


**NEW GOLD RAINY RIVER MINE
APPENDIX H
SPILL REPORTING PROCEDURE**

 Rainy River Project		ENV-PRO-001-15A Site Wide Spill Reporting Procedure	
Owner: Environmental Specialist	Approver: Darrell Martindale Chris McGoldrick	Status: Draft	Date Created: July 11, 2015
		Review Frequency: 3 Years	Effective Date: October 19, 2016

1. Purpose

The purpose of the following document is to clarify spill reporting requirements and responsibilities for those working on the Rainy River Project site including spill tracking and external required reporting.

This document is designed to be consistent with Federal and Provincial Reporting Regulations, Corporate Standards for spill reporting (EMS Standard 008.01) and aligned with additional agreements New Gold has entered into.

2. Scope

This procedure is an outline of the spill reporting responsibilities for anyone working on the Project Site.

3. Definitions

Spill

A spill is defined as a “spill”, when used with reference to a pollutant, and means a discharge:

- (a) into or onto the natural environment,
- (b) from or out of a structure, vehicle or other container, and
- (c) is abnormal in quality or quantity in light of all the circumstances of the discharge.

Spills requiring reporting under this requirement do not include approved discharges such as discharges to air, water and land approved under the Environmental Protection Act (EPA) or other regulatory approval provided the discharge is compliant with the approval. Further exempt from this reporting requirement are any other areas exempted by the Regulation e.g., planned spills.

Spill volume is the amount of material that contacted the environment (ground, water or air). The Project Site is defined as;

- All project components plus approximately 100 m zone;
- Highway 600 from Hwy 71 to Seven Bends;
- Teeple Road from Hwy 71 to Hwy 600;
- Municipal roads used for access including but not limited to Teeple Road, Roen Road, Korpi Road and Eluik Road; or

As designated by the Construction Director as the Project progresses

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4. Responsibilities and Accountabilities

Construction Management and General Manager

- Support implementation of the Reporting Procedures
- Conduct follow up investigation

Department and Area Managers

- Support the Procedure and ensure respective areas support the plan and all of its components
- Lead follow up investigation

Environmental Department

- Provide support on reporting and clean up including sampling where necessary
- Support the root cause analysis process
- Provide external reporting guidance
- Maintain a registry of all spills
- Distribute spill information to authorized internal and external stakeholders

Supervisors (of the crew reporting the spill)

- Spill is reported consistent with this procedure based on size of spill and location
- Spill is cleaned up properly and contaminated waste management disposed of appropriately, with records of disposal included with the Spill Report
- Spill kits are restocked after any products used
- Record of removal of spilled material is sent to the Environmental Dept.
- Any contaminated material is sent to a location approved for this purpose by the Environmental Department
- Support follow up investigation

Employees and Contractors

- Report spills and respond appropriately, consistent with spill response requirements

5. Guidelines & Instructions

• Reporting Requirements

All spill reporting must meet general requirements (see Appendix 1)

- All spills to be reported immediately to crew supervisors.
- Crew supervisors to determine immediate response.
- All spills to be documented using the Spill Reporting Form (Appendix 2) by the person first observing the spill or their supervisor or designate familiar with the spill within the timelines set out in this procedure before the end of shift consistent with site HSE reporting and communication.
- The detailed Spill Report to be copied to the following emails:
RainyRiver.Enviro@newgold.com and RainyRiver.Incident@newgold.com
- For New Gold Departments only, the incident details will be entered into InControl software within 24 hours of the occurrence by the supervisor or designate.

Additional requirements for externally reportable spills exceeding mandatory reporting thresholds of O. Reg 675/98 (Table 1) and spills on third party property

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within the project site (e.g., municipal roads, Hwy 600, Table 2):

- Supervisor to contact site Environment Team via site radio
- In the event the spill is outside 0700hrs to 1730hrs the initial contact should be directed to:
 - i. the H&S team and
 - ii. the nominated site Regulatory Contact – Chris McGoldrick or designate and
 - iii. Environmental On-Call (Environmental Manager or designate)

Additional requirements for spills that pose an immediate threat to human life/health and sustained and ongoing threat to the environment (e.g., bulk fuels, sediment dam breach, truck roll over):

- Initiate Emergency Response Plan through site radios and indicate environmental emergency
- The Environment On-Call (Environment Manager or designate) will be contacted immediately.

