

# TRANSFORM DATA INTO WISDOM



**sofvie**



## Valuable information/data lost in transit

The field and safety systems in the world (i.e. Mining) are on paper and things get lost in translation or transaction.

- World Class Safety System/Operations Management system to support the front line.

## Communication gaps and frustrations (Leadership and Culture)

Learning what is happening around you and planning what comes next is a chore with no real accurate and sustainable flow of information.

## Too many systems and not enough people!!

The journey to zero harm continues to be a challenge and the accountability tracing has become increasingly complex. What is asked vs what is done has an offset and this could be different between life and death.



International  
Labour  
Organization

Estimates that over 2.3 million people around the world succumb to work related injuries and accidents annually.

The numbers are climbing rather than shrinking as we would expect.

- The workforce is currently 50% millennials or younger!
- They depend on tech to succeed.
- We need to be cheaper, faster, stronger!
- The workforce of the future needs and wants to be hazard smart and included in the planning to secure a better future.



A platform that brings workers together at work and to go home every day

- Tested and approved by the workforce
- Simplicity is key!
- Save Time
- Save Money
- Save People!



- Focused on Mining and Mine Supply to address the unique challenges of the Mining Sector.
- Leaning on a world class safety system to enhance sustainable results
- Data driven insights to support a sustainable operation and ecosystem







## ACTIONS MANAGEMENT

Spring into action by creating and assigning actions items, and resolving them from the office or in the field.

## DOCUMENT REVIEW

Assign documents and action items to a member of your team to access or review.

## INCIDENT MANAGEMENT

Collect information in the field at ease and manage each case in depth centrally.

## RISK MANAGEMENT

Take control of risks at every level of the organization with our multi layered risk management module.

## INTEGRATIONS

Connect Sofvie to your business systems and legacy data via API or custom connectors. Stay connected to your ERPs, CMSs, LMSs, and more to expand how you use your centralized data.

## REPORTING

Access critical information with ease using our built in reporting engine.

## COMPLIANCE MANAGEMENT

Regulatory compliance is a natural state with Sofvie. Discover how the simple act of adopting Sofvie automatically results in proper compliance data, and how easy it is to produce the required reports.

## FORM DATA MANAGEMENT

Access forms in list format with customized categories. Filter your results to access relevant information quickly and manage, organize, export, and create reports.

## LESSONS LEARNED

Identify the most effective strategy to tackle future tasks through the lessons learned in previous work.

## TRAINING RECORDS

Employee training records can be seamlessly accessed and referenced in office and in the field.

## ADMINISTRATION

All-in-one module managing access and activities while setting specific data points required for review and analysis.

## LOCKOUT / TAGOUT

Establish processes that ensure a zero-energy state when equipment is being worked on, each and every time.

## DECISION LOG/MOC

Track when decisions are made and access decision making history to prevent reoccurring missteps.

## HAZARD MANAGEMENT

Record, Monitor and Correct hazards in the workplace in order to provide the optimal safe environment for your teams.

## POSITIVE ACTIVITIES

Identify and manage positive work ethic and strong leadership in the workplace to enhance your workplace culture.

## WORK/TASK MANAGEMENT

Offering real-time access to submit information for daily activities in field and from the office both online and offline.

## ANALYTICS

Data collection can provide critical insights aiding in making well-informed, confident decisions when problem solving.

## ENHANCED VISIBILITY DASHBOARD

See what you need, when you want to see it. Module dashboards provide more actionable data and makes it easier to identify trends.

It is our mission to help make sure everyone has the tools they need to create an environment where people can be there best!

We partner with you to support a high performance culture safely.

Operational excellence is key for today's and the future demands of the marketplace.

We are here to help you transform data into wisdom to support the future requirements now!



