

December 19, 2016

Dear Valued Contractor,

We want to make you aware of the next steps with the Site Specific Hazard Training process at Rio Tinto Kennecott (RTK).

We would like to thank you for your cooperation throughout the process of moving Contractor Orientation to the online Passport module and now transitioning Site Specific Hazard Training to the online platform through the BROWZ system.

Highlights:

- Site Specific Hazard Training will be conducted online through BROWZ within the Training Centre module (similar to Passport).
- For those individuals who have completed RTK Site Specific Hazard Training in the past 12 months, they will not need to take the new online module until their current training expires.
- Online Site Specific Hazard Training is a two part process. Part 1 covers the General Hazards common across RTK. Part 2 covers the specific hazards at the plant where an individual will be working. Both Part 1 and Part 2 are required prior to entering a plant.
- For individuals working at multiple plants, the General Hazard Part 1 module will only need to be completed once per 12 months but must remain current in addition to the valid Part 2 plant modules.
- There is no additional cost for the site specific online training.
- Additional details regarding the logistics (5000-23, documentation, etc.) will be distributed shortly.
- The tentative go-live date is December 19, 2016.
- **After December 19th, 2016 contractors will need to go into your BROWZ account and designate the RTK sites where you perform services. This is done inside the Supplier Classification section. See example below:**

Supplier Classification

[Expand All](#) / [Collapse All](#)

Rio Tinto

Business Unit:

** Displayed here for BROWZ users only

Site Specific Assignment:

RTK

RTK Refinery

RTK Mine

RTK Power Plant

RTK Concentrator/Tailings

RTK Smelter

- After December 16th, 2016 each contractor employee will need to go into your BROWZ account and designate the RTK sites where they perform services. This is done inside the Employee Dashboard under the Client Assignment tab. See example below:

Bond, James

Employee Detail Client Assignments Qualifications Legacy Training Types

Client: Rio Tinto - Not Assigned

Business Unit

- Kennecott Utah Copper

Site Specific Assignment

- RTK
 - RTK Refinery
 - RTK Mine
 - RTK Smelter

These assignments will auto enroll the employee for the respective Site Hazard Training and reflect the Site specific compliance status. *Note: Only the sites at the company level will determine which sites are selectable at the employee assignment.

At Rio Tinto Kennecott we want all our contractor partners to be trained and fit-for-duty, therefore it is your obligation to manage the training necessary for your employees to be on site. Once all training is complete and in Browz, site access will be granted upon completion of the Control Sheet and Gate Access forms. Please coordinate with your RTK site leaders to ensure this process is complete. Cards will be distributed at the Rio Tinto Regional Center in Daybreak.

If you have any questions please contact either Earl Rezac (earl.rezac@riotinto.com) or Judy Woolley (judy.woolley@riotinto.com) for further assistance.

Sincerely,

Teresa Player

Senior Advisor – Training and Development