Table 1: Reportable Levels for Different Substances (off municipal/provincial roads) (O.Reg 675/98)	
Substance Spilled	Reporting Threshold
Refrigerants (as listed in O Reg 189/94)	100 Kg
Hydrocarbons <ul style="list-style-type: none"> • Gasoline • Petroleum products 	100 L, any if into water
Electrical utilities (excluding PCB's) <ul style="list-style-type: none"> • Oil from Transformers 	100 L, any if into water
Dangerous goods (as listed in TDG act)	<i>See TDG Act Schedule 1 for complete list</i>
Class 1, Explosives	10 kg, any quantity that poses a public risk
Class 2, Gases <ul style="list-style-type: none"> • SO₂ 	Any release of 10 + minutes, any quantity that poses a public risk
Class 3, Flammable Liquids	200 L, any if into water
Class 4, Flammable Solids/Water-Reactive Substances	25 kg, any if into water
Class 5.1, Oxidizing Substances <ul style="list-style-type: none"> • O₂ 	50 kg/ 50 L
Class 5.2, Organic Peroxides	1 kg/ 1
Class 6, Toxic Substances <ul style="list-style-type: none"> • Cyanide, Copper Sulfate, Sodium Metabisulfite 	5 kg/ 5 L
Class 6.2, Infectious Substances <ul style="list-style-type: none"> • N/A 	Any quantity
Class 7, Radioactive Materials <ul style="list-style-type: none"> • Nuclear Devices 	Any quantity that poses a public risk
Class 8, Corrosives <ul style="list-style-type: none"> • Hydrochloric Acid, Sodium Hydroxide, Lime 	5 kg/ 5 L
<ul style="list-style-type: none"> • Class 9, Miscellaneous Products, Substances or Organisms such as fertilizer, tailings and contaminated water 	25 kg/ 25 L

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Table 2: Exemptions for spill reporting on Highways

ID	Description
(a)	Less than 100 L of fluid other than other than fluid transported as cargo, from the fuel system or other operating system of a motor vehicle.
(b)	the spill does not enter and is not likely to enter any waters, as defined in the Ontario Water Resources Act, directly or through drainage structures
(c)	the spill does not cause and is not likely to cause any adverse effects, other than those that are readily remediated through cleanup and restoration of surfaces that are prepared for vehicular traffic or paved, graveled, sodded areas adjacent to those surfaces
(d)	Arrangements for the remediation referred to in clause (c) are made and carried out immediately.

- **Documentation**

The Spill Report Form will be used as the investigation report. The report must be completed prior to the end of shift. The Supervisor or Area Manager for that area of works is responsible for ensuring its completion and submission prior to the end of shift.

All records must be maintained for 5 years in New Gold's incident reporting system, InControl.

Spills

- The Spill Report is to be produced as above and is the responsibility of the Supervisor or Area Manager before the end of shift.
- New Gold Environment Team will update site spill log consistent with O.Reg 675/98
- Every quarter an internal spill will have a follow up investigation, for the purpose of spill prevention, by the Environmental Department.

Where spills are externally reportable

- Contact the Environment On-Call immediately
- The Environment Manager or designate will contact the Management Group and any external reporting requirements.
- The Spill Report is to be produced as above and is the responsibility of the Supervisor or Area Manager before the end of shift
- Spill reporting to be entered into InControl software by the H&S team and ranked in InControl based on Consequence/Severity table as defined by 002.06_Corporate ESR Incident Reporting Guidelines.
- Follow up investigations may be required.

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6. References

7. Appendix

Appendix 1: Site Spill Response Flow Chart

Appendix 2: Spill Reporting Form

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Appendix 1

SITE SPILL RESPONSE

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Communicate spill to supervisor



Cease flow from source, If Safe To Do So



Contain spill from spreading, If Safe To Do So



Does spill pose immediate threat to human life/health and sustained and ongoing threat to the environment?