## Front Line

80,363

### Lineup

5,440

### Document Reviews

27,141

### Pre-Task / FLHA

22,652

### Pre-Op

15,763

### Time Sheet

4,913

### Shift Report

4,454

## Management

82,339

### Submission Reviews

72,079

### Prevention Activity

10,260

### Incident Activity

342

## Positive

14,135

### Positive Recognitions

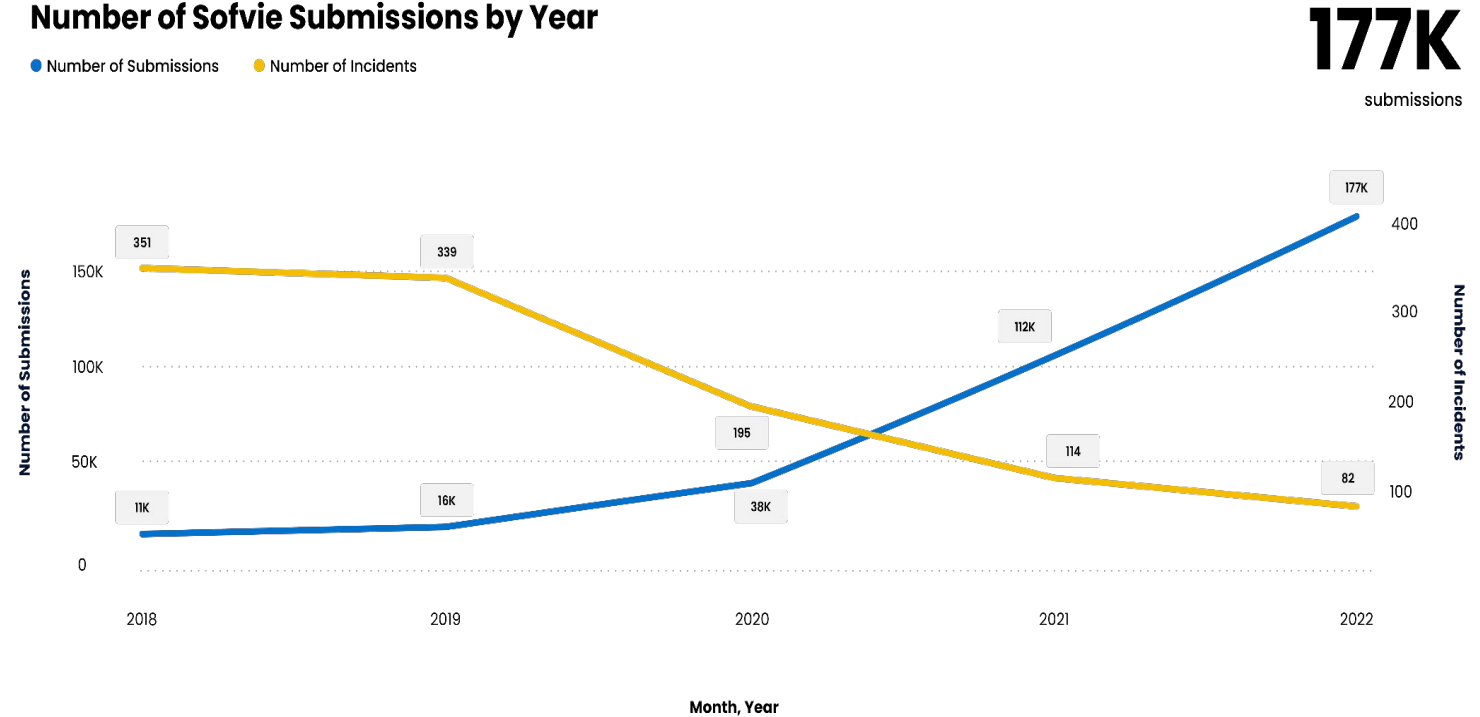
1,852

### Positivie Recognition Iteration

12,283

## Number of Sofvie Submissions by Year

● Number of Submissions ● Number of Incidents

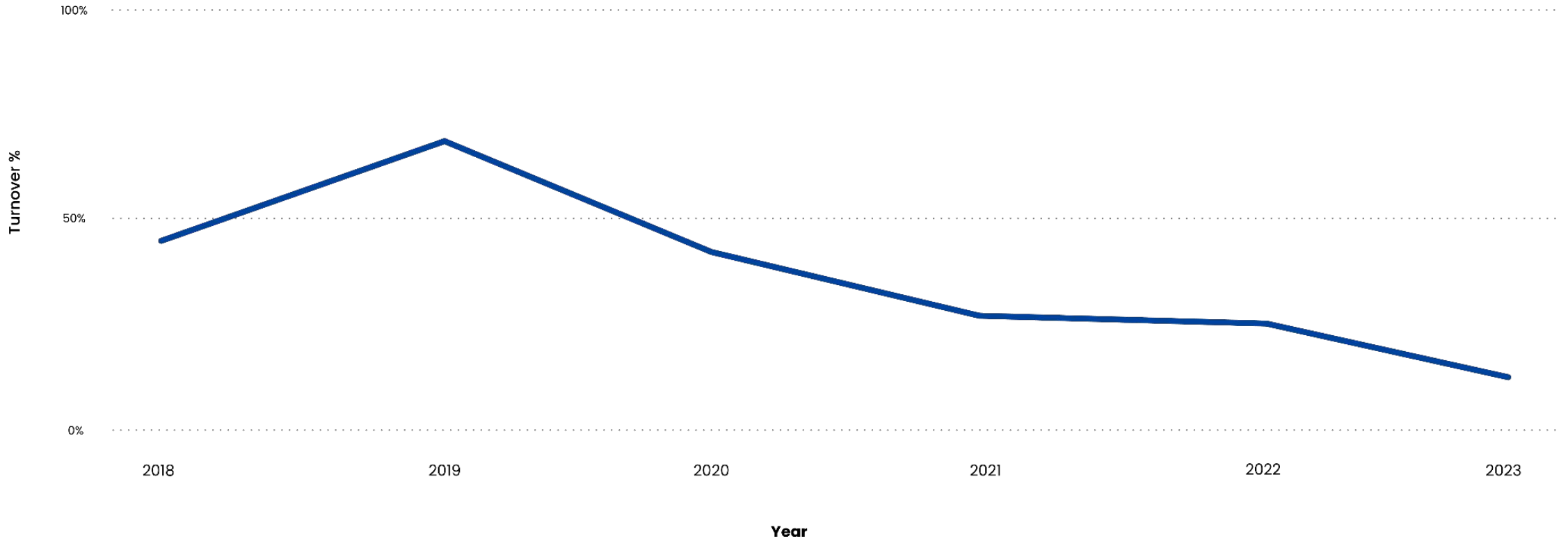


**177K**

submissions



● Technica Turnover

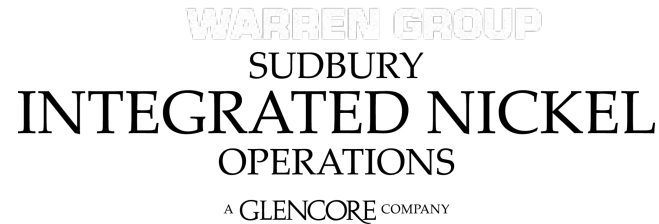


**sofvie**

# Our Trusted Partners



**Technica Mining**



**ALAMOS GOLD INC.**



**HUDBAY**



**FROSKR**



**CAMBRIAN COLLEGE**

**NORCAT**





# General Samples

# Line Up Sample Report

## Lineup

### Header

<b>Submission ID</b>	197358	<b>Submitted By</b>	Brouillette, Donald
<b>Lineup Date</b>	2023-08-23	<b>Supervisor</b>	Brouillette, Donald
<b>Site</b>	Surface Division 2023	<b>Department/Job</b>	TG220036_SurfaceDivision
<b>Shift</b>	Days	<b>Crew</b>	Construction
<b>Client Rep.</b>	Technica mining	<b>Contact Info</b>	705 618 3387
<b>Safety Topic</b>	Pay attention to the work at hand. Take your time and be safe. Make sure work area is clean up when done Make sure you wear proper PPE If there's anything you do not understand when working get a hold of the supervisor and he will help you work through it		
<b>Communication Notes</b>	none		
<b>Workplace Impacts</b>	noise dust congestion vibrations		

### Technica Shop

#### Technica Shop

Worker	Work Alone	Special PPE	Equipment Type	Equipment Location
Seward, Philippe	No		970	Technica Shop
			- Pick-up Truck	

### Lineup Details

#### Details

Phil will do pre ops and pre tasks  
 Safety meeting  
 Will go to shop and finish up wrapping emulsion kettles  
 Tend to repairs / break downs  
 Phill and Conrad will load drill 255 on float and 20 mats afterwards  
 Phill will go pick up truck 981 when ready Conrad can bring you there

### Reference JRA - Surface Division General Activities JRA

Line Item / Step	Threat	Control Measures
------------------	--------	------------------

8/25/23, 8:41 AM

Report - Lineup - 197358

Testing, Auditing, and Repairing Equipment	Mechanical work in the yard/shop	Cone indicating presence of worker no work in the yard outside 7am to 5pm unless with permission from Shop Supervisor Schedule shop space if required Ensure good footing if using jacks in the yard. Level ground and solid platform like a section of plywood. Never to use any shop crane or equipment without specific training and qualification Use spotters as required and ensure they understand the hazards/controls with the task Follow Shop JRA when working in the shop Follow Surface Yard JRA when working in the yard and be familiar with Yard JRA Mechanics to avoid performing work in the yard when possible to perform work in the shop
Sub-Contractors Performing Work (Equipment / Yard Maintenance)		Yard JRA to be reviewed with all new sub-contractors Sub-Contractors to be assigned a contact person at every shift Sub-Contractors to report to Shipping/Receiving for sign-in. Sub-contractor to be endorsed by a Surface Div. person or shop person Ensure the sub-contractor follows all of the Technica set expectations like wearing PPE, reviewing correspondent JRAs and procedures. All non-routine Sub-Contractor work to have a Technica escort

### External Distribution

#### Distribution

### Reviewers

Name	Position	Date
Charles, Guy	Site Superintendent	2023-08-23 13:29:30
Brouillette, Donald		2023-08-22 21:38:01

# Document (Lineup) Review Summary by Site

## Document Review Summary by Site

### Report Filters

Show Filters | Hide Filters

**Date Range:** 2023-07-30 to 2023-08-29  
**Group By:** Document Review Summary by Site  
**Site:** Selected 35 out of 35 ▼  
**Document Type:** Selected 15 out of 15 ▼

### Coleman Mine

Document Type	Total	Description	Reviewers						
			Complete	Due	Overdue	Required	Reviewed	Overdue	Completion %
Lineup	208	Garson Mine - 2023-07-30	0	0	1	3	2	1	67
		Alamos Gold - Island Gold - 2023-07-30	1	0	0	1	1	0	100
		CCM - 2023-07-29	1	0	0	1	1	0	100
		Surface Division 2023 - 2023-07-31	1	0	0	1	1	0	100
		Coleman Mine - 2023-07-31	0	0	1	4	3	1	75
		Coleman Mine - 2023-07-31	1	0	0	1	1	0	100
		Alamos Gold - Island Gold - 2023-07-31	1	0	0	1	1	0	100
		Garson Mine - 2023-07-31	0	0	1	3	2	1	67
		CCM - 2023-07-31	0	0	1	2	1	1	50
		CCM - 2023-07-31	0	0	1	1	0	1	0
		CCM - 2023-07-31	0	0	1	1	0	1	0
		Surface Division 2023 - 2023-08-01	0	0	1	1	0	1	0
		Coleman Mine - 2023-08-01	0	0	1	4	3	1	75
		CCM - 2023-08-01	1	0	0	1	1	0	100
		Garson Mine - 2023-08-01	0	0	1	3	2	1	67
CCM - 2023-08-01	0	0	1	1	0	1	0		
Coleman Mine - 2023-08-01	0	0	1	2	1	1	50		



# Shift Report Development Report (Single Site) Example

### Shift Report Development

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#### Header

<b>Submission ID</b> 180692	<b>Submission Date</b> 2023-05-17
<b>Submitted By</b> Lankshear, David	<b>Date</b> 2023-05-17
<b>Site</b> MacLean Engineering	<b>Department/Job</b> TG223029
<b>Area/Level</b> 100	<b>Supervisor</b> Allen, Craig
<b>Workplace</b> Maclean	

#### Shift


<b>Shift</b>	Days
<b>Safety Topic</b>	Know your vent flow
<b>Safety Notes Log</b>	Check henson tent
<b>Communications from Previous Shift</b>	None

#### Workplace 1


<b>Workers</b>	Huntington, John; Lankshear, David
<b>Hours</b>	12.5
<b>Position Details</b>	
<b>Work Completed</b>	Finished drilling level access and loaded round blast e.o.s Drilled off down ramp and loaded blasted e.o.s Mine cleared and tag board and blasted .

