

The RioTinto logo is displayed in white text on a red rectangular background.

RioTinto

Winter Road 2022

Diavik Site Specific Orientation

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Values and Priorities

Safety is our most important value.

At Diavik, we believe that all workplace injuries, incidents, occupational illnesses and diseases are preventable.

Diavik's slogan is "If it cannot be done safely, it will not be done at Diavik."

We expect everyone on our mine site to conduct themselves in a manner that upholds this value.



Discrimination and Harassment Policy

Discrimination, harassment or bullying in any form is unacceptable and will not be tolerated.

Employees, contractors, and consultants must behave with dignity and treat others with dignity, consideration, and respect.

All employees, contractors and consultants are required to observe these principles.

The following would be examples of such conduct:

- 1) threats, intimidation, coercing, bullying, and subjecting individuals to ridicule or exclusion.**
- 2) offensive language towards other employees, including innuendoes with a racial, religious, or other discriminatory slant or with a sexual connotation.**
- 3) unwanted sexual advances, sexual jokes, subtle or overt pressure for sexual favours, sexual innuendoes, and offensive propositions. Discrimination, harassment or bullying in any form is unacceptable and will not be tolerated.**

Any employee who has engaged in inappropriate behaviour, including bullying or harassment will be subject to disciplinary action up to and including employment termination.

OUR LIFE SAVING RULES

- At Diavik we have Life Saving Rules as a fundamental pillar of our safety management system.
- Our Life Saving Rules are in place specifically to prevent fatalities. Where any individual works outside of these rules they are putting themselves and their co-workers at the risk of serious injury or death.
- These rules form the basis for safe work. They are not negotiable and must be followed without exception.
- Any breach of a Life Saving Rule will be fully investigated with corrective action taken, up to and including removal of site access privileges.



OUR LIFE SAVING RULES



1. Always do a preoperational inspection of your equipment and never operate something you haven't been trained to use.



2. Wear your seatbelt.



3. Make positive contact with the operator of equipment before entering their work area.



4. Never bypass or tamper with a safety device.



5. Isolate energy sources before you start a task.



6. Never work under a suspended load or unsupported ground.



7. Never enter a confined space without a permit.



8. Use fall protection whenever there is a risk of falling.



9. Always wear a personal floatation device or life jacket where there is a risk of drowning.



10. Always be "fit for work". Get enough rest to do your job safely. Illegal drugs & alcohol are prohibited.

Critical Risk Management (CRM)

We want everyone who arrives at Diavik to work safely. To help achieve this, we have a critical risk management program in place.

Prior to departing to offload, you must conduct a walk around of your truck using the check list provided by Diavik dispatch to help make sure that your truck is safe to operate.

Let's work together to make sure all employees and visitors at Diavik stay safe from harm and be sure to report any safety concerns you may have to the Diavik Winter Road Dispatch.

We want to make sure your visit to Diavik is a safe one!

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CRM Checklist for Winter Road Drivers

Date: _____ WR # : _____
Print Driver Name: _____ Driver Signature: _____



Prior to departing Winter Road Dispatch to offload, drivers must **walk around** their truck to make sure it is safe to operate.

- | | |
|--|--|
| 1. Have you walked around and inspected your load for load securement before unloading?
Circle YES or NO
_____ | 4. Are items in the cargo area secured for the journey and load is secured with correct ratchet binder?
Circle YES or NO
_____ |
| 2. Have you conducted a pre-operational inspection prior to use?
Circle YES or NO
_____ | 5. Are you following all positive communication protocols?
Circle YES or NO
_____ |
| 3. Have you inspected your truck to ensure that it is safe for the journey?
Circle YES or NO
_____ | 6. Have you taken action when safety concerns are identified during your walk around?
Circle YES or NO
_____ |

Rio Tinto Diavik Diamond Mine
Winter Road 2022

COVID-19 Responsibilities

It is the responsibility of all individuals working at Diavik to follow the COVID-19 protocols, both off and on site.

Protocols are based on advice from the Chief Public Health Officer of the NWT and are in place to prevent the spread of COVID-19 while working at our remote location.

These protocols allow us to return home safely to our loved ones.



Facial Barrier Requirements

To protect each other and minimize the number of people needing to be isolated in the event of a positive test result from an inbound worker, we require the following:

- A facial barrier must be always worn by everyone on site unless you are eating, smoking, or alone in a workspace or room.



Physical Distancing

Ensure there is only ever 1 person in the cab of a vehicle at a time.

Maintain 2 m, 6 ft or 2 arms lengths from other workers.

Follow all posted signage.

Follow designated maximum capacity limits on rooms.

Ensure you are wearing a facial barrier.

