



HWANGE WEEKLY

The Weekly Headlines

- Engineering embarks on a 5S system to improve efficiency!!
- Key Constituencies Undergo Labour Relations training
- SHEQ Induction for new Employees, Apprentices and Attachees
- Stress in the Workplace
- Met Operations conducts Basic Supervisory Skills training course **PLUS MORE!!!!**

HWANGE COLLIERY COMPANY LIMITED

"The Power behind Industry."

Our Vision: To be number 1 in coal mining and production of coal related products at the least cost in the region



Key Constituencies Undergo Labour Relations Training



KEY HCCL internal constituencies namely Management, Works Council, Trade Unions and Workers Committee were last Wednesday taken through a one day Labour Relations workshop organised by Human Resources Department.

The workshop facilitated by Industrial Psychology Consultants was organised to compliment efforts to maintain a harmonious industrial climate within the entire Colliery family.

According to managing consultant for Industrial Psychology Consultants, Mr Memory Nguwi, company constituencies were equipped with the industrial relations facets of the organisation.

“We are elated to have partnered the Colliery in such an important seminar which will see all the key stakeholders invited being equipped with skills to interpret and implement labour statutes.

The other area was also to ensure these key stakeholders knew where the mandates of Workers Committees, Works Councils, and Trade Unions started and ended. The rights of employees as enshrined in sections of the Constitution of Zimbabwe as well as the rights of management to manage were explored fully.” said Nguwi.”

Nguwi hopes that following the workshop, HCCL will witness a decrease in labour disputes leading to a more harmonious industrial relations climate.

“I also hope those attending will also share information with the rest of the workers,” he added. Speaking on the sidelines of the workshop, HCCL Human Resources Manager, Ms Fortune Nyoni shed more light on the importance and objectives of this seminar.

“There was a need to engage the services of a consultant so as to enhance an understating of labour matters and general appreciation of the labour act for all the stakeholders that attended.”

Ms Nyoni said the seminar was more of an interactive session hence attendants asked questions on issues which had not been clear in their day to day dealings with the workforce.

“I believe the constituencies were satisfied by the responses they got from the consultant. There was a gap of the understanding of the law where in some instances, the workforce thought they were being prejudiced of their rights whilst management was simply following the statutes,” she said.

The HRM highlighted that similar internal sessions would be facilitated by the Sectional Training Officer for all staff members to have an appreciation of statutes within the country.



Engineering embarks on a 5S system to improve efficiency!!!



The Engineering Services We want employees at well and the cooperation and department has adopted a new Engineering department and input is encouraging as we working system code named indeed the company as a seek to instill culture change in 5S in a move to improve whole to take ownership of all employees. operational efficiencies within their working areas. Of note their workstations throughout also, is the Supply Chain “Engineering cuts across all the organization. (General Stores) who can facets of the organisation, benefit immensely if this “virus” hence the need to continue

According to project team spreads to them as it is one coming up with ways to leader and Sectional Engineer area which requires the **5S** improve how we work on a day (Opencast), Engineer system as they have a critical to day basis. Augustine Marume, the **5S** role in servicing the needs of stand for: **Sort, Set in order, Shine, Standardize** and **Sustain** - a systematic method to instill discipline, standardization and orderliness in all the workplaces. Some areas require resources like funding but however, with the momentum gathered so far we will get there.” Engineer Munyamana said.



“As you are aware, cleanliness in next to Godliness and as Engineering Services such we are have embarked Manager, Engineer Collen on this ambitious project as Munyamana, who was part of from early January throughout an assessment team which the workshops with an aim to went round the workshops last instill a culture of orderliness in week, is satisfied with the areas of work as this improves progress of the **5S** system. general operational efficiencies.

“The initiative is progressing



BEFORE

AFTER



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More Than
Just Coal

SHEQ INDUCTION FOR NEW EMPLOYEES, APPRENTICES AND ATTACHEES

New apprentices and attachés who have joined Hwange Colliery Company Limited (HCCL) have undergone safety induction at the Main Training centre. The programme was conducted in partial fulfillment of the company culture which requires every person in the organisation to be inducted on Safety, Health Environment Management.

