



ENVIRONMENTAL MANAGEMENT PLAN (EMP) Vacuum Truck septic pumping and disposal

CONTROLLED DOCUMENT			
PROJECT NAME:	Remote Community and Government Housing Vacuum Truck Septic Pumping and Disposal		
PROJECT DESCRIPTION:	Pump septic waste from houses across the Southern NT and Barkly region, transport to waste facility and disposal		
SITE ADDRESS:	Alice Springs, Tennant Creek and Barkly Remote communities, waste disposal is Alice Springs and Barkly Remote Communities		
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ISSUE DATE:	14/12/2023	PLAN VERSION:	V1
PREPARED BY:	Harvey Developments (NT) Pty Ltd		
NO PART OF THIS PLAN MAY BE REPRODUCED IN ANY FORM WITHOUT THE PRIOR PERMISSION FROM MANAGEMENT			

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1. Environmental Policy

Harvey Developments recognises the importance of protecting the environment from detrimental effects that may result from the company's business activities. Minimising the risk to all stakeholders will be given top priority in Company plans, procedures, programs and training activities.

To achieve and maintain high environmental management standards, Harvey Developments and employees will specifically:

- Comply with applicable laws and regulations relating to the environment.
- Cooperate with authorities and stakeholders in the development of standards aimed at further improving the protection of the environment.
- Work to prevent all incidents and harmful environmental emissions by a process of continual improvement involving consultation and cooperation with all employees, stakeholders and authorities.
- Implement methods and strategies for preventing pollution, reducing wastes and conserving natural resources.
- Ensure that it has systems in place to identify, control and monitor environment risks arising from its operations
- Ensure that all company employees and contractors are trained and competent in the use of the WHS management system and that they are aware of their responsibilities.
- Ensure contractors WHS systems comply with our standards and that procedures are implemented for managing the potential negative impact their products and service may have on the environment.
- Work to foster cooperation and trust through open and proactive communications with employees, contractors, the community and environmental regulating authorities.

All employees will;

- follow all Harvey Developments environmental practices, objectives and instructions
- report any environmental incidents resulting from work practices/equipment/conditions to their supervisor
- perform all work duties in a manner that promotes care for the environment



Peter Harvey
Managing Director

2. Introduction

The Environmental Management Plan (EMP) has been prepared by HSE Management Australia (HSEMA) for Harvey Developments

The EMP provides a framework for environmental management to be implemented by all contractors working on the site.

2.1 EMP Objectives



The EMP Objectives for this project is to;

- Pollution management
- Contamination management

3. Project Description

The Works proposed for this contract are summarized as follows:

- Pumping out or septic tanks and the disposal of septic waste at approved disposal facility

Site of Works

Alice Springs, Tennant Creek and Barkly Remote communities, waste disposal is Alice Springs and Barkly Remote Communities

Disposal at various Power and Water discharge points. Approval provided by Power and Water.

3.1 Workplace Signage

Harvey Developments to display site signage showing the hazards and exclusions.

3.2 Site Office

Owing to the multiple sites involved in this contract, there will be no formal site office for this contract. All enquiries should be directed to 41 Maloney Street Tennant Creek NT 0860 or email.

tennantcreek@harveydevelopments.com.au.

4. Responsibility

The Project Manager (PM) is responsible for the preparation, control, implementation and maintenance of this environmental Management Plan (herein referred to as the Plan).

The Project Manager PM is also responsible for:

- ▶ Maintaining a current version of this Plan
- ▶ Retaining all obsolete pages of the Plan for a minimum of 7 years to demonstrate a record of Environmental management practices.
- ▶ Make available a copy of the current version of the Plan to subcontractors and other interested parties (e.g. Regulators, client organisation, etc.)
- ▶ Reviewing the Plan on an annual basis or earlier if required by changes to the project, changes of legislation or identified deficiencies.

The Project Manager will assist, review, and approve the development, maintenance, and implementation of the Plan.

