



# Environmental Management Plan Darwin

CEN-HSE-PLN-046

## Contents

<b>1. Introduction</b>	2
<b>2. Scope and Application</b>	2
<b>3. Operational Requirements Summary</b>	2
<b>4. Process Overview</b>	2
<b>4.1 Planning</b>	2
4.1.1 Legislative and Other Requirements	2
4.1.2 Policy	3
4.1.3 Roles and Responsibilities	3
4.1.4 Training and Instruction	4
4.1.5 Environmental Aspects & Impacts	5
<b>4.2 Implementation and Operation</b>	7
4.2.1 Record and Document Management	7
4.2.2 Hazard & Incident Reporting - Internal	7
4.2.3 Hazard & Incident Reporting - External	7
4.2.4 Environmental Monitoring and Measurement	7
4.2.5 Greenhouse Gas Management (GHGs)	9
4.2.6 Hydrocarbon Management	9
4.2.7 Wash Bay Tank	10
4.2.8 Waste Management	10
4.2.9 Emergency Preparedness and Response	12
<b>4.3 Checking and Corrective Action</b>	13
4.3.1 Internal Inspections	13
4.3.2 External Inspection	13
4.3.3 External Audits	13
4.3.4 Internal Audits	13
<b>5. Referenced Documents and Supporting Information</b>	14
<b>6. Appendix A – Map of Storage and Storm Water Drains</b>	14
<b>7. Document Revision</b>	15

## 1. Introduction

The purpose of this guide is to define how Centurion Darwin will identify, manage and reduce its environmental impact and continuously improve its environmental performance.

## 2. Scope and Application

This plan outlines the procedures, arrangements and supporting tools used by Centurion to meet both legislative, regulatory and client obligations for environmental management, and is applicable to:

- All Centurion sites and operations including offsite workplaces such as vehicles, and activities conducted on public roads and client sites.
- All employees, including contractors working on our sites and sub-contractors performing work on Centurion's behalf.

Application of procedures designed within this place are across the business wherever applicable, unless otherwise stated.

## 3. Operational Requirements Summary

All operations are required to:

- Ensure this guide is followed and implemented;
- Ensure the environmental impacts and aspects of their area of responsibility are identified, documented and appropriately controlled;
- Ensure appropriate storage and disposal of waste;
- Make all reasonable efforts to reduce and minimise emissions, waste and energy usage;
- Apply the reduce, reuse and recycle method;

## 4. Process Overview

### 4.1 Planning

#### 4.1.1 Legislative and Other Requirements

Centurion maintains a register of all identified HSEQ legislation and other requirements applicable to its operations, including:

- Legislation;
- Codes of Practice;
- International/Australian Standards; and
- Other relevant/industry guidelines.

The Legal and Other Requirements Register (form 4.1.1) lists all such legislation and is closely monitored by the HSEQ team for updates which must be reflected in Centurion's HSEQ Management System.

The HSEQ Legal and Other Obligations Register is located in a central location on the company Myosh system, and contains a link to the web address for each document. This is how current versions of each document can be accessed by anyone in the business.

**4.1.2 Policy**

Centurion maintains an Environmental Policy to document and promote its commitment to protection and conservation of the environment. This Policy is reviewed annually, endorsed by the CEO and is displayed at all sites (HSEQ noticeboards) and on Centurion’s website:

<https://centurion.net.au/policies-certificates/>

**4.1.3 Roles and Responsibilities**

The effectiveness of Centurion’s environmental management processes relies on personnel throughout the business ensuring that they fulfil their responsibilities. Responsibilities associated with Centurion’s ability to effectively manage environmental aspects and achieve its environmental objectives are defined as follows:

