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DOCUMENT AMENDMENT TABLE

VERSION	PREPARED BY	DATE	AMENDMENT
6	Landside Operations Manager & Commercial Trade Specialist	20/10/2017	Various updates in consultation with PPA's Health & Safety Manager, Environment & Heritage Manager
7	Landside Op's Admin	18/1/2019	Updated formatting
8	Landside Ops Manager	24/07/2020	Review completed no changes required
9	Landside Operations Superintendent (East)	05/11/2021	Review completed no changes required

1. PURPOSE

The purpose of this document is to obtain the chemical and physical properties of materials proposed to be exported via Pilbara Ports Authority, Port Hedland (PPA) owned and operated facilities. This will allow the operational, environmental, facility maintenance and health and safety risks / impacts of these products to be well understood and managed.

2. SCOPE

This procedure applies to only those bulk mineral products transferred over PPA owned berths. This includes PPA's East Side Berths 1, 2 and 3 and the Utah Point Bulk Handling Facility.

This procedure does not apply to third party owned infrastructure and facilities including BHPB Nelson Point and Finucane Island facilities, FMG Anderson Point facilities, Roy Hill Stanley Point facilities and Dampier Salt ship loader operations at Berth 3.

3. RESPONSIBILITIES

The PPA Commercial Trade Manager (or his nominated delegate) shall:

- Act as the central point of contact for all new product requests.
- Coordinate the requirements of individual PPA departments.
- Disseminate and receive information from the customer.

The GMO (or his nominated delegate) shall:

- Have powers of final approval for any bulk mineral product to be delivered/handled through PPA bulk loading facilities;
- Have the right to temporarily suspend the approval of any bulk mineral product handled through PPA bulk loading facilities;
- Recommend to the Board of Directors to rescind approval for any bulk mineral product handled through PPA bulk loading facilities; and,

- Have the right to request the proponents to remove any product from the facility, or to undertake additional product conditioning to ensure the product meets the required specification.

PPA Staff shall:

- Ensure that they comply with the PPA Bulk Product Management Procedure and its requirements;
- Ensure they correctly follow all directions set out in the PPA Bulk Minerals Products Management procedure; and,
- Where required, to the best of their knowledge and ability, diligently fulfil responsibilities under the Bulk Product Management Procedure.

4. SPECIFICATION OF BULK MINERAL PRODUCTS

Prior to the commencement of haulage of any bulk mineral product to PPA's bulk loading facilities or berths the GMO (or his delegate) must have in his possession a full detailed application form for the product being loaded (the Bulk Product Application Form) and which has been signed by the respective PPA Environmental, Operations, Safety, Maintenance and Commercial delegates.

This information sheet includes all the details of the product being loaded including:

- Chemical make-up of the product including metal speciation and other chemicals present in the product (e.g. other chemicals that may have contaminated the product such as process solution). This must be submitted as a report from an independent and recognised analytical laboratory (NATA accreditation preferred) and be signed by a laboratory manager or equivalent. Additional reports or information may be requested following the initial submission in order for PPA to adequately assess health, safety and environment (HSE) risks;
- Dust Extinction Moisture (DEM) level and Transportable Moisture Limit (TML). This must be submitted as a pdf report from an independent and recognised analytical laboratory and be signed by a laboratory manager or equivalent;
- Flow properties of the product in compliance with any requirements of "*Marine Order 34*" (MO34) and the "*International Maritime Solid Bulk Cargoes (IMSBC) Code*" as determined by a recognised analytical laboratory (e.g. Jenike or Tunra Bulk Solids).
- Angle of repose and stowage factor of product
- Bulk density of product
- Particle Size Distribution (PSD);
- Detailed health, safety and environmental risks of the product. The risk assessment must address:
 - potential short and long term health effects from in load, storage /stockpiling and out load of the product, and any potential manual intervention (e.g. cleaning up spilt product);
 - contaminants (e.g. airborne contaminants such as silica);

- sources of emissions (for example, product transfer points, kiln stack, baghouses or discharge pipelines) including fugitive emissions (for example, noise, dust or odour);
- types of emissions (physical, chemical, or biological);
- volumes, concentrations and durations of emissions; and
- proposed controls for mitigation of all identified risks.

The risk assessment must be completed on PPA's Project Risk Assessment Tool. Relevant information to support the risk assessment findings must be attached (e.g. Respirable composition analysis report from an independent and recognised analytical laboratory when the chemical make-up of the product includes contaminants that may impact health);

- An attached Safety Data Sheet (SDS) that meets the National Code of Practice for the Preparation of Material Safety Data Sheets 2nd Edition [NOHSC:2011(2003)]; and,
- A product specific Dust Management Plan (DMP) in accordance with the Dust Management Plan Guidelines attached as Appendix A to this Procedure.

For any new product being brought into the Port, this information must be provided at least three months prior to inloading, to allow PPA to make a thorough assessment of the product.

4.1 Provision of Ongoing Information

To ensure that bulk products comply with the information provided, if necessary proponents will be required to submit to PPA the following information at a frequency to be determined by PPA:

- Daily tonnage reports of product transported to stockpile
- DEM and product moisture sample results (refer to section 4.3)

The proponents are also required to submit to PPA a weekly forecast of haulage, including the source of the product.

4.2 Sampling

To ensure consistency of product with the information provided and to ensure that risks are adequately understood, PPA may, from time to time, take random samples of bulk material.

