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# **Environmental Management Plan**



## TABLE OF CONTENTS

STATEMENT OF COMMITMENT .....	3
RISK ASSESSMENT.....	3
PROPOSED ACTIVITIES SUMMARY.....	4
SUMMARY OF SITE AND SURROUNDING AREA .....	4
GENERAL ENVIRONMENTAL FACTORS RISK ASSESSMENT AND CONTROL SUMMARY.....	5
CONTRACTOR MANAGEMENT.....	6
LEGISLATIVE CHANGE MANAGEMENT.....	7
ROLES, RESPONSIBILITIES & ACCOUNTABILITIES .....	7
TRAINING, COMPETENCY AND AWARENESS .....	7
MONITORING AND AUDITING OF THE EMP .....	8
EMERGENCY PLANS .....	8
ADMINISTRATION .....	8
COPIES OF LICENSES/PERMITS APPROVALS, CONSENT REQUIREMENTS .....	8
APPENDIX A: SITE-SPECIFIC HAZARD ASSESSMENT CHECKLIST .....	9
APPENDIX B: NON-CONFORMANCE ACTION PLAN .....	12

The contents of this EMP have been aligned with key elements from State and Federal Environmental Legislation.

### References:

- Commonwealth Environmental Protection and Biodiversity Conservation Act, 1999( EPBC Act )
- NSW Office of Environmental and Heritage: (1997) Protection of Environmental Operation Act (PEOA)
- EPA SA: (1993) EP Act
- EPA Victoria : EP Act 1970
- EPA Tasmania (2007) Environmental Management and Pollution Amendment Act
- EPA Australian Capital Territory (1997) EP Act
- EPA Western Australia (1986) EP Act
- EPA Northern Territory (2010) EP Act

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2

Authorized by:	Document title: Tranz Logistics Environmental Plan
Signed:	Revision Date:
Issue Date:	Document #: EnvMP212

## STATEMENT OF COMMITMENT

Tranz Logistics Pty Ltd recognizes its moral and legal responsibility to minimize damage to the environment caused by work activities. This commitment extends to ensuring that operations do not unnecessarily endanger flora, fauna, sensitive areas, sites of heritage importance or present concerns to members of the public and community.

The objective of this EMP is to actively work towards elimination and reduction of negative effects to the environment by ensuring environmental impacts are incorporated into all levels of the organization, from planning to project delivery, and utilising best practice techniques wherever possible.

## RISK ASSESSMENT

Risk assessments from the basis of selecting risk controls. Tranz Logistics Pty Ltd will use the risk matrix below to assess the likely impact proposed work activities will have on both human and environmental receptors. This will be done for each work site to ensure that any risk controls, further to the general environment factors, are identified and implemented.

	CONSEQUENCE		
LIKELIHOOD	HIGH	MEDIUM	LOW
High	HH	HM	HL
Medium	MH	MM	ML
Low	LH	LM	LL
HH= Extreme Risk		Serious human health impacts, long term environmental impacts/significant prosecutions and fines.	
HM= High Risk		Human health impacts, long term impact/ major breach of legislation.	
MH, MM, HL= Moderate Risk		Short-term, minor human health and environmental impact/ investigation or report to regulatory body.	
ML, LH, LM, LL= Low Risk		Minor environmental impact. Minimal, if any, human health impacts.	

3

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Signed:	Revision Date:
Issue Date:	Document #: EnvMP212



## PROPOSED ACTIVITIES SUMMARY

WORK ELEMENTS	DESCRIPTION
Name of Project	
Brief Description of Project	
Duration of Project	
Total work site area	
Area of Disturbance (including access/ egress)	
Operating hours at site (indicate am, pm)	
Water table depth	
Geotechnical sampling results ( if applicable)	
Chemicals, fuels, volume and storage areas on site	

## SUMMARY OF SITE AND SURROUNDING AREA

Describe the site. Include all features (natural and man-made, residential communities, schools, hospitals, wetland etc). Provide map showing location of proposed activities, plant, amenities, buildings, access/ egress, fuel storage, stockpile areas, waste disposal areas.

Include North arrow, scale bar, legend, grid co-ordinates, source of data, title and dates of any aerial photographs.