YES

Initiate emergency response plan through site radios and indicate environmental emergency.



NO

Is the spill externally reportable...?

- A hydrocarbon over 100 L?
- An in water spill of any amount of any product?
- On third party property?
- A gas release of 10+ minutes?
- An explosive spill over 25 kg?
- A flammable liquid over 200 L?
- A refrigerant over 100 kg?



- Supervisor to contact site Environmental Team via site radio Channel 4.
- Complete spill report (Attachment 2) and submit to RainyRiver.Enviro@newgold.com and RainyRiver.Incident@newgold.com
- A preliminary spill investigation to be completed **before end of shift** using documentation as for a safety incident.
- A final spill investigation report to be completed **within 24 hours** following a meeting to review the outcome of the preliminary report.




NO

- Clean up spill properly and contaminated waste management disposed of appropriately.
- Restock spill kits after any product is used.
- Complete spill report and submit to RainyRiver.Enviro@newgold.com and RainyRiver.Incident@newgold.com

- Clean up spill properly and contaminated waste management disposed of appropriately.
- Restock spill kits after any product is used.

Appendix 2

		<h1>SPILL REPORTING FORM</h1>	
Date of reporting:		Time of reporting:	
Person first observing spill/witness:		Weather:	
Employer/Contractor associated with spill:			
Date of spill:	Time of Spill:	Duration of spill:	
Type of spilled material:			
Volume spilled:			
Spill location and address:			
Distance to, and nature of, nearest sensitive receptors (watercourse, 3 rd party, residence):			
Did any spill flow into watercourse or drainage? Yes No :			
Action taken, status of clean up and success of clean up:			
Volume of contaminated material removed from site:			
Type of contaminated material removed from site:			
Method of disposal (attach copy of documentation):			
Description of spill/Activity at time of spill:			
Equipment or source of spill (make/model/ID):			
Preliminary assessment of cause: Mechanical Failure		Impact/Collision	Procedural error
MVA Other (describe) :			
Items used from spill kit:		kit replenished: <input type="checkbox"/> Y <input type="checkbox"/> N	
Preliminary corrective actions/mitigation:			
Report completed by:		Contact information:	
Title/Company:		Date:	

Please email to: RainyRiver.Enviro@newgold.com and RainyRiver.Incident@newgold.com

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Operating Procedure

Document Title: Environmental Department
Spill Reporting Procedure

Document Number: ENV-SOP-0002

Owner: Environmental Manager

Review Coding

☐

Code 1 – Reviewed with No Comments

☐

Code 2 – Reviewed with Minor Comments

☐


Code 3 – Reviewed with Major Comments


☐

Code 4 – Not Accepted

☐

Code 5 – Information Only

Rev	Rev Date	Issued For	Prepared By	Reviewed By	Approved By
A	Oct 26 th , 2017	Review	Carolyn Winik	Darrell Martindale	
1	Jan 31 st , 2018	Approval	Carolyn Winik	Sylvie St. Jean	
2	February 12 th , 2018	Approval	Jono Irwin	Sylvie St Jean	

		ENV-SOP-0002 Environmental Department Spill Reporting Procedure	
Owner: Senior Environmental Specialist	Approver: Manager Environment	Status: Approved	Date Created: July 11, 2015
		Review Frequency: 1 Year	Effective Date: February 1st, 2018

1. Purpose

The purpose of the following document is to clarify spill reporting responsibilities of the Environmental Department for the Rainy River Mine including spill tracking and external required reporting. This document is designed to be consistent with Federal and Provincial Reporting Regulations, Corporate Standards for spill reporting (EMS Standard 008.01) and aligned with additional agreements New Gold has entered into. Spill response requirements and responsibilities for those working on the Rainy River Mine can be found in ENV-SOP-0001.

2. Scope

This procedure is an outline of the spill reporting responsibilities for the Environmental Department.

3. Definitions

Spill

A spill is defined as a "spill", when used with reference to a pollutant, and means a discharge:

- (a) into or onto the natural environment,
- (b) from or out of a structure, vehicle or other container, and
- (c) that is abnormal in quality or quantity in light of all the circumstances of the discharge.

