



Rehabilitation Permit Procedure

Environment

1 Purpose and Scope

The Rehabilitation Permit process manages all rehabilitation activities associated with Roy Hill Iron Ore (RHIO) Operations at the Mine, Rail and Port. The process involves the review and authorisation of all rehabilitation activities to ensure works are undertaken in line with Roy Hill internal procedures and statutory requirements. Any rehabilitation works associated with RHIO operations will require a Rehabilitation Permit prior to the commencement of any works unless agreed by the Manager Environment or delegate.

Areas defined as requiring simple rehabilitation may not require a Rehabilitation Permit. Simple rehabilitation is defined as areas where the soil profile has not been changed or there are no potential sources of contamination. These include tracks, over-cleared areas, road verges and small laydown areas. Permission to work without a Rehabilitation Permit must be sought from the Manager Environment before any works commence.

This procedure outlines the Rehabilitation Permit process and the steps required to gain authorisation prior to conducting any rehabilitation activities for RHIO operations at the Mine, Rail and Port. The RHIO Environment Team is responsible for the co-ordination and operation of the rehabilitation permit process and to provide advice and assistance on any associated issues.

The objectives of this procedure are to:

1. Outline the Rehabilitation Permit process and the steps required to gain authorisation to conduct rehabilitation activities;
2. Outline the requirements for conducting rehabilitation activities;
3. Prevent rehabilitation works that are not compliant with the current RHIO Rehabilitation Plan and procedure; and
4. Ensure compliance with regulatory requirements.

2 Procedure

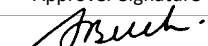
2.1 Management Actions

2.1.1 Rehabilitation Permit Application

It is the responsibility of the Department Manager (or delegate) proposing the rehabilitation works to ensure all steps outlined in this section are completed prior to commencing works.

1. Lodge an application for a Rehabilitation Permit using the Rehabilitation Permit Application Form (OP-FRM-00228) to rh.rehabilitation.team@royhill.com.au for approval;
2. Apply for a Rehabilitation Permit at least 4 weeks prior to the works being undertaken. More time may be required for more complex rehabilitation i.e. waste dumps, tailings storage facilities (TSF);

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3. Include information detailed in Table 1 for all Rehabilitation permit applications. The Rehabilitation Permit Application can potentially be delayed or rejected by returning the application to the applicant for further information, if any of the details below are incorrect, unclear or lacking information;
4. Include spatial data (DXF, DWG or ARCGIS format) showing the location of the proposed feature to be rehabilitated with the application;
5. Include a detailed engineering cross-section design if landform reforming is to be undertaken (i.e. waste dumps, low grade stockpiles, ROM Pad, borrow pit etc.);
6. Clearly outline the type(s) of mine features (e.g. waste dumps, pit, borrow pit, haul road etc.) that are relevant for the application; and
7. Consult with all relevant departments to ensure the area is not required for future disturbance activities, written confirmation must be provided with the application. If parts of the proposed rehabilitation area is to be disturbed within 5 years by another department.

Field	Description
Applicant Details	Details of Applicant and Supervisor including position title/ department/ contact numbers/ email address
Rehabilitation Permit Title	Short summary to identify the permit, it is restricted in length to 50 characters.
Location	Details of the work location (Mine, Port or Rail)
Associated GDP numbers	Include any GDP number/s which correspond with the mine feature to be rehabilitated
Mine Feature	Detail the specific mine feature which is proposed to be rehabilitated (i.e. waste dump, pits, ROMs, TSF, roads, laydown areas, borrow pit, diversion drains etc.)
Outline of proposed Rehabilitation Works	Provide a detailed outline of the rehabilitation works that are proposed for this application, in line with the current RHIO Rehabilitation Plan. Information should include, but not limited to: <ul style="list-style-type: none"> • Earthworks required – detail earthworks, machinery to be used; • If re-forming of a landform is required, a detailed engineering cross-section design must be provided; • Soil capping (subsoil, benign waste); • Erosion protection, rock armouring, geofabric etc.; • Ripping – type of ripping, depth, machinery used; and • Topsoil spreading.
Area details	Enter the size in hectares of the area to be rehabilitated and provide a shapefile of the area the permit is to cover. Provide details of access to the area to ensure existing tracks are used or the area is covered under a GDP.
Commencement Date	Enter the expected date the works are scheduled to begin (the application must be lodged and accepted at least four weeks before the rehabilitation works are to commence)
Completion Date	Enter the expected date the rehabilitation works are scheduled to be completed
Type of Material	Detail the type of material that will be used (soil capping, topsoil) and where that material will be sourced (GDP number of source area).
Volumes of material to be used	Enter the volume of materials (as detailed above) that are expected to be used throughout the rehabilitation works.