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4

Authorised by:	Document title: Tranz Logistics Pty Ltd Environmental Plan
Signed:	Revision Date:
Issue Date:	Document #: EnvMP212

## GENERAL ENVIRONMENTAL FACTORS RISK ASSESSMENT AND CONTROL SUMMARY

FACTOR	RISK ASSESSMENT OUTCOME				CONTROL MEASURES SUMMARY
	Extreme	High	Moderate	Low	
Air quality				✓	<ol style="list-style-type: none"> <li>1. All vehicles will comply with State Emission limits</li> <li>2. All Vehicles have pollution controlling devices installed</li> <li>3. Implement dust suppression where required</li> <li>4. No incineration or burning of green waste</li> <li>5. Loads will be covered</li> </ol>
Noise				✓	<ol style="list-style-type: none"> <li>1. Where noise levels exceed background LA90 noise level by 5 decibels, when measured at the most sensitive receptor, control measures will be implemented.</li> <li>2. Suitable timing of works in line with permits and approvals</li> <li>3. Erection of noise barriers.</li> <li>4. Engineering controls fitted to equipment (silence etc)</li> <li>5. Regular maintenance of all equipment</li> <li>6. Machinery operated within manufacturer's recommendations</li> <li>7. Provision of PPE for employees and contractors</li> </ol>
Water Quality				✓	<ol style="list-style-type: none"> <li>1. Prevent surface water from disturbed areas from entering waterways by use of sediment fences, straw bales sediment traps or other controls as required.</li> <li>2. Ensure all controls are in place before work commences.</li> <li>3. Reclaim or recycle water wherever possible</li> </ol>
Chemicals				✓	<ol style="list-style-type: none"> <li>1. Use least hazardous chemicals as possible.</li> <li>2. Obtain Safety Data Sheets (SDS) and follow storage and handling requirements.</li> <li>3. Keep chemicals stored in original containers, provide spill protection.</li> <li>4. Store chemicals clear of sensitive areas (rivers, storm water drain, etc.) No refueling onsite.</li> <li>5. Clean up any spills immediately</li> </ol>

5

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Signed:	Revision Date:
Issue Date:	Document #: EnvMP212

FACTOR	RISK ASSESSMENT OUTCOME				CONTROL MEASURES SUMMARY
	Extreme	High	Moderate	Low	
Fire			✓		<ol style="list-style-type: none"> <li>1. Hot Works Permits will be issued.</li> <li>2. No Hot Works undertaken on days of Total Fire Ban</li> <li>3. Fire protection equipment will be provided</li> <li>4. Minimal fuel storage onsite</li> <li>5. Stored in approved containers, out of direct sunlight, clear of ignition sources</li> <li>6. No smoking onsite</li> </ol>
Waste				✓	<ol style="list-style-type: none"> <li>1. Waste receptacles will not be stored in close proximity to sensitive areas such as waterways or storm water drains.</li> <li>2. Follow manufacturer's instructions for disposal of chemicals along with local waste disposal facility directions</li> <li>3. Chemicals waste will be stored in bounded areas</li> <li>4. Ensure green waste is re-processed (compost etc)</li> <li>5. Waste is not mixed with spoil</li> <li>6. Site toilets will be serviced regularly.</li> <li>7. No Littering policy will be implemented.</li> <li>8. Materials contaminated by leaks (such as fuel or oils) will be stored in a sealed container and transported to a suitable waste facility</li> <li>9. Incompatible wastes are kept separate</li> <li>10. Contaminated water will be disposed of following State Authority requirements</li> <li>11. Water use will be minimized with the use of aerated taps, trigger action hoses, low flow nozzles, repairs of leaks.</li> <li>12. Waste collection will be arranged a regular intervals</li> </ol>

## CONTRACTOR MANAGEMENT

6

Authorised by:	Document title: Tranz Logistics Pty Ltd Environmental Plan
Signed:	Revision Date:
Issue Date:	Document #: EnvMP212



All contractors and sub-contractors engaged to perform work on Tranz Logistics Pty Ltd premises, are required to comply with relevant Legislation, Standards, Codes of Practice and Tranz Logistics Pty Ltd Environmental management plans and programs.

