

STANDARD OPERATING PROCEDURE

SP013

SUSTAINABILITY

ENVIRONMENTAL RISK ACTION PLAN	
Sustainability	
Objective	<ul style="list-style-type: none"> To comply with contractual and legislative requirements in relation to the sustainability on the various project sites
Legal, Contractual & Other Requirements	<ul style="list-style-type: none"> Contract Specification See ENV005 Legal Requirements
Targets	<ul style="list-style-type: none"> Reduce waste to landfill Reuse spoil Photo electric switches Reduce Cement Low impact concrete Recycled aggregate Lower embodied energy bar and mesh Low VOC paints and finishes Segregation of Waste Reuse construction waste Mulching Avoid dangerous goods and hazardous materials.
Responsibilities	<ul style="list-style-type: none"> Site Manager are required to ensure that the requirements of this standard operating procedure are implemented Subcontractors are required to ensure that the requirements of this EMP are implemented for their operations. The Project Manager is responsible for providing updates on the status of the project to the relevant stakeholders.
Controls (means & resources)	<ul style="list-style-type: none"> Establish a secure waste area and provide containers/bins for the collection of waste and recyclables. Do not place near drainage areas. Seek out opportunities and markets for the reuse and recycling of waste materials. Provide impervious bunded storage areas for liquids and liquid wastes. Store all building materials in a manner that prevents loss or damage (i.e. secure and undercover, separate to waste). Promote the sustainable use of resources by personnel including water and energy. Undertake regular site clean ups. Provide and regularly check spill kit supplies. Ensure the kits are not being used for litter and that they are clearly visible. Ensure 100% of useable spoil material is beneficially reused. Onsite first, then off site if required Install control systems for lighting that time or switch off lights Reduce the absolute quantity of Portland cement by at least 30% as average across all mixes Mulching vegetation where possible Use low VOC paints and finishes where specified Use at least 60% of bar and mesh that is produced through energy reduction processes such as polymer injection technology Make sure that the mix waste for concrete contains at least 50% non potable water. Substitute aggregates to the following levels (but only if Portland cement content does not increase by more than 5kg/m³) At least 40% of coarse aggregate is crushed slag aggregate or alternative materials

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	<ul style="list-style-type: none"> At least 25% of fine aggregates (sand) are manufactured sand or alternative materials Read /use Material Safety Data Sheets to avoid dangerous goods or hazardous substances Prepare monthly waste reports (Wrapp) Doc No: ENV027 and provide them to the Systems Manager. Conduct inspections and complete checklist to assess the condition of waste compounds, waste/litter accumulation on the site and any maintenance requirements/improvements. Undertake a documented inspection to assess site environmental controls and identify improvements to controls or work methods
Timeframe	<ul style="list-style-type: none"> Duration of site works.
Monitoring & Reporting	<ul style="list-style-type: none"> Monthly Wrapp Report Doc No: ENV027 to be provided to the Systems Manager Weekly inspections to be recorded on the Daily Site Safety Checklist Doc No: OHS013.14 Monthly Management Inspections recorded on Form Doc No: OHS113 Monthly project status briefs to be provided to the clients representative and stakeholders if required under the contract. Environmental Inspections / Audits undertaken by the Client Representative
Review & Evaluation	<ul style="list-style-type: none"> In order to ensure this procedure remains effective, it will be reviewed by Senior Management on an annual basis or in the event of a major environmental incident, changes in legislation or if raised by workers concern/s.

Version Control

Date	Version	Owner	Comments
29.11.13	1	Michelle Murphy	For Issue
23.12.13	2	Michelle Murphy	Management Review
18.05.15	3	Michelle Murphy	Management Review
20.08.18	5	Michelle Murphy	ISO Accreditation Review
09.09.19	6	Michelle Murphy	Management Review