

Programme Partners:



# **TRAINING WORKSHOP ON MINE AND QUARRY MANAGEMENT, ENVIRONMENTAL, HEALTH AND SAFETY & HUMAN, LABOUR RIGHTS AND COMMUNITY RELATIONS IN CONSTRUCTION MATERIALS, INDUSTRIAL MINERALS AND SEMI-PRECIOUS GEMSTONES**

Lusaka, Zambia, October 2016

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## **RETURN TO WORK PLANS (RWP)**

*An initiative of the African, Caribbean and Pacific Group of States, financed by the European Union and United Nations Development Programme, and implemented by UNDP.*

## I. RETURN-TO-WORK PLANS

Return to Work projects are a valuable mechanism for workshop participants' personal and professional development. As part of your sponsorship, you are required to develop a return-to-work plan on a project you will undertake on your return, applying the knowledge and skills gained from workshop to influence change.

Periodic follow-up on the progress of implementation of the plan will be undertaken by UNDP.

## II. REPORTING STRUCTURE FOR RETURN-TO-WORK PLANS

To facilitate ease of reporting and follow-up on your return to work project, the structure below outlines the key project elements that need to be covered in the reporting. **Please submit a Return to Work Project (RWP)** using the structure provided below.

### GENERAL INFORMATION

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#### **Brief Description of the project:**

CHIKANA EMERALD MINE IN LUFWANYAMA AND CHITINA COPPER/GOLD MINE IN MKUSHI AREAS OF ZAMBIA. THE EMERALD MINE HAS SOME PITS WHICH WERE DONE FOR SOME EXPLORATIONS AND THE MAIN MINE PIT IS IN THE MIDST OF ZAFFICO – LAMBA PLANTATION, WHILE CHITINA COPPER MINES IS IN MKUSHI AND IS A GREEN FIELD THAT REQUIRES MORE EXPLORATIONS.

#### **Expected Outcomes:**

##### **A) MINING:-**

AFTER ATTENDING THE 5-DAY CHAMINUKA LODGE WORKSHOP- LUSAKA, BETWEEN 25<sup>TH</sup> AND 29<sup>TH</sup> OCTOBER,2016, I WILL MAKE SURE THAT MY MINING CONCESSIONS ARE UP T-DATE WITH LICENCING UNDER CADATRE DEPARTMENT, ADHERE TO MINING REGULATIONS LAID DOWN BY THE MINISTRY OF MINES. I WILL FOLLOW THE BENCHING SYSTEM AND NOT TUNNELS TO AVOID ACIDENTS AT THE MINES. I WILL ENDEAVOUR TO SEE TO IT THAT MY OPEN PITS ARE CLEAN AND AVOID UNNECESSARY STOCK PILING THAT MIGHT FALL INTO THE PITS. MINERALS MINED, WILL BE SORTED ACCORDING TO THEIR GRADES IN ODER TO ATTRACT THE CLIENTELLE AND GAIN BUSINESS , AS SELLING WITHOUT SORTING, GRADING , CUTTING AND POLOSHING,MOSTLY JEOPARDISE BUSINESS, BY JUST GIVING AWAY EVEN THE BEST AT A LOWER CHEAP PRICE. SORTING , GRADING, CUTTING AND POLISHING WILL DETERMINE THE PRICING.

**B) SAFETY AND HEALTH:-**

CONCERNING SAFETY AND HEALTH, I WILL ENDEAVOUR TO EMPLOY THE SAFETY PRECAUTION MEASURES I WAS TAUGHT AT THE WORKSHOP AND EMPLOY SAFETY OFFICERS, WHO WILL BE MAKING SURE THAT MINING CONCESSIONS ARE SECURED BY BARRICADING, PUTTING UP WARNING SIGNS AND POSTERS, ESPECIALLY WHERE EXPLOSIVES ARE STORED AND ARE BEING ADMINISTERED, TO AVOID ACCIDENTS AT THE MINES AND THE SURROUNDING COMMUNITIES. SIGNALLERS ARE ALSO GOING TO BE INSTALLED TO ALERT PEOPLE WHEN BLASTING IS TAKING PLACE.

**FIRST AID BOXES** TO BE PURCHASED SO THAT MINOR INJURIES WILL BE ATTENDED TO BY NURSES AND FIRST AIDERS AND AVOID ABUSES TO THOSE INJURED SO THAT NO AMPUTATIONS OF EMPLOYEES LIMBS IS EXPERIENCED. MAJOR INJURIES TO BE REFERRED TO THE HOSPITALS. **PROTECTIVE CLOTHING (PPE)** WILL BE A MUST PROVISION TO ALL EMPLOYEE FOR SAFE WORKING CONDITIONS.

