



# **Mine Site Assessment Tool IN ACTION**

Case studies and user guide

## Responsible Mining Foundation

The Responsible Mining Foundation (RMF) is an independent research organisation that encourages continuous improvement in responsible extractives across the industry by developing tools and frameworks, sharing public-interest data and enabling informed and constructive engagement between extractive companies and other stakeholders.

As an independent foundation, RMF does not accept funding or other contributions from the extractives sector. [www.responsibleminingfoundation.org](http://www.responsibleminingfoundation.org)

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## Overview

Between 2015 and 2019, the Responsible Mining Foundation (RMF) held consultations and workshops in many regions to dialogue with, and learn from, mining-affected stakeholders. The goal was to identify and articulate society's expectations for companies on responsible mining and ensure that RMF's Responsible Mining Index (RMI) Reports would reflect the concerns of mining-affected groups and could be of use at the local level. Local stakeholders, local considerations, and local expectations have always been at the heart of RMF's work.

One common request from mining-affected stakeholders was for a much simpler tool to support their work on mining-related issues at the local level. RMF worked hand-in-hand with community organisations, people's movements, women's organisations, and unions of mine workers in order to develop such a tool. Through this bottom-up approach, and several iterations later, the Mine Site Assessment Tool (MSAT) was developed as a simple user-friendly tool that can be used in any situation where mining operations are present.

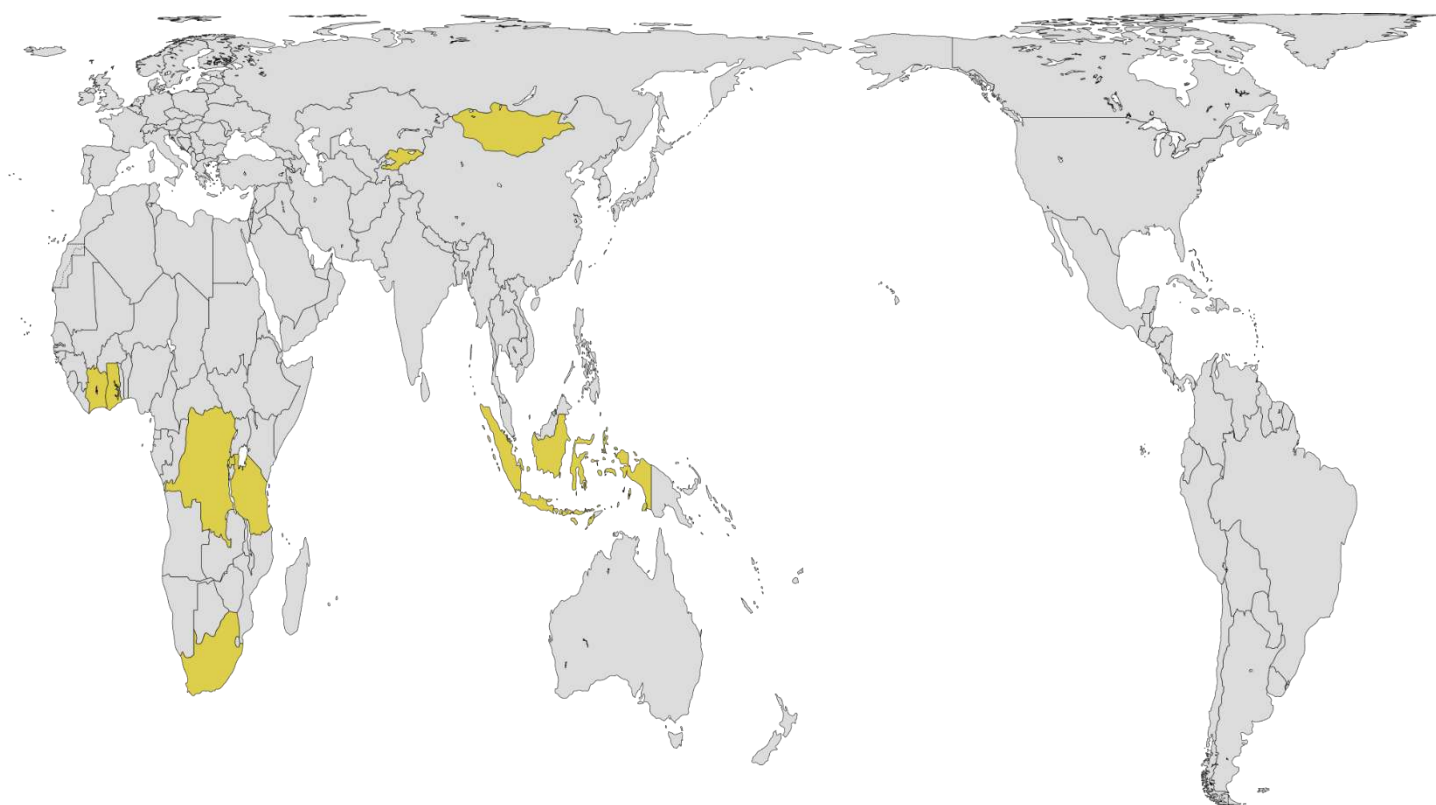
The MSAT is structured like a survey, with a set of questions that can be answered by yes or no. The tool covers 15 topics on a range of economic, environmental, social and governance (EESG) issues that directly affect the lives and livelihoods of local people. The topics include for example local employment, local procurement, grievances, occupational health and safety, air quality, water quality and quantity, rehabilitation, and tailings management. As a flexible tool, MSAT allows for other topics to be added to address particular issues that local stakeholders are facing. The MSAT also integrates gender across all its topics, to raise awareness of how mining operations need to consider the impacts of their activities on women as well as men.

