

ROYAL BAFOKENG PLATINUM MINE

PROCEDURE

APPROPRIATE FOOTWEAR

VERSION: 1.0

INCEPTION DATE: 2022-08-18



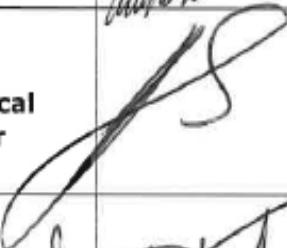


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	NAME	POSITION	SIGNATURE	DATE
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REVIEWED BY:	J Ngwenya	Safety Manager		10/10/2022
REVIEWED BY:	Stands Committee	See Scanned Attendance List		
RECOMMENDED BY:	D Vogel	HRD Manager BRPM		5/10/2022
RECOMMENDED BY:	T Richards	HRD Manager Styldrift		10/10/2022
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RECOMMENDED BY:	J Jacobs	Senior Metallurgical Manager		18/10/22
RECOMMENDED BY:	J Jeffrey	Styldrift Mine Manager		14/10/2022
APPROVED BY:	G Magano	Mine Manager BRPM		12/10/2022

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1 Aim

To establish a procedure where the appropriate rules are put in place for the protection of employees against a wide variety of injuries related to the activity of walking. Injuries like impacts, compression injuries, puncture wounds, twisted ankles, falling from or onto objects as well as slip and fall injuries which are the most common type of injuries when doing this type of activity.

2 Scope

The purpose of this procedure is to give guidance on the appropriate type of footwear, to be worn at work that is conducive to be used in the relevant work environment.

This procedure is applicable to all RBPlat operations. It is equally applicable to external individuals who visit the operations from time to time for business purposes.

3 Definitions

Term	Definition
Accident	An unplanned event, which results in harm to a person.

4 Abbreviations

Abbreviation	Explanation
HR	Human Resource
ER	Employee's Relation
HOD	Head of Department
PPE	Personal Protective Equipment

5 General

5.1 Updates

This Procedure will be reviewed after 48 months and updated if required.

After every serious injury, the relevant Risk Assessment will be reviewed and revised if required, following that the content of this Procedure will be evaluated and updated if found to be inadequate.

5.2 Contraventions

Any breach of this Procedure shall be regarded as Refusal/Failure to carry out a lawful instruction and will be dealt with as per Disciplinary procedure.

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5.3 Scanned copy of original signed Team Member list



Mining Standards Meeting

Venue: SHE Lapa

DATE 29 September 2022 TIME: 09h00

Name	Designation	Affiliation	Experience (Years)	Signature
J. Mepelane	SHER-Coord	NONE	23 yrs	G Mepelane
A. Mthembu	EXPLOCO	NONE	40 YRS	[Signature]
T. Lefere/4	# Vent Eng	MVS	34 yrs	[Signature]
O. Mafatshe	# Vent Eng	MVS	10 yrs	[Signature]
Z. Ramorape	ETHSER	None	16 yrs	[Signature]
M. Isolo	Env. Mgr	None	19	[Signature]
E. Moisoane	QUALITY ASS	NONE	23 YRS	A. Moisoane
H. Jordaan	A Rock Eng.	None	8 years	[Signature]
N. Zizidwa	Site Mgr		38 years	[Signature]
A. Robinson	Act HRD Coordinator		36 years	[Signature]
V.K. Moagi	SHER Systems	None	15 yrs	[Signature]
O. Mergwe	Imms coord	None	23 years	[Signature]

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6 Procedure

The activity of walking from one point to another is an inherent part of the activity of the work environment. As the frequency of an activity increases so does the risk profile. It is important that this high frequency activity is carried out in a manner that is safe and causes no harm when done. The RBPlat historical data on walking related injuries clearly indicates that the frequent basic cause are the wearing of inappropriate footwear. In certain work environments, the footwear allowed is specified and is part of the PPE requirements. However, for general work it is required that employees/ visitors take cognizance of the hazards and associated risk relating to walking in the work environment, and it all begins with appropriate footwear starting with footwear that is appropriate for the situation.









Managers and Supervisors are responsible for the monitoring and enforcing of compliance with this procedure. The procedure will be administered according to the following:

If an employee's footwear is questionable when at work or entering a workplace, the line Supervisor or ER / HR will hold a personal and private discussion with the employee to inform him/ her regarding the inappropriateness of the footwear.

- i) If there is an obvious routine violation of this procedure, the Head of Department or Manager of such an employee will counsel the employee in private. If it is necessary, the Manager/ HOD will ask the employee to go home and change into appropriate footwear.
- ii) If there is a recurring violation, the employee may face formal disciplinary action.
- iii) In specific work areas such as underground work areas, workshops, laboratories, medical stations, etc., employees will be required to wear the prescribed appropriate footwear that is part of the PPE for that area.
- iv) There are also certain jobs functions where there is a formal dress code and formal footwear required to be worn. Example: Protection Services employees. In these cases the appropriate clothing including footwear will be supplied by the company to ensure consistency in the type and make of such footwear.

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6.1 Appropriate Footwear Required

	Decent closed shoes and socks	✓
	<ul style="list-style-type: none"> Boots should always have medium to low heels for safety sake. 	✓
	<ul style="list-style-type: none"> Slip-ons are not allowed and is one of the number one causes of slips and trips. 	☐
	<ul style="list-style-type: none"> Sandals are allowed provided they have appropriate heel straps. 	✓
	<ul style="list-style-type: none"> Blocked heel enclosed shoes for females with a maximum heel height of 50mm. 	✓
	<ul style="list-style-type: none"> Stilettos are not allowed as they are a real safety hazard. Quite a lot of walkways are covered with mentis grating. Walking over that does not just damage stiletto shoes but it gets stuck and can cause the wearer to fall and get injured. 	☐
	<ul style="list-style-type: none"> Heels (medium to low) with a good supporting system and with heel straps are allowed. 	✓
	<ul style="list-style-type: none"> Pumps are allowed provided they are not slip-ons with a rubber sole. 	✓

6.1.1

There are 3 categories of work-related foot injuries of which the type and quality of the footwear contribute to the causes of such injuries.

- a) 1st Category - Foot injuries from punctures, crushing, sprains and lacerations.
- b) 2nd Category - Foot injuries resulting from slip, trip and falls.
- c) 3rd Category - Foot injuries because of inappropriate footwear like Stiletto heels that can cause ankle injuries

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on uneven surfaces or can cause the person to step into a spaced area. This does not just damage the shoes, but can cause the person to get injured. Slip-ons can cause the footwear to be very loose fitting. Thus, when the person suddenly has to move s/he can slip out of such footwear and trip on, step onto an object that can cause an injury.

6.1.2 How to improve the situation/ conditions in workplaces where foot injuries have occurred frequently.

- a) Effective housekeeping. Ensure workshop walkways are unobstructed and as level as possible. Clearly mark where the designated walkway is.
- b) The installation of safety mirrors and warning signs at appropriate places to give early warning.
- c) It is best to separate mobile equipment from pedestrian traffic.
- d) Proper guarding of machines such as chain saws or rotary mowers. When using this, only appropriate footwear PPE must be worn.
- e) Stairs, ramps, and passageways must not be slippery.
- f) Stairs, with two steps or more must be equipped with handrails.
- g) Do not run, walk from point A to point B.
- h) Be vigilant of the surface conditions in terms of tripping hazards as well as slippery conditions.
- i) Even the most appropriate footwear can be hazardous in conditions where it was not designed to be used.

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7 Record of Revision

Revision Date	Reason for Revision	Name of Reviewer
2022-09-29	New Procedure Format	W Coleman