

 TE KĀHUI WHAKAMANA RUA TEKAU MĀ IWA PIKE RIVER RECOVERY AGENCY	Document Code: Pike River Mine
	Document Title: Media Onsite Protocols during operational activity

The purpose of this document is to assist Pike River Recovery Agency (PRRA) and Media representatives about the expectation around what is required when onsite to ensure the safety of all personnel and visitors during a site visit.

The Site Senior Executive holds the legislative authority to cancel any planned Media visit right up to the day if the best window for least impact to operational high hazard activities is compromised.

Responsibilities of personnel and visitors

The Pike River Mine site is a high risk, multiple high hazard area, and also an active crime scene. Heavy vehicles and heavy machinery may be operating at any hours and there are multiple hazardous substances stored and used at the mine site. It is essential for your own safety and the safety of others that you follow instructions at all times:

- All personnel and visitors must obey the instructions of PRRA staff at all times and must not contravene any PRRA mine site rules or procedures.
- If you fail to comply with the instructions of any PRRA staff or contravene any PRRA rules or procedures will be asked to leave the mine site and if you fail to do so you will be escorted from the site.
- PRRA accepts no responsibility for any losses, damage or injury suffered by any personnel or visitors who fail to comply with PRRA staff instructions or who contravene any PRRA rules or procedures.

Prerequisites:

- All relevant onsite inductions are up to date as required, including being familiar with the emergency procedures. No induction, no access to site. No exceptions.
- Once onsite media will receive a briefing about that day's operations, hazards, access and any restrictions.
- No media equipment will be going underground.
- A list of names of all personnel coming onsite prior to the visit to ensure adequate resources are available to accompany the Media.
- No more than 15 media representatives will be permitted onsite at any one time, this is due to the limited resources we have available onsite to accompany them as well as available vehicles to transport media around the mine site. This is to ensure the health safety and wellbeing of all personnel onsite now full drift recovery operations are underway, as well as operating in limited space in the Paparoa National Park.
- Mine workers have asked not to be interviewed or approached by the Media for interviews. PRRA asks their wishes are respected. The Site Senior Executive and Mine Manager will however again ask for willing volunteers from the mine workers (if any) to talk to the media on the day.
- PRRA's Principal External Relations Advisor will be the conduit to source the requested information.

Onsite Protocols:

- All Media to ring the control room at the main gate to gain access, if not being greeted at the gate.
- All Media to be escorted by PRRA staff from the main gate to the lower administration block
- All Media to site are required to sign in when on the mine site.

Version No: 003	Approved Issue Date: 3/02/2021	Page 1 of 2
Document Owner: K Pattinson	IBF Component: Pike River	
PRINTED MATERIAL MAY BE SUPERSEDED – PLEASE REFER TO INTRANET FOR LATEST APPROVED VERSION		



Document Code: **Pike River Mine**

Document Title: **Media Onsite Protocols during operational activity**

- All Media are to be accompanied by PRRA staff at all times. This will be either the Site Senior Executive, Mine Manager, Senior Project Manager, Mining Expert from Minserv (Dave Stewart), PRRA's Principal External Relations Advisor, and/or CEO.
- All Media are to comply with the site wide Personal Protections Equipment (PPE) requirements of hard hats, safety glasses, hi visibility clothing, hard toe shoes or enclosed footwear and have wet weather and warm clothing available at all times.
- No unrestricted access is given to Media while onsite
- Media must report all incidents which cause or could have caused injury or damage to your PRRA escort
- All other personnel will be managed on a case by case basis if requested – the Principal External Relations Advisor will discuss with the appropriate site executives.
- All interviews will be conducted at a location agreed to with Site Senior Executive. Interviews are not expected to occur at the Greymouth office
- No Media to interrupt work flow while onsite, liaise directly with allocated PRRA escorts for enquiries.
- Travel around site will be conducted in PRRA vehicles and/or 4WD vehicles only supplied by media to reduce the amount of traffic on the haul road.
- The portal area is a restricted access zone only and Media access will only be granted by the Site Senior Executive or the Mine Manager. If neither are available due to unforeseen circumstances then the Senior Project Manager holds this delegated authority.
- Zones for filming will be allocated to Media prior to any event.
- Any filming of items sensitive to the Police investigation will be at the discretion of the NZ Police before being publicly released.
- Prior to leaving site, all equipment or PPE that is property of PPRA will be returned to the control room.
- All Media are required to sign out at the conclusion of the visit.
- PRRA staff will escort all Media off site back to the main control gate.

	Name	Designation	Signature	Date
Approved by	Kevin Pattinson	SSE		29/06/2020
Reviewed by	Michelle Wessing	Chief of Staff		3/02/2021