

Effective Date: May 2021
Review Date: May 2024
Owner: THVC General Manager
Original Issue Date: November 2010

Purpose

To provide direction to employees involved in volunteer emergency services, whose participation may occasionally interfere with their normal work schedule at Teck Highland Valley Copper Partnership.

Application

All employees who are involved with a recognized volunteer emergency service and who are working for that service in an unpaid capacity (volunteer)

Procedure

In order to facilitate employee participating, and in keeping with the Company policy of investing in the communities where our employees live, Teck Highland Valley Copper Partnership agrees to reimburse employees whose voluntary participation, as part of a Fire Department, Search & Rescue, or other similar emergency service, may occasionally require them to miss work.

In the situation that an emergency requires an employee to remain active on an emergency scene that occurred prior to the start of their regular shift, the employee is responsible to notify their Supervisor in accordance with Policy #3.01 (Absence Reporting). If the emergency requires the employee to be working during their regular rest period, the employee would be expected to rest prior to completing their regularly scheduled shift. The time to return to the mine site will be at the discretion of the employee's Supervisor based on safe work and rest times.

If the emergency service, at the request of the emergency service On Scene Commander, requires the attendance of an individual employee who is already at Teck Highland Valley Copper Partnership, the employee may be excused from his/her duties at the discretion of the employee's Supervisor to attend the emergency. The decision to release the employee will be based on work load and staffing levels for the particular department.

Wages for missed work will be compensated by Teck Highland Valley Copper Partnership under the following circumstances.

- a. The request is received in writing and authorized by the On Scene Commander. Payment for wages for more than one set of scheduled shifts must be authorized by the General Manager or designate.
- b. The employee will not be compensated wages if they receive any monetary compensation from the emergency service for time worked, regardless of difference in rates.