

# MCT/SHPW/T-A26: Airport Service Tower & Vehicle Storage Building



## Constructors Environmental Management Plan

Rev	Date	Prepared by	Approved by	Remarks
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**Purpose**

The TvAIP is a Category B project (impacts are site-specific, few if any of them are irreversible, and in most cases mitigation measures can be designed), which therefore which requires the development of a site-specific EMP. The WB involuntary resettlement policy OP/BP4.12 is triggered by the components of the TvAIP particularly rehabilitation component due to the potential temporary need for laydown areas, removal of vegetation infringing on the line of sight for road users and moving of stalls or other non-permanent structures away from the road edge.

This Constructors Environmental Management Plan (EMP) describes how environmental issues will be addressed and managed for the Construction of the Airport Service Tower & Vehicle Storage Building in Funafuti, Tuvalu. This EMP forms part of the overall Project Management Plan (PMP) for the project. Reeves International and all of its sub-contractors will adhere to it.

**1 Background**

The Pacific Aviation Investment Program (PAIP) is funded by the World Bank (WB) and has the development objective to (i) improve the safety, security, efficiency, management and environmental sustainability of airports, and (ii) improve regional harmonization of aviation safety standards. Phase I of the Program, for which this Environmental Management Plan (EMP) is prepared, includes Kiribati, Tonga and Tuvalu. This site specific EMP has been developed for project work at Tuvalu Airport Service Tower & Vehicle Storage Building.

In November 2011 an overarching EMP1 was published for all components of the TvAIP. A site specific EMP2 has been developed for the proposed FUN upgrade works; this EMP is herein referred to as the FUN EMP. The FUN EMP builds on the overarching EMP, providing details on environmental impacts and mitigation measures specifically for FUN and incorporates details of the final detailed designs.

**Project description**

This project will begin with clearing of site from rocks, left over materials, and debris. Once site preparation has been completed, works involving conditioning of ground works will began. The main focus of the project involves the construction of a new airport services tower and vehicle storage building. This build encompasses of new build to house existing fire truck, storage room, mezzanine area, toilet and amenities and an observation tower.

**Site Works and Site Preparation**

Prior to delivery and construction of the prefabricated parts of the structure, site works will be undertaken, including site excavation, preparations of foundations, reinforcing works, pouring of slab and any trenching to accommodate proposed underground service works.

Reeves International has also engaged Rhodes Projects Pty Ltd, to assist in the procurement of prefabricated materials – which mainly consist of structural steel and light weight framing.

Reeves International will handle the procurement for all building services related materials, as well as supplying the labour and man power to construct the build.

**Duration and Timing of Construction Activities**

As it stand the proposed construction duration is approximately set for 6 month, with date commencing from time of receiving clearance certificate for designated site and client formal sign off for proposed design.

Normal working hours are Monday to Friday, 7am to 4pm, Saturday 7am to 12pm. Works may be required to be carried out of hours to meet with program. Working days are also subjective to any stoppage or closure due to public holiday, events or request made by government bodies.

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All flight and construction scheduling must be coordinated with air operators as documented in the Method of Works Plan (MOWP).

**Reference documents**

The following documents are the principal references for this EMP:

- a) Contract No. MCT/SHPW/T-A26
- b) Tuvalu Environment Protection Act
- c) PAIP EMP – FUN Terminal Addendum (dated Feb 2016)
- d) PAIP Environmental Management Plan (FUN and Road) (dated 19 Nov 2013)

**2 Authorities and consents**

Executing Agency: Ministry of Communications and Transport (MCT)  
 Representing the World Bank: PAIP Technical Fiduciary Services Unit (TFSU)  
 Tuvalu Department of Environment (DOE)  
 Tuvalu Public Works Department (PWD)

**3 Environmental reporting**

The TvAIP scope the relocating of the current Reeves International batching area, that were used for the terminal project. New land acquisition is not required, and the project is unlikely to cause any major negative environmental or social impacts as the work is improving existing infrastructure. The social outcomes of the TvAIP are expected to be positive by improving safety, accessibility and fire hazard prevention. As no land acquisition is required, no physical resettlement will be necessary.