The Project Manager will distribute the plan internally and externally after approval from the Managing Director.

4.1 Distribution List

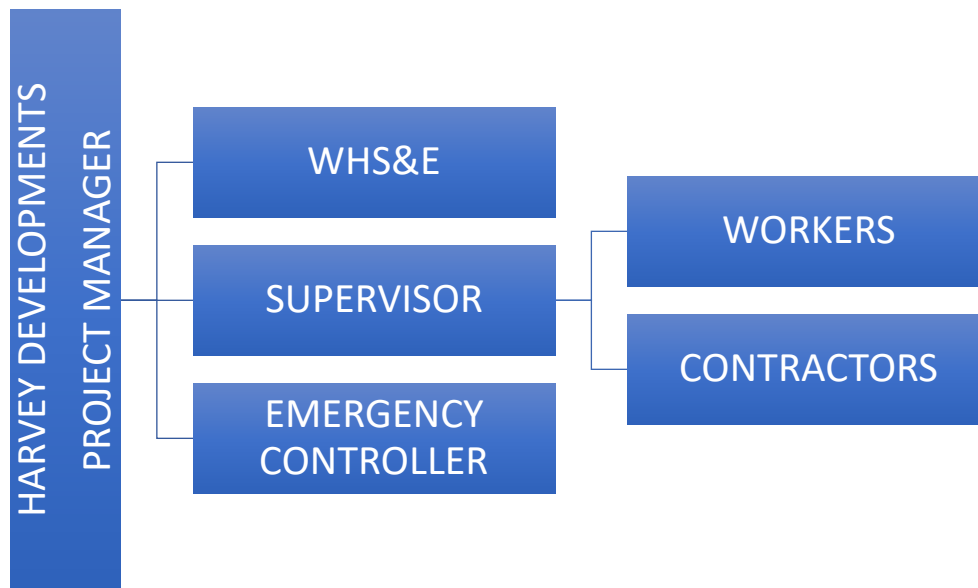
Only “controlled” copies of this Plan are issued internally.

The Plan is to be made available to relevant personnel and parties and the distribution shall be under the strict control of the Project Manager. Distribution is controlled by the Project Manager in liaison with the Managing Director and a record is maintained of all Plan holders.

DISTRIBUTION LIST

Date of Issue	Version No.	Issued to	Approved by	Control Status
14/12/2023	V1	Peter Harvey	Peter Harvey	Controlled
14/12/2023	V1	NTEPA		Uncontrolled

4.2 Organisational Structure & Responsibility



PROJECT MANAGER

The Project Manager is responsible for:

- Preparing, updating, and implementing this Environmental Management Plan, including all associated procedures
- Identifying and monitoring compliance of all legal Environmental obligations.
- Ensuring that all works are conducted in a manner without risk to workers.
- Participating in the planning and risk assessments and management.
- Identifying Environmental training required for an activity, including emergency response training for designated roles.
- Ensuring workers undertake identified Environmental training.
- Communicating and consulting with workers
- Investigating hazard reports and ensuring that corrective actions are undertaken.
- Assisting in rehabilitation and return to work initiatives.
- Dispute resolution.

SITE SUPERVISOR/ MANAGER

The site supervisor/ manager is responsible for:

- Implementing the Environmental Policies, Plan and Procedures.
- Enforcing site rules.
- Providing onsite briefings and inductions.
- Participating in incident investigations.
- Ensure persons are ticketed and qualified to perform the tasks assigned to them.
- Communicating and consulting with workers.
- Addressing hazard and defect reports in a timely manner.
- Stop the job if its unsafe and rectify immediately.
- Provide effective supervision.

- Providing the Emergency Controller Role, attending training relative to this role and executing the role should it be required.
- First Aid Officer. Maintaining training and qualifications relative to the position. Should an emergency occur, assume the role of Emergency Controller over First Aid Officer.

