, they are to fill out the Yukon WCB Employer Report with the assistance of Human Resources. The form is then to be sent to Yukon WCB and scanned to the Safety Manager and HR as a means of notification. Any additional details regarding the injury or medical visit are to be detailed in the email. This step is to be done as soon as reasonably possible once learning of the medical visit.

The Yukon WCB Employer Report will be filled out and submitted by the medical staff as detailed above.

The Human Resources Manager will be responsible for ensuring Yukon WCB is provided with any required payroll information in the case of a loss time injury.

Human Resources will ensure all pertinent payroll forms and benefits requirements are completed when the worker is off due to a workplace injury and when they return to site.

Anytime an employee loses time due to a work-related injury, their time will be recorded as leave without pay. From this point on Yukon WCB will compensate the employee.

The Return to Work Program is in place to support the effective recovery of an employee from a work place injury.

13. ANNUAL PROGRAM REVIEW

The Mine Emergency Response Plan will be reviewed annually by the VP of Operations/General Manager, Health & Safety Manager, ERT Coordinator(s) and OHSC to ensure:

- The contents continue to meet industry best practices as well as regulatory and corporate requirements;
- Evaluation of the effectiveness of the processes and program; and
- Evaluation of the roles and responsibilities within the program.

14. REFERENCES

Mine Emergency Response Plan Guidelines for the Mining Industry, 2017, Version 1.4.

- Western Canada Mine Rescue Manual, 2016.

Mutual Aid Agreements:

- Central Mine Rescue
- Victoria Gold

APPENDIX A.

Emergency Duty Cards

Overview

The **Incident Management Team** consists of a small group of senior managers and supervisors representing most departments. Lead by the Emergency Action Director, they will direct all emergency response operations from the Administration Building Conference Room which is the designated the Emergency Control Centre during an emergency. In the case the Emergency Control Centre is compromised the secondary control centre will be the Birmingham meeting room.

The primary function of the Incident Management team is to manage emergencies in an organized and effective manner as to limit the impact to people, the environment, property and production. The Incident Management team is typically made up of the senior managers from each department or their designate. It is the responsibility of the senior manager onsite to assume the duties of the Emergency Action Director and delegate roles to the rest of the team.

General duties of the Incident Management Team include:

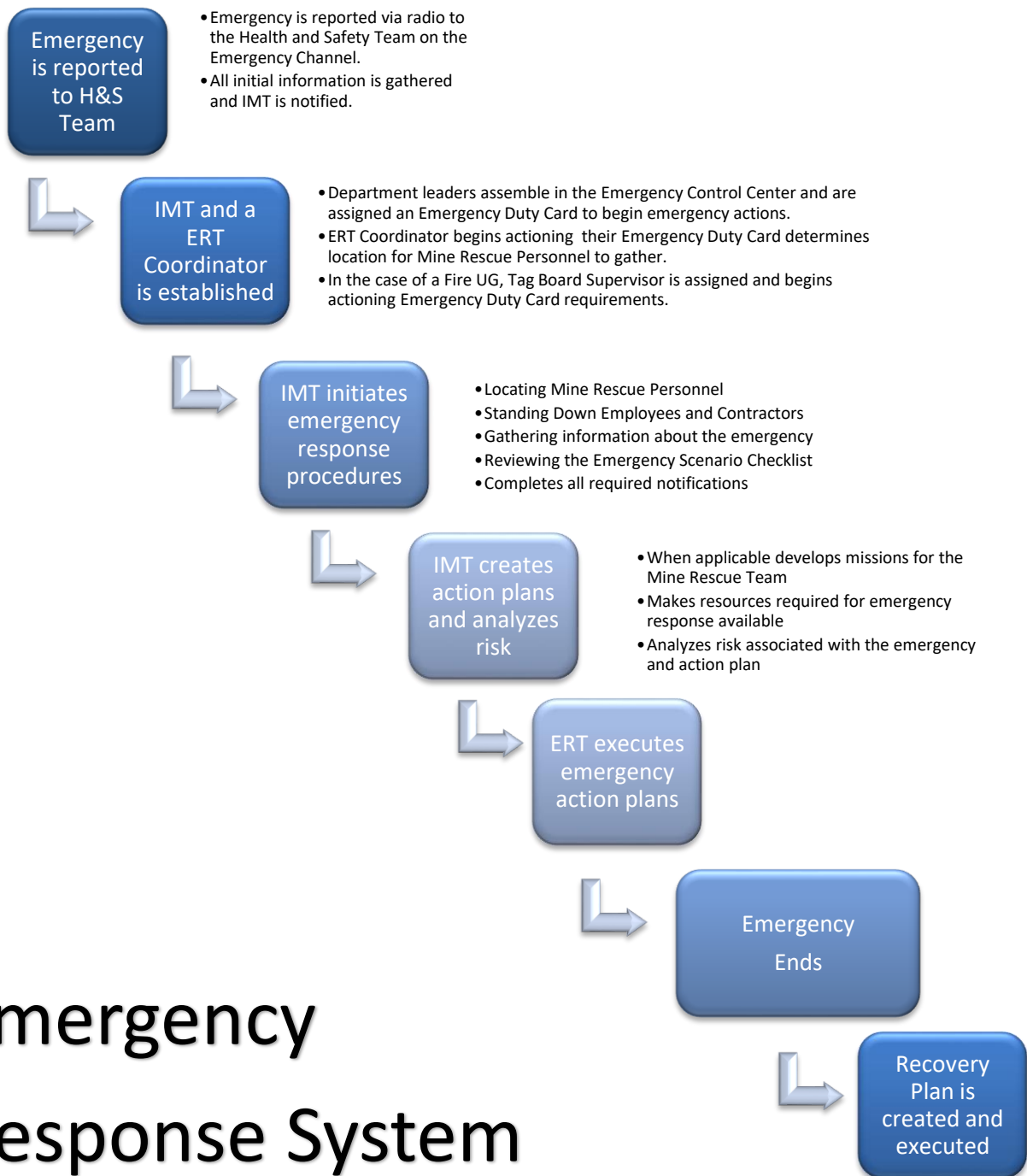
- Assemble at the Emergency Control Centre,
- Advise the Emergency Action Director of any necessary information that will assist with the emergency response plans,
- Carry out duties as specified in the following duty cards,
- Coordinate specific segments of the emergency response plan as directed by the Emergency Action Director,
- Provide administrative and logistic support to all response teams involved,
- Take necessary actions to minimize the effects of the emergency or disaster,
- Be prepared to authorize the expenditure of resources and monetary funds, which are required for the preservation of life and health.

The Emergency Response Team (ERT) Coordinator reports to the Incident Management Team and directs the Emergency Response Team and Medical Personnel.

In the case of an emergency underground, the Underground Supervisor or designate will assume the role of the Tag Board Supervisor. This individual will be responsible for reporting to the Incident Management Team and communicating with all personnel underground.

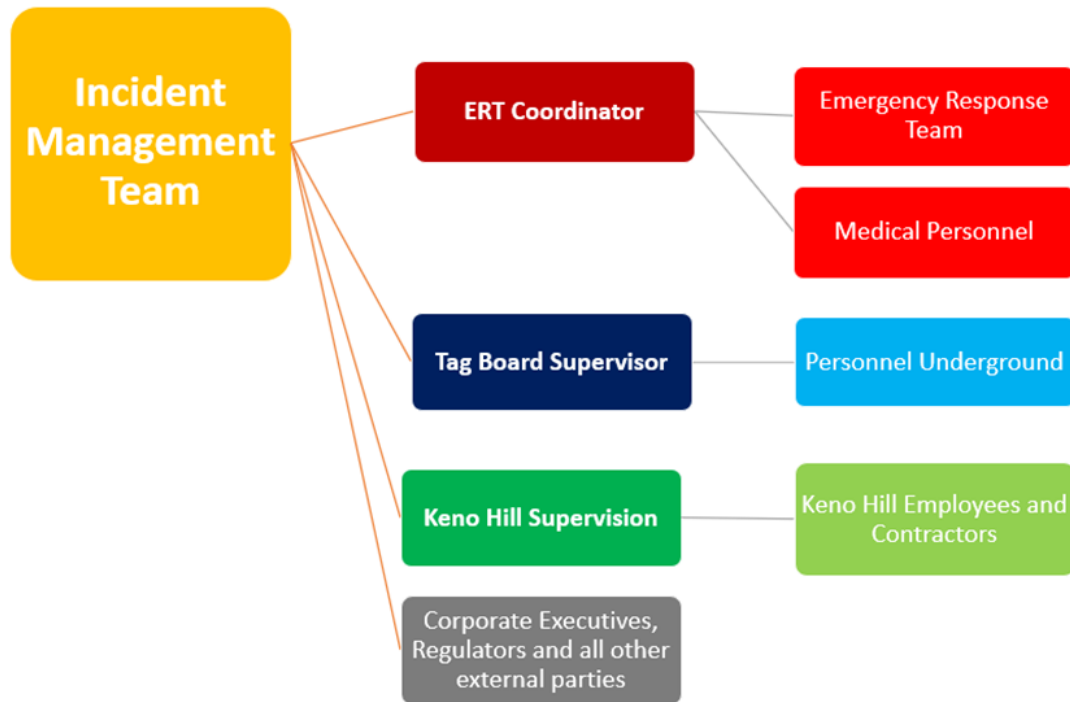
All other Keno Hill Supervisors will report to the Incident Management Team and be responsible for accounting and directing employees and contractors who are not directly involved in the incident.

The Incident Management Team is responsible for communicating or directing the communication with all corporate executives, management off site, regulators, mutual aid and any other external parties.



Emergency Response System Flow Chart

Keno Hill Emergency Communication Model



Emergency Duty Cards

Duty Card #	Role	Title	Location
1	Emergency Action Director	Senior manager on site	Emergency Control Centre
2	Operation Log Recorder	Human Resources Personnel	
3	Underground Operations Leader	Mine Manager, Operations Manager, Mine Superintendent	
4	Mill/Site Services Leader	Mill Manager, Mill Superintendent	
5	Maintenance Leader	Maintenance Manager, Electrical Supervisor	
6	Technical Services Leader	Chief Engineer, Chief Geologist, Engineer Supervisor	
7	Supply Chain Leader	Supply Chain Manager	
8	Environment Leader	Environmental Manager, Environmental Coordinator	
9	Health and Safety Leader	Health and Safety Manager, Health and Safety Supervisor	
10	ERT Coordinator	ERT Coordinator	Mine Rescue Station
11	Tag Board Supervisor	Underground Supervisor, Mine Superintendent, Technical Services Personnel	Underground Tag Board
12	Medical Personnel	Registered Nurse, Paramedic, EMR	On Scene/ Medical Clinic
13	Stench Gas Release Personnel	Mill Supervisor, Maintenance Personnel	

DUTY CARD #1	EMERGENCY ACTION DIRECTOR (VP/GM of Operations or site designate)
<p>ROLE: Approve and administer the emergency response action plans and establish priorities. Lead IMT in the collection of information and the development and implementations of emergency plans. The Emergency Action Director approves the final decision on all emergency action plans.</p>	

DUTIES

- Gather the IMT and appoint individuals to all necessary roles, ensure they are provided with their Emergency Duty Card and delegate actions as necessary. Determine who of the following is required on the IMT:
 - Operation Log Recorder
 - Underground Operations Leader
 - Mill/Site Services Leader
 - Maintenance Leader
 - Technical Services Leader
 - Supply Chain Leader
 - Environment Leader
 - Health and Safety Leader
- Stand down operations as necessary as per the Keno Hill Stand Down Procedure.
- Establish direct and clear communication with the Emergency Response Team Coordinator. (Radio Channel 1 or by Phone 5914)
- Direct the Mill Leader to establish guards on travel ways as required to adequately manage the emergency site and/or muster points.
- Ensure emergency specific checklists are reviewed by the Incident Management Team.
- Establish a list of all affected or missing workers, damage to the environment and/or property.
- Review and initial the Emergency Log
- Direct and approve all communications with the following groups:
 - Hecla Corporate
 - Workplace Health and Safety – Mines Unit as per regulatory notification requirements
 - Duty Officer may be contacted to request additional emergency response equipment.
 - Environmental Regulators as per regulatory requirements
 - Mutual Aid and local emergency service providers
 - Employees and Contractors (onsite and offsite)
 - Affected employee families

PUBLIC PRESS RELEASES

- Approve all information in regard to the emergency prior to release.

EXTENDED EMERGENCY RESPONSE

- Schedule shifts to ensure IMT personnel availability.
- Authorize all movement in and out of the property.
- Ensure all people responding to the emergency have the appropriate water, food and rest to sustain in the case of a lengthy emergency response.
- Establish a communication process for information to employees, contractors and families. Arrange travel and accommodations for family members as required.

POST EMERGENCY

- Confirm and communicate the end of an emergency.
- Approve and coordinate return to normal operations.

DUTY CARD #2	OPERATION LOG RECORDER (Human Resources, Technical Staff or designate)
<p>ROLE: Records details regarding the events and information concerning the emergency from its start to end. Ensure information in the Emergency Log is complete and accurate, and available for review by the Emergency Action Director.</p>	

DUTIES

- Make no statement to onsite personnel or public regarding the emergency.
- Report to the Emergency Control Centre.
- Record the following information in the attached Emergency Log:
 - Initial report of the incident: date, time, person reporting, message reported
 - Any information regarding the incident as it becomes known
 - Arrival and departure of IMT personnel
 - All emergency response discussions and decisions
 - All instructions given regarding the rescue plan
 - All instructions given in regard to communication with external groups
 - All directions related to the return to normal operations.
- Verify any statements or information with the Emergency Action Director in which the accuracy is uncertain.
- Make no statement to onsite personnel or public regarding the emergency.
- Ensure the log is reviewed and initialled by the Emergency Action Director.
- Collect all logs and records relating to the emergency and assist in preparing the final report.

DUTY CARD #3	UNDERGROUND OPERATIONS LEADER (Operations Manager, Manager of Mines, Underground Superintendent or designate)
<p>ROLE: Communicate with the Tag Board Supervisor and present information regarding underground to the IMT. Provide information to the IMT regarding current conditions and planned tasks.</p>	

DUTIES

- Make no statement to onsite personnel or public regarding the emergency.
- Report to the Emergency Control Centre as a member of the IMT and maintain a log of activities and actions taken.
- Activate Emergency Response Team Members in their respective department currently working.
- Ensure a Tag Board Supervisor and an assistant are stationed at the Underground Supervisor’s Office and is aware of their duties.
- Establish a direct line of communication with the Tag Board Supervisor
 - Birmingham Supervisor Office Phone # 7005
 - Flame and Moth Supervisor Office Phone #7004
- Provide IMT with information regarding the emergency underground including but not limited to:
 - Number of Emergency Response Team Personnel underground and their location
 - Number of people underground,
 - Number of people who have been accounted for and their location,
 - Number of people unaccounted for and their last known location,
 - Conditions reported by underground personnel,
 - Planned work activities and any other conditions in the mine at the time of the incident.
- Verify the Tag Board Supervisor has completed all their duties
 - Accounting for all personnel
 - Guarding the portal to ensure no unauthorized entry
- Suspend underground operations and return workers to surface at the discretion of the Emergency Action Director and IMT.

DUTY CARD #4	MILL/SITE SERVICES LEADER (Mill Manager, Mill Superintendent or designate)
<p>ROLE: Ensure the availability and transportation of equipment and materials as required for emergency response. Provide personnel and materials required to secure areas as defined below. Provide technical advice to the IMT.</p>	

DUTIES

- Make no statement to onsite personnel or public regarding the emergency.
- Report to the Emergency Control Centre as a member of the IMT and maintain a log of activities and actions taken.
- Activate Emergency Response Team Members in their respective department currently working.
- Ensure labourers, equipment operators and mobile equipment are available to transport personnel, materials and equipment as required.
- In the case of an emergency in the mill:
 - Ensure mill evacuation procedures have been initiated and all mill personnel are accounted for.
 - Advise the IMT on conditions and risks in the mill environment.

SECURITY ROLE:

- Brief and assign personnel to security duties and direct the installation of barricades to adequately secure the following areas:
 - **Emergency Scene:** At the discretion of the IMT secure mobile and pedestrian traffic an appropriate distance from the incident and only allow emergency response personnel to the scene. Prevent on-seers who are not involved in the emergency.
 - **Mine Entrances and Roadways:** Barricade, guard and direct non-emergency related traffic as directed by the IMT.

DUTY CARD #5	MAINTENANCE LEADER (Maintenance Manager, Electrical Supervisor or designate)
<p>ROLE: Ensure the operational readiness, maintenance and necessary restoration of services and facilities such as compressors and mobile equipment. Provide technical advice to the IMT.</p>	

DUTIES

- Make no statement to onsite personnel or public regarding the emergency.
- Report to the Emergency Control Centre as a member of the IMT and maintain a log of activities and actions taken.
- Activate Emergency Response Team Members in their respective department currently working.
- Account for and ensure all maintenance personnel are available to assist in supporting emergency response efforts.
- Establish a list of equipment available for emergency response.
- Ensure all equipment which may be needed for emergency response is serviced and operational.
- Maintain and control propane, diesel, and water systems.
- When required ensure back-up generators are fired up, serviced and supervised.
- Ensure Journeyman Electricians are available and competent to disrupt or restore electrical services as required.
- Contact electrical service providers as required.
- Coordinate maintenance and reconstruction as necessary.

DUTY CARD #6	TECHNICAL SERVICES LEADER (Chief Engineer, Chief Geologist or designate)
<p>ROLE: Provide the IMT technical advice on mining activity, ventilation, ground control, surveying, geology, and other disciplines of engineering.</p>	

DUTIES

- Make no statement to onsite personnel or public regarding the emergency.
- Report to the Emergency Control Centre as a member of the IMT and maintain a log of activities and actions taken.
- Activate Emergency Response Team Members in their respective department currently working.
- Provide the following current information:
 - Mine plans or site surface drawings
 - Ventilation plans and ventilation analysis
 - Geotechnical information and geological mapping
 - Refuge station capacities and refuge station predictive conditions based on the number of people in refuge.
- As required, establish a Risk Analysis Team and report findings to Emergency Action Director.
- Schedule Technical Services Personnel to ensure offices are staffed in the case of an extended emergency response situation.

DUTY CARD #7	SUPPLY CHAIN LEADER (Supply Chain Manager/ Superintendent or designate)
ROLE: Ensure all equipment, materials and consumables required to respond to an emergency are located, procured, and delivered as required.	

DUTIES

- Make no statement to onsite personnel or public regarding the emergency.
- Report to the Emergency Control Centre as a member of the IMT and maintain a log of activities and actions taken.
- Activate Emergency Response Team Members in their respective department currently working.
- Account for and ensure all warehouse and purchasing personnel are available to assist in supporting emergency response efforts.
- Track the issuance and expenditures of all materials, equipment and services required for the emergency response.
- Locate all required materials and equipment and report inventory counts.
- Source and procure materials, equipment and services required for emergency response.
- Arrange delivery services as required.

DUTY CARD #8	ENVIRONMENT LEADER (Environmental Manager/Coordinator or designate)
ROLE: Provide technical and regulatory expertise regarding environmental spills, threats to the environment and environmental reporting and permitting.	

DUTIES

- Make no statement to onsite personnel or public regarding the emergency.
- Report to the Emergency Control Centre as a member of the IMT and maintain a log of activities and actions taken.
- Activate Emergency Response Team Members in their respective department currently working.
- Report to environmental regulators as directed by the Emergency Action Director.
- Ensure all details are documented in regard to any damage to the environment or non-compliance.
- Advise on procedures to control and/or clean up spills.
- Advise on and document any actions required to respond to an emergency which have potential to harm the environment (examples: tree clearing, ground disturbance, etc.)

DUTY CARD #9	HEALTH AND SAFETY LEADER (Health and Safety Manager/Supervisor or designate)
ROLE: Ensure activation of emergency alarm systems, medical personnel, and emergency response team.	

DUTIES

- Make no statement to onsite personnel or public regarding the emergency.
- Report to the Emergency Control Centre as a member of the IMT and maintain a log of activities and actions taken.
- Ensure initial reports regarding the emergency are communicated to the IMT.
- Ensure the appropriate emergency alarm systems have been initiated such as:
 - Stench Gas Systems
 - Camp Evacuation Systems
 - Mill Evacuation Systems
- Ensure the ERT Coordinator has been activated and is able to fulfil their duties.
- Ensure the Emergency Response Team has been activated and have the appropriate transportation available.
- Ensure medical personnel are responding or placed on standby.
- Ensure adequate risk assessments have been performed to ensure the safety of people during the emergency response.
- Post Emergency ensure:
 - An investigation team is established and an OHSC Rep is on the team,
 - The scene is barricaded and is not disturbed for any reason other than emergency response,
 - The incident scene is thoroughly documented and all incident information and materials are collected,
 - Stench gas systems are restored.

DUTY CARD #10	EMERGENCY RESPONSE TEAM (ERT) COORDINATOR (Emergency Response Coordinator or designate)
ROLE: Reports to the Incident Manage Team and directs the Emergency Response Team and the medical personnel.	

DUTIES

- Make no statement to onsite personnel or public regarding the emergency.
- Record all information regarding the emergency and communicate it to the IMT.

TIME	
PERSON REPORTING	
LOCATION	
NATURE OF THE EMERGENCY	
CONDITION OF CASULITIES	

- Report to the maintain a log of activities and actions taken.
- Active the Emergency Response Team by:
 - lamresponding App
 - Designate Camp Staff to assist in locating Emergency Response Personnel in camp (Mine Rescue door hangers)
 - Notify all supervisors
- Advise the IMT on Emergency Response Team Members who have been activated and all actions being taken.
- In the case of a report of an underground fire:

- Designate Mine Rescue Personnel as Team 1, Team 2, and Team 3.
- Have Mine Rescue Personnel collect gas readings from surface portals.
- Ensure Team 1 is prepared to bench test BG4s
- Inspect basket contents and all other required equipment
- Ensure transportation for team is available and has pre-operational inspections completed.
- Prepare Mine Rescue Team for the type of emergency accordingly.
- Brief Mine Rescue Team on emergency and missions.
- Report all information to Emergency Action Director in the Control Centre
- Schedule mine rescue teams in the case of a prolonged emergency response

DUTY CARD #11	TAG BOARD SUPERVISOR (Underground Supervisor/Superintendent, Technical Services Staff or designate)
ROLE: Record and account for all underground personnel. Provide information on the likely locations of workers and the current mining activities.	