**C) LABOUR LAWS:-**

I WAS TAUGHT ABOUT HOW TO HIRE AND FIRE THE LABOUR FORCE. TO THIS EFFECT I WILL SEE TO IT THE LABOUR LAWS OF ZAMBIA ARE ADHERED TO FOR BETTER CONDITIONS OF SERVICE FOR MY EMPLOYEES. I LEARNED THAT CHILDREN BELOW THE AGE OF SIXTEEN (16) YEARS ARE NOT SUPPOSED TO BE HIRED, ESPECIALLY IN THE INDUSTRIAL SECTOR. ENDEAVOUR TO FOLLOW THE REGULATIONS OF ORAL (INFORMAL) OR WRITTEN (FORMAL) CONTRACTUAL HIRING METHODS BETWEEN THE COMPANY AND THE EMPLOYEES. PERIODS OF SIX MONTHS THE MAXIMUM HIRING PERIOD OR ELSE EMPLOYEES, THEREAFTER WILL BE DEEMED TO BE PERMANENT EMPLOYEES AND HENCE, CONSIDERED AS PERMANENT. WHEN IT COMES TO COMPLAINTS AND DISPUTES, I WAS TAUGHT THAT RE-ACTIVE AND PROACTIVE TYPE OF COMMUNICATION SHOULD BE FOLLOWED AND RESOLVING OF COMPLAINTS AND DISPUTES SHOULD BE IN AN AMICABLE MANNER FOR BUSINESSES TO DEVELOP WITH RESPECT, EXCELLENCE AND INTEGRITY. AS FOR WAGES AND SALARIES, I WILL MAKE SURE THAT THEY ARE PREPARED AND GIVEN ON TIME FOR CORDIAL RELATIONSHIP BETWEEN THE COMPANY AND THE LABOUR FORCE AND BUSINESS GROWTH. I WILL SEE TO IT THAT MOTIVATIONAL GIFTS ARE HANDED OUT TO THOSE DESERVING- HARD WORKERS, TO BOOST THEIR MORALE AND MAKE THEM WORK HARDER AND PRODUCE MORE.

**D) HUMAN RIGHTS:-**

I LEARNED ABOUT HUMAN RIGHTS TO BE VERY CRITICAL IN COMPANIES. THEREFORE, I WILL PUT UP MEASURES TO ENSURE THAT SOCIAL SECURITY FOR MY WORKERS PREVAILS, POVERTY AMONGST MY WORKERS WILL BE ERADICATED AS THEY WILL ALL BE ENTITLED TO WAGES AND SALARIES AFTER EVERY MONTH-END. WHERE THEY WILL EXCEED 25 IN NUMBER, WILL GIVE THEM THE RIGHTS TO FORM A UNION OR AN ASSOCIATION AS A MOUTH-PIECE, TO SPEAK FOR OTHER EMPLOYEES WHERE CONDITIONS OF SERVICE IS CONCERNED. I WILL SEE TO IT THAT THERE IS NO GENDER IMBALANCE THEREBY, EMPLOYING MEN, WOMEN AND YOUTHS AND GIVE THEM EQUAL ATTENTION AND BENEFITS WITHOUT DISCRIMINATION AND SUPPRESSION.

**D) ENVIRONMENT:-** AS A WOMAN IN MINING, I WAS TAUGHT TO AVOID ENVIRONMENTAL DEGRADATION. WHEN TREES ARE UPROOTED TO GIVE WAY TO MINING ACTIVITIES, AFTER THE MINING PERIOD, I WILL BE REQUIRED TO REPLANT OTHER TREES FOR SUSTAINABLE ENVIRONMENT. WHERE PITTING IS DONE UNDER EXPLORATIONS, I WILL MAKE SURE THAT THE PITS ARE BARRICADED AND FILLED UP LATER OR CONVERT THEM INTO FISH PONDS. I WILL ENDEAVOUR TO ADHERE TO THE LAWS LED BY THE ZAMBIA ENVIRONMENTAL MANAGEMENT ASSESSMENT (ZEMA) TO AVOID POLLUTION AND DEGRADATION OF THE MINING ENVIRONMENT. WHERE I WILL NOT BE SURE, I WILL BE CONSULTING THE RELEVANT DEPARTMENTS FOR BETTER WORKING REGULATIONS.

