

### 5.3. Traffic and Access Action Plan

**Strategy:** To minimise disruption to roads and road users.

**Performance Target:** Minimise traffic congestion  
Allow safe access along roads for all users  
Compliance to Project Specific Traffic management Plan

**Legislation, Guidelines, References:** Environmental Protection Act 1994  
Environmental Protection Regulations 1998  
And all associated Legislations  
Project Specific Traffic Management Plan  
Complaints Register EMP-002  
Site Environmental Control Checklist

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Table 5.0 – Traffic/Access Action Plan

| Environmental Management Requirement   | Responsibility      | Timing/Frequency                          | Reference/Notes |
|--|---------------------|---|-----------------|
| Parking for all construction staff and personnel is to be contained on-site within designated areas.   | SM & Subcontractors | Pre-construction                          | Section 2 PMP   |
| All construction traffic is to enter/exit the construction site via the site main access way.  | SM & Subcontractors | Throughout construction period            | TMP             |
| Identify and use a primary transportation route for construction trucks.   | SM & Subcontractors | Throughout the entire construction period | TMP             |
| Drivers will notify the Site Manager of major changes to the transportation route.   | SM & Subcontractors | As required                               | Revise TMP      |
| Ensure trucks are correctly sized and fully loaded (not overloaded) so that the volume of each delivery is maximised and the number of trips is therefore minimised. | SM & Subcontractors | Throughout the entire construction period |                 |
| Consult with Council and DMR as necessary to identify periods when major road works or traffic re-developments in designated routes are occurring.                   | SM                  | Throughout the entire construction period |                 |

|  |                                |   |               |
|--|--------------------------------|---|---------------|
| <b>Use communication systems (such as CB radios, mobile phones) as necessary to manage the flow of truck movements to site.</b>                                    | <b>SM &amp; Subcontractors</b> | <b>Throughout the entire construction period</b>        |               |
| <b>Post Construction</b>   |                                |   |               |
| All roads damaged by construction activities must be rehabilitated – i.e. re-seal or fill in holes and ditches etc that the construction equipment has caused.     | SM                             | As needed and on completion of the project, as required |               |
| <b>Monitoring Requirements</b>   |                                |   |               |
| Visual inspections to be undertaken of the condition of accesses to the site, parking areas, access roads, and compliance with vehicle speeds at construction site | SM                             | Throughout construction                                 | Section 2 PMP |

## 5.4. Hazards and Risk Action Plan

**Strategy:** That measure is taken to minimise hazards and risks.

**Performance Target:** Zero environmental accidents or incidents

**Legislation, Guidelines, References:**

- Environmental Protection Act 1994
- Environmental Protection Regulations 1998
- And all associated Legislations

**NOTE:** This Action Plan relates to environmental hazards and risks only. Occupational, Health and Safety hazards and risks are addressed in the Occupational Health and Safety Plan and will be incorporated into the subcontractors Safe Work Method Statements and Job Safety Analysis.

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**Table 6.0 – Hazards and Risk Action Plan**

| Environmental Management Requirement   | Responsibility        | Timing /Frequency       | Reference/Notes                  |
|--|-----------------------|-------------------------|----------------------------------|
| Prepare a construction safety management plan that will identify the potential risks presented to non-construction workers and present strategies to minimise these risks.   | HSR                   | Pre-construction        | Section 5 of PMP                 |
| <b>During Construction</b>   |                       |                         |                                  |
| Ensure the subcontractor takes measures to include spill containment procedures and appropriate storage and control of chemical facilities (include locations on the site layout plans).   | SM                    | During construction     | Section 6 of PMP                 |
| Any imported fill must be validated in accordance with Council's Contaminated Lands Policy and NSW EPA requirements.   | Specialist Consultant | Prior to importing fill | Council Policies, EPA guidelines |
| Minimise the amount of chemicals, oil and fuel stored temporarily on site as part of construction activities works and ensure substances are stored and used in appropriately contained areas. Refuel vehicles using mini-tankers (thereby eliminating onsite fuel storage). | SM                    | Throughout construction | Project safety plan              |
| Incident Management Procedures identified in Section 8 are to be followed at all times.  | SM                    | Throughout construction | Section 8 of this EMP            |

To manage risks associated with trip hazards, overhead hazards and other potential dangers surrounding the site:

- Fully fence the site and ensure all materials are contained within it;
- Provide signage that advises of the works and alternative access arrangements around the area; and
- Provide separate visitor access to the site that avoids construction areas.