DUTIES

- Make no statement to onsite personnel or public regarding the emergency.
- Maintain a log of activities and actions taken.
- Ensure an emergency notification call out has gone out to underground personnel directing them what to do.
- Report to the Underground Supervisor’s Office at the mine in which the emergency is occurring and establish communication with the IMT at Phone #4000.
- In the case of an injury be prepared to direct Emergency Response Personnel to the scene and have medical equipment delivered.
- In the case of a fire underground:
 - Ensure stench gas has been released.
 - Birmingham Mine – Underground Employees and Mobile Maintenance is trained to release stench.
 - Flame and Moth Mine – The Mill Supervisor and Mill Employees are trained to release stench and can be contacted on Channel 7.
 - Delegate someone to guard the portal.
 - Send all Emergency Response Personnel to the Emergency Response Station (Elsa)
 - Delegate someone to assist in accounting for personnel underground and manage the tag board.
 - Delegate someone to collect and transport personnel climbing escapeway and ensure they tag out.
 - Provide all information and updates obtained through the following steps to the Incident Management Team in the conference room at 4000.
 - Account for all underground personnel taking refuge in the refuge station or Tent and collect relevant information using the Refuge Station Emergency Log. Use the green accounting tags on the tag board.
 - Account for all underground personnel climbing the escapeway and collect relevant information using the Escapeway Emergency Log.
 - Create a list of personnel underground unaccounted for and their last known location if known.

- Establish regular communication with all underground personnel in refuge and direct them to remain in the refuge station. Ensure information regarding refuge station conditions and the condition of workers is gathered and communicated to the IMT.

DUTY CARD #12	MEDICAL PERSONNEL (Nurse, Advanced Care Paramedic, EMR or designate)
ROLE: Respond as part the Emergency Response Team to treat medical emergencies and evacuate casualties to Whitehorse as required.	

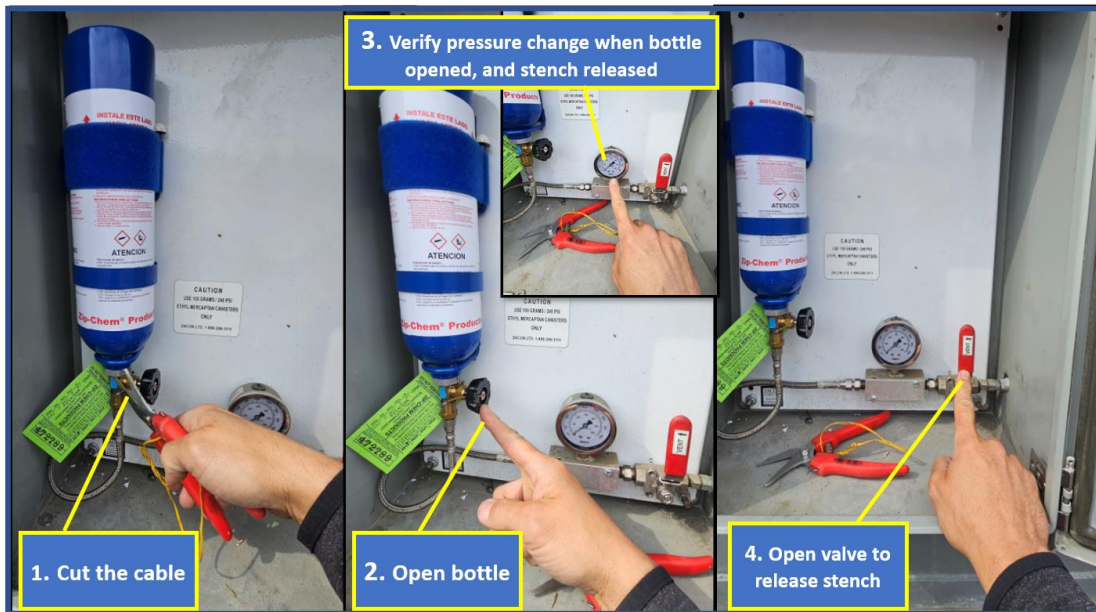
DUTIES

- Make no statement to onsite personnel or public regarding the emergency.
- Maintain a log of activities and actions.
- Remain on standby and prepared to respond when directed by the IMT.
- Collect initial information regarding the medical emergency and follow direction from the ERT coordinator on where to be prepared to treat the causality.
- Direct Emergency Response Personnel to assist in first aid procedures and triage casualties when required.
- Contact Yukon Air Ambulance to evacuate casualty; IMT to provide support.

DUTY CARD #13	STENCH GAS RELEASE PERSONNEL (Maintenance Personnel/Mill Supervisor or designate)
<p>ROLE: Release stench gas when directed to do so.</p> <p>At the Bermingham Mine, at least one person trained to release stench gas shall always be on surface, monitoring the Underground Radio Channel. It is the responsibility of the Underground Supervisor to arrange this.</p> <p>At the Flame and Moth Mine the Mill Supervisor can be contacted on Channel 7 to release stench gas.</p>	

DUTIES

- Make no statement to onsite personnel or public regarding the emergency.
- In the case of an active fire underground, release stench gas at the mine compressed air and vent raise panel at the mine in which the fire is occurring.
 - Release stench by opening the panel and:



- Notify the Underground Supervisor on the Underground Radio Channel and the Health and Safety Department on the Emergency Channel that stench gas has been released.
- Notify any workers in the area on surface to stand down due to an emergency underground and proceed to the Underground Supervisor’s Office to assist as required.

- During night shift:
 - In the case of an emergency, assist the Underground Supervisor with communicating with Health and Safety and initiating the Tag Board Supervisor Duty Card when they are not available.

Flame and Moth Stench Gas Panel Locations

- Flame and Moth Fresh Air Raise
- Flame and Moth Compressor (next to portal)



Birmingham Stench Gas Panel Location

- Birmingham Fresh Air Raise - from this location the compressor stench can be released via a button in the panel that is held for 10 seconds.



APPENDIX B. RISK SCENARIOS

RISK SCENARIOS

No.	Risk Scenario
1.	Bomb Threats
2.	Earthquake/Seismic Events
3.	Emulsion/Explosive Magazine Fires
4.	Entrapment & Working at Heights Rescues
5.	Explosions (Surface)
6.	Explosives Vehicle - Fire & Collisions
7.	Extreme Weather – Lightning
8.	Fatality – Occupational & Non-Occupational
9.	Fire, Forest Fire/Wild Fire - Onsite
10.	Fire, Forest Fire/Wild Fire - Offsite
11.	Fire, Surface Structures
12.	Fire, Underground
13.	Hazardous Materials Releases
14.	Medical Emergency Requiring Ground Transportation
15.	Medical Emergency Requiring Air Transportation
16.	Missing Person(s) – Off Site
17.	Missing Person(s) – On Site
18.	Multi-Casualty Incident – Multiple Fatalities
19.	Multi-Casualty Incident – Multiple Injuries
20.	Potable Water Emergencies
21.	Public Health & Epidemic Emergencies
22.	Sabotage/Malicious Damage
23.	Storage Tank Fires - Diesel
24.	Storage Tank Fires - Propane
25.	Structural/Building Collapses
26.	Tire Emergencies
27.	Underground Incidents
28.	Vehicle/Equipment – Collisions (Surface)
29.	Vehicle/Equipment – Fires (Surface)
30.	Violent Incidents
31.	Wildlife Attacks
32.	Severe Blizzard
33.	Severe Rain Fall
34.	Communication System Failure
35.	Major Power Outage

Checklist 1

Bomb Threat Incident Checklist

Action	Completed Date & Time
Call for activation of the IMT	
Obtain an update from the person notified of the threat present on the mine site.	
Activate ERT (if not called out) and have them staff the ERT Hall: <ul style="list-style-type: none"> • The ERT will report to Incident Command if they are required. 	
Verify the following information: <ul style="list-style-type: none"> • How was the threat received? • Is there an area specified? • Was a time given for detonation? • Was the type of device identified? • Was there an identity determined for the caller? • Was the threat internal or external to the mine site? 	
Notification of the bomb threat, any search activities and any suspicious packages is to be made to the RCMP: <ul style="list-style-type: none"> • RCMP Mayo Detachment 1-867-996-5555 • Liaise with the RCMP for obtaining flight arrival times and logistical needs of the incoming investigators. 	
Provide an initial report to the Corporate Office (Including President): <ul style="list-style-type: none"> • Determine the updating interval required for the Corporate Office. 	
General Threat (No time of detonation or location given) <ul style="list-style-type: none"> • No evacuation required unless specific information is received. • ERT is to conduct a sweep of common areas, dorms, hallways, kitchen, dining hall. • The sweep to encompass looking for unusual or suspicious packages and containers. 	
Specific Threat (No time of detonation is given but location is identified) <ul style="list-style-type: none"> • Consider an evacuation of the area if viable. • Request ERT to sweep dorms, hallways, kitchen, major travel paths, and muster stations. • Evacuate personnel to muster stations and do not allow them to go to their rooms but to remain in the muster stations for the duration of the threat. • Request personnel to leave doors, lockers and other locked areas open. • Personnel leaving a work area should take all personal items with them such as backpacks, etc. 	

<ul style="list-style-type: none"> • ERT to conduct a search of the work area. • The sweep to encompass looking for unusual or suspicious packages and containers. 	
<p>Immediate Threat (Time of detonation and location is given)</p> <ul style="list-style-type: none"> • Initiate an evacuation of the area using the fire alarm system (if equipped) if there is no time to give notice and remove occupants from the area, • If time permits, request ERT to sweep dorms, hallways, kitchen, major travel path, and muster stations. • Evacuate personnel to muster stations and do not allow them to go to their rooms but to remain in the muster stations for the duration of the threat. • Once 30 minutes has past the identified detonation time, ERT to initiate a search to look for unusual or suspicious packages and containers. • The sweep is to look for unusual or suspicious packages and containers. 	
<p>Search Management</p> <ul style="list-style-type: none"> • Search teams to be made up of two equipped with a radio and flashlights. • Step ladders may be required depending upon room height. • Searches to be tracked on building plans provided by ERT to avoid duplication and missed areas. • Room searches to be split into three levels: <ul style="list-style-type: none"> ○ Floor to 2 meters up ○ 2 meters to ceiling ○ Above the ceiling (if required) • The search to focus on usual packages or suspicious devices. • Supervisors and other senior personnel from the work area can help in identifying packages or items that do not belong in the area. 	
<p>Suspicious Packages (found during searches or suspicious packages found that are not related to a bomb threat)</p> <ul style="list-style-type: none"> • If a package is encountered, the area is to be secured to prevent access. • Prevent radio transmissions within 15 meters of the package. • No further action is to be taken with the suspicious package. • Attempt to identify an owner on site that can confirm the contents. • The management of the package is to be turned over to the RCMP. 	
<p>Prepare to receive the incoming investigators and the actions required to support the investigation:</p> <ul style="list-style-type: none"> • Designate a vehicle and driver for the needs of the investigation team. • Secure the Admin Boardroom for the team(s). 	
<ul style="list-style-type: none"> • Ensure the investigators receive a site and area specific safety orientation prior to going into the field. • Set up office(s) and IT support as required by the team. • The team can be given radios (as needed) and placed on a spare ERT radio channel. 	

Checklist 2

Earthquake/Seismic Events Incident Checklist

Action	Completed Date & Time
Earthquake events of significant magnitude should be approached as "All Hazard" events (e.g. fire, injury, structural damage, utility damage)	
Call for an activation of the IMT, assess for need to use alternate ECC site if primary site is compromised	
Obtain an update on the incident from the ERT Incident Commander. The primary role of the IMT in an underground incident is to support the ERT and assist in coordinating response to incidents as they are reported. Call for site 'Stand Down' and evacuation of Underground and affected buildings/structures as severity dictates.	
Have all area superintendents/supervisors conduct a headcount of evacuated workers. (Tag board cleared?) <ul style="list-style-type: none"> • If a worker is reported missing, conduct a search of the surrounding areas. Report the missing person and possible locations to the ERT Incident Commander	
Request all hazard based scenario checklists are available to respond to events as they are reported: <ul style="list-style-type: none"> • Fire • Triage/Medical Evacuation • Underground emergency • Power outage • Hazardous Materials Spills • Etc. 	
Confirm with ERT Incident Commander all injuries have been assessed, treated and transport initiated.	
Site Medic to provide update on injured persons. Notification to Mayo Health Center of injured personnel, including ETA. Use S.T.A.R. format. Mayo Health Center: (867) 996-4444	
Provide an initial report to Corporate Management. Determine the updating interval required for the Corporate Office.	
Assess the need for mutual aid with the ERT Incident Commander and consider the following: <ul style="list-style-type: none"> • Request mutual aid to support the ERT and the Site Medics using the Mutual Aid – Requesting External Assistance checklist. • Request for additional Geotechnical/Structural engineering support. 	
Reports made and assistance requested as situation progresses: <ul style="list-style-type: none"> • Yukon Energy • Canutec • RCMP 	

<ul style="list-style-type: none"> • Mayo Health Center/Ambulance Service 	
<p>The Emergency Response Team is to meet (or speak directly) with the ERT Incident Commander to ensure that the operational needs of the ERT are directly supported:</p> <ul style="list-style-type: none"> • 24-hour operational staffing. • Equipment and supplies. • Radios and communication equipment. • Ability to respond to surface emergencies. <p>The ERT Incident Commander will communicate with the Emergency Control Center and Health & Safety Coordinator to ensure needs are being met.</p>	
<p>Set up assistance through the Logistics and Security Coordinator to have resources made available to support hazard response as situation dictates.</p>	
<p>Advise the Mines Inspector of the event with a basic update:</p> <ul style="list-style-type: none"> • Chief Mines Inspector 	

Checklist 3

Explosive Magazine Fires Incident Checklist

Action	Completed Date & Time
Call for the activation of the IMT	
Obtain an update on immediate update from the ERT Incident Commander.	
<p>Have the area superintendents/supervisors conduct a headcount of evacuated personnel or other personnel working in the area</p> <ul style="list-style-type: none"> • If personnel are reported missing, conduct a search of the accommodations buildings and common site facilities. • Clear the tag boards located at the Flame and Moth and Birmingham mines. <p>Report the missing person and possible locations to the ERT Incident Commander.</p>	
<p>Assess the need for mutual aid with the ERT Incident Commander and consider the following resources:</p> <ul style="list-style-type: none"> • Mayo Fire Department • Minto Mine • Recall of northern based ERT members from their communities. <p>Use Mutual Aid – Requesting External Assistance checklist</p>	
<p>For emergency hazardous materials information on assessing the risk around responding to incidents involving explosives contact:</p> <ul style="list-style-type: none"> • CANUTEC (Canadian Transport Emergency Centre) <ul style="list-style-type: none"> ○ 24 hours a day ○ 613-996-6666 	
<p>Secure regular updates from the Incident Commander on the current and projected fire spread:</p> <ul style="list-style-type: none"> • Map the fire conditions (current and projected) on a map 	
<p>Confirm with Incident Command if the ERT actions will be:</p> <ul style="list-style-type: none"> • offensive strategy (firefighting being undertaken), or • defensive strategy (withdrawal of ERT and the fire is allowed to burn). 	
<p>If the ERT is not going to fight the fire (defensive strategy) then the following site actions are to be taken:</p> <ul style="list-style-type: none"> • Withdrawal of ERT resources back to the ERT Hall. • Restricting all site traffic to emergency driving or vehicle movements approved by the IMT. • Evacuation of all personnel within a 1 kilometer radius 	
Move the Emergency Command Centre to the secondary location in the Training Center if fire is within the 1km radius of the primary ECC.	

Block off roads leading to the magazine fire location with unmanned barriers	
Provide hourly (or as determined by IMT Team Leader) email updates to site which are approved by the IMT Team Leader. <ul style="list-style-type: none"> Post the updates in the Dining Room for personnel to access via the ERT TV. 	
Advise the following regulatory agencies of the fire: Yukon Workers Compensation Health & Safety Board: <ul style="list-style-type: none"> Chief Mines Inspector <ul style="list-style-type: none"> 1-867-332-3588 1-800-661-0443 (Emergency Line) Natural Resources Canada – Explosives Regulatory Division <ul style="list-style-type: none"> 613-995-5555 (During regular office hours) 	
If a detonation of the magazine occurs: <ul style="list-style-type: none"> Do not allow re-entry into the area until a risk assessment is completed. <ul style="list-style-type: none"> The risk assessment should assess risks related to compromise of electrical systems, structural stability, exposure to hazardous chemicals, inhalation hazards and undetonated explosive material. Assess evacuated or unstaffed structures for damage prior to allowing re-entry. If damage has occurred, have an assessment completed to ensure buildings are structural sound and are not compromised. 	
Once the suppression activities are completed and the ERT Incident Commander has terminated the incident, confirm the following: <ul style="list-style-type: none"> A fire watch should be established standby Secure the structure or area to prevent unauthorized entry. Do not permit entry into any structure or the area until it has been verified clear of any potentially explosive material. 	
Review with the H&S Manager the investigation process into the cause and origin of the fire: <ul style="list-style-type: none"> Suspicious/Deliberately Set/Arson fire: <ul style="list-style-type: none"> Secure the scene, prevent entry of personnel and report to the: <ul style="list-style-type: none"> Office of the Fire Marshal (867-667-3731) Mayo RCMP (867-996-5555). Accidental/Unknown fire: <ul style="list-style-type: none"> Hecla can initiate the investigation using internal resources. Underground to take the lead on the investigation and preparing the investigation report. Fire investigation assistance can be requested from the Fire Marshal. 	

Checklist 4

Entrapment-Work at Height Rescue Incident Checklist

Action	Completed Date & Time
Call for the activation of the IMT	
Obtain an update from the ERT and/or the area superintendent/supervisor.	
Verify the following information: <ul style="list-style-type: none"> • How many personnel are affected? • Are there injuries? • What types of injuries have occurred? • What is the location? • What type of rescue is it? <ul style="list-style-type: none"> ○ Entrapment in a conveyor or machinery ○ Confined space ○ Working at heights ○ Pinning by equipment 	
Use the Multi-Casualty Incident – Multiple Injuries checklist if there are multiple injuries.	
Use the Underground Incident checklist if the incident is underground.	
Assess operational needs of the ERT for the following: <ul style="list-style-type: none"> • Additional manpower • Lifting equipment • Heated vehicles • Required medical supplies. 	
Review the ERT Tactical Checklist and obtain a copy of the rescue plan if one has been developed by the ERT Incident Commander.	
Ensure Alexco resources and expertise are made available and report to the ERT Incident Commander for use in the rescue process (depending on the type of rescue): <ul style="list-style-type: none"> • Fixed plant maintenance personnel • Mobile maintenance personnel 	
Direct the area superintendent/supervisor to barricade the area around the site and prevent entry of unauthorized personnel during the rescue.	
If it is a large or difficult rescue, assess the need for mutual aid with the ERT Incident Commander and consider the following resources: <ul style="list-style-type: none"> • Mayo Fire Department • Minto Mine <ul style="list-style-type: none"> ○ Use the Mutual Aid – Requesting External Resources checklist 	

<p>Review with the ERT Incident Commander and the Site Medics to have a medivac team and aircraft dispatched from Whitehorse to Mayo while the rescue is underway: The decision to action this will be based on the medical assessment of the trapped person(s).</p>	
<p>Attempt, in consultation of the ERT Incident Commander, to have digital video or still images taken during the response to document the method of entrapment prior to the scene being altered by the rescue process.</p>	
<p>Assess the need for critical incident stress debriefings (if required) for the following work groups:</p> <ul style="list-style-type: none"> • ERT/Medical Center and other responding personnel. • Employees and contractors from the immediate work areas • Personnel (not from the work area) that may impacted by the event. 	
<p>Advise the Yukon Workers Compensation Health & Safety Board of the event:</p> <ul style="list-style-type: none"> • Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	

Checklist 5

Explosions (Surface) Incident Checklist

Action	Completed Date & Time
Call for activation of the IMT	
Obtain an update from the ERT and/or the area superintendent/supervisor.	
Direct the area superintendent/supervisor to shut down all operations and initiate the following: <ul style="list-style-type: none"> • All employees and contractors are to report to the muster station for a headcount. • The work area is to confirm their headcount with the IMT. • If a person(s) is reported missing, ERT is to be tasked with conducting a search if the Incident Commander deems the area to be safe. 	
Ensure that the affected building(s) and/or the area is confirmed evacuated and barricaded to prevent entry: <ul style="list-style-type: none"> • Deploy ERT if there is a fire, a missing person(s) or a hazardous material release. • Ensure all operating equipment is de-energized. • Consider terminating power supply to the building or the affected area if electrical supply systems may be compromised. 	
Use the Structural Fire Incident checklist if a structure fire has been initiated by the explosion.	
Use the Structural/Building Collapse checklist if the explosion has caused a full structural or building collapse, partial collapse or anticipated collapse.	
Use the Multi-Casualty Incident – Multiple Injuries checklist if there are multiple injuries.	
Use the Multi-Casualty Incident – Multiple Fatalities checklist if there are multiple fatalities.	
Begin a preliminary assessment to determine if the explosion is triggered by a mechanical failure or explosives: <ul style="list-style-type: none"> • Mechanical Explosion <ul style="list-style-type: none"> ○ Is there a further chance of additional explosions from compromised mechanical systems? ○ What type of system failed? ○ Can similar systems at the mine site fail in an explosive manner? ○ Begin shutdown and isolation of compromised or potentially compromised systems. • Explosives <ul style="list-style-type: none"> ○ Did the explosion involve commercial explosives in storage or transportation? 	

