**IRMA Application Form for Mine Site Assessment**

Please complete all of the relevant fields below, and submit your completed form to the IRMA Secretariat (info@responsiblemining.net).

# Scope of Assessment

# Single mine site with mineral processing on-site. (Yes/No)

# Single mine site no mineral processing. (Yes/No)

# Multiple mine sites (must be part of a mining complex, i.e., geographically close, operating under the same management systems). (Yes/No)

# General Information

## Mine Site Name         (If more than one site is proposed to be included in the assessment scope as per 1, above, please fill out a form for each site)

* 1. **Operating Company Name**
	2. **Parent Company Name**
	3. **Mine Site website** (or parent company website with link(s) to mine site information)

## Main Contact Person for Audit

Name

Title/Position

Email address

Phone number

**Secondary Contact Person for Audit**

Name

Title/Position

Email address

Phone number

## Mine Site Location

Address:

Latitude:

Longitude:

If there are additional locations where mine site staff are located, and where interviews during the audit may need to take place, please list the address(es).

## Any existing certifications/external assurance at mine site level – indicate any/all that apply, and the most recent year of certification/external assurance

|  |  |  |
| --- | --- | --- |
| **Other Relevant Certifications** | **Yes/No** | **Most recent year of certification/assurance** |
| Cyanide Code Signatory |       |       |
| Mining Association of Canada Toward Sustainable Mining  |       |       |
| Responsible Jewellery Council (Certified Member) |       |       |
| World Gold Council, Conflict-Free Gold (external assurance)  |       |       |
| OHSAS 18001 (Occupational Health and Safety Assessment) |       |       |
| ISO 14001 (Environmental Management Systems) |       |       |
| ISO 45001 (Occupational Health and Safety)  |       |       |
| Other       |       |       |
| Other       |       |       |
| Other       |       |       |

# Mine Site Details

* 1. **Area within mine site boundary** (specify units, e.g., hectares, acres, km2, etc.)
	2. **Area within mine site concession** (if different than above)
	3. **Year mine started operating**
	4. **Remaining mine life** (as per current operating plan)
	5. **Mined Materials -** List all primary minerals and metals being produced, and secondary minerals and metals (i.e., by-products), as well as weight of material(s) produced in the most recent full fiscal or calendar year, and indicate the year.

|  |  |  |  |
| --- | --- | --- | --- |
| **Material** | **Weight** | **Units** | **Year** |
|       |       |       |       |
|       |       |       |       |
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|       |       |       |       |

* 1. **Have other materials been produced in the past?**  If so, please list them
	2. **Are other materials likely to be produced in the future?** If so, please list them
	3. **Does the mine source minerals/metals from other mines?** (Yes/No)

**If yes, are any of these artisanal or small-scale mines (ASM)?** (Yes/No)

* 1. **Mineral/Metal Production and Extraction Method(s)** – check all that apply

[ ]  Open Pit

[ ]  Underground

[ ]  Re-Mining/Tailings Mining

[ ]  Placer/Alluvial

[ ]  Marine (seabed) mining

[ ]  Brine mining

[ ]  Solution mining

[ ]  Other

* 1. **Associated Activities/Facilities** (indicate if co-located on mine site)

|  |  |
| --- | --- |
| **Activity/Facility** | **Co-located with mine (on site or adjacent). Yes/No** |
| [ ]  In-Situ Leaching  |       |
| [ ]  Heap Leaching |       |
| [ ]  Crusher |       |
| [ ]  Grinder |       |
| [ ]  Mineral Processing (Please describe all processes)       |       |
| [ ]  Solvent Extraction/electrowinning |       |
| [ ]  Recycling of scrap/used materials to recover content  |       |
| [ ]  Smelter |       |
| [ ]  Tailings Storage Facility  |       |
| [ ]  Tailings Dam  |       |
| [ ]  Waste Rock Disposal Areas |       |
| [ ]  Utility Corridors  |       |
| [ ]  Transportation Corridors  |       |
| [ ]  On-site Power Generation or Substation (Please specify fuel type(s) used, e.g., wind, solar, diesel, heavy fuel, coal, other) |  |
|       |       |
|       |       |
|       |       |
|       |       |