Presentations covered included:

SHE Policy, psychology of safety., HCCL Accident /Incident Reporting and Investigation procedure, Duties of the Supervisor/ Employees and Behavior Based Safety. Stress Management in Safety, Electrical Safety Hazards and HCCL procedures, EMA Act, Traffic Safety Policy and Pneumoconiosis Act, SI 68 OF 1990, Accident Prevention – HIRA, PPE /C usage Theory/ Practical., Health Management at HCCL and Mining Management and Safety Regulations.

In his welcome remarks, SHEQ Manager, Mr Butholezwe Dube emphasized the importance of the induction course whose aim is to educate new employees of dangers associated with different tasks at the workplace.

Mr Dube highlighted the need for Safety consciousness at all times through identification of hazards at the work place. He concluded that, as the SHEQ team, their thrust was also to ensure compliance by all to ensure zero accidents at the workplace.

Other speakers namely Engineering Safety Training Officer (STO), Mr. Maclaud Mhlanga highlighted that the company took pride in having robust SHE standards. Mhlanga urged everyone to abide by the safety regulation as safety comes first before everything else.



Environmental Officer, Ms. Anna Chuma covered the SHEQ Policy. Her emphasis was on identifying, evaluating and controlling environmental impacts and risk factors that affect people's health and safety by applying preventive and corrective action.

Safety and Compliance Coordinator, Mr Wilbert Frank Ndlovu enlightened the inductees on the Psychology of Safety. The focus was on building employees safety behavior, thoughts and reasoning which can be achieved by educating, training, motivating, influencing and ensuring employees pay attention during every task.

3 Main Underground Mine Safety Training Officer, Mr Sylvester Tshamala explained the Accident Reporting and Investigation procedure. The main objective of the procedure is to determine the root cause of an accident, remedial measures thereof and prevent reoccurrence of the similar accident.

SHEQ Graduate Learner, Mr Nobert Chandireva presented on HCCL Emergency Disaster Preparedness. The presentation covered the emergency numbers, evacuation routes, fire assembly points, raising alarm through shouting fire or by means of a siren or gong.

Other presenters included HCCL Safety Officer Services Ms. Netsai Munengami, SHEQ Graduate Learner Miss Mercy Mashungupa. Facilitators were SHEQ Attachees, Mr. Hey Bayande Chuma, Miss Princess Tinago and Mr Cleto Mubayiwa.

In closing, Mr Tshamala thanked the inductees for their lively participation and the entire SHEQ team for the job well done. Asante Sana!

Compiled by Remnant Mandoreba Wasarakunze (SHEQ Attachee, Edited by A. Chuma (Environmental Officer and A/ SHEQ Manager)

Hospital staff remember the dear Late Mr. Marko Sibanda

Months may pass but you are remembered!

On a sad note, the Company lost one of its employees Mr Marko Sibanda on 7 February, 2018 at Mpilo hospital in Bulawayo.

Mr Sibanda was born on 25 December, 1961 and had served the Company from the 1 February, 2005 up to the time of his untimely death. He attended his primary education at Embakwe Mission in Plumtree and secondary education at Jason Ziyaphapha Moyo in West Nicholson, Matabeleland South province.



This involved the gathering, processing, analysis and presentation of Medical Statistical data and submitting the same to the Ministry of Health and Child Care among other key stakeholders. He also coordinated the TB Control Programme for the Mine.

Sibanda carried out his duties diligently and had acquired so much experience in the field, his untimely passing has left a gap that will be difficult to fill at the Medical division.



He had a very long working history as an Environmental Health Practitioner. His professional life began when he qualified as an Environmental Health Technician at Domboshawa National Training Centre in 1992.

He served for a couple of years at Insuza area of then Tsholotsho District before joining World Vision Zimbabwe, where he served up to the time he joined HCCL in 2005 as an Environmental Health Technician.

In 2011, he occupied the Position of Health Promotion



Officer. He was responsible for running programmes focused on dissemination health information and education to the Colliery workforce and dependents. He held this critical position for 3 years before being assigned a different office once again.