WORKERS and CONTRACTORS

Workers are responsible for:

- Presenting for work fit for duty.
- Complying with Environmental Management Plan, policies, and procedures.
- Reporting hazards and defects to the supervisor/ manager.
- Participating in training and emergency drills.
- Complying with the requirements of the SWMS on site.
- Complying the site rules.
- Operating / use plant and equipment in accordance with safe operating procedures.

SAFETY MANAGER

HSE Management Australia is responsible for:

- Development of EMP Plan for project.
- Assisting HD with WHS&E matters associated with this plan or project after request by HD.

EMERGENCY CONTROLLER

The Emergency Controller is responsible for:

- Controlling the emergency response in a manner such that injuries and damage are minimised.
- Reporting situation to appropriate authorities.
- Maintaining control of all site personnel during the emergency response.
- Managing the evacuation of site and preventing personnel from returning to site.
- Controlling emergency response until emergency services arrive. At this time control is handed over to the emergency services.
- Leading the review of the emergency response and its effectiveness.

5. Environmental Safeguards

5.1 Environmental induction and training

- Workers will receive an Environmental Induction
 - Responsibilities.
 - Environmental responsibilities.
 - Site and Indigenous community rules.
 - Reporting.
 - Environmental hazards.
 - Spill containment and clean-up.
 - SOP.
 - SWMS.
 - Plant & equipment use, cleaning and refueling.

5.2 Environmental impacts and aspects

When determining environmental aspects, Harvey Developments considers lifecycle perspectives of our activities, products, and services that we can control and influence. Stages in a life cycle include acquisition of materials, design, production, transportation/delivery, use, and end of life treatment and final disposal.

In addition, Harvey Developments takes in to account the following:

- Change including planned and new developments, and new or modified activities, products, and services.
- Abnormal conditions and reasonably foreseeable emergency situations.

Refer to Appendix A for Impacts and Aspects associated with the Vac Truck operation.

6. Non Conformance and Corrective Actions

All environmental incidents and non-conformances shall be reported to Site Manager for immediate action to reduce impact of incident. The incident is advised to the Client's Representative as soon as is possible and/or within 24 hours at the latest of the incident occurring. All major incidents are reported to EPA immediately. All incidents are reported in writing and investigated. This report is available to the Client and Regulator.

- 1 Manage incident, including immediate containment controls.
 - 2 Report incident
 - 3 Investigate incident.
 - 4 Introduce corrective actions compliant with Standard Specification document issued by DIPL.
 - 5 Monitor corrective actions for effectiveness.
 - 6 Review and amend all procedures associated with the incident to prevent recurrence.
- All major spills must be reported to NTEPA within 24 hours.
 - All spills must be reported to client representative as soon as possible or within 24 hours at the latest.

7. Emergency Response

Harvey Developments management of environmental emergencies during this project deals with:

- Being prepared for emergencies and
- Responding to and managing emergencies.

11.2 Emergency Drills

Emergency drills will comprise of a walk through by the Supervisor, who will ensure that all persons on site are aware of the evacuation procedure requirements or a drill with no notification to simulate a scenario where no notification would have been given.

Fire

- Assess the situation and the potential for evacuation.
- Remove anyone in the immediate vicinity if it is safe to do so.
- If trained in the use of fire extinguishers, and if fire or smoke is localised endeavour to extinguish the fire.
- Notify the Site Supervisor.
- Site Manager/Supervisor/Foreman to assess situation, and commence evacuation if deemed necessary:
 - Notify all persons to leave the work area calmly and assemble at muster points.
 - Notify emergency services via 000.

- If trained in the use of fire extinguishers, the Site Supervisor may endeavour to extinguish the fire, with the assistance of other staff under his or her direction, only if it is deemed safe to do so by the Chief Fire Warden.
- Staff to ensure that all persons are moved towards the assembly/ muster point/s.
- Ensure no person re-enter the site.
- Wait for Emergency Services to arrive and assess.
- Wait for the “ok” from Emergency Services before re-entering the building/ site or allowing any person entry.
- Should any personal belongings of the persons be within the building/ site, (after the Emergency Services “ok” has been given) re-enter the building/ site and obtain personal belongings.
- Complete an incident / accident report form.

