

# SCOPE OF SERVICES

## 1. BACKGROUND INFORMATION

IAMGOLD - Rosebel Gold Mines is located in the district Brokopondo, in north eastern Suriname. The Rosebel property lies approximately 85 kilometres south of the capital city of Paramaribo. The mining concession covers 170 square kilometres, with the Suriname River to the east, the Saramacca River to the west and the Brokopondo reservoir to the south.

To save the environment from toxic effects of organic and biodegradable elements present in waste, a proper waste management is required. Mismanagement of waste can cause water contamination, soil erosion and air contamination. Waste can be recycled if collected and managed efficiently. Rosebel Gold Mines has a waste management procedure in place and enters into long term agreements with contractors that are capable of removing, recycling and disposing of the waste originating from Rosebel Gold Mines in an environmental friendly manner.

Rosebel is in need of a supplier to properly dispose of their Electronic waste items such as EOL laptops, desktops, printers, plotters and batteries.

### 1.1. Location

The location is at Tower 1, Rosebel Mine site



## 2. SCOPE OF SERVICES

### Description of the Assignment

The purpose of this document is to define the scope of work for the tasks to be performed in relation to the removal, recycling and disposal of the IT waste originating from Rosebel Gold Mines N.V. (RGM).

RGM requests the IT waste removal on, as-is where-is basis from contractors. The Contractor will select, dismantle if necessary, load the IT waste and transport this from the designated areas through the main gate of Rosebel to Contractor's location in for recycling or disposal. The Contractor will deploy its' own resources, such as Personnel, Equipment, Equipment / tools.

The Electronic waste is categorized as 'hazardous', requires special handling and needs to be separated, dismantled packed and shipped to an overseas country or company that is certified in handling electronic waste for further treatment.

### 2.1. Specific work (per unit)

The service includes the treatment of electronic waste, electronic hazardous waste (for example light bulbs), waste batteries and the different waste streams involving recycling of ferrous and nonferrous metal.

The material covered and to be collected under the Electronic waste agreement are as follows:

- Laptops (on end of life) and accessories
- Desktops (on end of life) and accessories
- Monitors (on end of life)
- Printers (on end of life) and accessories
- Plotters (on end of life)
- Dock stations (on end of life)
- Radios (on end of life)
- Repeaters (on end of life)
- Scanners (on end of life)
- Beamers (on end of life)
- Cartridges (on end of life)
- Penlight batteries (on end of life)
- Airco's (on end of life)
- Light bulbs, fluorescent etc.
- Waste batteries
- Computer wires, chargers, hard disk drives, laptops, ventilators, TV stands, power supplies, DVD romp, Screen protectors, Fusers, cameras, LTO tapes, paper shredders, network cards a.m.

## 3. GENERAL REQUIREMENT

- All valid HSE-procedures of RGM (PPE, hot work, lifting, mobile equipment & light vehicle safety, defensive driving, traffic management, fatigue management, waste management, dust control, gate access control etc.), as well as Operational Best Practices will be strictly adhered to on the work area, the access roads, the RGM gates, as well as the public roads.
- Specific EH&S requirements:
  - All mobile equipment will comply with the RGM Mobile Equipment standard.
  - Contractor light vehicles will only be allowed on site if they comply with the RGM Light vehicle standard.

- All operators should have valid permits to operate mobile equipment and defensive driving permits to operate light vehicles.
- Contractors should adhere to the traffic management procedure.
- All Contractors visitors are required to complete the RGM-site induction and should request it in advance.
- All the costs in relation to the Activities are for Contractor's sole risks and responsibilities.
- Contractor's personnel shall perform the operation in a manner that will not interfere in any way with activities of Rosebel.
- Contractor will provide advance and timely notice to Rosebel of a change of Contractor's personnel in relation to the Activities.
- Contractor will present to Rosebel the list of equipment (vehicles) by written notice before mobilization for pre-inspections.
- Submission of a list of assigned drivers (IDs), prior to the agreement
- Submission of a list of assigned trucks including license plates, prior to the agreement

#### **4. MINE SITE ACCESS**

- Control by RGM Security on alcohol consumption by means of the blowing method, a valid driver's license, the vehicle's sign number and the truck driver's name are also checked.
- RGM will not provide food and/or lodging for contractor's personnel.
- All contractor's personnel require police clearance ("Verklaring van Goed Gedrag") before accessing the mine site.
- Medical screening from HCCO - Human Capital Care Outsourcing
- Proof of SOR insurance for all contractors working on site

#### **5. LOADING & ON SITE TRANSPORT**

- RGM responsible department will inspect the IT waste together with the contractor based on an inventory list prior to removal from RGM mine site.
- The loading will take place under the surveillance of the responsible department.
- Trucks are under no circumstance allowed or permitted to enter or use the haul roads on the Concession without RGM escort and/or approval.

#### **6. RESPONSIBLE DEPARTMENT**

- IT department; section Systems & Helpdesk; Shifaiz Khodabaks
- IT department; ICT Superintendent; Rosell Estevez Castro.

## **7. TRANSPORT PUBLIC ROAD**

- Transport on the public roads will be done in accordance with the applicable Government rules and regulations
- Speed control measures: Government rules and regulations. Traffic signs.
- Road safety measures: defensive driving, Government rules and regulations

## **8. FACILITIES TO BE PROVIDED BY THE CONTRACTOR**

- Supply of drinking water for personnel
- PPE
- Equipment and/or tools
- Experienced employee prepared to dispose waste items – working carry on electronic items.

### **8.1. Start date & period of implementation**

01 October 2022

### **8.2. Facilities to be provided by RGM**

- Arranging Site Access.
- All items will be located at our tower one location inside a container

## **9. SUPERVISION**

- RGM supervision: RGM Responsible Department
- Contractor will require RGM approval before collecting/cutting/loading items.
- Trucks will be inspected by RGM security before leaving the working area

## **10. SCHEDULE**

- On Call

## 11. HEALTH & SAFETY

Below are requirements that contractors working at Rosebel Gold Mines must adhere to:

- Contractors will abide by all applicable Rosebel policies, most notably the Occupational Health, Safety & Environment Policy and Procedures (including any measures related to COVID-19 prevention);
- Contractor will abide by Surinamese laws and regulations;
- Contractor will comply with public roads traffic regulations; Police clearance should be provided for all contractors' working on site;
- Medical screening from HCCO - Human Capital Care Outsourcing should be provided for all Contractor's working on site;
- Proof of SOR insurance (original name list from the insurance company);
- All contractors will receive the RGM site induction;
- Valid defensive driving license for driving on site;

## 12. ENVIRONMENT MANAGEMENT

The works must be carried out in respect of the protection of the environment and all laws for the preservation relating to it. The owner considers and requires the contractor to consider the protection of the environment as being essential. The contractor shall ensure that the work performance takes place responsibly for the environment and continually use appropriate working methods to ensure that the environmental responsibilities of the owner are met.

The Contractor will be responsible for ensuring that all employees are well informed and abide by the RGM regulations, procedures and practices. The Contractor must immediately report any environmental incident to the responsible person on site in charge. Investigations and environmental incident reports will be produced in collaboration with the site environment Manager and in accordance with his instructions.

## 13. CONCLUSION NOTES

RGM requests this document is reviewed and in case of any questions, for the contractor to have the questions submitted to RGM immediately. Once clarifications on any areas of the scope are understood, unit rates should be applied to the bill of quantities for understanding total contract cost.