**Reporting to the Project Engineer**

Reeves International will make monthly progress reports to the Resident Engineer. The monthly progress report will include a brief environmental report containing, but not limited to:

- a) A note of any permits or consents obtained relating to environmental matters;
- b) A summary of any environmental protection measures put in place;
- c) A description of any environmental inspections or audits carried out on the project, and their findings; and
- d) A description of any environmental incidents or complaints which occurred and the response to them.

**Reporting to other agencies**

Reeves International assumes that the Engineer and Employer will interface with any and all other agencies in relation to environmental reporting requirements which they may have.

**4 Environmentally responsible procurement**

**The aim of environmentally responsible procurement**

Environmentally responsible procurement is a purchasing strategy which aims to make procurement decisions not just on a cost-benefit analysis, but with a view to including their impact on the environment in the decision-making process. To the extent required under the contract Reeves International will undertake this approach to procurement.

The environmental impacts to be considered for each item to be purchased include such issues as the materials and energy required in its manufacture, its energy efficiency, ease of maintenance, whether it is recyclable at the end of its life and how it must be disposed of when it is decommissioned.

raw local materials are not available on Tuvalu, and will be imported in accordance with local quarantine regulations. The use of live corals will not be used on this or any other Reeves International projects.

**5 Urgent environmental incident response**

**Initial actions**

Every person working on the project, whether working directly for Reeves International or for a sub-contractor, is to be vigilant for signs of an environmental incident.

All environmental incidents such as gas leakage, oil or fuel spills no matter how minor they may seem, are to be reported immediately to the Site Manager. Some examples of environmental incidents which could occur include silt run off from site due to heavy rain or dust generation from areas of dry soil.

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**Personnel and their responsibilities**

In the event that an urgent response is required to an environmental incident, the responsibilities of personnel will be as detailed below.

**5.1.1 Construction Management**

- a) The Construction Manager – Brian Oman – with years of experience of working in a safe and well managed environment, will formulate and coordinate the response to the incident.
- b) The Site Foreman – Fengai Pale – is responsible for managing local workers to the response and use of language interpretation where required.

**5.1.2 All other site personnel**

All personnel on site will carry out instructions from the Construction Manager and Foremen. No personnel are to enter the incident area unless directed to do so, otherwise they are to keep at a safe distance to allow clear access for others.

**5.1.3 TvAIP Project Manager and Resident Engineer**

The Project Manager and Resident Engineer will work with the Construction Manager to notify the relevant local agencies and authorities about the incident further if required mainly assisting with reporting documentation.

**Response plan guidelines**

The strategy for responding to an urgent incident will depend on a number of factors which will be specific to that incident.

The Construction Manager will formulate and execute a response plan based on the following guiding principles:

- a) All personnel not involved in the incident response are to be kept safely clear of the incident area;
- b) Safety of personnel is to be paramount at all times, and no unsafe activities are to be undertaken in responding to the incident no matter what level of environmental risk the incident presents;
- c) If the incident is ongoing (like a broken pipe discharging sewage) or the cause of the incident is still operating, then the first priority is to address and stop the cause; and
- d) Once the cause has been treated and the incident is no longer getting worse, the next priority is to contain the incident to limit its effect.

**Incident management**

**5.1.4 Notifications**

The Construction Manager will notify the following as soon as possible, in this order:

- a) Relevant local emergency response agencies;
- b) Project Engineer;
- c) Project Manager; and
- d) Relevant authorities.

The contact details of all individuals and organizations to contact in the event of an urgent environmental incident will be displayed prominently in the site office.

**5.1.5 Controls**

Once the cause of the incident has been addressed or removed, its effects must, as far as possible, be prevented from spreading. How this is done will be decided on a case by case basis once the situation is fully understood.

Some situations may require different arrangements, such as removal and disposal of contaminated soil. Other situations may make all available control options ineffective.