HSR & SM

Throughout  
construction

Section 5 of PMP

## 5.5. Air Quality Action Plan

|   |   |
|---|---|
| <b>Objective:</b>                                   | To have no change to the existing air quality   |
| <b>Strategy:</b>                                    | <p>Minimise dust</p> <p>Control dust generated from demolition and removal of existing structures</p> <p>Minimise impact of exhaust emissions</p> <p>Monitor dust generation</p>                                |
| <b>Performance Target:</b>                          | No dust and particulate matter generated at the site boundary   |
| <b>Legislation,<br/>Guidelines,<br/>References:</b> | <p>Environmental Protection Act 1994</p> <p>Environmental Protection Regulations 1998</p> <p>And all associated Legislations</p> <p>Complaints Register EMP-002</p> <p>Site Environmental Control Checklist</p> |

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Table 7.0 – Air Quality Action Plan

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| Environmental Management Requirement   | Responsibility      | Timing/Frequency        | Reference /Notes |
|--|---------------------|-------------------------|------------------|
| <b>During Construction</b>   |                     |                         |                  |
| Ensure dust suppression resources are provided on-site (i.e. water carts).   | SM                  | Pre-construction        |                  |
| Ensure trafficable areas are clearly defined and stabilised and the on-site speed limit is adhered to.   | SM                  | Throughout construction |                  |
| Maintain construction equipment including trucks and vehicles, to reduce exhaust emissions.  | SM & Subcontractors | When required           |                  |
| Control any dust generated from the demolition and removal of existing buildings and structures.   | SM                  | Throughout construction |                  |
| Keep dust-generating activities to a minimum during dry and windy conditions. Cease all works that have the potential to generate dust in excessively windy conditions and/or use fine mist sprays to suppress the dust. | SM                  | When required           |                  |
| Keep large, unprotected areas moist during windy weather. If water is insufficient, soil binders and/or dust retardants may be used  | SM                  | During construction     |                  |

|   |                     |                         |
|---|---------------------|-------------------------|
| Load and cover trucks and ensure the tailgates of all trucks transporting spoil from site are securely fixed prior to loading and immediately after unloading.  | SM & Subcontractors | During construction     |
| Ensure there is no burning of waste material on site.   | SM                  | Throughout construction |
| Minimise diesel pollutant impacts on surrounding land uses by: <ul style="list-style-type: none"> <li>▪ Turning off diesel combustion engines on construction equipment not in active use and on dump trucks that are idling while waiting to load or unload material; and</li> <li>▪ Ensuring vehicles are well maintained.</li> </ul> | SM & Subcontractors | Throughout construction |

#### Post Construction

|  |    |                        |
|--|----|------------------------|
| Stabilise soils as soon as practicable after disturbance to prevent dust generation.                                       | SM | As soon as practicable |
| Progressively rehabilitate all disturbed areas to their original condition as soon as possible to prevent dust generation. | SM | As soon as practicable |

#### Monitoring Requirements

|  |                            |         |                                      |
|--|----------------------------|---------|--------------------------------------|
| Visually inspect the site on a regular basis to check for the deposition of dust. Where a significant accumulation of dust is determined, review practices in this area. | SM                         | Daily   |                                      |
| Install dust monitoring gauges and analyse monthly.  | SM & Specialist consultant | Monthly | Dust Monitoring Methodology Document |

## 5.6. Noise and Vibration

**Objective:** The impact of construction noise on surrounding land uses is minimised.

**Strategies:**

- Keep construction noise levels within community accepted levels
- Comply with EPA guidelines for construction and traffic noise
- Ensure construction equipment has adequate noise prevention safeguards and is maintained in good working condition

**Performance Target:** No complaints relating to noise arising from construction activities.

**Legislation, Guidelines, References:**

- Environmental Protection Act 1994
- Environmental Protection Regulations 1998
- And all associated Legislations
- Complaints Register EMP-002
- Site Environmental Control Checklist

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Table 8.0 – Noise and Vibration Action Plan

