



Standard Operating Procedure for Project Environmental Planning and Closure.

Issued by: HSEC Manager	Variations, which may have regional or locational significance, are contained in SOP Documents as specific appendices.		
HSEC	Pages 1 of 7	Issue No. 001 Date August, 2004	Global SOP BHPB Exploration

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<p>1. DEFINITION AND INTRODUCTION</p> <p>Exploration project properties, land holdings, and other legal instruments associated with exploration projects must be handled responsibly in a “cradle-to –grave” manner. Any project which BHP Billiton (BHPB) controls, or is associated with by means of joint venture agreement or other form of legal agreement, must have arrangements in place in accordance with this SOP to ensure no liabilities or environmental damages arise, from neglect, omission, or deliberate actions at any stage, including closure.</p> <p>Careful planning and a concern for the environment are essential for good project management, and this extends to the closure or divestment stage.</p> <p>All BHP Billiton Mineral Exploration and contractors’ employees must understand and affirm the following principles in all aspects of their work:</p>	<p>Project:</p> <p>Location:</p> <p>Date:</p> <p>Reviewer:</p> <p>Comments</p>
<ul style="list-style-type: none"> All environmental damage should be avoided or remediated in a manner that complies with legislation and the principles of the BHP Billiton Charter, HSEC Policy and HSEC management standards (Std 4). Regard must be had to the Exploration Global Standard for Environment. 	
<ul style="list-style-type: none"> All projects from the outset shall consider and plan appropriately for closure, decommissioning, remediation and rehabilitation. Budgets, funding and other resources shall be considered appropriately. 	
<ul style="list-style-type: none"> BHPB may be implicated in liability for environmental harm on a project even when BHPB is not the operator, but may be a J/V or other agreement partner. Project responsible persons shall apply the provisions of the SOP to limit or avoid such risks. 	
<ul style="list-style-type: none"> Project management is accountable for environmental performance. 	
<ul style="list-style-type: none"> Project employees and contractors shall receive sufficient training to comply with environmental standards. 	



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- Everyone has the right to challenge and refuse work which contravenes Environmental Standards.

2. PROJECT DEFINITION

Prior to commencement of any project, and/or the acquisition of land rights, a preliminary review of the environmental risks associated with the project will be undertaken, by the project team. Specialist advisors and site visits may be required for any technical aspects of these assessments, which may consider:

Comments

- Is the project in an area subject to special environmental restriction, consideration or sensitivity.(i.e. can mining rights be acquired?)
- Is there a legal requirement for any baseline environmental assessment or impact study
- Do the Statutory requirements for the project meet or exceed BHPB standards.
- Are there any legacies from previous use of the land or flora and fauna which will impact on the project activities (i.e. previous exploration, traditional land use etc.)
- Do local communities, individuals, or indigenous groups have any rights or aspirations to the area, legal or otherwise, which may give rise to conflict. Are there further stakeholders to be considered.
- Is there an expectation of compensation payment likely to arise from project activities which affect the area (e.g.loss of crops.)
- Has budgetary provision been made for this.
- Is there any likelihood of removal of peoples and settlement from the land, and will this be voluntary (see Agreement to involuntary resettlement Principles)
- Have all final records and documents related to project definition been posted appropriately (i.e. DCFS)

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3. PROJECT PLANNING, SUBMITTAL AND PERMITTING All project submissions should address principle Environmental issues and provide controls and mitigation for risks, with appropriate budget. At this stage any known rehabilitation measures shall be included in the Project submittal with appropriate budget.	Comments
<ul style="list-style-type: none"> Each project shall apply for the necessary legal permits and licences, in compliance with Statutory procedures. 	
<ul style="list-style-type: none"> Bonds may require posting in respect of permitting with the relevant authorities. These must be recorded for future management 	
<ul style="list-style-type: none"> Resourcing provisions and funding should be provided to meet bond management and reclamation issues through to completion and reconciliation. 	
<ul style="list-style-type: none"> The risk assessment shall be reviewed and if necessary revised following a site visit, by the responsible person or a suitable third party. Baseline information must be collected including photographic evidence of existing conditions, dated and notated, local information should be sought, and factual evidence collated. 	
<ul style="list-style-type: none"> The risk assessment shall be updated regularly as required, together with any mitigation plans and budget. 	
<ul style="list-style-type: none"> Have all final records and documents related to project planning been posted appropriately (i.e. DCFS) 	

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4. PROJECT EXECUTION.

This is the active work phase of the project. All environmental aspects of the project shall be made clear to all operators and site personnel, including contractors and partners.

Audit and review via the responsible persons should be carried out through the project life, appropriate to risk. The closure and rehabilitation plans and costs must be updated through the project life.

Comments

- Project orientations should be in place to ensure all environmental requirements are known and understood by project personnel.
- Incident reporting and HSEC meetings to include environmental issues should be a part of the project management process.
- Monthly reporting to include environmental activities, contraventions and highlights (PTS).
- Any changes to permits, or regulatory notifications, bond updates etc. shall be tracked, managed and documented by the responsible persons with appropriate support.
- Notated records, including photographic records should be kept of the area, specifically any environmental impacts or changes which will impact upon remediation in the future.
- Have all final records and documents related to project execution been posted appropriately (i.e. DCFS)

5. PROJECT COMPLETION

All relevant notifications, statutory or other, shall be made in accordance with the requirements of the region or Country. Before BHPB withdraw from any project assurances must be made That no liabilities have been incurred or will ensue from BHPB activities.

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- Refer to all required permits. Ensure that the requirements of the permits are clearly understood in order to plan and complete for compliance and closure of permit, or transfer to another party clear of liability, wherever possible.

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<ul style="list-style-type: none"> ▪ Carry out site assessment to ensure closure and rehabilitation plans are sufficient. In the event that little work is required this may be quite acceptable, provided all reasonable enquiries and standards have been met. 	
<ul style="list-style-type: none"> ▪ Ensure adequate resources and funding is available to complete closure and rehabilitation successfully. 	
<ul style="list-style-type: none"> ▪ If possible, consult with stakeholders to identify potential problems and confirm suitability of closure plans. 	
<ul style="list-style-type: none"> ▪ Utilise any specialist advisors or other agents where technical solutions to rehabilitation are necessary. 	
<ul style="list-style-type: none"> ▪ Carry out all work in accordance with the foregoing. 	
<ul style="list-style-type: none"> ▪ Prior to BHPB withdrawal, ensure inspection of the site, agreement with standards of work, and obtain all consents, legal and other. 	
<ul style="list-style-type: none"> ▪ Ensure all stakeholders are in general agreement with actions taken and rehabilitation carried out. Liabilities should be legally discounted. 	
<ul style="list-style-type: none"> ▪ Management for any outstanding legacy issues (i.e. land tenure) must be put in place 	
<ul style="list-style-type: none"> ▪ Final inspection notes or confirmations, including notated records, photographs etc., and those required by legislated authorities must be recorded, and all bonds etc, closed.. 	
<ul style="list-style-type: none"> ▪ Have all final records and documents related to project execution been posted appropriately (i.e. DCFS) 	

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Project Environmental Planning and Closure Path

