

# **ENVIRONMENTAL MANAGEMENT PROCEDURE**

## **ENVIRONMENTAL PLANNING**

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### 1 DOCUMENT REVISION STATUS

0	10/02/2016	Initial Release	CC	RH
<b>REV. No.</b>	<b>REV. DATE</b>	<b>AMENDMENT DESCRIPTIONS</b>	<b>PREPARED BY</b>	<b>APPROVED BY</b>

## **2 PURPOSE**

The purpose of this procedure is to identify inputs and outputs of activities and processes undertaken at Jolly & Sons that interact with the environment (environmental aspects) and to assess these identified aspects in order to:

- determine which aspects have or can have significant impacts on the environment;
- ensure that the aspects relating to these significant impacts are considered in setting environmental objectives and targets.

## **3 SCOPE**

This procedure applies to all activities and processes undertaken at Jolly & Sons and all identified environmental aspects that it can control and over which it can be expected to have an influence.

## **4 RESPONSIBILITIES**

The HSEQ Manager is responsible for the environmental planning for all Jolly & Sons activities and monitoring the plan implementation through inspection and audit.

## **5 PROCEDURE DETAILS**

### **5.1 Policy**

Every action we take, in both a personal and business sense, may impact on the environment. It is important to recognise and understand the interrelationship between the processes and activities we undertake, and the resulting change to the environment, so that decisions can be made about which activities are important for the business to control, manage or reduce. Jolly & Sons' environmental management controls are based on the knowledge of the environmental aspects and impacts associated with the on-site activities. This ensures that the identified significant environmental impacts associated with these aspects are considered when setting environmental objectives.

### **5.2 Environmental Aspects and impacts**

The identification of environmental aspects is an ongoing process that determines the past, current and potential impacts (positive or negative) of Jolly & Sons activities on the environment. This process also includes the identification of the potential regulatory, legal and business exposures affecting the organisation.

The identification of environmental aspects and the evaluation of environmental impacts is a process that is undertaken in four steps:

- Selection of an activity or process.
- Identification of the environmental aspects of the activity or process.
- Identification of the environmental impacts.
- Evaluation of the significance of identified impacts.

These are detailed in sections 5.2.1-5.2.4.

### 5.2.1 Identifying Environmental Aspects

The first step is to select a process or activity and define how the process or activity interrelates with the environment. The result is the identification of the environmental aspects and documenting on Environmental Aspects and Impacts Register (Environmental Risk Register).

The following general criteria for assessing aspects should be considered:

- emissions to air
- releases to water
- contamination of land
- waste generation
- impact on stakeholders
- use of raw materials
- use of natural resources
- impact on ecology

Once as many environmental aspects of each activity or process have been documented how these environmental aspects change the environment are defined. These changes are the environmental impacts and they are documented on the Environmental Aspects and Impacts (Risk) Register.

Note: When assessing the changes that may occur to the environment it is important to evaluate actual and potential impacts on a local, regional and global level.

### 5.2.2 Assessing Significance of Environmental Impacts

Once the environmental aspects and impacts have been identified the next step is to determine those that are considered significant. Likelihood and/or frequency + consequence ratings for each environmental impact area assessed under normal/abnormal (standard operating conditions / shutdown and maintenance) and potential emergency situations.

Under normal/abnormal circumstances an assessment of the likelihood and consequence of environmental impacts should be undertaken based on the existing controls that are in place e.g. spillage of oil into a bund or noise from operations under normal circumstances.

Under emergency circumstances an assessment of the likelihood and consequence of environmental impacts should be undertaken based on worse case scenarios due to failure of existing controls e.g. oil storage tank leaking with failure of bunding or noise from a poorly maintained machine with unfavourable wind conditions.

Each risk will be assessed using a five level qualitative ranking of consequence and likelihood as listed in Table 1 and Table 2 of Appendix A respectively. This yields a five by five risk analysis matrix and results in five levels of risk: “catastrophic”, “major”, “moderate”, “minor” and “Insignificant”, as shown in Table 3 (Appendix A).

The risk ratings are allocated to each environmental impact using the Register of Environmental Aspects and Impacts as follows:

- Consider what can go wrong (Risk Identification)
- Determine how bad the outcome would be – Consequences (Appendix Table1)

- Determine how likely it is to happen – Likelihood (Appendix A Table2)
- Calculate the risk level (Appendix A Table3)

### **5.2.3 Actions on Significant Impacts**

When significant environmental impacts arising from operational and business activities and processes have been determined, and prioritised, an assessment is undertaken to determine which are to be addressed and what control measures are required. Where possible action must be taken to eliminate or minimise the impacts of those activities and processes that have a significant impact on the environment. This is achieved by controlling the environmental aspects that cause those impacts through either of the following:

- Developing/amending a procedure;
- Research the best method to eliminate or minimise the impact;
- Document the best practice;
- Implement the practice (by training etc);
- Monitor and review the outcome for effectiveness; and
- Setting environmental improvement objectives and targets.

### **5.2.4 Setting Objectives and Targets**

If the mitigation of an impact involves ongoing continual improvement of an environmental aspect (e.g. annual reduction in emissions) or requires resources and project management (e.g. upgrading chemical storage area), then it may require setting a specified environmental improvement objective and target(s).

Objectives and targets should have measurable performance indicators that can be used as a basis for environmental performance evaluation. When establishing environmental objectives and targets certain key factors will be taken into consideration.

These include:

- Compliance with all legal and other requirements.
- Identified significant environmental aspects.
- Available technological options including where practicable best available technology not entailing excessive cost.
- Financial implications and business requirements associated with identified objectives and targets.
- Views of stakeholders.
- Consistency with organizational policies and commitments.

Examples of Objectives and Targets may be as follows:

- Reduce the quantity of fuel consumed per hour worked by 3% this financial year.

- Reduce the quantity of oil consumed per hour worked by 7% this financial year.
- Reduce noise emissions by purchasing low noise plant and equipment. Replace 30% of equipment exceeding 85dB (at 10m) this financial year.
- Upgrade all hydrocarbon storage facilities to meet the requirements of AS1940.

Once environmental objectives and targets have been determined Environmental Management Programmes should be established and implemented to ensure that they are achieved.