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| Environmental Management Requirement  | Responsibility      | Timing/Frequency        | Reference/Notes   |
|---|---------------------|-------------------------|---|
| <b>Pre-Construction</b>   |                     |                         |   |
| Ensure all equipment (excavators, backhoes, cranes, trucks etc.) have adequate noise prevention safeguards such as residential class mufflers, acoustic enclosures for any diesel generators and/or air compressors as necessary. | SM & Subcontractors | Pre-Construction        |   |
| Provide mechanism to ensure that any complaints arising from noisy activities are addressed.  | PM & SM             | Pre-construction        | Section 8.3 of this EMP   |
| Ensure that the technical specifications for all subcontractors plant and equipment are written to incorporate consideration of noise mitigating procedures.  | SM & CA             | Pre-construction        |   |
| <b>During Construction</b>  |                     |                         |   |
| The hours for construction activities associated with the works, including the delivery of materials to and from the site are between 6.00am and  | PM                  | Throughout construction | <ul style="list-style-type: none"> <li>▪ Section 2.4 of this EMP</li> <li>▪ Project DA</li> </ul> |

*TD*

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6.30pm, Monday to Saturdays. No work is to be carried out on Sundays or on public holidays.

|   |                     |                         |
|---|---------------------|-------------------------|
| Establish and ensure regular use of effective communication with relevant stakeholders. Surrounding occupiers to be notified of the schedule of construction works and given forewarning for especially noisy activities.         | PM & SM             | As necessary            |
| In the event of a noise complaint, implement the complaint procedures detailed in Section 5.6.  | PM & SM             | Immediately on incident |
| Instruct subcontractors and other personnel to maintain vehicles and equipment to ensure manufacturers noise control equipment remain intact and any squeaks and rattles on dump truck bodies and excavator tracks are minimised. | SM & Subcontractors | As necessary            |
| Maintain truck routes on the site in good condition and ensure trucks remain on designated internal routes. Maintain low speeds.  | SM & Subcontractors | Throughout construction |
| Ensure there is no 'warming up' of plant and machinery outside the construction site.   | SM & Subcontractors | Throughout construction |
| Maintain low speeds at the construction site to minimise engine noise and chassis rumble.   | SM & Subcontractors | Throughout construction |
| Where possible, locate construction equipment in a position that provides the most acoustic shielding from surrounding land uses.   | SM & Subcontractors | When required           |
| Ensure trucks are fully loaded so that the volume of each delivery is maximised and the number of trips is therefore minimised.   | SM & Subcontractors | Throughout construction |
| Minimise rock breaker use where possible. Ripping using a larger excavator or dozer is preferred, if possible, to longer periods of hammering with a smaller machine.   | SM & Subcontractors | Throughout construction |

### Monitoring Requirements

|  |                     |                     |
|--|---------------------|---------------------|
| Carry out noise compliance checks as necessary on all major equipment, such as drills and cranes to ensure the noise emission levels are generally within expected levels. | SM & Subcontractors | During construction |
|--|---------------------|---------------------|

Instruct subcontractors and other construction personnel to repair or remove noisy equipment from the site if noise levels are exceeded.

## 5.7. Erosion, Sedimentation and Water Quality

**Objective:** To protect the soil from erosion and sedimentation caused by construction works.

**Strategies:** Minimise the amount of soil disturbance during construction.

Minimise potential risk of sediments entering waterways including soil erosion or chemical spillage

**Performance Target:** No erosion of soils on-site and no sedimentation down slope of works.

Compliance to Erosion and Sediment Management Plan.

Compliance to draft Site Management Plan.

**Legislation,  
Guidelines,  
References:**

Protection of the Environment Operations Act, 1997

DLWC's Urban Erosion and Sedimentation Handbook

NSW EPA's Pollution Control for Urban Stormwater

Vegetation Management Plan for Lot 2, 26 Muir Rd, Chullora (Actinotus)