<ul style="list-style-type: none"> ○ Could the explosion have involved an improvised explosive device (IED)? 	
<p>If further explosions are a potential begin the following:</p> <ul style="list-style-type: none"> • Evacuate personnel, equipment and structures a minimum of 500 meters. • A lesser distance can be used based on the type of anticipated explosion with the lesser distance being risk reviewed and approved by the IMT Team Leader. 	
<p>Entry into the explosion site is only permitted providing:</p> <ul style="list-style-type: none"> • There is no risk of further explosions. • Stability of structural components is present. • There is a defined reason to enter the area. • Air quality is determined to be safe unless a respiratory protection is used. • Exposure to released hazardous materials is prevented or controlled through PPE. • The explosion is not considered or suspected to be intentional. 	
<p>Entry is restricted to an explosion site when the following is present:</p> <ul style="list-style-type: none"> • There is a risk of further or secondary explosions. • Scene stability is compromised. • PPE cannot protect against health-related exposure hazards. • Undetonated explosives are present. • The explosion is determined to be intentional (IED, potential for secondary devices) or suspected as being intentional and a law enforcement investigation will be initiated. 	
<p>Advise the following regulatory agencies of the fire: Yukon Workers Compensation Health & Safety Board:</p> <ul style="list-style-type: none"> • Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) • Mayo RCMP <ul style="list-style-type: none"> ○ 1-867-996-5555 • Yukon Fire Marshal <ul style="list-style-type: none"> ○ 1-867-667-3731 • Natural Resources Canada – Explosives Regulatory Division <ul style="list-style-type: none"> ○ <i>If the explosion involves commercial explosive products</i> ○ 613-995-5555 (During regular office hours) 	

Checklist 6

Explosives Vehicle - Fire & Collisions Incident Checklist

Action	Completed Date & Time
Call for the activation of the Incident Management Team (IMT)	
Obtain an update from the ERT Incident Commander (ERTC)	
Verify with the ERTC the following information: <ul style="list-style-type: none"> ✓ Is the vehicle carrying explosives? ✓ If yes, what is type and quantity of explosives? ✓ Is there a fire? ✓ Does the fire involve/ spreading to the cargo compartment? 	
Request a representative from Explosives Contractor to be part of the IMT. <ul style="list-style-type: none"> ✓ Ensure SDS for the involved products are available to IMT 	
Have the area Muster and head count conducted: <ul style="list-style-type: none"> ✓ Advise Incident Command if an individual is unaccounted for. 	
Confirm with ERTC the strategy used to manage the explosives incident: <p style="margin-left: 20px;">Offensive strategy</p> <ul style="list-style-type: none"> ✓ The fire does not involve the cargo area or explosives. ✓ ERT will fight the fire. ✓ Provide assistance in restricting access to the area. <p style="margin-left: 20px;">Defensive Strategy</p> <ul style="list-style-type: none"> ✓ The fire involves the explosives cargo area. ✓ ERT will not fight the fire and will withdraw from the area. ✓ A Safe exclusion zone is to be set around the incident. ✓ Initiate evacuation and headcount within the zone. ✓ Set up barricades and guards from entering the exclusion zone. ✓ No one in Blast exclusion zone until "all clear" given by IMT. 	
Create a site map showing the following incident information: <ul style="list-style-type: none"> ✓ Incident location ✓ Exclusion zone ✓ Roadblocks and access control points. ✓ Evacuated buildings and outdoor work areas. 	
For emergency explosives information on risk around responding to explosives incidents and conducting clean-ups contact: <ul style="list-style-type: none"> ✓ CANUTEC (Canadian Transport Emergency Centre) <ul style="list-style-type: none"> ○ 24 hours a day 613-996-6666 	
Do not allow personnel to encounter the remaining explosives until. <ul style="list-style-type: none"> ✓ Risk assessment has been conducted. ✓ A clean-up plan has been approved by the IMT. 	

<p>Advise the following regulatory agencies of the fire: Yukon Workers Compensation Health & Safety Board:</p> <ul style="list-style-type: none"> ✓ Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) ✓ Yukon Fire Marshall ○ 1-867-667-3731 ✓ Natural Resources Canada – Explosives Regulatory Division 613-995-5555 (During regular office hours) 	
<p>If a detonation occurs of the explosives:</p> <ul style="list-style-type: none"> ✓ Assess structures for damage prior to re- entry. 	
<p>Review the investigation process into the cause and origin of the fire:</p> <ul style="list-style-type: none"> ✓ Suspicious/Deliberately Set/Arson fire: <ul style="list-style-type: none"> ○ Mayo RCMP 1-867-996-5555 ○ Yukon Fire Marshal 1-867-667-3731 ✓ Accidental/Unknown fire: <ul style="list-style-type: none"> ○ Keno Hill can initiate the investigation using internal resources. <p>Fire investigation assistance can be requested from the Fire Marshal.</p>	

Checklist 7

Fire Protection Failure Incident Checklist

Action	Completed Date & Time
Upon receiving report of Fire Protection Failure, Emergency Action Director (EAD) calls for activation of the Incident Management Team (IMT)	
Options for Site alert to all crews informing of situation and required actions.	
Report of dangerous conditions and start stand down: <ul style="list-style-type: none"> ✓ Muster call for all departments. ✓ Prepared <ul style="list-style-type: none"> ✓ Current backup Fire Protection systems and resources. ✓ Current site contact list. ✓ Fire Protection equipment/ systems in place. ✓ Include information about people or property in immediate danger. ✓ Monitor of essential services and personnel 	
Provide contact information for IMT. Communication options in place.	
IMT obtain an update on the incident from Site resources: <ul style="list-style-type: none"> ✓ Offensive response actions – Fire Protection Requirements to stay occupied/ operating. ✓ Evacuation of work areas as required 	
EAD Initiate meeting to assess risk to Hecla employees/property: <ul style="list-style-type: none"> ✓ Prioritize “restart” of regular operations. ✓ Possible timeframe for incident ✓ Infrastructure damage/ lose 	
Notify and brief Hecla corporate management, following corporate notification protocols. Establish a regular reporting schedule. <ul style="list-style-type: none"> ✓ Advise the Mines Inspector of the event with a basic update: ✓ Chief Mines Inspector 1-867-332-3588 - 1-800-661-0443 (Emergency Line) 	
Establish regular reporting schedule and location for site briefings to update Hecla crews and contractors.	
IMT to implement Security Plan including: <ul style="list-style-type: none"> ✓ Allowing access for employees to affected areas. 	
Utility contacts <ul style="list-style-type: none"> ✓ Possible back up/ mutual aid partners ✓ Power company contact regarding power outage, if required. 	
Prolonged incident: <ul style="list-style-type: none"> ✓ Consider effects of life & property safety on essential services ✓ Review of resources after 24-hour period. ✓ Other considerations to ensure continued operations. 	

Checklist 8

Fatality – Occupational & Non-Occupational Incident Checklist

Action	Completed Date & Time
Call for an activation of the Incident Management Team (IMT)	
Obtain an update from the ERT Incident Commander (ERTC)	
ERTC to secure the scene and take the following actions: <ul style="list-style-type: none"> ✓ Barricade the area. ✓ Remove all personnel from the scene. ✓ Ensure scene is documented with digital images and video. ✓ Record of individuals that have entered the scene prior to area/room being secured. 	
Confirm the vital signs and has declared the individual(s) vital signs absent.	
Review the family notification with Corporate Management. If the deceased is a contractor, ensure contractor representative is with IMT.	
Provide an initial report to Hecla Corporate Management. Determine the updating interval required for the Corporate Office.	
If the deceased is in the Medical Center initiate the following actions: <ul style="list-style-type: none"> ✓ Ensure the medical center is ready to continue full-service delivery. 	
Notification of the fatality(s) to be made to the following investigative agencies using the 24-hour contact numbers: <ul style="list-style-type: none"> ✓ RCMP Mayo Detachment ○ 1-867-996-5555 ✓ Yukon Coroner Service ○ 1-867-667-5317 ✓ Chief Mines Inspector ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	
For a multi-fatality event or if a body(s) must be moved, the deceased can be taken to the Medical Clinic facility to facilitate proper and respectful handling and interim placement:	
Prepare to receive the incoming investigators and the actions required to support the required investigation:	
Prepare a site communication strategy with the BRT and HR and issue to the mine site:	
Assess the need for critical incident stress debriefings for the work groups.	

Checklist 9

Fire, Wild Land Fire - Onsite Incident Incident Checklist

Action	Completed Date & Time
Upon receiving report of 'Onsite' wildfire: <ul style="list-style-type: none"> • Confirm location of fire and other pertinent reporting information. • Confirm ERT response initiated 	
Call for activation of the IMT	
Site wide alert to all crews informing of situation and required actions.	
Report fire to Wildfire Reporting line: <ul style="list-style-type: none"> ✓ Call the Fire Line at 1-888-798-3473 (FIRE) ✓ Be prepared to report: <ul style="list-style-type: none"> • When you first noticed the fire • The size of the fire (campfire, house, football field) • The colour of the smoke ✓ Report fire's location in relation to landmarks like: <ul style="list-style-type: none"> • Roads, lakes, rivers, creeks, highway kilometer posts ✓ Give exact coordinates if available. ✓ Include information about people or property in immediate danger 	
Provide contact information for Emergency Action Director communicate with Yukon Wildfire Management	
Obtain an update on the incident from the ERT Incident Commander: <ul style="list-style-type: none"> ✓ Possible injuries ✓ Offensive/Defensive response actions ✓ Evacuation of work areas in imminent threat 	
Confirm with affected area managers: <ul style="list-style-type: none"> ✓ Evacuation completed and all crew members accounted for ✓ Mobilize equipment and manpower to aid in response actions 	
Initiate meeting between IMT and Yukon Wildfire Management to assess risk to Keno Hill employees/property: <ul style="list-style-type: none"> ✓ Proximity to property, assets and active work areas ✓ Weather forecasts ✓ Terrain/Topography 	
Notify and brief Hecla corporate management, following corporate notification protocols. Establish a regular reporting schedule. <ul style="list-style-type: none"> ✓ Advise the Chief Mines Inspector of the event with a basic update: <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	

Action	Completed Date & Time
Schedule site briefings to update crews and contractors on situation and immediate action plans. Establish a regular reporting schedule.	
IMT to implement Security Plan including: <ul style="list-style-type: none"> • Allowing access to Wildfire crews and other outside responders • Control access to authorized personnel only • Initiate 24 hr. Fire Watch 	
Mobilize and stage Keno Hill heavy equipment to aid in response.	
Prolonged incident: <ul style="list-style-type: none"> • Consider effects of heavy smoke on employee health • Primary and secondary access and egress routes maintained. • Other considerations to ensure continued operations. • Plan for evacuation to secondary locations (accommodation, etc.) 	
Coordinate daily briefings with Yukon Wildfire Management	

Checklist 10

Fire, Wild Land Fire - Offsite Incident Incident Checklist

Action	Completed Date & Time
Upon receiving report of 'Onsite' wildfire: <ul style="list-style-type: none"> • Confirm location of fire and other pertinent reporting information. • Confirm ERT notified 	
Call for activation of the Incident Management Team (IMT) as needed.	
Site wide alert to all crews informing of situation and required actions.	
Report fire to Wildfire Reporting line: <ul style="list-style-type: none"> ✓ Call the Fire Line at 1-888-798-3473 (FIRE) ✓ Be prepared to report: <ul style="list-style-type: none"> • When you first noticed the fire • The size of the fire (campfire, house, football field) • The colour of the smoke ✓ Report fire's location in relation to landmarks like: <ul style="list-style-type: none"> • Roads, lakes, rivers, creeks, highway kilometer posts ✓ Give exact coordinates if available. ✓ Include information about people or property in immediate danger 	
Provide contact information for Emergency Action Director (EAD) communicate with Yukon Wildfire Management	
Initiate meeting between IMT and Yukon Wildfire Management to assess risk to Keno Hill employees/property: <ul style="list-style-type: none"> ✓ Proximity to property, assets and active work areas ✓ Weather forecasts ✓ Terrain/Topography 	
Notify and brief Hecla corporate management, Establish reporting schedule.	
Mobilize equipment and manpower to aid in response actions	
Schedule site briefings to update crews and contractors on situation and immediate action plans. Establish a regular reporting schedule.	
IMT to implement Security Plan including: <ul style="list-style-type: none"> ✓ Allowing access to Wildfire crews and other outside responders ✓ Initiate 24 hr. Fire Watch 	
Advise the Chief Mines Inspector of the event with a basic update: <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	
Coordinate daily briefings with Yukon Wildfire Management	

Checklist 11

Fire, Surface Structures Incident Checklist

Action	Completed Date & Time
Call for an activation of the Incident Management Team (IMT)	
Obtain an update from the ERT Incident Coordinator. (ERTC)	
Assess the need for mutual aid and establish contact with the Mayo Fire Dept. & Victoria Gold	
<ul style="list-style-type: none"> ✓ Provide exact location of fire. Have someone meet them at entrance. 	
Have the area superintendent/supervisor conduct a Muster and account for crew.	
<ul style="list-style-type: none"> ✓ Report the any missing person and possible locations to the ERTC. 	
Obtain a floor plan of the affected building.	
Assess the exposure potential to other structures, equipment and infrastructure with the ERTC and if potentially threatened:	
Plan for secondary evacuation of adjacent buildings or buildings if required.	
Establish smoke and fire watches in adjacent buildings:	
<ul style="list-style-type: none"> ✓ The fire watches intervals as ERTC directs. ✓ The fire watches must be radio equipped and operate in pairs. ✓ They are to check in with ERTC after each walkthrough. 	
Review the need to terminate the electrical power supply to the affected building with the ERTC:	
<ul style="list-style-type: none"> ✓ If required have the Electrician conduct the electrical isolation. 	
Consider any transportation services required for evacuated workers.	
ERTC review with the IMT the need for direct ERT support such as:	
<ul style="list-style-type: none"> ✓ Food services ✓ Washroom access ✓ Cold weather protection ✓ PPE replacement 	
Once ERTC has terminated the incident, confirm the following:	
<ul style="list-style-type: none"> ✓ A fire watch be established and ERT should be on standby. ✓ Securing of the building or area to prevent unauthorized entry. ✓ Assess the building for structural integrity and safety. ✓ Have a H&S review conducted before re-occupancy. 	
Prepare a site communication strategy and issue to the mine site:	
Advise the Chief Mines Inspector of the fire.	
<ul style="list-style-type: none"> o 1-867-332-3588 o 1-800-661-0443 (Emergency Line) 	
Suspicious/Deliberately Set/ Arson fire.	
<ul style="list-style-type: none"> ✓ Mayo RCMP (1-867-996-5555). 	
Accidental/Unknown fire Hecla can investigation.	
<ul style="list-style-type: none"> ✓ Investigation Help Yukon Fire Marshal (1-867-456-3874). 	

Checklist 12

Fire, Underground Incident Checklist

Action	Completed Date & Time
Call for an activation of the Incident Command Team (IMT)	
Obtain an update from the ERT Incident Coordinator. (ERTC)	
Confirm with ERT Incident Commander if stench gas triggered mine evacuation and/or refuge.	
Verify the clearing of the tag board and status of personnel accountability: ✓ Obtain the names of unaccounted personnel.	
Obtain Refuge Station Reports for occupied Refuge Chambers ✓ Report the any missing person and possible locations to the ERTC.	
Assess the need for mutual aid and establish contact with the Victoria Gold and have someone meet them at entrance if they are to attend.	
Ensure that the operational needs of the ERT are directly supported: ✓ Discontinue high risk activities. ✓ Ability to respond to surface emergencies.	
Ensure the power for the underground ventilation system is monitored for emergency needs.	
Obtain report on underground service status: <ul style="list-style-type: none"> • Ventilation • Power • Water • Air 	
Ensure appropriate Technical Services personnel are available as needed.	
ERTC review with the IMT the need for direct ERT support such as: ✓ Food services ✓ Washroom access ✓ Cold weather protection ✓ PPE replacement	
If underground personnel are to remain in refuge stations for over 6 hours, initiate the following actions: ✓ Create rosters for each refuge area listing personnel and their employers. ✓ Provide hourly updates to the refuge stations.	
For extended underground incidents or where personnel will remain in refuge stations, prepare a site communication strategy and issue to the mine site.	
Advise the Chief Mines Inspector of the event with a basic update: ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line)	

Checklist 13

Hazardous Materials Releases Incident Checklist

Action	Completed Date & Time
Call for an activation of the IMT	
Obtain an update from the ERT and/or the area superintendent/supervisor.	
Obtain Material Safety Data Sheets (MSDS) of all relevant chemicals which includes chemicals that are spilled and being stored in or adjacent to the spill area.	
Site Management <ul style="list-style-type: none"> • Control the scene and ensure the area is barricaded. • If the chemical is hazardous, ensure an evacuation is initiated and the area barricaded to prevent unauthorized access. • Only allow ERT and designated area leadership into the spill location. • Determine the effects of any product that may be carried down wind. • If an inhalation hazard is present: <ul style="list-style-type: none"> ○ Restrict personnel from outdoor areas where they may be exposed to an inhalation hazard. ○ Direct the workforce to remain indoors (shelter in place) if the outdoor inhalation hazard cannot be controlled. ○ Close windows to buildings. 	
Identify the Problem <ul style="list-style-type: none"> • What is the product released and in what form? • Review what caused the release. • Is it ongoing or stopped? • Was anyone exposed to the product? • Is it contained or migrating freely? • What are the weather conditions? • Is it within a building or outdoors? 	
Hazard Assessment & Risk Evaluation <ul style="list-style-type: none"> • Is the product flammable or toxic? • What is the risk if active intervention is not taken? • Are there excessive risks to ERT personnel if they intervene? 	
For emergency hazardous materials information on assessing the risks around managing spill incidents contact: <ul style="list-style-type: none"> • CANUTEC (Canadian Transport Emergency Centre) <ul style="list-style-type: none"> ○ 24 hours a day ○ 613-996-6666 	
Contact the Environment Coordinator if the hazardous material release presents an environmental risk.	
PPE & Equipment	

<ul style="list-style-type: none"> Based on the MSDS and information from the assessment, determine that all personnel working within the incident have the required PPE. Confirm that equipment and supplies required for the clean-up is present at site. 	
<p>Information Management & Resource Coordination</p> <ul style="list-style-type: none"> Incident Command will be assigned to the ERT Environment personnel to be designated to assist when the release has occurred outdoors or entering a body of water. Resources at site are to support the ERT in the response objectives. 	
<p>Implementing Response Objectives</p> <ul style="list-style-type: none"> Confirm with Incident Command on the response objectives and the priority in which they will be actioned: <ul style="list-style-type: none"> Stopping an ongoing spill Containing an existing spill Conducting a clean-up The Emergency Response Team Manager is to work with the ERT and the Environment Coordinator on the response plan. 	
<p>Assess the need for mutual aid with the ERT Incident Commander and consider the following resources:</p> <ul style="list-style-type: none"> Mayo Fire Department <ul style="list-style-type: none"> Primary resource for a hazardous materials spill due to training and equipment Victoria Gold Mine If required use the Mutual Aid – Requesting External Assistance checklist. 	
<p>Decontamination</p> <ul style="list-style-type: none"> Review the need for decontamination and clean-up of personnel, equipment and the spill location. Verify that the required clean-up resources are present at the mine site and that the decontamination and clean-up can be completed safely. 	
<p>Clean-up of hazardous material releases can be contracted out:</p> <ul style="list-style-type: none"> Contact CEDA REACTOR Canada (Edmonton) at 1-780-472-6766 for contracted containment and clean-up services 	
<p>Termination</p> <p>Advise the following regulatory agencies of the incident with a basic update:</p> <ul style="list-style-type: none"> Chief Mines Inspector <ul style="list-style-type: none"> 1-867-332-3588 1-800-661-0443 (Emergency Line) 	
<p>Confirm with the Environment Coordinator that a spill report has been submitted to the Yukon Spill Line.</p>	

Checklist 14

Medical Emergency – Ground Transportation Incident Checklist

Action	Completed Date & Time
Emergency Action Director (EAD) to be informed of medical emergency and the need for offsite transportation and activate the Incident Management Team (IMT) if needed.	
Determine if patient requires emergency Medivac (air transportation) or if ground transportation via MTU to Mayo nurses' station is adequate.	
Medic to contact the Mayo nurses' station to advise of incoming patient and patient status. Mayo Nurses' Station 867-996-4444	
Driver to be sourced for the MTU, <ul style="list-style-type: none"> ✓ medic will be in back with the patient. ✓ driver should be ERT member, but not be the alternate site medic. ✓ medic may request additional personnel support 	
Medic will communicate to the IMT the status of the patient and situation update from Mayo when able to safely do so.	
Medic will advise the IMT of planned travel back to site.	
If a serious injury as defined in the Yukon Health & Safety Act, advise the Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	

Checklist 15

Medical Emergency – Air Transportation Incident Checklist

Action	Completed Date & Time
Emergency Action Director (EAD) to be informed of medical emergency and the need for offsite transportation and activate the Incident Management Team (IMT) if needed.	
Determine if patient requires emergency Medivac (air transportation) or if ground transportation via MTC to Mayo nurses' station is adequate.	
<ul style="list-style-type: none"> ✓ Medic to contact the Mayo nurses' station to advise of situation and patient status. ✓ The Mayo nurses' station will authorize and arranged for the Medivac to the Whitehorse General Hospital. ✓ The Medic will coordinate with the nurses' station and the ERTC who will aid in the flow of communication Mayo Nurses' Station ○ 867-996-4444 	
<p>Medivac will be via helicopter. The IMT Leader will have a landing zone established prior to the arrival of the helicopter. The preferred landing zone for the Mill / Flame & Moth, Bermingham mine, Elsa, and the Flat Creek Camp have been set. These may need to be adjusted due to environmental conditions at the time of transport.</p> <ul style="list-style-type: none"> • Preferred Landing Zone location and GPS Coordinates <ul style="list-style-type: none"> ○ Mill / Flame & Moth – Off CLR Road near marker 6. <i>Coordinates – 63.915754, -135.327683</i> ○ Bermingham – In front of the ore pad. <i>Coordinates – 63.911882, -135.434872</i> ○ Elsa – North side of the Exploration Office. <i>Coordinates – 63.910740, -135.491763</i> ○ Flat Creek Camp – Across the road. <i>Coordinates – 63.905185, -135.512819</i> 	
Emergency Services Coordinator will communicate back to the BRT the status of the patient and situation update once the helicopter has departed	
<p>If this was a serious injury as defined in the Yukon Health & Safety Act, advise the Mines Inspector of the event with a basic update:</p> <ul style="list-style-type: none"> • Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	

Checklist 16

Missing Person(s) – Off Site Incident Checklist

Action	Completed Date & Time
Call for activation of the IMT	
Obtain an update from the missing persons superintendent/supervisor present on the mine site:	
Activate ERT (if not called out) and have them staff the ERT Hall: <ul style="list-style-type: none"> • The ERT will report to Incident Command if they are required. 	
Off-Site (During field work on land or water) Verify the following information: <ul style="list-style-type: none"> • The identity of the missing person(s). • Last known location last seen including a GPS or locater beacon reading (if available). • Description of clothing worn by the individual(s). • Does the person(s) have survival equipment or wildlife deterrents? • Is the person(s) experienced in outdoor survival? • Does the person(s) have any radio or satellite telephone communication? 	
Assess/determine the best method to begin a search for the missing person(s): <ul style="list-style-type: none"> • Ground <ul style="list-style-type: none"> ○ Teams on foot and/or ○ Snowmobile • Aerial <ul style="list-style-type: none"> ○ Helicopter ○ Fixed Wing 	
Notification of the missing person and the search activities is to be made to the RCMP using the 24 hour contact numbers. If the search area is large, initiate an immediate aerial search request of the last known location and surrounding area via the RCMP Search & Rescue <ul style="list-style-type: none"> • RCMP Mayo Detachment <ul style="list-style-type: none"> ○ 867-667-5555 • The Logistics & Security Coordinator will make the notification. • The Logistics & Security Coordinator will also liaise with the RCMP for obtaining flight arrival times and logistical needs of the incoming investigators (if applicable). • The RCMP will authorize the deployment of the Yukon Search and Rescue Team (ground searches) to assist. 	
Set up a mapping system of the search to track areas that have been checked by foot, water and aerial searches.	
ERT ground search teams are to be deployed in the following situations:	

<ul style="list-style-type: none"> • Priority to be given to aerial searches while maintaining a rapid response team available for both emergencies involving searchers and if the missing person(s) is found and requires rescue/medical evacuation. • Daylight hours (no searches to be authorized during darkness) • Crews can respond in darkness for rescues to a known location. 	
<p>In the event RCMP and authorized volunteer search teams from Whitehorse are deployed to Keno Hill ensure the following:</p> <ul style="list-style-type: none"> • Charter an aircraft that accommodate the required personnel and all equipment. • Verify with the air carrier the requirements for hazardous materials transportation (IATA regulations). • Book accommodations for the incoming personnel at camp. • Provide the ERT Training Room and telephone access for a command center for the RCMP to coordinate the search. 	
<p>Once the search resources arrive at Keno Hill ensure:</p> <ul style="list-style-type: none"> • Have a site briefing arranged for the responders that encompasses the following: <ul style="list-style-type: none"> ○ Situational update ○ Overview of maps and areas searched ○ Current and projected weather ○ Equipment requirements for the searchers ○ Available radio communications ○ Health and safety overview 	
<p>All Alexco search resources will fall under the direction of the RCMP:</p> <ul style="list-style-type: none"> • Alexco will retain responsibility for medical treatment and evacuation of any injured person(s). 	