#### Workplace Pictures

2023-05-17 14:24:55



2023-05-17 09:58:28



#### Equipment State

<b>Next Shift Requirements</b>	Clear mine of blast gasses and demob
<b>Extras and/or Delays</b>	0
<b>End-State Summary</b>	Fresh blast 2 drift rounds .

<b>Equipment Down Details</b>	Ok
<b>Equipment End-State Summary</b>	Ok
<b>Equipment Parts Required</b>	Ok

#### Comments

8/29/23, 12:55 PM Report - Shift Report Development - 180692

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**Comments** Need to clear mine for blast gasses.

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#### Report Distribution

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**Distribution** Allen, Craig (callen@technicamining.com); Lacroix, Richard G (rglacroix@technicagroup.com); Lankshear, David (dlankshear@technicamining.com)

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#### Reviewers

Name	Position	Date
Croteau, David	Technical Type Engineer	2023-05-22 10:08:39
Lankshear, David	Supervisor	2023-05-18 10:35:15

# Shift Report Development Report (Multi Site) Example

### Shift Report Development

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#### Header

<b>Submission ID</b>	179181	<b>Submission Date</b>	2023-05-10
<b>Submitted By</b>	Lavigne, Luc	<b>Date</b>	2023-05-10
<b>Site</b>	114 OB	<b>Department/Job</b>	TG222008
<b>Area/Level</b>	150 Level	<b>Supervisor</b>	Lavigne, Luc
<b>Workplace</b>	150 Sill backfilling		




#### Shift

<b>Shift</b>	Days
<b>Safety Topic</b>	Barricades and signage
<b>Safety Notes Log</b>	Barricades at 150 and 300 sills.
<b>Communications from Previous Shift</b>	Continue remote filling 3681 stope.

#### Workplace 1

<b>Workers</b>	Lacasse, Eric
<b>Hours</b>	10.5
<b>Position Details</b>	
<b>Work Completed</b>	Remote muck 80 buckets of slag into 3681 stope. Maintain roadway. Had to leave early for a appointment. Worked 10.5 hours.

#### Workplace Pictures

		
Scoop dumping slag on remote in 150-3681 stope.	150-3681 stope berm getting closer to far end.	Scoop mucking barricade.

#### Workplace 2




<b>Workers</b>	Desjardins, Kolton; Robichaud, Julianne; Canning, Devon
<b>Hours</b>	10.5
<b>Position Details</b>	
<b>Work Completed</b>	Assist in shipping out equipment and gear. Assist with transportation underground. Clean up loose rocks from surface to 300 level. Worked 10.5 hours

#### Workplace Pictures

[https://technica-reports.sofvie.com/shift\\_development/179181?lang=1](https://technica-reports.sofvie.com/shift_development/179181?lang=1)

1/3




8/29/23, 12:56 PM Report - Shift Report Development - 179181

		
Loading up #292 scoop.	#292 scoop ready for departure.	Boarts steel racks and bit box leaving site.

#### Workplace 3

<b>Workers</b>	Lavigne, Luc
<b>Hours</b>	11.5
<b>Position Details</b>	
<b>Work Completed</b>	Supervise and assist crew. Checked top and bottom sills, both draining normally.

#### Workplace Pictures

		
4101 stope.	150 sill pump.	3901 stope.

#### Equipment State

<b>Next Shift Requirements</b>	Continue remote filling 3681 stope.
<b>Extras and/or Delays</b>	Shipped out #292 scoop and Boarts racks and bit box.
<b>End-State Summary</b>	150-3681 stope backfilling, MTG. 150 slag hole is full.

<b>Equipment Down Details</b>	NA
<b>Equipment End-State Summary</b>	NA
<b>Equipment Parts Required</b>	NA

#### Comments

<b>Comments</b>	Day sent down 1256 tons / 112 buckets of slag to 150 level. Gonna miss this job, it was a blast. Stay true and stay safe.
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#### Report Distribution

<b>Distribution</b>	Thompson, Will (c0606371@vale.com); Campbell, Mark (mark.campbell@vale.com); Lamothe, Andre (c0647361@vale.com); Moore, Cory (cory.moore@vale.com); Allen, Craig (callen@technicamining.com); Lavigne, Luc (llavigne@technicamining.com); Lundrigan, Jim (jlundrigan@technicamining.com); Lacroix, Richard G (rglacroix@technicagroup.com); Croteau, David (dcroteau@technicamining.com); Reilly, Brady (breilly@technicagroup.com)
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#### Reviewers

[https://technica-reports.sofvie.com/shift\\_development/179181?lang=1](https://technica-reports.sofvie.com/shift_development/179181?lang=1)

2/3

Note: Reviewer list is truncated to save space

# Training Matrix by Employee

\* Required Fields

Group By \*  
Training Matrix By Employee

Training Code \*  
Selected 10 out of 823

Employee  
Selected 10 out of 351

## Training Matrix

	010-U0002	010-U0003	010-U0003A	010-U0003B	010-U0004	010-U0005	010-U0006	010-U0008	010-U0009	010-U0010
Alhonmaki, Oliver										
Allen, Craig	OK	OK		OK	OK	OK	OK	OK	OK	OK
Anderson, Maitland	OK	OK			OK	OK	OK			OK
Annett, Joey	OK				OK					OK
Armstrong, Tim	OK	OK			OK	OK	OK	OK		OK
Arnold, Daniel	OK									OK
Audet, Kevin										
Aumont, Maxime	OK				OK	OK	OK			OK
Ayotte, Patrick	OK			OK	OK	OK	OK			OK
Bailey, Frank	OK	OK	OK	OK	OK	OK	OK			OK