Over the last four years, the MSAT has been applied in many different settings by mining-affected communities, labour unions, civil society organisations and other stakeholders. Following successful pilots in DRC, Ghana, Indonesia, Kyrgyz Republic and South Africa, RMF has been tracking some local applications of the tool in a few countries that we share here as short case studies.

Now available in 16 languages, the MSAT has proved effective in creating a collaborative space for community members, mine workers, mine managers and/or mining cooperatives to discuss specific EESG issues of importance to people's lives and livelihoods. In some cases the tool has been used in situations where there had previously been conflict or simply no communication between the mining company and affected communities and has enabled the start of a constructive dialogue.

By publishing this compilation of examples and case studies, we hope that it will provide inspiration and encouragement to start or restart constructive stakeholder engagement at any mine site, big or small. This publication is intended for all local communities, civil society organisations, mine workers, trade unions, local governments, donor organisations, multilaterals and others wishing to enable a constructive dialogue at the local level on the basics of responsible mining. The aim always being to prevent harm, limit risk, and build trust.

## Map of case study locations



In-country examples of MSAT applications

## Topics covered

The MSAT is a set of simple questions that cover 15 key topics:

Local Employment	Rehabilitation & Post-Closure	Women Workers
Local Procurement	Tailings	Workplace Deaths & Injuries
Air Quality	Safety of Communities	Training of Workers
Water Quality	Community Grievances	Decent Living Wage
Water Quantity	Safety & Health of Workers	Worker Grievances



## Why use the MSAT

The MSAT provides an entry point for engagement to support awareness raising, capacity building, and constructive dialogue. Using the MSAT does not require a lot of time, money or know-how.

Depending on local circumstances and needs, the MSAT can be used to achieve the following:

- Raise awareness about the basics of responsible mining
- Start a conversation with a mine operator on the basics of responsible mining
- Agree an agenda with a mine operator on issues that require attention
- Provide information to support collaborative decision-making and monitoring
- Build leadership capacity in constructive engagement and meaningful dialogue
- Identify gaps in a mining operation's responsible mining and measure improvement over time
- Do a survey to compare different mine sites on responsible mining
- Help mine managers self-assess the basics of responsible mining
- Build trustful relationships among stakeholders

## How to use the MSAT

In general, it is the evidence-based approach of the MSAT that will be more important and useful than the actual answers to the yes/no questions. But there is not a one-size-fits-all plan for using the MSAT, as every situation will be different.

The case studies give some illustration of the different ways in which the MSAT can play a role. And this section lists some practical guidance based on the learnings of those who are already using the tool.

It is important to remember that engagement is more likely to succeed and be sustained over time when those directly affected are actively driving the process themselves and learning by doing, even though external support and facilitation can be helpful from time to time.

When initiating or leading a process using the MSAT, it is usually helpful to:

- Introduce the idea to a few other people who might be interested to support you
- Then hold some meetings with local mining-affected stakeholders making sure to include all relevant groups including women, youth and the elderly
- Consider involving local workers and their representatives in the preliminary discussions
- Explain how MSAT might be helpful and test their interest in using it to address their needs

Once interest has been established, follow-up meetings and activities can be organised to support awareness-raising and capacity-building to:

- Better understand how to use the MSAT
- Clarify what MSAT is and is not – keeping expectations realistic
- Discuss any problem(s) connected to the mining operations
- Build the confidence of the group to engage with the mine operator
- Make a plan of action, e.g., meetings, workshops, trainings, etc
- Provide regular feedback to all stakeholders
- If helpful, reach out to others like NGOs, CBOs or government for support or advice

## Tips for success

- **Engage with everyone**, not only the recognised leaders (e.g., village chiefs, local politicians, union leaders), to ensure the credibility and success of the project.
- **Clear, regular and inclusive communication** will help to avoid misunderstanding between those leading the project and others in terms of expectations and outcomes.
- Allow time for full consultation and **as many meetings as necessary** – one meeting will never be enough.
- Find ways to **share the leadership** across all the affected groups.
- Only act where there is **clear evidence of interest and consent** from affected stakeholders.