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Transmission reduction – **STOP** the spread

Keep your distance

Stay 2 m, 6 ft or 2 arms lengths from other people, whenever possible



Medical and Emergency Services

MEDICAL SERVICES

The occupational health center is staffed by Physician Assistants 24 hours per day, 7 days a week.

If you feel sick, do not visit the occupational health center. Notify the field marshaler over LADD 1 and call the TCWR Joint Venture Medical line at 1-833-247-2619.

Call
911 or **5555**
5903 or **5904**
5907 (WR Dispatch)



Radio
LADD 1

EMERGENCY SERVICES

24-hour emergency response is in place for all emergencies including medical, injuries and fire.

1. State: **CODE 1 CODE 1 CODE 1**
2. This is ... (*your name and winter road driver number*)
3. There is ... (*state the nature of your emergency*)
4. We are located ... (*state the location of the emergency*)
5. Follow directions given

Site Overview



K-Dorm- WR
Drivers Lounge

Dispatch Check-in

Fuel Off Load.
South Tank
Farm

Inbound & Outbound
Truck Parking

Overflow Parking

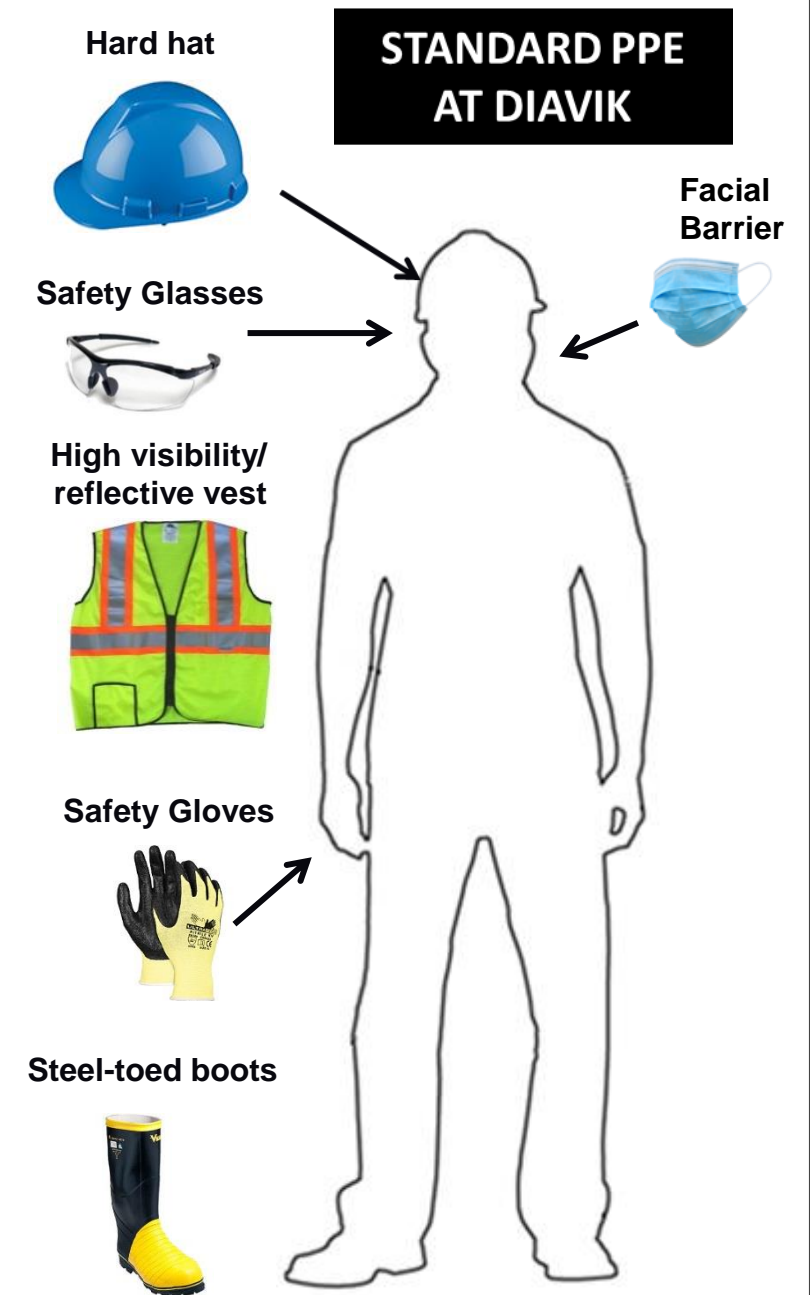
Diavik
Approach to
Dispatch

Upon Arrival at Diavik

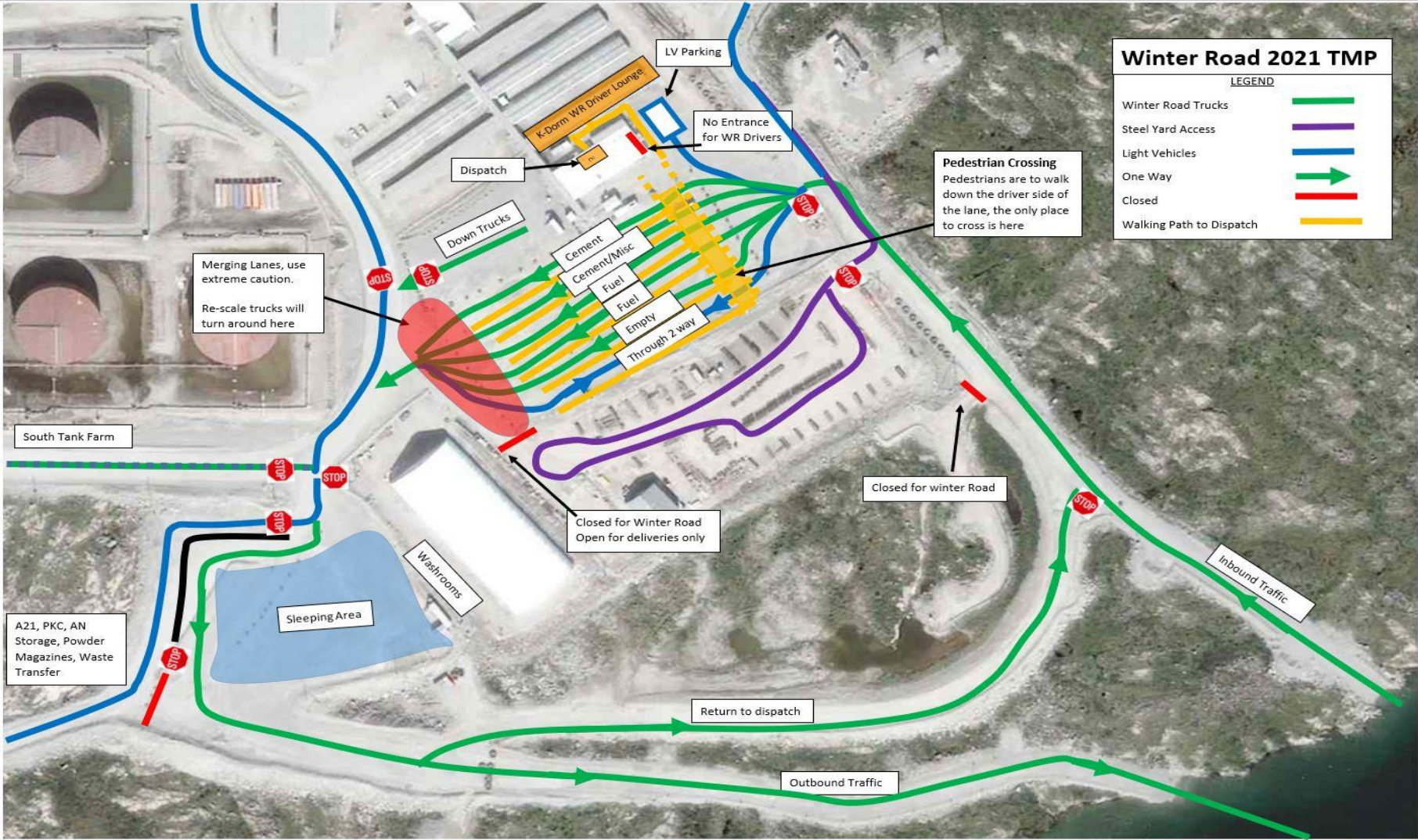
You are required to wear standard personal protective equipment (PPE) any time you exit your truck. This includes a facial barrier.

Chock your vehicle when parked.

Ensure positive radio contact with Diavik dispatch on LADD 1.

