

FINAL AUDIT PROCEDURE

AUDIT PROCEDURE		
Stage	Step	Detail
Pre-assessment	Clarify the assessment objectives and criteria	The assumed objectives and criteria are presented in the main body of the report.
	Define the scope of the assessment	<p>The client is: The Royal Bafokeng Resources Platinum (Pty) Ltd / Impala Platinum Limited Unincorporated Joint Venture.</p> <p>The “auditee” is: Doornspruit 84 JQ and Roodekraalspruit 113 JQ Prospecting operations</p> <p>Assumed key performance areas are: environmental management as defined in Sections F and G of the standard environmental management plan (EMP) report.</p>
	Review available information	<p>The information listed below needs to be reviewed.</p> <ul style="list-style-type: none"> • EMP report • DMR letter of approval • Site layout • Specialist reports • Correspondence from the public • Monitoring records and reports • Other environmental approvals, if applicable

CORRESPONDING SCHEDULE	
Weeks	Activities
0	<p>Preparation</p> <ul style="list-style-type: none"> • Check and refine assessment objectives and criteria. • Make preliminary logistical arrangements for the meetings and site visit.
1	<p>Review of relevant information</p> <ul style="list-style-type: none"> • Commence with review of relevant information. <p>Pre-assessment meeting with relevant Managers</p> <ul style="list-style-type: none"> • Pre-assessment meeting with managers to confirm objectives and criteria and logistical arrangements. • Finalise assessment plan. <p>Orientation site visit (if possible)</p> <ul style="list-style-type: none"> • Brief orientation site visit for assessment team members. • Collect outstanding information for review. <p>Review of relevant information</p> <ul style="list-style-type: none"> • Continue review of relevant information.

AUDIT PROCEDURE		
Stage	Step	Detail
	Planning	Make logistical arrangements for the assessment.
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Assessment process at each operational unit	Opening meeting	The purpose of the meeting is outlined below. <ul style="list-style-type: none"> Present the assessment aims, objectives and criteria to operations management. Confirm logistical arrangements for the assessment.
	Collection of assessment evidence	This will involve discussions with staff members, verification of statements on site, review of available monitoring data and environmental management system documentation, review of most recent photographs taken during the site visit in April 2019, review of historical photographs from 2015 and 2017.
	Conclusions	The assessment conclusions will be directly linked to the assessment objectives.
	Closing meeting	The preliminary assessment findings and conclusions will be presented and discussed with operations management.
Reporting	First draft	Submit the draft report to operational unit for review and comment.
	Final report	Submit the final report to relevant Managers.

CORRESPONDING SCHEDULE	
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1	Assessment <ul style="list-style-type: none"> Opening meeting. Collection of assessment evidence. Processing of assessment evidence to draw assessment conclusions. Preparation for the closing meeting. Closing meeting. Begin compilation of the assessment report. Planning meeting with assessment team (to make arrangements for completion of the report).
2	Reporting The final report will be submitted in June 2019 .