Checklist 17

Missing Person(s) – On Site Incident Checklist

Action	Completed Date & Time
Call for an activation of the IMT	
Obtain an update from the missing persons superintendent/supervisor present on the mine site:	
Activate ERT (if not called out) and have them staff the ERT Hall: <ul style="list-style-type: none"> • The ERT will report to Incident Command if they are required. 	
On-Site Verify the following information: <ul style="list-style-type: none"> • The identity of the missing person. • Does Hecla have a picture? • When and where was the last time the person was seen? • Is their work PPE present in their work area or dry? 	
Verify with Site Accommodations that the individual has not had a recent room change. <ul style="list-style-type: none"> • Ensure a review of flight travel is conducted to ensure the person did not recently fly from the mine site. 	
Conduct a search of the person's room. <ul style="list-style-type: none"> • Is personal clothing and effects still present in the room? • Is there any indication of the state of mind of the missing person? 	
H&S with the persons department Superintendent to conduct interviews of friends and co-workers of the missing person to verify: <ul style="list-style-type: none"> • Behaviors or concerns that might provide information. • Last time and location the person was seen. • Type of clothing the person was last seen wearing. 	
Depending on the extent of the incident, prepare a site communication strategy and issue to the mine site: <ul style="list-style-type: none"> • Email to site along with a picture of the individual and include a posting in the Dining Room for those that don't have Intranet access. • Set up Information Teams to attend toolbox meetings to present information and a picture of the individual. 	
Initiate a search of areas deemed to be of priority by the ERT Coordinator. <ul style="list-style-type: none"> • Searches to be tracked on building plans provided by ERT. • Search teams to be two persons and equipped with radios. 	
Notification of the missing person and the search activities is to be made to the RCMP using the 24 hour contact numbers. <ul style="list-style-type: none"> • RCMP Mayo Detachment <ul style="list-style-type: none"> ○ 867-667-5555 	

<ul style="list-style-type: none"> • Liaise with the RCMP for obtaining flight arrival times and logistical needs of the incoming investigators (if applicable). • The RCMP will authorize the deployment of the Yukon Search and Rescue Team (ground searches) to assist. 	
<p>Prepare to receive the incoming investigators and the actions required to support the required investigation:</p> <ul style="list-style-type: none"> • Designate a vehicle and driver specifically for the needs of the investigation team. • Secure the Training Center for the team (if required). • Ensure the investigators receive a site and area specific safety orientation prior to going into the field. • Set up office(s) and IT support if required by the investigation team. <ul style="list-style-type: none"> ◦ The team can be given radios (as needed) and placed on a spare ERT radio channel. • Secure witnesses for interviews (if a shift change day). 	

Checklist 18

Multi-Casualty Incident – Multiple Fatalities Incident Checklist

Action	Completed Date & Time
Call for activation of the Incident Management Team (IMT)	
Use this checklist in combination with the Fatality – Occupational & Non-Occupational checklist	
<ul style="list-style-type: none"> ✓ Obtain an initial update from the ERT Incident Commander (ERTC) <ul style="list-style-type: none"> ○ Is the total number of fatalities known? ○ Are the identities known? 	
<p>The ERTC will conduct triage of the injured in the field using: START (Simple Triage and Rapid Treatment) Plan.</p> <ul style="list-style-type: none"> ○ This process uses 4 color designated tags assessment & treatment. Personnel “black” tagged are deceased and not be moved. 	
If deceased personnel are present at an incident location, discuss and receive approval from the investigative agencies prior to moving any bodies:	
If deceased are present outside, implement wildlife monitoring	
<p>Notification of the fatalities the following investigative agencies</p> <ul style="list-style-type: none"> ✓ RCMP Mayo Detachment ○ 1-867-996-5555 ✓ Yukon Coroner Service ○ 1-867-667-5317 ✓ Yukon Workers Compensation Health & Safety Board Chief Mines Inspector ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) ✓ The IMT will make the notification. ✓ The Emergency Action Director (EAD) or designate will be liaise 	
As soon as possible, ERTC obtain video & pictures of the fatality scene.	
Ensure a security team is stationed at the incident location.	
Review the family notification with Corporate.	
<p>If the deceased is a contractor, contractor is responsibility for notification.</p> <ul style="list-style-type: none"> ✓ For a multi-fatality event the deceased can be taken to the medical facility to facilitate proper and respectful handling and interim placement: ✓ The IMT will authorize personnel to access the area until it is turned over to investigative authorities. 	
Prepare to receive the incoming investigators and the actions required to support the required investigation:	
IMT to prepare a site communication strategy	
Assess the need for critical incident stress debriefings for work groups	

Checklist 19

Multi-Casualty Incident – Multiple Injuries Incident Checklist

Action	Completed Date & Time
Call for activation of the IMT	
Obtain an initial update from the ERT Incident Commander and/or the Site Medics on the following: <ul style="list-style-type: none"> • Is the total number of personnel injured known? • Are the injuries known? • What additional personnel, equipment and medical supplies does the ERT and the Site Medics need to manage and treat the injured? 	
The ERT will conduct triage (medical sorting) of the injured in the field using the START (Simple Triage and Rapid Treatment) Plan. <ul style="list-style-type: none"> • This process sorts injured personnel into four categories using color designated tags for transportation and treatment: <ul style="list-style-type: none"> ○ Red – Immediate ○ Yellow – Delayed ○ Green – Walking Injured ○ Black – Deceased (not to moved) • See Appendix A for a sample triage tag • As the incident evolves, obtain a confirmed count of the number of injured assigned to each color classification. 	
Injured personnel are to be transported and treated based on their triaged color tags: <ul style="list-style-type: none"> • Red patients are to be transported immediately and taken into the Elsa Medical Room (if room permits) and overflow into the Exploration office area (outside the Elsa Medical Room) <ul style="list-style-type: none"> ○ ERT vehicles and other enclosed light vehicles that can hold a stretcher (i.e. Ambulance, MTC, vans) are to be used. • Yellow Patients are transported to the Elsa Explorations office and overflow to the Training Center. <ul style="list-style-type: none"> ○ ERT vehicles/enclosed light vehicles if the red patients have been transported. • Green patients are the last to be transported to the Training Center. <ul style="list-style-type: none"> ○ Pick-ups can be used. 	
Assess operational needs of the ERT at the scene and the Site Medics at the Elsa Medical Room for the following: <ul style="list-style-type: none"> • Assign additional manpower as needed to the incident location or the Elsa Exploration offices / Training Center. <ul style="list-style-type: none"> ○ Utilize personnel from other departments especially those with first-aid or medical training. ○ Personnel with higher levels of first-aid and medical training are assigned to red patients. 	

<ul style="list-style-type: none"> ○ Personnel should bring first-aid kits and stretchers from their work areas. • Have Underground Operations bring all stretchers (from surface and underground) to the incident location. • Additional responders should bring secondary equipment (flashlights, cold weather clothing, etc) 	
<p>Direct Site Services to bring the following supplies into the Elsa Exploration offices / Training Center to assist in the treatment of patients:</p> <ul style="list-style-type: none"> • Mattresses with sheets • Comforters and blankets • Towels • Food and water for those patients allowed oral intake 	
<p>If required, initiate mutual aid to support the ERT and the Site Medics using the Mutual Aid – Requesting External Assistance checklist.</p>	
<p>Medic to contact Contract Medical Director for additional support and direction.</p>	
<p>Contact the Mayo Nursing Station and the Whitehorse Hospital and speak to the Nursing Supervisor or Emergency Room Physician (if the Supervisor is not available) and report the following:</p> <ul style="list-style-type: none"> • Initial identification of the number of personnel injured by the color designations. • As information becomes available, update the Hospital as to the specific types of injuries and the number of injured personnel. • Any additional medical personnel, equipment, and medical supply requirements • Mayo Nurses’ Station <ul style="list-style-type: none"> ○ 867-996-4444 • Whitehorse Hospital <ul style="list-style-type: none"> ○ 867-393-8700 	
<p>Work with ERT to arrange ground transportation for incoming mutual aid, external resources and the movement of outbound injured personnel to the airport for medivacs.</p>	
<p>Prepare a site communication strategy with the BRT and HR and issue to the mine site:</p> <ul style="list-style-type: none"> • Email to site and include a posting in the Dining Room for those that don’t have Intranet access. • Set up Information Teams to attend toolbox meetings of affected work groups to present information and answer questions. 	
<p>Assess the need for critical incident stress debriefings (if required) for the following work groups:</p> <ul style="list-style-type: none"> • ERT/Medical Center personnel. 	

<ul style="list-style-type: none"> • Employees and contractors from the immediate work area. • Personnel (not from the work area) that may impacted by the event. 	
<p>Advise the Yukon Workers Compensation Health & Safety Board of the fatality (this includes non-work related) with a basic update:</p> <ul style="list-style-type: none"> • Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	
<p>Prepare to receive the incoming medical personnel and support their response to the site:</p> <ul style="list-style-type: none"> • Designate drivers specifically for the needs of transporting the medical personnel from the airport to the medical center. • Secure the Training Center for staging and operating needs of the team(s). • Ensure the personnel receive PPE, a site and area specific safety orientation prior to going into the field. • Set up office(s) and IT support as required. • The medical personnel can be given radios (as needed) and placed on a spare ERT radio channel. 	

Checklist 20

Potable Water Emergencies Incident Checklist

Action	Completed Date & Time
Notification to Emergency Action Director (EAD)	
Call for activation of the Incident Management Team (IMT)	
Obtain an update from the Site Services: <ul style="list-style-type: none"> ✓ What is the impact to the potable water system? ✓ Is there an estimated time frame for repair of the system? ✓ Have guidelines been exceeded? Turbidity or disinfection issue? ✓ Is a “boil water” advisory going to be required? ✓ Yukon notification required at this point? ✓ Will system flushing be required? 	
IMT to manage the response and Site Services prepare the action plan: <ul style="list-style-type: none"> ✓ Action plan to be submitted to the IMT 	
If a “boil water” advisory is issued by IMT, or another form of notification/communication is required for the potable water system: <ul style="list-style-type: none"> ✓ Advise where drinking water will be dispensed. ✓ Email and posted as required. ✓ Place the notice in each dorm room for the occupants. ✓ Issue a radio update. 	
Request work areas to post notices on plumbed water dispensers and coffee pots to prevent consumption.	
Request the Camp manager to start boiling water and provide a distribution point through the Dining Room.	
Confirm if the potable water truck has drinking water in it prior to the contamination and distribute through the Dining Room.	
Update the mine site on the action plan and expected repair time frames.	
Advise the Yukon Health Officer of the potable water issue: <ul style="list-style-type: none"> ✓ Health Inspector 867-667-5061 	
If the potable water incident is going to extend for more than 24 hours set up an emergency shipment plan for bottled water to the mine site.	
Ask the Site Medics to report any patients that are diagnosed and treated for gastro-intestinal compromise.	
Advise the Yukon Workers Compensation Health & Safety Board of the event with a basic update: <ul style="list-style-type: none"> ✓ Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	

Checklist 21

Public Health & Epidemic Emergencies Incident Checklist

Action	Completed Date & Time
Call for an activation of the IMT	
Obtain an update from the Site Medics on the status of the patients that have seen through the Medical Center: <ul style="list-style-type: none"> • What is the number of patients seen? • How many are still requiring ongoing care? • Do any require medical transfer off the mine site? 	
Determine with the Site Medics what the scope of the public health/epidemic emergency is and any potential sources: <ul style="list-style-type: none"> • Food poisoning • Norwalk virus • Influenza outbreak • Corona Virus • Gastro-intestinal from contaminated portable water. • Other communicable diseases 	
Contact the Medical Contractor and review the scope of the problem and the action plan:	
Implement a plan to reduce the ongoing crisis through eliminating the source: <ul style="list-style-type: none"> • H&S to take the lead on developing the plan. • The plan to be submitted and approved by the IMT. • The plan to focus on cleaning, prevention and elimination of the cause of the outbreak/epidemic. 	
If the number of patients exceeds capacity, the Site Medics may centralize the patients in one or home houses in Elsa or in D bunk for easier access and treatment. <ul style="list-style-type: none"> • Review the need for segregation of personnel showing signs and symptoms. 	
Contact the Medical Contractor that provides medical services and bring in additional resources to assist the medics on site if required.	
Review staffing at the mine site and transfer non-essential personnel off site	
Prepare a site communication strategy and issue to the mine site that focuses on preventing the spread of the outbreak:	

- Email to site and include a posting in the Dining Room for those that don't have Intranet access.
- Place the notice in each room by sliding it under door for the occupants.

Set up Information Teams to attend toolbox meetings to present information and answer questions.

Checklist 22

Sabotage/Malicious Damage Incident Checklist

Action	Completed Date & Time
Call for an activation of the IMT	
Obtain an update from area superintendents / supervisors.	
Verify the following information: <ul style="list-style-type: none"> • What was damaged or affected? • Is it a single act or multiple acts? • Are there any witnesses? • Did the act(s) jeopardize the health and safety of employees and contractors? • What area did it occur in? • Is the identity of the party(s) known? 	
Area Superintendent/Supervisor to secure the scene(s) and take the following actions: <ul style="list-style-type: none"> • Barricade the area. • Post guards to control access to the scene to prevent entry. • Ensure that the surrounding area is documented with digital images. • Take a record of all individuals that have entered the scene prior to area being secured. <ul style="list-style-type: none"> ○ This list is to be turned over to the Area Manager and the Health & Safety Coordinator. 	
If further acts are anticipated, set up teams to patrol targeted areas: <ul style="list-style-type: none"> • Establish continuous vehicle and/or foot patrols. <ul style="list-style-type: none"> ○ Patrol teams to be a minimum of two personnel equipped with radios. • Patrols to be tracked on building plans provided by ERT. 	
Notification of the incident to be made to the RCMP using the 24 hour contact numbers (if deemed necessary by the IMT): <ul style="list-style-type: none"> • RCMP Mayo Detachment <ul style="list-style-type: none"> ○ 867-667-5555 • Liaise with the RCMP for obtaining arrival times and logistical needs of the incoming investigators. 	

Checklist 23

Storage Tank Fires – Diesel Incident Checklist

Action	Completed Date & Time
Call for an activation of the IMT	
Obtain an update from the ERT Incident Commander.	
Establish contact with the Mayo Fire Department. <ul style="list-style-type: none"> • May Fire Department <ul style="list-style-type: none"> ○ 1-867-996-2222 • Provide the fire department with the following information: <ul style="list-style-type: none"> ○ Exact location of fire ○ Capacity of tank (if known) 	
Have the area superintendent/supervisor conduct a headcount to verify all personnel from the work area are accounted for: <ul style="list-style-type: none"> • If an employee/contractor is reported missing, conduct a search of the area where they were last known and verify with the area supervisor the possible locations where the missing person was working. • Report the missing person and possible locations to the ERT Incident Commander. 	
Assess the need for mutual aid with the ERT Incident Commander and consider the following resources: <ul style="list-style-type: none"> • Initiate mutual aid to support the ERT using the Mutual Aid –Requesting External Assistance IMT checklist. 	
Ensure barricades are set-up and staffed to prevent vehicle and foot traffic from entering the incident location.	
Confirm with Incident command that a defensive strategy has been selected when the fire does not jeopardize the safety of ERT personnel: <ul style="list-style-type: none"> • There are sufficient personnel and foam to fight the fire. • There is no imminent danger of tank failure or other life-threatening occurrences dictating immediate evacuation of the area. • Adequate access for effective firefighting (equipment and personnel). • Weather conditions allow for effective fire control and extinguishment. 	
If it is not feasible to fight a tank fire because of insufficient water, foam, personnel or foam producing equipment, consider authorizing the ERT to allow a burn out of the tank while protecting adjacent exposures with existing resources.	
Determine smoke travel to ensure it is not drawn into the Fresh Air Raises and if so, review the need for the following actions: <ul style="list-style-type: none"> • Shutting down the fans. 	

<ul style="list-style-type: none"> Termination of underground operations. 	
<p>Assess the exposure potential to other structures, equipment and infrastructure with the ERT Incident Commander and if potentially threatened:</p> <ul style="list-style-type: none"> Evacuate buildings. Move mobile equipment. Initiate removal of critical files, IT infrastructure, portable equipment and business essential supplies/materials. Initiate an evacuation of the threatened structure(s). Assign fire watches in evacuated buildings. 	
<p>Prepare a site communication strategy and issue to the mine site:</p> <ul style="list-style-type: none"> Provide hourly (or as determined by Team Leader) email updates to site which are approved by the Team Leader. Post in the Dining Room for those that don't have Intranet access. Set up Information Teams to attend toolbox meetings of affected work groups to present information and answer questions. 	
<p>Review with the Incident Commander the need for direct ERT support such as:</p> <ul style="list-style-type: none"> Food services Washroom access Cold weather protection PPE replacement Equipment refueling and repair 	
<p>Assess the impact of evacuated building(s) and develop an initial business resiliency and recovery plan that identifies the relocation of effected operations on or off-site (if possible to another building).</p>	
<p>Advise the Mines Inspector of the fire with a basic update:</p> <ul style="list-style-type: none"> Chief Mines Inspector <ul style="list-style-type: none"> 1-867-332-3588 1-800-661-0443 (Emergency Line) 	
<p>If the loss of diesel fuel is expected to affect the business, begin the development of an initial fuel consumption reduction plan:</p> <ul style="list-style-type: none"> Review building operation for potential shutdown. Assess required mobile equipment and restrict non-essential operation. 	
<p>When the fire is declared out, verify with Incident Command that a fire watch will be established and ERT members should be on standby</p>	
<p>Review with the H&S Manager the investigation process into the cause and origin of the fire:</p> <ul style="list-style-type: none"> Suspicious/Deliberately Set/Arson fire: <ul style="list-style-type: none"> Secure the scene, prevent entry of personnel and report to the Mayo RCMP (1-867-996-5555). Accidental/Unknown fire: <ul style="list-style-type: none"> Hecla can initiate the investigation using internal resources. 	
<p>Fire investigation assistance can be requested from the Yukon Fire Marshal (1-867-456-3874).</p>	

Checklist 24

Storage Tank Fires – Propane Incident Checklist

Action	Completed Date & Time
Call for an activation of the IMT	
Obtain an update from the ERT Incident Commander.	
Establish contact with the Mayo Fire Department. <ul style="list-style-type: none"> • May Fire Department <ul style="list-style-type: none"> ○ 1-867-996-2222 • Provide the fire department with the following information: <ul style="list-style-type: none"> ○ Exact location of fire ○ Tank product - propane ○ Capacity of tank (if known) 	
Have the area superintendent/supervisor conduct a headcount to verify all personnel from the work area are accounted for: <ul style="list-style-type: none"> • If an employee/contractor is reported missing, conduct a search of the area where they were last known and verify with the area supervisor the possible locations where the missing person was working. • Report the missing person and possible locations to the ERT Incident Commander. 	
Assess the need for mutual aid with the ERT Incident Commander and consider the following resources: <ul style="list-style-type: none"> • Initiate mutual aid to support the ERT using the Mutual Aid –Requesting External Assistance IMT checklist. 	
Ensure barricades are set-up and staffed to prevent vehicle and foot traffic from entering the incident location.	
Confirm with Incident command that a NON-EXTINGUISHING strategy has been selected and no ERT or other personnel are to access the immediate area of the fire when the fire does not jeopardize the safety of any personnel.	
Determine smoke travel to ensure it is not drawn into the Fresh Air Raises and if so, review the need for the following actions: <ul style="list-style-type: none"> • Shutting down the fans. • Termination of underground operations. 	
Assess the exposure potential to other structures, equipment and infrastructure with the ERT Incident Commander and if potentially threatened: <ul style="list-style-type: none"> • Evacuate buildings. • Move mobile equipment. • Initiate removal of critical files, IT infrastructure, portable equipment and business essential supplies/materials. • Initiate an evacuation of the threatened structure(s). • Assign fire watches in evacuated buildings. 	