## 6 APPENDIX A

### 6.1 Environmental Impact Assessment Tables

**Table 1: Qualitative Measures of Environmental Consequence**

Severity Level	Natural Environment	Legal/ Government	Heritage	Community/Reputation / Media
(1) Insignificant	Limited damage to Minimal area of low Significance.	Low-level legal Issue. On the spot fine. Technical non-compliance Prosecution unlikely. Ongoing scrutiny/ Attention from regulator	Low-level repairable damage to commonplace structures.	Low level social impacts. Public concern restricted to local complaints. Could not cause injury or disease to people.
(2) Minor	Minor effects on biological or physical environment. Minor short-term damage to small area of limited significance.	Minor legal issues, non-compliances and breaches of regulation. Minor prosecution or litigation possible. Significant hardship from regulator.	Minor damage to items of low cultural or heritage significance. Mostly repairable. Minor infringement of cultural heritage values.	Minor medium-term social impacts on local population. Could cause first aid injury to people. Minor, adverse local public or media attention and complaints.
(3) Moderate	Moderate effects on biological or physical environment (air, water) but not affecting ecosystem function. Moderate short-medium term widespread impacts (e.g. significant spills)	Serious breach of regulation with investigation or report to authority with prosecution or moderate fine possible. Significant difficulties in gaining approvals.	Substantial damage to items of moderate cultural or heritage significance. Infringement of cultural heritage / scared locations.	Ongoing social issues. Could cause injury to people which requires medical treatment. Attention from regional media and/or heightened concern by local community. Criticism by NGOs. Environmental credentials moderately affected.
(4) Major	Serious environmental affects with some impairment of ecosystem function. Relatively widespread medium-long term impacts.	Major breach of regulation with potential major fine and/or investigation and prosecution by authority. Major litigation. Project approval seriously affected.	Major permanent damage to items of high cultural or heritage significance. Significant infringement and disregard of cultural heritage values.	On-going serious social issues. Could cause serious injury or disease to people. Significant adverse national media/public or NGO attention. Environment/management credentials significantly tarnished.

(5) Catastrophic	Very serious environmental effects with impairment of ecosystem function. Long term, widespread effects on significant environment (e.g. national park)	Investigation by authority with significant prosecution and fines. Very serious litigation, including class actions. License to operate threatened.	Total destruction of items of high cultural or heritage significance. Highly offensive infringements of cultural heritage.	Very serious widespread social impacts with potential to significantly affect the well being of the local community. Could kill or permanently disable people. Serious public or media outcry (international coverage). Damaging NGO campaign. Reputation severely tarnished. Share price may be affected.
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**Table 2: Qualitative Measure of Likelihood**

Level	Descriptor	Description	Guideline
A	Almost Certain	Consequence is expected to occur in most circumstances.	Occurs more than once per month
B	Likely	Consequence will probably occur in most circumstances	Occurs once every 1 month – 1 year.
C	Occasionally	Consequence should occur at some time	Occurs once every 1 year – 10 years
D	Unlikely	Consequence could occur at some time	Occurs once every 10 years – 100 years.
E	Rare	Consequence may only occur in exceptional circumstances	Occurs less than once every 100 years.

**Table 3: Qualitative Risk Matrix**

	Maximum Reasonable Consequence				
Likelihood of the consequence	(1) Insignificant	(2) Minor	(3) Moderate	(4) Major	(5) Catastrophic
(A) Almost certain	Moderate	High	Extreme	Extreme	Extreme
(B) Likely	Moderate	Moderate	High	Extreme	Extreme
(C) Possible	Low	Moderate	High	Extreme	Extreme
(D) Unlikely	Low	Low	Moderate	High	Extreme
(E) Rare	Low	Low	Moderate	High	High

Base on the Risk score associated with an activity the following table should be used as a guide



Risk score	Action required
Extreme	Immediate action required.
High	Action plan required, senior management attention needed
Moderate	Specific monitoring or procedures required, management responsibility must be specified.
Low	Manage through routine procedures

### 6.1.1 Non Conformance, Corrective and Preventative action

Environmental incidents or non conformances, corrective and preventive actions are managed in accordance with Control of Non Conformance Procedure. Environmental incidents, near misses and potential hazards as detailed below, as a minimum, are reported:

- Breach of legal and other requirements;
- Environmental damage;
- Environmental pollution / contamination;
- Unapproved impacts on vegetation, flora, fauna, surface (fresh and marine) waters, heritage sites and ground water; and
- Unapproved emissions to air land and water.

Appropriate and immediate control measures are undertaken to minimise the extent of environmental damage or pollution arising from incidents. The Client is notified of incidents as soon as possible, no later than within 24 hours of the occurrence being detected. All incidents are documented on an Event Report (Appendix B) form and input into the incident management system.

Corrective and preventive actions are appropriate to the nature and scale of the incident, and are completed within an agreed timeframe. Corrective and preventive actions address the root causes of the incident, and reduce the probability of incident recurrence.

The review and/ or revision of the risk register, relevant procedures and documentation is included as part of corrective/ preventive actions. Such revisions are communicated to all personnel affected by the changes, including the Client, prior to implementing. Effectiveness of corrective and preventative actions is assessed as part of incident investigation process,

### 6.1.2 Reporting and Investigation

In the event of an incident resulting in significant environmental pollution or damage, breach of legal requirements or a complaint from the public, it is immediately notified to the Client and a full investigation is initiated. The HSEQ Manager undertakes such incident investigations and reports in accordance with the regulatory requirements.

## **MANAGEMENT SYSTEM PROCEDURE**

### **LISTED WASTE MANAGEMENT**

# NTEPA LISTED WASTE MANAGEMENT PROCEDURE

DocID: 0344 Rev0 Issued: 18Sep19 Approved By: HSEQ Consultant



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## 1 DOCUMENT REVISION STATUS

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## 2 ABOUT THIS DOCUMENT

This document covers the management of transportation of Listed Waste throughout the Northern Territory and into Western Australia.

### 2.1 Purpose

The aim of this procedure is to tie in the Jolly & Sons current BMS and to compile the associated procedures for the movement and management of "Listed Waste" into one document, so as to minimise the amount of paperwork our Team need to have on-board whilst transporting "Listed Waste".

### 2.2 Responsibility

The NT Branch Manager has primary responsibility for ensuring that this procedure is complied to whilst the Jolly & Sons Team transport "Listed Waste".

### 2.3 Document References

DocID	Details
0211	TERP Transport Emergency Response Plan
4020	NTEPA Completing Waste Transport Certificate
0154	DG Bag Contents List
0346	Vehicle Spill Bag Contents List
0227	Operations Management Procedure

### 2.4 Definitions and Abbreviations

Listed Waste	Jolly & Sons are licensed by the NTEPA to transport Listed Waste in the following categories: <ol style="list-style-type: none"><li>1. Fly Ash</li><li>2. Used tyres</li><li>3. Acidic solutions or acids in solid form</li><li>4. Oils no longer fit for their original purpose.</li></ol>
NTEPA	Northern Territory Environmental Protection Agency
WTC	The Waste Transport Certificate (WTC) provides environmental agencies across Australia with comprehensive information on the movement of controlled wastes between jurisdictions. The information helps to minimise adverse effects on human health and the environment by ensuring wastes are properly identified, transported, and reach appropriate facilities for treatment, recycling, storage and/or disposal.

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## 3 PROCEDURE

### 3.1 Collection or Receiving

When taking the booking for a “Listed Waste” the client is to be advised that they will be required to complete a Waste Transport Certificate. If the booking is for a pick up then the driver is to use the WTC Book and have the designated client representative to complete section 1 of the WTC.

The NT Administrator will load the detail of the pick up into ‘Transvirtual’ as assign a vehicle and driver for the pick-up.

