



# COMMONWEALTH of VIRGINIA

*Department of Mines, Minerals and Energy*

Division of Mines

P.O. Drawer 900

Big Stone Gap, VA 24219-0900

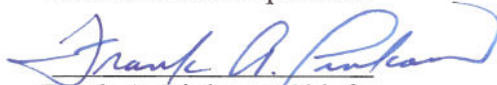
(276) 523-8100

Frank A. Linkous, Chief

## **MEMORANDUM DM-08-01**

**TO:** All Coal Mine Operators

**FROM:**

  
Frank A. Linkous, Chief

**SUBJECT:** *Mine Incident Response, Rescue, and Recovery Plan*

**DATE:** January 14, 2008

In accordance with Section 45.1-161.77F of the Coal Mine Safety Laws of Virginia, a copy of the 2008 Division of Mines' (DM) Mine Incident Response, Rescue, and Recovery Plan is enclosed for your information and review with appropriate mine personnel. This plan addresses areas in which the Division of Mines will need to coordinate with mine operators during a mine emergency. The "Mine Emergency Notification Sheet", included in the attached Rescue and Recovery Plan, should be completed and posted in a conspicuous location at the mine to be readily available should an emergency arise.

You are encouraged to review with your staff and all miners the winter alert measures appropriate for your mine, and the procedures for emergency response you have developed for your operations.

If you have any questions or comments regarding this plan, please contact your DM Inspector or call me at (276) 523-8226. Thank you.

Enclosure

***DEPARTMENT OF MINES, MINERALS & ENERGY***

***Division of Mines***

***MINE INCIDENT RESPONSE, RESCUE, AND RECOVERY PLAN***

**January 14, 2008**

---

**Contents:**

[Introduction](#)

[Responsibilities](#)

[Notification](#)

[Duties](#)

## INTRODUCTION

Mine incidents are unforeseen and unplanned emergencies requiring prompt action by individuals at the mine and by Division of Mines (DM) personnel. Mine incidents are by definition an emergency that can include fires, ignitions, explosions, entrapments, or inundations. Familiarization with the key role of incident commander, notification protocols, and the mine emergency evacuation and response plan is important.

The intent of the Division of Mine's (DM) "Mine Incident Response, Rescue, and Recovery Plan" is to prepare DM personnel to effectively carry out the DM's role in the event of a mine incident. This role is to assure that notification, response, rescue, and recovery activities are conducted safely and efficiently, while providing for:

- Personal Safety
- The safety of others involved in response, rescue, and recovery
- The establishment of a unified command structure on-scene
- A safe and expedient means of locating and evacuating miners affected by the incident
- The timely recovery of victims in the mine
- The timely and efficient mine recovery to enable a safe production restart

DM personnel will familiarize themselves with the details of the plan and the responsibilities associated with their position at least annually.

## NOTIFICATION

At a moments notice, a DM representative may be called into action to initiate notifications in regard to a mine incident. The success of incident response, rescue and recovery during a mine emergency is greatly influenced by the initial notification and the accuracy of information received by the first point of contact. It is important that the first person at DM notified of a mine incident, obtain as much detail as is available so appropriate DM personnel can be accurately informed and respond accordingly. This information should include:

- Name of Person Reporting Emergency
- Have you initiated your mine emergency response and evacuation plan?
- One or more call-back numbers so to continue status updates as DM personnel are responding.
- Company Name, Mine Name, and State Mine Index Number

- Mine Location (County, Community; State or County Route Number;)
- Mine Telephone Number (If different from the call back numbers)
- Date and Time of Incident
- Nature of Incident (Briefly describe the incident.)
- Are all miners and mine personnel accounted for? \_\_\_\_\_ Yes \_\_\_\_\_ No

**If NO,**

What is the known condition of personnel involved:

- Number of Fatalities? \_\_\_\_\_
- Number of Miners Injured? \_\_\_\_\_
- Number of Miners unaccounted for? \_\_\_\_\_

- Have all miners being evacuated? \_\_\_\_\_

**If YES**

- Number of miners being evacuated? \_\_\_\_\_
- What escape routes are being utilized? \_\_\_\_\_
- Mode of transportation for those being evacuated? \_\_\_\_\_
- Are you attempting to make contact at least every 15 minutes? \_\_\_\_\_

**If NO**

- Last known locations? \_\_\_\_\_
- Time of last contact? \_\_\_\_\_
- Is transportation available from their last known location? \_\_\_\_\_
- Are escape routes blocked from their last known location? \_\_\_\_\_
- Are attempts being made to contact missing miners at least every 15 minutes? \_\_\_\_\_

