

NEW MEXICO BUREAU OF GEOLOGY AND MINERAL RESOURCES

ECONOMIC GEOLOGY GROUP

SITE HEALTH AND SAFETY PLAN

AND

SAFE AND INCLUSIVE WORKING ENVIRONMENT

Economic Geology Projects New Mexico

**Modified for use
December 2022
Revised August 2023**


SITE HEALTH AND SAFETY PLAN

Economic Geology Projects New Mexico

REVISION LOG		
Revision Number	Description	Date
0	Original HASP	10/19/2002
1	Revised by group	12/8/2022
11	Added Safe and Inclusive Working Environment plan	3/22/23
12	Revised in Aug by EJO, KTS, and VTM	8/28/23

**Safe and Inclusive Working Environment
Plan for Off-Campus or Off-Site Research**

1. Proposal title	Carbon Ore, Rare Earth, and Critical Minerals (CORE-CM) Assessment of San Juan River-Raton Coal Basin and USGS projects
2. Plan date	3/6/23
3. Version	1
4. NMT proposal routing number	
5. Award number	TBD
6. PI Name, cell phone, email	Virginia McLemore 575-517-0525 virginia.mclemore@nmt.edu
7. Location of off-campus research activity.	San Juan Basin
8. Estimated departure and return dates.	Sporadically April 1 through July 1, 2023
9. List of participants	Varies
10. Description of the field setting and unique challenges for the team (include if the work is fieldwork, or research on vessels or aircraft).	Sampling collecting in the field
11. Steps to nurture an inclusive off-campus or off-site working environment.	Health and safety plans written, this plan, training
12. Communication processes within the off-site team and to the organization(s) that minimize singular points within the communication pathway.	Submit plans to team, submit

13. Recommended contact for any reporting suspected misbehavior.	Virginia McLemore or Nelia Dunbar (nelia.dunbar@nmt.edu) or Peter Phaiah (peter.phaiah@nmt.edu) (titleixcoordinator@nmt.edu)
14. Mechanism that will be used for reporting issues of harassment if they arise.	Email or phone, followed by incident report (Title IX & Sexual Misconduct Reporting Form) 
15. Mechanism that will be used for responding to, and resolving issues of harassment if they arise.	Response to written incident report, meeting with Nelia Dunbar or Peter Phaiah after incident
16. Other Comments or Information that participants may find useful.	Make sure everyone feels safe, prevent recurrence, and remedy the issue as needed

Give a copy of completed form to all participants before leaving campus.

**Safe and Inclusive Working Environment
Plan for Off-Campus or Off-Site Research
Instructions**

In response to federal agency requirements, NMT has a new requirement that there must be a plan for a safe and inclusive work environment created—and distributed to each participant—in advance of departure for an off-campus research activity. Off-campus or off-site research is defined for this requirement as "data/information/samples being collected off-campus or off-site, such as fieldwork or research activities on vessels and aircraft." The intent of this requirement is to provide guidance and protection for participants when they do not have ready access to the on-campus, in-person resources they normally do. The underlying premise is that all participants need to know how to recognize and report inappropriate behavior and receive guidance in advance about how to feel safe and protected, even when they are away from campus. This plan must be submitted to NMT before your proposal is submitted to the funding agency. NMT will confirm we have this plan as part of some proposal submission processes.

A template has been designed to help you identify areas where you may need to think about special circumstances. You will need to complete the boxes on the template document for your specific grant. You may use or re-use the same plan throughout your grant if your off-site work

is the same throughout the grant period, but **you must make sure that all participants (regardless of when they join the team) receive a copy before they participate in off-campus research.** If the work varies (e.g., fieldwork in a remote location one year and research activities at another US institution at another time), you may need to update your plan to reflect the specific special needs pertinent to each activity and re-distribute the updated plan. The creation and distribution of the plan is the responsibility of the PI.

Resources to consider when answering the questions on the template:

Q8: Estimated departure and return dates: If not known at the time of the proposal put TBD. You will need to update the document when you have this information.