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Table 9.0 – Erosion and Sedimentation Action Plan

| Environmental Management Requirement   | Responsibility | Timing/Frequency                             | Reference/Notes                   |
|--|----------------|--|-----------------------------------|
| <b>Pre-Construction</b>  |                |  |                                   |
| Install Sedimentation Controls as per the Erosion and Sediment Control Plan  | SM             | Pre-Construction                             | Erosion and Sediment Control Plan |
| All boundaries are to be provided with siltation fencing:<br><ul style="list-style-type: none"><li>▪ Protection of stormwater system (eg. sandbags on roads, sealed areas, around drains, geotextile silt/sediment fences on unsealed areas and hay bales on grassed areas).</li></ul> | SM             | Pre-Construction and throughout construction | Erosion and Sediment Control Plan |
| <b>During Construction</b>   |                |  |                                   |
| Minimise the area of potential soil exposure. Ensure any area of potential soil exposure is kept to an absolute minimum, including all machinery parking sites.  | SM             | Throughout construction                      | Erosion and Sediment Control Plan |

|  |                               |   |                                   |
|--|-------------------------------|---|-----------------------------------|
| Divert runoff generated outside the work areas around the construction site and divert to sedimentation control.   | SM                            | Throughout construction                     | Erosion and Sediment Control Plan |
| All construction vehicles exiting the site will depart via a wheel wash facility.  | SM                            | Throughout construction                     | Erosion and Sediment Control Plan |
| Control vehicle and machinery movements to well defined compounds where possible. Access areas to be limited to a maximum width of 10m.  | SM                            | Throughout construction                     | Erosion and Sediment Control Plan |
| Maintain all construction equipment and regularly inspect for leaks, fuels and oils.   | SM & Subcontractors           | During construction                         |                                   |
| <b>Post Construction</b>   |                               |   |                                   |
| Stabilise soils as soon as practicable after disturbance.  | SM                            | After disturbance                           | Erosion and Sediment Control Plan |
| Lands recently established with grass species must be watered regularly until effective cover has properly established.  | SM                            | After grass planting                        | Erosion and Sediment Control Plan |
| Remove all temporary erosion and sedimentation control structures.   | PM & SM                       |   | Erosion and Sediment Control Plan |
| <b>Monitoring Requirements</b>   |                               |   |                                   |
| Discharges to the stormwater system from the sedimentation controls will be monitored for parameters identified according to DERM's pollution control.   | Civil / Stormwater Consultant | First discharge and then every three months | Erosion and Sediment Control Plan |
| Visually monitor water runoff for oils and grease after rainfall events (>10mm in 24hrs). If a sheen or oil film is present, prevent discharge to waterways and undertake water quality sampling and notify the PM. The monitoring will be completed in accordance to the checklists outlined in <b>Appendix A</b> . | Civil / Stormwater Consultant | During/after rainfall events                | Erosion and Sediment Control Plan |
| Monitor rehabilitation to determine if rehabilitation has been effective.  | PM & SM                       | As required                                 |                                   |

## 5.8. Contaminated Soils

**Objective:** To limit exposure to contaminated soils during construction works.

**Strategies:** Minimise the amount of soil disturbance during construction.

Maintain overlying capping layers at all times.

Dispose any excavated soils appropriately.

Ensure imported soil materials meet clean fill requirements.

**Performance Target:** Compliance to Erosion and Sediment Management Plan.

Compliance to draft Site Management Plan.

**Legislation, Guidelines, References:**

- Environmental Protection Act 1994
- Environmental Protection Regulations 1998
- And all associated Legislations
- Project specific erosion and sediment management plan
- Draft Site Management Plan
- Complaints Register EMP-002
- Site Environmental Control Checklist

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Table 10.0 – Contaminated Soil Action Plan

| Environmental Management Requirement  | Responsibility | Timing/Frequency        | Reference/Notes                      |
|---|----------------|-------------------------|--------------------------------------|
| <b>During Construction</b>  |                |                         |                                      |
| Minimise the area of potential soil exposure. Ensure any area of potential soil exposure is kept to an absolute minimum, including all machinery parking sites.                   | SM             | Throughout construction | Erosion and Sediment Management Plan |
| Ensure capping layer is maintained at all times (where practical) to avoid exposure of underlying contaminated materials. The capping layer should comprise one of the following: | SM             | Throughout construction | Erosion and Sediment Management Plan |
| <ul style="list-style-type: none"> <li>- a concrete slab (minimum thickness 100mm);</li> <li>- bitumen/asphalt paving on 150mm compacted roadbase; or</li> </ul>                  |                |                         |                                      |

- compacted low permeability soil to a minimum depth of 0.5m.