### *Notes for external facilitators:*

- If external facilitators are involved, they should support but not take over the leadership and momentum of the project.
- Focusing solely on answering the questions (i.e. “ticking the boxes”) is unlikely to help establish sustained dialogue and constructive engagement over the long term.
- External facilitators giving the impression of “interfering” or “trouble-making” rather than supporting and facilitating in the local context may undermine the credibility of the project.
- External facilitators should not put themselves and local stakeholders at physical risk or legal risk by engaging with illegal mining operations. However, the MSAT could offer a useful framework to governments and accredited partners involved in processes that seek to legalise and formalise such operations.

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Context	Social conflicts related to mines are numerous across the country. There is often no dialogue between local communities and mining operators. Critical topics include damage to the environment and properties, compensation and resettlement.
Objectives	Build capacity and confidence of local communities. Establish a dialogue between communities and operators to better understand and address expectations and grievances.
Challenges	At some sites, the problems have lasted for more than ten years, without any intervention from the state or the willingness of the operators to discuss. Several operators refused to meet the communities, despite facilitation efforts by CeSIS. Community members therefore had to express their grievances to the local authorities and get them involved.
Outcomes	To date the MSAT has been actively used by eight communities in connection with eight different mining operations (gold, salt, and diamond mines). The MSAT has been key in enabling communities to formulate their expectations and grievances. It enabled them to call on the authorities where mining operators were not willing to engage. In two regions, the implementation of the MSAT has enabled multi-stakeholder meetings involving District Assemblies, Security Councils, mining companies, communities and Members of Parliament. This helped ensure broad recognition of the issues, including the need for rehabilitation of pits and environmental monitoring. Fair compensation has also been paid to impacted farmers. At another site, workers have been able to discuss wage and working hours with the mine.
Facilitator	Centre for Social Impact Studies (CeSIS) – local NGO specialised in evidence-based advocacy and community development with a focus on the extractive sector.
Outlook	CeSIS continues to support all the communities engaged and is monitoring progress. CeSIS would like to pursue and reach all small and artisanal mines in the country. It is hoped that the precedent created by the first successes will foster political and legislative support.



Capacity building of community members in Ghana (CeSIS)



# Tanzania

2021 – 2022

Context	Mining areas in the Geita region, especially those with small mining operations, are facing various socio-economic and human rights challenges such as water scarcity, deforestation and contamination of water resources
Objectives	Build capacity and confidence of local stakeholders. Establish a dialogue between communities and operators to better understand and address expectations and grievances.
Challenges	There are issues of child labour, and limited participation of women in mining activities. Despite the existence of a national action plan to reduce the use of mercury in gold mining, these areas still use mercury.
Outcomes	Following initial introduction meetings and capacity building of local leaders ('agents of change') to act as facilitators, several multi-stakeholder forums were held in two mining areas (7 villages in total). In both cases, the initiative was positively welcomed by local mining associations and cooperatives, as well as local authorities. Common expectations were formulated and approved. Mining companies have committed to improve their practices, including through the formalisation of grievance mechanisms, regular discussions on air and water quality, and better rehabilitation actions. Regarding gender issues, women workers contributed a lot to raising awareness on the issues they face such as wage inequality, gender-based violence, and forms of corruption based on sexual extortion.
Facilitator	Population and Development Initiative (PDI) – national NGO providing capacity building to local communities and expertise on climate change, responsible mining, agro-forestry, water and sanitation, human rights and governance.
Outlook	These MSAT initiatives have been taken very seriously by all the stakeholders engaged. PDI recently won a grant to further engage on the MSAT and monitor progress. PDI also started to facilitate a similar approach in the Kigoma region.



Large multi-stakeholder forum in Tanzania (PDI)

# Democratic Republic of the Congo (DRC)

2021 – 2022

Context	Local populations of the South Kivu province have difficult living conditions despite the economic potential of the gold and tin mining that is taking place. The demand for the establishment of a formal framework for dialogue between the population and businesses is huge yet unfulfilled.
Objectives	Broad-based awareness raising and capacity-building among mining affected communities.
Challenges	The Mwenga territory has recently been hit by conflict and violence between local communities and companies operating mines. Several people have lost their lives, and the tension is still very high between communities and companies.
Outcomes	Following expression of interest by different stakeholder groups, SOFEDI combined the MSAT approach with a tailor-made perception survey to test and secure issues that mattered the most to mining affected communities. Specific focus groups targeting youth, women, faith leaders, labour unions and local authorities have led to extensive awareness raising across three cities of the administrative territory of Mwenga. This process has confirmed demand for a formal multi-stakeholder dialogue platform, and helped establish common expectations across stakeholder groups.
Facilitator	SOFEDI – local NGO working on women's rights and gender issues in the mining sector, in particular artisanal mining.
Outlook	SOFEDI has since managed to also engage with representatives from two mining companies operating in the territory, who said they needed more time to recover from the recent violent conflict before a constructive dialogue could take place. Having heard of this initiative, another chiefdom in another mining area approached SOFEDI to seek guidance and support for their own work on similar issues.