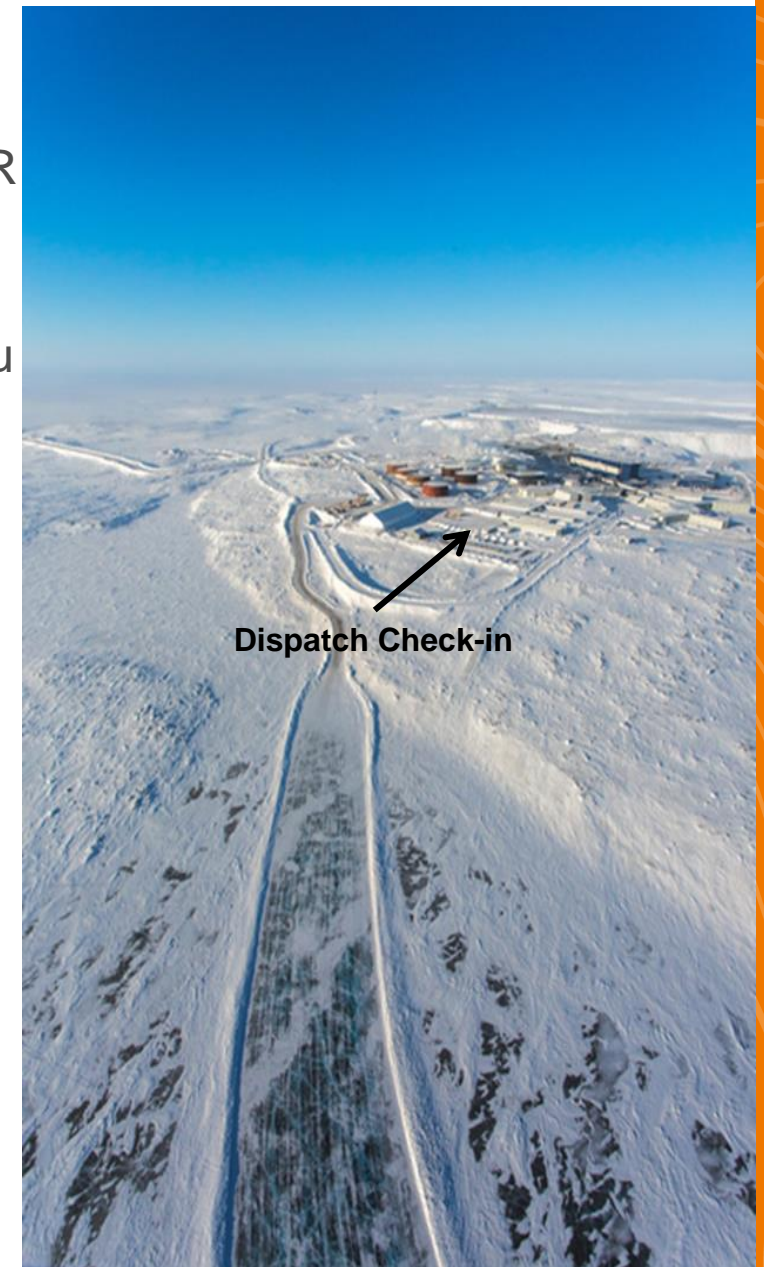


Dispatch Traffic Flow



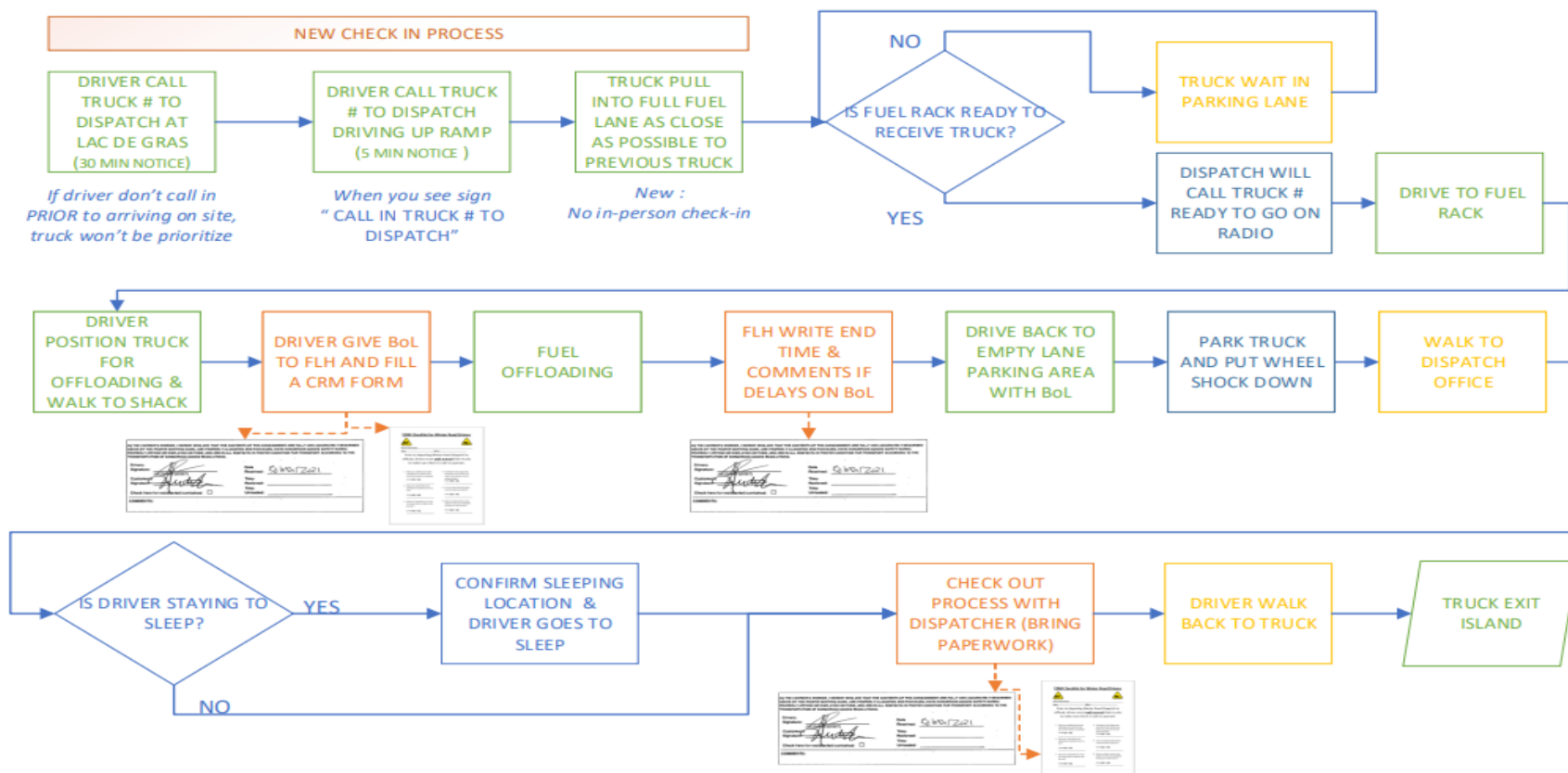
Check-In Procedure- Fuel Tankers

- Upon arrival at Diavik, immediately obtain positive radio contact with Diavik WR Dispatch announcing your arrival.
- Fuel Tankers are to pull into the “Full Fuel Lane” and wait for instructions. If you leave your truck, you must advise dispatch over Ladd 1 and always keep dispatch informed of your location.
- Please wait in your truck as fuel tankers do not have to come into the Diavik WR Dispatch office until **AFTER being offloaded**.
- If fuel rack is ready to receive you, you are to drive up to the fuel rack immediately for offload.
- Once off load is complete, please return to the dispatch parking area and pull into the “Empty” lane.
- You must now walk into the Diavik WR Dispatch office to complete your paperwork and obtain clearance to leave Diavik.



Color Legend
 Green : Value-added step
 Orange : Paper work step
 Yellow : Non-value added step
 Blue : Safety / Comm step