<p><b>Chief Executive Officer (CEO)</b></p>	<p>Overall responsibility for ensuring that Centurion has suitable and effective environmental management processes in place to comply with legal and other requirements. This may involve reporting on environmental management to the Board as required.</p>
<p><b>Centurion Executive and Senior Leadership Team</b></p>	<ul style="list-style-type: none"> <li>• Ensure Centurion meets its legal and other requirements</li> <li>• Understand the environmental aspects and impacts relevant to the business</li> <li>• Monitor Centurion’s Environmental Performance</li> <li>• Allocate reasonable resources to implementing environmental management process and achieving environmental objectives and targets</li> <li>• Lead by example</li> </ul>
<p><b>HSEQ Team</b></p>	<ul style="list-style-type: none"> <li>• Establish, implement and maintain environmental Policy and management procedures</li> <li>• Keep up to date with legislative requirements and amendments</li> <li>• Communicate legislative requirements and amendments to relevant stakeholders and incorporate into environmental management processes and procedures</li> <li>• Ensure all relevant parts of the business have identified, documented and management environmental aspects</li> <li>• Monitor and report on environmental performance as required</li> <li>• Establish and maintain an internal auditing program to evaluate business compliance with, and effectiveness of, environmental processes</li> <li>• Work with site and departmental managers to establish and maintain suitable emergency response procedures, which include response to environmental incidents</li> <li>• Provide subject matter input into the development and review of relevant internal training programs (e.g. Induction package) covering aspects of environmental management</li> </ul>
<p><b>Site and Departmental Managers</b></p>	<ul style="list-style-type: none"> <li>• Responsible for compliance against defined environmental management processes by operations within their area of responsibility, including</li> </ul>

	<ul style="list-style-type: none"> <li>• Promote and enforce the Environmental Policy and applicable procedures</li> <li>• Ensure environmental aspects are identified and managed</li> <li>• Ensure all environmental hazards, incidents and complaints are recorded into Myosh, and suitable corrective/preventative actions are applied</li> <li>• Ensure health monitoring for employees is carried out if required</li> <li>• Ensure workplace inspections are conducted</li> <li>• Maintain good standards of housekeeping</li> <li>• Ensure the emergency response plan is displayed in the workplace, and all employees are familiar with emergency response steps</li> <li>• Maintain relevant emergency response equipment</li> <li>• Ensure relevant personnel are appropriately trained</li> <li>• Manage and supervise visitors and contractors</li> </ul>
<p><b>All Employees (incl. contractors performing work on Centurion’s behalf)</b></p>	<ul style="list-style-type: none"> <li>• Participate in company induction training</li> <li>• Adhere to Environmental Policy and all relevant procedures</li> <li>• Perform work in a manner that does not pose an unacceptable risk to the environment</li> <li>• Report identified environmental hazards and incidents to line manager as soon as possible</li> </ul>
<p><b>Contracts Delivery Team</b></p>	<ul style="list-style-type: none"> <li>• Notify HSEQ Team of any new or changed customer requirements relating to environmental management, which may include:             <ul style="list-style-type: none"> <li>○ Performance reporting KPIs</li> </ul> </li> <li>• Additions or changes to the nature of work or volumes of substances transported for customers which may have an impact on the environment if not correctly managed.</li> </ul>

**4.1.4 Training and Instruction**

Centurion uses the following forums to ensure that relevant personnel throughout the business possess the required skills and knowledge to identify and control environmental risks, and to work in an environmentally responsible manner:

- Centurion’s corporate induction is mandatory for all employees, and contractors performing work on our sites or on our behalf, to complete prior to commencing work. The induction training package covers the following topics:
  - Centurion’s Environmental Policy
  - Centurion’s commitment to environmental preservation
  - Environmental risks, and where applicable, significant environmental aspects
  - Key responsibilities
  - How to use a spill kit
  - The reduce, re-use, recycle process
- The HSEQ Team facilitates coaching and training sessions with site/department managers as required;

- Environmental information is communicated to employees are required using the toolbox talk process and the HSEQ Noticeboards established at each site;
- The HSEQ Team consists of personnel with environmental qualifications and experience;
- Nominated employees in relevant areas of the business complete accredited Dangerous Goods training and are utilised as subject matter experts in the workplace to ensure hazardous substances and dangerous goods are stored, handled and transported in a manner which is safe to all people, equipment and the environment.

**4.1.5 Environmental Aspects & Impacts**

Applicable environmental legislation requires Centurion prevent pollution and other environmental damage by identifying and managing environmental aspects associated with its activities.

Centurion meets this requirement through a risk management process facilitated by the Environmental Aspects and Impacts Register. All sites must have an Environmental Aspects and Impacts Register to record, manage and monitor all identified adverse and beneficial impacts to the environment as a result of Centurions operation.

Environmental aspects are elements of Centurion’s activities, products and services which interact with the environment. Examples of the types of interactions include:

- Air pollution through emissions
- Discharge into waterways
- waste production
- Energy usage (e.g. electricity)
- Contaminating soil with hazardous chemicals (e.g. fuels, oils)
  - All chemicals in use are stored in an approved cabinet, or on spill trays / bunds and more common domestic household chemicals stored in administrative area cupboards as and where required.
  - Storage of chemicals / substances as per map in appendix.