OK - Training is completed and active

PROG - Training is in progress

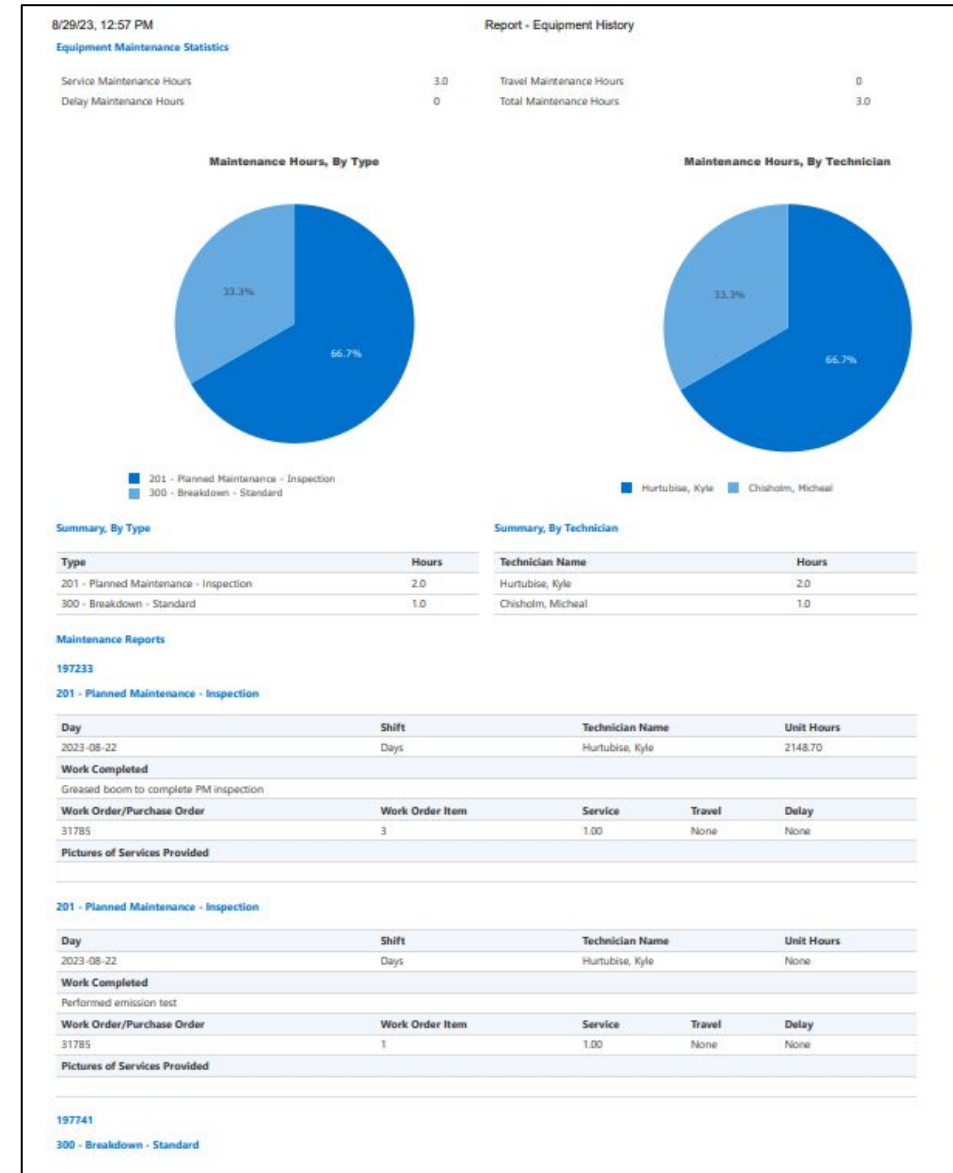
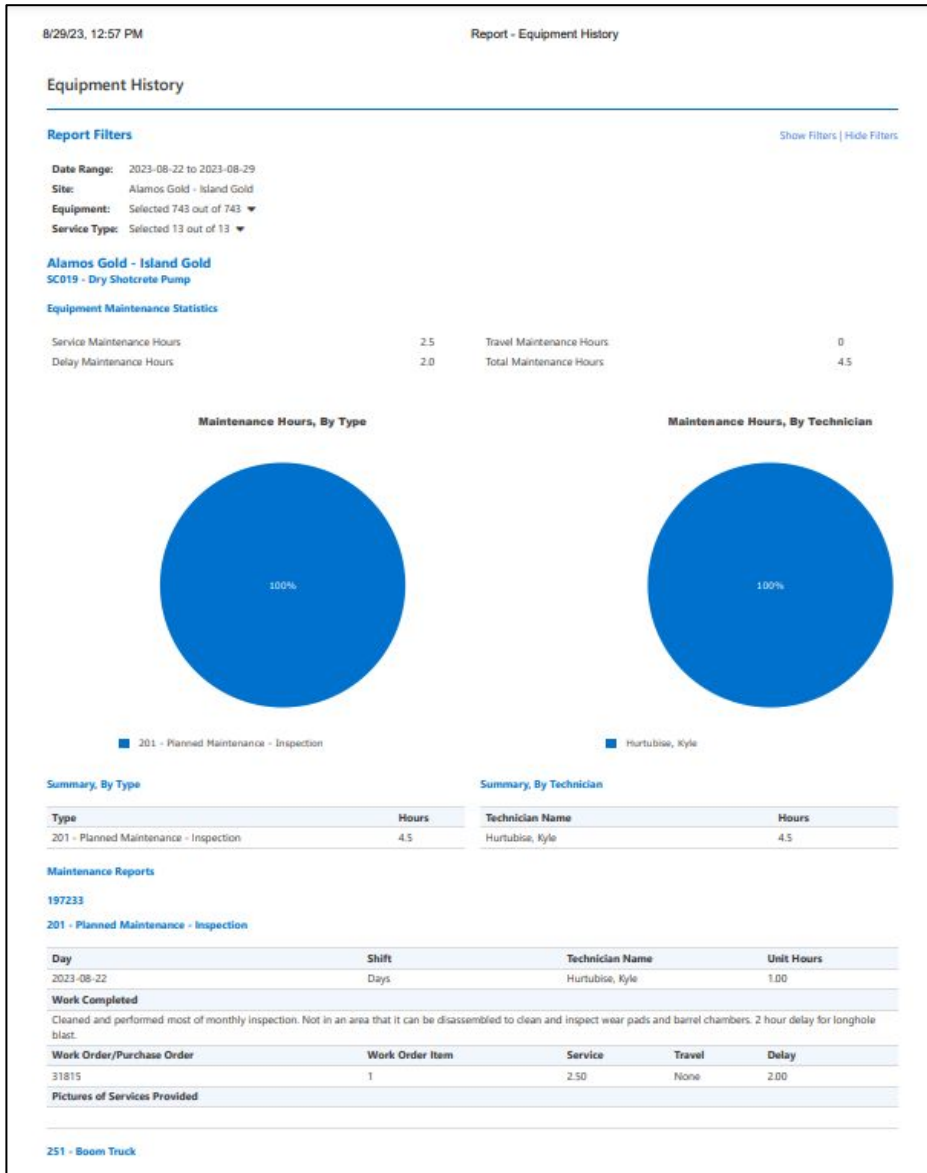
SCHD - Training has been scheduled

NEED - Training does not exist but is needed

EXP - Training record has expired



# Equipment History Report Example (1/3)



# Equipment History Report Example (2/3)

8/29/23, 12:57 PM Report - Equipment History

Day	Shift	Technician Name	Unit Hours
2023-08-24	Days	Chisholm, Micheal	2167.70

**Work Completed**  
Install exhaust clamp to seal hole

Work Order/Purchase Order	Work Order Item	Service	Travel	Delay
None	None	1.00	None	None

**Pictures of Services Provided**

---

261 - UT-99

**Equipment Maintenance Statistics**

Service Maintenance Hours	6.0	Travel Maintenance Hours	0
Delay Maintenance Hours	2.0	Total Maintenance Hours	8.0

**Maintenance Hours, By Type**

100%

200 - Planned Maintenance - Service

**Maintenance Hours, By Technician**

100%

Chisholm, Micheal

**Summary, By Type**

Type	Hours
200 - Planned Maintenance - Service	8.0

**Summary, By Technician**

Technician Name	Hours
Chisholm, Micheal	8.0

**Maintenance Reports**

197525

200 - Planned Maintenance - Service

Day	Shift	Technician Name	Unit Hours
2023-08-23	Days	Chisholm, Micheal	2942.60

**Work Completed**  
Research and remove 3rd gear from all minicats  
Install candy canes on 265 minicats  
Check out what parts came in on my days off  
Delay due to long hole blast 6

Work Order/Purchase Order	Work Order Item	Service	Travel	Delay
None	None	6.00	None	2.00

**Pictures of Services Provided**

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262 - UT-99

8/29/23, 12:57 PM Report - Equipment History

**Equipment Maintenance Statistics**

Service Maintenance Hours	8.5	Travel Maintenance Hours	0
Delay Maintenance Hours	0	Total Maintenance Hours	8.5

**Maintenance Hours, By Type**

100%

300 - Breakdown - Standard

**Maintenance Hours, By Technician**

100%

Chisholm, Micheal

**Summary, By Type**

Type	Hours
300 - Breakdown - Standard	8.5

**Summary, By Technician**

Technician Name	Hours
Chisholm, Micheal	8.5

**Maintenance Reports**

197741

300 - Breakdown - Standard

Day	Shift	Technician Name	Unit Hours
2023-08-24	Days	Chisholm, Micheal	3040.30

**Work Completed**  
Drive down from surface  
Remove and replace kingpins on both sides  
Grease kingpins  
Ensure both difts are full  
Torque tires  
Clean and organize shoo

Work Order/Purchase Order	Work Order Item	Service	Travel	Delay
None	None	8.50	None	None