Q9: Who will be participating in the off-campus research? List all faculty, staff and students, as well as sub-awardee and collaborating organizations participants. If you don't know who will be participating (by name) at the time of the proposal you will update this form when you know names of all participants. You may be need to update more than once if you have multiple trips and participants vary by trip.

Q10: Description of the field setting and unique challenges for the team (include if the work is fieldwork, or research on vessels or aircraft): Include any special circumstances that necessitate special plans. Are participants at sea or other remote locations without ability to make contact with university reporting offices? Is there only a single satellite phone available for the group? Are there physical or other barriers that may require special attention to ensure full participation? Is it likely there will be no transportation to a safe space available? Is there variance in cultural norms which might necessitate advance awareness training (such as if you are going to a country that is not friendly to LGBTQ). Are you in rural NM where there is no cell service and all participants came in a single car? What arrangements are in place to manage these circumstances?

Q11: Steps to nurture an inclusive off-campus or off-site working environment: Include trainings; processes to establish shared team definitions of roles, responsibilities, culture and codes of conduct; mentor/mentee support mechanisms; regular check-ins; and/or developmental events. All NMT faculty, staff and students should have taken the "Sexual Misconduct and Title IX Awareness Training" with the Title IX office. You can confirm your NMT participants have taken the training with Peter Phaiah (peter.phaiah@nmt.edu). You may want to have a team meeting before leaving, hand out this information, and discuss what they should do if something happens. You can also invite Dr. Phaiah to this pre-departure meeting. Include sub-awardees and collaborative partners – can they also confirm all participants have been trained?

- [NMT Title IX Office Website](https://www.nmt.edu/titleix/) - You will find related policies and procedures here
- [Title IX & Sexual Misconduct Reporting Form](https://www.brainshark.com/1/player/trainedsolutions?fb=0&r3f1=&custom=nmtemployee)



- Peter Phaiah, Title IX Coordinator, 575-835-5953, titleixcoordinator@nmt.edu

Q12: Communication processes within the off-site team and to the organization(s) that minimize singular points within the communication pathway: There should not be a single person overseeing access to a single satellite phone. The PI should be listed as well as an alternative on-site person. Include sub-awardees and collaborative partners.

- Communicate to the PI on-site (unless they are the person you would like to report) or alternative contact AND
- NMT faculty, staff, and students can communicate to through the NMT on-line reporting tool or to the Title IX office or HR (see below)

Q13: Recommended contact for any reporting suspected misbehavior: Participants are free to use these on-site contacts or any other contact they prefer to report misconduct, more than one contact should be listed. The PI should be listed as well as a secondary contact who will be on-site. You may also include NMT contacts below. Include contacts for sub-awardees and collaborative partners.

NMT Contacts:

- Randy Saavedra, Title IX Deputy - randy.saavedra@nmt.edu - 575-835-5005
- Peter Phaiah, Title IX Coordinator - titleixcoordinator@nmt.edu - 575-835-5953
- Joann Salome (faculty & staff), Director of Human Resources - joann.salome@nmt.edu - 575-835-5955
- Jennifer Chapman (students), Dean of Students – deanofstudents@nmt.edu 575-835-5548

Q14: Mechanism that will be used for reporting issues of harassment if they arise: Participants may use the on-line reporting form or call the NMT contacts. Include sub-awardees and collaborative partners reporting procedures.

- [NMT Sexual Misconduct Reporting Options & Procedures](https://www.nmt.edu/titleix/Sexual%20Misconduct%20Reporting%20Options%20and%20Procedures.pdf) - <https://www.nmt.edu/titleix/Sexual%20Misconduct%20Reporting%20Options%20and%20Procedures.pdf>
- NMT on-line reporting form - https://cm.maxient.com/reportingform.php?NewMexicoTech&layout_id=1
- Randy Saavedra, Title IX Deputy - randy.saavedra@nmt.edu - 575-835-5005
- Peter Phaiah, Title IX Coordinator - titleixcoordinator@nmt.edu - 575-835-5953
- Joann Salome (faculty & staff), Director of Human Resources - joann.salome@nmt.edu - 575-835-5955
- Jennifer Chapman (students), Dean of Students – deanofstudents@nmt.edu 575-835-5548

Q15: Mechanism that will be used for responding to, and resolving issues of harassment if they arise: What is the plan to remove the person from the situation? You should tell participants they must believe they are in a safe place to report an incident. They may want to wait until they are back on campus to report to NMT. But, you must find a way to keep them safe while they remain off-campus. Include sub-awardees and collaborative partners.