It is the responsibility of Site and Departmental Managers to complete an Environmental Aspects and Impacts Register for their area of responsibility. This can be done with the support of a member of the HSEQ Team and is a process of:

Step	Procedure
<p><b>1) Identifying all environmental aspects</b></p>	<p>Review the workplace and work activities for elements which do, or can, have an effect on the environment. Consideration should be given to potential emergency situations, normal and abnormal operating conditions.</p> <p>Column A of the spreadsheet is pre-populated with the different types of aspects to prompt you to think of all potential effects during the identification process.</p> <p>In columns B – D records:</p> <ul style="list-style-type: none"> <li>- Which business area each aspect is produced by</li> <li>- How the activity does/could affect the environment; and</li> <li>- A description of the activity</li> </ul>

	Aspect	Business Area	Potential Environmental Impact	Activity											
	Air Pollution														
	Water Pollution														
	Soil Contamination														
	Natural Resource Depletion														
	Waste to Landfill														
<b>2) Assess the aspects</b>	<p>Refer to the 'Risk Matrix' tab to establish a risk rating for each aspect. Populate the Inherent Risk Ranking section (Columns E – G) by recording your determined likelihood and severity of the known or potential aspect (without any controls having been applied), and resulting ranking as per the matrix. For example:</p> <table border="1"> <thead> <tr> <th colspan="3">Inherent Risk Ranking</th> </tr> <tr> <th>Likelihood</th> <th>Consequence</th> <th>Risk Ranking</th> </tr> </thead> <tbody> <tr> <td>Likely</td> <td>moderate</td> <td>High</td> </tr> </tbody> </table>				Inherent Risk Ranking			Likelihood	Consequence	Risk Ranking	Likely	moderate	High		
Inherent Risk Ranking															
Likelihood	Consequence	Risk Ranking													
Likely	moderate	High													
<b>3) Ensuring each aspect is adequately controlled</b>	<p>List all current controls applied to the risk and repeat the risk ranking with consideration to those controls, to determine the effectiveness of those controls. Record this second risk ranking under 'Existing Risk Ranking' (columns I – K). For example:</p> <table border="1"> <thead> <tr> <th rowspan="2">Existing Controls</th> <th colspan="3">Existing risk ranking</th> </tr> <tr> <th>Likelihood</th> <th>Consequence</th> <th>Risk Ranking</th> </tr> </thead> <tbody> <tr> <td> <i>Spill kits maintained on site.                      Personnel trained in the use of spill kits.                      Hydrocarbon waste bins maintained on site.                      Oil separator maintained and emptied regularly.                      Oil separator alarmed.                      Oil separator in bunded area (2100L capacity).                      Stormwater isolation procedure.</i> </td> <td>likely</td> <td>minor</td> <td>Medium</td> </tr> </tbody> </table>				Existing Controls	Existing risk ranking			Likelihood	Consequence	Risk Ranking	<i>Spill kits maintained on site.                      Personnel trained in the use of spill kits.                      Hydrocarbon waste bins maintained on site.                      Oil separator maintained and emptied regularly.                      Oil separator alarmed.                      Oil separator in bunded area (2100L capacity).                      Stormwater isolation procedure.</i>	likely	minor	Medium
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<b>4) Establish proposed actions</b>	<p>If:</p> <ol style="list-style-type: none"> <li>current control measures are not reducing the risk to an acceptable level; <u>or</u></li> <li>opportunity exists to further improve our management of a particular aspect:</li> </ol> <p>Additional controls should be established.</p> <p>These additional controls can be recorded under 'Proposed Actions' and the Residual Risk Rating established and recorded under columns M – O.</p>														

For further details on choosing effective controls measures during the risk assessment process, refer to Safe Work Guide 3.1 – Risk and Change Management.