**Pictures of Services Provided**  
2023-08-24 16:28:56 2023-08-24 16:28:56

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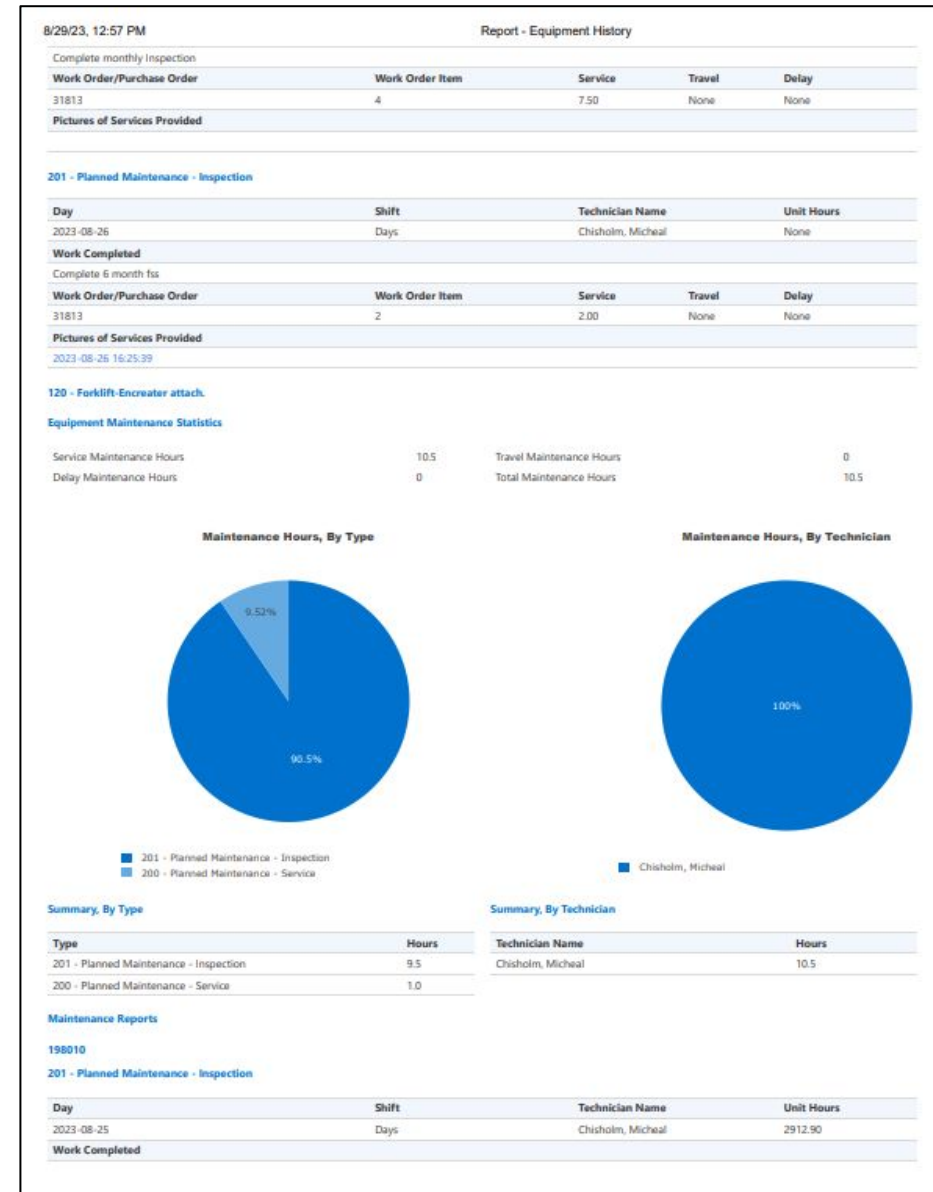
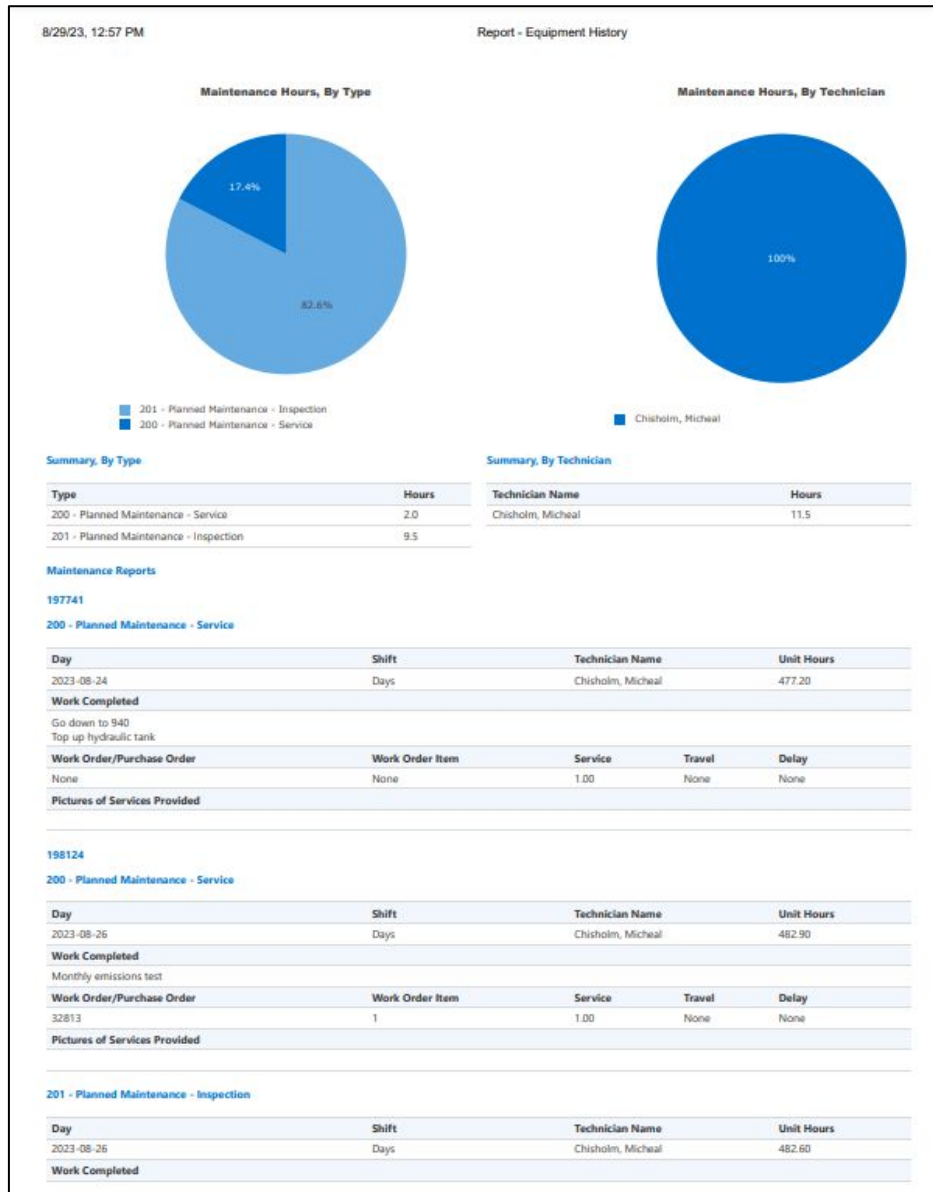
308 - Telehandler Forklift

**Equipment Maintenance Statistics**

Service Maintenance Hours	11.5	Travel Maintenance Hours	0
Delay Maintenance Hours	0	Total Maintenance Hours	11.5



# Equipment History Report Example (3/3)



Note: Page 7 is truncated to save space

- Home
- Action Items
- Decision Log
- Documents
- Form Submissions
- Hazards
- Incidents
- Lessons Learned
- Lockout / Tagout
- Positive Recognition
- Reports
- Risk Management
- Toolbox
- Analytics
- Administration
- Add-on Modules