<p>Prepare a site communication strategy and issue to the mine site:</p> <ul style="list-style-type: none"> • Provide hourly (or as determined by Team Leader) email updates to site which are approved by the Team Leader. • Post in the Dining Room for those that don't have Intranet access. • Set up Information Teams to attend toolbox meetings of affected work groups to present information and answer questions. 	
<p>Assess the impact of evacuated building(s) and develop an initial business resiliency and recovery plan that identifies the relocation of effected operations on or off-site (if possible to another building).</p>	
<p>Advise the Mines Inspector of the fire with a basic update:</p> <ul style="list-style-type: none"> • Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	
<p>If the loss of propane and the related distribution system is expected to affect the business, begin the development of an initial fuel consumption reduction plan:</p> <ul style="list-style-type: none"> ○ Review heater(s) operation for potential shutdown. 	
<p>When the fire is declared out, verify with Incident Command that a fire watch will be established and ERT members should be on standby</p>	
<p>Review with the H&S Manager the investigation process into the cause and origin of the fire:</p> <ul style="list-style-type: none"> • Suspicious/Deliberately Set/Arson fire: <ul style="list-style-type: none"> ○ Secure the scene, prevent entry of personnel and report to the Mayo RCMP (1-867-996-5555). • Accidental/Unknown fire: <ul style="list-style-type: none"> ○ Hecla can initiate the investigation using internal resources. ○ Fire investigation assistance can be requested from the Yukon Fire Marshal (1-867-456-3874). 	

Checklist 25

Structural/Building Collapses Incident Checklist

Action	Completed Date & Time
Call for an activation of the IMT	
Activate ERT (if not called out) and have them staff the ERT Hall.	
Direct the area superintendent/supervisor to shut down all operations and initiate the following: <ul style="list-style-type: none"> • All employees and contractors are to report to the muster station for a headcount. • The work area is to confirm their headcount with the IMT. • If a person(s) is reported missing, ERT is to be tasked with conducting a search if the Incident Commander deems the area to be safe. 	
Ensure that the building and/or the area is confirmed evacuated and barricaded to prevent entry: <ul style="list-style-type: none"> • Deploy ERT if there is a fire, a missing person(s) or a hazardous material release. • Ensure all operating equipment is de-energized. • Consider terminating power supply to the building or the affected area if electrical supply systems may be compromised. 	
If a partial collapse has occurred within a building/structure, assume that a full collapse will follow: <ul style="list-style-type: none"> • Ensure personnel are removed from the area. • Barricade to prevent entry. • Only allow re-entry after an engineer has confirmed that a full collapse will not occur. 	
After a full collapse, obtain a structural engineer(s) for assessments on safe entry and prevention of further collapse. <ul style="list-style-type: none"> • Engineering services will be required for the root cause analysis of the collapse. • Tech Services to manage the acquisition of the engineer(s) and their activities and interactions once on site 	
Advise the Mines Inspector of the fire with a basic update: <ul style="list-style-type: none"> • Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 1-800-661-0443 (Emergency Line)	

Checklist 26

Tire Emergencies Incident Checklist

Action	Completed Date & Time
Call for an activation of the IMT	
Get an update from the ERT Incident Commander on the status of the tire emergency and what tactics the ERT will be taking to manage the incident.	
The Emergency Response Team Manager to review the tactics with the ERT Incident Commander for incidents involving heavy mining equipment tires. <ul style="list-style-type: none"> • The priorities for the incident will be the health and safety of ERT personnel. 	
Fires <ul style="list-style-type: none"> • An exclusion zone of minimum 300 metres (1000 feet) shall be established from the affected area with no unauthorized entry for 24 hours. • All ERT members are to be removed from the exclusion zone. • If an occupied structure is within the exclusion zone it is to be evacuated. • The equipment shall not be moved for 24 hours. 	
Establish contact with the Mayo Fire Department. <ul style="list-style-type: none"> • Mayo Fire Department <ul style="list-style-type: none"> ○ 1-867-996-2222 • Provide the fire department with the following information: <ul style="list-style-type: none"> ○ Exact location of fire 	
Review with the H&S Manager the investigation process into the cause and origin of the fire: <ul style="list-style-type: none"> • Suspicious/Deliberately Set/Arson fire: <ul style="list-style-type: none"> ○ Secure the scene, prevent entry of personnel and report to the Mayo RCMP (1-867-996-5555). • Accidental/Unknown fire: <ul style="list-style-type: none"> ○ Alexco can initiate the investigation using internal resources. Fire investigation assistance can be requested from the Yukon Fire Marshal (1-867-456-3874).	
Contact with Electrical Line <ul style="list-style-type: none"> • In the event a piece of equipment comes in contact with a power line, the power line should be de-energized prior to the operator exiting the cab and the operator evacuated. • An exclusion zone of minimum 300 metres (1000 feet) shall be established from the affected area with no unauthorized entry for 24 hours. • If an occupied structure is within the exclusion zone it is to be evacuated. 	

<ul style="list-style-type: none"> The equipment shall not be moved for 24 hours. 	
<p>Lightning</p> <ul style="list-style-type: none"> In the event a piece of equipment is struck by lightning, the equipment shall not be moved for 24 hours. An exclusion zone of minimum 300 metres (1000 feet) shall be established from the affected area with no unauthorized entry for 24 hours. If an occupied structure is within the exclusion zone it is to be evacuated. 	
<p>Advise the Mines Inspector of the fire with a basic update:</p> <ul style="list-style-type: none"> Chief Mines Inspector <ul style="list-style-type: none"> 1-867-332-3588 1-800-661-0443 (Emergency Line) 	
<p>Post-Incident</p> <ul style="list-style-type: none"> At the conclusion of the 24 hour period, a piece of equipment that has been quarantined shall have all suspect tire/rim assemblies disassembled and inspected by a tire contractor. In the case of electrical contact or lightning strikes, all tires must be disassembled and inspected by a tire contractor. 	

Checklist 27

Underground Incidents (other than Fire) Incident Checklist

Action	Completed Date & Time
<p>Underground incidents other than fire cover the following range of emergencies:</p> <ul style="list-style-type: none"> • Mobile equipment collisions • Serious Injury/Medical Emergency • Ground control failure • Uncontrolled detonations • Inrush • Mine gases/poor air quality 	
Call for an activation of the IMT	
<p>Obtain an update on the incident from the ERT Incident Commander:</p> <ul style="list-style-type: none"> • The primary role of the IMT in an underground incident is to support the ERT in their response to an underground incident. 	
ERT Incident Commander to initiate stench gas if required to trigger mine evacuation or refuge.	
<p>Verify the clearing of the tag board and status of personnel accountability:</p> <ul style="list-style-type: none"> • Obtain the names of unaccounted personnel. 	
<p>Request that a contractor representative for each contracted group is in attendance with the BRT if contractor personnel are involved or present underground:</p> <ul style="list-style-type: none"> • Ensure the contractor is activating their company's emergency management plan. 	
Request Departments to provide portable radios and spare batteries to develop a pool of these devices for use by the ERT, IMT and mutual aid agencies if required.	
<p>Assess the need for mutual aid with the ERT Incident Commander and consider the following:</p> <ul style="list-style-type: none"> • Request mutual aid to support the ERT and the Site Medics using the Mutual Aid – Requesting External Assistance checklist. 	
<p>The Emergency Response Team is to meet (or speak directly) with the ERT Incident Commander to ensure that the operational needs of the ERT are directly supported:</p> <ul style="list-style-type: none"> • 24-hour operational staffing. • Equipment and supplies. • Radios and communication equipment. • Ability to respond to surface emergencies. <p>The ERT Incident Commander will communicate with the Emergency Control Center and Health & Safety Coordinator to ensure needs are being met.</p>	

Ensure the power for the underground ventilation system is monitored for emergency needs.	
Mobile maintenance to be placed on alert for priority repairs for underground equipment.	
Set up assistance through the Site Services Department to have the follow made available: <ul style="list-style-type: none"> • Van service to set up between the Flat Creek Camp and the Portal Mine Dry. • Meals to be prepared for delivery to work groups operating 24 hours. 	
If underground personnel are to remain in refuge stations for over 12 hours, initiate the following actions: <ul style="list-style-type: none"> • Create rosters for each refuge area listing personnel and their employers. • Provide hourly updates to the refuge stations. 	
For extended underground incidents or where personnel will remain in refuge stations, prepare a site communication strategy and issue to the mine site: <ul style="list-style-type: none"> • Email to site and include a posting in the Dining Room for those that don't have Intranet access. • Set up Information Teams to attend toolbox meetings of affected work groups to present information and answer questions. • Information to be released every two hours or as set out with the MTT. 	
Advise the Mines Inspector of the fire with a basic update: <ul style="list-style-type: none"> • Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	

Checklist 28

Vehicle/Equipment – Collisions Incident Checklist

Action	Completed Date & Time
Call for an activation of the Incident Management Team (IMT)	
Obtain an immediate update from the ERT Incident Coordinator (ERTC).	
Verify the following information: <ul style="list-style-type: none"> ✓ What type of vehicle(s) is involved? ✓ Are the operator and/or occupants accounted for? ✓ Is anyone trapped and requiring extrication? ✓ Is a rollover of equipment involved? ✓ What is the location of the incident? 	
The need for heavy equipment or other support.	
Establish contact with the Mayo Fire Department. ○ 1-867-996-2222 <ul style="list-style-type: none"> ✓ Provide the fire department with the following information: <ul style="list-style-type: none"> ○ Exact location of incident and have someone meet them. 	
Review with the ERTC and the Site Medics if additional medical aid is required.	
Confirm with ERTC if a spill has occurred and the priority: <ul style="list-style-type: none"> ✓ Stopping an ongoing spill ✓ Containing an existing spill ✓ Conducting a clean-up The IMT will coordinate with Environment on a response plan.	
Advise the Mines Inspector of the incident, if required with a basic update: <ul style="list-style-type: none"> ✓ Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 1-800-661-0443 (Emergency Line) 	
Assess the need for critical incident stress debriefings (if required) for: <ul style="list-style-type: none"> ✓ ERT/Medic and other responding personnel. ✓ Employees and contractors from the immediate work areas where injured or deceased passengers are from. ✓ Personnel (not from the work area) that may impacted by the event. 	

Checklist 29

Vehicle/Equipment – Fire (Surface) Incident Checklist

Action	Completed Date & Time
Call for an activation of the IMT	
Obtain an update on immediate update from the ERT Incident Commander.	
Verify the following information: <ul style="list-style-type: none"> • What is the equipment or vehicle on fire? • Is the operator accounted for? • What is the extent of the fire? • Is other equipment or buildings threatened by the fire? 	
Confirm the strategy that ERT will be using to fight the fire: <ul style="list-style-type: none"> • Offensive <ul style="list-style-type: none"> ○ The fire will be directly attacked by ERT crews • Defensive <ul style="list-style-type: none"> ○ Crews will only contain the fire to the piece of equipment and not directly attack it. 	
Establish contact with the Mayo Fire Department. <ul style="list-style-type: none"> • May Fire Department <ul style="list-style-type: none"> ○ 1-867-996-2222 • Provide the fire department with the following information: <ul style="list-style-type: none"> ○ Exact location of fire ○ Description of the vehicle/equipment on fire 	
If the fire involves a tire on a piece of heavy mobile equipment: <ul style="list-style-type: none"> • Use the Tire Emergencies checklist 	
Assess the impact of the equipment loss from a production perspective.	
Confirm with Incident Command if a spill has occurred and the priority in which it will be managed auctioned: <ul style="list-style-type: none"> ○ Stopping an ongoing spill ○ Containing an existing spill ○ Conducting a clean-up • The IMT is to work with the ERT and Environment on a response plan. • Refer to the Hazardous Materials Releases checklist 	
Advise the Mines Inspector of the fire with a basic update: <ul style="list-style-type: none"> • Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	
Once the suppression activities are completed and the ERT Incident Commander has terminated the incident, confirm the following:	

<ul style="list-style-type: none"> • A fire watch should be established and ERT members should be on standby • Secure the area to prevent unauthorized entry. 	
<p>Review with the H&S Manager the investigation process into the cause and origin of the fire:</p> <ul style="list-style-type: none"> • Suspicious/Deliberately Set/Arson fire: <ul style="list-style-type: none"> ○ Secure the scene, prevent entry of personnel and report to the Mayo RCMP (1-867-996-5555). • Accidental/Unknown fire: <ul style="list-style-type: none"> ○ Hecla can initiate the investigation using internal resources. <p>Fire investigation assistance can be requested from the Yukon Fire Marshal (1-867-456-3874).</p>	

Checklist 30

Violent Incidents Incident Checklist

Action	Completed Date & Time
Call for an activation of the IMT	
Obtain an update from the affected Department Superintendent / Supervisor: <ul style="list-style-type: none"> • Incident command of the event will be handled by the senior ranking security officer present on site. 	
Activate ERT (if not called out) and have them staff the ERT Hall: <ul style="list-style-type: none"> • The ERT will report to Incident Command if they are required. 	
Verify the following information: <ul style="list-style-type: none"> • Is anyone injured? • What is the extent of the injuries? • Have body fluids been released? • Is a medical evacuation from the Medic required? • Is the perpetrator contained? • What is the perpetrator's current location? • If the perpetrator is at large – what is his/her last know location? • Is a criminal investigation required? 	
Notification of the incident to be made to the RCMP using the 24 hour contact numbers. <ul style="list-style-type: none"> • RCMP Mayo Detachment <ul style="list-style-type: none"> ◦ 867-667-5555 	
The room or area of the incident is to be secured and barricaded: <ul style="list-style-type: none"> • ERT resources can be used to maintain scene integrity. 	
Once the incident scene has been released and if bodily fluids have been released, a clean-up is to be initiated: <ul style="list-style-type: none"> • Contact the Site Medics to provide direction on clean-up actions and required PPE. • JHA to be prepared and approved by the IMT in consultation with the Site Medics. • If a clean-up is beyond the scope of site resources, secure the area for the arrival of a commercial clean-up company from Whitehorse. 	
If an individual has to be contained to an area prior to the arrival of the RCMP, review with a member of the IMT in the possible locations: <ul style="list-style-type: none"> • Example - Main Camp room providing a two person team (with radio) is staffed at the door and the room has been searched to remove possible weapons and items of self-harm (if required). 	
If the perpetrator is at large and no known location exists, take the following actions: <ul style="list-style-type: none"> • Establish continuous patrols of the Camp. 	

<ul style="list-style-type: none"> ○ Patrol teams to be a minimum of two personnel equipped with radios. ● If the person is thought to be in a work area, ensure personnel working in the area are paired (if working alone) and equipped with a radio. ● Initiate two person search teams of work areas to search for the individual. ● Searches to be tracked on building plans provided by ERT. 	
<p>Depending on the extent of the incident, prepare a site communication strategy and issue to the mine site:</p> <ul style="list-style-type: none"> ● Email to site and include a posting in the Dining Room for those that don't have Intranet access. ● Set up Information Teams to attend toolbox meetings of affected work groups to present information and answer questions (if required). 	

Checklist 31

Wildlife Attacks Incident Checklist

Action	Completed Date & Time
Call for an activation of the IMT	
Obtain an update from the ERT Incident Commander.	
Activate ERT (if not called out) and have them staff the ERT Hall:	
Verify with the Site Medics and/or ERT the extent of the injuries, the type of animal involved in the attack and if the animal is at large.	
Shutdown all outside work and alert all work areas to immediately evacuate to a safe indoor area: <ul style="list-style-type: none"> • Instruct all work areas to close all overhead doors and man doors. • Direct work areas to check all exterior doors to ensure they are properly closed and latched. • No personnel are permitted to leave buildings or drive vehicles. 	
Have the area superintendents/supervisors conduct a headcount to verify that all personnel working outdoors are accounted for: <ul style="list-style-type: none"> • If personnel are reported missing, conduct a search of the buildings and verify with the area supervisor the locations where they were working. • Report the missing person and possible locations to the ERT Incident Commander and Health & Safety Coordinator. 	
Issue site wide notifications on the animal attack including site restrictions: <ul style="list-style-type: none"> • ERT to issue radio notifications on all channels. • IMT to send out a site wide email announcing the restrictions. 	
Ensure the Health & Safety Department is called out and the staff are equipped with firearm: <ul style="list-style-type: none"> • Initiate immediate vehicle patrols of the incident area and mine site. • Ensure direct radio communication with the H&S staff on Channel 1. • Authorize the destruction of the animal if required. 	
If site surface traffic is suspended - all vehicles movements to be coordinated by the BRT:	
If a fatality has occurred with the wildlife attack: Use Fatality – Occupational & Non-occupational checklist.	
Bear at Large <ul style="list-style-type: none"> • Contact the Yukon Conservation Office to request emergency wildlife officer assistance: <ul style="list-style-type: none"> ◦ (867) 667-8005 (24 hour emergency line) 	
If additional personnel with firearms are required, contact the Mayo RCMP Detachment: <ul style="list-style-type: none"> • (867) 996-5555 (24 hour emergency line) 	

Set up a mapping system for the site to track areas that are checked by vehicle and/or aerial patrols.	
If personnel require vehicle transportation set up a system for ensuring a safe transition between buildings and vehicles. Use an armed wildlife monitor as required.	
Advise the Mines Inspector of the fire with a basic update: <ul style="list-style-type: none"> • Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	

Checklist 32

Extreme Weather - Blizzard Incident Incident Checklist

Action	Completed Date & Time
Upon receiving report of upcoming 'Onsite' Blizzard Incident Management Team (IMT): <ul style="list-style-type: none"> • Continue to monitor weather and communicate with site departments. • Confirm preparedness in place with resources for 48 hours. • Review & update of "Essential Personnel & Services List" 	
Emergency Action Director (EAD) calls for activation of the IMT consolidation to enact Incident plan.	
Site wide alert to all crews informing of situation and required actions.	
Report of dangerous conditions and start stand down: <ul style="list-style-type: none"> ✓ Muster call for all departments and non-essential personnel returned to Camp. ✓ Prepared <ul style="list-style-type: none"> ✓ Current Site contact list. ✓ E & I to "Pre-Op" backup power systems ✓ Maintenance for inventory of equipment. ✓ Site services for road maintenance. ✓ ERT Team ready for any Rescue/ Medical. ✓ Enact traffic management protocol for limited resources. ✓ Communication devices/ networks in place. ✓ HR to ensure travelling personnel are notified and looked after. ✓ Include information about people or property in immediate danger. ✓ Monitor of essential services and personnel 	
Provide contact information for IMT	
IMT obtain an update on the incident from the ERT and Site resources: <ul style="list-style-type: none"> • Possible injuries • Offensive/Defensive response actions • Evacuation of work areas in imminent threat 	
IMT to confirm with affected area managers: <ul style="list-style-type: none"> • Are all employees accounted for and safe 	
Mill/ Site Services Lead: <ul style="list-style-type: none"> • Mobilize equipment and manpower to aid in response actions 	
EAD Initiate meeting to assess risk to Hecla employees/property: <ul style="list-style-type: none"> • Prioritize "restart" of regular operations. • Snow loading on buildings and possible "avalanche" areas. • Infrastructure damage • Weather forecasts 	
Notify and brief Hecla corporate management, following corporate notification protocols. Establish a regular reporting schedule.	
Advise the Mines Inspector of the event with a basic update:	

<ul style="list-style-type: none"> • Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	
Schedule site briefings to update Hecla crews and contractors on situation and action plans. Establish a regular reporting schedule.	
IMT to implement Security Plan including: <ul style="list-style-type: none"> • Allowing access for employees to travel onsite. • Control access to authorized personnel. (<i>Possible Keno Residents</i>) • Initiate 24 hr. weather watch 	
Utility contacts <ul style="list-style-type: none"> • Power company contact regarding power outage 	
Prolonged incident: <ul style="list-style-type: none"> • Consider effects of cold on employee health • Primary and secondary access and egress routes maintained. • Review of resources after 24-hour period. • Other considerations to ensure continued operations. 	

Checklist 33

Extreme Weather – Severe Rainfall Incident Checklist

Action	Completed Date & Time
Upon receiving report of upcoming 'Onsite' Severe Rainfall, Incident Management Team (IMT): <ul style="list-style-type: none"> • Continue to monitor weather and communicate with site departments. • Confirm preparedness in place with resources for 48 hours. • Review & update of "Essential Personnel & Services List" 	
Emergency Action Director (EAD) calls for activation of the IMT consolidation to enact Incident plan.	
Site wide alert to all crews informing of situation and required actions.	
Report of dangerous conditions and start stand down: <ul style="list-style-type: none"> ✓ Muster call for all departments and non-essential personnel returned to Camp. ✓ Prepared <ul style="list-style-type: none"> ✓ Current Site contact list. ✓ E & I to "Pre-Op" backup power systems ✓ Maintenance for inventory of Road equipment. ✓ Site services for road maintenance resources available, Gravel, Rock, Culverts. ✓ ERT Team ready for any Rescue/ Medical. Secondary evacuation method in place due to road washout. ✓ Enact traffic management protocol for limited resources. ✓ Communication devices/ networks in place. ✓ HR to ensure travelling personnel are notified and looked after. ✓ Include information about people or property in immediate danger. ✓ Monitor of essential services and personnel 	
Provide contact information for IMT	
IMT obtain an update on the incident from the ERT and Site resources: <ul style="list-style-type: none"> • Possible injuries • Offensive/Defensive response actions – i.e., Sandbags, Berm breaks • Evacuation of work areas in imminent threat 	
IMT to confirm with affected area managers: <ul style="list-style-type: none"> • Are all employees accounted for and safe 	
Mill/ Site Services Lead: <ul style="list-style-type: none"> • Asset inspections for possible water and wind damage • Mobilize equipment and manpower to aid in response actions 	
EAD Initiate meeting to assess risk to Hecla employees/property: <ul style="list-style-type: none"> • Prioritize "restart" of regular operations. • Road washouts, ditches, drainage blockages, mud slides. • Infrastructure damage – Facility leaks • Weather forecasts 	

Notify and brief Hecla corporate management, following corporate notification protocols. Establish a regular reporting schedule.	
Advise the Mines Inspector of the event with a basic update:	
<ul style="list-style-type: none"> • Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	
Schedule site briefings to update Hecla crews and contractors on situation and action plans. Establish a regular reporting schedule.	
IMT to implement Security Plan including: <ul style="list-style-type: none"> • Allowing access for employees to travel onsite. • Control access to authorized personnel. (<i>Possible Keno Residents</i>) • Initiate 24 hr. weather watch 	
Utility contacts <ul style="list-style-type: none"> • Power company contact regarding power outage. • Government Dept of Roads regarding road conditions. 	
Prolonged incident: <ul style="list-style-type: none"> • Consider effects of wet/cold weather on employee health & wellness • Primary and secondary access and egress routes maintained. • Review of resources after 24-hour period. • Other considerations to ensure continued operations. 	