* 1. **Geochemical characterization** – have tests been done to determine the acid generating potential of the ore and waste rock? (Yes/No)

**If yes, is the ore and/or waste rock potentially acid generating**? (Yes/No)

* 1. **Does the mine use an** [**upstream-designed**](http://www.tailings.info/disposal/conventional.htm) **tailings storage facility (TSF)** (Yes/No)

**If yes, has an assessment of the stability of the TSF been conducted in the past year?**(Yes/No)

**Has the assessment undergone independent technical review?** (Yes/No)

# Mine Site Employment and Worker Details

* 1. **Primary language(s) spoken by workers**
	2. **Number of workers employed by operating company** (most recent year of operation).

Year       Female       Male       Seasonal      Full-Time

* 1. **Number of contract workers** (most recent year of operation).

Year      Female     Male       Seasonal     Full-Time

* 1. **Work-related accidents** (most recent year of data)

Total number of accidents      Year

Serious      Year

Fatal       Year

* 1. **Working Hours**

Standard work week for those working shifts (total hours excluding overtime)

Maximum overtime hours per week for those working shifts

Standard work week for those not working shifts (total hours excluding overtime)

Maximum overtime hours per week for those not working shifts

* 1. **Number of shifts per day**
	2. **Number of hours per shift**

# Audit-Related Questions

These questions will help the Certification Body create an estimate of time required to complete an audit.

## Has the mine completed a self-assessment using the Mine Measure tool? (Yes/No/In process)

If in process, please indicate the how far along you are in completing the self-assessment

[ ]  75 – 99% complete

[ ]  50 – 74% complete

[ ]  25 – 49% complete

[ ]  < 25% complete

## Have there been any previous, or are there current or pending legal disputes related to the mine? (Yes/No)       If yes, please explain.

* 1. **Scope of Chapters to be included in Audit:** In the chart below, check any chapters in the IRMA Standard that are not relevant (i.e., don’t currently apply at the mine site and are not planned in the next 3 years). E.g., if cyanide is not used then Chapter 4.7 Cyanide Management does not apply; if no mine-related resettlement occurred or is planned then Chapter 2.4 would not be relevant).

Also, IRMA recommends that you be audited on all chapters, but we recognize that there may be reasons that mines may want to reduce the scope of an audit. To be fully certified (IRMA 100) you must be audited against the entire Standard. But if the mine is unlikely to reach full certification you have the option to indicate chapters that you’d like to exclude from the assessment. Note that any chapters or requirements that are not assessed will be given a score of zero (0), and this will be indicated in the public audit report.

If there are specific requirements you do not wish to be assessed you may list them here.