FLH : Fuel Lead Hand
 BoL: Bill of Lading

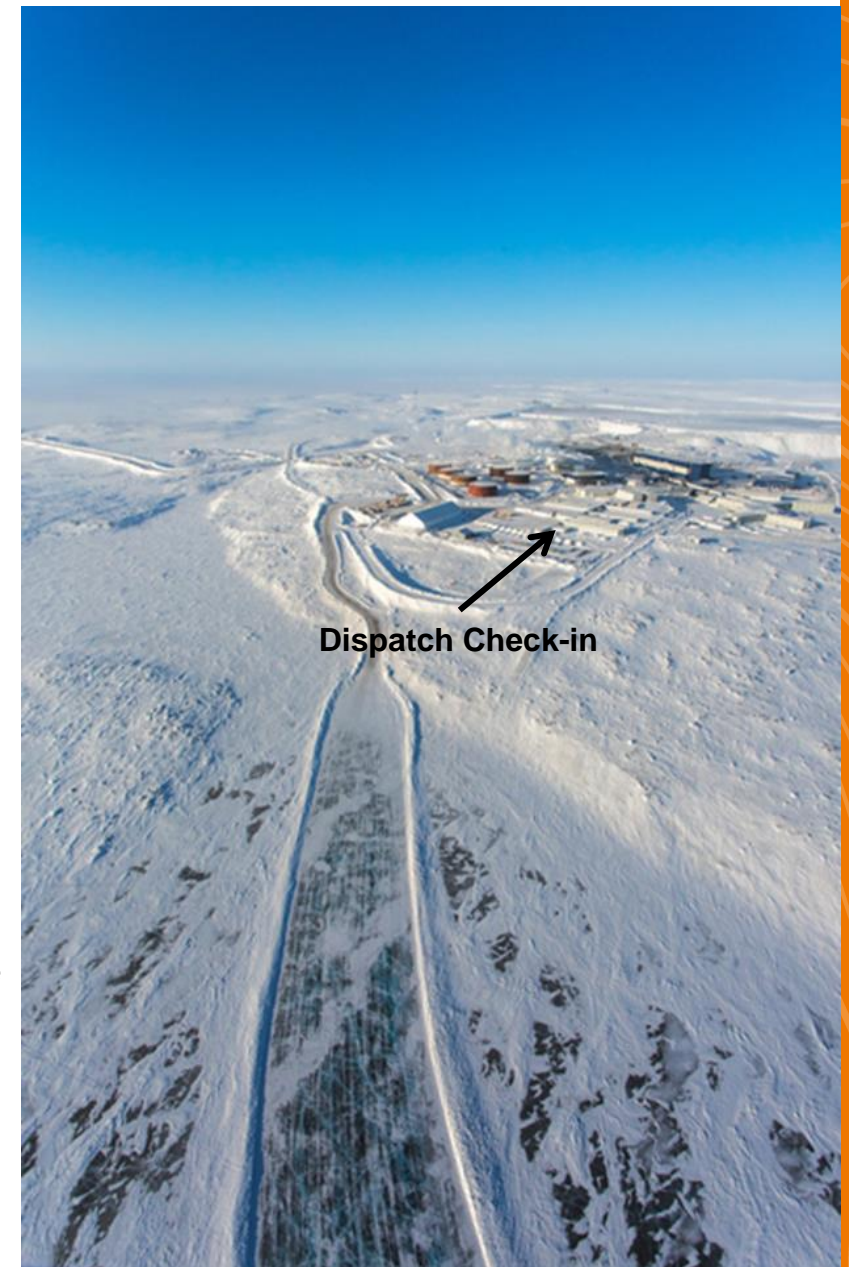


MAJOR CHANGES FROM 2021 PROCESS:

- NEW CHECK-IN PROCESS VIA RADIO COMM – CALL YOUR TRUCK # BEFORE ENTERING DIAVIK
- ELIMINATION OF TRIP TICKET – ONLY PAPERWORK NEEDED IS BILL OF LADING
- NO CHECK IN AT DISPATCH OFFICE -> DRIVER WAIT FOR RADIO CONFIRMATION TO DRIVE TO FUEL RACK
- FILL IN A CRM FORM AT FUEL RACK AND HAND IT OUT TO DISPATCH

Check-In Procedure- Dry Freight

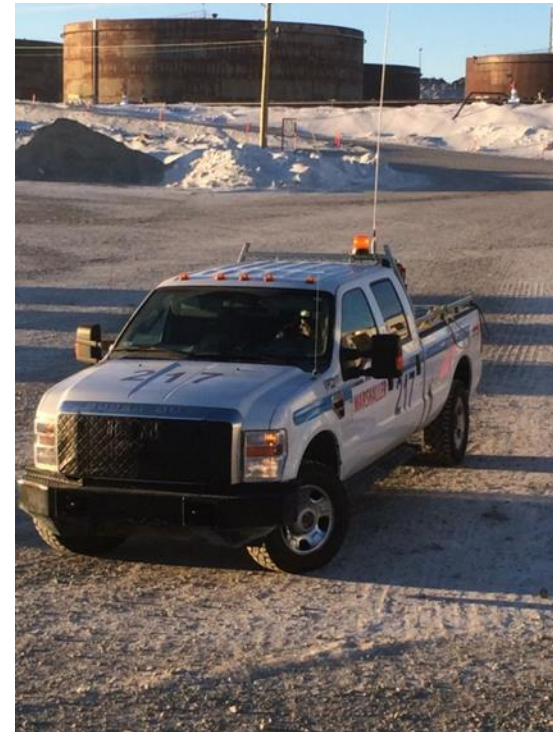
- Upon arrival at Diavik, immediately obtain positive radio contact with Diavik WR Dispatch announcing your arrival.
- Dry freight drivers are to pull into the “Cement and/or Misc.” lane.
- A marshal is used for dry freight (cement, prill etc.) so you need to be in constant communication with them and dispatch.
- Once off load is complete, you will be marshaled back to the dispatch parking area.
- You must now walk into the Diavik WR Dispatch office to complete your paperwork and obtain clearance to leave Diavik.



Diavik Mine Site Procedures

Site Requirements

- When in park your brakes **MUST** be applied and chocks in place.
- All road traffic signs at Diavik **MUST** be followed.
- All posted speed limits at Diavik **MUST** be followed.
- All **spills** **MUST** be reported immediately to dispatch.