Prior to leaving the Jolly & Sons site the driver will ensure that they have the correct PPE on (long trousers, long sleeve shirt, safety boots, and chemical safety glasses). The driver will also ensure that the vehicle has a spill kit and DG bag on board and that the contents are correct (using the appropriate checklists see Appendix 1 & 2).

The pick-up driver will verify that all details are correct and complete section 2 of the WTC (unless pre completed by the NT Administrator), they will then complete any further “pick-up” paperwork prior to leaving the client site.

The driver will then secure the load as per the Load Restraint Guide requirements and return back to site.

### 3.2 Loading & Freight Consolidation DocID 0227

Once freight is returned to site, unless it has been loaded to go (full trailer or scheduled trailer) it is unloaded and put into the correct departure bay ready for the scheduled service departure later that day. Full workflow as per Fig 1

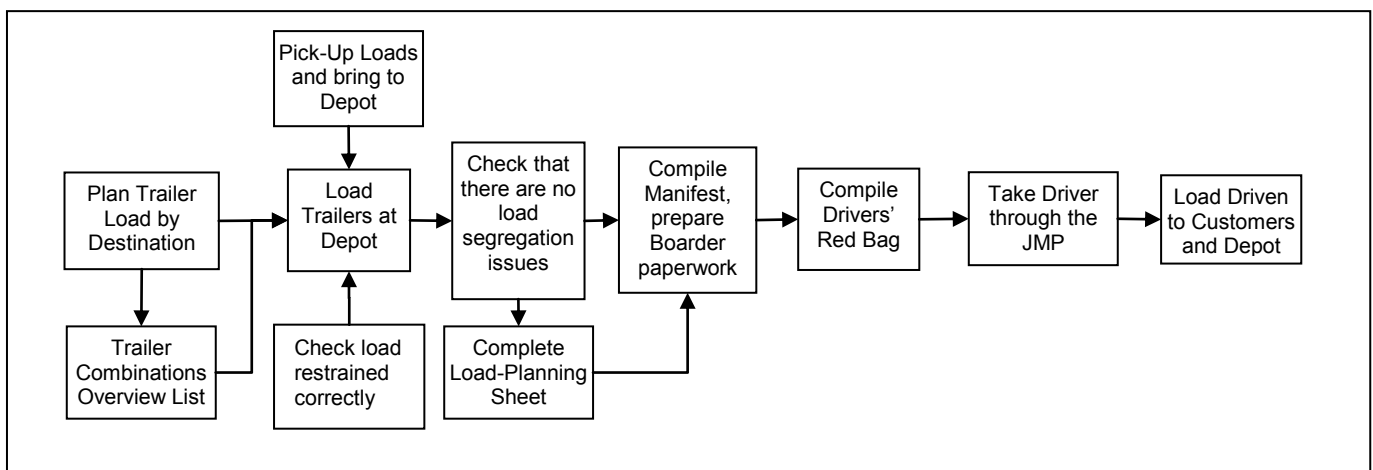


Fig 1

Trailers are loaded in accordance with 0270\_OHS-SWP-005 SWP - Unloading Trailers, 0329\_OHS-SWP-014 Dangerous Goods and 0268\_OHS-SWP-003 SWP - Truck Loading

The overarching procedure for the management of operations is 0227\_QMS-PR-009 Operations Planning and Management.

### 3.3 Transportation

To make the most effective use of trailers they need to be fully loaded and consignments need to be positioned for easy, safe loading and unloading.

Because a wide range of shipments are received from Customers, and they can arrive at the depot at any time prior to despatch, it is vital to plan where loads are placed on trailers and to identify what trailer configurations will be needed to make deliveries.

The Trailer Combination Sheet is developed by the Branch Manager or Supervisor and given to the Yard-staff to advise them which loads are to go onto particular trailers and dollies.

The Trailer Load-Out Sheet is compiled by the Yard-staff for the truck drivers so that they know what loads are on each trailer and where they are positioned. All sections of the Load-Out sheet are to be completed and signed off. The Branch Manager or their nominee is responsible for ensuring photographs of the load out are taken and uploaded

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All freight is transported in accordance with Jolly & Sons approved procedures which take into consideration all/any state or territory licencing special requirements including completion of 4020\_completing\_waste\_transport\_certificates.

All journeys are planned and all prime movers have in vehicle tracking and communication installed, and is covered by 0212\_OHS-PR-018 Journey Management Plan Procedure.

## 3.4 Risk Assessment & Management

Risks and impacts associated with the transportation of general freight, dangerous goods and listed waste have been considered as part of the Jolly & Sons risk management process and are covered by 0201\_OHS-PR-007 Risk Management Procedure and 0264\_OHS-RA-003 Risk Assessment – Transport;

## 3.5 Delivery

Deliveries to clients are managed via the 'Transvirtual' system. Once all freight has been received into the destination depot it is checked and then sent to the client. The client is required to sign the connote upon receipt of the freight and complete the Waste Transport Certificate (WTC) DocID 4020\_completing\_waste\_transport\_certificate.

All paperwork is then returned back to the depot where it is check and data entered into the 'System' the completed Waste Transport Certificate (WTC) is then sent the NTEPA.

## 3.6 Reporting

Reporting to the NTEPA is done through the Annual Reporting Process, unless there is a requirement to report an incident. Internally this process is audited through the Jolly & Sons internal audit program and forms part of the 'Management Review' process under ISO Certification.

## 3.7 Maintenance (extract) DocID 0226

Physical assets, especially trucks and trailers, shall be maintained in the condition needed to safely meet the required haulage service and meet customer delivery targets.

### 3.7.1 Fleet Maintenance Management

It is compulsory that all our transport vehicles meet the requirements of both the Mainroads WA and the National Heavy Vehicle Accreditation Scheme (NHAS).

The roadworthiness of our fleet is achieved through our maintenance management methods and practices. Maintenance Management is used to ensure our road haulage assets comply with the National Road Transport Reform (Vehicle Standards) Regulations and all relevant Australian Design Rules. These regulations state mandatory minimum requirements for the safe design, construction and maintenance of heavy haulage vehicles.

### 3.7.2 Preventive Maintenance Strategy and Program

Trucks and trailers are maintained to meet all legal and regulatory requirements needed for safe road worthiness. We execute a preventive maintenance program to eliminate downtime, enhance the safety of our drivers and provide safe vehicles on public and customer roads.

Physical assets will have a maintenance strategy that sustains their design service and duty and ensures that they are sufficiently reliably to use them when required at least 99.5% of the time.

A maintenance program will be established to deliver the maintenance strategy for each item on the asset register.

### 3.7.3 Road Haulage Vehicle Maintenance Process

#### 3.7.3.1 Scheduled Maintenance

Trucks and equipment used for road haulage are put onto a preventive maintenance schedule based on the distance covered and the locations travelled. The applicable maintenance schedule sheet is used to trigger the required inspections and replacements. The work performed and the condition of the equipment is recorded on the schedule sheets.

