



Manitoba Operations

## STANDARD PROCEDURE INSTRUCTION

Title		SPI #
<b>Cell Phone and Personal Electronic Devices.</b>		34-45
Department	Supersedes SPI Dated	Effective Date
<b>Safety, Health and Environment</b>	<b>December 8, 2010</b>	November 5, 2012

Page 1 of 1

### 1. PURPOSE

To manage risk to as low as reasonably achievable by establishing a policy on the use of cell phones, personal video/audio players, MP3 players, and iPod's while on company property.

Note: Cell phones, personal video/audio players, MP3 players, iPods and all other types of media devices will be referred to as personal electronic devices in the remainder of the document.

### 2. CONTEXT

The use of personal electronic devices increase risks associated with completing work tasks due the distraction created by the device and/or inability to hear various audible alarms. Personal electronic devices may potentially interfere with communications with remotely operated equipment, explosives (electric detonators) and other electrical control systems. As many personal electronic devices contain photographic and/or video capability, risks associated with personal privacy also require consideration (ie. in Dry areas).

### 3. SCOPE

This SPI covers when all personal electronic devices may or may not be used while on company property.

This SPI applies to all surface and underground Vale employees and contractors.



#### 4. REQUIREMENTS

##### In a vehicle:

As per The Highway Traffic Amendment Act 215.1(2)

No person shall use a hand-operated electronic device while driving a vehicle on a highway unless,

(a) before using the device by hand, the person safely drives the vehicle off the roadway and keeps the vehicle stationary while using the device; or

(b) the device

(i) is a cellular telephone or another electronic device that includes a telephone function, and

(ii) is configured and equipped to allow hands-free use as a telephone and is used in a hands-free manner.

##### In the workplace:

Personal electronic devices **are not permitted** in any area of the surface or underground operations unless authorized by the department manager.

Approved By	Title General Manager, Manitoba Operations
Date	