Introducing the MSAT to civil society organisations in the DRC (SOFEDI)

# Indonesia

2019 – 2022

Context	Working conditions are very poor, especially in small mines (semi-industrial, SMEs and family businesses). Health and safety measures are poorly respected, and workers lack resources and knowledge of their rights, occupational health and safety standards (OSH) and ESG issues.
Objectives	Build capacity of workers (including non-unionised workers) and establish a dialogue with mine operators on ESG and OSH matters.
Challenges	In many mines, workers are not organised/unionised. The state is often weak on inspections and enforcement of mining laws.
Outcomes	SPKEP-SPSI mapped the MSAT issues to applicable mining laws to identify the many similarities between legal texts and MSAT. State representatives and the Chamber of Mines agreed to participate in an introductory meeting, then in a training seminar to discuss the MSAT issues with union leaders. Following a national cross-union summit in late 2021, the tool has started to be disseminated to a greater number of workers (across coal, copper, gold, tin, and nickel mines).
Facilitator	SPKEP-SPSI – national union of mine workers
Outlook	Building on this mapping work and these training initiatives, the union would like to adapt the MSAT to cover more themes and ultimately try to ensure that all workers, employer representatives and mine operators are made aware of the MSAT and use it for ESG performance monitoring and improved social dialogue.



Introduction to the MSAT at a social dialogue meeting in Indonesia (SPKEP-SPSI)



## South Africa

2018 – 2020

Context	Social conflicts related to mining are numerous across the country. There is rarely any dialogue between local communities and mining operators.
Objectives	Build capacity and confidence of local communities. Establish a dialogue between communities and operators to better understand and address expectations and grievances.
Challenges	Of the 15 mines approached, only 4 agreed to dialogue and to consider the MSAT. MACUA has limited resources to meet costs involved.
Outcomes	Initial dialogue was started at four sites (gold mines). Operators who had been previously reluctant to discuss 'complaints' (deemed disjointed) positively welcomed the structured and simple rationale of the MSAT.
Facilitator	MACUA – community-based organisation defending the rights of mining-affected communities.
Outlook	MACUA would like to ensure more regular monitoring of the sites that have agreed to discuss with the local communities on the basis of the MSAT, and repeat the experience across more mines, in all provinces.



Small-group discussions during a community workshop on the MSAT in South Africa (MACUA)

# Rwanda

2020 – 2021

Context	In the Ngorero District, there was no dialogue between communities, workers and the mining company which operates three mine sites (coltan and cassiterite).
Objectives	Build capacity and confidence of local stakeholders. Establish a dialogue between communities, workers and operators to better understand and address expectations.
Challenges	Travel limitations and restrictions on meetings due to Covid-19 measures.
Outcomes	The different stakeholders have been familiarised with the MSAT, especially mine workers, raising awareness about the issues covered. Initial dialogue was established on the site, using the tool as a basis and common ground of expectations. Positive feedback was received from operators and local authorities.
Facilitator	Mouvement des Peuples pour l'Education aux Droits Humains MPEDH – local ONG, founding member of COSOC-GL (Coalition Of the Civil Society in the Great Lakes region Against Illegal Exploitation of Natural Resources)
Outlook	MPEDH and COSOC-GL would like to continue to support the communities and workers on this site and repeat the experience across more mines.



Mining workers in Rwanda, following an awareness-raising session based on the MSAT (MPEDH)



# Côte d'Ivoire

2021 – 2022

Context	The small gold mining cooperative engaged is located in the northern area of the country (in Bagoué region).
Objectives	Raise awareness among local stakeholders and identify gaps on the basics of responsible mining.
Challenges	Although the gold mine targeted is operated by a formal cooperative, there are many illegal mining operations taking place in the area. The cooperative employs a majority of migrant workers (from Mali, Burkina Faso and Guinea), which adds to other existing social and security-related tensions.
Outcomes	CREFDI facilitated engagement and discussions between representatives of the mining cooperative, local authorities, community leaders, youth and women organisations. This process helped identify gaps and established a roadmap for improvement.
Facilitator	Centre de Recherche et de Formation sur le Développement Intégré (CREFDI) – national civil society organisation, promoting good governance and development that integrates economic, environmental, social, and political issues.
Outlook	Local stakeholders have been invited to use the MSAT for regular and long-term performance monitoring, building on the baseline that was created by CREFDI.