Truck batteries are changed with new ones annually.

Recapped tyres are not permitted on transport fleet vehicles.

Equipment used in Two-Up services gets brand new tyres when it enters into that service. The vehicles that are continuously moving get the best running equipment that the Company can provide.

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Tyres are inspected by the Tyre Fitter during the relevant scheduled service. Tyres in good condition are ticked as suitable on the schedule sheet. Tyres that need rotation or change are actioned and the actions taken are noted on the schedule sheet.

Truck tyres are replaced with new ones when treads are about 50% used and then rotated onto the trailers and dollies to get maximum duty and value from the tyres. The practice of only having new tyres on trucks is adopted to insure minimal downtime for prime movers. The practice of not running tyre treads down to the minimum allowance is adopted to ensure tyres will always have enough tread to ensure prime movers will complete two-up trips without the potential risk of blow outs and punctures at any stage of the journey.

Tyres are re-grooved only once on tyres which have sufficient depth of rubber to safely accommodate re-grooving.

Returning trucks are washed in the wash bay to enhance the company's appearance.

## 3.7.3.2 Minor Maintenance

Drivers doing deliveries inspect their truck and trailers for problems each day, such as indicator lights, tyres, etc. If they can do their own repairs on the spot they will do so and make a note in the Repair Request Book. If the issue cannot be corrected, and it does not prevent travelling, then a record is made of the problem in the Repair Request Book and the journey continued. Unresolved maintenance issues are recorded in a Repair Request Book.

Repair Request Sheets are handed to the workshop mechanic who will include the repair work with the scheduled maintenance to be conducted on the vehicle

## 3.8 Emergency Situations, Procedures & Response

### 3.8.1 Vehicle Emergencies

EMERGENCY PROCEDURES	
IF THIS HAPPENS	DO THIS
<b>Engine Fire</b>  <b>PPE:</b> Long Sleeve Shirt Long Trousers Safety Boots Eye Protection	<ul style="list-style-type: none"> <li>Shut off the engine and any electrical equipment and leave 'off'.</li> <li>Use fire extinguisher provided in the vehicle.</li> <li>Inject the contents through any available opening, without raising the bonnet is possible opening.</li> <li>If necessary, extinguish fire with sand, earth or large amounts of water.</li> <li>If unable to control fire, evacuate immediate area and keep upwind.</li> <li>Contact police and local fire brigade.</li> <li>Tell them location and condition of vehicle and any damage observed</li> <li>Advise of <b>Dangerous Good</b> or <b>Listed Waste</b> in load.</li> <li>Advise Direct Supervisor.</li> <li>Warn other traffic.</li> </ul>
<b>Cabin Fire</b>  <b>PPE:</b> Long Sleeve Shirt Long Trousers Safety Boots Eye Protection	<ul style="list-style-type: none"> <li>Shut off the engine and any electrical equipment and leave 'off'.</li> <li>If safe to do so remove burning materials.</li> <li>Beware of toxic fumes form burning upholstery.</li> <li>Use fire extinguisher provided in the vehicle.</li> <li>If necessary, extinguish fire with sand, earth or large amounts of water.</li> <li>If unable to control fire, evacuate immediate area and keep upwind.</li> <li>Contact police and local fire brigade.</li> <li>Tell them location and condition of vehicle and any damage observed</li> <li>Advise of <b>Dangerous Good</b> or <b>Listed Waste</b> in load.</li> <li>Advise Direct Supervisor.</li> <li>Warn other traffic.</li> </ul>
<b>Cargo Fire</b>  <b>PPE:</b> Long Sleeve Shirt Long Trousers Safety Boots Eye Protection	<ul style="list-style-type: none"> <li>Shut off the engine and any electrical equipment and leave 'off'.</li> <li>Where the cargo requires special procedures, refer to HAZCHEM code on the EPG card or HB 76 for substance involved.</li> <li>Use Personal Protective Equipment (PPE) from DGE Bag.</li> <li>Use fire extinguisher provided in the vehicle.</li> <li>If necessary, extinguish fire with sand, earth or (if HAZCHEM Code permits) large amounts of water.</li> <li>If safe to do so remove burning materials from cargo or remove other materials from area of fire.</li> </ul>

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|  | <ul style="list-style-type: none"><li>• If not keep goods cool by spraying with water.</li><li>• If unable to control fire, evacuate immediate area and keep upwind.</li><li>• Contact police and local fire brigade.</li><li>• Tell them location, material, quantity, <b>Dangerous Good</b> or <b>Listed Waste</b>, UN Number and emergency contact as well as condition of vehicle and any damage observed</li><li>• Advise Direct Supervisor.</li><li>• Warn other traffic.</li></ul> |
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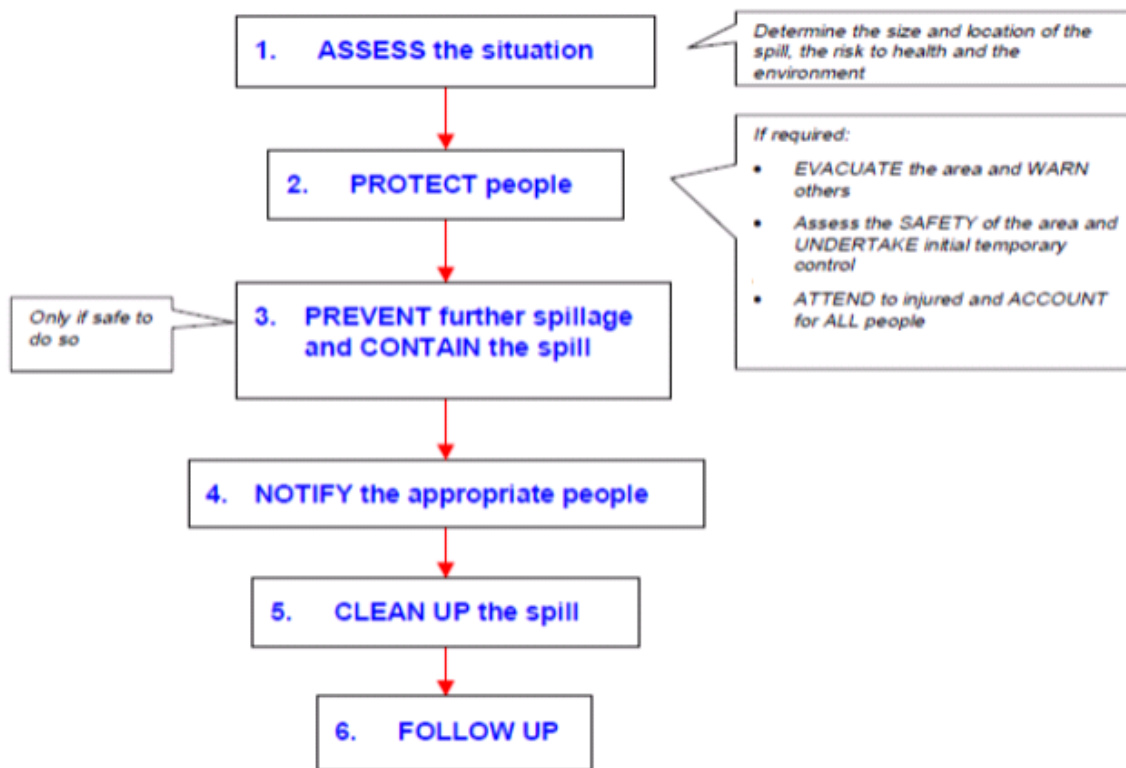