Samples will be sent to a NATA accredited laboratory and tested for:

- Chemical make-up
- DEM
- Moisture content
- Particle size

The results of the laboratory analysis will be compared against the data supplied by the proponent to ensure that the product complies with the information provided.

If the laboratory analysis identified inconsistencies with the supplied product information, the proponent will be notified immediately. The risk assessment will be reviewed and any further controls necessary will be the responsibility of the proponent.

If continual breaches are detected, then further action may be taken to address the breaches. PPA may also monitor moisture content via analysers at any point in the conveyor system.

4.3 Product DEM and Moisture Content

Proponents must provide to PPA an independent third party laboratory report (eg. Tunra or similar) stating the DEM for each product type transported to PPA's facilities. Products transported to Utah Point require the DEM report to be updated annually and provided to PPA.

Proponents must undertake appropriate product conditioning and monitoring at the mine site to ensure that all product delivered to PPA has a moisture content at or above its DEM.

Proponents are required to submit moisture content results of samples of all product types transported to PPA's facilities. Results must be provided in a format and at a frequency approved by PPA. The Certificate of Analysis showing average moisture content must be provided to PPA for product shipments departing Utah Point.

4.4 Changes in Product Specification

If the proponent suspects that products may be changing in chemical or physical composition then they must notify PPA immediately of the change. The proponent will be responsible for undertaking and submitting to PPA a risk assessment of the change to ensure that there are no new risks posed by the changed product specifications. Otherwise the proponent may make changes to the detailed HSE risks of the product, the MSDS or the DMP to improve the management of the product.

Any changes to these documents must be approved by PPA.

4.5 Foreign Contaminants

Systems are to be implemented at the mine site to ensure that foreign contaminants are not present in the product when it is received at the PPA facilities. PPA out-loading systems are equipped with metal detectors and any foreign metal or contaminant detection will result in the offending object being removed from the conveyor in accordance with the PPA Isolation Procedure. Any

subsequent delays will be included within the gross loading rate calculations for the particular vessel and may reduce the applicable loading window accordingly.

Continued or extreme detections of any kind (whether by number of events or potential severity) may result in the PPA requiring:-

- 1) Additional screening of the product;
- 2) Manual intervention for detection in the stockyard; and/or
- 3) Removal of the contaminated product from site.

5. APPROVAL

Any new bulk product proposed to be handled through PPA bulk loading facilities must be approved by the GMO following consultation with the following persons:

- Environment and Heritage Manager – assess the risks of impact to the environment, public health and amenity;
- Health and Safety Manager – assess the risks of impacts to safety and human health;
- Marine Operations Manager – assess the risks of impacts to ship safety;
- Landside Operations Manager – assess the risks of impacts to landside operations and mine site requirements;
- Maintenance Manager – assess the risks of impacts to ship loader infrastructure; and
- Commercial Trade Manager – assess potential impacts on existing and proposed PPA commercial agreements.

In most instances, any new product will undergo a trial period over which the suitability of the product will be assessed to determine whether it is acceptable to PPA. If the trial period demonstrates that the product has significant risks, the GMO will either extend the trial period so that a more thorough assessment can be undertaken or remove the approval for the product.

Further to the above, PPA reserves the right to undertake an on-site inspection of any material prior to it being transported to port facilities. Upon inspection, PPA may request changes to product conditioning if the product is determined to be unsuitable for the port facilities. These changes are to be adhered to otherwise approval for product export will be withdrawn.

The GMO may waive the requirement for any or all of the specification data if satisfied on inspection that the material and volume pose a low risk.

Approval to commence haulage of any new product will be confirmed in writing by the GMO.

5.1 Conditions of Approval

- PPA may enforce conditions on the approval of bulk material to be handled through the port. This may include, but is not limited to:
- Minimum gross loading rate that must be achieved and the applicable operational window for loading the product onto any vessel.
- Road sweeping requirements.
- Cleaning requirements (e.g. additional resources required).
- Additional dust control requirements.
- Removal of spilt product.
- Vacuum truck(s) requirements.
- Additional personnel and equipment.
- Management of cleaning waste.
- Contractual agreements (or variations to existing agreements) being entered into by the proponent.

Additional controls may be specified if the impacts of the product are difficult to manage.

The cost of any conditions imposed by PPA will be met by the proponent.

6. PROCESS OWNER

The Landside Operations Manager has overall responsibility for this procedure.

Date approved: 05/11/2021

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Approved by: GM Terminal Operations

APPENDIX A: DUST MANAGEMENT PLAN GUIDELINES

The Dust Management Plan is to address the following but is not limited to:

- Introduction – background and scope of the document.
- Project overview – mine site details, handling and transport details, product information.
- Dust Management Objectives – based on a risk assessment, identify likely dust sources, targets to be met, and how the dust sources will be managed.
- Specifically focus on:
 - product conditioning processes at mine site;
 - truck movements;
 - condition of product on delivery;
 - inloading;
 - stockpile management; and
 - outloading.
- Contingency measures (could be included in the above).
- Roles, responsibilities and contacts.
- Monitoring– outline of the sampling program undertaken to determine product moisture content at the mine site.
- Reporting – frequency of reporting to PPA, incident reporting.
- Review and audit.

A Dust Management Plan is required for each product to be hauled through PPA multi-user facilities.