Table 1: Information required for a Rehabilitation Permit Application

2.1.2 Permit to Rehabilitation Permit Approval and Conditions

It is the responsibility of the Manager Environment and the Superintendent Rehabilitation (or delegate) to approve or reject the Rehabilitation Permit application as outlined in this section within 4 weeks of receiving the application. The Superintendent Rehabilitation or Superintendent Environment will undertake the following steps:

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1. Review application details and ensure they comply with the current RHIO Rehabilitation Plan (OP-PLN-0004) and Rehabilitation Management Procedure (OP-PRO-00101).
2. Conduct a site inspection of the mine feature, if deemed necessary, to ensure all works proposed are achievable/ applicable.
3. Identify any issues that may be encountered including weed management and surface water management.
4. Identify the Soil Management Area (SMA) topsoil to be used for the mine area to be rehabilitated.
5. Identify seed mix and rates to be used (if required).
6. Detail or confirm requirements within the Rehabilitation Permit to include (but not limited to):
 - Rehabilitation design requirements;
 - Soil capping specifications;
 - Location of subsoil and topsoil to be used (refer to soil stockpile register for information on stockpiles to identify the optimum stockpile for the specific rehabilitation area));
 - Erosion protection requirements (rock armouring, blocky waste etc.)
 - Ripping specifications;
 - Weed management considerations;
 - Surface water management considerations;
 - Native seed mix, rate per hectare (direct seeding is responsibility of the RHIO Rehabilitation Team);
 - Any land access, heritage, environment or ground disturbance conditions that may be relevant to the permit.
7. Liaise with relevant departments to ensure the area is not required for other activities and that all aspects of the rehabilitation works have been planned.
8. The Manager Environment and Superintendent Rehabilitation will review and approve the Rehabilitation Permit.
9. Issue the approved Rehabilitation Permit to the applicant.
10. Send to GDP coordinator to upload onto SageSurpass if the permit has an associated GDP
11. Add all relevant information in to the Rehabilitation Permit register

2.1.3 Working under a Rehabilitation Permit

It is the responsibility of the Department Manager (or delegate) conducting the rehabilitation works and the delegated applicant to ensure all steps outlined in this section are understood and implemented.

1. Ensure all requirements specified within the Rehabilitation Permit are complied with. Ensure the Rehabilitation Permit is only used for the stated mine feature(s) defined by the permit map and spatial data issued with the permit;
2. Ensure the Rehabilitation Permit is only used for the works outlined in the '*Outline of Rehabilitation Work*' on the permit;
3. Submit any changes to the Rehabilitation works to the Environment Department (rh.rehabilitation.team@royhill.com.au) for approval prior to conducting the works. The Rehabilitation team will revise the Rehabilitation Permit.

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4. Use only materials (subsoil, topsoil, rock) from locations specified in the Rehabilitation Permit. The Rehabilitation Team must be notified and the Rehabilitation Permit revised prior to works continuing, if any changes to the type or locations of materials to be used are required.
5. Notify the Rehabilitation team at the completion of each stage of rehabilitation works (land forming, soil return etc.). The Rehabilitation Team will be required to inspect the area after each stage of completion before proceeding with further works.

2.1.4 Rehabilitation Permit Closeout

It is the responsibility of the Department Manager (or delegate) conducting the rehabilitation works and the delegated applicant to ensure steps 1-4 outlined in this section are understood and implemented. Steps 5-9 are the responsibility of the Rehabilitation and Site Environmental teams.

1. Notify the Environment Team once final soil return/ripping has been completed. The Environment Team must coordinate any direct seeding works immediately after completion, if required.
2. Install rehabilitation signs in the area to inform personnel that there is restricted access to the area.
3. Physical barriers should be placed across access tracks to restrict access where practical.
4. Provide the following information to the Environment Team:
 - Rehabilitation commencement and completion dates;
 - Area rehabilitated (survey pick up of location, Lidar/3D scanning, final hectares);
 - Actual volumes of materials used (subsoil and topsoil);
 - Shapefiles of final rehabilitated landform.
5. Undertake a site inspection (Superintendent Rehabilitation, Superintendent Environment or delegates) to ensure all conditions of the Rehabilitation Permit have been met using a Rehabilitation Permit Closeout Inspection Form (OP-FRM-00137). Refer to the Rehabilitation Monitoring and Data Management Specification (OP-SPC-00155) for further detail on rehabilitation inspection requirements.
6. Undertake a site inspection (Site Environment Team) in areas where it has been deemed a Rehabilitation Permit is not required using the Land Rehabilitation Inspection Form (OP-FRM-01011). Send spatial data to GDP coordinator to upload onto SageSurpass if the permit has an associated GDP.
7. Assign remedial actions to the department if any non-compliances are identified during the site inspection.
8. Closeout Rehabilitation Permit once all remedial actions have been completed. A new Rehabilitation Permit Application will need to be submitted if future remedial works are identified once the Rehabilitation Permit has been closed.
9. Add all relevant information (Superintendent Rehabilitation or delegate) to the GIS clearing and rehabilitation layer as detailed in the Rehabilitation Monitoring and Data Management Specification (OP-MAN-00060).

2.2 Training and Awareness

1. Training will be provided for applicants and supervisors to which the Rehabilitation Permit is applicable.

2.3 Monitoring Actions

1. The Superintendent Rehabilitation or Superintendent Environment (or delegate) will:
 - a. Undertake inspection after completion of each stage of rehabilitation.
 - b. Incorporate rehabilitation areas into the annual mine rehabilitation monitoring program.

