

MINISTRY OF INTERNAL AFFAIRS

Pursuant to Article 68, Sub-Paragraphs 1, 2, 3, 4 and 5, of the Law on Humanitarian Demining (the Official Gazette no. 153/05), the Minister of Internal Affairs, with prior view of the director of the Croatian Mine Action Centre obtained, passes the following document

BOOK OF RULES AND REGULATIONS ON THE METHOD OF CONDUCTING HUMANITARIAN DEMINING OPERATIONS

1. BASIC PROVISIONS

Article 1

This Book of Rules and Regulations prescribe the method of conducting general and technical surveys, mine search and/or mine clearance operations, auxiliary demining operations, marking of mine suspected areas, and quality assurance.

Article 2

The terms, in the meaning of this Book of Rules and Regulations, have the following content:

- *Marking the worksite* is a procedure of setting the borders of the area where technical survey, i.e. mine search and/or mine clearance operations, are conducted, from the area that is not subject to these operations, and that are conducted by the Croatian Mine Action Centre (hereinafter: CROMAC) during the technical survey, i.e. an authorized legal entity or craftsman during mine search and/or mine clearance operations;
- *Deactivation of mines (hereinafter: mines), unexploded ordinance (hereinafter: UXO) and their fragments* is the action of rendering the explosive ordinance harmless i.e. the fuse is discharged from the explosive charge;
- *Destroying mines, unexploded ordinance and their fragments* is the action of rendering mines, unexploded ordinance and their fragments continually and completely harmless by burning or detonation;
- *Marking mines, unexploded ordinance and their fragments* is the action of marking found explosive ordinance in situ;
- *Control point* is the point until which unauthorized personnel are allowed to access the worksite;
- *Starting point* is the point where the operations of technical survey i.e. mine search and/or mine clearance start i.e. continue;
- *Daily worksite schedule* is the plan which daily schedules all activities and resources that are included into technical survey i.e. mine search and/or mine clearance operations at the worksite;
- *Contamination by mines, unexploded ordinance and their fragments* is the state of the area where mines, unexploded ordinance and their fragments were determined to exist, and which point to possible mines;

- *Mine suspected area* is the area which is suspected to be contaminated by mines and unexploded ordinance, and as such is defined by CROMAC;
- *Mines* are anti-personnel mines, anti-tank mines, ordinance for initiation and demolition and booby traps. Parts of mines are their composite parts that contain the explosive substance.
- *Unexploded ordinance* is the explosive ordinance that prior to or following discharge contains the explosive substance (initial, pressured or high-explosive). Parts of unexploded ordinance are their composite parts that contain the explosive substance.
- *Auxiliary mine clearance operations* are those tasks that are by their nature connected to mine search and/or mine clearance operations at the worksite, like the tasks of dog handler, demining machine operator, cutting and removing of vegetation etc.

2. GENERAL SURVEY AND TECHNICAL SURVEY

Article 3

General and technical surveys are conducted by CROMAC on the basis of Standard Operating Procedures (hereinafter: SOP), that are created by CROMAC.

Article 4

CROMAC must notify the Ministry regarding the exclusion of mine suspected areas (also MSA) from Article 17, Paragraph 2, of the Law on Humanitarian Demining, and the inclusion of areas or buildings into mine suspected areas, in accordance with Article 23 of the Law, within 8 days from exclusion i.e. inclusion.

Regarding the subsequent detection of mines and/or unexploded ordinances in the excluded area or the area taken over upon quality control, CROMAC must notify the Ministry within 8 days from the day of the information.

Article 5

Regarding the state of mine suspected areas (map with drawn polygons of mine suspected areas and the position of warning signs), CROMAC must notify at least once a year the following institutions:

- Local and regional self-administration units where mine suspected area is located,
- The police administration in the area of which the mine suspected area is,
- The Inspectorate of the Ministry of Internal Affairs,
- The State Administration for Safety and Rescue, and
- The Ministry of Defence.

Information regarding the state of mine suspected areas are delivered to other interested persons upon their request.

Article 6

The provisions of this Book of Rules and Regulations are, in a manner appropriate, applied to the technical survey.

3. MARKING THE MINE SUSPECTED AREA

Article 7

CROMAC is obliged to mark the mine suspected area. By continuous and quality marking of mine suspected areas, timely reporting and warning of the users of mine suspected areas and of the total populace is ensured, regarding the existence of the danger of mines.