Spills requiring reporting under this requirement do not include approved discharges such as discharges to air, water and land approved under the Environmental Protection Act (EPA) or other regulatory approval provided the discharge is compliant with the approval.

Spill volume is the amount of material that contacted the environment (ground, water or air).

Project Site

The Project Site is defined as;

- All project components plus approximately 100 m zone;
- Highway 600 from Hwy 71 to Seven Bends;
- Teeple Road from Hwy 71 to Hwy 600;
- Municipal roads used for access including but not limited to Teeple Road, Roen Road, Korpi Road and Eluik Road; or
- As designated by the Construction Director as the Project progresses.

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4. Responsibilities and Accountabilities

Rainy River Manager Environment

- Approves this policy and ensures its communication to site personnel
- Oversees the Environmental Department to ensure compliance with this procedure
- Is responsible to ensure reportable spills are communicated appropriately to regulatory bodies in line with approvals and reporting requirements

Environmental Department

- Provide support to Rainy River personnel and contractors in regards to spill response and reporting, including sampling where necessary
- Maintains an on call schedule to ensure support is provided to mine personnel 24 hours a day
- Contacts the Spill Action Centre as a first contact after a reportable spill
- Compiles incident details and composes follow up letters detailing incidents to regulators
- Maintain a registry of all spills
- Distribute spill information to authorized internal and external stakeholders

Department and Area Managers

- Support the procedure and ensure departmental staff follow its expectations
- Ensure departmental Supervisors are trained to lead the spill response within their crews and are familiar with the external reporting thresholds
- Support any follow up investigations as required

Supervisors (of the crew reporting the spill)

- Ensure that the spill incident procedure is managed effectively and limits impact to the environment as much as possible
- Report all spills consistent with ENV-SOP-0001 and determine if spills are externally reportable
- Lead any follow up investigations

Employees and Contractors

- Report all spills and respond appropriately, consistent with spill response requirements as detailed further in ENV-SOP-0001

5. Guidelines & Instructions

Spills that pose an immediate threat to human life/health and sustained and ongoing threat to the environment (e.g., bulk fuels, sediment dam breach, truck roll over):

- Initiate Emergency Response Plan through site radios and indicate Environmental emergency
 - The Environment On-Call (Environment Manager or designate) will be contacted immediately.

5.1 Spill Response

- The Environmental Department will be called as soon as possible following an Externally Reportable Spill as outlined in ENV-SOP-0001
 - via radio Channel 4 or phone 1-807-632-6152
- The main function of the Environmental Department during the initial spill response is to provide immediate assistance to site personnel in relation to the containment of the spill and remedial actions necessary

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5.2 Regulatory Reporting

Externally reportable spills exceeding mandatory reporting thresholds of O. Reg 675/98 (Table 1) and spills on third party property within the project site (e.g., municipal roads, Hwy 600, Table 2):

- Environmental Manager or designate to follow "Environmental Reportable Incident Call List" Appendix 3.
- The Manager or designate will contact the Spills Action Center at 1-800-268-6060 and report:
 - your name and phone number
 - name and phone number of the person or company in control of the product spilled
 - date, time and location of the spill
 - duration of the spill (if known) and whether the spill is ongoing
 - type and quantity of pollutant spilled, including hazard level or toxicity information
 - source of the spill and information on the cause
 - description of adverse effects
 - environmental conditions that affect the spill (weather, traffic, etc.)
 - actions being taken to respond
 - other agencies and parties responding
- A follow-up report detailing the incident must be submitted via a transmittal to regulatory bodies within the time frames detailed below. The report must include:
 - The measures that were taken to mitigate the effects of the occurrence;
 - If an emergency response plan was implemented, details concerning its implementation; and
 - Changes made to avoid a subsequent occurrence of the accident or malfunction.
 - MOECC within 7 days of incident.
 - MNRF within 7 days of incident, if TSS or Fisheries related.
 - DFO within 30 days of incident.
 - ECCC within 30 days of incident, Adam Scheepers and Dan McDonell.
 - CEAA within 30 days of incident.
- New Gold Environmental Department will update the spill incident in InControl consistent with O.Reg 675/98 when Spill Report Form is received.
 - Classify incidents according to the NG Risk Consequence categories (Level 1, 2 or 3) as per 008.04 Incident Assessment and Response Matrix