|  |  |  |  |
| --- | --- | --- | --- |
| **Business** **Integrity** | **Planning for Positive Legacies** | **Social** **Responsibility** | **Environmental** **Responsibility** |
| 1.1 Legal Compliance [ ]  Not Relevant [ ]  Do Not Assess | 2.1 Env’tal and Social Impact Assess’t and Management [ ]  Not Relevant [ ]  Do Not Assess | 3.1 Fair Labor and Terms of Work [ ]  Not Relevant [ ]  Do Not Assess | 4.1 Waste and Materials Management [ ]  Not Relevant [ ]  Do Not Assess |
| 1.2 Community and Stakeholder Engagement [ ]  Not Relevant [ ]  Do Not Assess | 2.2 Free, Prior and Informed Consent (FPIC) [ ]  Not Relevant [ ]  Do Not Assess | 3.2 Occupational Health and Safety [ ]  Not Relevant [ ]  Do Not Assess  | 4.2 Water Management [ ]  Not Relevant [ ]  Do Not Assess |
| 1.3 Human Rights Due Diligence [ ]  Not Relevant [ ]  Do Not Assess | 2.3 Community Support and Delivering Benefits [ ]  Not Relevant [ ]  Do Not Assess | 3.3 Community Health and Safety [ ]  Not Relevant [ ]  Do Not Assess | 4.3 Air Quality [ ]  Not Relevant [ ]  Do Not Assess |
| 1.4 Stakeholder Complaints and Access to Remedy [ ]  Not Relevant [ ]  Do Not Assess | 2.4 Resettlement [ ]  Not Relevant [ ]  Do Not Assess | 3.4 Mining in Conflict- Affected/High-Risk Areas [ ]  Not Relevant [ ]  Do Not Assess | 4.4 Noise and Vibration [ ]  Not Relevant [ ]  Do Not Assess |
| 1.5 Revenue and Payments Transparency [ ]  Not Relevant [ ]  Do Not Assess | 2.5 Emergency Prep. and Response [ ]  Not Relevant [ ]  Do Not Assess | 3.5 Security Arrangements [ ]  Not Relevant [ ]  Do Not Assess | 4.5 Greenhouse Gas Emissions [ ]  Not Relevant [ ]  Do Not Assess |
|  | 2.6 Plan and Financing Reclamation and Closure [ ]  Not Relevant [ ]  Do Not Assess | 3.6 Artisanal and Small- Scale Mining [ ]  Not Relevant [ ]  Do Not Assess | 4.6 Biodiv., Eco. Services and Protected Areas [ ]  Not Relevant [ ]  Do Not Assess |
|  | 3.7 Cultural Heritage [ ]  Not Relevant [ ]  Do Not Assess | 4.7 Cyanide Management [ ]  Not Relevant [ ]  Do Not Assess |
|  | 4.8 Mercury Management [ ]  Not Relevant [ ]  Do Not Assess |

* 1. **Please provide a rationale for why any chapters identified above are deemed as not relevant.**
	2. **Please add any other information you wish to share** (e.g., clarification or additional information related to questions above)
	3. **Beyond standard H&S risks associated with a typical mine, please identify any safety or security risks/threats in your region** that could impact the ability of auditors to conduct on-site or community-based audit activities**.**
* Please consider infrastructure risks (such as road conditions, transportation safety, facilities)
* Please also consider armed violence and other methods of intimidation, or past or ongoing human rights abuses
* Please disclose any systemic issues of corruption/bribery such as expectations for payment/tolls/tax which may be in place and that could impact safety or free passage including access to the site, access to where auditors are lodged, or in order to access communities, government officials, or other stakeholders

* 1. **Please identify any safety or security risks in your region** that would be a real or perceived barrier to participation by workers, community members, or others who may desire to participate in the audit.
* Please consider infrastructure risks (such as road conditions, transportation safety, facilities)
* Please also consider armed violence and other methods of intimidation, or past or ongoing human rights abuses
* Please disclose any systemic issues of corruption/bribery such as expectations for payment/tolls/tax which may be in place and that could impact safety or free passage of participants including access to safe meeting locations or transit to and from the region

* 1. **Please identify any travel advisories/travel restrictions** for your region, or regions that are required to transit through to access the site**.**

* 1. **Please identify any governmental or non-governmental approvals or payments required** to conduct work (for auditors), transit to/from/within the region (for auditors or potential participants), or to have access to government officials (for auditors).

* 1. **Please identify any notable human health risks that could restrict the required work to be done** by auditors or limit participation by others pandemics, contagious or water/food-borne disease, or access to safe and reasonable lodging, food, and water**.**

* 1. **Please identify other considerations that could impact the ability to fully execute the IRMA process** including engagement of workers, community members, and others.

* 1. **Please share if you already have plans or strategies in place to reduce or mitigate any risks identified above.**

* 1. The IRMA Participation Agreement requires that companies being audited commit that there will not be coercion, incentives, or reprisals for participation in the audit (e.g., workers, community members, Indigenous leaders, NGO advocates, government staff, and others who engage). **Do you have plans to communicate this commitment and encouragement diverse stakeholders to feel comfortable to engage in the audit, and offer truthful input?**

**Date of Application**

**Submitted by** (please add name and email address)