# Mongolia

2018 – 2020

Context	There is no dialogue between herders and miners.
Objectives	Build capacity and confidence of local stakeholders. Establish a dialogue between communities and operators to better understand and address expectations and grievances.
Challenges	The communities receive virtually no external support or financial support and have to cope with high levels of poverty.
Outcomes	Two communities were made aware of the MSAT and then attempted to engage in dialogue with local operators (coal mines). An unwillingness on the part of the mine operators to engage and a lack of resources within the communities has prevented further attempts.
Facilitator	Local herder communities
Outlook	Several NGOs have taken up mining issues in the country, and a broader movement of support for these communities could be initiated, in particular with support of the unions and the public ministry, which had previously indicated to RMF their interest in the MSAT.

Context	Social conflicts around mines are worsening across the country. There is a high level of dissatisfaction, particularly towards foreign mining companies with which there has been no dialogue (mainly gold and copper mines).
Objectives	Build capacity and confidence of local stakeholders. Establish a dialogue between communities and operators to better understand and address expectations and grievances.
Challenges	Mine managers from foreign companies often do not speak Kyrgyz or Russian. Partner organisation has limited experience in facilitating multi-stakeholder dialogue.
Outcomes	Capacity building in four mining areas, and initial dialogue established at some of them. Legal support helped convince mining companies that MSAT expectations are aligned with mandatory requirements (e.g., regarding environmental monitoring).
Facilitator	Publish What You Pay Kyrgyzstan – national chapter of the global civil society coalition PWYP
Outlook	More facilitation support could be provided to monitor progress and expand reach.



The MSAT is available in 16 languages including Twi, a dialect spoken by most Ghanaians



# Annex

## Mine Site Assessment Tool (in English)

The MSAT is also available for download in the following languages:

- ➔ 中文
- ➔ English
- ➔ Español
- ➔ Français
- ➔ हिंदी
- ➔ Bahasa Indonesia
- ➔ Jula (Côte d'Ivoire)
- ➔ Kinyarwanda
- ➔ Kiswahili (Bukavu – DRC)
- ➔ Kiswahili (Kenya)
- ➔ Кыргызча
- ➔ Монгол хэл
- ➔ Português (BR)
- ➔ Русский
- ➔ Twi (Ghana)
- ➔ اردو ورژن

Use the links above or visit <https://www.responsibleminingfoundation.org/msat/> for all download links.



# Mine Site Assessment Tool

Mine site name:

Company name:

Location:

Date:

## 01 Local Employment

For this mine site, does the company:		NO	YES
a.	Publicly disclose the number of <b>people from affected communities</b> who work as <b>employees</b> ?	<input type="checkbox"/>	<input type="checkbox"/>
b.	Publicly disclose the number of <b>people from affected communities</b> who work for <b>contractors</b> ?	<input type="checkbox"/>	<input type="checkbox"/>
c.	Publicly disclose the number of <b>women workers from affected communities</b> who are hired as employees and hired by contractors?	<input type="checkbox"/>	<input type="checkbox"/>
d.	Publicly disclose the number of people from affected communities who work as employees and for contractors <b>who have been promoted to more senior positions</b> ?	<input type="checkbox"/>	<input type="checkbox"/>

## 02 Local Procurement

For this mine site, does the company:		NO	YES
a.	Publicly disclose the <b>amount of money</b> it spends on goods and services from the local area?	<input type="checkbox"/>	<input type="checkbox"/>
b.	Publicly disclose the <b>types of goods and services</b> it buys from the local area?	<input type="checkbox"/>	<input type="checkbox"/>
c.	<b>Involve affected communities in the development</b> of its local procurement programmes?	<input type="checkbox"/>	<input type="checkbox"/>
d.	<b>Actively involve women from affected communities in the development</b> of its local procurement programmes?	<input type="checkbox"/>	<input type="checkbox"/>



**03 Air Quality**

For this mine site, does the company:		NO	YES
a.	Publicly disclose, on a regular basis, <b>air quality data for each monitoring point</b> ?	<input type="checkbox"/>	<input type="checkbox"/>
b.	<b>Highlight</b> when and where air quality falls below safety limits?	<input type="checkbox"/>	<input type="checkbox"/>
c.	<b>Involve affected communities in making decisions</b> to manage air quality?	<input type="checkbox"/>	<input type="checkbox"/>
d.	<b>Actively involve women from affected communities in making decisions</b> to manage air quality?	<input type="checkbox"/>	<input type="checkbox"/>