E) **COMMUNITY RELATIONS:-** I WAS TAUGHT TO DEVELOP COMMUNITY LICENCE WITH CHIEFTS, HEADMEN AND THE COMMUNITY SURROUNDING MY MINING CONCESSIONS, AS THIS WILL BRING PROPER AND AMICABLE RELATIONSHIPS BETWEEN MY COMPANIES AND THE COMMUNITIES WHERE I WILL BE OPERATING FROM. AGREEMENTS TO BE CORDIALLY REACHED AND HENCEFORTH ATTAIN SECURED BUSINESS WITH THE COMMUNITY. IF THERE ARE GRIEVANCES, TRANSPARENCY WILL BE EQUITABLY FOLLOWED IN ORDER TO RESOLVE SUCH GRIEVANCES AND MOVE ON PEACEFULLY. COMMUNICATION TO BE VIABLE AND SUSTAINABLE BETWEEN THE PARTIES INVOLVED AS WELL AS THE COMMUNITIES. WHERE ROYALTIES ARE SUPPOSED TO BE PAID TO CHIEFS AND HEADMEN, I WILL HAVE TO FULFILL PAYMENTS AND ROYALTIES TO BRING CORDIAL RELATIONS BETWEEN US ALL.

**Expected Outputs:**

- A) AS A TRAINED WOMAN IN MINING, I EXPECT TO SEE TO IT THAT COMMUNITIES WHERE I AM MINING, ARE GIVEN RESPECT AND THAT RELATIONSHIPS ARE CORDIAL. I WILL ENDEAVOUR TO SEE TO IT THAT MY BUSINESSES ARE GROWN FROM SMALL SCALE TO LARGE SCALE AND ATTAIN INTERNATIONAL RECOGNITION BY FOLLOWING WHAT I HAVE BEEN TAUGHT CONCERNING MINING REGISTRATIONS AND REGULATIONS, MINING METHODS, SAFETY, HUMAN RIGHTS, LABOUR LAWS, COMMUNITY RELATIONS, ENVIRONMENT, SORTING, GRADING OF PRODUCTS, VALUE ADDITION, MARKETING AND EXPORT.
- B) I WILL MAKE SURE THAT THE GOVERNMENT BENEFITS FROM MY MINES THROUGH PAYMENTS TO PACRA, MINISTRY OF MINES' DIFFERENT DEPARTMENTS, ZRA, ZDA, ZEMA AND THROUGH SALARIED EMPLOYEES.
- C) NEW MINING TECHNOLOGIES WILL REVAMP MY BUSINESSES AND HENCE GOOD FLOW OF BETTER PRODUCTION.

**Please describe how you plan to implement the return to work project:** (outline key partnerships and collaborations across sectors and joint collaboration with other countries)

I WILL ENDEAVOUR TO FOLLOW WHAT I HAD BEEN TAUGHT DURING THE WORKSHOP AS I HAVE ELABORATED IN THE ABOVE PAGES. FOLLOW MINING REGULATIONS IN COLLABORATION WITH THE MINISTRY OF MINES, CADASTER DPARTMENT, GEOLOGICAL SURVEY DEPARTMENT, FOR MY CAPACITY BUILDING AND BUSINESS DEVELOPMENT. APPRECIATE THE CAPACITY BUILDING THROUGH UNDP, EAUROPEAN UNION AND THE CARIBBEAN PACIFIC GROUP OF STATES.

**What indicators of success will you employ?** (include indicators of success that go beyond activity-level implementation)  
VALUE ADDITION TO MY PRODUCTS, MARKETING, SAFETY, GOOD COMMUNITY COMMUNICATION, BETTER MINING METHODS, UPGRADED INCOME AND ESTABLISHMENT OF JOINT BUSINESS VENTURES.

**What other strategic opportunities have you identified that will contribute to the success and sustainability of your project ?**  
(include linkages to sub-regional and regional agenda)

BETTER COMMUNICATION SKILLS, BETTER EXPORT PLANNING AND STRATEGIES BY ADDING VALUE TO MY PRODUCTS, KNOWING HOW TO SORT, GRADE AND PRICE MY PRODUCTS.

**What aspects of the training will be most useful in implementing your project? Explain**

MINING METHODS, WHERE BENCHING WILL BE CORE PRACTICE, SAFETY ADHERENCE, FOLOWING LABOUR LAWS, HUMAN RIGHTS, ENVIRONMENTAL REGULATIONS , COMMUNITY RELATIONS, AS KEY TO MY MINING DEVELOPMENT AS DESCRIBED ABOVE.