Checklist 34

Communication System Failure Incident Checklist

Action	Completed Date & Time
Upon receiving report of Communication System Failure, Emergency Action Director (EAD) calls for activation of the Incident Management Team (IMT)	
Options for Site alert to all crews informing of situation and required actions	
Report of dangerous conditions and start stand down: <ul style="list-style-type: none"> ✓ Muster call for all departments. ✓ Prepared <ul style="list-style-type: none"> ✓ Current backup communication systems list and resources. ✓ Current site contact list. ✓ Communication devices/ networks in place. ✓ Include information about people or property in immediate danger. ✓ Monitor of essential services and personnel 	
Provide contact information for IMT. Communication options in place.	
IMT obtain an update on the incident from Site resources: <ul style="list-style-type: none"> ✓ Offensive response actions – Communication options for each area ✓ Evacuation of work areas as required 	
EAD Initiate meeting to assess risk to Hecla employees/property: <ul style="list-style-type: none"> ✓ Prioritize “restart” of regular operations. ✓ Possible timeframe for incident ✓ Infrastructure damage/ lose 	
Notify and brief Hecla corporate management, following corporate notification protocols. Establish a regular reporting schedule. <ul style="list-style-type: none"> ✓ Advise the Mines Inspector of the event with a basic update: ✓ Chief Mines Inspector 1-867-332-3588 - 1-800-661-0443 (Emergency Line) 	
Establish regular reporting schedule and location for site briefings to update Hecla crews and contractors.	
IMT to implement Security Plan including: <ul style="list-style-type: none"> ✓ Allowing access for employees to travel onsite. (Road traffic) 	
Utility contacts <ul style="list-style-type: none"> ✓ Power company contact regarding power outage, if required. 	
Prolonged incident: <ul style="list-style-type: none"> ✓ Consider effects of communication on essential services ✓ Review of resources after 24-hour period. ✓ Other considerations to ensure continued operations. 	

Checklist 35

Major Power Outage Incident Checklist

Action	Completed Date & Time
Upon receiving report of Major Power Outage, Incident Management Team (IMT):	
Emergency Action Director (EAD) calls for activation of the IMT consolidation to enact Incident plan.	
Site wide alert to all crews informing of situation and required actions.	
Report of dangerous conditions and start stand down: <ul style="list-style-type: none"> ✓ Muster call for all departments. ✓ Prepared <ul style="list-style-type: none"> ✓ Current backup power systems list and resources. ✓ Current site contact list. ✓ Communication devices/ networks in place. ✓ Include information about people or property in immediate danger. ✓ Monitor of essential services and personnel 	
Provide contact information for IMT	
IMT obtain an update on the incident from Site resources: <ul style="list-style-type: none"> • Offensive/Defensive response actions – Back up power • Evacuation of work areas as required 	
IMT to confirm with affected area managers: <ul style="list-style-type: none"> • Are all employees accounted for and safe 	
Department Managers: <ul style="list-style-type: none"> • Asset inspections for possible damage 	
EAD Initiate meeting to assess risk to Hecla employees/property: <ul style="list-style-type: none"> • Prioritize "restart" of regular operations. • Possible timeframe for incident • Infrastructure damage/ <u>lose</u> • Weather forecasts 	
Notify and brief Hecla corporate management, following corporate notification protocols. Establish a regular reporting schedule.	
Advise the Mines Inspector of the event with a basic update:	
<ul style="list-style-type: none"> • Chief Mines Inspector <ul style="list-style-type: none"> ○ 1-867-332-3588 ○ 1-800-661-0443 (Emergency Line) 	
Schedule site briefings to update Hecla crews and contractors on situation and action plans. Establish a regular reporting schedule.	
IMT to implement Security Plan including: <ul style="list-style-type: none"> • Allowing access for employees to travel onsite. • Control access to authorized personnel. (<i>Possible Keno Residents</i>) • Initiate 24 hr. weather watch 	

<p>Utility contacts</p> <ul style="list-style-type: none"> • Power company contact regarding power outage. • 	
<p>Prolonged incident:</p> <ul style="list-style-type: none"> • Consider effects of power outage on essential services • Review of <u>an</u> possible evacuation requirements. • Review of resources after 24-hour period. • Other considerations to ensure continued operations. 	

Checklist 36

Mayo Airport Service Suspension Incident Checklist

Action	Completed Date & Time
Upon receiving <u>report</u> the Mayo Airport Service will be suspended, Incident Management Team (IMT) will create a contingency plan with the following considerations:	
<ul style="list-style-type: none"> • Emergency Medical Evacuation <ul style="list-style-type: none"> – Helicopter services to be engaged. 	
<ul style="list-style-type: none"> • Transportation and possible delays for mutual aid services 	
<ul style="list-style-type: none"> • Employee and Contractor shift change contingency <u>plan</u> <ul style="list-style-type: none"> - Gaps in change over due to travel for medics and mine rescue - Potential threats of losing road access 	

Checklist 37

Mutual Aid Activation Incident Checklist

Action	Completed Date & Time
Mutual Aid Agreements are available in the Emergency Response folder of the Safety Management System and Contact information is available Appendix C Key Contacts of the MERP.	
The Incident Management Team (IMT) will activate Mutual Aid Agreements in the following circumstances:	
<ul style="list-style-type: none"> • The Emergency Response will be for an extended <u>period of time</u> and additional resources are required so emergency response personnel can get adequate rest. • When the appropriate equipment and supplies are not available <u>at</u> site in adequate quantities to respond to the emergency. • When the emergency is severe in nature and back up supplies and emergency response personnel ensure there are adequate resources for an emergency response. 	
The Health and Safety Leader will be responsible for requesting and organizing mutual aid at the approval of the Emergency Action Director.	
<ul style="list-style-type: none"> • The following information shall be gathered: <ul style="list-style-type: none"> - Number of personnel available and their qualifications and training. - Equipment and materials which are available and a transportation plan. - Transportation and arrival logistics - Camp accommodation plan 	
<ul style="list-style-type: none"> • When mutual aid arrives: <ul style="list-style-type: none"> - Ensure personnel have adequate rest. - An emergency orientation and briefing of the status of the situation. - Review of personnel, their qualifications and training. - Mutual Aid personnel will be teamed with Keno Hill Emergency Response team to ensure each team has the site knowledge they require to execute the emergency response plans. 	



APPENDIX C. KEY CONTACTS

KEY CONTACTS

Keno Hill	
VP – Operations, General Manager	Name: Wayne Zigarlick Email: wzigarlick@hecla.com Office: +1 867-995-3113 ext. 2000 Mobile: +1 907-209-1616
Assistant General Manager	Name: Sebastien Tolgyesi Email: stolgyesi@hecla.com Office: +1 867-995-3113 ext. 7002 Mobile: +1 867-332-1416
Manager, Operations	Name: Brett Clute Email: bclute@hecla.com Office: +1 867-995-3113 ext. 2000 Mobile: +1 406-224-1514
Manager, Mill	Name: Shawn Pelechaty Email: spelechaty@hecla.com Office: +1 867-995-3113 ext. 8001 Mobile: +1 250-204-3669
Manager, Mining	Name: Braden Buye Email: bbuye@hecla.com Office: +1 867-995-3113 ext. 7007 Mobile: +1 306-621-6519
Manager, Maintenance	Name: Chris McMahon Email: cmcmahon@hecla.com Office: +1 867-995-3113 ext. 5970 Mobile: +1 250-910-1140
Manager, Technical Services	Name: Justin Patterson Email: jpatterson@hecla.com Office: +1 867-995-3113 Mobile: +1 406-224-7450
Chief Mine Engineer	Name: Baoyao Tang Email: btang@hecla.com Office: +1 867-995-3113 ext. Mobile: +1 306-361-2585
Chief Geologist	Name: Vacant Email: Office: Mobile:
Manager, Health & Safety	Name: Coralee Kirby Email: ckirby@hecla.com Office: +1 867-995-3113 ext. 5912 Mobile: +1 306-260-0601
Manager, Environment	Name: Kevin Eppers Email: keppers@hecla.com Office: +1 867-995-3113 ext. 5960 Mobile: +1 907-500-9028
Manager, Human Resources	Name: Tracy Dormer Email: tdormer@hecla.com Office: +1 867-995-3113 ext. 5930 Mobile: +1 403-807-1511
Manager, Supply Chain	Name: Bob Smith Email: bsmith@hecla.com Office: +1 867-995-3113 ext. 5922 Mobile: +1 825-735-4979

External Agencies		
Emergency Services		
Yukon EMS Dispatch	Phone: 867-667-3333	
Yukon EMS Non-Emergency Dispatch	Phone: 867-456-8401	
Mayo Nursing Station	Phone: 867-996-4444	
Whitehorse Hospital	Phone: 867-393-8700	
RCMP Mayo	Phone: 867-996-5555	
RCMP Search & Rescue	Phone: 867-667-5555	
Yukon Conservation Officer Dispatch	Phone: 867-667-8005	
Yukon Wildland Fire Control	Phone: 888-798-3473	
Mayo Wildland Fire Control	Phone: 867-996-3200	
Mayo Wildland Fire Control On-Call Duty Officer (weekends/ after hours)	Phone: 867-332-1988	
Mayo Fire Department	Phone: 867-996-2222	
Yukon Energy Corporation	Phone: 867-393-5355	
Yukon Coroner Service	Phone: 867-667-5317	
Government Contacts		
Director of Workplace Health and Safety (Yukon) (Bruce Milligan)	Phone: 867-667-3726	Cell: 867-332-2669
Project Engineer of Workplace Health and Safety – Mine Safety Branch (Meredith Young)	Cell: 867-689-6074	
WSCB Yukon 24hr Emergency Line	Phone: 800-661-0443	
WSCB Yukon Report an Accident	Phone: 867-689-5949	
Workplace Health and Safety – Duty Officer (call to request additional emergency equipment)	Phone: 867-667-5450	
Mutual Aid		
Victoria Gold- Eagle Gold Mine	GM/ VP Operations Tim Fisch 867-334-2371 H&S Manager Dave Crottey 867-334-1394 H&S Superintendent Kevin LeDrew 867-332-1609 Emergency Response Coordinator Jarritt Yates/Adam Moyle 867-456-7700 Ext 6320	
Central Mine Rescue		
Hecla Greens Creek	H&S Manager JP Roulet 907-723-8136	

APPENDIX D. **KH-0902-GEN-SOP-Emergency Stand Down Procedure**

KENO HILL 0902-GEN	STANDARD OPERATING PROCEDURE Emergency Stand Down Procedure	Last Review Date:	Apr 2023
		Last Revision Date:	Apr 2023
		Creation Date:	Sept 2017
		OWNER:	Health and Safety Manager

Revision History

Revision #	Date of Revision	Changes Made	Revised By:
1	April 2, 2023		Coralee Kirby

Purpose

The purpose of this procedure is to ensure a systematic and organized stand down and response to an emergency or unplanned event.

Scope

The procedure pertains to emergencies, power outages, communication outages and any other unplanned event which critically affects our emergency response capacity. This procedure applies to all employees, contractors, and visitors at the Keno Hill Mine Site.

Responsibility

All employees and contractors at Keno Hill are responsible for Health and Safety.

Management

- Recognize when a stand down of operations is required.
- Execute this procedure to ensure a systematic and organized stand down of activities.
- Ensure this procedure is adequate and effective.

Supervisor

- Understand and execute this procedure when directed to do so by management.

Workers

- Follow this procedure and any additional direction given by management or supervision during a stand down.
- Report any hazards or inefficiencies to their supervisor.

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		Last Revision Date:	Apr 2023
		Creation Date:	Sept 2017
		OWNER:	Health and Safety Manager

Related Documents

- Yukon Occupational Health and Safety Act and Regulations

Pre-requisites and Training Modules Required

- General Site Orientation

Personal Protective Equipment or Specialty Tools Required

- PPE required as per the Keno Hill Standard PPE Standard

PROCEDURE

1.0 Decision to Stand Down

The decision to call a stand down will be made by the VP/GM of Operations or their site designate. A stand down will be called at anytime there is an emergency or unplanned event which introduces intolerable risk to the operation or inhibits our ability to adequately respond to an emergency.

Examples of circumstances in which a stand down will be called:

- An emergency which requires the response of the Incident Management Team (IMT) and the Emergency Response Team (ERT)
- An advanced first aid attendant is not available as per the Yukon OHS Regulations
- Critical communication systems failure
- Power outage
- A severe environmental event

2.0 Incident Management Team Activation

The VP/GM of Operations or their site designate will activate the IMT at anytime there is an emergency or event which requires a coordinated response. The IMT will consist of the management team and/or the senior supervisor of each department and they will collect in the Control Center (Administration Board Room).

The IMT may be required to connect via video conference if the location of some members of the team is not practical to travel to at short notice.

During a night shift emergency, contract staff or other designated personnel will assist in collecting management and supervision as directed by Keno Hill Health and Safety Team. Management and supervision will have their camp rooms marked with a door hanger so they are easily identifiable.

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		Creation Date:	Sept 2017
		OWNER:	Health and Safety Manager

Notification of a situation will be done utilizing the emergency response notification app, phone and radio.

3.0 Emergency Response Team Activation

The emergency response team will be activated any time they are required or may be required to respond to an emergency. The team will respond accordingly dependent on the type of emergency.

Notification to the mine rescue team will be done utilizing the emergency response notification app, phone, radio and physical locating.

- o All department heads will be responsible for locating and notifying the ERT personnel who are on shift within their departments.
- o The contract camp staff or other designated personnel will be responsible to assisting in the collection of ERT personnel within camp on the off shift. ERT personnel will have their camp room marked with a door hanger so they are easily identifiable.
- o ERT personnel will immediately react as detailed below when receiving notification of an emergency via the emergency response app.

Upon being notified of an emergency the ERT will react as follows:

- o The team will report to the ERT Coordinator via radio on channel 1, be accounted for and receive direction.
- o The underground crew vans will be designated for the ERT personnel at each mine. The ERT personnel shall gather in the location of these vehicles with a functioning radio.
- o The ERT Coordinator will arrange for a vehicle to pick up ERT personnel at the camp if the emergency requires response from off shift members.
- o ERT personnel shall be prepared to check in and immediately gather the PPE they require for the workplace they will be responding to.

The ERT personnel will travel to the following locations based on the type of emergency and any specific direction by the ERT Coordinator:

- o In the case of an underground fire, the ERT will report to the Mine Rescue Station (Elsa).
- o In the case of a serious injury, the ERT will report directly to the location of the incident and access the nearest cache emergency supplies.
- o The ERT Coordinator will direct the team on location and collecting of equipment for all other emergencies.
- o The ERT Coordinator will direct a Health and Safety Team Member or an ERT member to deliver the ambulance to the required location.

4.0 Notification and Direction to Workforce

Department heads will be responsible for notifying the remainder of their teams of the stand down

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		Creation Date:	Sept 2017
		OWNER:	Health and Safety Manager

and any specific direction from the IMT regarding the stand down.

The Mill team will continue operating the mill, however, remain on standby for any further directions.

The Site Services team will halt any travel ensuring roadways are clear and remain on the Roads Channel to be available for further direction.

The Underground team will ensure the ramp is kept clear if the emergency resides at the respective mine. They will retreat to refuge or surface if main ventilation systems fail. All other Underground Emergency Procedures will be followed.

The Maintenance team will remain available in their designated shop and prepared to take further direction.

All other personnel will remain in their designated workspaces so they can be located when required.

5.0 Activities to Stand Down

During a stand down activities will be discontinued at the discretion of the VP/GM of Operations or their site designate and dependent on the type and circumstances of the emergency.

In the case that it is deemed necessary to suspend all “elevated” risk work the following activities will be discontinued:

- o Work with geotechnical hazards (ex. Scaling, rehabbing, bolting, ground works etc.). An exception may be made if the risk of failing to support ground in a timely manner would create a higher risk than ensuring it is supported in a timely fashion.
- o Work at heights
- o Electrical work
- o Work with stored energy (compressed air or gases, hydraulics, etc.)
- o Work with hazardous materials
- o Work in confined spaces
- o Hoisting and rigging work
- o Work where large equipment, mobile equipment or traffic present an elevated risk
- o Hot Work or any other work with an elevated fire or explosion hazard
- o Any other activity which presents an elevated risk of serious injury to a worker

The following is a list of activities that may be able to continue during a stand down:

- o Administrative type tasks
- o Light housekeeping
- o Light maintenance work which does not include any of the risks detailed above
- o Mill normal operation procedure

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		OWNER:	Health and Safety Manager

6.0 Returning to Normal Operation

The VP/GM of Operations or their site designate will determine when normal operations can be resumed. Prior to returning to normal operations the IMT will confirm the following:

- o Emergency and medical services are restored to an appropriate level
- o Power and communication systems are functional
- o All other risks have been adequately managed



APPENDIX E. **KH-0903-GEN-SOP-Medical Emergency Evacuation Procedure**

KENO HILL 0903-GEN	STANDARD OPERATING PROCEDURE Medical Emergency Evacuation Procedure	Last Review Date:	
		Last Revision Date:	
		Creation Date:	August 2023
		OWNER:	Health and Safety Manager

Revision History

Revision #	Date of Revision	Changes Made	Revised By:

Purpose

The purpose of the medevac (medical evacuation) procedure is to provide guidelines to all parties involved in making arrangements to evacuate personnel with life threatening injury or serious illness from the Keno Hill Mine site to Whitehorse General Hospital in Whitehorse for further treatment.

Scope

The procedure pertains to emergencies that require a medevac transport, and that the onsite paramedic understands all the steps to medevac a patient. This procedure covers all cases but is not limited to the following:

- The requirement for urgent medical care beyond the Mayo Health Clinic facility.

Responsibility

All employees and contractors at Keno Hill are responsible for Health and Safety.

Advanced Care Paramedic is responsible for:

- Liaising with the Mayo Health Clinic to establish the requirements surrounding the medevac and request support from the clinic as required.
- Mayo Health Clinic to confirm the need and make arrangements for a medevac.

Keno Yukon Physician

- Liaising with medical travel staff at Whitehorse General Hospital and the Mayo Health Clinic.
- Dr. Radford 1-306-570-7903

General Manager or designate.

- Ensuring this procedure is implemented and maintained.

KENO HILL 0903-GEN	STANDARD OPERATING PROCEDURE Medical Emergency Evacuation Procedure	Last Review Date:	
		Last Revision Date:	
		Creation Date:	August 2023
		OWNER:	Health and Safety Manager

- Contacting off-site Hecla personnel and regulatory agencies of the situation.

Site Services Manager or designate.

- Providing current site weather report and Landing Zone coordinates to the Mayo Health Clinic.

Health and Safety Manager or designate.

- Ensuring that any assistance that the Paramedic may require in a timely manner.
- Monitoring the implementation of this procedure.

Related Documents

- Yukon Occupational Health and Safety Act and Regulations

Pre-requisites and Training Modules Required

- General Site Orientation
- Mine Emergency Response Plan

Personal Protective Equipment or Specialty Tools Required

- PPE required as per the Keno Hill Standard PPE Standard

PROCEDURE

When a person is injured or seriously ill at Hecla Keno Hill operations and the condition is beyond the medical care of the site Advanced Care Paramedic and the Mayo Health Clinic. Medevac may be required.

The Medevac may be authorized and arranged by the Mayo Health Clinic to the Whitehorse General Hospital.

The Mayo Health Clinic will be in contact with the Health and Safety Manager or designate, and liaise with the following people to initiate medevac.