|  |                             |                         |                                      |
|--|-----------------------------|-------------------------|--------------------------------------|
| Off-site disposal of contaminated soil must be carried out in accordance with the conditions of a Disposal Permit, issued under Section 424 of the EP Act. Contaminated soil must not be removed off-site without a Disposal Permit.   | SM & specialist consultants | Throughout construction | Erosion and Sediment Management Plan |
| Any imported fill will be assessed/sampled (as appropriate) to demonstrate compliance with clean fill criteria. The source of all imported materials will be documented and assessed. Imported fill may be required to be sampled at a rate of 1 sample per 200m <sup>3</sup> to confirm compliance with clean fill criteria. However, if imported fill is a quarry product or can be verified to be from a clean source, then sampling may not be required. | SM & specialist consultants | Throughout construction | Erosion and Sediment Management Plan |
| If stockpiling of excavated soils is required, where possible, soil material is to be stockpiled on existing hardstand areas. If soil material is unable to be stockpiled on hardstand areas, validation testing will be required beneath the stockpile footprint following the removal of stockpiled materials.   | SM & specialist consultants | Throughout construction | Erosion and Sediment Management Plan |
| If during excavations on site, offensive or noxious odours and/or evidence of gross contamination not previously detected is identified, work must cease in this area of the site and specialist assistance sought to prevent environmental harm. Any remedial action should be developed by an appropriately qualified and experienced person in accordance with Section 381 of the EP Act.   | SM & specialist consultants | Throughout construction | Erosion and Sediment Management Plan |

## 5.9. Flora and Fauna

|   |  |
|---|--|
| <b>Objectives:</b>                                  | To minimise impacts to flora and fauna.  |
| <b>Strategies:</b>                                  | <p>Conduct activities within identified construction areas to minimise contact with any existing flora and fauna</p> <p>Remove noxious weeds encountered throughout construction</p> <p>Carry out appropriate rehabilitation and revegetation.</p> |
| <b>Performance Target:</b>                          | No harm to sensitive areas or detrimental change to flora and fauna in vicinity of works.  |
| <b>Legislation,<br/>Guidelines,<br/>References:</b> | <p>Environmental Protection Act 1994</p> <p>Environmental Protection Regulations 1998</p> <p>And all associated Legislations</p>   |

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Table 11.0 – Flora and Fauna Action Plan

| Environmental Management Requirement   | Responsibility | Timing/Frequency    | Reference/Notes |
|--|----------------|---------------------|-----------------|
| <b>Pre-Construction</b>  |                |                     |                 |
| Trees required to be cleared from the site must first be checked for the presence of arboreal mammals or active nests (that is, containing fertile eggs or nestlings). Should observations identify the presence of these, the subject tree (s) should not be removed or pruned until animals nesting in them have completed their breeding cycle or arboreal mammals have been relocated. Fire ant inspection will be undertaken as necessary in accordance with the Queensland Government Department of Primary Industry guidelines. | SM             | Pre-Construction    |                 |
| <b>During Construction</b>   |                |                     |                 |
| If, during the course of construction, personnel becomes aware of the presence of any sensitive fauna at or near the site, all work likely to affect the sensitive fauna is to immediately   | SM             | During construction |                 |

|  |           |               |                     |
|--|-----------|---------------|---------------------|
| cease and the BCC consulted to determine an appropriate course of action prior to the recommencement of work at that site.   |           |               |                     |
| Any weed removal (if necessary) is to be undertaken in accordance with Council's Noxious and Environmental Weeds Policy and using appropriate pesticides and herbicides handling procedures. | SM        | When required | Rehabilitation Plan |
| Weed debris and weed-contaminated debris is to be destroyed and disposed appropriately.  | SM        | When required | Rehabilitation Plan |
| If any native fauna is found injured during construction, notify and obtain advice from WIRES immediately. Notify the SM.  | Work Team | When required |                     |
| Undertake any planting or replacement of shrubs with locally native species as possible.   | SM & CA   | When required | Rehabilitation Plan |
| <b>Monitoring Requirements</b>   |           |               |                     |
| Visual inspections for sensitive flora and fauna to be undertaken on site and at site boundaries   | SM        | When required |                     |

## 5.10. Groundwater

|                            |  |
|----------------------------|--|
| <b>Objective:</b>          | To ensure protection of groundwater.                                   |
|                            | To ensure surface waters are not polluted by contaminated groundwater. |
| <b>Strategies:</b>         | Manage construction activities to avoid impacts on groundwater.        |
| <b>Performance Target:</b> | No change to groundwater quality                                       |