- [NMT Title IX office](https://www.nmt.edu/titleix/) - You will find related policies and procedures here

Q16: Other Comments or Information that participants may find useful: You may want to include local police and medical services numbers. For international trips, it is wise to include embassy/consulate contact information if not already provided.

Do NOT submit your plan to the funding agency unless your RFP requires you do so. Submit your plan when you submit your proposal to Judy McShannon, Judith.mcshannon@nmt.edu

Once funded, you must give this plan to every participant before conducting the off-site research.

HEALTH AND SAFETY PLAN **POLICY**

The policy of the project is to provide a safe and healthful work place for all employees, subcontractors, and clients. Safety shall take precedence over expediency or short cuts. It is a condition of employment that all employees and subcontractors work safely and follow established safety rules and procedures. Each individual is responsible for performing tasks using safe procedures, assuring that team members perform tasks using safe procedures, assuring that tasks are performed in as safe and healthful environment as practical, and reporting questionable procedures and potential hazardous work environments to the team Safety Officer so that corrections can occur before injuries or property damage occurs.

This HASP complies with applicable Occupational Safety and Health Administration (OSHA), and Environmental Protection Agency (EPA) policies and procedures. This plan follows the guidelines established in the following:

- Site Safety and Health Plan, Restoration of Abandoned Mines (RAMS) Project, Upper Slate River, U.S. Army Corps of Engineers, Albuquerque District, July 2002
- Standard Operating Safety Guides, EPA (Publication 9285.1-03, June 1992)
- HASP, Molycorp project, NMT (2008)
- **New Mexico Bureau of Geology and Mineral Resources, General Field Protocols, Memo, 5/15/2020 (Appendix D).**

SCOPE

The USGS awarded Grant No. G19AC00258 on Rare earth elements (REE) deposits in the Gallinas Mountains, Lincoln and Torrance Counties, central New Mexico to map and sample the REE deposits in the Gallinas Mountains.

This Site Safety Plan is for use in Lincoln County, New Mexico. Any departures or deviations from the protocols outlined here will be written, attached to this Site Safety Plan as an addendum, and will be approved by project management prior to implementation.

This plan is based on the regulations and recommendations of Mine Safety and Health Administration (MSHA), Occupational Safety and Health Administration (OSHA), National Institute of Occupational safety and Health (NIOSH), Environmental Protection Agency (EPA), and Department of Transportation (DOT), and NM Health Department for COVID-19 safe procedures. Every site employee, contractor or subcontractor must comply with all provisions of this plan and focus constant attention on preventing loss or damage to any persons, property, process, or the environment.

SITE ACCESS

Access to the field areas shall be coordinated through Virginia McLemore. Maps of the field area is in Appendix A.

JOB DUTIES

The team project manager (Virginia McLemore) supervises all field activities. Other team members will participate in fieldwork as well. In addition, graduate students and undergraduate students will be active in fieldwork. It is not necessary that all team members to be present during the fieldwork.

All personnel and team members must adhere to these health and safety procedures during the performance of their work. Each person is responsible for completing tasks safely, and reporting any unsafe acts or conditions to his or her immediate supervisor. No person may work in a manner that conflicts with the letter or the intent of, or the safety and environmental precautions expressed in these procedures. **SEE APPENDIX D FOR SPECIFIC SAFETY PROCEDURES FOR COVID-19.**

PERSONAL PROTECTIVE EQUIPMENT

Personal protective equipment (PPE) is required to safeguard site personnel from various hazards. Varying levels of protection may be required depending on the level of and the degree of physical hazard.

