

 Environmental Aspects and Impacts Register											
Site: Darwin		Date Reviewed: 22/02/2022		Person(s) Involved: Matt Mackay, Amy Bunn, Mark Murphy							
Aspect	Business Area	Potential Environmental Impact	Activity	Inherent Risk Ranking			Existing Controls	Residual Risk Ranking			Proposed Action
				Likelihood	Consequence	Risk Ranking		Likelihood	Consequence	Risk Ranking	
Air Pollution	Yard	Deterioration of Air Quality due to dust production (dust does blow in from adjacent sites)	Heavy vehicle operation / yard operations	Unlikely	Insignificant	2	Speed limits throughout site - third party street sweeper engaged as required - work scheduled outdoors based on risk.	Rare	Insignificant	1	
	Line-haul, Freight Office	Air pollution through emitted PAHs, VOCs, Carbon Monoxide	Heavy vehicle operation / yard operations / forklift operations	Unlikely	Major	14	Regular maintenance and inspection of all trucks and ensuring all mechanical concerns are fixed promptly.	Rare	Moderate	6	
	Line-haul, Yard,	Emissions from Fuel combustion	Operation of vehicles and machinery	Unlikely	Minor	5	Regular maintenance and inspection of all trucks, machinery and vehicles and diesel operated forklifts. Ensure all mechanical concerns are fixed promptly. New trucks with Euro 5 engines to be purchased as required from 2008 onwards.	Rare	Minor	3	
	Yard, Warehouse, Office	Greenhouse Gas emissions	Operation of electrical appliances	Unlikely	Insignificant	2	Utilise diesel operated trucks, machinery and vehicles. Three gas powered Forklifts and one diesel powered forklift Regular maintenance schedule for all electrical appliances to be tagged and tested.	Rare	Insignificant	1	
Water Pollution	Washbay, Yard	Water contamination from hydrocarbons	Chemical, fuel and oil spills during maintenance or general operation. Hydraulic system failures	Likely	Moderate	17	Spill kits located around site Personnel trained in the use of spill kits Stormwater drains are documented and locations considered in the event of a spill to ensure any spill does not reach main stormwater drains. Washbay is bunded and has a separator system which is serviced by the landlord as required.	Likely	Minor	12	
	Yard, Freight office	Water contamination from incorrect storage of chemicals,	Chemical spills leaching into stormwater drains	Unlikely	Moderate	9	Environmental awareness training programme for cleaning up chemical spills Annual emergency drills for spills Workers handling chemicals to be DG trained in the correct storage and handling of chemicals in the event of a spill. Waste water and bunded areas are drained to waste tanks, which is emptied by landlord as required.	Minor	Rare	3	
	Everywhere	Water contamination from use of chemicals	Use of cleaning products & vehicle maintenance	Unlikely	Minor	5	Bunded areas around wash bays All waste water from bunded areas drains into waste tank, serviced by land lord as required Cleaners trained and competent in the use of cleaning products. Annual emergency drills for spills Workers handling chemicals to be DG trained in the correct storage and handling	Rare	Minor	3	
	Warehouse, Office, Yard	Soil Pollution through using chemicals (very insignificant risk of soil contamination due to concrete hardstand throughout.	Cleaning activities	Unlikely	Insignificant	2	External cleaning contractors trained in appropriate cleaning techniques. Utilisation of non-hazardous cleaning products where possible.	Rare	Insignificant	1	
	Washbay	Soil Pollution through using chemicals	Site wash bay	Likely	Minor	12	Water barriers utilised around site wash bay preventing effluent running into storm water Waste water drained into separate waste tank, emptied by landlord as required.	Unlikely	Minor	5	
	Everywhere	Soil pollution from incorrect disposal of general waste	Not utilising the correct waste disposal	Likely	Minor	12	General Waste Bin visibly marked on site. Personnel inducted on the purpose of each bin As part of induction - inform all personnel about the importance of waste disposal. Promote recycling within the company. Encouragement of cleaning up general litter around site	Unlikely	Minor	5	

