

August 25, 2021

Dear Minerals Council Member

Women In Mining (WiM) Gender Diversity and Inclusion Dashboard

The purpose of this letter is to provide guidance and instruction in populating the WiM dashboard. As you know the Board of the Minerals Council approved the Women in Mining Strategy in August 2020. The Strategy was based on the Minerals Council White Paper on Women in Mining and one of its foundational measures was to provide a reporting system on gender diversity issues.

Monitoring of the mining industry's progress in implementing strategies, policies, and guidelines that further the WiM objectives is imperative to achieving the priorities identified in the Minerals Council White Paper on Women in Mining. Through an in-depth consultative process with external consultants, the Women in Mining Leadership Forum (WiMLF) and the associated Task Team have developed a dashboard to track the progress of Minerals Council member companies in achieving critical Gender Diversity key performance indicators (KPIs) that are linked to the priority areas. Thirteen KPIs were developed based on research of diversity and inclusion best practices by local and international companies and the data questions are based on these KPI's.

DASHBOARD INSTRUCTIONS

The Dashboard has been developed to collect data on a quarterly basis, in arrears. The quarter will follow the cadence of three-month quarters with **1 January to 31 March** being the first quarter. A tile on the dashboard has been embedded which indicates the current reporting period. The data reporting does consider the delay in collecting complete data; therefore, reporting will always be in arrear and not based on current calendar month.

- The initial data requirement will be for two quarters: **1 January – 31 March and 1 April to 30 June 2021** to make up for the missed 1st quarter and to allow for complete reporting in 2022. Therefore, we request that you keep this in mind when you update the first set of data on to the dashboard. **Thereafter, the normal quarterly data cadence will be followed on the dashboard.**
- The KPI reporting requirements are in-line with the Department of Labour's EA2 form, and a link to the form has been included on the dashboard for reference by users.
- The data requested is at **Mining Company** level and **NOT** operation level. Please note that the reporting is only for South African operations.

COMPANY ON-BOARDING

- Please identify the user who will be providing the data inputs at the company onto the dashboard. A spreadsheet for this information is also attached to assist with record keeping and to ensure that users are linked to the correct company.
- Companies will be on-boarded in a phased approach to allow for assistance where required. A Schedule for the on-boarding process will be communicated.
- A user guide is attached with instruction for first time registration. The user guide also includes Frequently Asked Questions (FAQ's) to assist users on the dashboard.

We look forward to collaborating with you on this journey as we begin an important process of data collection that is crucial to the development of policies and guidelines as well as informing the interventions that will lead to the achievement of the WiM objectives.

If you require any clarifications, please do not hesitate to contact Ms Tumi Nkomo at [**TNKOMO@MINERALSCOUNCIL.ORG.ZA**](mailto:TNKOMO@MINERALSCOUNCIL.ORG.ZA) or you may send an email to the Women in Mining mailbox at [**WIMQUERIES@MINERALSCOUNCIL.ORG.ZA**](mailto:WIMQUERIES@MINERALSCOUNCIL.ORG.ZA).

Kind regards

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