- Proper work clothing appropriate for the weather condition (cold, direct sun, etc) and proper footwear is required (close toed boots or shoes).
- Hard hats and proper lighting are required to enter any underground structure. To enter and underground opening, gas detector may be available to check for oxygen and presence of other hazardous gasses such as CO and CO₂ in areas of poor ventilation. **STUDENTS ARE NOT ALLOWED UNDERGROUND ALONE AND MUST BE AUTHORIZED BY V.T. McLEMORE.**
- There will be no work activities around any machinery or anything with moving parts.

- Areas of potential fall hazards are excluded from fieldwork. Therefore, no fall protection harnesses are required. DO NOT APPROACH SHAFTS OR THE TOPS OF HIGHWALLS WHERE FALLS COULD OCCUR.

VISIT CHECK LIST

A Check list for initial mine feature inventory is given in Table 1 below.

Table 1 - Visit Check List

- Inform Virginia McLemore of visit in advance. Discuss objectives of visit. Students will conduct field investigations in teams of two and one will be assign supervisor duties. Safety procedures and issues will be reviewed prior to the start of the work on regular basis.
- Everyone must provide insurance carrier to Virginia McLemore and Connie Apache (example State Risk Management for New Mexico Tech employees) and contact information in case of emergency. All students and New Mexico Tech faculty and staff are insured for injuries under state workman’s compensation.
- Vehicles must have fire extinguisher, first aid kit, and blocks/chocks for tires.
- If there is an incident, a report and an investigation are completed (Appendix B).
- If you are sick, stay home.
- No students are allowed to enter any underground workings, unless accompanied by or authorized by V.T. McLemore (who has many hours of underground experience and training). Shafts, declines, and winzes will not be entered. Hard hats, lights, closed toed shoes and long pants must be worn when investigating underground workings. Visual analysis of the back (ceiling) of the adit will be conducted to determine its condition. Other requirements include:
 - Never scream or yell inside a mine.
 - Check floors for winzes, or weak construction.
 - Never depart or stray from the group.
 - Check for fresh fallen rocks on the floor, rocks that are on the floor indicate a weak roof.
 - Check the ribs or sides of the mine for rock bursts.
 - Observe pillars for robbing or cracks.
 - No repelling.
 - Observe and respect all living creatures in a mine.

- Take only pictures, leave only footprints.
 - Do not litter.
 - Never touch wood beams, rock walls or ceilings,
 - Once inside, do not damage, don't take anything but samples.
 - Check batteries before trip,
 - Never go alone.
 - Do not enter workings greater than 30 degrees.
 - If there is an incident, a report and an investigation are completed.
- No smoking in the field. No smoking allowed in NMT vehicles!
 - NO BOULDER ROLLING DOWN ROCK PILES OR ANY SLOPES!
 - NO HOURSE-PLAY OR ANY ROUGH ACTIVITIES
 - Telephone contacts are in Appendix C.

SITE DESCRIPTION

Location

The project area is located within New Mexico.

Hazards

- Terrain is steep, loose, rough or uneven. Slips and falls are the main hazard. Use of walking sticks are recommended. Watch footing. Some areas are heavily forested. Look for trails through the forest. Be aware of branches and twigs at eye level and branch backlash from individual walking in front and behind you to avoid injuries.
- Strains/sprains if material handling procedures and lifting techniques are not properly conducted. Proper handling procedures (see MSHA and OSHA web sites) will be reviewed at the beginning of each shift. Utilize "Buddy Lifts" whenever needed to minimize the risk of injury.
- Be aware of heat or cold stress, personnel are encouraged to drink copious amounts of water and gator-aide to avoid dehydration and heat stress. On-site personnel will monitor each other, via the buddy system, for signs of heat stress such as faintness, elevated heart rate, flushed dry skin, and nausea. When the air temperature is below 35 °F, employees must wear clothing for warmth.
 - **Heat Cramps:** heavy sweating and inadequate electrolyte replacement cause heat cramps. Signs and symptoms include muscle spasms and pain in the hands, feet, and abdomen.