**5.1.6 Remediation**

To the extent possible, Reeves International will seek approval from the Project Engineer or relevant authorities and restore the environment affected by the incident to the same state or better than it was in before the incident occurred.

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**5.1.7 Post-incident analysis**

In line with contract requirements any urgent environmental incident will be followed by an internal review to identify the root cause and contributing factors. This review will identify changes to work practices and operating procedures to minimise the chance of a similar event recurring.

The Construction Manager will be responsible for implementing the changes identified, and the Reeves International Project Manager will verify their implementation. The changes will be announced as part of the weekly “Tool Box” meeting to all workers and subcontractors on site. All relevant site documentation will be adapted to suit.

The EMP will be updated where necessary to show new activities and mitigation control. The Project manager is responsible for the updating of the revised EMP and submitting to the client representative for approval.

**6 Potential environmental impacts of this project**

**Identification of potential impacts**

The following potential environmental impacts which might occur as a result of construction were identified in the FUN-EMP:

- a) Traffic Safety
- b) Aviation Safety
- c) Soil Erosion
- d) Water Supply
- e) Importation of materials & Equipment
- f) Agreement for waste disposal
- g) Waste disposal
- h) Water and soil pollution
- i) Dust
- j) Noise
- k) Storage of fuel, oil etc
- l) Vehicle and pedestrian safety
- m) Construction workers and staff safety
- n) Community safety

**Factors which may increase the risk of potential impacts**

Factors which may increase the risk of these environmental impacts are listed below. These are considered relevant at the date of revision as stated above, in the event additional factors arise Reeves International to amend as deemed necessary:

- a) Works occurring in a high rainfall area (Ref OH&S Plan and Project Schedule)
- b) Works being carried out on infrastructure which is at the end of its design life;
- c) Existing roadways were not constructed with construction traffic in mind; and
- d) Limited plant available locally.

**Extreme Weather**

Contingency planning for encompassing tsunamis, cyclones, and storm event are to incorporate into the OH&S practices on the site. The site manager is responsible for monitoring and reporting on existing conditions on or around the work site and roadways.

Detail’s will be provided within the daily site diary and weekly site reports. Summary’s will be provided within the contractor’s monthly project reports.

Weekly “Tool Box” meeting will address existing site conditions and where known forthcoming weather event. Procedures will be regular updated at these meetings to suit current works schedule, so risk management is adapted to suit. Minutes will be maintained of “Tool Box” meetings and filed in the site office. Each “Tool Box” meeting will address any concerned raised previously to ensure it has been attended to.

Where Extreme weather events occur without prior notice the following items must be maintained and incorporated into daily site activities by the site manager:

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- a) Regular monitoring of weather patterns.
- b) Monitoring erosion
- c) Sediment control
- d) Safe storage of material and equipment on site

**7 Identification and mitigation of potential impacts**

IMPACT AREAS	ENVIRONMENTAL AND SOCIAL MITIGATION MEASURES
Road traffic safety	<ul style="list-style-type: none"> <li>• Refer to Traffic Management Plan (TMP) that includes signage, flag operators, personnel protective equipment (e.g. high visibility vest), and specific actions to be implemented around sensitive receptors (e.g. residential dwellings, schools, hospital). TMP to include vehicle and pedestrian traffic.</li> <li>• Includes transport of materials and equipment to construction camp (located at the airport) in the TMP e.g. covering of loads, maximum speed, designated travel times and notification of police and other required departments (e.g. hospital and schools).</li> <li>• Implement the traffic management plan to ensure smooth traffic flow and safety for workers, passing vehicles and pedestrian traffic.</li> <li>• Workers shall have relevant safety equipment.</li> <li>• Arrange necessary measures for pedestrian and passer-by safety and all means of transportation safety (e.g., establish protection zones, by-pass these areas during transportation of materials, etc.)</li> <li>• Safety elements such as guardrails, road signs and delineators, pavement markings, barricades and beams, warning lights shall be installed. In some cases a flag operator or traffic control supervisor may be engaged around the specific work site.</li> </ul>
Aviation traffic safety	<ul style="list-style-type: none"> <li>• Refer to Safety Management Plan attached to the MOWP. The MOWP includes details of site works scheduling around known flight timetables and procedures for emergency response for all workers. Copies available in site office.</li> <li>• Building Site is fully fenced. Site Plan and signage provides access route for departing and arriving passengers.</li> <li>• Regular communications are maintained with Airport Management to accommodate any modifications to agreed process.</li> </ul>
Soil erosion	<ul style="list-style-type: none"> <li>• Schedule earthworks and construction activities will occur within wet season, which is usually between November to April. Earthworks to occur November to April.</li> <li>• Correct installation of silt barriers downhill of excavations and soil stockpiles;</li> <li>• No vegetation or grass is to be removed if it is not necessary for construction;</li> <li>• Vegetation to be removed manually, strictly no use of herbicides/ pesticides.</li> </ul>