- Dr Radford Hecla/ Haztech physician. 1-306-570-7903

The Health and Safety Manager or designate should have the following information available for the Mayo Health Clinic:

1. Name of patient
2. Provincial Health Card #/Treaty #
3. Age and Date of Birth
4. Gender
5. How injury occurred

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		Last Revision Date:	
		Creation Date:	August 2023
		OWNER:	Health and Safety Manager

6. **Nature of Injuries**
7. **Clinical Exam**
8. **Provisional Diagnosis**
9. **Medication Administered**
10. **Contact Phone Number**

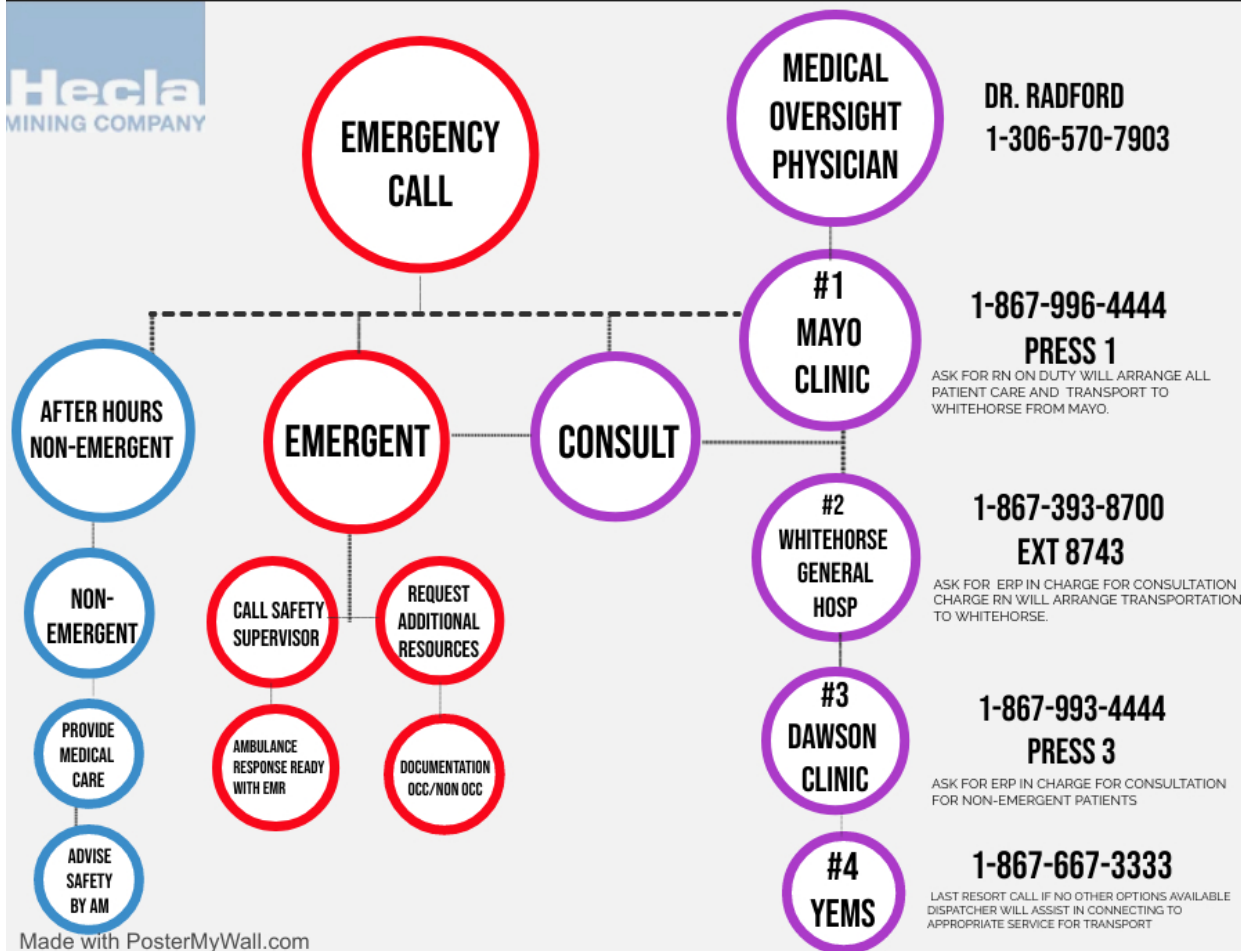
The Mayo Health Clinic will phone Whitehorse General Hospital-Medical Travel, who will arrange dispatch of a medivac team to the site. They will keep the Health and Safety Manager or designate informed of the time frame that will be required to have the medevac team on site.

When Whitehorse General Hospital-Medical Travel gets the information on the patient, they will contact the onsite Health and Safety Manager and get the clinical report on the patient.

NOTE

Site Services Manager should ensure that the site weather reports are accurate and supplies the air carrier with a current weather report, and location.

- Mayo Health Clinic 1-867-996-4444
- Whitehorse General Hospital 1-867-393-8700
- Dr. Radford 1-306-570-7903



#1
MAYO CLINIC
1-867-996-4444 **24/7**
PRESS 1
ASK FOR RN ON DUTY WILL ARRANGE ALL PATIENT CARE AND TRANSPORT TO WHITEHORSE FROM MAYO

RN STANDING ORDERS
RX ANTIBIOTICS X 10 DAYS
PAIN CONTROL
1ST DOSE MEDICATIONS
AP XRAYS
NO DIAGNOSTIC TESTING
SUTURES
SLABS
PT AND PTT
GLUCOSE
HEMACUE

1-867-393-8700
EXT 8743
ASK FOR ERP IN CHARGE FOR CONSULTATION
CHARGE RN WILL ARRANGE TRANSPORTATION TO WHITEHORSE

#2
WHITEHORSE GENERAL HOSPITAL
24/7

XRAY/CT/MRI
BLOODWORK
ADMISSION/4 BED ICU/100 INPT
NO CATH LAB/NO DIALYSIS
SOME SPECIALITES ON SITE

#3
DAWSON CLINIC
1-867-993-4444
PRESS 3
ASK FOR ERP IN CHARGE FOR CONSULTATION

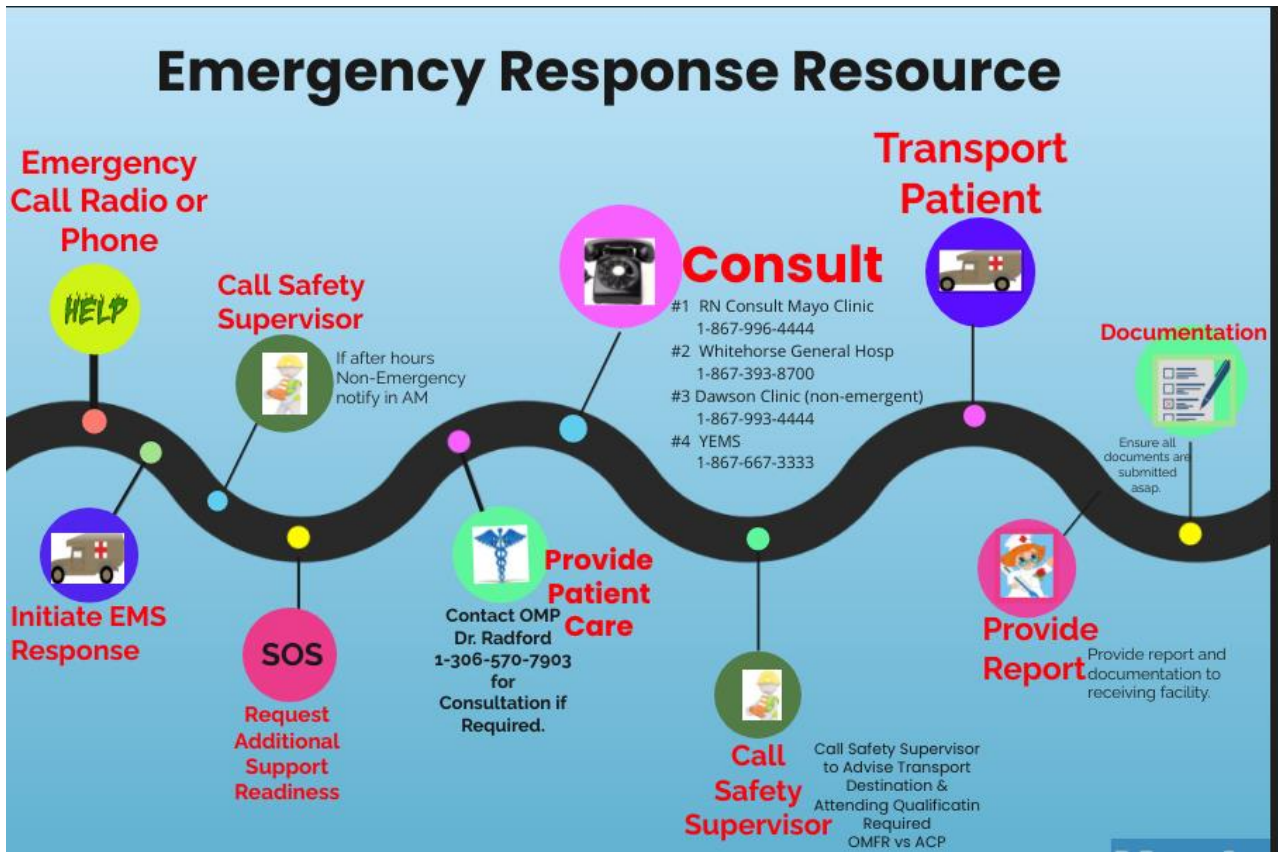
24/7

PHYSICIAN 24 HOURS A DAY
XRAY 0800-16--
POINT OF CARE TESTING/CBC/URINE/LFTS
NO ADMISSIONS
SUTURES
ANTIBIOTICS
REDUCTIONS NOT REQUIRING TRANSPORT

1-867-667-3333
LAST RESORT CALL IF NO OTHER OPTIONS AVAILABLE
DISPATCHER WILL ASSIST IN CONNECTING TO APPROPRIATE SERVICE FOR TRANSPORT

#4
YEMS
24/7

Hecla
MINING COMPANY





APPENDIX F. KH-0930-UG-SOP-UNDERGROUND EMERGENCIES

KENO HILL KH-0930-GEN	STANDARD OPERATING PROCEDURE Underground Emergencies	Last Review Date:	Aug 2023
		Last Revision Date:	Aug 2023
		Creation Date:	Sep 2017
		OWNER:	Health and Safety Department

Revision History

Revision #	Date of Revision	Changes Made	Revised By:
1	August 18, 2023		Coralee Kirby

Purpose

To ensure safe and effective response to an emergency in the underground mines.

Scope

The scope of this procedure encompasses the response to serious injuries and fires in the underground mines at Keno Hill.

Responsibility

All employees and contractors at Keno Hill are responsible for Health and Safety.

Management

- Ensure emergency response procedures are in place to adequately respond to an emergency.
- Ensure the resources are made available to adequately respond to an emergency.

Safety Manager or Designate

- Ensure this procedure is tested annually with each production shift and proven to be effective.
- Ensure this document is reviewed annually and emergency response systems are inspected and audited at appropriate intervals.
- Ensure all underground workers are trained on this procedure.

Underground Supervision

- Ensure all underground workers understand the procedure as it related practically in the workplace.
- Ensure all emergency underground equipment is in good condition and any deficiencies are reported to the Health and Safety Department.

Workers

- Follow this procedure and any additional direction given by safety, ERT and supervision during an emergency event.
- Report any hazards or deficiencies related to emergency response procedures or equipment to

KENO HILL KH-0930-GEN	STANDARD OPERATING PROCEDURE Underground Emergencies	Last Review Date:	Aug 2023
		Last Revision Date:	Aug 2023
		Creation Date:	Sep 2017
		OWNER:	Health and Safety Department

their supervisor.

- Treat all emergency equipment with respect to ensure it can be kept in good working order.

Related Documents

- Workers' Safety and Compensation Act
- Workplace Health and Safety Regulations Yukon
- KH-0900-GEN-Mine Emergency Response Plan (included Emergency Response Duty Cards)
- KH-0902-GEN-Emergency Stand Down Procedure

Pre-requisites and Training Modules Required

- Underground Orientation
- Underground Emergency Response Training (to be reviewed on an annual basis)
- Fire Extinguisher Training

Personal Protective Equipment or Specialty Tools Required

- Standard PPE as per the Keno Hill Personal Protective Equipment Policy.

PROCEDURE

1) Emergency Response Activation

- To activate the emergency response system, a call must go out over the underground radio "Channel 10 Emergency". The caller shall call out "Emergency, emergency, emergency!"
- Health and Safety Department personnel will respond to the call. When they respond the person reporting the emergency will provide the following details:
 - i) Their name,
 - ii) Their current location and the location of the emergency,
 - iii) Details of the emergency and status of any fire or condition of any injured persons, and

KENO HILL KH-0930-GEN	STANDARD OPERATING PROCEDURE Underground Emergencies	Last Review Date:	Aug 2023
		Last Revision Date:	Aug 2023
		Creation Date:	Sep 2017
		OWNER:	Health and Safety Department

iv) Any other information which will assist in preparing the emergency response team to respond.

- The person shall stay within reach of communication until the Health and Safety Department confirm they do not need any further information.
- The Health and Safety Department will immediately relay pertinent information excluding personnel details to the Underground Supervisor on Channel 2 UG-SS.
- The Health and Safety Department will activate the Incident Management Team and begin emergency response as appropriate to the incident.

2) Emergency Response – Serious Injury or Illness

- Activate the emergency response system; this will initiate response of the site medic and the mine rescue team with the Mine Rescue RTV, ambulance and any other equipment which may be necessary.
- Begin providing first aid as trained to do so.
- Upon the supervisor being notified of the emergency they shall:
 - i) Send all mine rescue personnel who are currently located in the mine to the emergency with the first aid baskets located in the refuge stations and on surface at the portal of each mine.
 - ii) Stand down all underground operations and ensure the travel way to the emergency is kept clear.
 - iii) Ensure non-essential personnel are clear of the area and travel way to the emergency.
 - iv) Delegate individuals underground to assist with emergency response initiatives as necessary. This may include but is not limited to assisting the initial mine rescue responders, moving equipment that is obstructing travel ways, retrieving tools and supplies that may be required.
- Communicate with the Emergency Response Coordinator on the status of the emergency response and any changes in the conditions.
- Following the medical evacuation of the injured worker the supervisor will barricade area where the incident occurred.

3) Emergency Response – Fire

- In the case of a fire, a worker shall:

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- i) Immediately shutdown any equipment involved in the fire and activate the fire suppression. If the fire is small and accessible a fire extinguisher can be used to extinguish the fire on mobile equipment.

Emergency response system shall be activated as soon as possible.

****Note if the fire is in engine/transmission area the fire suppression should be activated immediately**

- ii) In the case of a fire not related to mobile equipment, a fire extinguisher shall be used to extinguish the fire if it is safe to do so.

DANGER: If the fire cannot be controlled or if the worker is at risk of injury in attempting to fight the fire they shall go directly to safety and immediately activate the emergency response system.

- iii) Upon extinguishing a fire, immediately report your location and the status of the fire to the Underground Supervisor. Stay on fire watch with a fire extinguisher or water hose to prevent the fire from reigniting.

(1) The Underground Supervisor shall:

- (a) confirm any airborne contaminants caused by the fire have cleared the mine,
- (b) ensure there is someone with the appropriate resources on fire watch for a minimum of 2 hours, and
- (c) ensure the fire is immediately reported to the Underground Superintendent and the Health and Safety Supervisor.

- In the case of detecting smoke consistent with a fire a worker shall:

- i) If safe to do so, do an initial investigation to determine if they can promptly identify the source of the smoke.
- ii) Report the detection of smoke to the Underground Supervisor and begin travelling to safety.

(1) The Underground Supervisor shall activate the emergency response system any time:

- (a) The source of smoke cannot be promptly determined,
- (b) The smoke poses an immediate risk to people underground, or
- (c) The smoke is clear indication of a fire underground.

- Upon activation of the emergency management system in the case of a fire, stench gas will be released, and the Underground Supervisor will direct everyone underground via radio that there is a fire underground, where it is located and to travel to safety.

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- Workers shall travel in fresh air, when possible, to their nearest escapeway. If the escapeway cannot be accessed, they will go to the refuge station. A refuge tent will be used as a last resort.
 - i) When seeking safety in a refuge station the Appendix A - Refuge Station Procedures shall be followed. This procedure will be posted in every refuge station.
 - ii) When seeking safety in a refuge tent the Appendix B - Refuge Tent Procedures shall be followed. This procedure will be posted in every refuge tent.
 - iii) When seeking safety in a fresh air escapeway the Appendix C -Escapeway Procedures shall be followed. This procedure will be posted at every Escapeway access point.
 - iv) Workers shall always be aware of their nearest fresh air escapeway access, refuge station and the direction of ventilation. Workers shall never travel out of the portal as the portal is exhaust air unless it is their closest point of safety.
 - v) In the case workers encounter smoke they shall don their self-rescuers as per Appendix D – Self Rescuer Procedures. Self-rescuers will provide workers with breathable air to safely reach their nearest fresh air escapeway or refuge.
 - vi) Ocenco EBA 6.5 Self Rescuers will be cached in marked locations. When passing one of these locations, workers shall take one in the case they encounter poor conditions. The Ocenco EBA 6.5 Self Rescuers are rated for 1 hour of air.

DANGERS:

- Workers shall avoid travelling through HEAVY SMOKE. When the route to a refuge or the fresh air escapeway is compromised workers shall utilize compressed airlines, vent tubing, slickers, or comparable materials to create a pressurized tent so safe air is available to breathe.
- Fire can produce carbon monoxide, a very toxic, colourless, odourless, and tasteless gas.
- Compressed air pipe in the mine is HDPE pipe. There is a risk of the pipe melting and compressed air being lost in the case of an “out of control” fire on the ramp.
- The main ventilation fan on surface is powered by a cable that runs from the portal to the 1160L. There is a risk that an “out of control” fire on the ramp between these locations could lead to the power cable failing and therefore the primary ventilation failing.

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APPENDIX A – Refuge Station Procedures

The first person to enter the refuge station shall take a leadership role in managing the refuge station until someone with greater seniority or authority enters the refuge station.

The Refuge Station Leader shall ensure the following refuge station procedures are performed:

- The radio is on Channel 9 and radio check is performed. There is a Femco phone installed in the refuge station as a secondary means of communication.
- Ensure the compressed air line is open enough to pressurize the refuge station with clean air.
- The Refuge Station Emergency Log if filled out legibly as workers arrive at the refuge.
- The Refuge Station Leader is stationed at the radio prepared to give the Tag Board Supervisor information that has been recorded on the Refuge Station Emergency Log. It is imperative that the radio communication is clear and all workers in the refuge have been accounted for on the log sheet. Noise shall be kept to a minimum to ensure radio calls are not missed.
- The refuge station door may be opened to allow people in and be kept closed at all other times. Only one door shall be opened at a time to minimize any potential contaminants from entering the Refuge Station.
- In the case air contaminants exist, the air lock shall be purged with compressed air before entering the second door of the Refuge Station.
- The refuge station supplies shall be accounted for however should not be used until they are required in preparation for a potential extended emergency.
 - Water Bottles
 - Soda Lime
 - Chemical Toilet
 - Grout
 - First Aid Supplies
- At any time, someone enters the refuge station with information immediately pertinent to the emergency the Refuge Station Leader will call the Tag Board Supervisor on Channel 9 report so the information can be given to the Incident Management Team immediately.
- The condition of workers shall be continuously monitored and any workers experiencing adverse conditions shall be treated with first aid and reported to the Tag Board Supervisor.
- There is NO SMOKING in the refuge station.
- Never leave the refuge station unless directed to do so by the Tag Board Supervisor or the Underground Supervisor.

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APPENDIX B – Refuge Tent Procedures

The first person to enter the refuge tent shall take a leadership role in managing the refuge tent until someone with greater seniority or authority enters the refuge tent.

The Refuge Tent Leader shall ensure the following refuge tent procedures are performed:

- The radio is on **Channel 9** and radio check is performed. A Femco phone is located in the refuge tent as a secondary means of communication.
- Ensure the compressed air line is open enough to pressurize the refuge tent with clean air.
- There are no open spaces air can flow through around the bottom of the tent.
- The Refuge Tent Emergency Log if filled out legibly as workers arrive at the refuge tent.
- The Refuge Tent Leader is stationed at the radio prepared to give the Tag Board Supervisor information that has been recorded on the Refuge Tent Emergency Log. It is imperative that the radio communication is clear and all workers in the refuge have been accounted for on the log sheet. Noise shall be kept to a minimum to ensure radio calls are not missed.
- The refuge tent door may be opened to allow people and be kept closed at all other times.
- The refuge tent supplies shall be accounted for however should not be used until they are required in preparation for a potential extended emergency.
 - Water Bottles
 - First Aid Supplies
- At any time, someone enters the refuge tent with information immediately pertinent to the emergency the Refuge Station Leader will call the Tag Board Supervisor on Channel 9 report so the information can be given to the Incident Management Team immediately.
- The condition of workers shall be continuously monitored and any workers experiencing adverse conditions shall be treated with first aid and reported to the Tag Board Supervisor.
- There is **NO SMOKING** in the refuge tent.
- Never leave the refuge station unless directed to do so by the Tag Board Supervisor or the Underground Supervisor.



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NOTES

REFUGE TENT EMERGENCY LOG

Name	Time of Arrival	Location of Work	Conditions encountered/ condition of Individual

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APPENDIX C – Fresh Air Escapeway Procedures

Upon entering the fresh air escapeway in the case of a fire, workers will travel upwards to an Emergency Communication Station. These stations are located at select Fresh Air Access Points. Located at the Emergency Communication Station are the following items:

- The Appendix C – Fresh Air Escapeway Procedure
- A base station radio
- Femco phone
- Bottled water
- Ocenco EBA 6.5 cache
- First Aid Kit
- Ventilation Maps

When workers reach the Emergency Communication Station, they will perform the following procedures:

- Review the fresh air escapeway procedure.
- **Radio the Tag Board Supervisor on Channel 9 and inform them of the workers location and seek permission the begin climbing out of the mine.**
- Collect a Ocenco EBA 6.5, a bottle of water and begin climbing the raise. Workers shall be prepared to don the Ocenco EBA 6.5 in the case that the main ventilation fails and airborne contaminants begin to enter the fresh air raise.
- All workers shall travel at a speed they can manage and take adequate breaks.
- The Tag Board Supervisor will arrange for transportation from the top of the ventilation raise to the Underground Line up room.
- Upon reaching each communication station workers shall communicate to the Tag Board Supervisor their location and their intention to continue climbing up.
- All individuals exiting the mine are required to immediately tag out upon reaching surface.

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APPENDIX D – Self Rescuer Procedures

Self-rescuers shall not be donned until a poor air quality is detected. They shall never be used to travel through heavy smoke. Heavy smoke may cause limited visibility reducing the likelihood the worker will find the refuge station.

M20

Donning the M-20:

- Release yellow lever and discard cover.
- Remove unit by pulling yellow neck strap upwards.
- Insert yellow mouthpiece.
- Fit yellow nose clip.
- Fit and adjust yellow neck strap
- Breathe through mouth and escape.



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W65

1
If the protective boot is covering the device, remove it.



2
Release the locking device by pressing the thumb under the red release lever and pushing....

10



...until the canister seal is broken.

3



4
Grip the red release lever between thumb and fore-finger and pull up hard. This should break the seal and release the locking mechanism to loosen the cover. **11**

11



5
Remove the cover from the container and discard it



6
Grip the head harness of the respirator, and pull the respirator out of the container. (If the container is dented, preventing release, see page 17.) Discard container.

12



7
Pull the nose clip away from the mouthpiece.



8
Insert mouthpiece lugs into mouth .. bite the lugs

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9
 Close the lips tightly around the mouthpiece. A tight seal must be maintained throughout escape to safety.



10
 Pull the pads of the nose clip apart and position pads over the nostrils

14



11
 When released, the pressure of the pads seals the nasal passage.



12
 Remove headgear. Pull the head harness over the head. The lower strap should be behind the head, and the upper band should be placed above the forehead as shown. The head harness will support the weight of the respirator.

15



13
 Replace headgear. Be sure not to dislodge the head harness. The W 65 Self-Rescuer is now ready for use. Breathing through the device is obviously somewhat more difficult than breathing under normal conditions. This will become more apparent under extreme exertion. Therefore, when escaping, keep calm and avoid exerting yourself too much. If possible, rest for short periods. Be sure you understand the important instructions on page 8.

