



# Shutting Down a Mine

**Depending on your mining practices, mining in Michigan may be seasonal. As we enter the winter months if you plan on shutting down your mine, please review the following steps to ensure key regulations and safety measures are followed.**

**If maintenance or load out will continue during the seasonal shut down, MSHA requests that a Report Commencement/Closure of Operation form be submitted with a note indicating that maintenance and load out will continue. The form can be submitted to the Michigan MSHA Field Office or electronically online.**

Report Commencement/Closure of Operation – Metal and Nonmetal Mines - 30 CFR §57/56.1000

*The owner, operator, or person in charge of any metal and nonmetal mine shall notify the nearest Mine Safety and Health Administration Metal and Nonmetal Mine Safety and Health District Office before starting operations, of the approximate or actual date mine operation will commence. The notification shall include the mine name, location, the company name, mailing address, person in charge, and whether operations will be continuous or intermittent.*

*When any mine is closed, the person in charge shall notify the nearest district office as provided above and indicate whether the closure is temporary or permanent.*

**For a hard copy of the Report Commencement/Closure of Operation – Metal and Nonmetal Mines form please visit the MAA Website under the Safety tab**

The Report Commencement/Closure of Operation electronic form can be found at (<https://www.msha.gov/forms-online-filing>)

## **Keep Safety in the Forefront**

- During shutdown procedures, miners may perform new or unfamiliar tasks, working with equipment they service only once a year, or working in a reduced-sized workforce. Make sure to remind miners to remain focused during this time of year and keep your mind where your feet are.

## **Items to consider when shutting down a mine for the season:**

- Make sure all necessary soil erosion and sedimentation controls are working properly
- Lock out/tag out electrical equipment that will not be used
- Drain water from all lines that will not be used

## **If planning on performing maintenance during the shutdown, ensure the following:**

- Pre-shift inspections are performed
- Berms and roadways are maintained.