IMPACT AREAS	ENVIRONMENTAL AND SOCIAL MITIGATION MEASURES
Dust and Air Pollution	<ul style="list-style-type: none"> <li>• Regular monitoring by Reeves International site management will record and monitoring the condition of any roads, cleared areas or stockpiles likely to give rise to dust if they dry out;</li> <li>• Identify and locate waste disposal sites, stockpile sites and equipment to minimize impacts on the environment and nearby population</li> <li>• Watering down any potentially dusty areas to prevent dust generation; and</li> <li>• Limiting vehicle speed on site.</li> <li>• Watering down any dusty areas when dust is observed within the construction site.</li> <li>• Covering of vehicle loads whilst in transit.</li> <li>• Identify and locate waste disposal sites, stockpile sites and equipment to minimize impacts on the environment and nearby population.</li> <li>• Carrying out construction during normal daylight hours only (7am to 4pm, Monday to Friday and 7am – 12pm Saturday) Any works made outside of this hours will require client approval prior.</li> <li>• Regularly check and maintain machinery, equipment and vehicles to ensure emissions control from operations.</li> </ul>
Noise Pollution	<ul style="list-style-type: none"> <li>• Carrying out construction and port activities during normal daylight hours only (7am to 4pm, Monday to Friday and 7am – 12pm Saturday) Any works made outside of this hours will require client approval prior.</li> <li>• Ensure all equipment serviced and issued with warrant of fitness (as required). Any machinery deemed to be polluting the air must be replaced (or fixed) on instruction by the Supervising Consultant and MCT kept informed.</li> <li>• Regularly check and maintain machinery, equipment and vehicle conditions to ensure appropriate use of mufflers, etc.</li> <li>• Workers in the vicinity of sources of high noise shall wear necessary protection gear rated for the situation they are being used.</li> <li>• Signage to outline complaints procedure and contact details of recipient of complaints (e.g. phone number, physical address and email).</li> <li>• Should any complaints be made, the representative of The Ministry of Communication will formally raise the complaints and present matters to Reeves International to address/ resolve. Reeves International is then expected to address issues and report back to representative of The Ministry of Communication.</li> <li>• Operating plant only when necessary, and turning off engines when machinery is not in use</li> </ul>