Biological Spill

- Assess the situation and if necessary, isolate the area.
- Establish bunting to prevent contaminant from spreading.
- Notify the **First Aider** who will implement infection control procedures.
- If sharps are discovered, do not pick up without using appropriate personal protective clothing and equipment.
- If a syringe is discovered and if safe to do so, pick the syringe by the barrel end and drop it gently (pointy end downwards), into a bottle or jar and secure the lid.
- If you injure yourself, immediately wash the injured area with copious amounts of warm water and soap and apply a dressing.
- Seek medical advice immediately. (Keep the syringe for testing.)
- Call your State’s Syringe Disposal Helpline for assistance if required.

11.3 Responsible Persons, Emergency Contacts & Response

EMERGENCY CONTACTS	
EMERGENCIES	000
FIRE	000 or 8956 4004
POLICE	000 or 131 444 (Tennant Creek Police 8962 0944) (Alice Springs Police 8951 8823)
AMBULANCE	000
NT EMERGENCY SERVICE (NTES) RESCUE FROM HEIGHTS	131 444 (or 000 landline / 112 mobile phones)
HOSPITAL: Tennant Creek Hospital	08 8962 4399
HOSPITAL: Alice Springs Hospital	08 8951 7777
HOSPITAL: Urapuntja Health Service	08 8956 9875
NT WorkSafe (Incident Notification)	1800 019 115
POISON INFORMATION LINE	1800 251 525 or 131 126
PowerWater	1800 245 090
EPA / Pollution Hotline	1800 064 567 or 8999 3747
TELSTRA (Line Damage)	132 203
OzHelp	1300OZHELP (1300 694 357) or 0488 440 532
DIAL BEFORE YOU DIG	1100
HEALTH DIRECT 24hour medical advice	1800 022 222
SNAKES ON SITE / SNAKES NT	1800 453 210
Translating and Interpreting Service	131450

8. Environmental Audit

12.1 Daily Observations

Daily observations will be conducted by the Supervisor to monitor:

- Vac Truck pre-start safety and defect check
- General work practices and environmental compliance
- Visual checks of environmental controls
- Environmental hazards and risks

12.2 Audits

EMP audits are carried out to verify whether activities:

- comply with this EMP.
- This EMP has been properly implemented and maintained; and
- All outstanding actions arising from previous audits are implemented.

9. Legislation

Northern Territory Legislation

- Aboriginal Land Act
- Bushfires Act
- Dangerous Goods Act
- Environmental Assessment Act
- Environmental Offences and Penalties Act
- Northern Territory Aboriginal Sacred Sites Act
- Soil Conservation and Land Utilisation Act
- Waste Management and Pollution Control Act
- Water Act
- Environment Protection and Biodiversity Conservation (EPBC) Act 1999

Appendix A – Vac Truck Environmental Risk Assessment

SEVERITY		IMPACT	LIKELIHOOD				
			1	2	3	4	5
			Almost Certain	Very Likely	Possible	Unlikely	Rare
A	Extreme	Major spill, truck rollover, contamination of greater than 1000L	A1	A2	A3	A4	A5
B	Major	Spill resulting in contamination of 500L – 1000L	B1	B2	B3	B4	B5
C	Moderate	Spill resulting in spill kit clean-up of 250 – 500L	C1	C2	C3	C4	C5
D	Minor	Spill resulting in spill kit clean-up of less than 250L, but more than 50L	D1	D2	D3	D4	D5
E	Insignificant	Spill of less than 50L	E1	E2	E3	E4	E5