It is the responsibility of each Site/Departmental Manager to ensure their Environmental Aspects and Impacts Register remains relevant, up-to-date and effective. In order to achieve this, all Environmental Aspects and Impacts Registers will be reviewed annually to ensure:

- It accurately lists all current environmental aspects;
- It accurately lists all current controls;

- Risk ratings and effectiveness of current controls are reviewed, having considered such factors as:
  - Current legal, customer and other requirements
  - Capability of existing resources

## 4.2 Implementation and Operation

### 4.2.1 Record and Document Management

Environmental Legislation standard require that certain information be recorded and retained. In order to Centurion to meet this requirement it is important that records management and document control procedures are followed at all times. The best way to do this is to only use forms that form part of the HSEQ management system, and to create and maintain records as prescribed by procedures in this SWP.

For further details refer to CEN-QMS-PRO-019 Records Management Procedure and CEN-QMS-PRO-001 Document Control.

### 4.2.2 Hazard & Incident Reporting - Internal

All Centurion employees and contractors have a responsibility to identify and report environmental hazards and incidents to their line manager in a timely manner. This is to include any actual or suspected hazard or incident (e.g. chemical spills, discharge in waterways, excessive dust).

All health, safety and environmental hazards and incidents must be recorded in Myosh by the relevant Manager, in line with CEN-HSEQ-STD-011 Incident Management Standard. Any corrective/preventative actions assigned to the hazard/incident will be managed through Myosh with oversight by the relevant Division/Department Manager. Employees should cooperate with management to determine and implement suitable controls.

### 4.2.3 Hazard & Incident Reporting - External

Significant environment incidents must be reported to the appropriate external authority. This external report should be facilitated by a member of the HSEQ Team. Externally reportable incidents are indicated by selecting the 'External Reportable' option within the Myosh Incident Report form.

The environmental report template in Myosh will prompt a user to list specifics of the environmental damage include the type of pollution, the approximate m<sup>2</sup> of contamination etc. It is critical that these fields be populated as accurately as possible, as the information is used by the HSEQ Team to determine the need to report the incident to an external regulator and to identify trends and issues within the business.

As a guide for Centurion operations at the Darwin site, defines the following incident types as significant and they are required to be reported to EPA immediately:

- Spill of fuel, oil, chemical etc. that gets into a drain, waterway, or natural area. (regardless of volume);
- Spill of fuel, oil, chemical etc. that impacts any area outside Centurion site. (regardless of volume);  
or
- Spill of fuel, oil, chemical etc. that exceeds 200 litres (regardless of area of impact).

### 4.2.4 Environmental Monitoring and Measurement

#### *Environmental Targets and Objectives*

At the commencement of each new financial year Centurion publishes an HSEQ Strategic Plan, which lists the strategic HSEQ projects to be achieved within the year, and the company-wide HSEQ KPIs.



Each site/department then develops a Branch HSEQ Plan detailing the site-specific KPIs which are linked to the KPIs within the HSEQ Strategic Plan. The intent is that all sites achieve their KPIs, which will collectively result in Centurion achieving its KPIs.

Example lead and lag indicators include:

Environmental Lag	Environmental Lead
<ul style="list-style-type: none"><li>• Zero major and significant environmental incidents;</li><li>• Zero Major non-conformances identified from external audits;</li><li>• 20% reduction in environmental incidents rated minor or above.</li></ul>	<ul style="list-style-type: none"><li>• Evidence of environmental risk controls reviewed;</li><li>• Opportunities to reduce impacts are identified;</li><li>• 50% increase in environmental specific near miss and hazard report.</li></ul>

All sites/departments report on and monitor their performance on a monthly basis, to ensure they remain on track to achieving their targets by the end of the year. Nation-wide performance against some of the KPIs are communicated weekly at a national HSE Meeting attended by all managers.

Further information on monitoring HSEQ performance and how to track progress can be found in Safe Work Guide 2.1 – HSEQ Objectives and Targets.

#### *Environmental Monitoring Register*

Centurion maintains an emissions inventory and usage register to calculate and monitor the environmental impact of its operations. This inventory is updated monthly by various parts of the business (including Finance, Workshop and HSEQ) and gives Centurion the ability to monitor and analyse environmental aspects include, but not limited to:

- Fuel usage
- Kilometres travelled
- Electricity usage
- Gas (LPG) usage
- Carbon emissions

The report is submitted annually to the Clean Energy Regulator as part of the voluntary National Greenhouse and Energy Reporting (NGER) scheme. Below is a sample of one section of this report:

Month	Total Diesel Usage. (L)	Diesel Sub-Contractor (L)	Fleet Diesel (L)	Electricity (kw)	CO2-e	CH4	N2O	Petrol (L)	LPG (L)
Jan-18	2,276,563.42	952,762.44	1,323,800.98	273,502.00	6,080.98	17.57	43.94	189.55	11930
Feb-18	3,021,347.56	1,261,780.91	1,759,566.65	169,585.75	8,070.38	23.32	58.32	104.79	10155
Mar-18	2,427,061.04	1,045,938.26	1,381,122.78	194,708.25	6,482.97	18.74	46.85	100.09	10223
Apr-18	2,398,495.15	1,004,416.00	1,394,079.15	254,361.75	6,406.67	18.52	46.30	217.49	10477
May-18	3,253,171.26	1,299,902.68	1,953,268.58	221,550.75	8,689.61	25.11	62.79	126.54	14575
Jun-18	2,627,601.63	976,350.40	1,651,251.23	172,593.00	7,018.64	20.28	50.72	39.75	11930
Jul-18	2,867,796.74	1,010,488.00	1,857,308.74	299,348.00	5,193.09	15.01	37.53	432.00	11915
Aug-18	3,974,920.43	1,389,342.00	2,584,367.53	304,845.00	7,217.08	20.86	52.15	1,752.93	15900
Sep-18	3,061,369.21	1,074,290.00	1,967,434.79	301,723.00	5,534.31	15.99	39.99	1,149.01	11400
Oct-18	3,104,190.26	1,024,813.00	2,050,173.34	334,603.80	5,745.58	16.60	41.52	1,105.00	15500
Nov-18	3,932,771.21	1,272,614.00	2,717,998.82	274,699.50	7,633.61	22.06	55.16	1,409.54	12211
Dec-18	2,854,272.41	811,231.00	2,028,981.56	95,248.00	5,685.38	16.43	41.08	1,139.12	7200
<b>TOTAL</b>	<b>35,799,560.32</b>	<b>13,123,928.69</b>	<b>22,669,354.15</b>	<b>2,896,768.80</b>	<b>79,758.30</b>	<b>230.50</b>	<b>576.36</b>	<b>7,765.81</b>	<b>143,416.00</b>

### Noise

Noise production can be considered an environmental concern as it can disrupt the acoustic environment of surrounding fauna, and residential and commercial neighbours. Despite Centurion operations utilising various forms of freight moving vehicles and pneumatic hand tools, there are no confirmed noise exposure risks. Supporting reasons include:

- Noise produced is largely contained within the confines of warehouses; and
- Vehicle movement is a consistent, low producer of noise which is managed through scheduling of traffic flow to ensure large numbers of vehicles are not all operating at one given time, therefore reducing noise production.

### 4.2.5 Greenhouse Gas Management (GHGs)

GHGs are those that directly contribute to the greenhouse effect by absorbing infrared-radiation. Carbon Dioxide (CO2), Methane (CH4), Nitrous Oxide (N2O) and Ozone (O3) are the main GHGs emitted that contributes to this effect. Centurion naturally emits GHGs through the burning of petroleum fuels through its transport operations, and is committed to identifying opportunities to reduce pollution and improve sustainability within its operations.

Examples of how Centurion manages and strives to improve its emission of GHGs include:

- Maintaining and monitoring an inventory of our emissions
- Annual reporting of emissions to the NGER Scheme
- An Environmental Policy committing to continuous improvement in our energy efficiencies
- New prime movers purchased are to Euro 6 emission standards
- Utilisation of LPG and electric forklifts (non-fuel powered)
- Vehicle and equipment maintenance program to optimise asset operating integrity and minimise GHG emissions

### 4.2.6 Hydrocarbon Management

Hydrocarbons are organic chemical compounds composed of Carbon and Hydrogen elements. Hydrocarbons are the principle components of petroleum and natural gas, and are present in lubricants and oils utilised for general operations at Centurion. Key operations in Centurion with an inherent risk of hydrocarbon release include:

- Refuelling mobile plant, vehicles and equipment;
- Hydraulic hose failures and other mechanical failure;
- Hydrocarbon transport and storage.

Hydrocarbon spills are of high environmental concern due to the high toxicity to natural ecosystems which suffocate plant life and contaminate waterways. Appropriate hydrocarbon storage, disposal and spill prevention measures are critical to minimising the risk of environmental pollution.