## Positive Recognition

GENERAL | GRAPHS | TOP 10

PAST 30 DAYS | FILTERS

### Positive Recognitions vs. Hazards

Filtered Ratio

1.25

134 Positive Recognitions  
107 Hazards

Positive Recognition Distribution

29 Above & Beyond  
37 Act of Quality  
12 Act of Safety  
56 Overall Performance

Ratio For All Users and Departments/Job

1.25

147 Positive Recognitions  
118 Hazards

Positive Recognition Distribution

31 Above & Beyond  
37 Act of Quality  
12 Act of Safety  
67 Overall Performance

Q Search

### Positive Recognition

Review	Comment	Submission Date	Submitted By	For	Type	Event Description	Date	Site	Department/Job Name
3		2023-08-27	Gaudet, Martin	Carrier, Christopher; Hastin...	Act of Quality	The guys did an awesome job with organ...	2023-08-27	CCM	TG223017
2		2023-08-25	Burke, Andrew	Foerster, Kevin; Ralph, Justin	Overall Performance	During my inspection of 400L I found the or...	2023-08-25	Garson Mine	TG222054
2	1	2023-08-25	Gervais, Pascal	Beaulieu, Justin	Overall Performance	As we are completing the 2400 doors elect...	2023-08-25	CCM	TG222043
4		2023-08-24	Knutson, Graham	Gibson, Kyle; Perreault, N...	Overall Performance	Many times from line workers get the credi...	2023-08-24	Garson Mine	TG223043
4		2023-08-24	Knutson, Graham	Bulman, Stephen; McChes...	Overall Performance	Crew has executed the 4100 shut down pro...	2023-08-24	Garson Mine	TG223043
7	1	2023-08-24	Hofford, Bradley	DiPietro, Kiana; Belanger, PL...	Above & Beyond	In the last few months HR has gone throug...	2023-08-24	225 Folding Office	Office
4		2023-08-23	Bulman, Stephen	Sumbat, Cedrick	Act of Quality	Keeping the workplace clean and organize...	2023-08-23	Garson Mine	TG223043
4		2023-08-23	Filon, Alex	Fortin, Conrad	Overall Performance	I have been drilling at the interfering quar...	2023-08-23	Surface Division 2023	TG223057
5		2023-08-23	Lacroix, Drew	Brosseau, Denver; Hasting...	Act of Quality	Well on an JHSC tour 2200 haulage visited...	2023-08-23	CCM	TG223017
5		2023-08-23	Lachance, Mathieu	Charbonneau, Larry	Overall Performance	Larry has been key to the success of yard o...	2023-08-23	Technica Shop	TG44420
8	1	2023-08-22	Demers, Eric	Guenette, Zacharie; Charle...	Above & Beyond	Thank you for taking the time to chat with...	2023-08-22	Surface Division 2023	TG223040
7	1	2023-08-22	Demers, Eric	Santos, Moises	Above & Beyond	Thanks for making arrangements for the to...	2023-08-22	Surface Division 2023	TG223040
9	1	2023-08-22	Demers, Eric	Kant, Max	Above & Beyond	Max, when issues arise, we often default to ...	2023-08-22	Technica Shop	TG88820
9	1	2023-08-22	Demers, Eric	Desilets, Jordan; Gardner, ...	Above & Beyond	Steve/Jordan, thank you for getting the PP...	2023-08-22	Technica Shop	TG88820
8		2023-08-22	Lachance, Mathieu	Hurtubise, Kyle	Act of Quality	Thank you Kyle for the attention to detail w...	2023-08-22	Alamosa Gold - Island Gold	TG223005

Lockout/Tagout Procedure
CLOSE

**Document Information**

000002.001

Title  
Chariot élévateur - Toyota

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Site  
Bureau Val d'Or

---

Department/Job  
Atelier Val d'Or

---

Area/Level  
Atelier

---

Workplace  
Atelier/Cour

---

Equipment Type  
Forklift

---

Equipment ID  
R3380

---

Reviewers  
Demers, Eric St-Pierre, Roger

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Approvers  
Gemmie, Yvon St-Pierre, Roger

**Mechanisms, Accessories and PPE required**

Disconnect

Gloves, Goggles, Hearing Protection, Safety Boots

Equipment Status Tag, Lock box, Personal Lock, Personal Lockout Tag

**Pre-lockout Instructions**

Pre-lockout instructions

Stationner et éteindre l'équipement dans un endroit sécuritaire et sur un plancher propre.  
Appuyer les fourches par terre et appliquer les frein de stationnement.

**Equipment Picture**

**Step 1**

**Energy Source**  
Electrical

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**Source and Location**  
Mobile Equipment

---

**Special PPE**  
Gloves Goggles Hearing Protection Safety Boots

---

**Energy Source to Lock Out**  
clé pour l'ignition

---

**Instructions**  
Enlever la clé d'ignition et la mettre dans une boîte de cadenassage.  
verrouiller la boîte avec votre cadenas personnel et garder la clé sur soi.

---

**Validation**  
Essayer de démarrer le véhicule

---

**Lockout Device**  
Disconnect

---

**Accessories**  
Equipment Status Tag Lock box Personal Lock Personal Lockout Tag

---

**Validation**  
Essayer les fonctions et valider qu'il n'y a aucun énergie résiduelle.

---

**Pre-Op**

---

**Header**

<b>Submission ID</b>	197822	<b>Submission Date</b>	2023-08-24
<b>Submitted By</b>	Richard, Marc A	<b>Date</b>	2023-08-24
<b>Site</b>	Coleman Mine	<b>Department/Job</b>	TG223033
<b>Area/Level</b>	153OB	<b>Supervisor</b>	Supervisor, Client
<b>Workplace</b>	4945		

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**Scissor Truck** 114

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**Pre-Op**

<b>Shift</b>	Days
<b>Engine hours (Start of shift)</b>	236
<b>Comments or Defects</b>	None

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**Questions**

Inspect battery cables (terminals, covers, connection)	Ok
Check engine oil level - fill if required	Ok
Inspect battery, mounting and top rubber deflector	Ok
Walkaround inspection (tire, rims, studs, damage)	Ok
Check operation of steering	Ok
Check fuel level - fill if required	Ok
Brake test (service, park and/or emergency)	Ok
Check condition of engine belts, intake, exhaust system	Ok
Check hydraulic oil level - fill if required	Ok
Inspect fire extinguisher	Ok
Check hydraulic hoses (leak), safety chains and hose clamps	Ok
Check warning system	Ok
Check horn	Ok
Check antifreeze level - fill if required	Ok
Condition & operation of seats (suspension & adjustment)	Ok
Condition & operation of seatbelts (latch mechanism, adjust)	Ok
Condition of radiator & fan/fan guard	Ok
Check lights, switches, gauges, controls	Ok
Grease machine & fill reservoirs	Ok
Wheel chocks (2)	Ok
Check safety interlock systems	Ok
Check condition of air filter, canister and indicator	Ok
Check condition of footholds, handholds, steps & landings (clean and green)	Ok

8/25/23, 8:43 AM Report - Pre-Op - 197822

Check transmission oil level (engine running) - fill if required	Ok
Inspect fire suppression system (tank, hosing, actuators, nozzles)	Ok
Check condition of rops/fops and fasteners	Ok
Check condition & operation of stabilizer jacks	Ok
Condition of work platform, railings, and slides	Ok
Condition of ladders, entry gate & dismounting handrails	Ok
Operation of remote start up/shut down (if equipped)	Ok
Check condition of platform lock mechanism	Ok

---

Pre-Op Photos	Photo Reference
	Front
	Back
	Left
	Right

---





**Post-Op**

<b>Level End Shift</b>	153OB
<b>Workplace End of Shift</b>	4945
<b>Engine hours (End of Shift)</b>	236.7
<b>Other Comments</b>	

# Pre Ops Sample Report (2/2)

8/25/23, 8:43 AM Report - Pre-Op - 197822


None

Post-Op photos	Photo Reference
2023-08-24 15:00:18 	Front
2023-08-24 15:00:33 	Right
2023-08-24 15:01:18 	Back
2023-08-24 15:00:53 	Left

**Signature**

Supervisor Signature

2023-08-24 03:03:47 pm



**Review**

End of Shift Review

8/25/23, 8:43 AM Report - Pre-Op - 197822

No Data Available

**Report Distribution**

**Distribution** Rattu, Rodney (rrattu@technicagroup.com); Bianchin, Kayla (kbianchin@technicamining.com)

**Reviewers**

Name	Position	Date
Taylor, Jonathan	Working Supervisor	2023-08-25 07:55:20
Jackson, Troy	Sr Working Supervisor	2023-08-25 04:53:06



8/25/23, 8:54 AM

Report - Pre-Task - 197478

## Pre-Task

### Header

**Submission ID** 197478      **Submission Date** 2023-08-23  
**Submitted By** Showers, Ethan      **Date** 2023-08-23  
**Site** Fraser Mine      **Department/Job** TG223002  
**Area/Level** Surface      **Supervisor** Foreshew, Brenden  
**Workplace** Strathcona loadout

**Shift** Days

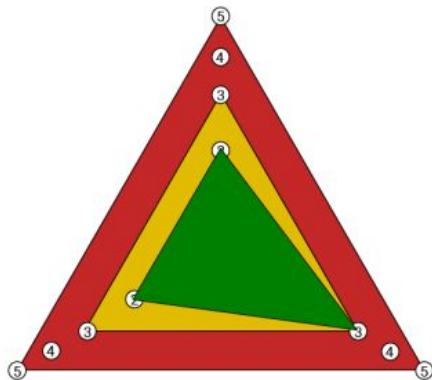
### Pre Task Assessment

**Assigned Tasks to be Performed**

Gather tools from surface sea can needed and load up in site pick-up. drive to strathcona loadout. call CCR and ask permission to go to control room to sign in our work(hoistroom logbook) Make sure arc gate is in the closed position and shut off air. test for dead. Perform lock out. once locked out assist Tesc with scaffold mobilization. after the scaffold is built and green tagged, install spragues on the arc gate cylinders. Continue welding angled support braces. once the angles are installed and welded, set-up SRL from existing catwalk. cut grating to fit around posts that run from the chute to the existing beam the platform is sitting on. rig up the grating and install. cut handrail to fit around beams and posts. using the pieces that were removed to rig up into place, prep and weld back into place once bolts are secured in place make sure to be in contact with CCR throughout the shift. good clean up at the end of shift. make sure to bring loadout back to it's normal operations before 3pm or when CCR requires it.