**What are your future plans? (Include any additional capacity building needs for your professional development that you have identified during the course of the workshop).**

I PLAN TO BE A WORLD-WIDE RECOGNISED SUCCESSFUL ZAMBIAN WOMAN IN MINING WHO THROUGH THE CAPACITY BUILDING I HAVE RECEIVED IN MINING TECHNOLOGIES, WILL IMPLEMENT AND DEVELOP MY BUSINESS TO THE BENEFIT OF ALL EMPLOYEES, MYSELF AND THE CLIENTELE. I WOULD LIKE TO RECEIVE MORE CAPACITY BUILDING ON MINING METHODS , MARKETING AND SALES.

I WILL ENDEAVOUR TO TEACH THE MEMBERS OF THE PUBLIC IN THE FOLLOWING FIELDS-

#### ACTION PLAN

Period	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
Activities						
<b>Activity 1:</b>  <b>ENVIRONMENT:-</b>  <b>REPLANTING TREES</b>	TO AVOID ENVIRONMENTAL DECRADATION I WILL TEACH THE COMMUNITY WITH CLEARING LAND,DIGGING AND MAKING HOLES	SOURCING/BUYING PLANTS /SEEDLINGS	PLANTING TREES,WATERING, APPLYING SOIL FOR SUPPORT TO PLANTS	APPLYING MANURE OR FERTILIZER	TENDERING, CARING FOR TREES AND ACCOUNTING FOR ANY PLANT TO AVOID LOSS OF ANY	NURTURING TREES UNTIL THEY GROW TO MATURITY
<b>Activity 2:</b>  <b>COMMUNITY LICENCE/ COMMUNICATION:-</b>	GOING TO MEET CHIEFS, HEADMEN,AND PEOPLE IN THE	HAVING GOOD DIALOGUE FOR BETTER SETTLEMENT AND	WHERE ROYALTIES ARE SUPPOSED TO BE MET, MAKE SURE THAT THEY ARE			

	COMMUNITIES, ADVISE THEM THE IMPORTANCE OF INVOLVING THEM IN BUSINESS OCCURRING IN THE COMMUNITY	DEVELOPMENT OF BUSINESS	PAID TO CHIEFS OR HEAD MEN TO MAKE THEM INVOLVED IN THE BUSINESS DEVELOPING IN THEIR AREAS			
<b>Activity 3:</b>  <b>SAFETY /HEALTH:-</b>	TEACHING PEOPLE HOW TO ATTAIN GOOD HEALTH BY ACCESSING CLEAN WATER-BOREHOLES, BOILING WATER DRAWN FROM WELLS	PURCHASING PROTECTIVE CLOTHING (PPE) FOR SAFETY. MAKING SURE THAT FIRST AID BOXES ARE PURCHASED, AND THAT ACCESSORIES LIKE BANDAGES, SPIRIT FOR CLEANING SORES, SCISSORS, SURGICAL BLADES, COTTON WOOL IS PLACED IN THE FIRST AID BOXES	EMPLOYING SAFETY OFFICERS AND AT LEAST A NURSE TO CARE FOR THE EMPLOYEES AT THE MINES	TO HAVE A COUNSELLOR TO COUNSEL MEMBERS WITH HIV/AIDS RELATED DISEASES, SO THEY CAN BE TAUGHT HOW TO ACCESS MEDICATION AND HAVE THEM DEVELOP INTEREST IN BEING TREATED FOR THEIR LONG LIFE AND GOOD HEALTH		
<b>Activity 5:</b>  <b>MINING:-</b>	TO TEACH EMPLOYEES HOW TO ADHERE TO BETTER MINING METHODS – BENCHING AND NEVER TO DO TUNNELS	TO ADVISE ON HOW TO STOCK-PILE THE SOILS BEING MINED – NOT CLOSE TO THE EDGE OF THE MINE PITS BUT A BIT FURTHER TO				

	INORDER TO LESSEN ACCIDENTS AND HAVE PRODUCTIVE MINE VENTURES AND BUSINESS	AVOID COLLAPSING OF SOILS INSIDE THE MINE PITS				

**III. SUBMISSION DATE OF THE DRAFT RETURN-TO-WORK PLAN**

The draft Return to Work plan should be sent to [development.minerals@undp.org](mailto:development.minerals@undp.org)

THANK YOU.