REQUEST FOR PRE-JOB CONFERENCE
(MINING OPERATION)

Company Name: __________________________

Phone ___________________________________ FAX: __________________________

DATE FAXED: __________________________

PLEASE NOTE: THE MINING CONTRACTOR/OPERATOR SHOULD SCHEDULE THE PREJOB AS
FAR IN ADVANCE AS POSSIBLE: AT LEAST 3-4 DAYS IN ADVANCE. THE DIVISION REQUIRES
THE JOB TO BE SET UP WHEN THE FIELD ENGINEER ARRIVES FOR THE PREJOB. THIS MEANS
THAT THE ADIT HAS BEEN PREPARED, MINING EQUIPMENT IS IN PLACE, AND THE CREW IS
READY TO BEGIN THE MINING OPERATION. IF THERE IS A DELAY IN SETTING UP THE JOB,
THE MINING CONTRACTOR/OPERATOR SHOULD CONTACT THE DIVISION IMMEDIATELY.

PRE-JOB REQUEST DATE & TIME: __________________________

ON-SITE SUPERVISOR: __________________________

ON-SITE CELL NO.: __________________________

CLASSIFICATION #: __________________________ DIESEL PERMIT #: __________________________
(attach classification) (attach current permit)

MINE DIAMETER AND LENGTH: __________________________ __________________________
(diameter) (length)

MANNER OF EXCAVATION: __________________________

JOB-SITE LOCATION AND DIRECTIONS: __________________________

GENERAL CONTRACTOR: __________________________

SUBMITTED BY: __________________________

REVIEWED BY: __________________________ DATE: __________________________

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