IMPACT AREAS	ENVIRONMENTAL AND SOCIAL MITIGATION MEASURES
Water and soil pollution	<ul style="list-style-type: none"> <li>• Minimise risk to groundwater and surrounding soil by developing a spill response plan and provide training to all contract workers on how to implement the spill response plan</li> <li>• Spill response plan training completed for all construction workers.</li> <li>• As part of spill response plan mobilise a cleanup crew to collect the waste.</li> <li>• Zones for preliminary accumulation of wastes are designated in areas that will cause no damage to the vegetation cover or leach into groundwater or the marine environment (e.g. within construction camp on hard surface).</li> <li>• Excavations are bunded to prevent ingress of water runoff.</li> <li>• Sediment laden runoff from excavations or stockpiles must be directed to a settling area (not the sea or beach) or collected for dust suppression provided the runoff is not contaminated with any chemicals (e.g. fuel).</li> <li>• Rehabilitation of the construction camp area shall include scarification to loosen compacted ground as a result of stockpiles and construction of hard stand areas (including bunded areas). Any soil found to be impacted by hydrocarbons shall be excavated, treated as hazardous waste and removed from island for disposal at an approved facility.</li> <li>• Lubricants shall be collected and recycled if suitable. All waste lubricants shall be removed from island as hazardous waste.</li> <li>• Removing, disposing of and replacing any contaminated soil which is affected by liquid waste.</li> <li>• Bunded areas and hard stands are allocated at construction camp for the storage of fuel, lubricants and other potential substances required for the project. Water tight and sheltered bunds to be able to contain 110% of volumes being stored or 25% if total volume greater than 1,000L.</li> <li>• Wash down areas with respective collection and treatment systems are designated within the construction camp and laydown are (e.g. settling pond or tank and concrete slurry treatment). Concrete wash down to occur in site yard over slurry catchment. Fill for slurry catchment to changed regularly. The slurry is a non-toxic substance that when dry is suitable material to be used as fill. 800m<sup>3</sup> of concrete required for the project. Batch plant is a 5m<sup>3</sup> agitator truck loaded via access platform.</li> <li>• Sanitation treatment system (e.g. compost or proprietary treatment system) is approved by the SWAT and MCT prior to implementation. Site amenities agreed to be used are located within the existing terminal and government building.</li> <li>• Provision of an adequate number of rubbish bins, appropriately distributed around work sites;</li> <li>• Creating and maintaining a culture of good housekeeping on site, whereby the site is kept neat at all times and all waste is placed in bins promptly; and</li> <li>• Education of all site personnel about the important of correctly disposing of all construction waste, including liquids.</li> </ul>
Water supply	<ul style="list-style-type: none"> <li>• Adequate supply of water for construction and personnel which does not adversely affect the community's water supply. Collect and store rainwater.</li> <li>• Water saving measures such as sweeping of work areas and vehicles tyres instead of washing to prevent dust shall be used wherever possible.</li> </ul>
Importation of aggregate material	<ul style="list-style-type: none"> <li>• Obtain import permit and Quarantine certification prior to export from country of origin. Certificate of fumigation and verification of source (or proof that material is free of contamination) to be submitted to Department of Public Works and Quarantine Department.</li> </ul>

IMPACT AREAS	ENVIRONMENTAL AND SOCIAL MITIGATION MEASURES
Solid waste generation and disposal	<ul style="list-style-type: none"> <li>• Re-use of as much material as possible either within the TvAIP, other projects, or for community use. Funafuti Kaupule and the island recycling business will be consulted to determine if materials or waste can be recycled within the community. The recycling of construction materials will be at the discretion of the Public Works Department (PWD).</li> <li>• Temporary waste dump areas at construction camp allowed for and approved waste disposal sites / methodologies identified for removal of all solid waste.</li> <li>• Waste collection, recycling and off-side disposal are clearly marked/sign posted. Segregate waste to avoid cross contamination, such as with contaminated material (hazardous substance).</li> <li>• Waste collection facilities installed at construction camp to allow for collection and packing of waste. Strictly no dumping of rubbish.</li> <li>• Workers will be provided with a sanitary system to prevent fouling of lagoon or surrounding soils.</li> <li>• Construction waste material is recycled or packed up for transport off island.</li> <li>• Receiving waste facility identified and agreements put in place to transport (trans-boundary) remaining project waste from Tuvalu.</li> </ul>
Loss of archaeological artefacts or sites	<ul style="list-style-type: none"> <li>• Seeking advice from relevant authority, Project Engineer prior to construction beginning for their advice as to the likelihood of encountering heritage objects on site.</li> <li>• Ensuring that site personnel are instructed what cultural and natural heritage objects look like, and instructing them to be alert for such objects and report any evidence of them to the Site Manager immediately.</li> <li>• Work to stop in specific location of unearthed artifacts or site and MCT notified immediately for instruction to proceed.</li> </ul>
Landscape degradation	<ul style="list-style-type: none"> <li>• Identifying especially significant vegetation with the relevant authorities prior to site establishment and commencement of construction;</li> <li>• Carefully removing or trimming vegetation where it necessary, so as minimise the impact that the vegetation trimming, or removal has;</li> <li>• Installing fencing and flagging to protect vegetation where necessary; and</li> <li>• Ensuring that site personnel are instructed not to damage vegetation, and that they are properly supervised to ensure that they don't damage vegetation.</li> <li>• Having any damaged vegetation inspected by PWD, and trimmed to remove and minimise damage if necessary.</li> <li>• Restoration of landscape after completion of rehabilitation works; restore the vegetation cover in accordance with the design and consistency with surrounding land condition (e.g. grass land or shrubs).</li> </ul>

