



Environmental & Sustainability Management Plan

GST-PLN-002

Rev. No.	Prepared by	Reviewed	Approved	Date	Description/Change
0	LVB	CJB	Christina Bilato	04/06/2018	Drafted
1	LVB	CJB	Christina Bilato	09/06/2021	Revised
2	LVB	MCH	Christina Bilato	04/04/2024	Revised



1. INTRODUCTION

1.1 Purpose

This Environmental & Sustainability Management Plan has been developed to assist G & S Transport to assess environmental risks, minimise and manage any potential adverse environmental impacts from our activities and to improve our environmental performance. G & S Transport recognises environmental management as one of our highest priorities and as a key determinant to the company’s sustainable development.

The Environmental Management System, outlined in this plan, has been developed in accordance with the International Standard AS/NZS ISO 14001:2015 *Environmental management Systems – Requirements with guidance for use*.

The company’s Environmental Policy provides a framework for setting the environmental objectives outlined in this Environmental & Sustainability Management Plan. The policy includes a commitment by the Directors of G & S Transport to the protection of the environment, including prevention of pollution, and to continually improving the environmental management system and environmental management performance.

1.2 Background and Scope

G & S Transport is a remote transport specialist with a diverse fleet of trucks, trailing equipment, plant and earthmoving machinery. The company headquarters are based in Alice Springs, with depots in Karratha and Port Hedland.

G & S Transport’s business plan is closely interconnected with its sister businesses, Alice Springs Sand Supply Pty Ltd (ASSS) and North West Quarries Pty Ltd (NWQ) who are producing construction and civil materials, decorative and landscape products.

1.3 Application

This Environmental & Sustainability Management Plan has been prepared by G & S Transport to document the environmental controls implemented throughout all of the Company’s operations and is applicable to all work processes undertaken on any G & S Transport worksite.

2. MANAGEMENT RESPONSIBILITY

G & S Transport is committed to protecting the environment by adhering to all legal and regulatory requirements and to the continuous improvement of our environmental performance through education and training.

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2.1 Management Commitment

G & S Transport’s Directors are committed to protecting the environment by maintaining a high standard of environmental care in all of the company’s business activities. These high standards will be maintained whilst delivering quality products and services that meet the contractual requirements and expectations of our customers, and all our legal obligations.

To achieve our commitment G & S Transport has implemented an Environmental Management System that reflects the company’s principles and objectives and is in accordance with the International Standard AS/NZS 15001:2015 *Environmental Management Systems – Requirements with guidance for use*.

This commitment will be realised on G & S Transport work sites by:

- Promoting a proactive and positive culture of communication and involvement in environmental issues as a normal component of all aspects of our work.
- Planning, implementing and monitoring a comprehensive Environmental program, including conducting regular inspections and audits of the workplace aimed at preventing environmental incidents to meet our duty and ensure continual improvement of the program.
- Ensuring that all personnel involved in our projects including consultants, contractors, employees and site visitors are aware of, and endorse, our Environmental and Sustainability Policy and objectives, and comply with the applicable laws, legislation, regulations, standards and codes of practice.
- Setting project environmental objectives and targets that are measurable to enable our performance to be monitored, regularly reviewed and continually improved.
- Identifying and reducing the risks of all types of work activities that have the potential to produce adverse impacts on the environment.
- Providing appropriate training for awareness and education for our employees on environmental issues and specifically to individuals with environmental responsibilities.

2.2 Environmental and Sustainability Policy

Our company’s commitment to protecting the environment during all work activities is addressed in our Environmental and Sustainability Policy.

2.2 RELEASE OF ENVIRONMENTAL INFORMATION

G & S Transport does not externally communicate information in relation to all identified significant environmental issues. It does, however, release specific information to the government and regulatory bodies, clients and, to a lesser extent, the public through the

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company website, fact sheets, annual reporting and media releases. The types of information released to interested parties include:

- A. Performance against key objectives and targets for current reporting period
- B. Likely targets for the next reporting period
- C. Number of environmental incidents
- D. Significant environmental incidents / breaches of legislation
- E. Water consumption

2.2.1. Company website

- A. General access to company environmental management information

2.3 ENVIRONMENTAL AND SUSTAINABILITY POLICY

2.3.1 G & S Transport is committed to:

- Protecting the environment and sustainability of resources through the efficient use, reuse and disposal of resources, prevention of pollution and proper management of biodiversity, ecosystems and heritage.
- Analysing climate change impacts and developing strategies for mitigation and adaptation.
- Complying with or exceeding all applicable Environmental regulatory and Australian Standard requirements.
- Establishing and maintaining effective consultation and communication mechanisms for the correct storage, use, reuse and disposal of materials in the workplace.
- Lifecycle assessment of our operations using risk-based approaches to anticipating and mitigating environmental impacts.
- Engaging with interested parties before starting a project and advising of environmental risks and opportunities to improve design and measures for reducing inefficiencies in the consumption of energy, resources and management of waste.
- Providing adequate training and resources to improve the environmental awareness of personnel.
- Developing and maintaining prevention and response plans in conjunction with emergency services and interested parties.
- Raising environmental and sustainability awareness of all employees and sub-contractors and assisting them with the necessary improvements in their practices, where required.
- Conserving natural resources through pollution prevention, energy conservation, waste minimisation and minimising potential environmental impacts where possible; and
- Continuously improving the Environment and Sustainability Management Systems through objective assessment, inspection, auditing review and implementation of corrective actions.