His new position became Information Disease Control coordinator. In addition to his routine Public Health Practice, he became in charge of managing Medical Health Information for the Medical Services Division.

He was a dedicated member of the Roman Catholic Church.

With support from the company, church, friends and well-wishers, Mr Sibanda was laid to rest at his rural home at Embakwe Mission, Mangwe District in Plumtree on Saturday, 10 February 2018.

To him, we say "May Your Soul Rest in Eternal Peace". Medical Services will never be the same without you. "Lala ngokuthula Mfowethu".

To the Wife and Family- May the Lord give you strength and comfort in these trying times.



Stress in the Workplace: A General Overview of the Causes, the Effects, and the Solutions



Stress in the workplace is a growing concern in a number of Organisations, where employees increasingly face conditions of overwork, job insecurity, low levels of job satisfaction, and lack of autonomy. Workplace stress has been shown to have a detrimental effect on the health and wellbeing of employees, as well as a negative impact on workplace productivity and profits. (CCOHS, 2000)

There are measures that individuals and organizations can take to alleviate the negative impact of stress, or to stop it from arising in the first place. However, employees first need to learn to recognize the signs that indicate they are feeling stressed out, and employers need to be aware of the effects that stress has on their employees' health as well as on company profits.

General Stress

Simply stated, stress is what we feel when we have to respond to a demand on our energy. Stress is a natural part of life, and occurs whenever there are significant changes in our lives, whether positive or negative. It is generally believed that some stress is okay (sometimes referred to as "challenge" or "positive" stress) but when stress occurs in amounts that individuals cannot cope with, both mental and physical changes may occur (CCOHS, 2000)

Stress is a normal, adaptive response to stressors in our environment. Our bodies are designed with a set of automatic responses to deal with stress. This system is very effective for the short term "fight or flight" responses we need when faced with immediate danger. The problem is that, physiologically, our bodies have the same reaction to all types of stressors.

Experiencing stress for long periods of time, such as lower level but constant stressors at work, activates this system. For many people, every day stressors keep this response activated, so that it does not have a chance to "turn off"

This reaction is called the "Generalized Stress Response" and consists of the following physiological responses:

- Increased blood pressure
- Increased metabolism (e.g., faster heartbeat, faster respiration)
- Decrease in protein synthesis, intestinal movement (digestion), immune and allergic response systems
- Increased cholesterol and fatty acids in blood for energy production systems
- Localized inflammation (redness, swelling, heat and pain)
- Faster blood clotting
- Increased production of blood sugar for energy
- Increased stomach acids

When this set of reactions is continuously activated, individuals begin to display signs and symptoms that indicate they are having difficulty coping with the stressors in their lives. These symptoms can be physical, psychosocial, and behavioral in nature as tabulated below:

Physical	Psychosocial	Behavioural
- Headaches	- Anxiety	- Overeating or loss of appetite
- Grinding teeth	- Irritability	- Impatience
- Clenched jaws	- Sadness	- Quickness to argue
- Chest pain	- Defensiveness	- Procrastination
- Shortness of breath	- Anger	- Increased use of alcohol / drugs
- Pounding heart	- Mood swings	- Increased smoking
- High blood pressure	- Hypersensitivity	- Withdrawal or isolation from others
- Muscle aches	- Apathy	- Neglect of responsibility
- Indigestion	- Depression	- Poor job performance
- Constipation or diarrhea	- Slowed thinking or racing thoughts	- Poor personal hygiene
- Increased perspiration	- Feelings of helplessness, hopelessness, or of being trapped	- Change in religious practices
- Fatigue		- Changes in close family relationships
- Insomnia		
- Frequent illness		

Workplace Stress

Adapted from: Melanie Bickford

To be continued in next bulletin

Inserted by the Health Officer- Medical Services, MM Shonai

The 2018 edition of the Zimbabwe International Trade Fair will run from 24 to 28 April 2018 under the theme ***“Sustainable Industrial Development. Inclusive. Competitive. Collaborative.”***

Objectives of the HCCL Exhibition:

- Delivering communication on how Hwange Colliery Company's accelerated turnaround is critical to achieving more rapid and inclusive industrialization in the country.
- Convincing Stakeholders on the actions we have taken in 2017 and those in 2018 which ensure HCCL will help grow the economy and give a boost to the country's Gross Domestic Product (GDP).
- All company products to be classified individually and each explained how it contributes to Industrialization. Charter new markets for our company products.
- Stand design to reflect the competitiveness of the Company.
- Achieve sales leads and reinforce relationships with stakeholder organisations.
- To increase HCCL brand equity and recognition.

