# Notification of suspension of mining operation – template

(Use company letterhead)

(Select applicable inspectorate)

**North Inspectorate**

The District Inspector of Mines  
Department of Mines, Industry Regulation and Safety   
1 Adelaide Terrace, East Perth WA 6004

Facsimile: 08 9358 8079

Email: north.inspectorate@dmirs.wa.gov.au

**East Inspectorate**

The District Inspector of Mines  
Department of Mines, Industry Regulation and Safety  
Locked Bag 405, Kalgoorlie WA 6433

Facsimile: 08 9021 7670

Email: east.inspectorate@dmirs.wa.gov.au

**West Inspectorate**

The District Inspector of Mines  
Department of Mines, Industry Regulation and Safety  
1 Adelaide Terrace, East Perth WA 6004

Facsimile: 08 9358 8079

Email: west.inspectorate@dmirs.wa.gov.au

OR

The District Inspector of Mines  
Department of Mines, Industry Regulation and Safety  
PO Box 500, Collie WA 6225

Facsimile: 08 9734 1606

Email: west.inspectorate@dmirs.wa.gov.au

Dear Sir / Madam,

In accordance with section 42 of the *Mines Safety and Inspection Act 1994*, the following notification is provided for the suspension of mining operations at the <name of mine site> mine.

## MINES SAFETY AND INSPECTION REGULATIONS 1995

## PART 3 MANAGEMENT OF MINES

Division 2 – Notification of commencement or suspension of mining operations.

### Regulation 3.12 General details to be included

|  |  |  |
| --- | --- | --- |
| (a) | Name and location of mine |  |
| (b) | Number of lease, tenement or other interest |  |
| (c) | Name and address of Principal Employer |  |
| (d) | Status of operation | Suspension |
| (e) | Date of suspension |  |

### Regulation 3.14 Details to be included in notification of suspension

|  |  |
| --- | --- |
| Reason for suspension |  |
| Planned duration of suspension |  |
| Total closure (if yes provide additional details in accordance with regulation 3.16) | Yes  No |
| If underground and/or open pit access is to be maintained, details of the arrangements that have been made for the provision of regular services and emergency services to ensure the safety of employees engaged in maintaining the mine |  |
| The measures that have been taken to prevent unauthorised access or entry to the mine |  |
| The precautions that have been taken to protect underground equipment and service installations |  |
| Plans required attached as per section 88 of the Act (refer to plan requirements in regulation 3.51 and Department code of practice) |  |

Yours faithfully,

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Principal Employer / Registered Manager

<Company name>

<Date>