

# RioTinto

c/o BROWZ  
S, 13937 Sprague Ln #100  
Draper UT, 84020

~~April 22, 2016~~  
June 29, 2016

Dear Valued Contractor,

Beginning May 2<sup>nd</sup>, 2015, RTK's Contractor orientation training will be conducted online through BROWZ and their Training Centre module. The BROWZ Training Centre is tied into your BROWZ account at the employee level. When the Client Assignment is made, through the Employee Dashboard, the employee is automatically enrolled in the new online RTK Passport training.

This modification to the existing orientation training will streamline the process and timing of establishing the contractor employee's pre-qualification to come on site. Contractor employees will complete the training prior to coming onsite through your company or personal computer. Attached are two supporting documents to help provide instruction. Additionally, your respective BROWZ Supply Chain Specialist can help you with any question you may have about the process.

Control Sheets will continue to be utilized in the pre-qualification process. The primary difference moving forward is that a current Passport training date will be a prerequisite to creating a Control Sheet. The Control Sheet will now be used to establish site specific training, which will be conducted as normal.

Associated with this change, a fee will be associated to taking the training. Existing Contractors will be charged \$10 per employee to complete the training. These charges will be included in your annual BROWZ subscription renewal based upon the number of employees who receive training.

For employees who have previously received the RTK Contractor Orientation classroom training, they will not be required to complete the new online training program until their current Orientation expires.

We are confident that this enhancement to the process will improve the user experience as well as the efficiencies needed to stay competitive in today's market.

Respectfully yours,

Earl Rezac  
Contractor Management – Sr. Advisor  
Rio Tinto Kennecott