

SureVision Environmental Management Policy



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1. Overview

1.1 Environmental Management Plan

- a) This Environmental Management Plan describes the environmental strategy, methods, controls, and requirements for the execution on our client's projects. It stands alone as the master document for site environmental activities, and refers to company procedures.
- b) The Environmental Management Plan defines how the environmental aspects of the project will be run.
- c) This Environmental Management Plan should be read in conjunction with the Site Safety Plan.
- d) The Environmental Management Plan shall be reviewed 6 monthly and/or following and significant incidents or significant changes to the project scope or methodology

1.2 Purpose of the Environmental Management Plan

- a) The purpose of this Environmental Management Plan is to:
 - Identify the environmental issues (aspects and impacts) for our clients project/s;
 - Establish, communicate & implement environmental operational controls to reduce any adverse impacts on the environment from the company's activities, products and services.
 - Ensure compliance by SureVision and its suppliers & subcontractors with all relevant environmental legislation, any applicable licence, approval and permit, regulatory requirements and this EMP.
- Ensure that works are managed to reduce adverse impacts on the environment.
- Action any outcomes from incidents or accidents, project audits or other identified non-conformances and to continually improve the Environmental Management System.

1.3 Environmental Objectives

- a) The objectives for the project are:

Aspect	Objective
Recycling	All waste generated from any works shall be sent to a transfer station for separation into waste streams for recycling where possible
Hazardous Substances	All hazardous substances will be disposed of in accordance with its Material Safety data Sheet or manufacturer's specifications.
Pollution Control	All pollution controls will be implemented and monitored as far as reasonably practical.

1.4 Key Environmental Issues

a) The key environmental issues for SureVision are:

- Noise & vibration
- Water management
- Erosion & Sediment Control
- Air Quality
- Asbestos
- Contaminated soils
- Waste
- Energy ratings

2 Internal and External Communication

2.1 Project Organisational Chart

a) The project organisation chart is included in the Appendices of the relevant Project Management Plan.

2.2 Responsibilities & Authorities

a) Position descriptions and skills register of each member of the project team are included in the relevant Project Management Plan.

2.3 Key Personnel & Contact Details

a) Key Personnel and Contact details are included in the relevant Project Management Plan.

2.4 Primary Points of Contact

Organisation	Name
EPA (NSW)	General Line
Local Government	TBA
Organisation	Name

3 Environmental Actions

3.1 Environmental Risks/Environmental Aspects

- a) Potential environmental obligations and risks associated with our clients project/s shall be identified prior to the start of the project by the Project Manager on the SureVision Site Preparation Risk Assessment & Checklist.
- b) The Environmental Risk Assessment will be provided to subcontractors and suppliers as part of the subcontract and supply contracts.
- c) Where risks are identified as medium to high in the matrix, the impacts associated with SureVision activities, products and services will be deemed as “significant” and require operational controls that shall be described on the Environmental Considerations & Action Table.
- d) Significant aspects may impact on the environment positively (eg. recycling) or negatively (eg. pollution).

3.2 Environmental Impacts and Controls

3.2.1 Project Environmental Management Plans

- a) The Environmental Considerations & Action Table describes operational controls used to manage environmental issues.
- b) The Foreman will ensure that environmental controls are inspected in accordance with these plans.
- c) Information on hazardous materials, including each material’s potential impact on the environment and measures to be taken in the event of accidental release will be managed via the Hazardous Substances Register.

3.2.2 Supplementary Environmental Plans

- a) Supplementary Plans required by the contract or deemed necessary by the client will be acquired on demand.
- b) Supplementary Plans which may be required by the client can include but not limited to the following:
 - Soils and Surface Water Management Plan
 - Noise Management Plan
 - Community Involvement Plan
 - Landscaping and Revegetation Plan
 - Flora and Fauna Management Plan
 - Traffic Management Plan
 - Air Quality Management Plan
 - Waste Management Plan (including a waste management register)
 - Indigenous and European Heritage Plan
 - Importation of Fill

3.2.3 Sub-contractors and Suppliers

- a) Sub-contractors, and suppliers shall meet the environmental management requirements specified in the EMP.
- b) Sub-contractors shall be made aware of their responsibilities under the terms of

the applicable environmental legislation, by being provided a copy of this Environmental Management Plans and by participating in site induction.

