

STANDARD 6

INCIDENT AND INVESTIGATION MANAGEMENT



HSE incidents, near hits, non-conformances, and non-compliances are reported, recorded, investigated and analysed to identify root causes and contributing factors, ensuring that corrective and preventive actions are identified, implemented and learnings are shared throughout the organisation to prevent recurrence.

REQUIREMENTS

- 6.1. Gold Road will maintain a system to ensure the timely reporting, recording, investigation, identification and completion of corrective actions and appropriate communication of all actual and potential HSE incidents.
- 6.2. Gold Road will establish an incident notification and reporting system that:
 - Defines notification and reporting requirements
 - Defines the types of incidents to be reported, whom they are reported to and the timeframe for reporting
 - Defines the level of investigation required based on the incident severity / value obtained from the type of investigation
 - Meets local regulatory accident and incident reporting requirements
 - Triggers the appropriate level of emergency and post emergency response including the Crisis Management System if required
 - Defines the level of management who will be involved in the incident reporting, investigation and follow-up of permanent corrective actions
- 6.3. The requirement for timely reporting of actual and potential incidents is promoted in induction, internal leader development courses / coaching and through leadership behaviour.
- 6.4. Following an incident, the incident scene shall be preserved until evidence appropriate to the investigation being performed has been gathered / collected.
- 6.5. Following an incident, work does not resume until actions have been taken to reduce the risk of recurrence to as low as reasonably practical and authorisation for resumption of work is given at the appropriate level (including statutory authorisation if required).
- 6.6. Gold Road has adopted the FIVE (5) Whys and Incident Cause Analysis Method (ICAM) incident investigation methods. Sites are to ensure that appropriate training is provided for those persons required to conduct / participate in incident investigations.
- 6.7. All corrective and preventative actions resulting from incident investigations shall be recorded, tracked and monitored within the Gold Road HSE information management application.
- 6.8. Incident findings and corrective actions shall be communicated as appropriate to Gold Road sites and contract partners to encourage the sharing of learnings.
- 6.9. Data gathered from incident investigations is analysed to identify patterns and emerging trends, and for management reporting.

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- 6.10. Gold Road Management will respond appropriately to patterns and emerging trends by initiating appropriate corrective actions and improvement plans.
- 6.11. Gold Road will have a system in place for conducting Critical Incident Reviews of Significant Incidents.

Version Number	Revision Date	Document Owner	Document Approver
Version 2	12 June 2023	General Council and Company Secretary	Board of Directors