#### *Storage of Hydrocarbons*

All Hydrocarbons must be stored in a manner that meets legislative requirements and Australian Standards (minor storage requirements of AS 1940-2004) to minimise risks to the environment:

- Only store hydrocarbons in designated areas;
- Always have a copy of the current Safety Data Sheet (SDS) for each substance nearby, and clearly identifiable;
- Separate all hydrocarbons from boundaries, ignition sources, hot surfaces and accumulations of combustible materials by at least 5m;
- If more than 1000L of combustible liquids or 100L of flammable liquids are stored, at least 1 fire extinguisher must be maintained nearby; and
- Store away from water courses and drains.

#### *Oil Separators*

Water Oil separators are maintained in the sites washbay by the landlord. No waste oil is collected on site as all servicing is performed offsite unless for emergency breakdown service.

#### *Disposal of Waste Hydrocarbons*

Waste hydrocarbons on a Centurion site will not be stored on site for any length of time.

#### **4.2.7 Wash Bay Tank**

Wash bays are utilised in a number of Centurion sites to ensure our fleet remain clean, and importantly, hygienic for transporting consumables.

Remnants of hydrocarbons are present within the wash bay waste water, from the cleaning of oil products present on vehicles. The wash bay tank collects all waste water from this process and no water is disposed in the main sewer. These tanks are emptied regularly by appropriately licensed waste disposal contractors supplied by the sites landlord.

#### **4.2.8 Waste Management**

Many different types of waste are produced through Centurion operations. Incorrect waste disposal can result in groundwater, surface water or soil contamination, vegetation or fauna impacts, poor visual amenity or health and safety issues. It is therefore important for all managers to understand the different waste types, the correct methods of storing/disposing of each waste type and to enforce the correct practices through their area of responsibility.

As a general rule, the waste types and their corresponding waste management methods are as follows:

Version 1

Date: 27/10/2020

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Page 10 of 15

Type of Waste	Examples	On site Waste Management
<b>General</b>	plastic, cans, glass, food wrapping and scraps	<ul style="list-style-type: none"> <li>Place in general waste bulk or wheelie bins (Green).</li> </ul>
<b>General – Office</b>	Paper, cardboard, printer ink/toner cartridges, batteries	<ul style="list-style-type: none"> <li>Place recyclables in green recycling bin for container refund system, documents and paper are stored in secure destruction orange bins where required (e.g. confidential or commercially sensitive). Toner and Ink cartridges are disposed in relevant boxes.</li> </ul>
<b>Scrap (wood)</b>	pallets	<ul style="list-style-type: none"> <li>Place in general waste skip or recycled where possible</li> </ul>

All of the above waste types are collected and disposed of by appropriately licensed external contractor. Centurion’s contract management processes ensure any contractors used for the collection and disposal of waste must provide a valid waste disposal license, as proof they are authorised to do so. Proof of responsible disposal is obtained.

All Centurion employees, contractors and sub-contractors are trained in correct waste management and spill kit use through the Centurion induction process, which also covers the Reduce, Reuse and Recycle initiative.

**Environmental Management** 

**Waste Management**

Waste bins on Centurion sites ensure environmentally responsible disposal and, where possible, recycling of waste materials.

- General Waste- **Red** lid
- Recyclables  
Paper & cardboard- **Yellow** lid
- Hydrocarbon bins- **BLACK** bin
- Spill kits – **ALL yellow** bins



**Always check bin signage prior to disposing of rubbish** 

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Centurion’s Darwin site has identified and documented all known waste streams, as well as their respective collection and disposal methods. Waste identified includes but is not limited to: oily water mixtures, empty, e-waste, bio-waste, plastics, and general waste.

*The Reduce, Reuse, Recycle Initiative*

The Reduce, reuse, and recycle initiative is a proactive recycling initiative designed to change habits and develop new practices aimed at reducing waste and protecting the environment:

<b>REDUCE</b>	<p><b>How can I use less or produce less waste?</b></p> <p>The first priority is to reduce the amount of waste being produced. This is to reduce GHGs, the demand on natural resources and associated costs. Examples include:</p> <ul style="list-style-type: none"> <li>• Using energy saving light globes</li> <li>• Installing skylights and Perspex sheeting on a roof to introduce more natural light and reduce the need for electrical lighting</li> <li>• Adopting a paper-free operation</li> <li>• Using re-usable drinking cups and bottles, removing the need for single use, disposal products such as polystyrene cups</li> </ul>
<b>REUSE</b>	<p><b>Can I or someone else reuse this item?</b></p> <p>Reuse is the second priority. Where possible, reuse materials and waste products to decrease the amount of waste being sent for recycling, landfill or incineration. Centurion examples include:</p> <ul style="list-style-type: none"> <li>• Reusing plastic packaging from opened packages as wrapping for new packages</li> <li>• Reusing wooden pallets</li> <li>• Reusing large metal drums for storage and waste</li> </ul>
<b>RECYCLE</b>	<p><b>Can I put this in recycling or turn it into something else?</b></p> <p>A significant amount of waste produced at Centurion is recycled and repurposed by authorised contractors. Recycling is an important initiative for reducing waste sent to landfill and incinerators, the conservation of natural resources, and significantly reducing pollution and energy consumption. Colour-coded waste recycling bins are labelled to facilitate segregation of different materials for successful recycling. (Refer Waste Management table on page 16).</p>

Where practicable, all Centurion sites are expected to adopt the following waste/pollution reduction initiatives:

- Utilise energy saving lightbulbs
- Encourage a paper-free workplace
- Reduce the need for colour printing
- Utilise material recycling programs

#### 4.2.9 Emergency Preparedness and Response

Centurion has identified potential environmental emergency incidents relating to its operations, and maintains appropriate emergency response resources and equipment (approved third party snake handlers), Hazchem and hydrocarbon / oil spill kit at all sites and response procedures on both the site Emergency Response Plan and the national Transport Emergency Response Plan.

Potential environmental emergency situations identified include, but are not limited to:

- Spills of chemicals or hazardous materials (either on site or during transit)
- Natural disasters (such as cyclones, floods, bush fire)
- Contamination of waterways
- Identification of fauna (e.g. snakes) in the workplace
- Cane Toads make their way onto site and then get transported to client site on Groote Eylandt.

### 4.3 Checking and Corrective Action

#### 4.3.1 Internal Inspections

Monthly Site Inspections are conducted at all Centurion sites, incorporating a number of health, safety, wellbeing, quality and environmental management aspects. These inspections are facilitated through the Workplace Inspection Monthly Checklist within Myosh, and require a physical walk around of the site to visually inspect all criteria listed in the checklist.

From an environmental point of view, these inspections are designed to:

- proactively identify environmental hazards and
- verify that Centurion processes have been correctly implemented; and
- the processes are effective

#### 4.3.2 External Inspection

Centurion may be subject to external inspections conducted by the relevant state Environmental Protection Authority (EPA) to assess compliance. Centurion may be given notice at random of an inspection or in response to a notifiable environmental incident. Centurion must cooperate with the authority's request. Managers can contact the HSEQ Team for advice and/or support as required.

#### 4.3.3 External Audits

ISO Audits are conducted yearly to assess Centurion's compliance to the International Standard ISO 14001 – Environmental Management Systems. Generally, 4 or 5 Centurion sites are audited per year, for the purpose of maintaining Centurion's accreditation to the Standard.

Maintaining this accreditation is important to the business as it demonstrates Centurion's commitment to environmental protection through adherence to guidelines available to us. It is also desired (and increasingly mandatory) by our customers.

In a nutshell, ISO audits assess Centurion to determine:

- Whether our environmental management processes and procedures comply with ISO 14001;
- Whether Operations comply with our documented system; and
- Whether our management of environmental risk are effective.

#### 4.3.4 Internal Audits

Centurion's HSEQ management system includes an internal audit program. An integrated HSEQ audit tool will be utilised by audit-qualified personnel to proactively assess compliance of all areas of the business, and to

identify non-conformances which need to be rectified. These will take place 6 monthly, and non-conformances managed using Myosh.

## 5. Referenced Documents and Supporting Information

- CEN-HSE-REG-023 - Environmental Aspects & Impacts Register
- CEN-HSE-PLN-021 - Transport Emergency Response Plan (TERP)
- CEN-QMS-PRO-019 - Records Management Procedure
- CEN-QMS-PRO-001 - Document Control

## 6. Appendix A – Map of Storage and Storm Water Drains



**7. Document Revision**

Revision	Revision Date	Reviewed By	Changes/Comments
1	27/10/2020	M. Vasyli	New base template and review.
2			
3			

**Document Approval**

Name	Title
Richard Phelps	National HSEQ Manager

**Notification/Stakeholder List** (People to be consulted and notified when document is updated)

Name	Title
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