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## 3.8.2 Cargo Spill – Listed Waste



### Step 1 - ASSESS the situation

ASSESS the spill to determine its size and material (this is used to determine the appropriate level of notification):

Material	Hydrocarbons	Water Based	Solids	Gases	PPE
	Fuels, oils,	acid,	acid,	Acetylene, hydrogen, LP gas, nitrogen, argon, oxygen, chlorine gas	<b>PPE Minimum:</b> Long Sleeve Shirt Long Trousers Safety Boots Eye Protection
<b>MINOR spill:</b>	Spill is contained on either concrete or bitumen.		Localised impact within the refinery	Release of gas that can be isolated without requiring evacuation of people in the area.	<b>PPE Minimum +</b> Requirements from SDS & HB76:2010
<b>MAJOR spill:</b>	Spill comes in contact with unprotected ground		Widespread impact	Release of gas that requires evacuation of people in the area	<b>PPE Minimum +</b> Requirements from SDS & HB76:2010
<b>EXTREME spill:</b>	Any impact outside with the potential to cause environmental impact or community concern				<b>PPE Minimum +</b> Requirements from SDS & HB76:2010

### Step 2 - PROTECT people

- ACTIVATE evacuation, fire & rescue or ambulance procedures if there is risk of fire or injuries.
- Those confronted by a spill should never put themselves or others in danger while trying to control it.

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## Step 3 - PREVENT further spillage and CONTAIN the spill

Material	Hydrocarbons	Water Based	Solids	Gases
<b>1. PREVENT ignition</b>	<ul style="list-style-type: none"> <li>- Remove all ignition sources.</li> <li>- Barricade and erect signs as necessary.</li> <li>- Call fire brigade if there is a potential fire risk.</li> </ul>	Not applicable	Prevent further release of solids by controlling the source.	<ul style="list-style-type: none"> <li>- Evacuate the area.</li> <li>- Remove all ignition sources.</li> </ul> <p>Call fire brigade if possibility of fire.</p>
<b>2. PREVENT further spill</b>	Close valve, isolate line, plug leak, empty leaking tank into another container or place container under leak.	Close valve, isolate lines, plug leak, empty leaking tank into another container or place container under leak.		Close valve, isolate line or plug leak.
<b>3. CONTAIN spilt material</b>	<ul style="list-style-type: none"> <li>- Construct earth bund or dam water course - use gravel, ore, clay.</li> <li>- Contain with absorbent booms and pillows. Booms can be used on top of water to absorb oil.</li> <li>- DO NOT dilute or disperse with water or detergent.</li> </ul>	<ul style="list-style-type: none"> <li>- Construct earth bund, dam water course, use gravel, ore, clay.</li> <li>- Contain with absorbent booms and pillows.</li> <li>- DO NOT neutralise caustic or acidic spills.</li> </ul>		

## Step 4 - NOTIFY the appropriate people

Depending on the circumstances other people will be notified by the supervisor

Spill Type	Notifications	Timing
<b>ALL Spills</b>	<ul style="list-style-type: none"> <li>• Direct Supervisor (who will) <ul style="list-style-type: none"> <li>◦ Notify HSEQ Manager</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• As soon as spill contained and it is safe to do so.</li> <li>• Immediately</li> </ul>
<b>MAJOR Spills</b>	<ul style="list-style-type: none"> <li>• Direct Supervisor (who will) <ul style="list-style-type: none"> <li>◦ Notify HSEQ Manager</li> <li>◦ Notify General Manager</li> <li>◦ Notify Appropriate agencies</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• As soon as spill contained and it is safe to do so.</li> <li>• Immediately</li> </ul>
<b>EXTREME Spills</b>	<ul style="list-style-type: none"> <li>• Direct Supervisor (who will) <ul style="list-style-type: none"> <li>◦ Notify HSEQ Manager</li> <li>◦ Notify General Manager</li> <li>◦ Notify Appropriate agencies</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• As soon as spill contained and it is safe to do so.</li> <li>• Immediately</li> </ul>

# NTEPA LISTED WASTE MANAGEMENT PROCEDURE

DocID: 0344 Rev0 Issued: 18Sep19 Approved By: HSEQ Consultant



## Step 5 - CLEAN UP the spill and the environment

Material	Hydrocarbons	Water Based	Solids	Gases
<b>1. RECOVER all material</b>	<ul style="list-style-type: none"> <li>- Wear suitable personal protective equipment.</li> <li>- Use oil skimmer, absorbents, oil recovery trailer, pump, or vacuum truck.</li> </ul>	<ul style="list-style-type: none"> <li>- Wear suitable personal protective equipment.</li> <li>- Dilute cautiously with water if spill is a concentrated solution, to reduce the hazard to those cleaning up, and reduce damage to clean-up equipment.</li> <li>- Pump, or vacuum truck.</li> <li>- Use absorbent material.</li> </ul> <p>Dilute further with water if it increases the amount of material that can be recovered.</p>	<ul style="list-style-type: none"> <li>- Wear suitable personal protective equipment.</li> <li>- Use loader, bobcat, truck.</li> </ul>	Dissipate the gas if safe to do so. Increase ventilation.
<b>2. CLEAN up environment</b>	<ul style="list-style-type: none"> <li>- Dig out contaminated soil and dispose to appropriate area.</li> <li>- Dispose of recovered liquids to appropriate area.</li> </ul>	<ul style="list-style-type: none"> <li>- Dig out contaminated soil and dispose to appropriate area.</li> <li>- Dispose of recovered liquids to appropriate area.</li> </ul>	<ul style="list-style-type: none"> <li>- Dig out contaminated soil and dispose to appropriate area.</li> </ul>	

## Step 6 - FOLLOW UP

<b>1. MONITOR environmental impacts</b>	<ul style="list-style-type: none"> <li>• Monitor Surface water, ground water and air quality as appropriate.</li> </ul>
<b>2. REVIEW the response to the spill</b>	<ul style="list-style-type: none"> <li>• Check actual performance against this procedure.</li> <li>• Conduct a review or an investigation if appropriate.</li> </ul>
<b>3. COMPLETE all reporting</b>	<ul style="list-style-type: none"> <li>• Raise an Environmental Incident Report as soon as practicable after the spill.</li> <li>• Write internal reports, or reports to Government as necessary.</li> </ul>
<b>4. MODIFY practices to prevent a re-occurrence.</b>	<ul style="list-style-type: none"> <li>• Modify procedures.</li> <li>• Communicate with relevant people.</li> </ul>

# NTEPA LISTED WASTE MANAGEMENT PROCEDURE

DocID: 0344 Rev0 Issued: 18Sep19 Approved By: HSEQ Consultant



## 4 Appendix 1 (Spill Kit Contents Checklist) DocID 0346

<b>Fleet #:</b>		<b>Issue Date:</b>	
<b>Audited by:</b>		<b>Signature:</b>	

**Please Note:**

1. Photo to be taken of contents of bag at time of audit and submitted to QHSE with this form
2. Any items with expiration dates must be checked. Expired items must be replaced

Quantity Requirement	Item Description	Quantity in Bag	Reorder Y/N	Comments
1	Heavy Duty Bag			
1	Instruction Sheet			
1	Disposable Bag			
1 pair	Gloves – Chemical Resistant			
2	Absorbent Socks			
15	Pads			



### WHAT TO DO WHEN A SPILL OCCURS

Identify spilled product. If you are NOT familiar with the liquid & its chemical properties, vacate the area and contact proper authorities.