**04 Water Quality**

For this mine site, does the company:		NO	YES
a.	Publicly disclose, on a regular basis, <b>water quality data for each monitoring point</b> ?	<input type="checkbox"/>	<input type="checkbox"/>
b.	<b>Highlight</b> when and where water quality falls below safety limits?	<input type="checkbox"/>	<input type="checkbox"/>
c.	<b>Involve affected communities in making decisions</b> to manage water quality?	<input type="checkbox"/>	<input type="checkbox"/>
d.	<b>Actively involve women from affected communities in making decisions</b> to manage water quality?	<input type="checkbox"/>	<input type="checkbox"/>

**05 Water Quantity**

For this mine site, does the company:		NO	YES
a.	Publicly disclose, on a regular basis, the <b>amount of water it is withdrawing</b> from the environment?	<input type="checkbox"/>	<input type="checkbox"/>
b.	<b>Discuss with affected communities how to manage access</b> to shared water resources?	<input type="checkbox"/>	<input type="checkbox"/>
c.	<b>Actively involve women from affected communities in discussing how to manage access</b> to shared water resources?	<input type="checkbox"/>	<input type="checkbox"/>
d.	<b>Involve affected communities in the decisions</b> made to reduce its water consumption?	<input type="checkbox"/>	<input type="checkbox"/>

**o6 Rehabilitation and Post-Closure**

For this mine site, does the company:		NO	YES
a.	Ensure affected communities are kept informed of <b>when the mining operation will stop or close</b> ?	<input type="checkbox"/>	<input type="checkbox"/>
b.	<b>Involve affected communities in the development</b> of its rehabilitation and post-closure plans?	<input type="checkbox"/>	<input type="checkbox"/>
c.	Ensure <b>affected communities have agreed on</b> the rehabilitation and post-closure plans for communities?	<input type="checkbox"/>	<input type="checkbox"/>
d.	<b>Actively involve women from affected communities in the development and validation</b> of its rehabilitation and post-closure plans?	<input type="checkbox"/>	<input type="checkbox"/>

**o7 Tailings**

For this mine site, does the company:		NO	YES
a.	Publicly disclose the <b>exact location</b> of all its tailings storage areas?	<input type="checkbox"/>	<input type="checkbox"/>
b.	Ensure all its tailings storage areas are <b>signed in locally understandable ways and made safe</b> for people and animals?	<input type="checkbox"/>	<input type="checkbox"/>
c.	Publicly disclose the exact <b>geographic area that a failure of its tailings facilities can affect</b> ?	<input type="checkbox"/>	<input type="checkbox"/>
d.	Regularly <b>test the sirens and other warning systems</b> to ensure that workers and affected communities will be alerted in case of any tailings incidents?	<input type="checkbox"/>	<input type="checkbox"/>

**o8 Safety of Communities**

For this mine site, does the company:		NO	YES
a.	Publicly disclose the <b>number and circumstances of non-work-related deaths</b> that happen in its mining permit area?	<input type="checkbox"/>	<input type="checkbox"/>
b.	Ensure affected communities have been <b>informed of what to do</b> in case of mining-related emergency?	<input type="checkbox"/>	<input type="checkbox"/>
c.	<b>Involve affected communities in testing</b> these emergency response plans?	<input type="checkbox"/>	<input type="checkbox"/>
d.	<b>Actively involve women from affected communities in testing</b> these emergency response plans?	<input type="checkbox"/>	<input type="checkbox"/>

**09 Community Complaints and Grievances**

For this mine site, does the company:		NO	YES
a.	Have a <b>grievance mechanism for affected communities</b> and individuals to register complaints and grievances?	<input type="checkbox"/>	<input type="checkbox"/>
b.	Ensure that male and female staff members are available for receiving and processing grievances so that <b>men and women from communities can speak to someone of the same sex?</b>	<input type="checkbox"/>	<input type="checkbox"/>
c.	Publicly disclose the <b>number and types of complaints/grievances</b> registered by affected communities and individuals?	<input type="checkbox"/>	<input type="checkbox"/>
d.	<b>Discuss with affected communities the measures it is taking</b> to avoid repetition of the same complaints/grievances?	<input type="checkbox"/>	<input type="checkbox"/>

**10 Safety and Health of Workers**

For this mine site, does the company:		NO	YES
a.	Provide <b>appropriate safety equipment</b> to all its employees and the people who work for contractors, at no cost to them?	<input type="checkbox"/>	<input type="checkbox"/>
b.	Provide <b>suitable sanitation and changing facilities</b> to all its employees and the people who work for contractors?	<input type="checkbox"/>	<input type="checkbox"/>
c.	Ensure that all <b>women workers</b> have access to suitable sanitation and changing facilities that are safe and <b>separated from those used by male workers?</b>	<input type="checkbox"/>	<input type="checkbox"/>
d.	Publicly disclose the <b>average hours worked per worker and per day?</b>	<input type="checkbox"/>	<input type="checkbox"/>