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Table 12.0 – Groundwater Action Plan

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| Environmental Management Requirement  | Responsibility | Timing/Frequency    | Reference/Notes |
|---|----------------|---------------------|-----------------|
| <b>During Construction</b>  |                |                     |                 |
| Prevent excavation to depth where groundwater table is encountered.   | SM             | During construction |                 |
| Although groundwater is not likely to be encountered, any de-watering should be undertaken in accordance with the requirements of DERM. | PM             | As required         |                 |

## 5.11. Utilities and Services

**Objective:** To avoid damage to any existing utilities and services.

**Strategies:** Ensure measures are taken to avoid damage to existing utilities and services.

**Performance Target:** No damage to existing utilities and services.

**Legislation, Guidelines, References:**

- Dial-before-you-dig on 1100
- Permit to Excavate SSMP-045

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Table 13.0 – Utilities and Services Action Plan *to be complete on home page*

| Environmental Management Requirement  | Responsibility | Timing/Frequency    | Reference/Notes             |
|---|----------------|---------------------|-----------------------------|
| <b>Pre-Construction</b>   |                |                     |                             |
| Ensure that services and utilities are identified using Site Drawings and the 'Dial-before-you-dig on 1100' service. Permit to Dig and services search process.   | PM             | Pre-construction    | Permit to Excavate SSMP-045 |
| Identify any services potentially affected by construction activities in consultation with relevant authorities and determine requirements for diversion, protection and/or support.                                  | PM             | Pre-construction    | PMP                         |
| If utilities and/or services are identified, the Principal Contractor will consult with the relevant provider of the utilities identified and make arrangements to adjust and/or relocate their services as required. | PM             | As required         | PMP                         |
| <b>During Construction</b>  |                |                     |                             |
| Ensure no services are disrupted to the local community due to construction works.  | SM             | During construction |                             |
| In the event of damage to utilities or services cease works immediately and implement the Incident Management Plan, as required.  | SM             | During construction |                             |

## 5.12. Easement Restrictions

|                                 |  |
|---------------------------------|--|
| <b>Objective:</b>               | To avoid risk to health and safety of all construction workers within Endeavour Energy easements encompassing overhead transmission lines and Transgrid exclusion zone to the temporary power poles. |
| <b>Strategies:</b>              | Ensure measures are taken to avoid any risk to the health and safety of all construction workers.  |
| <b>Performance Target:</b>      | No injuries to any person inside or near the electrical easement and exclusion zone.   |
| <b>Legislation, Guidelines,</b> | Endeavour Energy's Development Affecting Transmission Line Easement.   |

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Table 14.0 – Utilities and Services Action Plan

| Environmental Management Requirement   | Responsibility            | Timing/Frequency              | Reference/Notes  |
|--|---------------------------|-------------------------------|--|
| <b>Prior and during construction</b>   |                           |                               |  |
| Fully understand SWMS and Risk Assessment while working close or within the easement area and/or exclusion zone.           | Site team, Subcontractors | Prior construction            | Ausgrid Energy Easement requirements, Site Work Health & Safety Plan.              |
| Overhead Power services to be surveyed.  | PM                        | Prior construction            | Existing Services Survey   |
| Hazard identification and risk assessments to be regularly carried out within easement area                                | SM, WHS, PM, SE           | Prior and during construction | Work Health & Safety Plan.<br>Site OH&S Plan                                       |
| Avoid unauthorized access into easement area and/or exclusion zone by issuing Permit to Enter on daily basis.              | WHS, SM                   | During construction           | Work Health & Safety Plan.<br>Site OH&S Plan                                       |
| Avoid operating envelope of plant and equipment to encroach into easement area and/or exclusion zone.                      | WHS, SM                   | During construction           | Work Health & Safety Plan.<br>Site OH&S Plan                                       |
| Authorized Spotters located in working areas within easement area.   | SM, WHS                   | During construction           | Work Health & Safety Plan.<br>Site OH&S Plan                                       |
| Easement area and exclusion zone to be fenced, sign posted and flagged.  | SM, WHS                   | Prior construction            | Work Health & Safety Plan.<br>Site OH&S Plan                                       |
| All subcontractors and site staff to be regularly updated/reminded about easement restrictions, risk assessments and SWMS. | Site team, Subcontractors | During construction           | Ausgrid Energy Easement requirements, Work Health & Safety Plan.<br>Site OH&S Plan |

## **6. INDUCTION AND TRAINING**

### **6.1. Initial Site Induction and Training**

CIP is responsible for ensuring all personnel working on-site have received an initial site induction prior to each employee commencing work on site. Records of this induction will be maintained.