Soil Contamination	Yard, warehouse	Soil Contamination from Hydrocarbon release	Hydraulic hose / Mechanical failures	Likely	Moderate	17	Regular maintenance on all equipment; 3 monthly for forklifts, 6 monthly for vehicle fleet, 3 monthly for training fleet. Ensure all vehicles and equipment are tested and tagged if unserviceable. Drivers and operators trained in spill response drills. Awareness training programme for cleaning up hydrocarbon/chemical spills.	Possible	Minor	8	
	Line-haul, OSR, warehouse, yard	Soil Contamination from Hydrocarbon release	Incorrect hydrocarbon containment and disposal	Likely	Moderate	17	Inform all personnel during induction about the importance of the 3Cs: Control, Contain and Cleanup. Yellow and Blue spill control wheelie bins available on site and regularly restocked as required. Awareness training programme for cleaning up hydrocarbon and/or chemical spills, Annually spill response drills to be conducted on site, Awareness training for handling of dangerous goods for operations employees. Spill kits available for vehicles.	Unlikely	Minor	5	
	Line-haul, warehouse, OSR	Soil Contamination from Hydrocarbon release	Hydrocarbon Transport and storage	Unlikely	Moderate	9	- Hydrocarbons are to be stored in a manner consistent with the minor storage requirements of AS 1940-2004. - Hydrocarbons are to only be stored in designated areas (bunded pallet). - Current SDS (Safety Data Sheet) for the chemicals must be maintained nearby, in a clearly identified file. - All hydrocarbons must be separated from boundaries, ignition sources, hot surfaces and accumulations of combustible materials by at least 5m.	Unlikely	Minor	5	
	General onsite maintenance	Soil Contamination from Hydrocarbon release	Refuelling Mobile Plant, equipment and vehicles	Likely	Moderate	17	Spill kits located both within vehicles and at all external ports of refuelling including bunded pallet of diesel. Drivers trained through awareness training programme on how to clean up hydrocarbon spills. Annual spill response drills to be conducted on site. Awareness training for handling of dangerous goods. Refuelling of Class 3 flammable liquids does not occur on site.	Possible	Moderate	13	
	Yard	Soil Pollution through incorrect storage of chemicals	Chemical spills, Leaching	Unlikely	Moderate	9	As part of HSE induction & Refresher training - inform all personnel about the importance of waste disposal, Environmental awareness training programme for cleaning up hydrocarbon and/or chemical spills. Annual emergency drills to be conducted - including shutting off the valve and response to a spill. Workers handling chemicals to be DG trained in the correct storage and handling of chemicals.	Rare	Minor	3	
	Everywhere	Depletion of water resources	Use of water utilising appliances	Unlikely	Insignificant	2	Regular maintenance and inspection of taps, pipes and toilets Natives planted on site maintained by contractor and watered by grey water from the septic system.	Rare	Insignificant	1	Utilise more water-efficient appliances
	Washbay	Depletion of water resources	Washing vehicles	Unlikely	Insignificant	2	Mains water used in Washbay	Rare	Insignificant	1	May consider a rainwater tank for this system subject to site tenancy agreement

Natural Resource Depletion	Warehouse, Yard	Use of non-renewable energy resources	Plant and Machinery use and maintenance	unlikely	Insignificant	2	<p>Regular maintenance and inspection of all trucks, machinery and vehicles LPG and diesel operated forklifts</p> <p>Ensure all mechanical concerns are fixed promptly,</p> <p>New trucks with Euro 6 engines to be purchased as required from 2008 onwards.</p>	Rare	Insignificant	1	
	Offices & Warehouse	Use of non-renewable energy resources	Lighting, cooling and heating appliances	Unlikely	Insignificant	2	<p>Use of light sensors and timers on the external lighting in the yard to enable lights to switch on after dark and switch off automatically at daylight.</p> <p>Laser light sheeting is used on the roof and allows natural light in, reducing the use of electrical lights in main shed.</p> <p>Switch to using low energy fluorescent light bulb (globes) in the main warehouse for more efficient energy use where possible in consultation with landlord, replacing lights with LED, awning currently completed.</p> <p>Lights to be turned off in the office during after hours.</p> <p>Air conditioner units to be kept on a timer and shut off after hours,</p> <p>Air conditioners not to be set below 16°C</p>	Rare	Insignificant	1	
	Warehouse, Yard,	Use of non-renewable fuel sources	Use of diesel fuel vehicles	Possible	Minor	8	<p>Ensure all company vehicles are maintained regularly.</p> <p>Ensure all mechanical concerns are fixed promptly.</p> <p>New trucks with Euro 6 engines to be purchased as required from 2008 onwards.</p>	Unlikely	Minor	5	
Waste to Landfill	Everywhere	General waste production	All Activities	Likely	Minor	12	<p>Ensure staff reduce waste production to as low as practicable levels.</p> <p>Aluminium and plastic on site as part of container refund program goes towards onsite functions.</p>	Possible	Minor	8	More Training and Awareness programs on correct waste disposal Look into recycling service for cardboard, steel etc
	Everywhere	Disposal of Waste	Disposal of lightbulbs	Likely	Minor	12	<p>Warehouse: Laser light sheeting is used on the roof and allows natural light in, reducing the use of electrical lights withing .</p> <p>Lights to be turned off in the office during after hours.</p>	Unlikely	Minor	5	
	Maintenance	Disposal of Waste	Chemicals, oils and general waste	Likely	Minor	12	<p>Servicing completed off site with CJD or RGM unless a callout breakdown occurs to site. Contractor forklift servicing take away used fluids etc.</p> <p>As part of induction - inform all personnel about the importance of waste disposal.</p> <p>Promote recycling within the company.</p>	Possible	Minor	8	
	Offices	Disposal of Waste	E-Waste	Likely	Minor	12	<p>Used Ink Cartridges disposed in cardboard bin for collection.</p>	Unlikely	Minor	5	
	Maintenance	Disposal of Waste	Disposal of Vehicle Batteries	Possible	Minor	8	<p>Vehicle batteries are disposed of by service contractor to site.</p>	Unlikely	Minor	5	
Controlled Waste	Transport, Yard	Disposal of Waste	Transport of controlled waste	Possible	Moderate	13	<p>Inform drivers during induction about the importance of the 3Cs in response to a spill: Control, Contain and Cleanup.</p> <p>Inform drivers during inductions about how to respond to a spill during transit (TERP).</p> <p>PPE requirements.</p> <p>Spill response kits provided in all vehicles transporting controlled waste.</p> <p>Safety Data Sheet (SDS) provided for each waste product being transported.</p>	Unlikely	Minor	5	