**11 Women Workers**

For this mine site, does the company:		NO	YES
a.	Take measures to <b>prevent harassment of women workers?</b>	<input type="checkbox"/>	<input type="checkbox"/>
b.	Take measures to <b>prevent gender-based violence against women workers?</b>	<input type="checkbox"/>	<input type="checkbox"/>
c.	Ensure the provision of <b>working clothes and personal protective equipment that are appropriate for women's bodies</b> to all women who work as employees and for contractors?	<input type="checkbox"/>	<input type="checkbox"/>
d.	Provide <b>gender-awareness training</b> for all their employees and the people who work for contractors?	<input type="checkbox"/>	<input type="checkbox"/>

**12 Workplace Deaths and Injuries**

For this mine site, does the company:		NO	YES
a.	Publicly disclose the <b>number and circumstances of the injuries and deaths of its employees</b> that happen at the workplace?	<input type="checkbox"/>	<input type="checkbox"/>
b.	Publicly disclose the <b>number and circumstances of the injuries and deaths</b> of people working for contractors that happen at the workplace?	<input type="checkbox"/>	<input type="checkbox"/>
c.	Have a <b>joint occupational safety and health committee</b> composed by workers' and employer's representatives to assess risks and investigate incidents?	<input type="checkbox"/>	<input type="checkbox"/>
d.	Ensure that <b>women workers are represented</b> in the joint occupational safety and health committee?	<input type="checkbox"/>	<input type="checkbox"/>

**13 Training of Workers**

For this mine site, does the company:		NO	YES
a.	Ensure all workers receive <b>the instructions that are necessary</b> to perform their work safely and without injury?	<input type="checkbox"/>	<input type="checkbox"/>
b.	Provide training to workers, at no cost to them, <b>to develop their technical skills</b> ?	<input type="checkbox"/>	<input type="checkbox"/>
c.	Ensure access for <b>women workers to all training</b> programmes and learning opportunities?	<input type="checkbox"/>	<input type="checkbox"/>
d.	<b>Involve all employees and people who work for contractors in testing</b> its emergency response plans?	<input type="checkbox"/>	<input type="checkbox"/>

**14 Decent Living Wage**

For this mine site, does the company:		NO	YES
a.	<b>Assess the wage level</b> that is necessary for workers and their families to afford a decent life?	<input type="checkbox"/>	<input type="checkbox"/>
b.	Ensure the <b>wages</b> of all its employees meet or exceed this decent living wage level?	<input type="checkbox"/>	<input type="checkbox"/>
c.	Engage with its <b>contractors</b> to ensure the people who work for them get paid a decent living wage level?	<input type="checkbox"/>	<input type="checkbox"/>
d.	Publicly disclose <b>the lowest salary level for female and male workers</b> for each job level?	<input type="checkbox"/>	<input type="checkbox"/>

**15 Worker Complaints and Grievances**

For this mine site, does the company:		NO	YES
a.	Have a <b>grievance mechanism for its employees and the people who work for contractors</b> to register complaints/grievances?	<input type="checkbox"/>	<input type="checkbox"/>
b.	Ensure that male and female staff members are available for receiving and processing worker grievances so that <b>men and women workers can speak to someone of the same sex?</b>	<input type="checkbox"/>	<input type="checkbox"/>
c.	Publicly disclose the <b>number and types of complaints/grievances</b> registered by its employees and the people who work for contractors?	<input type="checkbox"/>	<input type="checkbox"/>
d.	<b>Discuss with employees, people who work for contractors, and their representatives the measures it is taking</b> to avoid the repetition of the same complaints/grievances?	<input type="checkbox"/>	<input type="checkbox"/>

**Comments:**

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# About

## 01 Local Employment

A company that publicly discloses the numbers of local people who work at its mine site can demonstrate its commitment to investing in the economic development of local communities. Disclosing specific data on women workers helps the company to show they are making sure that their recruitment and workplace practices do not discriminate against women. And a company can give a more complete picture of the employment situation by showing how many local people work for its contractors.

## 02 Local Procurement

A company that buys goods and services locally is able to support business development and economic growth in the local region. When a company gives information on local procurement, it is helping local businesses to identify opportunities to become suppliers to the mine site, and it is also showing how it is encouraging local businesses to become suppliers.

## 03 Air Quality

Air pollution is a major concern for many communities affected by the presence of a mine, as air pollution can affect their health, their food crops, their livestock and sometimes their livelihoods. When a company publicly discloses data on air quality around the mine, and discusses with communities about how it is managing air quality, it can build trust and reduce fears related to dust and air pollution.