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2.4 Incidents, Audits and Inspections

1. Compliance audits and inspections shall be performed against this procedure in accordance with the Environmental Audit Procedure (OP-PRO-00018).
2. All non-compliances with this procedure are to be reported as an incident in accordance with the Incident, Non-Conformance and Action Management (000RH-0000-HS-PRO-0043).
3. Inspections will be undertaken as detailed in Section 2.3.

2.5 Contingency Actions

1. Contingency/remedial actions relating to non-conformances to the Rehabilitation Permit identified during inspections, audits and incident reporting must be implemented.

2.6 Reporting Requirements

1. Report and close out incidents in accordance with the Incident, Non-Conformance and Action Management Procedure (OP-PRO-00702) and Incident Investigation Specification (OP-SPC-00156).
2. Complete all reporting requirements required by the Rehabilitation Permit requirements.
3. Report area rehabilitated and volumes material used to the Superintendent Rehabilitation (or delegate).
4. Report areas rehabilitated in the Annual Environmental Report (AER) to the DMP.

2.7 Accountabilities

Unless otherwise specified, the following roles are accountable or responsible for the activities outlined in this procedure.

Table 2: Accountabilities

Role	Responsibility
General Managers	Accountable for ensuring that resources are available to support the implementation of this procedure where it is relevant to their area of responsibility
Managers	Accountable for the implementation of this procedure where it is relevant to their area of responsibility
Superintendents	Responsible for the implementation of this procedure where it is relevant to their area of responsibility
Environment Team	Responsible for review and update of this procedure

3 Abbreviations

Table 3: Abbreviations

Abbreviation	Definition
AER	Annual Environmental Report
DMP	Department of Mines and Petroleum
GDP	Ground Disturbance Permit
RHIO	Roy Hill Iron Ore
ROM	Run of Mine
TSF	Tailings Storage Facility
WRD	Waste Rock Dump

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4 Definitions

Table 4: Definitions

Term	Definition
Applicant	The person who applies for a permit and/or responsible for managing/ supervising the work on behalf of the Contractor or any entity conducting works on the ground on behalf of Roy Hill
Complex Rehabilitation	Rehabilitation of complex Landforms such as WRDs, TSF, ROMs, Backfilled pits
Department Manager	Department Manager of the Department applying for the Permit to Rehabilitate.
Manager Environment	The Regional Manager of the Environment Team responsible for all environmental functions including rehabilitation at the Mine, Port and Rail.
Operational Environmental Requirements	A plan, procedure or work instruction that must be complied with.
Rehabilitation	Rehabilitation is the process of returning the land to as close to its former state as possible. This includes ensuring that rehabilitated areas and constructed landforms are comparable to natural landforms in terms of shape, stability, surface drainage, resistance to erosion and ability of the final landform to support local native vegetation.
Ripping	Mechanical turning of the soil with a plow or ripping device
Simple rehabilitation	Simple rehabilitation is defined as areas where the soil profile has not been changed or there are no potential sources of contamination. These include tracks, over-cleared areas, road verges and small laydown areas.
Soil Capping	A process used to cover any potential contaminated waste material to ensure it does not migrate into the surrounding environment. The capping material at RHIO is generally referring to subsoil and benign waste material.
Soil Management Area	The type of soil characterised across the Roy Hill project, considering volume of topsoil available, the density of the seed, and the composition and diversity of species contained within the topsoil. The management of each SMA may differ according to the soil properties.
Subsoil	Soil that is located beneath topsoil and is a source of bulk material for rehabilitation. This zone is typically referred to as the B horizon. This material is commonly used as growth material or bulking material for topsoil during rehabilitation.
Superintendent Environment Mine	The Superintendent of the mine environment responsible for the supervision of environmental functions at the mine.
Superintendent Environment Port	The Superintendent of the port environment responsible for the supervision of environmental functions at the mine.
Superintendent Rehabilitation	The Superintendent of the rehabilitation team responsible for supervision of rehabilitation functions at the mine, port and rail.
Topsoil	The top layer (100-300 mm) of the soil profile that is the most important for rehabilitation. It contains a seed bank and has a higher nutrient content than the layers below.

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5 References

Table 5: References

Document number	Title
OP-PLN-00004	Rehabilitation Plan
OP-PRO-00101	Rehabilitation Management Procedure
OP-SPC-00155	Rehabilitation Monitoring and Data Management Specification
OP-FRM-0028	Rehabilitation Permit Application Form
OP-FRM-00137	Rehabilitation Permit Closeout Inspection Form
OP-PRO-00018	Environmental Audit Procedure
OP-FRM-01011	Land Rehabilitation Inspection Form
OP-PRO-00702	Incident, Non-conformance and Action Management Procedure

Note that up-to-date environmental documents should be accessed from the e-Care Roy Hill intranet portal to ensure that the current version is being used.

6 Review

This Procedure is to be reviewed as follows:

- Following the grant of or modification to relevant approvals;
- Annually; or
- As a result of findings or actions identified through inspections, audits and incident reporting.

Reviews are to examine the appropriateness of the procedure, taking into consideration corporate, system and compliance requirements and legislative changes since the last review was undertaken.

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