- What incident activities are on-going underground?
  - Fire Fighting attempts? (How many miners responding?) \_\_\_\_\_
  - Entrapment recovery attempts. (How many miners responding?) \_\_\_\_\_
  - Responding to mine system alarm and unknown event? (How many miners responding?) \_\_\_\_\_

- What is the status of the following mine systems?
  - Mine Fan (or Fans)? \_\_\_\_\_
  - How has the incident affected the mine ventilation circuits? \_\_\_\_\_
  - Has the incident affected mine drainage or pumping activities? \_\_\_\_\_
  - How has the incident affected the mine electrical circuits (surface and underground)? \_\_\_\_\_ (Has power circuits underground been interrupted?) \_\_\_\_\_
  - Is transportation from any section to the surface been blocked? \_\_\_\_\_
  - Are primary and secondary escapeways open and clear? \_\_\_\_\_



- Is the mine-wide monitoring or miner tracking system functional? \_\_\_\_\_
- In addition to the initial incident, what other hazards are known or have developed?  
\_\_\_\_\_  
\_\_\_\_\_
- Notifications?
  - Virginia Department of Emergency Management (VDEM) (911)  
Explain needs for Sheriff's Dept., State Police, Road blocks, and route numbers  
Number of officers requested for site security  
Fire and Rescue needs  
Resources needed from VDEM. .
  - Agencies (MSHA: 1-800-746-1553)
  - Agencies (State: See Poster on Mine Foreman's Wall)
  - Mine Rescue Teams: Dickenson Russell Coal Co., LLC – (276) 889-6100  
Lone Mountain Processing, Inc. – (276) 383-4455  
Paramont Coal Company Virginia, LLC – (276) 679-7020  
Consolidation Coal Co. – (276) 498-8216  
Jewell Smokeless Coal Corp. – (276) 935-8810
  - Company Security: \_\_\_\_\_
- Continued Contact?  
Establish a specific call back number and time (within 15 to 30 minutes) so to continue a status update for responding DM personnel and DM Management.
- Present Status of Situation?  
\_\_\_\_\_

Once notification of a mine incident is received by any DM representative and the above key information recorded, it is important to immediately activate DM's mine incident notification plan:

- DM Chief – (276) 523-8226
- DM Emergency Operations Center (276) 523-9693
- Area Emergency Response Team Leader (ERT): (Pager Nos.) BSG – Sammy Fleming (800) 280-4095; KMO – Terry Ratliff – (800) 207-7438
- Mine Inspector Supervisor: BSG – John Thomas (276) 523-8228; Carroll Green (276) 8232; KMO - Opie McKinney – (276) 498-4533

It is very important that DM be represented as soon as possible at the site of any mine emergency and assist in establishing a unified command center. DM staff, including the ERT personnel, are required to respond to any emergency scene in accordance with the Coal Mine Safety Laws of Virginia §45.1-161.80 and DM Emergency Response Procedures. The first designated representative to arrive at the emergency scene will assume responsibility for the Department of Mines, Minerals and Energy (DMME) until relieved or assigned other duties. Policies of the

DMME including the Emergency Response Procedures, Rescue and Recovery Plan, and DMME Media Relations Plan will be complied with throughout the emergency.

## **RESPONSIBILITIES**

- The receiver of the initial notification of a mine emergency will document pertinent information and immediately initiate the internal emergency response process by notifying the Chief or ERT member. The assigned enforcement inspector or an ERT member will respond and verify circumstances. The area inspector or ERT member will contact the DM EOC which will initiate the communications process to other ERT personnel.
- The receiver will verify any rumor of a mine emergency. If communication systems are inoperative, the information will be verified according to DM Policies and Procedures.
- The area Mine Inspector Supervisor will notify the Chief and DM's EOC. The EOC will coordinate notification of other DM personnel for response to the scene of the emergency or for stand-by status.
- The DM Emergency Response Coordinator, Safety Liaison Officer, or area ERT Leader will respond promptly to the scene and initiate DMME Policies and Procedures with assistance from other DM staff.
- The Chief maintains overall responsibility for the direction of all DM activities during the emergency period. The Chief, in communications with the DM Emergency Response Coordinator, will coordinate activities of the Emergency Response Teams. These activities will be with assistance from the Mine Safety Engineer and Mine Inspector Supervisors.
- The National Incident Management System (NIMS) protocols will be initiated with the first DM representative on-scene. A Unified Command Center will be established, along with other key centers or outposts. The first DM representative on-scene will assume the Incident Commander Role and cooperate with company officials and other responding agencies.
- In consultation with the EOC Coordinator and Incident Commander on-scene, the Mine Inspector Supervisor or Mine Safety Engineer will notify and dispatch any additional DM personnel needed at the emergency scene.
- The Chief will contact and brief the Deputy Director and DMME Public Relations Manager.
- The Chief will coordinate mine emergency response activities with various Mine Safety and Health Administration (MSHA) officials, mine operators, and representatives of mine labor.