IMPACT AREAS	ENVIRONMENTAL AND SOCIAL MITIGATION MEASURES
Hazardous substances and safety and pollution	<ul style="list-style-type: none"> <li>• Fuel will be obtained from local commercially available sources.</li> <li>• Fuel will not be stored in the construction camp unless permission given by MCT and the Department of Energy.</li> <li>• Store and handle hazardous substances in bunded, hard stand or designated areas only. Bunded areas should be covered to stop rain water entering or constructed to drain to an oil water separator which will need to be constructed or a mobile proprietary unit imported specifically for use on the TvAIP. Bunds (secondary containment) to contain 110% of the largest container/tank required to be stored or 25% of total volume if total volume is over 1,000L.</li> <li>• Provide hazard specific personnel protective equipment to workers directly involved in handling hazardous substances (e.g. chemical or heat resistant clothing, gloves).</li> <li>• Complete list, including Safety Data Sheets (SDS) for each chemical stored or used shall be accessible at all times. Signage to be posted in storage areas identifying all chemicals present.</li> <li>• Spill kits and training of use to be provided to all workers during toolbox meetings. Spill kits to contain PPE gear for the spill clean-up (e.g. gloves and overalls), material to contain the spill and absorbent pads, and a heavy-duty rubbish bag to collect absorbent pads or material.</li> <li>• Used oil to be collected and taken off island (for disposal or cleaning at approved facility) at completion of works if no on island disposal or recycling facility available.</li> </ul>
Loss of biodiversity	<ul style="list-style-type: none"> <li>• If during course of construction work, particularly vegetation clearance and excavations any bird, reptile or mammal species is identified as being potentially impacted (e.g. nesting bird in area of proposed vegetation clearance) work is to stop in the specific location of the find and the Department of Environment and MCT notified immediately for instruction to proceed.</li> </ul>
Health and safety	<ul style="list-style-type: none"> <li>• Refer to Tuvalu Airport Service Tower and Vehicle Storage Building. – Occupational Health and Safety Management Plan.</li> <li>• Construction camp to be fenced to prevent access by unauthorised personnel.</li> <li>• First aid training to be provided as required to site workers with basic first aid services to be provided by contractor e.g. stretcher, vehicle transport to hospital.</li> <li>• All contractors are to undergo health check and provide signed declaration prior to starting anywork.</li> <li>• All contractors and workers to be given awareness training regarding prevention of communicable and sexually transmitted diseases (particularly HIV/AIDS).</li> </ul>
Damage to surface of roadways	<ul style="list-style-type: none"> <li>• Floating all tracked machinery to and from site, and not allowing it to walk or operate on roadways;</li> <li>• Installing steel plates at high load points on roadways where necessary, such as at property entrances.</li> <li>• Timing deliveries and materials movements so that, as much as possible, they do not occur when unsealed and damaged roads are wet; and</li> <li>• Prompt patching of any road damage that occurs during construction.</li> </ul>
Wastewater management	<ul style="list-style-type: none"> <li>• Wastewater and run-off from site are to be kept at a minimum, and continually monitored to not impact surrounding environment.</li> </ul>

## 8 Appendices:

### **Environmental Inspection report template**

The environmental inspection report is a record of each environmental inspection undertaken, and includes a summary of any issues which need to be addressed.