Article 8

The marking of the mine suspected area implies:

- Placing the mine warning signs,
- Fencing,
- Removal or transferral of mine warning signs and fences following the execution of mine search and/or mine clearance operations,
- Control of previously set mine danger signs and fences, and remarking the positions where signs and fences are missing.

Article 9

The marking of mine and mine suspected area is executed through:

- Placing mine warning signs,
- Fencing.

Article 10

The marking by mine warning signs represents the basic method of marking the mine suspected area. The mine warning sign represents a clear visual warning regarding the danger of mines, and the prohibition to the populace to enter the mine suspected area.

Article 11

The mine warning sign is set at locations of possible access to the mine suspected area (roads, paths and other areas where human movement is expected).

Article 12

The mine warning sign is set at clear positions and must be easily seen and recognized from the distance of 50 meters minimum.

Article 13

The mine warning sign is created out of aluminium of 800 by 600 mm size, joined to iron construction and a vertical column of 2500 mm height. The inscription surface is coloured white. The inscription reads: 'DO NOT ENTER; THE AREA IS SEVERELY MINE CONTAMINATED.' The middle of the top third of the sign contains the red triangle where a skull is painted white, with crossed bones and the inscription of 'MINE – MINES.' The lower right corner has CROMAC logo. The visual display of the sign is in the Appendix 1 (Figure 3) of this Book of Rules and Regulations and is its composite part. The mine danger sign, apart from the iron column from Paragraph 1 of this Article, can be placed on a house, rock, tree trunk, fence or some other solid support, in case the conditions from Articles 11 and 12 of this Book of Rules and Regulations have been met.

Article 14

Marking by small mine warning signs (small square-shaped signs with the triangle sign) represents clear visual warning about the great danger of mines.

Small mine warning signs are placed at clear areas and must be visible and clearly recognizable from the distance of 30 meters minimum.

The small mine warning signs are placed:

- Individually, aiming at direct marking of the location where mines and unexploded ordinance have been found,
- In combination with large mine warning signs, as the appropriate way of marking smaller – spatially minute mine suspected areas and urban buildings,
- In combination with large mine warning signs, with the aim of increasing the efficiency of marking a certain area,
- When creating standard mine fences, as their composite part.

Article 15

The small mine warning sign of triangular shape is an isosceles, whose basis is 28 cm long, while the sides are 20 cm long, and the thickness is 2 mm.

The small mine warning sign of square shape is a square whose side is 35 cm long. The inscription surface is red, while the background is white. In the middle, in white colour a skull and crossed bones are printed, and above that the inscription reads 'DANGER/MINE/MINES.'

The visual display of mine danger signs is in Appendix 1 (Figures 1 and 2) of this Book of Rules and Regulations and is its composite part.

Article 16

The small mine warning signs are placed at the height of 100 – 120 cm, on a wooden square stake of 5 x 5 cm size, 140 cm long.

Article 17

The small mine warning signs, except in the manner from Article 16 of this Book of Rules and Regulations, can be placed on a house, rock, tree trunk, fence etc., in case conditions from Articles 11 and 12 of this Book of Rules and Regulations have been met.

Article 18

The mine warning signs are placed exclusively on a safe surface, with the inscription facing the safe area.

Article 19

CROMAC marks the mine suspected area by placing mine fences based on own safety appraisal. Requests to place mine fences to CROMAC can also be submitted by institutions of local (regional) self-administration, in case of frequent mine-related incidents in the area.

Article 20

The mine fence is placed exclusively on safe surfaces, with the inscription facing the safe area.

Article 21

The mine fence consists of columns connected by wire (3 rows), with mine warning signs joined to them.

The columns in the mine fence are made of metal (min 4 x 4 cm, of square or L profile) or concrete (min 8 x 8 cm), their height is 180 cm (150 cm above the ground), and are painted red and white from the top to the bottom. The space between the columns can be 8 meters maximum. The wire is placed equally in three rows, beginning 25 cm from the column top maximum, and 25 cm from the ground level maximum. It is necessary to place joints or make holes on the columns, in order for the wire to be securely and stably joined.

Mine signs are placed on the mine fence, with the space between of 8 meters maximum.

The visual display of the mine fence is contained in Appendix 1 (Figure 4) of this Book of Rules and Regulations, which is its composite part.

Article 22

CROMAC must register conducted marking operations.

Article 23

CROMAC must undertake the control and possibly redo placed mine signs and fences at least once a year, while CROMAC must execute the procedure of remarking immediately upon finding out the changes in the state of the mine suspected area.

4. MINE SEARCH AND MINE CLEARANCE OPERATIONS

Article 24

Mine search and/or mine clearance operations are conducted at the site based on approved mine search and/or clearance execution project.