- The DMME Public Relations Manager will be responsible for communicating with the media, MSHA, mine operators, and any other representatives regarding media releases.
- A comprehensive record of activities will be maintained throughout the emergency period. The first DM representative to arrive at the scene will be responsible for maintaining a record of activities until relieved of this task.

## **DUTIES**

Special duties may be assigned to DM personnel at the emergency scene to assist in maintaining control and coordinating rescue and recovery activities. The assignments will be coordinated with the ERTs, MSHA, the mine operator, and representatives of the miners.

- The following assignments may be made to DM staff to assist with rescue and recovery efforts: Incident Command Center Coordinator, Safety Liaison, Engineering and Planning Coordinator, Logistics Coordinator, Mine Rescue Team Briefing / Debriefing Coordinator, Joint Information Officer, Site Security Coordinator, Surface Coordinator, Ventilation Coordinator and Electrical Coordinator. These coordinators will be responsible for applicable functions and record keeping associated with pertinent rescue activities.
- The emergency scene will be secured and only those persons involved with and supporting the rescue and recovery will be authorized in the area.
- An accurate written record of all rescue and recovery activities will be maintained by a DM representative during the entire rescue and recovery effort.
- A check-in-out system for personnel entering and leaving the mine will be established and maintained at the Incident Command Center.
- DM Technical Specialists in the areas of mine mapping, drilling, ventilation, roof, and electricity will be available to assist with emergency efforts.
- Surface and underground mine atmosphere monitoring stations will be established and monitored by DM personnel with a record maintained for all tests and samples taken.
- Regular media briefings will be coordinated by the Joint Information Officer and Unified Command Center. The DMME Public Relations Manager will represent DMME (unless otherwise assigned by him/her).

**MINE EMERGENCY DATA**

Company Name \_\_\_\_\_

Mine Name/  
Index Number \_\_\_\_\_

Mine Location \_\_\_\_\_

Mine Telephone Number \_\_\_\_\_

Nature of Emergency \_\_\_\_\_

Name of Person Reporting Emergency \_\_\_\_\_

Date \_\_\_\_\_

Time \_\_\_\_\_

Approximate Time of Incident \_\_\_\_\_

Degree of Seriousness \_\_\_\_\_

Names or Number of Injured and/or Persons Unaccounted For \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Brief Description of Incident \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Present Status of Mine, Ventilation and Electrical System \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Present Status of Situation \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**MINE EMERGENCY NOTIFICATION SHEET**

Company Name \_\_\_\_\_

Mine Name / Index No. \_\_\_\_\_

Mine Location \_\_\_\_\_

Federal I.D. No. \_\_\_\_\_

Rescue Squad Phone No. \_\_\_\_\_

County Sheriff Department  
Phone No. \_\_\_\_\_

Mine Rescue Coverage  
Phone No. \_\_\_\_\_

Virginia State Police  
Phone No. \_\_\_\_\_

<u>Company / Mine Officials</u>	<u>Phone Numbers</u>
_____	_____
_____	_____
_____	_____
_____	_____

Employee Representative  
\_\_\_\_\_  
\_\_\_\_\_

**Virginia Division of Mines**

	<u>During Office Hours</u>	<u>After Hours</u>
Frank A. Linkous, Chief	(276) 523-8226	(276) 328-9118
Carroll Green, Mine Inspector Supervisor	(276) 523-8232	(276) 835-8736
Michael Willis, Mine Safety Engineer	(276) 523-8231	(276) 546-1675
Opie McKinney, Mine Inspector Supervisor	(276) 498-4533	(304) 425-7478
John Thomas, Mine Inspector Supervisor	(276) 523-8228	(276) 546-4081
David Asbury, Emergency Response Coord.	(276) 523-9693	(276) 467-2241

**Mine Safety & Health Administration (MSHA)**

MSHA, National Accident Reporting Hotline 1-800-746-1553  
MSHA, District 5 (276) 679-0230