- 1. Risk Assessment**  
Evaluate the type of material spilled and identify the source.
- 2. Protective Clothing**  
Wear the appropriate protective gear for the situation.  
If the source or the material are not identifiable assume the worst.
- 3. Containment**  
Contain the liquid and seal the drains.
- 4. Stop the Source**  
Close valves, rotate punctured drums and plug leaks where it is possible and safe to do so.
- 5. Begin Clean-Up**  
Use SPC sorbents to absorb spilt liquids.
- 6. Contact Authorities**  
Report the spill to the local council or the relevant regulatory authority.  
Be sure to fill out the necessary reports in accordance with local laws.
- 7. Disposal of Used Material**  
Absorbent materials take on the characteristics of whatever they absorb.  
Be sure to dispose of used absorbents and spilt liquids in accordance with local laws.
- 8. Decontaminate**  
Clean all tools and re-usable materials properly before reuse.
- 9. Restock Materials**  
Replace absorbent materials and safety equipment used in any clean-up operation.
- 10. Review Contingency Plans and Procedures.**

**IF A SERIOUS SPILL OCCURS, CONTACT THE RELEVANT REGULATORY AUTHORITIES FOR DIRECTION AND ASSISTANCE FOR THE PROBLEM.**

**DUE TO POSSIBLE TOXIC & HAZARDOUS FLUIDS ABSORBED, WE DO NOT RECOMMEND DISPOSAL PROCEDURES. YOU SHOULD CONTACT YOUR LOCAL AUTHORITIES.**

# NTEPA LISTED WASTE MANAGEMENT PROCEDURE

DocID: 0344 Rev0 Issued: 18Sep19 Approved By: HSEQ Consultant



## 5 Appendix 2 (DG Bag Contents Checklist) DocID 0154

<b>Fleet #:</b>		<b>Issue Date:</b>	
<b>Audited by:</b>		<b>Signature:</b>	

**Please Note:**

3. Photo to be taken of contents of bag at time of audit and submitted to QHSE with this form
4. Any items with expiration dates must be checked. Expired items must be replaced

Quantity Requirement	Item Description	Quantity in Bag	Reorder Y/N	Comments
1	Heavy Duty Bag			
1	Flashlight inc. Batteries (compliant to AS2380.7)			
1	Chemical Resistant Coveralls			
1	Goggles (positive seal)			
1	Respirator Breathing Apparatus inc. Filters			
1 pair	Gloves – Thermally Insulated			
1 pair	Gloves – Chemical Resistant			
1 pair	Boot covers – Chemical Resistant			
2	Saline solution - 500ml Bottle			





ENVIRONMENTAL ASPECT	POTENTIAL IMPACT	RISK RATING	COMPLIANCE REQUIREMENTS AND RELATED GUIDELINES (SUMMARIES FOR MAJOR RISK ASPECTS)	CONTROL EQUIPMENT AND RELATED STANDARD PROCEDURES	OBJECTIVES AND TARGETS	APPLICABLE MONITORING OR PERFORMANCE INDICATOR
<b>ROAD TRANSPORT AND OPERATION OF TRUCKS AND FORKLIFTS</b>						
<b>Engine Operation and Exhaust Emissions</b>	Atmospheric pollution and release of greenhouse gases.	Low	WA Waste Management and Pollution Control (Environmental Noise) Regulations	Maintenance of vehicles to scheduled Maintenance Plans, use of daily Forklift Checklist.	<u>Objective</u>	Safety and Environment Audits as per QMS-PR-004
	Use of non- renewable resources (e.g.: fuel and oils).		NT Waste Management and Pollution Control Act	Drivers are appropriately trained in efficient driving skills.	Minimised exhaust emissions.	Volume of fuel purchased and running costs as a percentage (%) of Contract costs.
	Potential noise issues from noisy exhausts.		NT Environmental Protection Act	Selection of efficient routes for road transport of goods.	<u>Target</u>	
				Contractor Maintenance Service Agreements.	Five percent (5%) increase in energy efficiency.	
				Non-conforming incidents reported.		
<b>Accidental spillage of oils, fuel or transported goods with potential for fire or explosion</b>	Contamination of land or receiving waters.	Medium	Waste Management and Pollution Control Act.	Re-fuelling or maintenance activities in designated areas.	<u>Objective</u>	Incidents reported and investigated.
	Loss of resources.		Water Act.	Procedures, training and reviews, following of Safe Handling of Hazardous Goods Procedure and Dangerous Goods Procedure.	Zero spill to land/water.	Satisfactory Re-fuelling and Maintenance Contractor performance.
	Air emissions from spillage.		Dangerous Goods Act.	Spill response kits available during re-fuelling.	<u>Target</u>	Volume of spillages.
	Generation of waste from clean-up materials.		WA Health Act.	Generated spillage clean-up wastes disposed of as per onshore waste management.	Zero spillage of oil to environment.	
	Impacts on human health.		ANZECC Australian Water Quality Guidelines for Fresh and Marine Waters.	Programmed maintenance of equipment (for example Inspection of hydraulic hoses for wear and tear).		
	Physical damage to land/property.		National Environment Protection Measure (Assessment of Site Contamination).	Contractors Service Agreement.		
			NT Public & Environmental Health Act	Following of Incident and Emergency Procedures.		
<b>Accidental spillage of Listed Waste</b>	Contamination of land or receiving waters.	Medium	Waste Management and Pollution Control Act.	Re-fuelling or maintenance activities in designated areas.	<u>Objective</u>	Incidents reported and investigated.
	Loss of resources.		Water Act.	Procedures, training and reviews, following of Safe Handling of Hazardous Goods Procedure and Dangerous Goods Procedure.	Zero spill to land/water.	Satisfactory Re-fuelling and Maintenance Contractor performance.