Chosen Stand Design



Nominate your own Imbokodo every week!



Name: Elitha Sibanda

Place of birth: Nyamandlovu,

Fond Childhood Memories: I used to walk 10km from home to Brusgard Primary school in Somabhula, Gweru

Professional journey:

On 2 January, 2001 I started off as an attachee and got employed on 1 March 2002 by HCCL as Township Clerk. I then proceeded to act as Secretary to Town Services Manager before being promoted to Secretary to Section Heads in 2005. From there on I was elevated to Personal Assistant for the Underground Mine Manager in 2007. In 2009, I decided to pursue a career in Mine Survey at Zimbabwe School of Mines and graduated in 2012. I joined the Technical Services department as Learner Surveyor up to 2014 before assuming the role of Mine Surveyor at Opencast to date.

Educational background:

Primary education - Brusgard in Gweru (1-3) and Deli in Nyamandlovu (4-6) and Lwendulu primary in Hwange for grade 7.

Secondary - Hwange Secondary school.

Tertiary- Zimbabwe School of Mines

Working in a male dominated world:

It is exciting, offers limitless possibilities while also manifesting as a good learning environment. Males in my field are usually open minded and willing to share information.

Marital Status and other ventures:

Happily Married and Entrepreneur

Favourite foods:

Fresh chips and chicken

Best quote:

Our greatest glory is not in never falling, but in rising every time we fall.

Religion:

Christianity (PHD Ministries)

Where do you see the future of women in the Mining?

As leaders in the mining industry

Met Operations conducts Basic Supervisory Skills training course



Staff at supervisory level at the Metallurgical Operations department were temporarily taken back to the “mill” yesterday after the department held a Basic Supervisory Skills training course at the administration offices in conjunction with the Training Centre.

According to Acting Processing Manager, Mr Tafadzwa Masias, in his opening remarks at the workshop, the course was highly important in their operations as it was a vital cog in the company’s entire operational process chain.

“This training is very important for our department as it will obviously improve our operational efficiencies and output in general especially from the supervisory point of view and I am sure all those in attendance will come out as changed persons.

This refresher course is crucial in the sense that the next two months are very crucial for Met Ops as the company works on the Integrated Management System to merge ISO 9001:2015 and OHSAS 45 000 standards and also as the turnaround momentum goes a gear up with our department a critical component in the whole process.” said Mr Masias.

In his presentations, the Sectional Training Officer (Management) Mr Morgan Gorerino highlighted to the supervisors present that the company expected supervisors among other issues to : create a productive environment, make decisions on their own, implement new programs and methods, inform subordinates about company policies and procedures, teach effectively and stay aware of the bigger (company) picture. Supervisors were also mentored on their roles which included those of setting goals, demonstration of exemplary behavior, decision making, managing change, time management, efficient communication skills and ensuring effective meeting skills.



HWANGE COLLIERY COMPANY PRODUCTS



The Company's coal products are marketed in three (3) broad categories;

- Thermal Coal (HPS)
- Industrial Coal (HIC)
- Coking Coal (HCC)

Coke

Coke is marketed in four (4) distinct categories namely;

- Foundry coke (+80mm)
- Metallurgical coke (-80 + 20mm)
- Coke peas (-30 + 10mm)
- Coke breeze (-10mm)

By-products

Some of the by-products of coke include benzole, tar naphthalene and coke oven gas.

THE TEAM



Rugare Dhobbie



Lindani Dube



Tobias Mandoreba



Ketiwe Ndlovu



Blessing Ncube



Tichavona Mfandaidza



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For information and suggestions

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