CIP's construction supervisor is responsible for training all subcontractors' employees in relation to this EMP and ensuring subcontractor's personnel attend their induction training. Anyone found departing from the environmental requirements and breaching the controls on site will face strict disciplinary action and potential for permanent removal from the site.

### **6.2. On-going Training**

CIP and the subcontractor's construction supervisor will be responsible for ensuring all personnel working on-site receive on-going training if construction activities/plan/schedule change or as the need arises.

## 7. INCIDENT MANAGEMENT

An emergency and incident response plan has been prepared for the demolition and import/ preload phase of the project. The emergency and incident response plan includes the procedures to be followed during any incidents that can cause environmental damage.

Any incident likely to cause pollution of the site (such as an oil or chemical spill or accident) must be reported immediately to the SM. If the incident results in a breach of legislative provisions, then SM must inform the PM & HSR. The PM will contact relevant authorities (including the DERM) as required.

The DERM must be notified of incidents causing or threatening material harm to the environment as soon as practicable after a person/organisation becomes aware of the incident. The HSR, in his EM role, is responsible for notification to the DERM. Written details of the incident must be notified to the DERM within 7 days of the date on which the incident occurred, if requested by the DERM. Whilst all reporting will occur via the EM, subcontractors and other personnel are required to assist to the fullest extent possible in the notification and reporting of such incidents.

The DERM may make a written request for further details in relation to any of the above matters if it is not satisfied with the report provided by CIP. CIP will provide such further details to the DERM within the time specified in the request. Relevant personnel involved with the construction activities on site must be made aware of such requests and facilitate the attainment of these requirements.

Emergency scenarios for this project include the following:

- Chemical & Oil spills and leaks
- Fire
- Contamination
- Unexpected find
- Damage to heritage structure

Emergency contact numbers are provided in Table 1.0.

Incidents are recorded in the incident report and investigation, as necessary, is carried out to assess the root cause of incident to prevent its recurrence.

## 8. CHECKING, CORRECTIVE ACTION AND REPORTING

### 8.1. Training Records

**Section 5.12** of this EMP details the initial site induction and on-going environmental training that all personnel working on the construction will be required to undertake. The SM will ensure all employees working on-site have received initial site induction and environmental training. Records of all training undertaken at the construction site will be maintained by the SM. The SM will therefore be able to assess the competency of individuals in accordance with their roles and responsibilities.

### 8.2. Site Environmental Inspections and Checklist

A site environmental checklist is a simple means for checking the day-to-day environmental controls at a site and recording the details in a manner that is available for inspection. It provides a series of items that can be quickly examined to provide an accurate indication of the effectiveness of safeguards contained in the EMP. An environmental checklist has been developed to cover environmental aspects and impacts identified in Section 4.2 and Section 5. The checklist will be revised as necessary to ensure that it is specific to the site and work to be undertaken.

Inspections will be undertaken by the project personnel. If any deficiency is detected it shall be fixed and a record is made of the corrective action taken. A timeline for corrective actions will be established dependent upon the nature of the action, however, the goal will be to ensure all corrective actions are closed out as soon as possible.

During periods of rainfall greater than 10mm per day, all work areas will be visited and the erosion control facilities inspected by the SM.

### 8.3. Non-conformance, Corrective Action and Preventive Action

Corrective and preventive action, as appropriate, will be undertaken when non-conformances and incidents occur at the construction site. These will occur at times that include when:

- A complaint is received regarding any pollution or other environmental impact caused by construction site activities;
- A departure from approved or agreed procedures (i.e. performance targets specified in Section 5) is observed;
- A non-conformance is identified as a consequence of any self-assessment, formal audit or other environmental survey or inspection.

If the non-conformance is considered to breach legislative requirements, the SM will be responsible for notifying the PM who will be responsible for reporting any perceived breaches of legislative requirements to the appropriate regulatory authority as soon as possible.