- c) Sub-contractors will be requested to submit Safe Work Method Statements (SWMS), ITPs or environmental procedures with details of how they manage any environmental aspects and impacts associated with their activities.
- d) Consideration of normal and abnormal operations, along with emergency scenarios will be included in as required.
- e) Sub-contractor performance will be monitored to ensure that contracts are being fulfilled and appropriate environmental management practices are being followed.

3.3 Legal & Other Requirements

3.3.1 Legislative Compliance

- a) Where Development Consents, permits or approvals relate specifically to the project, these issues will also be deemed as “significant” and will be included in the project environmental risk assessment.

3.4 Contaminated Site Procedure

- a) Projects undertaken on contaminated sites will undergo a Contaminated Site Assessment (CSA).
- b) The CSA and associated approvals shall be reviewed by SureVision. All relevant CSA reports, documents and relevant approvals will be obtained and reviewed prior to site activities commencing. Operational controls will include any specific procedures described in the report or approvals.
- c) Where required, ITPs and/or SWMS will be developed to address requirements of CSAs and to ensure verification of the works being completed as described.
- d) SureVision will also ensure that the site workforce is made aware of potential contamination issues associated with the contaminated site development. Advice shall be provided should problems be identified.
- e) SureVision will maintain spoil disposal records.

3.5 Monitoring

- a) The Environmental Management Plan shall be monitored following implementation to ensure that:
 - Environmental operational controls are being effectively applied;
 - Project specific environmental monitoring targets specified in the Development Consent or other planning permits for air, water and noise are met;
 - Unpredicted impacts are identified, and remedial action is taken; and
 - The project objectives listed above are being met.

3.6 Communication and Consultation

3.6.1 Training

- a) Prior to the commencement of project activities, all site personnel (including sub-contractors) will attend site induction.
- b) Site Induction shall include an outline of the requirements of this EMP and the responsibilities and accountabilities of all site personnel.
- c) The project environmental site rules will be included in the induction session.

- d) Training records will be kept verifying who has attended the training.

3.6.2 Community Consultation

- a) SureVision shall conduct and encourage employees and subcontractors to conduct toolbox meetings to address safety & environmental hazards in and around the site, safe work practices, coordination and responsibilities.
- b) SureVision will advise relevant residents of the nature and scope of works.

3.6.3 External Stakeholders

- a) In the event external stakeholders are required, relevant contacts will be provided.

Agency/Company	Contact	Phone/Fax/Email
Dept of Planning, Industry & Environment	General	1300 305 695
Local Council	As per requirement	As notified

3.6.4 Community Complaints

- a) Community complaint shall be recorded on an Incident Report.
- b) Remedial action must be taken as soon as practical. Any action taken shall be recorded on the form

3.7 Incident Investigation & Reporting

3.7.1 Internal Requirements

- a) SureVision shall ensure that all incidents occurring in or around the site, involving company personnel, sub-contractors, visitors or passers-by, are investigated and reported regardless of how minor they appear at the time of the occurrence.
- b) A Non-conformance Report shall be completed for each incident that cannot be immediately rectified and has no ongoing environmental impact.

3.7.2 Duty to Notify Department of Environment & Conservation of Pollution Incident

- a) SureVision shall notify the DEC Pollution Line: 131 555, EPA (NSW) regarding pollution incidents that have occurred in the course of its activities, if the following apply:
- The actual or potential harm to the health or safety of human beings or ecosystems are not trivial,
 - The actual or potential loss or property damage (including clean-up costs) associated with a pollution incident may exceed \$10,000.

3.8 Non-Conformance

- a) In the event of breach in the requirements of the EMP, a Non-Conformance Report will be completed and issued to the offending party.
- b) Non-Conformances will be registered in the Non-Conformance Report Register.
- c) A copy of the Non-Conformance Notice will be forwarded to the SureVision Director and the subcontractor, who will implement appropriate corrective action.

3.9 Audits

- a) Projects audits shall be scheduled by SureVision and form part of the company's audit schedule.
- b) Audits shall address the requirements of ISO9001, ISO14001, AS4801, SureVision WH&S/Quality Management System and the various Management Plans.