- **Heat Exhaustion:** Heat exhaustion occurs from increased stress on various body organs. Signs and symptoms include pale, cool, moist skin; heavy sweating; dizziness; nausea; and fainting.
- **Heat Stroke:** Heat stroke is the most serious form of heat stress and should always be treated as a medical emergency. The body's temperature regulation system fails, and the body temperature rapidly rises to critical levels. Immediate action must be taken to cool the body before serious injury or death occurs. Signs and symptoms of heat stroke include red, hot, usually dry skin; lack of, or reduced perspiration; nausea; dizziness and confusion; strong, rapid pulse and confusion; and coma.
- **Hypothermia:** a lower body temperature than normal body temperature. It causes excessive shivering, slowed breathing, mumbled speech, confusion, drowsiness and weak pulse.
- **Lightning hazards:** There is little you can do to substantially reduce your risk if you are outside in a thunderstorm. The only completely safe action is to get inside a safe building or vehicle. Avoid open fields, the top of a hill or a ridge top.
- Stay away from tall, isolated trees or other tall objects. If you are in a forest, stay near a lower stand of trees.
- If you are in a group, spread out to avoid the current traveling between group members.
- If you are camping in an open area, set up camp in a valley, ravine or other low area. Remember, a tent offers NO protection from lightning.
- Stay away from water, wet items, such as ropes, and metal objects, such as fences and poles. Water and metal do not attract lightning but they are excellent conductors of electricity. The current from a lightning flash will easily travel for long distances.
- Fire hazard. Leave the area immediately and report to 911. Do not try and put out wildfires.
- Slips, falls, hypothermia.
- Biological or wildlife hazards may include venomous arthropods (i.e., insects, spiders, ticks scorpions, and centipedes), snakes and other pests such as ants, fleas, mosquitoes, and wasps; pathogens such as bubonic plague and Hantavirus and rabies from bats that may frequent abandoned mines. Leave critters alone!

Topography

The site consists of a very rough terrain with steep slopes and narrow roadways. Elevations range from 5,000 feet to 8,000 ft.

Weather Conditions

Daily weather conditions consisting of sky, temperature, dew point, relative humidity, barometric pressure, wind direction and velocity, ridge top winds, chance of precipitation, LAL, and Haines Index are listed on the National Weather Service Forecast for the area.

ENVIRONMENTAL CONCERNS

There are mine features within the area and potential threatened and endangered species. There are no other expected environmental concerns.

ARCHEOLOGICAL CONCERNS

Archeological sites, such as foundations and buildings can be hazardous, i.e. some structures are unstable and wildlife can inhabit them. Do not enter or climb on archeological sites. Only survey these sites if it can be done safely and without disturbance to the features.

HAZARD EVALUATION Use common sense. If it is unsafe, do not do it!

Primary Hazard		Physical Concern
Steep, winding, narrow roadways		Vehicle accident
Steep, uneven, unconsolidated footing		Slips and falls
Steep, unconsolidated slopes		Possible soil/rock falls
Elevation		Altitude sickness
Unstable adit/pit surfaces or ceilings		Slips, falls, cave-ins
	Chemical	
None present		n/a
	Environmental	
Ambient temperature/ humidity		Heat stress/ dehydration /hypothermia
	Biological	
None present		n/a
	Wildlife	
Avoid disturbing any wildlife encountered in the area.		Report any unusual behavior displayed by any form of wildlife to Safety Officer
Maintain a safe distance. Most animals will leave the area when humans appear.		

COMMUNICATIONS

Parties entering the project area shall have at least one cell phone. Do not rely on cell phone coverage as it may be unreliable. In some areas even though cell phone calls cannot be transmitted, text messages and emails can often go through. Satellite communicators such as a Garmin InReach, Zoleo, or satellite phone may be used when there is no cell phone coverage.

In field areas without reliable cell phone coverage, parties should coordinate with detailed locations of where they will be, and meeting times.

POTABLE WATER

Work parties assigned to the field area should carry potable water.

AIR MONITORING

Air monitoring is not required at this time.