Non-conformances will be analysed and investigated by the SM and/or PM to determine the cause of the non-conformance and to develop a corrective action to prevent recurrence. The SM and/or the PM will record all non-conformances and ensure that the corrective actions are undertaken as soon as possible. Refer to procedure for Nonconformity, Corrective Action and Preventive Action for more details.

### 8.4. Auditing

CIP has implemented an internal audit regime for its offices and project sites. Audits are carried out to determine the compliance with the IMS, EMP and AS/NZS ISO 14001:2004.

The PM will arrange audits of the subcontractor's activities as necessary to determine compliance with the EMP. The frequency of audits will be determined by the PM and the need for these audits will be reviewed throughout the duration of the project. Refer to procedure for Internal Audits for more details.

## **9. CONTROL OF DOCUMENTS AND RECORDS**

Distribution and control of this EMP and related documents is the responsibility of CIP's Project Management Team. All project personnel shall be provided access to the correct revision of the EMP. A copy of these documents is also made available on E-site for reference purposes.

This EMP is considered to be a dynamic document, which will be reviewed at the regular PMT meetings and any amendments required will be made accordingly to reflect changes to the project conditions.

Changes to the EMP will be communicated to the appropriate level of responsibility through inductions, on-going training and the issue of revised documentation where necessary.

Records are maintained to demonstrate compliance with the requirements of this EMP, CoC, CIP IMS, etc. The records maintained for the project construction activities are available on site and E-site.

Refer to procedure for Control of Documents and Records for more details.

## **10. MANAGEMENT REVIEW**

### **10.1. Environmental Management Review**

The performance and effectiveness of the implementation of this EMP and related documents is reviewed at the regular PMT and client meetings. Participation from other project staff, specialist consultants, and stakeholders, as appropriate, will be included.

Following meetings are held on site where the performance of EMP is reviewed:

- Regular Project Team Meetings
- Monthly Project Control Group meetings/report

Records of these meetings are maintained in the form of minutes and the PMT is responsible to ensure that actions arising out of these meetings are taken in a timely manner.

CIP senior management also regularly reviews the performance of its Environmental Management System across the company as part of the IMS review. Records of these meetings are maintained in the form of minutes held in the Sydney office.

### **10.2. Continual Improvement**

Continual improvement of the EMP will be achieved by continually evaluating environmental management performance against environmental policies, objectives and targets for the purpose of identifying opportunities for improvement. The continual improvement process for the project has been designed to:

- Identify areas of opportunity for improvement of environmental management which leads to improved environmental performance;
- Determine the root cause or causes of non-conformances and deficiencies;
- Develop and implement a plan of corrective and preventative action to address root causes;
- Verify the effectiveness of the corrective and preventative actions;
- Document any changes in procedures resulting from process improvement;
- Make comparisons with objectives and targets.

Implementation of strategies/techniques to improve the environmental performance of the construction works is the responsibility of the PM. Actions and further opportunities for continual improvement will be discussed at Project Management Team Meetings as required.

## APPENDICES

- Appendix A Environmental Check List
- Appendix B Erosion and Sediment Management Plan
- Appendix C Complaints Register
- Appendix D Project Specific Traffic Management Plan
- Appendix E Dust Monitoring Methodology (if applicable to your DA)
- Appendix F Vegetation Management Plan (if applicable to your DA)
- Appendix G Rehabilitation Plan (if applicable to your DA)

## DOCUMENT REVISION HISTORY

| Issue No | Date          | Sec No   | Brief Description of Change                                    | Reason   | Prepared By | Approved By |
|----------|---------------|----------|--|--|-------------|-------------|
| 1.0      | Sep 12        | All sect | Initial setup  | Set up of project  | PM          | CM          |
| 2.0      | 8 August 2014 | Policy   | Environmental Management Policy updated                        | Environmental Management Policy reviewed and revision updated. | KA          | RB          |
|          |               | General  | Revision numbers updated accordingly.                          | To reflect above change.                                       | KA          | RB          |
| 3.0      | Oct 2014      | All      | Site Engineer added to section 3.<br>General maintenance/tidy. | RB felt this was important to be included in the EMP.<br>N/A   | KA          | RB          |
| 4.0      | Jul 16        | All      | Reformatting   | CIP Rebranding   | KA          | RB          |
| 5.0      | Aug 16        | Intro.   | Environmental Policy update                                    | New Environmental policy issued.                               | KA          | RB          |