CROMAC must submit the certified and approved execution project for the search and/or mine clearance, and its changes or additions, to the Ministry of the Internal Affairs (hereafter: the Ministry), prior to the commencement of operations.

Article 25

The introduction to operations is performed based on the request by the authorized legal entity or craftsman. The request is submitted to CROMAC using the form (Appendix 2), which is a composite part of this Book of Rules and Regulations, three days prior to the requested start date at the latest.

Article 26

The introduction to operations is performed by the QA Officer, with mandatory presence of the worksite leader. The investor must also be notified of the commencement of operations, and his/her presence must be made possible if he/she requests so.

Article 27

The start is performed at the starting point. The site must be marked by CROMAC sign, where the project name, the investor, the works executor and the execution deadline are indicated.

Article 28

When starting the operations, it is necessary to:

- Determine the starting line,
- Determine possible deviations from the execution project, and
- State all other objections.

The QA Officer composes and certifies the minutes of the start of the operations. The minutes must also be certified by the worksite leader and the investor representative if present. The minutes from Paragraph 3 of this Article CROMAC must deliver to the Ministry within 8 days.

Article 29

Prior to the commencement of mine search and/or clearance operations, the authorized legal entity or craftsman must:

- Set the sign that warns mine search and/or mine clearance is underway, and that access, passage and lingering by the site is forbidden;
- Mark safe access roads within the mine suspected area that are necessary for access to the site;
- Mark the starting line;
- Mark the checkpoint;
- Mark the area used as parking lots;
- Mark the area for equipment;
- Mark the area for enabling first aid and the parking of the ambulance;
- Mark the area of the verification and tuning of the metal detector.

Article 30

The front side of the sign from Article 29, Paragraph 1, of this Book of Rules and Regulations is red, and contains white inscriptions and labels:

- Danger: mines,
- Access forbidden,
- A skull with crossed bones.

The rear side is white.

The sign is of 100 cm x 50 cm size, and is mounted on a support at the height of 1 m from ground level on all roads that enable access to the site.

Article 31

Marking of roads and areas from Article 29, Paragraph 1, Sub-Paragraphs 2, 4, 5, 6, 7 and 8, of this Book of Rules and Regulations, is executed at the height of 0.5 m from ground level minimum, using stakes that are interconnected with white ribbons that contain the word MINES in black.

The marking of the starting line is executed by a red ribbon with no inscription.

Article 32

During the execution of operations, the deminer must mark the starting point, the searched part of the site, and the position of finding and disposing mines, unexploded ordinance and their fragments.

The marking of the starting point is performed by an equilateral sign the base of which is 15 cm, which is of red colour with a white inscription saying STOP, and that is placed at the height of 30 cm minimum from ground level.

Marking the searched part of the site (work paths) is done using flags with a red tip, that are placed along site search routes, with the space between of 1 m, and which are joined to one another by a red cord that has the minimum diameter of 10 mm or by a red ribbon.

Located mines, unexploded ordinance and their fragments are marked by an equilateral sign with the base of 15 cm, of red colour, with the white inscription saying MINES, that the deminer places 10 cm in front of the located mines, unexploded ordinances and their parts, at the height of 30 cm minimum from ground level.

Article 33

When located mines, unexploded ordinance and their fragments can not be rendered harmless or destroyed during the daily work scheme, the deminer will mark the located ordinance on all four side using an equilateral mark with the base of 15 cm, of red colour bearing the white inscription saying MINES, at the distance of 10 cm from the located ordinance, and at the height of 30 cm minimum from ground level.

The location where mines, unexploded ordinance and their fragments have been found, following their removal i.e. destruction, must be marked by a stake with its tip painted blue, or by a blue flag with no inscription. The tip of the stake must be painted blue in the length of 10 cm, 30 cm minimum from ground level.

Article 34

During the mine search i.e. mine clearance operations, and following their completion, the authorized legal entity or craftsman must mark the borders of the site.

Marking from Paragraph 1 of this Article is performed at the height of 1 m minimum above the ground level, using stakes the tip of which is painted red in the length of 10 cm, at each corner of the site border, but not at distances greater than 25 m.

Article 35

The worksite leader, based on minutes from Article 42 of this Book of Rules and Regulations, creates the total day report and enters the daily site realization in the work map, using the scale of 1:5 000.

Article 36

The worksite leader is nominated by the authorized legal entity or craftsman in writing.