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Ocenco EBA 6.5

Figure 1: Hand Carry



Figure 2: Shoulder Carry



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Figure 3: Pull Pin



Figure 4: Lift and Pull Latches



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Figure 5: Remove Cover From Base



Figure 6: Open Oxygen Valve



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Figure 7: Place Neck Strap Over Head



Figure 8: Pull Mouthpiece



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Figure 9: Apply Nose Clip



Figure 10: Adjust Neck Strap



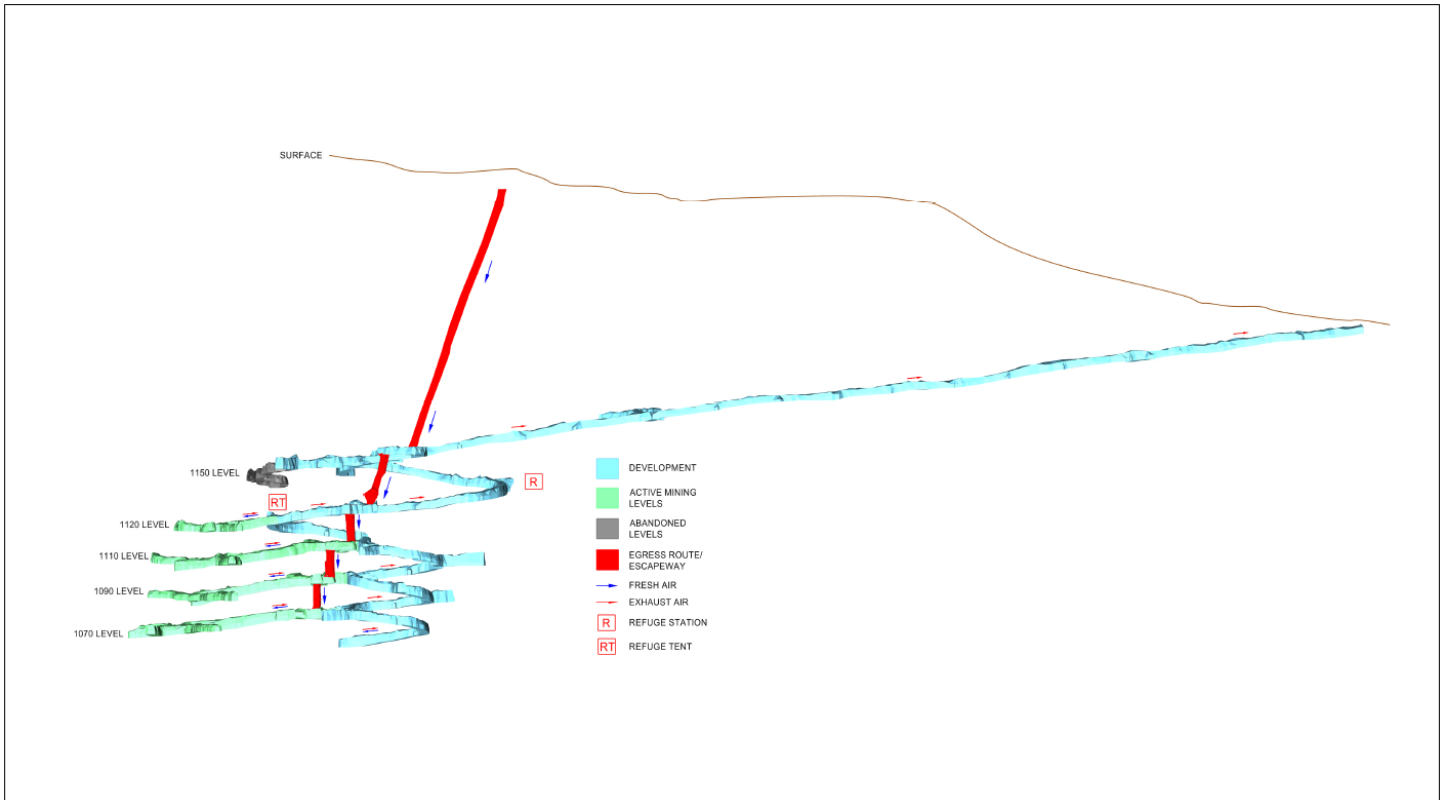
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Figure 11: Adjust Waist Strap

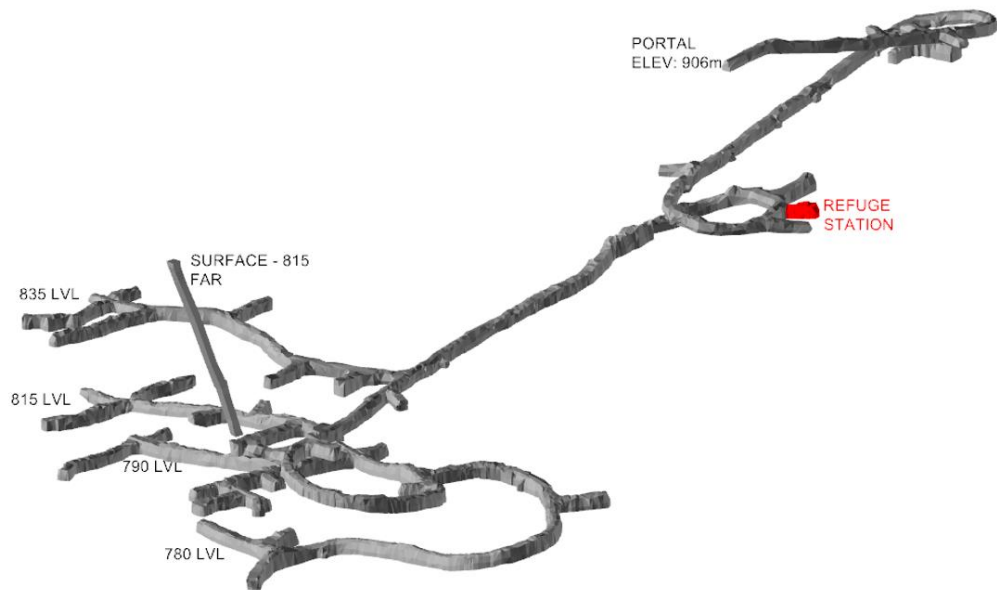


Figure 12: Place Goggles Over Eyes





	Revision Comments	Approvals						Bermingham Full Mine			
	Name							Scale: 1:1750	Dwg Z:	Rev #:	Mine: BM
	Signed										
	Date										
	Originator	Electrician	Engineering	Geology	Mine Superintendent	Mine / Ops Manager	<small>File Path: C:\Bermingham\Drawings\gen\mre\berm.dwg</small>				



Flame and Moth Mine

Historical Mine Emergency Response Plans

In the case of personnel accessing a historical mine with is no longer in operation an emergency response plan must be completed. The response plan must be appropriate for the work being performed and approved by Management prior to accessing the mine.

The following conditions must be in place:

- The Emergency Response Plan will be documented on a risk assessment.
- No one may access historical mine workings alone.
- A communication plan and check in plan must be established with a check in time that does not exceed 2 hours.
- In the case work performed could cause and fire, a fire prevention and response plan must be included in the Emergency Response Plan.



APPENDIX G. KH-0920-GEN-SOP-MILL EVACUATION PROCEDURE

KENO HILL 0920-ML-SOP	STANDARD OPERATING PROCEDURE Mill And Affected Area Evacuation	Last Review Date:	Apr 2023
		Last Revision Date:	Apr 2023
		Creation Date:	
		OWNER:	Health and Safety Department

Revision History

Revision #	Date of Revision	Changes Made	Revised By:
1	April 7, 2023	Updated in the new template	Rodney Swift

Purpose

To ensure a safe evacuation, muster and account of all mill employees during an emergency event in the mill and affected areas.

Scope

The scope of this procedure encompasses all employees including independent contractors, working in the mill and affected areas which include but not limited to areas below.

- Main Mill Building
- Mill Shop
- Mill MCC
- Mill Load Out
- Mill Feed
- Assay Lab
- Bucking Room
- Crusher Control Room
- Crusher MCC
- Mill Office Complex

Responsibility

All employees and contractors at Keno Hill are responsible for Health and Safety.

Management

- Recognize when a mill and area evacuation is required.
- Ensure this procedure is tested yearly and modified as required by conducting exercises and ensuring this document is entered into a document maintenance program to ensure yearly review.
- Ensure this procedure is adequate and effective.
- Report to the command center and act as the incident command as required

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Safety Manager or Designate

- Monitoring the implementation of this procedure.
- Report to the command centre and serve as a member of the Incident management team.

Mill Manager or Designate

- Attend to muster station and account for all employees. Report this to the ECC.
- Ensuring a stand down of all mill work affected by the emergency until the emergency is declared over.

Supervisor

- Ensure all staff understand and follow this procedure.

Workers

- Follow this procedure and any additional direction given by safety, ERT and supervision during a mill evacuation.
- Report any hazards or inefficiencies to their supervisor.

Emergency Response Coordinator (ERC)

- Coordination of response activities and communicating incident details to the incident management team
- Request addition resources as required.

Related Documents

KH-0902-GEN Emergency Stand Down Procedure

Pre-requisites and Training Modules Required

Initial training in this procedure will be provided during Site Orientations, reviewed with all staff upon revision and annually thereafter.

Personal Protective Equipment or Specialty Tools Required

All standard PPE required for working in the area.

PROCEDURE

During a fire event

- Attempt to extinguish the fire if it is accessible and safe to do so. If unable to extinguish the fire, immediately sound the air horn by pushing the activator 3 times holding for 1 second.

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- Conduct an all call over Channel 1 “Emergency Emergency Emergency,” When the call on channel 1 is answered, report all incident details to emergency response team contact.
- Conduct an all call over channel 7 directing all listener to evacuate the area. The all call should go as such, “Emergency Emergency Emergency all workers must evacuate the mill are and proceed to the muster location” this announcement should be repeated twice.
- Evacuate the mill and report to the muster station in the mill office complex. Remain in radio contact with answering personnel to assist in degree of emergency and the location of the fire.
- Personnel in attached and adjacent building to the mill must also be notified of the required evacuation. The on-shift supervisor can delegate someone to do so.
- Do not put yourself at risk to fight a fire.
- Upon hearing the Air Horn or Radio Call, immediately evacuate the mill by the closest available exit, shouting “Fire”. Report to muster station in mill office complex where a roll call will be conducted to account for all mill employees. Remain there until directed otherwise by safety or emergency response coordinator. People may be moved to an alternate location if the primary muster station is in danger.
- Under no circumstances should you re-enter the mill or danger area until a senior mill representative has given the “ALL-CLEAR” message. Report any information concerning the fire or other concerns to your supervisor or alternate representative.
- All personnel across the property will stand down all work activity a cease radio use until notified otherwise by safety.
- All other personnel, company and contractors, will muster at their work site and their supervisors will do a roll call and report roll call results to the emergency response coordinator which will communicate to command centre as required.
- Mill operation supervisor, if safe to do so will take responsibility to ensure power to the mill is shut down and gas lines are closed.
- In case of explosive dangers (Propane), employees are to muster at office complex and prepare for transport to Elsa exploration complex.
- For fire emergencies in the mill office complex, the same above procedures will apply and the muster station is located at the MCC area outside the mill.

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Appendices 1

For Posting in all Mill Operation Areas (See Areas).

Fire Emergency and Evacuation Procedure

PROTECTION OF HUMAN LIFE IS THE FIRST PRIORITY

Attempt to extinguish fire if safe to do so

If fire is out of control

- 1) Activate 3 Air Horn Blasts.
- 2) Radio "Emergency Emergency Emergency" Channel 1.
- 3) Evacuate
- 4) Go to Muster Station 1 (Mill Office Complex)
- 5) Contact Supervisor for roll call.

Remain at muster station until directed otherwise. People may be moved to an alternate location if the primary muster station is in danger

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Appendices 2

For Posting in Mill Office Complex.

Fire Emergency and Evacuation Procedure

PROTECTION OF HUMAN LIFE IS THE FIRST PRIORITY

Attempt to extinguish fire if safe to do so

If fire is out of control

- 6) Activate 3 Air Horn Blasts.
- 7) Radio "Emergency Emergency Emergency" Channel 1.
- 8) Evacuate
- 9) Go to Muster Station 1 (Mill Office Complex)
- 10) Contact Supervisor for roll call.

Remain at muster station until directed otherwise. People may be moved to an alternate location if the primary muster station is in danger.

Mill Muster Point





APPENDIX H. KH-0920-GEN-SOP-FLAT CREEK CAMP EVACUATION

KENO HILL 0920-ML-SOP	STANDARD OPERATING PROCEDURE Flat Creek Camp Evacuation	Last Review Date:	Apr 2023
		Last Revision Date:	Apr 2023
		Creation Date:	5/16/2021
		OWNER:	Health and Safety Department

Revision History

Revision #	Date of Revision	Changes Made	Revised By:
1	April 7, 2023		Rodney Swift

Purpose

To ensure the safe and orderly evacuation of site accommodations in an emergency. To provide accountability of all affected accommodation occupants in an emergency.

Scope

All site accommodations, including Flat Creek Camp Complex (Kitchen and Dining Hall, Welcome Center, Rec Room, Bunkhouses A, B, C, and E. This Standard also applies to Bunk D, the Houses 1-4 and any future doms. An evacuation event may occur due but not to fire, hazardous material release, loss of critical services or another event posing risk to occupants.

Responsibility

All employees and contractors at Keno Hill are responsible for Health and Safety.

Management

- Recognize when a camp evacuation is required.
- Ensure this procedure is tested yearly and modified as required by conducting fire drills and ensuring this document is entered into a document maintenance program to ensure yearly review.
- Ensure this procedure is adequate and effective.

Supervisor

- Ensure all staff understand and follow this procedure.

Workers

- Follow this procedure and any additional direction given by camp fire warden/staff, safety, ERT or supervision during a camp evacuation.
- Report any hazards or inefficiencies to their supervisor.

KENO HILL 0920-ML-SOP	STANDARD OPERATING PROCEDURE Flat Creek Camp Evacuation	Last Review Date:	Apr 2023
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		OWNER:	Health and Safety Department

Related Documents

Summit camp fire warden roles and responsibilities

Pre-requisites and Training Modules Required

Initial training in this procedure will be provided during Site Orientations, reviewed with all staff upon revision and annually thereafter.

Validation of fire warden training of camp staff.

Personal Protective Equipment or Specialty Tools Required

Personnel housed at the flat creek camp should consider weather conditions and take with them proper outer wear when safe to do so.

PROCEDURE

1) **In the event of fire alarm activation**, all occupants are required to evacuate the building through the nearest, safe exit point and should avoid passing through closed Fire Doors if possible. Proceed in an orderly fashion and report to the primary Muster Station (Welcome Center). The secondary Muster Station across the highway from Camp will be used if the primary Muster Station is unsafe or threatened.

Outerwear suitable for winter conditions must be readily available in your room.

Immediately report the details of the incident over Radio Channel 1, "Emergency, Emergency, Emergency," reporting your name, nature of the emergency, location, and any relevant details of the emergency (alarm, smoke, flame, injuries, etc.). The Camp Manager will then perform a "roll call". It is the responsibility of each evacuee to report directly to the Camp Manager and remain at the Muster Station until further instruction is provided.

Under no circumstances are individuals to re-enter an accommodation building, until an "All-Clear" has been issued by Emergency Responders.

2) **In the event you discover a fire**, immediately activate a Fire Alarm Pull Station. If building is not equipped with an alarm system, yell "Fire, Fire, Fire" to alert other occupants. Next, proceed to the nearest Radio and on CH. #1 call "Emergency, Emergency, Emergency." Announce your name, location, and nature of the emergency. Once notification has been made you may attempt to extinguish the fire using the nearest fire extinguisher, provided:

- a. You are trained in the safe use of a Fire Extinguisher
- b. You are not putting yourself at unacceptable risk of harm.

Your Health and Safety is the First Priority.

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If the fire is out of control, heavy smoke prevents access/egress, or you do not have a safe route of escape, **Evacuate**, and immediately proceed to the Muster Station. Report the situation over Radio Channel #1, "Emergency, Emergency, Emergency," reporting the nature, location, and any relevant details of the emergency (alarm, smoke, flame, injuries, etc.). The Camp Manager will then perform a "roll call". It is the responsibility of each evacuee to report directly to the Camp Manager and remain at the Muster Station until further instruction is provided.

During an evacuation event, the Camp Manager (Camp Fire Warden) will report any unaccounted-for individuals to the Emergency Response Team and a search will be initiated based on a risk assessment conducted by ERT leadership.

Alarm Investigation and Building Clearance

Upon notification of an alarm/fire event in a site accommodation building an Emergency Response Team (ERT) member(s) will respond immediately to the affected area to investigate. Emergency Responders will take appropriate action to control the scene and identify the source of the issue. If a fire is active a full ERT Response will be initiated. In the event of a 'false alarm' an "**All Clear**" will be communicated only after a thorough investigation of the affected building(s) and Site Electricians have reset the Alarm Control Panel.

Under no circumstances are building occupants or unauthorized individuals to re-enter the affected area or access or operate Fire Alarm Control Panels.

REFERENCES AND RELATED DOCUMENTS

APPENDICES

Appendix A – For Posting in Rooms and Bulletin Boards in the Flat Creek Camp Complex

Appendix B - For Posting in Rooms and Bulletin Boards in Bunk D/ Houses 1-4

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Appendix A – For Posting in Rooms and Bulletin Boards in the Flat Creek Camp Complex

EMERGENCY EVACUATION PROCEDURE FOR THE FLAT CREEK CAMP COMPLEX

In case of fire or fire alarm or other emergency the following procedures must be followed if YOU ARE IN FLAT CREEK CAMP:

1) **In the event of fire alarm activation**, all occupants are required to evacuate the building through the nearest, safe exit point and should avoid passing through closed Fire Doors if possible. Proceed in an orderly fashion and report to the primary Muster Station (Welcome Center). The secondary Muster Station across the highway from Camp will be used if the primary Muster Station is unsafe or threatened.

Outerwear suitable for winter conditions must be readily available in your room.

Immediately report the details of the incident over Radio Channel 1, “Emergency, Emergency, Emergency,” reporting your name, nature of the emergency, location, and any relevant details of the emergency (alarm, smoke, flame, injuries, etc.). The Camp Manager will then perform a “roll call”. It is the responsibility of each evacuee to report directly to the Camp Manager and remain at the Muster Station until further instruction is provided.

Under no circumstances are individuals to re-enter an accommodation building, until an “All-Clear” has been issued by Emergency Responders.

2) **In the event you discover a fire**, immediately activate a Fire Alarm Pull Station. If building is not equipped with an alarm system, yell “Fire, Fire, Fire” to alert other occupants. Next, proceed to the nearest Radio and on Ch. #1 call “Emergency, Emergency, Emergency.” Announce your name, location, and nature of the emergency. Once notification has been made you may attempt to extinguish the fire using the nearest fire extinguisher, provided:

- a. You are trained in the safe use of a Fire Extinguisher
- b. You are not putting yourself at unacceptable risk of harm.

Your Health and Safety is the First Priority.

If the fire is out of control, heavy smoke prevents access/egress, or you do not have a safe route of escape, **Evacuate**, and immediately proceed to the Muster Station. Report situation over radio Channel #1, “Emergency, Emergency, Emergency,” reporting the nature, location, and any relevant details of the emergency (alarm, smoke, flame, injuries, etc.). The Camp Manager will then perform a “roll call”. It is the responsibility of each evacuee to report directly to the Camp Manager and remain at the Muster Station until further instruction is provided.

Under no circumstances are building occupants or unauthorized individuals to re-enter the affected area or access/operate Fire Alarm Control Panels.

KENO HILL 0920-ML-SOP	STANDARD OPERATING PROCEDURE Flat Creek Camp Evacuation	Last Review Date:	Apr 2023
		Last Revision Date:	Apr 2023
		Creation Date:	5/16/2021
		OWNER:	Health and Safety Department

Appendix B – For Posting in Rooms and Bulletin Boards in Bunk D/Houses 1-4

EMERGENCY EVACUATION PROCEDURE FOR BUNK D/HOUSES 1-4

In case of fire or fire alarm or other emergency the following procedures must be followed if YOU ARE IN Bunk D or Houses 1 - 4:

1) **In the event of fire alarm activation**, all occupants are required to evacuate the building through the nearest, safe exit point and should avoid passing through closed Fire Doors if possible. Proceed in an orderly fashion and report to the primary Muster Station in front of House 3. The secondary Muster Station House 4 will be used if the primary Muster Station is unsafe or threatened.

Outerwear suitable for winter conditions must be readily available in your room.

Immediately report the details of the incident over Radio Channel #1, "Emergency, Emergency, Emergency," reporting the nature, location, and any relevant details of the emergency (alarm, smoke, flame, injuries, etc.). The most senior employee at the Muster will then perform a "roll call". It is the responsibility of each evacuee to report to the Muster Station and remain at the Muster Station until further instruction is provided.

Under no circumstances are individuals to re-enter an accommodation building, until an "All-Clear" has been issued by Emergency Responders.

2) **In the event you discover a fire**, immediately activate a Fire Alarm Pull Station. If building is not equipped with an alarm system, yell "Fire, Fire, Fire" to alert other occupants. Next, proceed to the nearest Radio and on Ch. #1 call "Emergency, Emergency, Emergency." Announce your name, location, and nature of the emergency. Once notification has been made you may attempt to extinguish the fire using the nearest fire extinguisher, provided:

- c. You are trained in the safe use of a Fire Extinguisher
- d. You are not putting yourself at unacceptable risk of harm.

Your Health and Safety is the First Priority.

If the fire is out of control, heavy smoke prevents access/egress, or you do not have a safe route of escape, **Evacuate**, and immediately proceed to the Muster Station. Report situation over radio Channel #1, "Emergency, Emergency, Emergency," reporting the nature, location, and any relevant details of the emergency (alarm, smoke, flame, injuries, etc.). The most senior employee at the Muster will then perform a "roll call". It is the responsibility of each evacuee to report to the Muster Station and remain at the Muster Station until further instruction is provided.

Under no circumstances are building occupants or unauthorized individuals to re-enter the affected area, or access/operate Fire Alarm Control Panels.

Camp Muster Points



D Bunk & Camp Houses Muster Point