ASPECT	IMPACT	RISK MITIGATION MEASURES	RESIDUAL RISK
Spill	Soil or sand	<ul style="list-style-type: none"> ▶ Implement environmental emergency response plan. ▶ Suit up with PPE, inclusive of gloves, body suit, respiration, and eye protection ▶ Isolate pump. ▶ Barricade the affected area. ▶ Contain the spill with the spill kit resources. ▶ Report the incident 	D4
	Water ways/ stormwater drains	<ul style="list-style-type: none"> ▶ Implement environmental emergency response plan. ▶ Suit up with PPE, inclusive of gloves, body suit, respiration, and eye protection ▶ Isolate pump. ▶ Barricade the affected area. ▶ Contain the spill. ▶ Report the incident with the spill kit resources, and if safe to do so, use the waterways spill controls. DO NOT put yourself at risk. ▶ Report the incident 	C4
	Fauna, animals, and insects	<ul style="list-style-type: none"> ▶ Implement environmental emergency response plan. 	D4

		<ul style="list-style-type: none"> ▶ Suit up with PPE, inclusive of gloves, body suit, respiration, and eye protection ▶ Isolate pump. ▶ Barricade the affected area. ▶ Contain the spill with the spill kit resources. ▶ Report the incident 	
	Community exposed to biological contaminates	<ul style="list-style-type: none"> ▶ Implement environmental emergency response plan. ▶ Suit up with PPE, inclusive of gloves, body suit, respiration, and eye protection ▶ Isolate pump. ▶ Barricade the affected area and verbally warn community residents if they approach. ▶ Contain the spill with the spill kit resources. ▶ Report the incident 	D4
Track rollover	Contamination of localised environment	<ul style="list-style-type: none"> ▶ Assess condition, including those of the rolled vehicle and personnel and if safe to do so, respond as per the environmental emergency response plan. ▶ Implement environmental emergency response plan. ▶ Suit up with PPE, inclusive of gloves, body suit, respiration, and eye protection ▶ Isolate pump. ▶ Barricade the affected area. ▶ Contain the spill with the spill kit resources. ▶ Report the incident 	C4
	Contamination of waterways	<ul style="list-style-type: none"> ▶ Assess condition, including those of the rolled vehicle and personnel and if safe to do so, respond as per the environmental emergency response plan. ▶ Implement environmental emergency response plan. ▶ Suit up with PPE, inclusive of gloves, body suit, respiration, and eye protection ▶ Barricade the affected area and the rollover scene. ▶ Contain the spill with the spill kit resources. ▶ Report the incident with the spill kit resources, and if safe to do so, use the waterways spill controls. DO NOT put yourself at risk. ▶ Report the incident 	C4
	Responders exposed to biological contaminates	<ul style="list-style-type: none"> ▶ Assess condition, including those of the rolled vehicle and personnel and if safe to do so, 	C4

		<p>respond as per the environmental emergency response plan.</p> <ul style="list-style-type: none"> ▶ Advice responders of the biological exposure risks. 	
<p>Operation of Vac Truck</p> <ul style="list-style-type: none"> - Prestart checks - Septic extraction - Waste unload - Cleaning and shutdown 	Noise	<ul style="list-style-type: none"> ▶ Maintain maintenance as per manufacturers specifications. ▶ Ensure muffler is appropriate to soften the operational noise. ▶ Prestart checks with all identified defects corrected 	D4
	Spill from vac truck equipment failure	<ul style="list-style-type: none"> ▶ Prestart checks with all identified defects corrected. ▶ Implement environmental emergency response plan. ▶ Suit up with PPE, inclusive of gloves, body suit, respiration, and eye protection ▶ Isolate pump. ▶ Barricade the affected area. ▶ Contain the spill with the spill kit resources. ▶ Report the incident 	D4
	Exposure to biological contaminant	<ul style="list-style-type: none"> ▶ Suit up with PPE, inclusive of gloves, body suit, respiration, and eye protection ▶ Isolate pump ▶ Immediately hose off contaminant and disinfect exposed area. ▶ Clean up spill. ▶ Report the incident 	D4