Winter Road Driver's Lounge “K- Dorm”

- Winter road drivers will be segregated from the operational workforce as an additional COVID-19 control.
- The K-dorm rest area and the WR Dispatch area are available for drivers only if a facial barrier is always worn.
- Main camp and South camp are off limits to drivers.
- K-dorm is available with two TV rooms, eating area, washrooms and a kitchen. It is accessed from outside only.

Please also remember to:

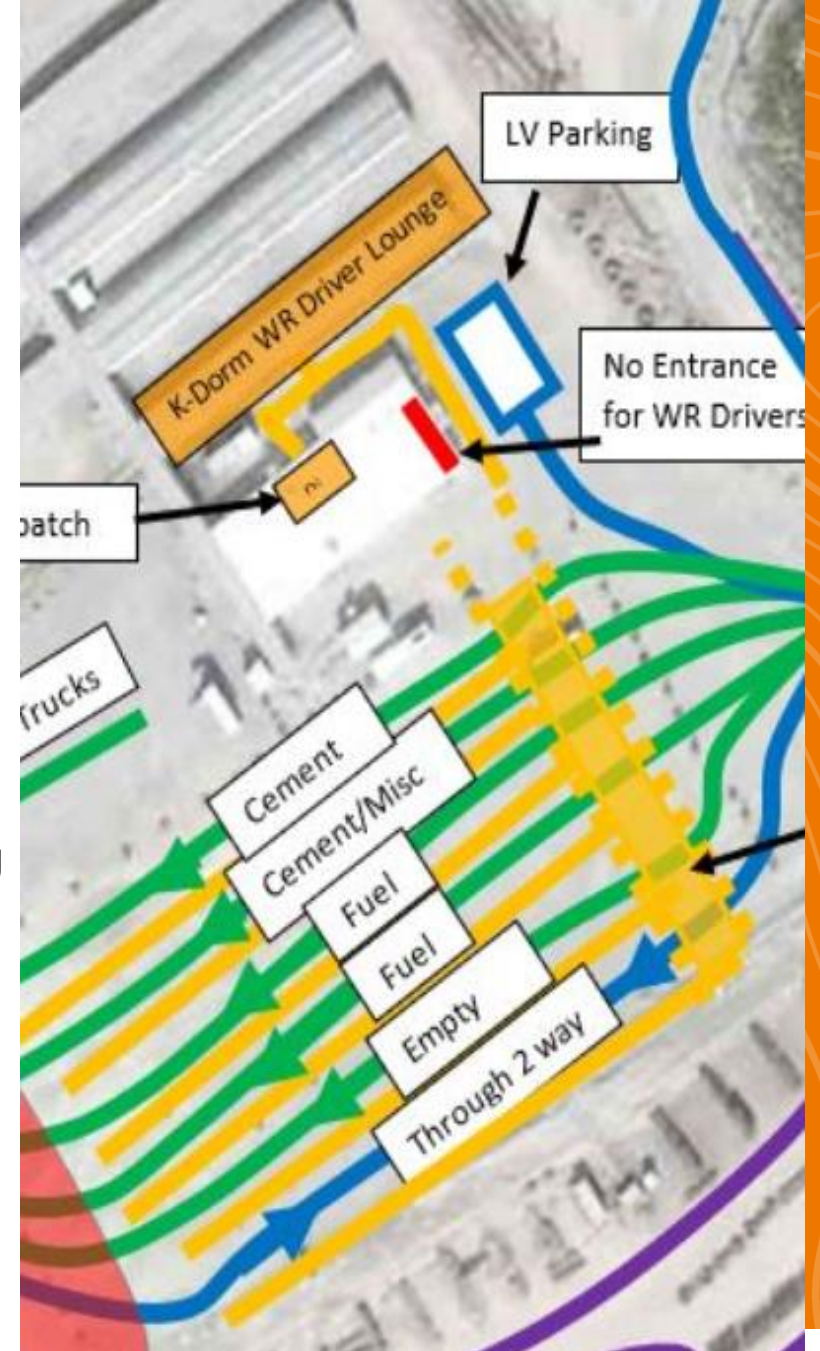
Follow the posted maximum number of persons permitted in TV rooms, eating areas and kitchen.

Keep masks and radios off tables in the dining room.

Clean and sanitize these areas before and after each use.

Change your mask regularly.

Maintain 6 feet physical distance.



Meals

- A kitchen with microwave and eating areas are available to you in K-dorm.
- Do not remove your facial barrier until you are ready to eat; and replace it prior to leaving your table.
- The cafeteria at Diavik's main Camp is off limits.



Muster Stations for Winter Road Drivers

In case of an emergency, you will be directed to the nearest muster station.