EMERGENCY PROCEDURES

Injury/Illness in the area

Any injury or illness occurring in the project area shall be immediately communicated to Virginia McLemore in order that it may be responded to in the degree necessary. This includes everything from minor first aid treatment to the more serious injuries involving the 911 EMS systems.

Search and Rescue:

The nature of field work often requires personnel to be in remote locations several miles away from local towns or settlements. This brings the risk of personnel becoming lost or injured far from where local emergency services can respond. In the event of emergency in remote areas, Search and Rescue (SAR) may need to be activated. **SAR should only be contacted in a true emergency, and can be activated by calling 911 or through SOS buttons on satellite communicators such as a Garmin InReach.**

When working in remote locations, the team and personnel should provide an outside contact (generally James McLemore 575-517-7091, Brian Wheeler 575-418-8730 or Virginia McLemore 575-517-0525) with their field location and estimated time of arrival back from the field. If personnel or the team do not arrive at their designated time, and several hours have passed with no communication, the best course of action is calling 911 and activating SAR. Contrary to popular belief, **THERE IS NO REQUIRED 24-HOUR WAITING PERIOD TO ACTIVATE SAR.** SAR services are provided free of charge in the state of New Mexico.

Any medical emergency shall receive immediate attention and appropriate response.

Road Cuts

When sampling on road cuts be aware that oncoming traffic is not looking out for geologists collecting along the road. Parked vehicles should have their blinking hazard lights on. A traffic spotter is good. If the road is heavily traveled, such as an interstate, do not collect samples. Use extreme caution.

Stuck and Broken-Down Vehicles:

Field sites may contain narrow, washed out, or otherwise hazardous roadways, which may be adversely affected by weather conditions. As such, the risk of a stuck vehicle is a concern. If a vehicle is stuck, the driver should first notify the supervisor of the situation. If safe and reasonable to do so, the driver may attempt to get the vehicle unstuck under its own power. If the vehicle cannot break free under its own power, another vehicle may be able to pull the stuck vehicle out. Be careful when working around tow straps or jacks. If you do not know how to use this equipment safely, wait for assistance. If the vehicle remains stuck or is broken down, occupants may abandon the vehicle and contact Brian Wheeler. Prevention is better than recovery. Safety of all personnel is first concern.

Any vehicle malfunction or breakdown shall be reported to the supervisor and Brian Wheeler.

New Mexico Tech Contacts

Insurance carrier: State Risk Management (good only for New Mexico Tech employees)

Contacts at New Mexico Tech (good only for New Mexico Tech employees)

Human Resources	Angie Gonzales	575-835-5643
New Mexico Bureau of Geology	Connie Apache	575-835-5302
Fleet Manager	Brian Wheeler	575-835-5734 (Shop) 575-835-5684 (Office) 575-418-8730 (Cell)
Team Project Manager	Virginia T. McLemore	575-825-5521 (Office) 575-835-3823 (Home) 575-517-0525 (Cell)

Title 9 Coordinator Peter Phaiiah (peter.phaiiah@nmt.edu)

Before leaving Socorro exchange contact information for everyone on the team.

Local Contacts

State Police Department EMERGENCY 911
EMS EMERGENCY 911
Socorro Fire Department EMERGENCY 911
Search and Rescue EMERGENCY 911 or Garmin InReach SOS button

Socorro General Hospital is the closest hospital to all field sites.

1202 Highway 60 West
Socorro, New Mexico 87801
575-835-1140

Incident Reports

If an injury occurs, administer first aid, call 911 if needed, and report to incident to Virginia McLemore as soon as practical. All injuries, vehicle accidents, and incidents with potential for injury or loss will be investigated, including near misses, including any incidents that may occur off the property while traveling to the field area. Appropriate corrective measures will be taken to prevent recurrence, and to continually improve the safety of the work place. The field team leader must fill out an Incident Report Form for any incident that occurs during field activities. In case of injury or property damage, all work ceases until the incident is investigated, the causes of the incident are determined, an action plan is in place, and safety and health hazards are corrected. The Incident report form in Appendix B of this Site Safety Plan shall be used to document safety incidents. All incidents will be followed by an action plan and follow-up activities as needed. The form will be copied in triplicate and will be sent as soon as possible, but in no case more than 24 hours, to:

Virginia McLemore, Project Field Manager and Project Safety Officer
Nelia Dunbar, Director, NMBGMR

If incident involves a vehicle, a copy must be submitted to Brian Wheeler.

