



**SML4**  
**CHANGE**  
WORKPLACE CAPABILITY PARTNERS

## TRINITY METALS

SKILLS DEVELOPMENT - EXECUTIVE REPORT

OCTOBER 2024



**TRINITY**  
METALS



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## 1. SCHEDULED COURSES CONDUCTED

Course Name	Date(s)	Participants	Key Outcomes
Light Vehicle Training Musha	1-2 Oct	7	Fundamentals of Driver Safety, Off-road Driving, and 4x4 Use
POLC for HOD's Group 3 Phase B	3-4 Oct	16	Plan-Organise-Lead-Control Management system
Loader Operator Training Musha	3-5 Oct	2	To equip employees with the knowledge and skills to operate a Mining Load Haul Dump (LHD) Loader.
Locomotive Driver training Rutongo	7-9 Oct	11	To equip employees with the knowledge and skills to operate a Battery Electric Locomotive.
Locomotive Assistant Training Rutongo	10-11 Oct	12	To equip employees with the knowledge and skills to operate a Battery Electric Locomotive.
Supervisor Program Phase B Group 7	14-18 Oct	11	Frontline Supervisory Program-POLC
Supervisor Program Phase B Group 6	21-25 Oct	13	Frontline Supervisory Program-POLC

## 2. CONSULTATION & STAKEHOLDER ENGAGEMENT SESSIONS

Session Purpose	Date(s)	Key Participants	Main Points Discussed
DFC Reporting & SLA Project Planning	7-9 October	SML Team	DFC Reporting & Project planning for 2025 Service Level Agreement
Competence Mapping	10-11 October	Pieter, Technical Services	Mapping continuation for Technical Services
Rutongo Restructure	16-18 October	Pieter, Charles, Pieter N, Regis	Process action plan, execution & daily follow ups on progress
HR Structure Reviews	21-25 October	Pieter, Mary, HR Leads	Structure Alignment, levels of work for Musha, Rutongo & Nyakabingo
RTB Meeting for Course Registration	23 October	Pieter, Mary, Charles, Neza	Blasting course registration verification of curriculum
IPRC Meeting- Course registration	25 October	Jean Damascene, Pieter	Support for RTB Registration application





### 3. PROJECT ACTIVITIES – PLAN-DO-CHECK-ACT

Activity Description	Date(s)	Key Details
SOP Development -Mining	September-October 2024	To develop & review critical risk procedures and routine activities in Mining for all 3 operations
Blasting ticket application Process – RTB TVET	Ongoing	Amendments being made again, to confirm verification workshop
Skills documentation	Ongoing	Maintaining skills matrices & database
Competency Mapping	Technical Services	Survey, Geology, Laboratory, Plants on hold, to review Mining again in relation to new Rutongo Structure.
RTB Registration curriculum	October	Bobcat, HIRA, Blasting ticket

### 4. MATTERS FOR MANAGEMENT

Issue/Matters	Description	Required Actions/Decisions
Procedure Development	First batch circulated & reviewed at 3 sites	Gerrit & Mining Management to sign off
Underground Training Facility	Construction ongoing	Engineering projects to complete civil work for classroom
Training coordinator roles	Job description complete, to be advertised & interviewed during November	Interviews to take place during November
Vienna Dover system	Discussion held with Rutongo General Manager and will be considered in due time.	Purchase order to be raised by Rutongo, awaiting GM approval (Month 4)
Training Venues	Musha and Nyakabingo still require dedicated training venues that meet the standards provided	Plans with budgets being developed for submission to GM's, drawings with Engineer (Month 5).

### 5. PLANS FOR THE COMING MONTH

Planned Activity	Date(s)	Goals and Objectives
Introduction to Blasting	4-22 Nov	This course aims to equip underground miners with the knowledge of basic mining practice, commencing with initial access to the orebody and all activities and infrastructure following to extract ore safely. In





Planned Activity	Date(s)	Goals and Objectives
		addition, participants will learn to safely transport, handle, prepare, and use explosives and accessories for application in underground mines.
HIRA-Rutongo	11-12 Nov	Hazard Identification & Risk Assessment aimed at Supervisors & Employees
HIRA-Musha	13-14 Nov	Hazard Identification & Risk Assessment aimed at Supervisors & Employees
HIRA-Musha	15-16 Nov	Hazard Identification & Risk Assessment aimed at Supervisors & Employees
Supervisor follow ups	18-29 Nov	Menya Nibi follow ups
Menya Nibi (Phase A, Group 8)	25-29 Nov	Frontline Supervisory Program
Continuous Miner-Musha	25-27 Nov	
Dump Truck Nyakabingo	28-29 Nov	To equip employees with the knowledge and skills to operate a Dump Truck
SOP Development	November	To share the second batch of SOPs for review to the 3 sites to review through OHS leads as champions

## 6. VERSION DETAILS

### TRINITY METALS

REPORT: Executive

DATE: October 2024

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