5.3 Follow up Investigation

- Following the initial incident and once clean up has been completed, an initial investigation of the incident should take place. This will be lead by the Supervisor responsible for the area in which the spill occurred with the support of The Environmental Department.
 - The Investigation should include all information required for the follow up report as detailed above and focus on implementing measures to reduce the chance of reoccurrence
- Root cause analysis is required for all significant incidents. Spills which require this as per 002.06_CORPORATE ESR INCIDENT REPORTING GUIDELINES are:
 - Cyanide spills outside of normal processing area.
 - Hydrocarbon spills that trigger requirement to report to regulatory authorities.
 - Other spills that trigger requirement to report to regulatory authorities.

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Table 1: Reportable Levels for Different Substances (off municipal/provincial roads) (O.Reg 675/98)

Substance Spilled	Reporting Threshold
Refrigerants (as listed in O Reg 189/94)	100 Kg
Hydrocarbons <ul style="list-style-type: none"> Gasoline Petroleum products 	100 L, any if into water
Electrical utilities (excluding PCB's) <ul style="list-style-type: none"> Oil from Transformers 	100 L, any if into water
Dangerous goods (as listed in TDG act)	<i>See TDG Act Schedule 1 for complete list</i>
Class 1, Explosives	10 kg, any quantity that poses a public risk
Class 2, Gases <ul style="list-style-type: none"> SO₂ 	Any release of 10 + minutes, any quantity that poses a public risk
Class 3, Flammable Liquids	200 L, any if into water
Class 4, Flammable Solids/Water-Reactive Substances	25 kg, any if into water
Class 5.1, Oxidizing Substances <ul style="list-style-type: none"> O₂ 	50 kg/ 50 L
Class 5.2, Organic Peroxides	1 kg/ 1
Class 6, Toxic Substances <ul style="list-style-type: none"> Cyanide, Copper Sulfate, Sodium Metabisulfite 	5 kg/ 5 L
Class 6.2, Infectious Substances <ul style="list-style-type: none"> N/A 	Any quantity
Class 7, Radioactive Materials <ul style="list-style-type: none"> Nuclear Devices 	Any quantity that poses a public risk
Class 8, Corrosives <ul style="list-style-type: none"> Hydrochloric Acid, Sodium Hydroxide, Lime 	5 kg/ 5 L
Class 9, Miscellaneous Products, Substances or Organisms	25 kg/ 25 L
Tailings	Any Amount is reportable
Emulsion	Any Amount is reportable

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Table 2: Exemptions for spill reporting on Highways

ID	Description
(a)	Less than 100 L of fluid other than other than fluid transported as cargo, from the fuel system or other operating system of a motor vehicle.
(b)	the spill does not enter and is not likely to enter any waters, as defined in the Ontario Water Resources Act, directly or through drainage structures
(c)	the spill does not cause and is not likely to cause any adverse effects, other than those that are readily remediated through cleanup and restoration of surfaces that are prepared for vehicular traffic or paved, graveled, sodded areas adjacent to those surfaces
(d)	Arrangements for the remediation referred to in clause (c) are made and carried out immediately.

6. Documentation

The Spill Report Form is to be completed by Supervisor or Designate of the area in which the spill occurs.

For New Gold Departments only, the incident details are to be entered into InControl software by the supervisor or designate as soon as possible and before shift end.

The Environment Department will update INControl consistent with O. Reg 675/98.

A follow up report is to be sent to the following agencies within the time frames specified below:
Ministry of the Environment and Climate Change (MOECC) - Within 7 Days

Ministry of Natural Resources and Forestry (MNRF) – Within 7 Days

EnvironmentCanada (EC) – Within 30 Days

Department of Fisheries and Oceans (DFO) – Within 30 Days

Canadian Environmental Assessment Agency (CEAA) – Within 30 Days

Every quarter the Environmental Department will review all spills on site and conduct Spill Audits on 10% of reported spills as per ENV-SOP-0006

Root Cause Analysis completed on all externally reportable spills as per EMStd-008.1 Incident and Crisis Management.