**APPENDIX A
AREA MAPS
Gallinas, Cornudas, Hillsboro, Black Hawk, Steeple Rock, Zuni Mtns**

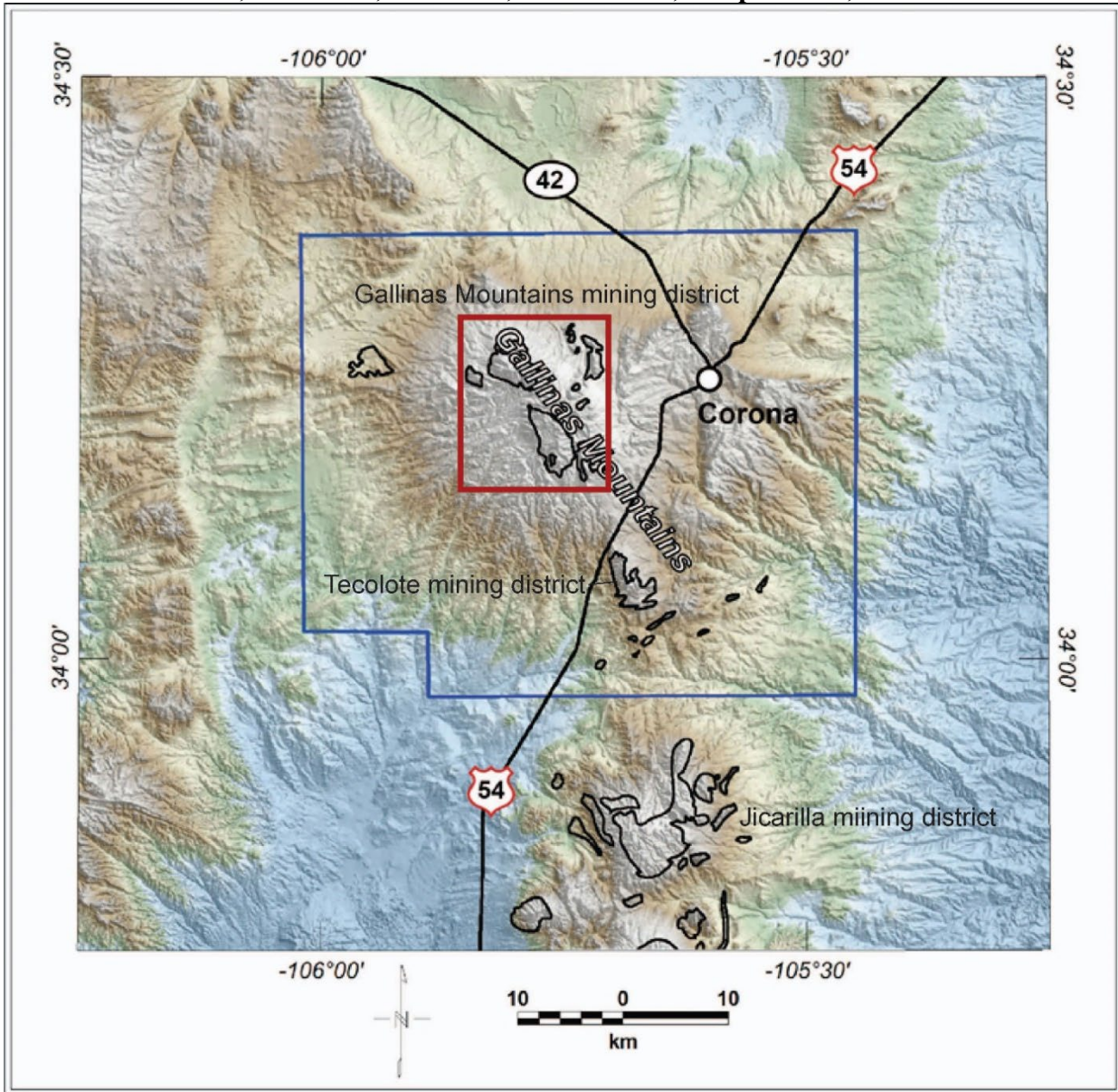


FIGURE 1. Topography of the USGS Gallinas Mountains focus area with Tertiary plutons of interest (black polygons). USGS requested defined focus area is in blue. NMBGMR proposed area of 1:24,000 scale mapping is in red (Gallinas Mountains mining district). Tecolote iron mining district is south of Highway 54.

APPENDIX B

Incident Report Form

Incident Investigation Report

<u>Location</u>			
NMBGMR Economic Geology Group field area <input checked="" type="checkbox"/>			
Location:			
<u>Incident Type</u>			
Injury / Illness	<input type="checkbox"/>	Property Damage	<input type="checkbox"/>
Environmental	<input type="checkbox"/>	Process Loss	<input type="checkbox"/>
Fire	<input type="checkbox"/>	Contractor	<input type="checkbox"/>
Near Miss	<input type="checkbox"/>	Other _____	<input type="checkbox"/>
<u>Incident Severity</u>			
Actual Loss Severity	Minor	<input type="checkbox"/>	Serious
Potential Loss Severity	Minor	<input type="checkbox"/>	Serious
Probability of reoccurrence	Minor	<input type="checkbox"/>	Serious
			Major
			Major
			Major

Identifying Information

Department	Location of Incident		Reported to:	
Employee involved	Date of incident	Date Reported	Time of Incident	Time reported
Employee Id#	Title		Supervisor	
Sent to Doctor / Where?	Type of Property /Environmental Damage		Witness Name	
Nature of Injury or Illness	Nature of Loss		Amount of Spill / Release	
Part of body affected	Equipment involved			