**Workplace Score** 2  
**Job Definition Score** 2  
**Experience Score** 3

Workplace



Job Definition

Experience

### Worst Case Scenario

**List the worst thing that can happen to you or your coworkers at your workplace**

When welding in those angle braces I could burn myself by welding overhead and a big ball of slag could fall on me and even possibly catching my coveralls on fire

**What are you doing about it?**

Make sure I wear proper ppe glasses welding gloves, welding mask and leather jacket if needed so I don't get burn by falling slag also make sure I have water hose on hand just in case there was a small little fire I would be able to extinguish it

### Safety Checks

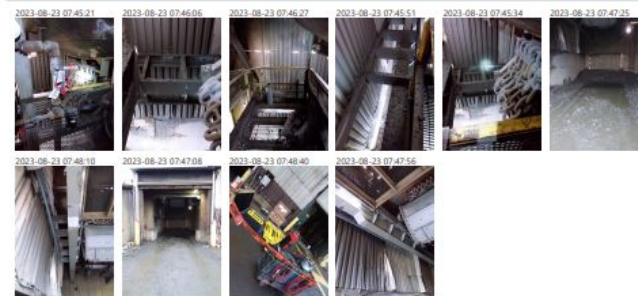
<b>Why are you BEING SAFE?</b>	Because if I work unsafe I could risk getting injured or hospitalized
Is the travelway in good order?	Yes
Is the housekeeping in good order?	Yes
Is the ventilation in good order? (Condition, Volume, Quality)	Yes
Is dust control in good order?	Yes
Are ground conditions in good order?	N/A
Are communication tools in good order? (radio, telephone etc.)	Yes
Are the signs and barricades in good order?	Yes
Are your hand tools in good order?	Yes
Do you require/have locks and tags?	Yes
Do you have the proper PPE?	Yes
Do you have a hot work permit?	Yes
Do you have the SDS for the chemicals you are using?	Yes
Will you be working at heights and require a rescue plan? or do you require a travel restraint?	Yes
Are you registered for Working Alone?	N/A
Do you have the prints, procedures or risk assessments for your work?	Yes
Have you communicated with the mobile equipment operators in the area?	Yes
<b>Comments</b>	
I am committed to working safely!	Yes
<b>Supervisor Comments</b>	

### Workplace Conditions

#### Start State Details

Got some of the support angles in already just need to finish welding the rest of them in Then we gotta install the grating and railing

#### Start State Pictures of the Workplace



### End State Details

Got all the shorter angle braces fully welded and all the longer ones tacked in place so tomorrow I am able to start welding right away Got some of the grating in as well

#### End State Pictures of the Workplace



### Signatures

Supervisor Signature	Manager Signature	Other
2023-08-23 03:31:22 pm	No Data Available	No Data Available

### Review

#### End of Shift Review

2023-08-23 03:31:29 pm

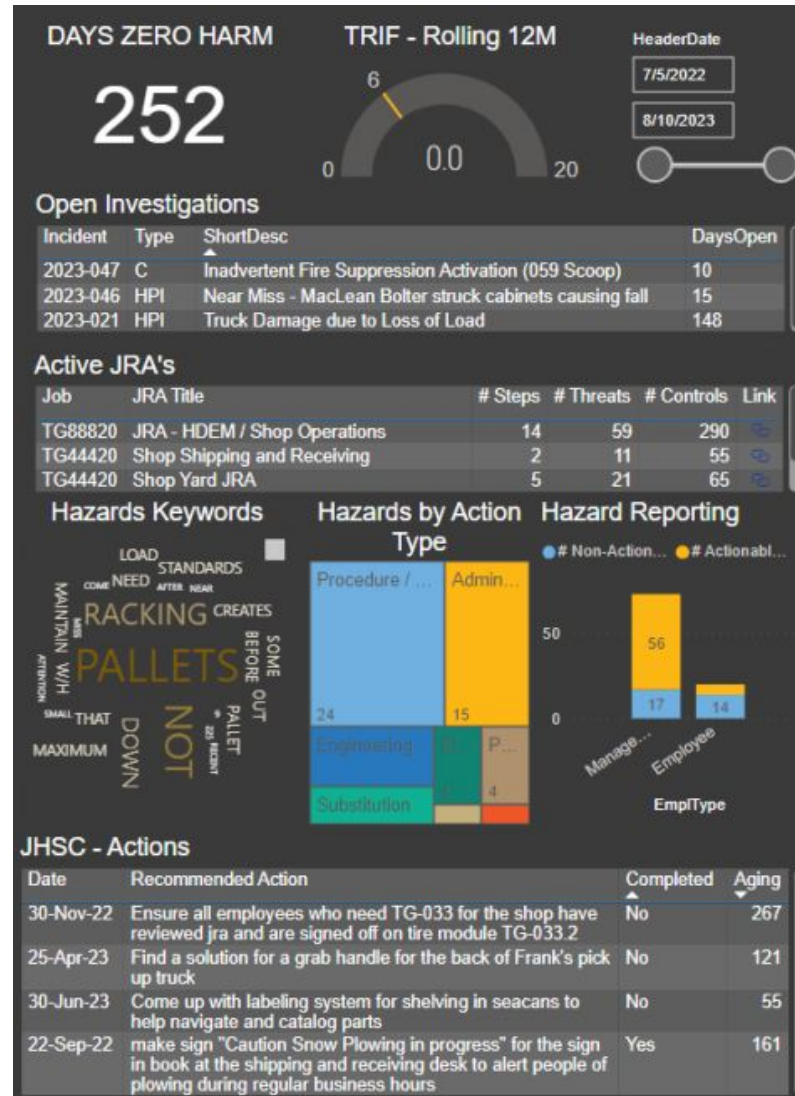
### Report Distribution

**Distribution** No Data Available

### Reviewers

Name	Position	Date
No Data Available		

# Example of a Power BI Report using Data from Sofvie (Power BI as a service)



- Home
- Action Items
- Decision Log
- Documents
- Form Submissions
- Hazards
- Incidents
- Lessons Learned
- Lockout / Tagout
- Positive Recognition
- Reports
- Risk Management
- Toolbox
- Analytics
- Administration
- Add-on Modules

**Dashboard**

Hello Gus Minor,

Today, you have **2 open actions** that require your attention: they are **overdue**.  
Also, there are **12 documents** for you to review and **all of them are overdue**.  
You have **2 incidents** that have been open for **more than 30 days**.  
You have completed 0% of your **Monthly Targets**.

**Quick Links**

- GENERAL ACTION
- HAZARD ACTION
- LINEUP
- POSITIVE RECOGNITION
- PRELIMINARY INCIDENT
- PRELIMINARY INVESTIGATION

Please select a site  
36 of 36 APPLY

**Days Since Last Incident**

By Site

49

**Submission Targets**

for current month

My Targets

14

are outstanding out of 14

Completion 0%

**TRIFR**

Year To Date

By Site

4.9

**Hazard Reported by Role**

Past 30 Days

Follow Up Immediate actions only

**Hazards**

Past 30 Days

By hazard type

5

**Open Incidents**

9

Since the beginning of time

Incident Number	Incident Type	Incident Description	Days Open
2023-012	F/A Injury	Fall From Heights	44
2023-011	Damage	Fire #1 Conveyor	59
2023-010	Near Miss	Ramp accident	44

**Open Actions**

731

Since the beginning of time

Submitted By	Assigned To	Due Date	Type
Sofvie, Master	Boisvert, Dany	2020-07-31	Hazard
Demers, Eric	Hughes, Jason	2020-10-29	General
Demers, Eric	Hughes, Jason	2020-11-12	General

