

1. COMPANY VISION

It is the Organisation's goal to be a highly reputable leader, preferred and trusted provider of high quality drill string equipment and other drilling consumables.

2. COMPANY OBJECTIVE

The Organisation is continuously striving for excellence through dedication and innovation. To achieve this, detailed objectives are set for all functions in the Organisation.

3. MISSION STATEMENT

The mission of Focus Mining Services is to provide high quality, affordable drilling equipment to the mining industry, both local and international.

- To provide leading edge technology into the Global and South African mining industry
- Ensure our clients receive maximum value for money on all products supplied
- Ensure a safe and efficient work environment for all our employees
- Provide best possible services to ensure our clients achieve their relevant KPI's
- Promote honesty and integrity in our workforce to ensure a harmonious relationship with our clients
- Inform all employees of this policy and ensure its objectives are maintained throughout the Organisation and that all employees know their responsibilities for maintaining the Organisation's quality requirements

The Organisation ensures that professionalism is maintained with regard to time, cost management, SHE and quality control when executing projects. Consequently projects are delivered on time, within budget, to the highest standard in a safe and environment friendly way.

Our concept is:

The manufacturing of Blast Hole drill string products and related drill rig accessories for the mining industry.

Our target market is:

- Mining companies
- Drilling contractors
- Drilling consumable supply companies

4. POLICY STATEMENTS

The following Policy Statements of the Organisation are Annexure's to this Procedure and the revision status of the policies are indicated by the approval date. These policy statements are independent from the revision level and approval date of Procedure 5.2:

- **Occupational Safety, Health, Environmental and Quality Policy Statement.**
(Annexure 1)
- **Policy on Smoking in the Workplace.**
(Annexure 2)

OCCUPATIONAL SAFETY, HEALTH, ENVIRONMENTAL AND QUALITY POLICY

I, W. Stuart, Managing Director of Focus Mining Services Pty Ltd, am committed to a policy of total quality and excellence in everything we do as well as the establishment and maintenance of a workplace that is safe and healthy and does not harm the environment.

The Organisation manufactures Blast Hole Drill String Products and related accessories to the mining industry.

We strive to achieve this by complying with the Health, Safety and Environmental Legislation, relevant regulatory requirements and the OHSAS 18001, ISO 9001 and ISO 14001 Management System Requirements.

This policy is incorporated within an all-inclusive system with the following key points:

- Proactive management to protect the employee from injury and ill health, the assets and the environment of the Organisation and to eliminate potential occupational hazards and environmental degradation.
- Effective assessment, planning, documentation and implemented processes.
- Maintaining and improving a safe workplace and pollution free environment, resultant from clear and safe working practices which will include the provision and effective use of personal protective and other equipment applicable to the requirement of the task.
- Evaluating and training all employees in their own tasks and responsibilities in achieving this policy.
- Detect, measure, control and correct any deviations from applicable quality, statutory, external and internal standards within required time scales followed by corrective and preventive actions where necessary.
- Commitment to reviews of this policy and its objectives and targets, and continual improvement of the total Management System.
- Establishment, documenting and management of Quality and SHE objectives and targets with achievable and measurable goals.

Focus Mining Services Pty Ltd accepts, within the bounds of reasonableness, full responsibility for the health and safety of its employees and conservation of its environment in the execution of business.

We will ensure that this policy is understood, implemented and maintained throughout the Organisation.



Mr W Stuart
MANAGING DIRECTOR

16 MAY 2016

Date
ANNEXURE 1

POLICY ON SMOKING IN THE WORK PLACE

1. POLICY STATEMENT

Health and safety in the workplace is one of Focus Mining Services' strategic focus areas. Regulation of smoking at the Organisation's premises therefore forms part of the Organisation's commitment to a health and risk free environment. This policy statement defines the Organisation's position on smoking of tobacco at the Organisation's premises and defines the arrangements which will support a smoke-free environment to conform to the "Tobacco Product Control Act 12 of 1999"

Management believes that the smoking of tobacco is a habit-forming behaviour that is best controlled by the decision of the individual concerned. It will therefore endeavour to promote a healthy lifestyle amongst all employees.

Appropriate smoking areas will be indicated with relevant signage.

This procedure does not override any other prohibitive instructions with regard to smoking at or near places where -

- Oil, petrol or any other flammable substances are kept / stored / used
- Spray painting takes place
- Degreasing takes place
- Combustible gases are used / kept / stored etc.

The Production Supervisor shall be responsible for ensuring adherence to the policy as well as optimisation of productivity

It is the responsibility of the Organisation's host to inform visitors of the Company's policy on tobacco smoking.

2. SMOKE FREE AREAS

This policy is applicable throughout the Organisation. The following are smoke free areas:

- Offices, kitchen, reception areas, shop floor
- Toilets and change-rooms
- All passages inside the building
- Any enclosed area

3. DESIGNATED SMOKING AREAS

- Outside the office building and in the designated smoking areas at client's premises.

4. ALLOWED SMOKE BREAKS

- Before working hours
- During the two tea breaks
- During lunch times



Mr W Stuart
MANAGING DIRECTOR

16 MAY 2016

Date
ANNEXURE 2