7. Reference Table

Ontario Pollution and Spills Reporting

<https://www.ontario.ca/page/report-pollution-and-spills>

O. Reg 675/98: Classification and Exemption of Spills and Reporting of Discharges:

<https://www.ontario.ca/laws/regulation/980675>

002.06_CORPORATE ESR INCIDENT REPORTING GUIDELINES

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8. Appendix

Appendix 1: Environmental Department Spill Response Flow Chart

Appendix 2: Spill Reporting Form

Appendix 3: Environmental Reportable Call List

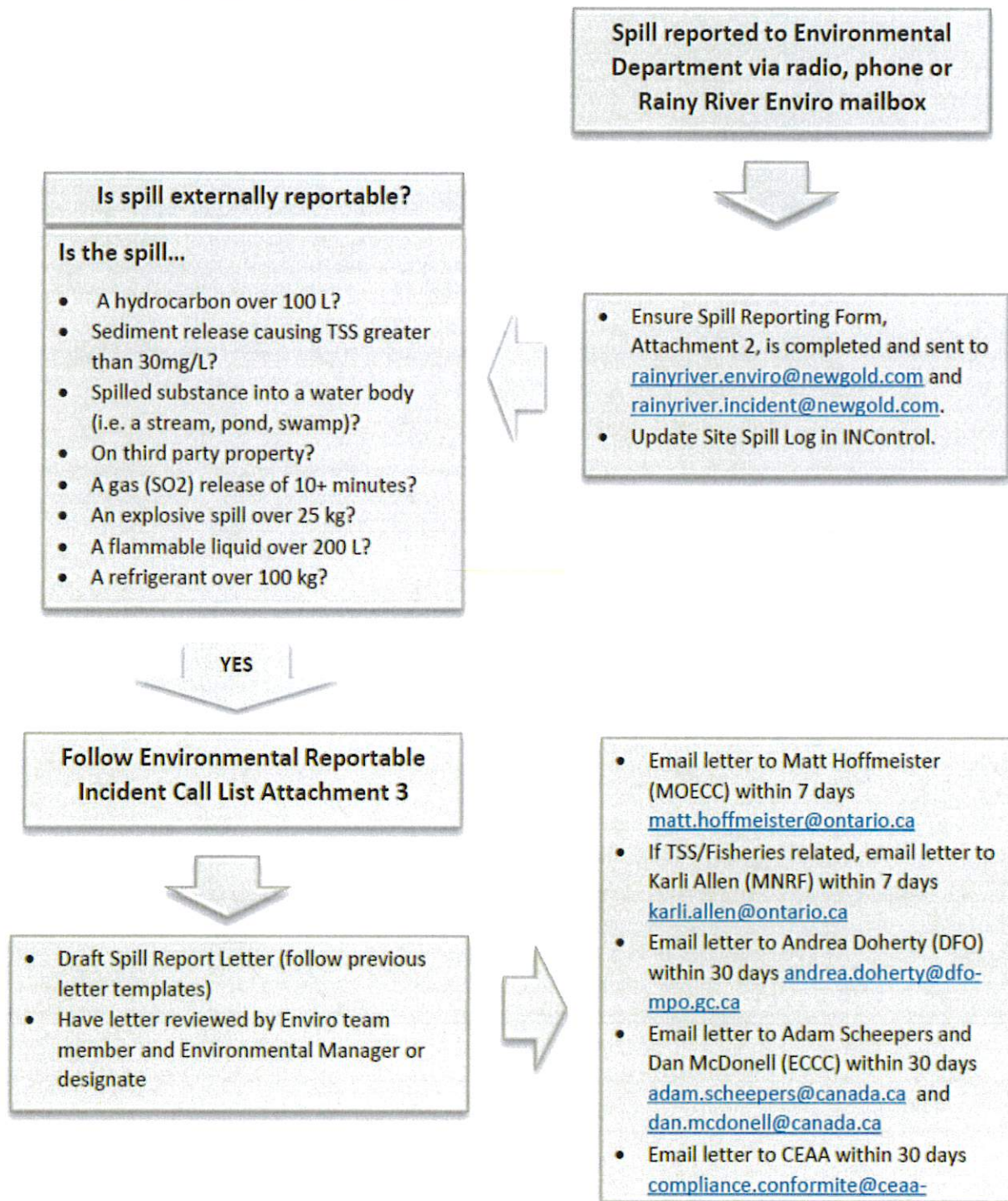
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Appendix 1: Environmental Department Spill Response Flow Chart