ENVIRONMENTAL ASPECT	POTENTIAL IMPACT	RISK RATING	COMPLIANCE REQUIREMENTS AND RELATED GUIDELINES (SUMMARIES FOR MAJOR RISK ASPECTS)	CONTROL EQUIPMENT AND RELATED STANDARD PROCEDURES	OBJECTIVES AND TARGETS	APPLICABLE MONITORING OR PERFORMANCE INDICATOR
	Air emissions from spillage.		Dangerous Goods Act.	Spill response kits available during re-fuelling.	<b>Target</b>	Volume of spillages.
	Generation of waste from clean-up materials.		WA Health Act.	Generated spillage clean-up wastes disposed of as per onshore waste management.	Zero spillage of Listed Waste to environment.	
	Impacts on human health.		ANZECC Australian Water Quality Guidelines for Fresh and Marine Waters.	Programmed maintenance of equipment (for example Inspection of hydraulic hoses for wear and tear).		
	Physical damage to land/property.		National Environment Protection Measure (Assessment of Site Contamination).	Contractors Service Agreement.		
			NT Environmental Protection Licence	Following of Incident and Emergency Procedures.		
<b>Release of air emissions and potential for fire or explosion from fuel, oil or transported goods spillage</b>	Atmospheric pollution and release of greenhouse gases.	Low	Waste Management and Pollution Control Act.	Awareness of MSDS Guidelines for safe handling of fuels and chemicals.	<b>Objective</b>	Incidents reported and investigated.
	Water pollution (oil and foam from chemical extinguishers).		Water Act.	Procedures, training and reviews, following of Safe Handling of Hazardous Goods Procedures.	Minimise the release of air emissions whilst re-fuelling.	Satisfactory Re-fuelling Contractor performance.
	Impacts on human health.		Dangerous Goods Act.	Non-conforming incidents reported.		Environmental compliance a component of fuel tendering process.
	Physical damage to land/property.		WA Health Act. NT Public & Environmental Health Act	Following of Incident and Emergency Procedures.		
			National Environment Protection Measure (Assessment of Site Contamination).			
			National Environment Protection Measure (National Pollution Inventory).			
<b>Generation of vehicle and equipment maintenance wastes</b>	Loss of resources if not re-used or re-cycled.	Low	Waste Management and Pollution Control Act.	Use of Onshore Waste Management Procedure.	<b>Objective</b>	Volumes of wastes able to be re-cycled as a percentage of total waste generated.
	Potential for pollution of land and waters if stored and disposed of in negligent manner.		Water Act.	Vehicle maintenance waste removed by Service Contractor.	All waste produced from re-fuelling and maintenance activities disposed of or re-cycled appropriately.	Disposal records of consumables.
			Dangerous Goods Act.	Oil drums and chemical containers collected by approved Re-cycling Contractor.	<b>Target</b>	



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ENVIRONMENTAL ASPECT	POTENTIAL IMPACT	RISK RATING	COMPLIANCE REQUIREMENTS AND RELATED GUIDELINES (SUMMARIES FOR MAJOR RISK ASPECTS)	CONTROL EQUIPMENT AND RELATED STANDARD PROCEDURES	OBJECTIVES AND TARGETS	APPLICABLE MONITORING OR PERFORMANCE INDICATOR
			National Environment Protection Measure (Assessment of Site Contamination).	Waste oil stored in drums and collected as needed by Re-cycler.	Ninety percent (90%) of waste tyres and oils re-cycled.	
			National Environment Protection Measure (Used Packaging Materials).	Tyres collected by Approved Re-cycler.		
MATERIALS HANDLING						
Potential spillage or explosion from mishap in movement of hazardous goods on site	Contamination of land or receiving waters.	Medium	Waste Management and Pollution Control Act.	Procedures, training and reviews, following of Safe Handling of Hazardous Goods Procedures.	Objective	Incidents reported and investigated.
	Loss of resources, product for offshore Client .		Water Act.	Use of Chem-Alert Hazardous Goods Inventory System to provide info to Emergency Services.	Zero spill to land/water.	Auditing and task observations of material handling operations via QMS-PR-004 Auditing Procedure.
	Air emissions from spillage.		Dangerous Goods Act.	Following Safe Forklift Operation Procedure.	Target	Volume of spillages or product loss.
	Generation of waste from clean-up materials.		WA Health Act.	Spill response kits available on site.	Zero spillage to environment.	
	Impacts on human health.		ANZECC Australian Water Quality Guidelines for Fresh and Marine Waters.	Generated spillage clean-up wastes disposed of as per onshore waste management.		
	Physical damage to land/property.		National Environment Protection Measure (Assessment of Site Contamination).	Non-conforming incidents reported.		
TOOL USE AND EQUIPMENT OPERATION						
Generation of workshop wastes such as rags, containers, plastics, component equipment, used oil drums and chemical containers	Loss of resources if not reused or re-cycled.	Low	Waste Management and Pollution Control Act.	Use of Onshore Waste Management Procedure.	Objective	Volumes of wastes able to be re-cycled.
	Potential for pollution of land and waters from negligent waste storage and disposal.		Water Act.	Use appropriate rags for oil disposal.	Minimised waste produced from maintenance and workshop activities.	Percentage of metal sold for re-cycling as percentage (%) of waste metal handled.
			Dangerous Goods Act.	Use components with replaceable parts rather than disposable.	Target	Disposal records of consumables.
			WA Health Act.	Oil drums and chemical containers collected by approved Re-cycling Contractor.	Implementation of Re-cycle Waste Contract	
			National Environment Protection Measure (Used Packaging Materials).	Scrap metal and offcuts re-cycled where possible.	95% of waste metal sold for metal recycling 70% of other waste re-cycled.	





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ENVIRONMENTAL ASPECT	POTENTIAL IMPACT	RISK RATING	COMPLIANCE REQUIREMENTS AND RELATED GUIDELINES (SUMMARIES FOR MAJOR RISK ASPECTS)	CONTROL EQUIPMENT AND RELATED STANDARD PROCEDURES	OBJECTIVES AND TARGETS	APPLICABLE MONITORING OR PERFORMANCE INDICATOR
Potential spillage/ leakage of oil from sling greasing bath operation	Contamination of land or receiving waters.	Low	Waste Management and Pollution Control Act.	Sling bath comprises 400 L capacity with secure lid arrangement.	Objective	Incidents reported and investigated.
	Generation of waste from clean-up materials.		Water Act.	No oil drained/removed, only topped up with oil as required.	Zero spill to land/water.	Auditing and task observations of material handling operations via QMS-PR-004 Auditing Procedure.
			Dangerous Goods Act.		Target	Volume of oil spillages.
			WA Health Act.	Spill response kits available on site.	Zero spillage to environment.	
			ANZECC Australian Water Quality Guidelines for Fresh and Marine Waters.	Generated spillage clean-up wastes disposed of as per onshore waste management.		
			National Environment Protection Measure (Assessment of Site Contamination).	Non-conforming incidents reported.		
YARD AND WAREHOUSE STORAGE						
Incident involving stored oils, fuels and chemicals in dangerous goods yard	Contamination of land or receiving waters.	High	Waste Management and Pollution Control Act.	Above ground diesel tank is bunded.	Objective	Discharge from yard interceptor inspected for oil and grease before release.
			Dangerous Goods Act.		Zero spill to land/water.	Incidents reported and investigated.
	Air emissions from spillage.		WA Health Act.	Procedures, training and reviews, following of Safe Handling of Hazardous Goods Procedures.	Target	Auditing and task observations storage areas QMS-PR-004 Auditing Procedure.
	Generation of waste from clean-up materials.		No actual Licence, by WA Environment Department aware of Site Inventory.	Use of Chem-Alert Hazardous Goods Inventory System to provide information to Emergency Services.	Zero spillage to environment.	Volume of spillages as a percentage of material stored.
	Impacts on human health.		ANZECC Australian Water Quality Guidelines for Fresh and Marine Waters.	Spill response kits available on site.		Site map of areas where spills have occurred to be implemented.
	Physical damage to land/property.		National Environment Protection Measure (Assessment of Site Contamination).	Generated spillage clean-up wastes disposed of as per onshore waste management.		
				Non-conforming incidents reported.		
				Following of Incident and Emergency Procedures.		