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2.4 COMMUNITY (EXTERNAL) COMPLAINT MANAGEMENT PROCEDURE

2.4.1 This procedure addresses the following:

- A. Registration and documentation of community complaints
- B. Provision of feedback to the complainant
- C. Mechanism for signoff when action is completed
- D. Registration of complaints of an environmental nature

2.5 COMMUNICATION WITH JOINT-VENTURE PARTNERS OR CLIENTS

2.5.1 G & S Transport recognises the need to consider the long-term environmental, social and commercial impacts of our operations. We are committed to undertaking and completing projects using every practical measure available to minimise adverse environmental impacts.

Any G & S Transport sites with joint-venture or contract arrangements in place will maintain regular communications processes addressing at least the following:

- A. Environmental approval obligations and amendments
- B. Status of any environmental management programs in place
- C. Items from monthly reports
- D. Management and close-out of incidents reported since last meeting
- E. Management and close out of community complaints reported since last meeting
- F. Outcome from audits and status of actions recommended
- G. Plant issues affecting environmental performance
- H. Environmental non-compliances
- I. Environmental incidents
- J. Review of plant and environmental monitoring performance
- K. Review of any contract Environmental & Sustainability Management Plan
- L. Implementation of corrective actions.

3. ROLES, RESPONSIBILITIES AND AUTHORITIES

3.1 PURPOSE

To ensure the responsibilities and authorities of management are clearly defined and the environmental management system is maintained.

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3.2 OPERATIONS DIRECTOR

The Operations Director is responsible for the employment of personnel with capabilities to execute G & S Transport’s plan.

Responsibilities include:

- A. Establish the overall direction of G & S Transport’s environmental management systems
- B. Develop environmental policy in line with the company’s direction.
- C. Monitor and assess the environmental management system performance.
- D. Address issues identified in the environmental management system performance audits.
- E. Ensure that the business, program, legal and compliance obligations are identified, analysed and addressed.
- F. Ensure that the environmental management system specifications meet the requirements.
- G. Review the budget for the environmental management system implementation and operation.
- H. Involve relevant stakeholders in the development of standards, procedures, and guidelines.

Accountabilities include:

- A. To the regulatory and legislative organisations for compliance with legal requirements.
- B. To the company’s management team for safe, effective and compliant operations, facilities and equipment and the quality of products and services.
- C. To clients for the quality of products and services.
- D. To employees for the quality and safety of their work environment and the opportunity for professional growth.

Authorities include:

- A. Review and approve budgets for the environmental management system.
- B. Approve methods for meeting environmental management system requirements.
- C. Review environmental management system operations.
- D. Hold staff accountable for performance.

3.3 HSEQ MANAGER

The HSEQ Manager is responsible for the implementation, management and continuous improvement of G & S Transport’s environmental management system.

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Responsibilities include:

- A. Prepare and maintain the Environmental & Sustainability Management Plan
- B. Promote and adhere to all G & S Transport and client policies and procedures.
- C. Support the company’s target of zero environmental incidents.
- D. Produce environmental audits relevant to each work site occupied by G & S Transport.
- E. Prepare and submit reports to external parties, as required to meet legislative responsibilities.
- F. Complete environmental risk assessments and ensure regular monitoring, control and compliance.
- G. Ensure all employees abide by and follow all high-risk work procedures and safe operating procedures.
- H. Actively contribute to G & S Transport’s corporate objectives by supporting sound Work Health and Safety and Environmental management.

Accountabilities include:

- A. Reports to G & S Transport Directors.
- B. Consults with clients to maintain a safe and compliant operating environment.
- C. Supporting employees through timely advice and direction on all environmental matters, ensuring employees are adequately informed, training and competent to maintain a safe operating environment.

Authorities include:

- A. Take required action to ensure all operations maintain compliance.
- B. Provide feedback on the environmental management system performance.
- C. Manage assigned resources to maintain a safe, competent and compliant workforce.
- D. Identify and recommend required training needs to maintain currency with environmental standards

4. ENVIRONMENTAL AND SUSTAINABILITY PLANNING

4.1 Environmental Objectives, Targets and Key Performance Indicators

Developing and setting environmental objectives and targets and measuring our performance against those targets is a fundamental part of ensuring our environmental protection effort is on track and achieving our commitment. G & S Transport is committed to achieving the following environmental targets at our work sites:

Achieve zero environmental incidents

- A. Establish Environmental & Sustainability Management Plans setting out the responsibilities and processes to minimise impact.