Safety Notified Date _____ Time	Person in control of activity at time of occurrence			
Time in present position			Estimated cost	
Describe how the event occurred (Include Place, Work Being Performed, Physical Surroundings, PPE, Process, Extent of Harm) (Attach sketch if necessary)				

Investigating Committee	Date
Attachments	
Supervisor's Signature	Department Head's Signature
Print Name	Print Name
Date	Date

APPENDIX C

TELEPHONE CONTACTS

Characterization Team Leader Dr. Virginia T. McLemore 575-835-5521 (office)
575-835-3823 (home)
575-517-0525 (cell)

Brian Wheeler (mechanic) 575-418-8730 (cell)

Connie Apache 575-835-5302 (office)

Title IX Coordinator Peter Phaiah titleixcoordinator@nmt.edu
575-835-5953
575-322-0001 (cell)

EMS EMERGENCY 911
Socorro Fire Department EMERGENCY 911

AREA HOSPITALS

Socorro, T or C, Alamogordo, Silver City, Deming, Stafford AZ, Grants NM

Socorro General Hospital: 1202 Highway 60 West Socorro, NM 87801 (575) 835 1140

Truth or Consequences, Sierra Vista Hospital and Rural Health Clinic: 800 E 9th Ave, Truth or Consequences, NM 87901 (575) 894-2111

Silver City, Gila Regional Medical Center: 1313 E 32nd St, Silver City, NM 88061 (575) 538-4000

Deming, Mimbres Memorial Hospital: 900 W Ash St, Deming, NM 88030

Safford, Mt. Graham Regional Medical Center: 1600 S 20th Ave, Safford, AZ 85546

Grants, Cibola General Hospital: 1016 Roosevelt Ave, Grants, NM 87020

Plan Approved by:

Position	Printed Name	Signature	Date
Project Safety Officer	Virginia McLemore		1/26/2020
Project Safety Officer	Virginia McLemore		5/15/2020
Project Safety Officer	Virginia McLemore		8/28/23