The authorized legal entity or craftsman can also nominate a deputy worksite leader, from the ranks of deminers that have the power to act as worksite leaders. The deputy worksite leader has, during the absence of the site leader, all rights and duties of the site leader.

Prior to the start of the operations, the worksite leader must determine whether weather conditions permit searching i.e. mine clearance.

During the execution of mine search and/or mine clearance, the worksite leader must:

- Mark the starting line;
- Keep the daily site schedule;
- Adhere to the execution project for mine search and/or mine clearance;
- Manage and supervise mine search and/or mine clearance operations;
- Determine and mark the area within the site that is used for temporary disposal of located mines, unexploded ordinance and their fragments;
- Decide whether located mines, unexploded ordinance and their fragments will be destroyed at the location where these were found;
- Execute the measures for safety and protection;
- Coordinate the work of the deminer team leaders;
- Supervise the work of dog handlers during the site search, and continuously monitor the conditions for the work of dogs;
- Supervise the demining machine operators during the operation of mine clearance machines;
- Maintain radio contact;
- Supervise the checkpoint and site movements;
- Manage the procedure of evacuating injured persons from the site;
- Supervise the execution of internal control.

The site leader must be at the site and have with him:

- The execution project;

- Daily total reports of performed operations from the start of the operations of mine search and/or mine clearance, with minutes of team leaders of daily searched i.e. cleared areas, and the executed daily internal control;
- Work map;
- Daily worksite schedule;
- Minutes of executed quality assurance.

Article 37

The daily worksite plan must contain data regarding:

- The method of using the existing worksite capacities (the type and quantity, worksite schedule, work methods, planned daily achievements etc.);
- Checkpoint locations;
- Vehicle parking lots;
- The area for giving first aid;
- The area for equipment;
- The area for storing mines, unexploded ordinance and their fragments;
- The procedure for evacuating the injured, and the position and drawn-in routes to the nearest health facility.

Article 38

Prior to the commencement of mine search and/or mine clearance operations, the demining team leader must:

- Create the work plan, and necessary sketches in accordance with the execution project for the search and/or mine clearance;
- Conduct the work agreement with the deminers and determine individual daily work;
- Verify whether deminers have the proscribed safety gear and verify the proper functioning of devices and machines;
- Remove the deminer who, according to own statement or the judgement of the deminer group leader, can not perform the daily work;
- Directly make a schedule of the deminers to their work locations.

Article 39

When mine search and/or mine clearance operations are performed with mine and UXO detection dogs, prior to their commencement, the deminer team leader must also, along with the duty from Article 38, Paragraph 1, Sub-Paragraph 1 of this Book of Rules and Regulations:

- Conduct the daily agreement with dog handlers and determine individual daily work;
- Remove the dog handler that, according to own statement or the judgement of the deminer team leader, can not perform the daily work;
- Directly schedule dog handlers to their work locations;
- Using technical aids, determine the conditions for the work of dogs.

Article 40

When mine search and/or mine clearance operations are performed using demining machines, prior to their commencement, the deminer team leader must also, along the duty from Article 38, Paragraph 1, Sub-Paragraph 1 of this Book of Rules and Regulations:

- Conduct the daily agreement with demining machine operators and determine individual daily work;
- Temporarily remove the demining machine operator who, according to own statement or the judgement of the deminer team leader, can not perform the daily work;
- Directly schedule the demining machine operator to his work location.

Article 41

During mine search and/or mine clearance operations, the deminer team leader must:

- Execute the daily plan for the work of the deminer team;
- Determine and supervise the safety distances at the worksite;
- Supervise whether deminers are wearing safety gear;
- Supervise the method of searching and/or clearing the worksite;
- Report to the site leader regarding any finding of mines, unexploded ordinance and their fragments;
- Suggest to the worksite leader the method for rendering found mines, unexploded ordinance or their fragments harmless or their destroying at the location where these were found;
- Manage deactivation or destruction of found mines, unexploded ordinance or their fragments in situ, in accordance with the approval of the worksite leader;
- Organize and perform all tasks of internal work control of the group he/she leads.

The deminer team leader can not directly perform the tasks of the deminer, except from daily internal control.

Article 42

Following the end of the working hours, the deminer team leader must create minutes with the daily searched i.e. cleared site area and daily internal control performed with the sketch (together with those doing the search and clearance), and minutes of found mines, unexploded ordinance and their fragments with the number and types and the sketch of the locations of their finding.

The deminer team leader must enter the meteorological features in the minutes from Paragraph 1 of this Article, when using dogs for locating mines and unexploded ordinance: ground level temperature, air temperature at the height of 1 m, the speed and the direction of wind.

