



VIRGINIA REQUIREMENTS FOR INDEPENDENT CONTRACTORS

**Virginia Department of Energy
Mineral Mining Program
900 Natural Resources Drive, Suite 400
Charlottesville, Va. 22903
Phone: 434-996-5910**

CONTRACTOR IDENTIFICATION FORM

Section 45.1-161.292.32 of the Mineral Mine Safety Laws of Virginia requires that the applicant for a mine license include information about contractors working at the mine and keep the information current by reporting any change within 30 days. This sheet may be attached to the License Renewal Application in response to Question 4.

Licensed Operator Information

COMPANY _____ PERMIT # _____

Location at mine where work is to be done _____

Date contractor began work on the mine _____

Date contractor information was provided to the Division of Mineral Mining in writing _____

Person who provided the information _____

SIGNATURE OF LICENSED MINE OPERATOR _____

DATE _____

Contractor Information

Contractor's Trade Name _____

Business Address _____

Business Telephone Number _____

DMM Contractor # _____ Contractor's MSHA Identification # _____

(Note: Not all contractors are required to have a DMM Contractor ID or MSHA ID number. This information should be provided if applicable.)

Address of Record for Service of Citations and Other Documents _____

Who is Mineral Mining?

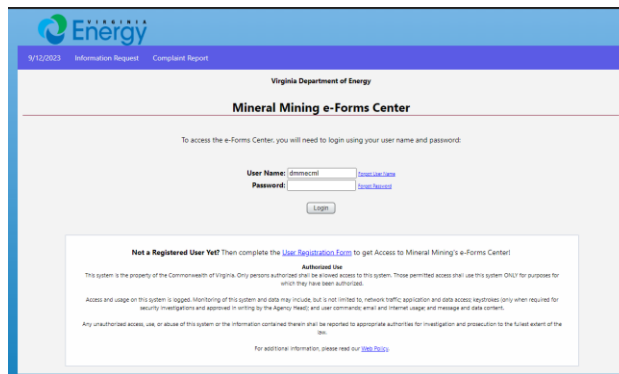
Virginia Energy, Mineral Mining is the state regulatory division that administers health, safety, and mined land reclamation programs for all non-coal mineral mining operations in Virginia.

Our goal is to ensure a safe working environment for you! Mineral Mining Program carefully monitors mining activities such as extraction, processing, maintenance and repair, and mine construction. Independent contractors make up 45% of the workforce in Virginia's mineral mines. Your safety is important! Independent contractors who work or expect to work on a mineral mine site in Virginia are required by law to register with Mineral Mining and obtain a Mineral Mining Contractor ID Number.

When you register for a Mineral Mining Contractor ID number, a Mineral Mining Team member will contact you to assist in determining if you need additional safety training and he/she can provide further assistance with those training needs. He/She will also talk with you about your reporting requirements. Working together, Mineral Mining can help keep you and your employees stay safe and knowledgeable about mine safety. The assistance and training offered by Mineral Mining is provided free of charge.

How do I register?

It's simple! You can register and file electronically at the Mineral Mining e-Forms Center. Sign up for your user ID and password at:
<https://www.energy.virginia.gov/EnergyForms>

The image shows a web browser window displaying the login page for the Virginia Department of Energy's Mineral Mining e-Forms Center. The page has a blue header with the Virginia Energy logo and navigation links for 'Information Request' and 'Complaint Report'. Below the header, the title 'Mineral Mining e-Forms Center' is centered. A message states: 'To access the e-Forms Center, you will need to login using your user name and password:'. There are input fields for 'User Name' (containing 'Contractor') and 'Password', with links for 'Forgot User Name' and 'Forgot Password'. A 'Login' button is below the fields. A section for 'Not a Registered User Yet?' provides a link to the 'User Registration Form'. A large 'Authorized User' notice is also present, stating that the system is the property of the Commonwealth of Virginia and that access is restricted to authorized personnel only. It includes a disclaimer about the system's use and a link to the 'Data Policy'.

OR

You can fill out the attached form on this brochure and fax it to our office.

You will receive a letter with your unique Mineral Mining Contractor Identification number. You will also be contacted by a Mineral Mining Team member who will go over training opportunities, report filing, and answer any questions regarding other Mineral Mining requirements.

What are the reporting requirements?

Certain contractors will be required to file an Annual Contractor Hours and Wage report by February 15 for the prior calendar year. Your Mineral Mining Team member can answer any questions that you have.



What are the training and certification requirements?

Depending upon the type of work that you will be performing at the mine site, you may be required to have certain training and/or certifications. Your Mineral Mining Team member can answer any questions that you have.