## 04 Water Quality

A company can make its public information on water quality much more useful for affected communities by regularly disclosing water quality data at each point where it collects such data. The company can also build trust by specifying when and where water quality dropped below safety limits, and by discussing with affected communities the efforts it is taking to manage water quality.

## 05 Water Quantity

Access to water is a common source of conflict between mining companies and affected communities, particularly in water-stressed areas. A company can show its respect for affected communities by disclosing the amount of water it is taking out of local sources and by discussing with affected communities how its water use takes into account the water needs of local people.

## 06 Rehabilitation and Post-Closure

For a company to be able to leave behind a positive impact on the area around its mine site, it needs to make sure that affected communities will have sustainable livelihoods when the mine closes. This includes making sure that local people will be able to rely on healthy natural resources (land, water, etc.) and economic opportunities. The company will also need to discuss and approve the mine closure plan with affected communities to take into account how local people want to see the area when the mine closes.



## **07 Tailings**

Tailings dams can be very dangerous for people, livestock, and the environment. If tailings dams collapse, they can release large amounts of waste that can cause deaths, smother rivers, bury homes, destroy livelihoods, and seriously impact the environment and local communities for years to come. A company can show that it takes this issue seriously by disclosing practical information on its tailings dams, by making sure these dams are clearly signed and made safe to prevent accidental injury or deaths of people and animals, and by regularly testing the warning systems.

## **08 Safety of Communities**

Mining is often dangerous for local communities, as accidents and conflicts can result in deaths and injuries. A company can respect local communities and help keep them safe by publicly disclosing the number and circumstances of any deaths that happen. And although it is impossible to guarantee that mining-related emergencies will never happen, a company can reduce any negative impacts by developing crisis management and emergency response plans. By including affected community members in testing these response plans, companies can help make sure the plans work well in the case of a real emergency.

## **09 Community Complaints and Grievances**

A company that respects local communities wants to be able to know, and respond, to their concerns. This involves setting up a formal process (called a community grievance mechanism) that enables individuals or groups from affected communities to register their complaints, in order to have these issues remedied by the company. Community members are more likely to trust and use these complaint mechanisms if the company discloses how the mechanism is being used, and what steps are being taken to make sure that complaints are being dealt with effectively.

## **10 Safety and Health of Workers**

A safe environment is one that keeps workers physically and mentally healthy. Safe working environments are generally more productive, and mine sites with good safety conditions are better able to attract workers and investors. A mining company can avoid and reduce safety risks by giving its workers appropriate protective equipment and suitable toilets and handwashing facilities that are safe for women and men. Transparent monitoring of working schedules can also prevent potentially abusive practices.

## **11 Women Workers**

Women workers are most vulnerable to unsafe and hostile working conditions at mine sites. A company can show its respect for women workers by taking steps to prevent harassment and gender-based violence, as well as by giving women workers appropriate working clothes and protective equipment. Appropriate training is essential to help women and men understand the role gender plays and to advance gender equality in the workplace.



## 12 Workplace Deaths and Injuries

Mining is a dangerous occupation. Fatal workplace accidents at mine sites are still very frequent, globally. A mining company can avoid and reduce workplace safety risks by disclosing and investigating accidents and deaths. The mining industry relies more and more on contractors, so it is important for a company to also give information on any deaths of people who work for contractors, to provide a more complete picture of the safety situation of its workers.

## 13 Training of Workers

According to the International Labour Organisation, no person should be employed to work at a mine site unless that person has received the necessary instruction and training to be able to do the work competently and safely. So training needs to cover not only health and safety and emergency measures, but also technical skills. Educating and training workers can then lead to a more productive workforce.

## 14 Decent Living Wage

A living wage is one that enables workers and their families to afford a basic but decent lifestyle, live above the poverty level, and be able to participate in social and cultural life. A living wage is a fundamental right. A mining company that takes steps to make sure its employees and the people who work for contractors are paid a decent living wage can strengthen its relationship with workers, improve worker morale and productivity; and demonstrate that it respects the rights of its workers.

## 15 Worker Complaints and Grievances

A company that respects its workers wants to be able to know, and respond, to their concerns. This involves setting up a formal process (called a worker grievance mechanism) to give workers a means of registering complaints in order to have their concerns remedied by the company. An effective grievance mechanism will lead to more positive relations between the company and its workforce. A company can promote confidence in the grievance process by disclosing how the grievance mechanism is being used and how the company is taking steps to make sure that complaints are being dealt with effectively.

For a more complete framework of issues related to responsible mining, you can visit the Responsible Mining Foundation website:

[www.responsibleminingfoundation.org](http://www.responsibleminingfoundation.org)

### Note

The content of this document does not necessarily represent the views of funders, trustees, and employees of the Responsible Mining Foundation (RMF), and others who participated in consultations and as advisors to this document.

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