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# Environmental Aspects Register

EMS-RG-002

ENVIRONMENTAL ASPECT	POTENTIAL IMPACT	RISK RATING	COMPLIANCE REQUIREMENTS AND RELATED GUIDELINES (SUMMARIES FOR MAJOR RISK ASPECTS)	CONTROL EQUIPMENT AND RELATED STANDARD PROCEDURES	OBJECTIVES AND TARGETS	APPLICABLE MONITORING OR PERFORMANCE INDICATOR
Incident involving storage of compressed gases in dangerous goods yard	Atmospheric pollution and release of greenhouse gases.	High	Dangerous Goods Act.		<u>Objective</u>	Incidents reported and investigated.
	Possible fire and explosion.		WA Health Act.		No escape of stored gases or safety environmental incidents.	Auditing and task observations storage areas via QMS-PR-004 Auditing Procedure.
	Impacts on human health.			Awareness of MSDS Guidelines for safe handling of gases.	<u>Target</u>	
	Physical damage to land/property.			Procedures, training and reviews, following of Safe Handling of Hazardous Goods Procedure.	Nil escapes of stored gases.	
				Use of Chem-Alert Hazardous Goods.		
				Inventory System to provide information to Emergency Services.		
				Non-conforming incidents reported.		
				Following of Incident and Emergency Procedures.		
Incident involving handling of radioactive scales for consolidation and en-route temporary storage	Extreme land/water/ atmospheric contamination.	High	WA Radiation (Safety Control) Act.	No on site long term storage.	<u>Objective and Target</u>	Incidents reported and investigated.
	Major impacts on human health.		Commonwealth Environmental Protection (Nuclear Codes) Act.	Packaging and Handling Guidelines.	No incidents involving radioactive substances.	Auditing and task observations of handling of radioactive substances via QMS-PR-004 Auditing Procedure.
	Property and site rendered contaminated and unusable.		NT Nuclear Waste Transport, Storage & Disposal Act	Procedures, training and reviews, following of safe handling of hazardous goods.		Contractors involved in storage and handling are audited.
				Procedure, Use of Chem-Alert Hazardous Goods Inventory System to provide information to Emergency Services.		
				Non-conforming incidents reported.		
				Following of Incident and Emergency Procedures\ .		



Jolly & Sons	ENVIRONMENTAL ASPECT	POTENTIAL IMPACT	RISK RATING	COMPLIANCE REQUIREMENTS AND RELATED GUIDELINES (SUMMARIES FOR MAJOR RISK ASPECTS)	CONTROL EQUIPMENT AND RELATED STANDARD PROCEDURES	OBJECTIVES AND TARGETS	APPLICABLE MONITORING OR PERFORMANCE INDICATOR
Wastes received in incoming freight and waste from offshore rigs for onshore disposal	Use of resources such as packing timber.	Low	NEPM (Movement of Controlled Waste Between States and Territories).	Re-cycle and minimise wastes as much as possible.	<u>Objective</u>	Volume of wastes re-cycled or disposed to landfill or to special Hazardous Waste Contractor as a percentage (%) of total business activity.	
	Generation of waste materials, e.g.: wrapping plastic, marking paint containers.		National Environment Protection Measure (Used Packaging Materials).	Received wastes disposed of as per onshore waste management.	Reduce wastes.	Auditing and task observations of waste handling via QMS-PR-004 Auditing Procedure.	
				Hazardous waste from rigs removed by WA Enviro Care Contractors licensed by the WA Env. Dept. for approved disposal.	<u>Target</u>		
				General waste removed by Contractors licensed by Local Council for landfill disposal.	5% reduction in general and hazardous wastes discharged to landfill each year.		
					Review disposal and revise Procedures to all polluting materials.		
OFFICE AREAS							
Operation of air conditioners, fridges, water coolers	Leak of refrigerant gases (CFC's), which are ozone depleting substances.	Low	WANT Ozone Protection Act.	Maintain units in sound condition through Service Agreements.	<u>Objective</u>	Equipment Audits.	
				Purchase of new equipment investigates CFC free alternatives via procedure, Jolly & Sons Purchasing Procedures.	No emissions of Ozone Depleting Substances to atmosphere.		
					<u>Target</u>		
					Replace all CFC gassed equipment as equipment requires replacement with CFC free equipment.		
Use of electricity	Indirect use of non-renewable resources and production of greenhouse gas emissions.	Low	Jolly & Sons Conservation of Resources and Heritage Guidelines.	Turning off equipment when not in use.	<u>Objective</u>	Audits	
			Jolly & Sons Waste Minimization Practices.	Installation of low energy equipment with three (3) star rating or more.	Minimise energy usage		
				Installation of timers on all air conditioners.	<u>Target</u>		
					Reduce energy consumption by 5%/year		
Use and disposal of office consumables	Use of resources (e.g.: trees for paper, fuels and minerals for chemicals),	Low	WA Waste Management and Pollution Control Act.	Use re-cycled and re-cyclable products where ever possible.	<u>Objective</u>	Volume of wastes removed for disposal as a percentage of total business activity.	



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ENVIRONMENTAL ASPECT	POTENTIAL IMPACT	RISK RATING	COMPLIANCE REQUIREMENTS AND RELATED GUIDELINES (SUMMARIES FOR MAJOR RISK ASPECTS)	CONTROL EQUIPMENT AND RELATED STANDARD PROCEDURES	OBJECTIVES AND TARGETS	APPLICABLE MONITORING OR PERFORMANCE INDICATOR
	Generation of waste materials to landfill,		Jolly & Sons Conservation of Resources and Heritage Guidelines.	Re-use of products.	Reduce waste.	Volume of wastes re-cycled.
			Jolly & Sons, Perth Waste Minimisation Target Practices.	Proper disposal of wastes via procedures.	<u>Target</u>	
				Double sided photocopying and printing.	Ten percent (10%) reduction in wastes each year.	