The minutes from Paragraph 1 of this Article are certified by the worksite leader.

Article 43

The deminer team leader is directly responsible for his/her work to the worksite leader.

The deminer team leader daily certifies the veracity of data entered into the deminer's personal supervisory booklet.

Article 44

The mine search and/or mine clearance operations can be performed using the following methods:

- Manual mine detection;
- Using demining machines, and
- Using dogs for detection of mines and unexploded ordinances.

Article 45

The mine clearance operations can be performed:

- By manual mine detection, or
- Using the combination of demining machine and manual mine detection after the machine has been used, or
- Using the combination of demining machine that achieves the depth as determined by the project and manual mine detection with the use of dogs for the detection of mines and unexploded ordinances.

Article 46

The mine search operations can be performed:

- By using manual mine detection;
- Using the combination of demining machine that achieves the depth as determined by the project and manual mine detection in the area previously searched by the machine, or
- Using the combination of demining machine that does not achieve the depth as determined by the project and manual mine detection, or
- Using the combination of demining machine that does not achieve the depth as determined by the project and dogs for locating mines and unexploded ordinances after the machine has searched the area, or
- Using the combination of dogs for the detection of mines and unexploded ordinances and manual mine detection.

Article 47

Using the mandatory method of performing the mine search and/or mine clearance operations from Articles 45 and 46 of this Book of Rules and Regulations, the contractor can also apply the other methods stated in Article 44 of this Book of Rules and Regulations.

Article 48

When searching and/or clearing mines using manual mine detection, deminers locate mines, unexploded ordinances and their fragments using metal detectors and/or probes.

The width of the area (work path) of the search i.e. mine clearance using manual mine detection can be 1.20 m maximum, with overlaps of 10 cm on each side. The length of the work path from the starting line must not be greater than 50 m, after which a new work path is formed. After all work paths have been verified, a new starting line is formed.

When searching, i.e. clearing mines using manual mine detection, the deminer must test all detections in the manner of getting all mines, unexploded ordinance and their fragments from the ground, as well as other metal objects, and placing mines, unexploded ordinance and their fragments in the marked area for temporary disposal.

Article 49

The estimates of possible effects of the deminers when applying manual mine detection (as method one), and the application of manual mine detection following the use of demining machines (as method two), are states in Appendix 3, that is printed with this Book of Rules and Regulations and is its composite part.

If the ground and mine conditions enable this, the effects of the deminer can be up to 20% higher than estimated effects as stated in Appendix 3. These effects, proposed by the QA Officer, are approved by CROMAC committee that consists of at least three members.

The ground conditions that are defined by the type and category of the ground, the land configuration and the state of vegetation, are stated in Appendix 4 that is printed with this Book of Rules and Regulations and is its composite part.

Article 50

In case of using demining machines in mine clearance, that achieve the depth as determined by the project as method one, the overall area treated by demining machines must be searched using manual mine detection or dogs for locating mines and unexploded ordinance.

If the dog detects mines, unexploded ordinance or their fragments, manual mine detection must be used to verify the area with the radius of 20 m from the location of detection.

In case of using demining machines in mine clearance, that do not achieve the depth as determined by the project, the overall area treated by demining machines must be searched using manual mine detection.

Article 51

In case mine search operations are performed using the demining machines that can treat the ground down to the depth as determined by the project, it is necessary, following the use of the machine, to conduct the search of work paths the width of which is 1 m, at each 15 meters of treated area, using manual mine detection, both horizontally and vertically, i.e. using the grid system.

If the machine activates mines or unexploded ordinance, or the manual mine detection in the work path i.e. by visual inspection in the field detects mines, unexploded ordinance or their fragments, the area with the radius of 20 m from the activated mines or unexploded ordinances, i.e. located mines, unexploded ordinance or their fragments, must be searched using the manual mine detection.

In case mine search operations are performed using demining machines that can not treat the ground down to the depth as determined by the project, the overall area must be searched following the use of the machine using the manual mine detection or mine detection dogs.

Article 52

In case when mine search operations are performed using mine and UXO detection dogs, it is necessary to search the work paths the width of which is 1 m every 10 meters both horizontally and vertically, i.e. using the grid system, by manual mine detection, while formed fields must be searched using dogs for locating mines and unexploded ordinance.

If the dog detects mines, unexploded ordinance or their fragments, the area with the radius of 20 m from the detection location must be searched using manual mine detection.