See Appendix 1 for an environmental audit report template.

### **Environmental Incident report template**

The environmental incident report contains an analysis of an environmental incident, including details of the incident's nature, location, cause, effects and measures to be implemented to ensure that similar incidents do not occur again.

See Appendix 2 for an environmental incident report template.

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**APPENDIX 1**

**Environmental Inspection report**

**Project** New Flight Service Tower and Vehicle Storage Building  
**Contract** MCT/SHPW/T-A26

Inspection By:		Date:
Personnel interviewed	Documents reviewed	Records sighted
Environmental Issue:	Inspection areas:	Type
1.1 Soil Erosion	<ul style="list-style-type: none"> <li>- Silt fences and diversion drain in place</li> <li>- Replanting and restoration work completed</li> </ul>	
1.2 Waste accumulation and Disposal Agreements	<ul style="list-style-type: none"> <li>- Good housekeeping around the work sites</li> <li>- Waste stockpiled in defined areas with signage ready for removal</li> <li>- Waste/recycling permits/agreements in place</li> </ul>	
1.3 Soil and Water Pollution	<ul style="list-style-type: none"> <li>- Waste collected in defined area on impermeable ground</li> <li>- Appropriate spill response plan/kit in place for waste area</li> <li>- Freshwater lens water quality results sighted</li> <li>- Harbor Master monitoring ship movement and wastewater discharges</li> </ul>	
1.4 Dust	<ul style="list-style-type: none"> <li>- Stockpiles covered or kept wet when not in use</li> <li>- Visual inspection of ambient dust conditions</li> <li>- Truck transports are covered</li> <li>- Port ship cargo unloaded material is wetted</li> </ul>	
1.5 Noise	<ul style="list-style-type: none"> <li>- Workers wearing ear protection as required</li> <li>- Noise level maximum of 70dB</li> </ul>	
1.6 Hazardous Substance Storage (fuel/oil/bitumen)	<ul style="list-style-type: none"> <li>- Hazardous substances within bund on impermeable surface</li> <li>- Spill kit complete and accessible</li> <li>- Spill training completed</li> </ul>	
1.7 Traffic Management Plan Implementation	<ul style="list-style-type: none"> <li>- Traffic Management Plan (TMP) implemented</li> <li>- PPE is being worn by workers</li> </ul>	
1.8 Personal Protective Equipment Use	<ul style="list-style-type: none"> <li>- Workers have access to, and using appropriate, PPE for the task.</li> </ul>	
1.9 Community Safety	<ul style="list-style-type: none"> <li>- Public signage of complaints procedure</li> <li>- Signs and fences restrict or direct pedestrians and public where appropriate</li> </ul>	
<b>Type: NCR = non-conformance OBS = observation (positive or negative) OI = opportunity for improvement</b>		
Reference	Detail of inspection	

**APPENDIX 2**

**Environmental incident report**

**Project** New Flight Service Tower and Vehicle Storage Building

**Contract** MCT/SHPW/T-A26

**Incident no.** <insert environmental incident number and description>

**Location** <insert location of incident>

**Date** <insert date of incident>

**Report by** <insert name of person writing this report>

**Summary of incident**

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**Agencies and authorities notified**

Agency name	Person notified	Time of notification	Method of communication

**Action taken in response to incident**

Action	Time action was taken

**Factors contributing to the incident**

Number	Contributing factor
1	
2	
3	

**Environmental effects of the incident**

Number	Environmental effect
1	
2	
3	

**Measures to put in place to mitigate the effects of the incident**

Number	Mitigation measure
1	
2	
3	

**Measures to put in place to prevent a similar incident occurring in the future**

Number	Prevention measure
1	
2	
3	