

**BENCHMARK POSITION DESCRIPTION – BM #13
MINISTRY OF ENERGY MINES AND PETROLEUM RESOURCES**

1. POSITION TITLE Inspector of Mines	2. CLASSIFICATION LEVEL LSO 3
3. DIVISION Mining and Minerals	4. BRANCH Regional Operations Branch
5. IMMEDIATE SUPERVISOR Senior Health and Safety Inspector	6. LOCATION Prince George

Program Function Describe the purpose of the program and organization in which the position operates.

The Branch is responsible for the delivery of a broad range of regulatory services designed to ensure all mining activities within the province are conducted safely, with minimal environmental disturbance and maximum recovery of natural resources.

Purpose of Position and Summary of its Functions This may be used for POSTING purposes.

The position is responsible for monitoring mine activities and completing investigations on dangerous occurrences, serious accidents or fatalities, complaints, and violations to Acts, Codes and Regulations to ensure that safe conditions are established and maintained in and around all mining operations within an assigned area. The position has the authority to shut down any or all operations at a mine site if the Inspector feels that the continuation of such activities would be dangerous to mine personnel, the public or the environment. The position also provides expertise and advice to mine operators, potential operators, ministry staff and the general public.

Organizational Structure and Working Environment

The Inspector of Mines, Health and Safety positions are located in one of five Regional offices: Smithers, Prince George, Kamloops, Victoria and Fernie. The position reports to a Senior Health and Safety Inspector in each Region. They are primarily responsible for the inspection of and participation in audits of mine operations in their regions. They are given statutory authority under the Mines Act to enforce requirements under the Health, Safety and Reclamation Code for British Columbia. They have the authority to write orders to rectify problems up to and including shutting down a part of or the whole of a mine operation.

Position's Specific Functions and How They Are Performed

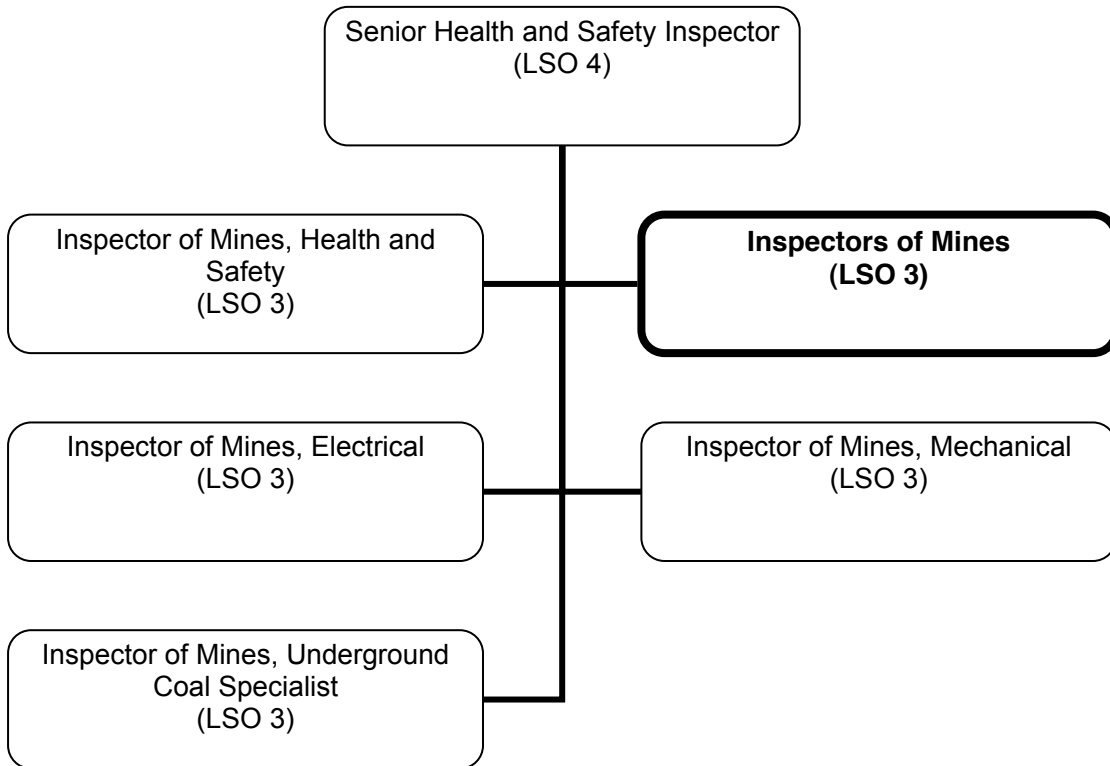
- 1. 60% Monitors mine activities to ensure the establishment and maintenance of safe conditions in and around all mining operations within the assigned area by:**
 - Leading or participating in the planning and preparation of mine audits
 - Inspecting all mine operations in the district on a regular basis
 - Liaising with Union members/executive, employees and employee representative organizations
 - Issuing written or verbal order for immediate corrective action and preparing detailed written inspection reports
 - Advising operators on sound engineering practices in the development and operation of mines
 - Referring occupational health, electrical, geotechnical and mechanical issues to specialist inspectors (unless immediate corrective action is required)
 - Ensuring that the examination and certification of mine staff and mine rescue personnel is undertaken in accordance with the Code
 - Examining, issuing or approving blasting, mine rescue and shift boss certificates and suspending and/or cancelling certificates if the holder is in contravention of current legislation
 - Providing information and assisting the Crown prosecutor to attain convictions on charges and obtaining injunctions
 - Reviewing requests for variances from the code and providing recommendations for acceptance, rejection or revision