Article 53

During the execution of mine search operations, individually located mines, unexploded ordinance or their fragments must be deactivated or destroyed, and if the contamination by mines, unexploded ordinance or their fragments is determined, the borders of the contaminated area must be defined, and CROMAC must immediately be notified, which based on delivered statement regarding found mines or unexploded ordinance immediately, and at the latest in 3 days, create the additional project where the area where mine clearance operations must be performed is defined.

Article 54

The daily internal control must be performed in the minimum of 5% of searched i.e. cleared area. The daily internal control can be performed using manual mine detection or mine detection dogs.

Article 55

The deminer reports to the deminer team leader regarding each finding of mines, unexploded ordinances i.e. their fragments, using the word 'MINES.'

Article 56

In case the auxiliary worker performs the tasks of a dog handler, the area where mine detection dog has detected mines, unexploded ordinance and their fragments, must be searched by the deminer.

When the site is searched using mine detection dogs, the same part of the worksite must be searched using two different dogs.

Searching with mine detection dogs is performed in marked stretches with 0.5 m movements, in order for the whole stretch width to be searched.

The estimate of possible effects of using mine detection dogs, by engaging the teams of guide/dog, is stated in Appendix 3 that is printed with this Book of Rules and Regulations and is its composite part.

Article 57

The mine search and/or mine clearance operations can not be performed using manual mine detection:

- When air temperature is lower than 0 and higher than 38 degrees Celsius;
- When it is raining or snowing;
- During heavy fog that disables the deminer team leader to manage its work;

- In extremely muddy or snow-covered terrain;
- At night.

Article 58

Mine detection dogs must not be used:

- If the outside temperature is lower than 0 i.e. higher than 30 degrees Celsius;
- In cases when wind speed is higher than 25 kilometres per hour, i.e. 7 metres per second;
- If the terrain is exceptionally moist;
- If the vegetation obstructs normal searching, and the area is not properly marked;
- In conditions of allowed outside temperature, if the surface is frozen or covered by snow;
- In rain and fog;
- In conditions when unplanned occurrences would obstruct the work (smoke, foreign smells, noise, dust, food etc.);
- If the dog has been diagnosed ill;
- If the dog handler decides so.

Article 59

Demining machines can not be used when the climate and ground conditions do not allow their use.

Demining machines with remote control can not be used when air temperature is lower than -4 degrees Celsius.

Article 60

Located mines, unexploded ordinance and their fragments that are in such technical condition that these can be transported with no danger, must be destroyed in the location where destruction will not cause danger to lives and health of people and assets and will not endanger the environment. Located mines, unexploded ordinance and their fragments from Paragraph 1 of this Article must be destroyed, and the authorized legal entity or craftsman must report to the authorized police administration regarding the location and the time of their destruction, 24 hours at the latest prior to destruction.

Article 61

The transport of disabled and found mines, unexploded ordinance and their fragments to the location as determined for their destruction is performed in accordance with special regulations regarding the transport of dangerous substances.

Article 62

Located mines, unexploded ordinance and their fragments, that according to the decision of the site leader can not safely be deactivated, i.e. if their deactivation could be dangerous for deminers, will be destroyed at the location of finding, with taking of necessary safety and life, asset and environment protection measures.

Article 63

The destruction of located ordinances is performed as per the destruction plan.

The destruction plan from Paragraph 1 of this Article contains:

- The list of employees that participate in the destruction of located mines, unexploded ordinances and their fragments;
- The list of mines, unexploded ordinances and their fragments that are being destroyed;
- The list of necessary means for the execution of destruction;
- Safety measures;
- The preparation of the destruction site;
- The method and sequence of disposing the located mines, unexploded ordinance and their fragments in the facility at the destruction site;
- The method and quantity of set explosive filling for the destruction of located mines, unexploded ordinance and their fragments;
- The method of initiating the explosive charge used on mines, unexploded ordinance and their fragments being destroyed;
- Health precautions;
- Fire-fighting precautions.

The worksite leader certifies the destruction plan and is responsible for its execution.

Article 64

The worksite leader must compose minutes regarding the destruction of mines, unexploded ordinance and their fragments.

5. SAFETY DISTANCES

Article 65

When destroying mines, unexploded ordinance and their fragments, it is necessary to adhere to safety distances from the activity of fragment burst, parts of explosive ordinances and terrain particles (stone fractions).

The safety distances from Paragraph 1 of this Article are stated in Appendix 5 that is printed with this Book of Rules and Regulations and is its composite part.

Article 66

During technical surveys i.e. searching and/or clearing the site, the safety distance between deminers must be 25 meters minimum, and in case bursting mines are found, the distance between deminers must be 50 meters minimum. When searching i.e. clearing the site using mine detection dogs, the distance between dog handlers must be 30 meters minimum.

