**6.1.3 LEGAL AND OTHER REQUIREMENTS**

# PURPOSE

The purpose of this standard is to describe how Titan Drilling identifies and has access to laws, regulations, and other requirements that apply to the aspects of their activities, products and services. This procedure pertains to applicable laws and regulations and to other requirements that apply to the HSEC aspects and risks. This standard meets the requirements of ISO 14001:2004 and ISO 45001:2018.

# SCOPE

This policy applies to all employees, contractors and visitors at Titan Drilling’s premises and sites.

# PROCEDURE

## Identification of Legal and Other Requirements

* + 1. Access to Legal Requirements

The company employs a variety of techniques and information sources to track, identify and evaluate applicable laws, regulations or other requirements. These include, but are not limited to:

* Government gazettes;
* Information provided by company representatives;
* Communications with regulatory agencies; and
* Consultants and attorneys.

**NB:** Having communicated with various Governmental Departments, it was communicated that they do not notify, inform, publicise regulations or Statutory Instruments as these are enforced. It is the prerogative of the company to continuously monitor with the various government, municipal or divisions to ensure that they comply with the laws or to be informed of any changes that have been made. Titan Drilling have undertaken to communicate with the departments on a quarterly basis either in person, via email or telephone.

3.1.2 The appointed person responsible for Health and Safety will monitorthese sources on an ongoing basis to ensure that any new issues are identified on a timely basis

**3.1.3 Access to Other Requirements**

Titan Drilling communicates with the various clients on a monthly basis with their respective clients. During these meetings, new standards or procedures that are to be implemented will be discussed and a plan put in place as to their implementation. Management meetings as well as Health & Safety meetings take place.

Emails are sent out as another medium to the various managers detailing new requirements to be implemented and enforced.

3.1.4 Legal and other requirements to be identified include:

* Health and Safety acts and regulations
* Codes of practice
* Permits and Licenses
* Certifications
* Agreements with local communities.

## 3.2 Communication of Legal and Other Requirements

3.2.1 The company will communicate information on applicable laws, regulations and other requirements and their potential impacts to interested parties.

3.2.2 Managers and Supervisors shall communicate key legal and other health and safety requirements to affected employees, contractors, suppliers and visitors.

3.2.3 Employees, contractors, visitors and those working on behalf of Titan Drilling are responsible for following the applicable legal and other requirements.

## 3.3 Access to Laws and regulations

3.3.1 The company maintains and updates a list of applicable health, safety and environmental legal requirements.

3.3.2 Access to legal and other requirements can be made by request through contacting the appropriate manager or supervisor.

3.3.3 Any Manager or Supervisor who would like additional information on specific requirements pertaining to OHS may direct their enquiries to the Health and Safety Manager

## 3.4 Responsibilities

3.5.1 The area manager shall ensure that commitments that are made by Titan Drilling are communicated to appropriate personnel.

3.5.2 Top Management has the responsibility for ensuring that legal and other requirements are kept current and communicated to applicable parties.

3.5.3 Managers, Supervisors and Staff are responsible for ensuring that personnel are aware of legal and other requirements and that work activities are compliant.

# IMPLEMENTATION

This procedure takes effect immediately from date of issue.