

<b>DIVISION OF MINERAL MINING PROCEDURES MANUAL</b>		<b>PROCEDURE NO.</b>	2.10.00
		<b>ISSUE DATE</b>	05/21/97
<b>SUBJECT</b>	Closure Orders	<b>Section</b>	Enforcement
		<b>Last Revised</b>	09/21/95

**OBJECTIVE AND INTENT:**

Complete, accurate, and consistent procedures for the issuance and reporting of enforcement actions involving Closure Orders is important in providing quality services to customers and stakeholders as well as maintaining a record and history of violations on each mine permit/license site.

**PROCEDURES:**

- Mine Inspectors will issue Closure Orders in accordance with applicable sections of the *Mine Safety Act*. The Closure Order may require an operation to be ceased on the entire mine site or only a portion of the mine affected.
- When possible, conditions warranting the issuance of a Closure Order will be documented by the mine inspector with photographs.
- The Mine Inspector will inform his supervisor as soon as possible upon issuance of a Closure Order.
- The Mine Inspector will document the issuance of the **Closure Order on a Notice/Order form (DMM-104b)** and a red Closure Notice will be posted at the site of closure.
- The Mine Inspector will follow the same procedure outlined in *DMM Policy 2.8* in keeping a numerical tally of Closure Orders.
- Completion of the **Notice/Order form (DMM 104b)** by the mine inspector will follow procedures outlined in *DMM Policy 2.8*.
- The Mine Inspector will discuss the reasons for the issuance of the Closure Order with the operator or his agent; the corrective action needed to terminate the order; and will document the discussion in an Inspection Report.
- The Mine Inspector will distributed copies of the Closure Order as prescribed in *DMM Policy 2.7*.
- The Mine Inspector will terminate the Closure Order if the operator has completed the required work stated. Termination will be documented on a Notice/Order form accompanied by an Inspection Report.
- If an operator fails to comply with a Closure Order, the Mine Inspector will immediately contact his supervisor to coordinate possible legal action and license revocation.

**Data Entry:**

See *DMM Policy 2.8: Data Entry* for proper steps in entering Closure Orders into the Mineral Mining System.