

<b>DIVISION OF MINES</b>	<b>CHAPTER: VII Training And</b>
<b>PROCEDURES MANUAL</b>	<b>Accident Reduction</b>
	<b>PROCEDURE NO: 1.07.03</b>
	<b>ISSUE DATE: January 1, 1997</b>
<b>SUBJECT: Accident Reduction</b>	<b>LAST REVISED: 01/29/99</b>
<b>Program</b>	

## OBJECTIVE AND INTENT

To assist coal mine operations through on site job observations, safety contacts, mine safety training, and other job safety awareness efforts in developing a well trained, safety conscious work force which practices working accident free and efficiently.

## GENERAL

- The basis for any effective accident reduction program begins with the following philosophy:
  - All injuries can be prevented.**
  - Management is responsible for preventing injuries.**
  - Miners are responsible for working safely.**
  - All operating exposures can be safeguarded.**
  - Training miners to work safely is essential.**
  - Prevention of injuries to miners is good business.**
- When these premises become part of a mine's safety philosophy and practice, a safe and healthy work place will exist, and accidents which cause personal injury and other loss will be controlled.
- DM's Accident Reduction Program is designed to assist mine operators, especially small mine operators, in achieving improved performance through learning and practicing accident reduction principles which create and support a sound safety philosophy for the operation.

## PROCEDURE

### 1. SELECTION OF MINES FOR ACCIDENT REDUCTION PROGRAM ASSISTANCE

- Annually during January, coal mining operations will be ranked based on injury frequency and severity rates and the mine risk assessment. Rankings will be for mines in two basic categories according to total mine employment.
  - a. Category 1 – less than 50 miners
  - b. Category 2 - 50 miners or more

- A copy of the ranking list will be distributed to the Chief, Mine Safety Engineer, and Mine Inspector Supervisors. Mining operations will be selected and scheduled for Accident Reduction Program emphasis based on the annual ranking with priority given to meeting category one operations first. The assigned mine inspector will be notified when an ARP visit has been scheduled. The mine inspector will provide the ARP staff with a brief mine history. Upon completion of a site visit, the assigned mine inspector will be updated. Applicable safety concerns of the assigned ARP staff will be communicated to the appropriate roof/ventilation/electrical technical specialists.
- Any safety or training concerns of the inspector, inspector supervisor or roof/ventilation/electrical technical specialists will be communicated to the assigned ARP staff to assist in implementing an effective accident reduction program.
- Base line data of the current safety performance of the mine will be developed and presented at the initial meeting.
- A comprehensive review and assessment of the participating mine's health and safety program will be scheduled and conducted.

## 2. MINE HEALTH AND SAFETY PROGRAM REVIEW AND ASSESSMENT

- A systematic critical evaluation of the mine safety program will be conducted to include the following elements:
  - a. Program leadership and administration
  - b. Supervisory training
  - c. Job analysis and procedures
  - d. Accident/incident investigation
  - e. Planned job observation
  - f. Emergency preparedness
  - g. Task and skill training
  - h. Personal protective equipment
  - i. Safety communications
  - j. Work activity coordination and communications
  - k. Safety performance awareness and recognition
- Based on the systematic evaluation, the mine's efforts to identify and control potential accidents and incidents will be analyzed and assessed.

- An action plan will be co-created with the mine operator to address improvement in the mine safety program and performance.

### 3. INITIAL SUPPORT FOR MINE ACCIDENT REDUCTION ACTIVITIES

- DM Accident Reduction Specialists will provide support for development and implementation of the accident reduction program guidelines.
- DM Accident Reduction Specialists will participate directly in and assist mine personnel in developing skills for the following accident reduction activities:
  - a. Safety meetings/talks
  - b. Job safety contacts
  - c. Safe job procedures
  - d. Job observations
  - e. Problem solving
  - f. Mine plan implementation

### 4. MEASUREMENT AND EVALUATION

- Quarterly follow-up visits will be conducted at selected mines to evaluate program and training effectiveness.
  - DM Accident Reduction Specialists, in coordination with mine management, will measure and track accident injury data and specific safety program activities.
  - Measurement and tracking methods will be developed and conducted using graphs, charts, check lists, and other means which reflect performance trends and enable evaluation.
  - Regular review of evaluation findings will be conducted with mine management, and where necessary, changes to program activities should be considered.
  - The results of measurement and evaluation of safety and accident reduction activities should be displayed and shared with all mine personnel.