The safety distance between the dog handler and the nearest deminer must be 25 meters minimum, and in case bursting mines are found, the distance between deminers must be increased to 50 meters minimum.

The safety distance between the deminer and the demining machine must be 100 meters minimum.

When searching the site using the demining machine with remote control, the distance of the operator from the machine must be 100 meters minimum if he/she has protective gear, i.e. 30 meters if he/she is in the accompanying vehicle.

The checkpoint must be located at the distance of 100 meters minimum from the site where the technical survey is conducted i.e. mine search and/or demining operations.

Article 67

When mines, unexploded ordinance or their fragments are detected, the technical survey i.e. mine search and/or clearance operations must be interrupted at the site, within the safety distances.

Article 68

Safe access roads, necessary for access to the site must be at least 1.5 m wide. Safe access roads that are necessary for access to the site, and are longer than 500 m, as a rule must be at least 3 m wide.

Article 69

The area for temporary disposal of located mines, unexploded ordinance and their fragments must be within the site.

Found mines, unexploded ordinance and their fragments must be supervised at all times until these have been destroyed.

Article 70

Auxiliary workers, except for the demining machine operator that steers the machine from a protected cabin, can only move in the site areas that have previously been searched i.e. cleared.

6. THE METHOD OF PERFORMING QUALITY ASSURANCE

Article 71

The authorized legal entity or craftsman must submit 4 (four) identical copies of the execution project and/or changes and additions to the mine search and/or clearance execution project to CROMAC.

Article 72

The inspection and certification of the projects must be done by the QA Officer within 8 working days from the day of submitting these to CROMAC, while the same applies for changes and additions to the projects within 3 working days from the day of submitting these to CROMAC.

The Resolution on the approval of the execution project for search and mine clearance, and the Resolution on approving the changes and additions is delivered to:

- The Internal Affairs Inspectorate
- The authorized legal entity or craftsman that submitted the project.

Article 73

The authorized legal entities and craftsmen must submit the activity plan for next week to CROMAC until the end of the working week at the latest.

The weekly activity plan for conducting quality assurance must be submitted by CROMAC to the Ministry until the end of the working week.

Article 74

The Quality Assurance Officer must execute the quality assurance at least once in seven working days.

Article 75

The Quality Assurance Monitor daily determines the following at the site:

- The state of site capacities;
- Whether the tasks are performed in accordance with the execution project;
- Whether the proscribed safety measures are performed;
- Other facts as determined by the execution project.

The QA Monitor performs the inspection of inspected area during the execution of mine search and/or clearance operations on at least 3 samples of total size of 450 square meters.

Article 76

In case the QA Monitor finds irregularities at the site, he/she must notify the QA Officer about them, and demand from the worksite leader the execution of operations in accordance with the execution project.

In case the irregularities are such that safety is endangered, and the danger for assets and especially lives exists, the QA Monitor will immediately instruct the worksite leader to stop all operations and remove the personnel to a safe area.

The QA Monitor at the site must keep minutes of the site, based on gathered information, and he/she certifies the total report and enters it into the supervision database.

Article 77

The QA Officer, when conducting the expert supervision during mine search and/or clearance at the site, determines the conditions at the site in relation to the execution project, and plans and performs searching of control samples at searched and cleared areas (sampling).
The QA Officer at the site certifies the minutes of the QA Monitor.

Article 78

If QA Officer, when conducting quality assurance during mine search and/or mine clearance operations at the site, or according to the report/minutes of the QA Monitor, determines that the operations are not being performed in accordance with the execution project, or that the control inspection has found mines and/or unexploded ordinance, he will orally instruct the worksite leader to immediately rectify the spotted deficiencies, i.e. in case of finding mines and/or unexploded ordinance, instruct repeating of all operations performed since last ongoing quality assurance. The repetition of operations since last quality assurance will also be instructed if the following is detected during quality assurance during mine search and/or clearance operations:

- If metal detectors detect metal parts of mines and/or unexploded ordinances or 2 or more metal objects of 3 and more cm in diameter in the area of 1 square meter in the areas treated by manual mine detection,
- If undiscovered parts of mines and unexploded ordinances that contain explosive substances are detected in areas treated using mine detection dogs,
- If non-achievement of the ground depth requested by the project is determined in areas treated by demining machines.