**Actions by Role**

4

Admin Past 30 Days

Submitted By	Assigned To	Due Date	Type
Herranz, Carlos	Herranz, Carlos	2023-08-30	Hazard
Herranz, Carlos		2023-08-31	General
Herranz, Carlos		2023-09-06	General

**Documents to Review**

Since the beginning of time

Company wide

22

Completion 100% Total 57

**Positive Recognitions**

Past 30 Days

0

👍 0 🗨️ 0

**Recent Positive Recognitions**

Submitted By	Recognition Of	Recognition Type	Description
No Rows To Show			

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## Action Items

### Hazard and Incident Actions

[CREATE](#)
[ASSIGNED TO ME -](#)
[ACTIONS -](#)

<input type="checkbox"/>	Review	Submitted Date	Submitted By	Assigned To	Due Date	Action Type	Recommended Action	Date	Site	Department/Job	Area/Level	Workplace	Supervisor	Status
<input type="checkbox"/>	<a href="#">Review</a>	2022-02-08	Minor, Gus	Minor, Gus	2022-03-31	Procedure / Process	Please communicate to all t...	2022-02-08	Surface Drill and Blast	Kelly Lake - Relief ...	Kelly Lake Road	Parking Lot	Minor, Gus	Incomplete
<input type="checkbox"/>	<a href="#">Review</a>	2021-11-04	Minor, Gus	Minor, Gus	2021-11-13	Procedure / Process	Please bring a spill kit and cl...	2021-11-04	BRP - PEMO - Valcourt	Assembly	Office	Bay #3	Prakash, Pragith	Incomplete
<input type="checkbox"/>	<a href="#">Review</a>	2021-10-08	Minor, Gus	Minor, Gus	2021-10-30	Procedure / Process	Please sweep the parking lo...	2021-10-08	Internal	Mumford Renovati...	Surface	Parking Lot	Minor, Gus	Incomplete
<input type="checkbox"/>	<a href="#">Review</a>	2020-08-13	Nicholls, Tyler Blaine	Minor, Gus	2020-08-31	PPE or Protective D...	Inspection and update need...	2020-08-13	Internal	68 Mumford	Surface	Head office	Bastien, Gibs	Complete
<input type="checkbox"/>	<a href="#">Review</a>	2020-01-14	Steedman, Kyle	Minor, Gus	2020-02-19	Procedure / Process	Build the housekeeping of th...	2020-01-14	Technica Shop	Technica Shop	Building	68 Mumford road	Minor, Gus	Incomplete
<input type="checkbox"/>	<a href="#">Review</a>	2019-11-11	Bastien, Gibs	Minor, Gus	2019-12-11	Elimination	Get mouse traps		Internal	Tablet Program	Surface	68 Mumford	Minor, Gus	Complete
<input type="checkbox"/>	<a href="#">Review</a>	2019-11-11	Bastien, Gibs	Minor, Gus	2019-12-11	Elimination	Put some more glue.		Internal	Tablet Program	Surface	68 Mumford	Minor, Gus	Complete
<input type="checkbox"/>	<a href="#">Review</a>	2019-07-29	Minor, Gus	Minor, Gus	2019-07-31	Engineering Control	Need to setup a policy on th...		Internal	Technica Informati...	Surface	servers	Minor, Gus	Complete
<input type="checkbox"/>	<a href="#">Review</a>	2019-07-26	Minor, Gus	Minor, Gus	2019-07-29	Procedure / Process	Need to send out a commun...		Internal	Technica Informati...	Surface	servers	Minor, Gus	Complete
<input type="checkbox"/>	<a href="#">Review</a>	2019-07-10	Minor, Gus	Minor, Gus	2019-07-19	PPE or Protective D...	Upgrade the battery bank to ...		Technica Shop	Technica Shop	Building	Entire Building	Minor, Gus	Complete

1 to 10 of 75 | < > Page 1 of 8 > |

### General Actions

[CREATE](#)
[ALL -](#)
[ACTIONS -](#)

<input type="checkbox"/>	Review	Submitted Date	Submitted By	Assigned To	Due Date	Action Type	Recommended Action	Date	Site	Department/Job	Area/Level	Workplace	Supervisor	Status
<input type="checkbox"/>	<a href="#">Review</a>	2023-09-28	Herranz, Carlos	Herranz, Carlos	2023-10-06	Follow Up	Review H&S Framework to e...	2023-09-28	Head Office	Administration	1st Floor	Office	Minor, Gus	Complete
<input type="checkbox"/>	<a href="#">Review</a>	2023-08-29	Herranz, Carlos	Herranz, Carlos	2023-08-31	Reminder	Please ensure to follow up ...	2023-08-29	Bachelor Lake Mine	Bonterra - Moroy P...	Surface	Surface	Fryd, Bryan	Incomplete
<input type="checkbox"/>	<a href="#">Review</a>	2023-08-29	Herranz, Carlos	Herranz, Carlos	2023-09-06	Follow Up	Check area where incident h...	2023-08-10	Bachelor Lake Mine	Bonterra - Moroy P...	14L	Test	Bratt, Jonathan	Incomplete
<input type="checkbox"/>	<a href="#">Review</a>	2023-08-11	Herranz, Carlos	Herranz, Carlos	2023-08-15	Follow Up	Please check that everyone ...	2023-08-11	Bachelor Lake Mine	Bonterra - Moroy P...	14L	Main Floor	Bratt, Jonathan	Incomplete
<input type="checkbox"/>	<a href="#">Review</a>	2023-07-19	White, Mark	White, Mark	2023-07-21	Follow Up	Order Schneider Control Unit	2023-07-19	Internal	Mumford Renovati...	Surface	Flash Furnace	Bourque, Rick	Complete
<input type="checkbox"/>	<a href="#">Review</a>	2023-05-26	Seguin, Donald 2	Abercrombie, Mich...	2023-05-26	Health	test	2023-03-17	Ancaster	Health and Safety	Area 1	test	Bourque, Rick	Incomplete
<input type="checkbox"/>	<a href="#">Review</a>	2023-05-25	White, Mark	White, Mark	2023-05-27	JHSC Inspection	Inspect Area 5 using the wo...	2023-05-25	Ancaster	Maintenance	Area 3	Operators Station	Di Salvo, Salvator	Complete
<input type="checkbox"/>	<a href="#">Review</a>	2023-05-23	Kavanagh, Shane	Belanger, Denis	2023-05-23	Reminder	remind cross shit to inspecti...	2023-05-18	Bachelor Lake Mine	Bonterra - Moroy P...	11L	ramp entrance	Alhonmaki, Oliver	Incomplete

- Home
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## Hazard Management

YEAR TO DATE
FILTERS
USER

GENERAL GRAPHS TOP 10

### Hazard Action Protocol By Type ▾ By Frequency ▾

**23**  
HAZARDS

**23**  
POTENTIAL LOSS

**19**  
ACTIONS

Q Search

### Hazard actions ACTIONS ▾

	Review	Submission Date	Submitted By	Date	Site	Department...	Area/Level	Workplace	Supervisor	Immediate actions	
										Immediate Action Requir...	Action
<input type="checkbox"/>	Hazard Report	2023-09-28	Herranz, Carlos	2023-09-28	Head Office	Administration	1st Floor	Office	Minor, Gus	NO	
<input type="checkbox"/>	Custom Forms	2023-09-20	Herranz, Carlos	2023-09-20	Bachelor Lake Mine	Bonterra - Mo...	Surface	Surface	Bratt, Jonathan	NO	
<input type="checkbox"/>	Hazard Report	2023-08-29	Herranz, Carlos	2023-08-29	Bachelor Lake Mine	Bonterra - Mo...	Surface	Surface	Seguin, Donny	NO	
<input type="checkbox"/>	Hazard Report	2023-08-29	Herranz, Carlos	2023-08-29	Bachelor Lake Mine	Bonterra - Mo...	Surface	Surface	Bratt, Jonathan	YES	Stop
<input type="checkbox"/>	Hazard Report	2023-08-29	Herranz, Carlos	2023-08-29	Bachelor Lake Mine	Bonterra - Mo...	Surface	Surface Level	Minor, Gus	YES	Stop
<input type="checkbox"/>	Hazard Report	2023-08-24	Herranz, Carlos	2023-08-24	Garson Mine	4000L Chute ...	1400L	Office	Minor, Gus	NO	

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# THANK YOU

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We declare that we will create new realities.  
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We stand for transparency and integrity.  
We are committed to being daring and agile.



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