Waste Stream							
Area Operations	Type of Waste	Activity	Potential Environmental Impact	Risk Ranking			Controls/Procedures and Improvements
				Consequence	Likelihood	Risk Ranking	
Freight Office / Warehouse	Plastics	Packaging	Waste to landfill Ground contamination	Insignificant	Likely	4	Disposed in general waste, refund on plastic drinking containers, consider review of sites disposal methods.
	Cardboard & Paper	General operation, receipts, packaging etc	Unnecessary Waste to Landfill	Insignificant	Unlikely	2	All plastic packaging that is unwrapped is reused to wrap stock where possible.
	Paper to be shredded	Confidential documents	Waste to landfill	insignificant	Unlikely	2	HPA perform Security Shredding dispose of confidential documents. These documents are shredded, and are supplied to paper mills for the manufacturing of new products out of recycled materials.
	Emissions	Use of diesel vehicles	Air pollution, depletion of air quality from burning of fuels	Major	Unlikely	14	All new vehicles are required to have a Euro 6 Emissions rating NGER emissions reporting
	General waste	General operation	general site operations	Minor	Unlikely	5	Cleanaway is contracted to dispose of all general waste on site and is disposed of at a council and Department of Environment licensed waste processing facility
	Lightbulbs	Lighting	Waste sent to Landfill	Insignificant	Unlikely	2	Switch to using low energy fluorescent light bulb (globes) in the main warehouse for more efficient energy use and longer usage life. Very low turnover in lightbulbs generally taken control of by landlord as required through periodic adhoc maintenance.
	General waste	General operation	Waste sent to Landfill	Minor	Unlikely	5	Cleanaway is contracted to dispose of all general waste on site and is disposed of at a council and Department of Environment licensed waste processing facility
	Timber	Broken pallets and crates	Waste sent to Landfill	Minor	Unlikely	5	Disposed in general waste, pallets are re-used if possible
	Emissions	Forklifts	Air pollution, depletion of air quality from burning of fuels	Major	Unlikely	14	Ensure all forklifts are maintained regularly and use low sulphur diesel or LPG as a priority
Workshop / Maintenanc on site	Tyres	Wearing down of truck and vehicle tyres	Soil contamination through incorrect disposal. Severe air pollution if tyres were to catch fire	Moderate	Unlikely	9	Used tyres are collected by Beaurepaires / Black Rubber who process the tyres to produce light oils, Carbon Char and Milled Steel with no waste or by-products.
Office	Paper & Cardboard	resources	Waste going to Landfill	Insignificant	Unlikley	2	Paper and cardboard waste produced wthin the office is reused if possible and otherwise disposed of through shredding or general waste
	Paper to be shredded	confidential documents	Waste going to Landfill	Insignificant	Unlikley	2	HPA Security Shredding dispose of confidential documents. These documents are shredded, and are supplied to paper mills for the manufacturing of new products out of recycled materials.
	Ink Cartridges	Printer Usage	Waste going to Landfill	Insignificant	Rare	1	Ink cartridges recycled through a cartridge collection box on site
	General waste	General operation	Waste going to Landfill	Minor	Unlikely	5	Cleanaway is contracted to dispose of all general waste on site and is disposed of at a council and Department of Environment licensed waste processing facility
	Lightbulbs	Lighting	Waste going to Landfill	Insignificant	Unlikely	2	Switch to using low energy fluorescent light bulb (globes) in the main warehouse for more efficient energy use and longer usage life.
	Plastics	General Waste, food packaging	Waste going to landfill	Minor	Likely	12	Recommended that recycling bins be utilised within the staff rooms to ensure plastic packaging is recycled where possible
	E-Waste	Regular maintenance on electronic equipment utilised within the office. Disposal of old or broken electronics	Waste going to landfill	Minor	Unlikley	5	Fuji Xerox Cartridge bin in offices, old or unused computers sent to Perth

Washbay	Waste water	Washing Vehicles within the washbay	Soil contamination in area surrounding washbay from use of chemicals Water contamination from cleaning chemicals entering stormwater drains	Moderate	Unlikley	9	Bunded areas around site wash bay preventing effluent running into storm water Waste water drained into separate waste tank, which is cleared by the landford as required, flashing light indicates level when needing to be emptied Use of truck wash diluted as per manufacturers recommendations.
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