Article 79

QA Officer must compose minutes regarding conducted quality assurance during mine search and/or clearance operations at the site that is also signed by the worksite leader.
The minutes from Paragraph 1 of this Article must be delivered by the Croatian Mine Action Centre to the Ministry within 7 days of performed quality assurance.

Article 80

Quality assurance over performed mine search and/or mine clearance operations is also performed by the QA Officer over control samples of cleared i.e. searched area.

Article 81

The control samples from Article 80 of this Book of Rules and Regulations must encompass all wholes of projected area, in the manner that these encompass at minimum:

- 1% of the total searched or cleared area

Article 82

When conducting quality assurance over performed mine search and/or clearance operations at the site, the worksite leader or his/her deputy must be present.

QA Officer, together with the worksite leader, must verify the borders of searched and/or cleared area and the locations of set signs for final marking and certify the map of searched and/or cleared area.

Article 83

QA Officer must create minutes regarding quality assurance over performed mine search and/or clearance operations at the site.

Apart from the minutes from Paragraph 1 of this Article, QA Officer must create:

- a map in the scale of 1:5000 or a cadastre plan with entered positions of control samples.

If during the execution of quality assurance over performed mine search and/or clearance operations at the site mines and/or unexploded ordinance are found, the QA Officer must create minutes regarding quality assurance over performed mine search and/or clearance operations at the site with located mines and/or unexploded ordinance. The form and the content of the minutes are proscribed by CROMAC director.

Apart from the minutes from Paragraph 3 of this Article, the QA Officer must create the following documentation:

- photo-documentation of found MINES and/or UXO;
- a map in the scale of 1:5000 or a cadastre plan with marked positions of control samples and entered location where mines and/or unexploded ordinance were found.

Article 84

The Croatian Mine Action Centre will order the repetition of mine search and/or clearance operations to the legal entities and craftsmen if:

- during quality assurance over performed mine search and/or mine clearance operations at the site, mines or unexploded ordinances are found;
- during quality assurance over performed mine search and/or mine clearance operations at site part where manual detection was used, metal mines or unexploded ordinance parts are found;
- during quality assurance over performed mine search and/or mine clearance operations at site part where mine detection dogs were used, a part of mines or unexploded ordinance that contains explosive substances is found.

The repetition of operations will be ordered for the area the authorized legal entity or craftsman issued a statement guaranteeing the area is non-contaminated or cleared.

Article 85

At the request of the inspector, the QA Monitor must perform the search of control samples at site locations the inspector chooses, of total area of 150 square meters.

Article 86

The authorized legal entity and craftsman must, upon completion of mine search and/or mine clearance operations, submit to CROMAC, in writing and digital form, the documentation in accordance with Article 15 of the Law on Humanitarian Demining, and a map with stated methods of performing the operations, in scale of 1:5 000.

Article 87

CROMAC must, within 15 days of the day the documentation from Article 86 of this Book of Rules and Regulations was submitted, perform quality assurance over performed mine search and/or clearance operations at the site.

Article 88

Following the completion of the quality assurance over performed searching or clearing operations, and prior to site hand-over, the authorized legal entity or craftsman must remove all means that were used for marking, except those means that were used for marking the site boundary, which will be noted in minutes on site hand-over.

In case the quality assurance over performed mine search and/or mine clearance operations determines the tasks were performed in accordance with the Law, the QA Officer will compose the minutes on site hand-over, that are also signed by the worksite leader and the investor representative if he/she is present.

The Croatian Mine Action Centre, within 10 days of the hand-over of the searched or cleared area, issues a certificate that this area is no longer contaminated i.e. cleared of mines in accordance with the Law.

They deliver the certificates from Paragraph 2 of this Article to:

- the Ministry;
- the authorized legal entity or craftsman that performed the operations;
- the self-administration unit;
- the regional self-administration unit;
- donators;
- beneficiary of the land or building.

8. TRANSITIONAL AND FINAL PROVISIONS

Article 89

CROMAC must notify the Ministry in writing regarding found irregularities in the execution of this Book of Rules and Regulations, three days from their finding.

Article 90

By enforcing this Book of Rules and Regulations, the Book of Rules and Regulations on the Method of Conducting Humanitarian Demining becomes void (the Official Gazette 78/00, 87/02,

94/02, 149/02, 138/03 and 123/05) as well as the Book of Rules and Regulations on Auxiliary Demining Operations (the Official Gazette 56/99, 79/00 and 81/01).

Article 91

This Book of Rules and Regulations come into force on the eight day since their publication in the Official Gazette.

Number: 511-01-52-53347/06
Zagreb, 14 May 2007

Minister
Ivica Kirin, signed