Primary Muster Station: outside between Dispatch and K-Dorm with an alternate of a heated bus.

PLEASE ASK IF YOU HAVE ANY QUESTIONS OF WHAT TO DO OR WHERE TO MUSTER IN AN EMERGENCY.

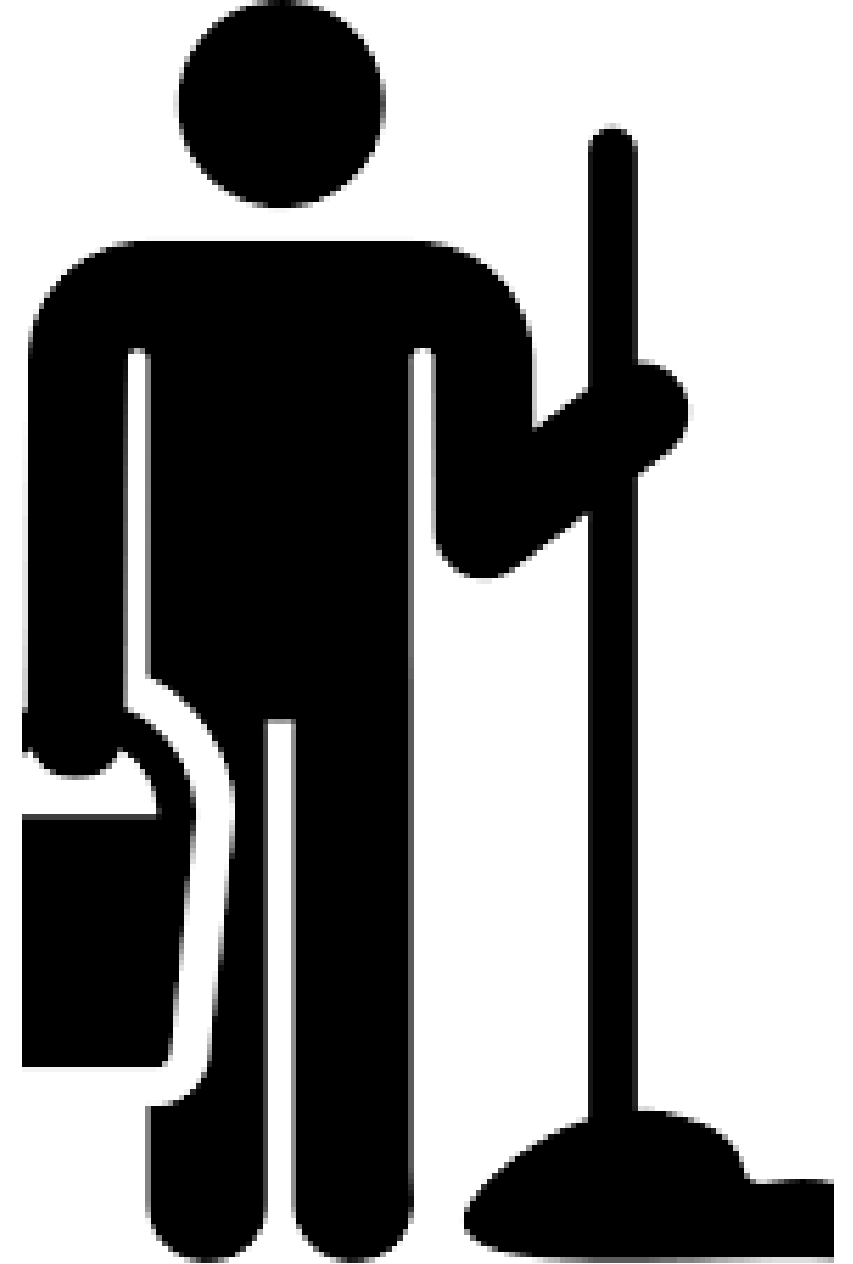


Cleaning – K Dorm

Cleaning supplies are provided in each area, please wipe down your space after each use.

Housekeeping will be cleaning K-dorm regularly, requiring areas within the dorm to be intermittently closed off to drivers.

Please be aware of posted schedules to prepare for these closures.



Preparing to leave Diavik

- All maintenance issues must be reported to your designated carrier.
- All maintenance assistance will be the responsibility of the carriers.
- When ready to leave site, DDMI dispatch will finalize the paperwork. Please check for accuracy and retain copies for your records.
- If required, Diavik will supply fuel for your safe return to Yellowknife. All requests for fuel must be approved by a Diavik Dispatch Coordinator and a “fuel issue slip ”must be completed and signed.
- You will be advised of any weather or road conditions when given clearance to leave Diavik.