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- Reviewing mine plans and drawings to ensure they meet health and safety requirements and recommending conditions to mine permits
 - Ensuring that Occupational Health and Safety Committees (OHSC) are in place and meeting the requirements of the Code
 - Providing training to the OHSC
- 2. 25% Completes investigations on dangerous occurrences, serious accidents or fatalities, complaints, and violations to Acts, Codes and Regulations and directs or participates in mine rescue operations and by:**
- Attending the site of the incident
 - Developing and/or modifying rescue strategies and solutions
 - Interviewing the persons involved
 - Analyzing information to determine the root cause of the incident or the validity of a complaint
 - Discussing the incident mine management, OHSC safety representatives, workers and union representatives
 - Ordering corrective actions where necessary
 - Issuing written reports
 - Acting as a Chief Judge, Task Judge or Coordinator as assigned
- 3. 10% Provides expertise and advice to mine operators, potential operators, ministry staff and the general public and others by:**
- Explaining various requirements of the Acts, Code and Ministry policies
 - Advising operators on sound engineering practices
 - Advising Branch management of health and safety issues
 - Providing input into the review of the Code, the Act, other related legislation and the Branch policy manual
- 4. 5% Performs other related duties**

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ORGANIZATION CHART – INSPECTOR OF MINES



**BENCHMARK CLASSIFICATION RATIONALE – BM #13
MINISTRY OF ENERGY MINES AND PETROLEUM RESOURCES**

TITLE: Inspector of Mines

LEVEL: LSO 3

DIVISION/BRANCH: Minerals/Mine Operations

FACTOR	POINTS
<p><u>PURPOSE OF POSITION</u> The primary focus of this position is to inspect and audit mine activities to ensure compliance with Acts, Codes and Regulations. The position will also undertake complex investigations of serious accidents, dangerous occurrences and fatalities, and direct or participate in mine rescue operations and provide expertise and advice.</p> <p><u>KNOWLEDGE</u> The work requires a considerable depth of knowledge of mining operations and engineering in order to plan and prepare mine audits and direct mine rescue operations. Planning and directing mine rescue operations is considered to be interpretive work and requires the position to make some judgements based on knowledge gained through considerable mining and rescue experience.</p> <p>Requires registration as a Professional Engineer.</p>	D(2) 113
<p><u>JUDGEMENT</u> <u>Originality and Complexity:</u> The work requires the position to make major adaptations to previously developed rescue solutions designed to access and extract trapped personnel. The position must identify, analyze and resolve complex issues at mining operations, and analyze a variety of data and interpret the results, particularly in the investigation of serious accidents or fatalities.</p> <p><u>Technical Supervision Received:</u> Advising of operators on sound engineering practices and the conducting of audits and inspections is not overseen. However, recommendations on approvals for variance from the Code, reports on serious accidents, dangerous occurrences and fatalities, and reports on the decision to shut down an operation will be reviewed by the supervisor upon completion for adequacy and completeness.</p>	C2 86
<p><u>ORGANIZATION AND PROGRAM ROLE</u> The primary role of the position is to exercise statutory authority over mining operators in a regulatory capacity.</p>	III(a) 50
<p><u>ADMINISTRATIVE SUPERVISORY RESPONSIBILITY</u> The position does not administratively supervise any staff.</p>	0

TOTAL POINTS 249

LEVEL	POINT RANGE
1	168 – 203
2	204 – 237
<u>3</u>	<u>238 – 267</u>
4	268 – 295
5	296 – 365