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- B. Ensure all work practices comply with our environmental management system and legislative obligations.
- C. Conduct regular monitoring and evaluation to ensure the environmental compliance and obligations are achieved.
- D. Ensure that contractors operate in an environmentally responsible manner and adhere to relevant environmental requirements.
- E. Regularly review performance, identify and implement corrective and preventative actions that contribute to continually improving the environmental performance of our Operations.
- F. Have all personnel appropriately trained, responsible and accountable for environmental management.
- G. Establish an effective communication process to ensure that all personnel are aware of and endorse our Environmental & Sustainability Management Plan, policy and objectives.

Key Performance Indicators have been established to enable G & S Transport Management to realistically measure our performance against the targets and determine what level of compliance is being achieved. This will, in turn, enable G & S Transport to strive for ongoing improvement.

Training and Competency

G & S Transport Management determine training needs for site personnel based on:

- Training required by G & S Transport procedures and regulatory authorities.
- Training identified in site risk assessments.
- Mandatory G & S Transport training (e.g., Inductions).

This training is provided to reinforce the individual environmental responsibilities and accountabilities to effectively respond to site environmental issues and reduce the potential for hazards and incidents.

All training shall be conducted by persons with the appropriate knowledge, skills, experience and qualifications in environmental training. Specialised environmental training will be made available on an 'as needs' basis.

Induction Training

G & S Transport Management will ensure that all personnel, including contractors and visitors attend the G & S Transport Site Specific Induction, which includes:

- An overview of the G & S Transport Environmental & Sustainability Management Plan
- G & S Transport commitment to the Environmental and Sustainability Policy and objectives
- G & S Transport statutory and individual obligations
- Site specific environmental risks and potential impacts
- Emergency response and incident notification
- Specific environmental mitigation measures and work standards

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Task Specific Training

G & S Transport will provide task specific training for group or individual personnel where risk assessment analysis identifies duties that have the potential to adversely impact on the environment.

Task specific training includes:

- Spill response training
- Fire extinguisher training (for emergency response personnel)
- Snake handling training

All training undertaken will be documented on the register and the Training Matrix will be updated.

Training General

Only G & S Transport employees and Contractors who have demonstrated the required competency standard will be authorised to operate mobile plant and vehicles.

G & S Transport have experienced and qualified workplace trainers and assessors to deliver the required training programs.

A Training Matrix (detailing competencies obtained and training currently being under-taken), training records and competency assessments for all employees will be maintained in the G & S Transport Site Administration office.

Environmental Awareness

G & S Transport's HSEQ Manager will implement an Environmental Awareness Program to assist in maintaining effective environmental management. The Environmental Awareness Program is designed to periodically reiterate G & S Transport's environmental objectives for the project in a context that stimulates interest. This awareness training is delivered in the form of handouts, memos, and topics at weekly Toolbox meetings.

Topics that may be presented to personnel include:

- Reinforcement of the Site-Specific Induction content
- New procedures or work standards
- Results of inspections and audits
- Awareness of environmental incidents that have occurred both internally and in other work areas of relevance to G & S Transport operations.

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5. INTERNAL COMMUNICATION

Internal communication with regard to an operation’s environmental impacts will be managed by:

5.1 OTHER PROCESSES FOR INFORMING EMPLOYEES OF ENVIRONMENTAL OBLIGATIONS

Apart from the training programs, employees whose work may create a significant impact on the environment must receive information and advice.

Environmental awareness may be maintained and communicated where appropriate using newsletters, email releases, media releases, work group meetings, notice boards and toolbox talks.

If permission is given by the principal contractor of the site, contact with the media is arranged by the Project Manager or Operations Director. The Project Manager and HSEQ Manager have the authority to speak to the media when nominated as part of this communications strategy. Other staff may be authorised from time-to-time to speak to the media on specific issues in their area of expertise; approval is made on an issue-specific basis

6. COMPLAINTS MANAGEMENT PROCEDURE

6.1 If there is an external environmental or community complaint then the following complaint procedure should be used:

- A. All public complaints are to be forwarded to the HSEQ Manager within 24-hours of receiving the complaint. Depending on the severity of the issue, the complaint will be escalated to the appropriate level of internal management, and to the site Principal as per the site requirements.
- B. The complaint will be logged internally through the HSEQ hazard reporting register and the Operations Director notified. The hazard or incident will be dealt with as required.
- C. Provision for feedback to the complainant will be determined following review of the issue by senior management.
- D. The mechanism for signoff when actions are completed will be through the Hazard register.

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APPENDIX 1

ACKNOWLEDGEMENT FORM

I acknowledge that I have received and read G & S Transport’s Environmental and Sustainability management Plan and I agree to act in accordance with responsibilities and accountabilities as described in the document.

I have had the opportunity to raise any queries in relation to the document and I understand the policy and its effect.

If any other matters arise, I will contact my Manager for further advice.

Name:

Position:

Signature:

Date:

PLEASE RETURN COMPLETED ACKNOWLEDGEMENT FORM TO YOUR MANAGER

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