ENVIRONMENTAL DEPT. SPILL RESPONSE



October 26, 2017

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Appendix 2: Spill Reporting Form



SPILL REPORTING FORM

Date of reporting:		Time of reporting:	
Person first observing spill/witness:		Weather:	
Employer/Contractor associated with spill:			
Date of spill:	Time of Spill:	Duration of spill:	
Type of spilled material:			
Volume spilled:			
Spill location and address:			
Distance to, and nature of, nearest sensitive receptors (watercourse, 3 rd party, residence):			
Did any spill flow into watercourse or drainage? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Action taken, status of clean up and success of clean up:			
Volume of contaminated material removed from site:			
Type of contaminated material removed from site:			
Method of disposal (attach copy of documentation):			
Description of spill/Activity at time of spill:			
Equipment or source of spill (make/model/ID):			
Preliminary assessment of cause: Mechanical Failure <input type="checkbox"/> Impact/Collision <input type="checkbox"/> Procedural error <input type="checkbox"/> MVA <input type="checkbox"/>			
Other (describe) <input type="checkbox"/>			
Items used from spill kit:		kit replenished: <input type="checkbox"/> Y <input type="checkbox"/> N	
Preliminary corrective actions/mitigation:			
Report completed by:		Contact information:	
Title/Company:		Date:	

REPORT ALL SPILLS IMMEDIATELY TO CREW SUPERVISOR

CREW SUPERVISOR TO ASSESS REPORTING REQUIREMENTS CONSISTENT WITH SPILL REPORTING PROCEDURE

CONTACT NEWGOLD ENVIRONMENT IMMEDIATELY IF SPILL IS EXTERNALLY REPORTABLE

1-807-632-6152

Email completed to rainyriver.enviro@newgold.com and rainyriver.incident@newgold.com

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Appendix 3: Environmental Reportable Call List

Environmental Reportable Call List

Person Reporting: _____

Date: _____

Time: _____

Contact Group:	
Regulatory Point of Contact: Greg Bowkett C- 807-456-3668	Yes _____ No _____
Environmental Manager, Sylvie St. Jean C- 807-707-3497	Yes _____ No _____
Enviro Manager will contact Corporate Office if required	
Community Relations Manager, Stacey Jack C- 807-456-3780	Yes _____ No _____
Call and email stacey.jack@newgold.com	
If Stacey is not available, contact Alyson Bisson at C-807-708-3844 alyson.bisson@newgold.com	
Community Dept will notify Chapple and designated Communities.	
Area Manager of Location of Spill	
Manager Contacted: _____	Yes _____ No _____
Corporate CSR Director, Dennis Wilson Contact via email dennis.wilson@newgold.com	
Corporate VP Operations, Cory Ativeh Contact via email cory.ativeh@newgold.com	
Spills Action Center (SAC) 1-800-268-6060	Yes _____ No _____
(Within 24 hours of spill/exceedance)	
SAC Reference # _____	
Matt Hoffmeister (MOECC) 1-807-468-2703	Yes _____ No _____
Only call if necessary:	
Adam Scheepers (EC) 1-613-990-9744	Yes _____ No _____
Department of Fisheries and Oceans (DFO)	
Fisheries Protection 1-855-852-8320	Yes _____ No _____
CANUTEC (TDG) 1-613-996-6666	Yes _____ No _____
Canadian Nuclear Safety Commission 1-613-995-0479	Yes _____ No _____
Company Information:	
New Gold, Rainy River Project	
24 Marr Road	
Barwick, Ontario	
POW 1A0	
Rainy River District	
* Use the information from the Spill or Exceedance Reporting Form	

Revised October 26, 2017

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