

Contents

1. Purpose 2

2. Scope 2

3. Responsibility..... 2

4. References 2

5. Definitions 2

6. Measurement of the process 2

7. Annual Identification of Environmental Aspects..... 2

8. On-going Identification of Environmental Aspects..... 3

9. Determination of Significant Aspects 3

10. Establishing Operational Control and Monitoring..... 4

Change History			
Date	Issue	Approved	Reason for Amendment
05/03/2014	1	SN	First issue
07/01/2019	2	CH	Update all references from “Management Representative” to “Operations Manager”

1. Purpose

This procedure defines the process Goody Demolition Ltd uses for the on-going identification of environmental aspects, determination of their significance, and establishment of operational controls and metrics to ensure that any adverse impact on the environment is minimised or eliminated.

2. Scope

This procedure applies to all new or modified Goody Demolition Ltd services and activities that have the potential to significantly impact the environment.

3. Responsibility

The Operations Manager is responsible for implementing this procedure.

4. References

- Management System Policy Manual MSP 001
- Environmental Aspect Identification Checklist (area) MSF 007
- Environmental Aspect Identification Checklist (process) MSF 008
- IMS Planning Workbook

5. Definitions

Environment: Surroundings in which Goody Demolition Ltd operates, including air, water, land, flora, fauna, natural resources, humans and their interrelation

Environmental Aspect: Element of Goody Demolition Ltd products, services or activities that can interact with the environment. Frequently made up of the inputs (materials and resources) and outputs (waste streams and emissions) from activities.

Environmental Impact: Any actual change to the environment, whether beneficial or harmful, resulting from Goody Demolition Ltd environmental aspects.

6. Measurement of the process

- 6.1. This effectiveness of this procedure will be measured by the number of reported environmental incidents or near misses.
- 6.2. It will also be measured by the number of environmental complaints received from interested third parties.

7. Annual Identification of Environmental Aspects

- 7.1. The management team including the Operations Manager shall be used to identify environmental aspects of operations that can be controlled or influenced.

- 7.2. Using pertinent information (e.g., process flow diagrams, previous annual review worksheets, plant layout maps, checklists, etc.) the management team identifies and assigns relevant areas and/or processes in which to identify and/or confirm environmental aspects. For the initial environmental review, the management team will segment the company into the following areas:
- Head Office
 - Stores
 - Workshop and yard
 - Operations
 - Emergency situations
- 7.3. For the annual on-going reviews, the Management Team identifies any significant changes or additions to the environmental aspects associated with their assigned areas and document their findings on an Environmental Aspects Identification Worksheet. A complete new review should be conducted in areas and processes added or significantly modified since the last review. In other areas, the Management Team may use the previous annual review results to focus on identifying any changes to the area since the last review
- 7.4. The IMS Planning Workbook shall be updated based on the results of this review by the Operations Manager.

8. On-going Identification of Environmental Aspects.

- 8.1. Environmental aspects may also be identified during the internal auditing process or through risk assessments carried out prior to changing work practices or for facility modifications and new or modified processes. The Operations Manager shall be informed if potentially significant aspects are identified or changed.
- 8.2. The Management Team shall consider each potential new or modified aspect identified as described by paragraph 7.3 and 8.1 above. The aspect should be added to the register in the IMS Planning Workbook and if the Management Team considers that the aspect is significant then appropriate operational control shall be established. If the new or changed aspect impacts a current objective, target or environmental management program then these shall be updated to reflect the changes.

9. Determination of Significant Aspects

- 9.1. The Management Team shall review and evaluate the new or modified aspects and shall determine their significance. The following criteria are used to determine the significance of the aspect:

Materials and Wastes – Related to the Environmental policy commitments to comply with regulatory requirements and to responsible waste management and disposal, this criteria considers the regulated status of the aspect, either as a material or as a waste. Many of these aspects need to be formally controlled to meet our regulatory responsibilities.

Volume or Amount Used or Disposed of – These criteria is related to our Environmental Policy commitment to minimise material usage, waste production, reuse and recycling and to ensure effective pollution prevention through reduction in the volume/quantity of materials or emissions that contribute directly, or indirectly to pollution. Factors contributing to this determination include the relative volume of material, and opportunities available for recycle, reuse, substitute and/or eliminate.

Consumption of Energy – Related to the commitment to prevent pollution and minimize the consumption of energy, these criteria considers energy usage (relative to other Goody Demolition Ltd activities).

Employee exposure Risk or Concern – Related to the commitment to comply with regulatory requirements and to maintain an awareness and involvement of the workforce, these criteria considers the potential for release and exposure within the workplace. Affected by the type and toxicity of material, its quantities, and the type of containment provided

9.2. Ranking criteria (numerical rankings) are assigned in each category using these criteria and the guidance provided on the IMS Planning Workbook

9.3. Goody Demolition Ltd have decided not to communicate their significant environmental aspects externally.

10. Establishing Operational Control and Monitoring

10.1. Operational controls shall be established for each significant environmental aspect identified by the Management Team. Operational controls may be in the form of:

- Documented procedures or instructions
- Training
- Maintenance requirements for equipment and control features
- Automatic alarms and control devices
- Specification of operating/process criteria, including limits and set-points
- The use of qualified environmental services firms controlled as defined in the Purchasing and Supplier Control procedure MSP 004

10.2. The preference is always to first attempt to eliminate or minimize the environmental concerns through source reduction techniques such as substitution or reuse. Following source reduction, the preference for operational controls will be those that prevent the occurrence of a release or generation of waste such as procedures and operating criteria, training and preventative maintenance. Reactionary controls such as alarms and control devices should be used in combination with proactive preventive controls where needed to minimise the impact of any undesirable event.

10.3. Monitoring methods shall be employed where needed to ensure the control of activities associated with significant environmental aspects. Both the methods of operational control and any metrics shall be recorded in the IMS Planning Workbook.