## LEGISLATIVE CHANGE MANAGEMENT

Tranz Logistics Pty Ltd embraces opportunities to improve knowledge about new legislation and best practices solutions and technologies to reduce environmental impacts from work activities. Tranz Logistics Pty Ltd will proactively seek out advice, education and industrial knowledge to foster continual improvement in environmental management systems and updates of relevant legislation.

## ROLES, RESPONSIBILITIES & ACCOUNTABILITIES

Tranz Logistics Pty Ltd allocates the following responsibilities:

Managing Director:

- Approval of EMP's and environmental protection policies
- Communication of EMP and policies
- Allocating sufficient resources
- Reviewing performance Management
- Ongoing risk assessments and controls for environmental hazards.
- Integration of environmental considerations into all decision making
- Consult with employees and contractors
- Planning, developing, implementing, monitoring and reviewing EMP and environmental policies and programs
- Identify training needs and enable training as required
- Auditing of EMP
- Liaise with relevant State Authorities Meet legislative requirements
- All employees (including sub-contractors and employees of sub-contractors):
- Comply with EMP , environmental policies , procedures and programs
- Work in a manner that does not create unnecessary risks to the environment
- Report and assist to rectify hazards/ non-conformances
- Participate in consultative arrangements

## TRAINING, COMPETENCY AND AWARENESS

Tranz Logistics Pty Ltd will:

- Conduct training needs analysis across the organization.
- Develop a training schedule to manage the training needs and frequency of training
- Provide formal induction for new and transferred employees and contractors
- Use Registered Training Organizations ( RTO) and appropriately accredited and approved courses/trainers
- Ensure training is competency based
- Record all training
- Review effectiveness of training

Authorised by:	Document title: Tranz Logistics Pty Ltd Environmental Plan
Signed:	Revision Date:
Issue Date:	Document #: EnvMP212



## MONITORING AND AUDITING OF THE EMP

Tranz Logistics Pty Ltd will ensure audits are undertaken in regard to compliance with site-specific EMPs. Audits will aim to identify any non-conformances and these will be rectified in a timely manner, through updating the EMP , development of policies / procedures, training, consultation and where required, agreed disciplinary actions.

## EMERGENCY PLANS

Tranz Logistics Pty Ltd will ensure that emergency plans are developed for the work site.

These will include:

- Site plans
- Responsible persons
- Emergency contact details
- Emergency Response (Fire fighting, spill containment)
- Assembly points

## ADMINISTRATION

Tranz Logistics Pty Ltd will keep all records, licenses, permits, and results of risk assessments onsite for the duration of work.

A register will be kept for the following:

- Risk Assessment
- Risk Control selection
- Results of regular audits
- Non-conformances and corrective actions

## COPIES OF LICENSES/PERMITS APPROVALS, CONSENT REQUIREMENTS

Include copies of all licenses, permits, approvals, consent requirements etc. for this project and for the company as a whole, as it relates to this project.

Authorised by:	Document title: Tranz Logistics Pty Ltd Environmental Plan
Signed:	Revision Date:
Issue Date:	Document #: EnvMP212





## APPENDIX A: SITE-SPECIFIC HAZARD ASSESSMENT CHECKLIST

Use this checklist to identify environmental hazards specific to the work site. Once completed, the checklist will be provided to management for follow-up of any required actions.

Location / Name of Job			
Description of work			
Name of person completing checklist		Date :	
Management Sign off		Date :	

#	Potential Hazard Area	Compliant	Non-compliant	N/A	Further Action Y/N
1	Is there an EMP for this site?				
2	Have all relevant persons been trained in EMP?				
3	Have environmental hazards at this site been identified?				
4	Have risk assessments been undertaken for this site?				
5	Have suitable risk controls been put in place for this site?				
6	Have Safety Data Sheets (SDS) been obtained for all chemicals on site?				
7	Are all chemicals stored as per instructions in SDS?				
8	Have spills kits been provided for chemicals on site?				
9	Have all relevant persons been trained in clean up of spills?				
10	Are chemicals stored in original?				

9

Authorised by:	Document title: Tranz Logistics Pty Ltd Environmental Plan
Signed:	Revision Date:
Issue Date:	Document #: EnvMP212

#	Potential Hazard Area	Compliant	Non-Compliant	N/A	Further Action Y/N
	Containers in bunded areas?				
11	Is fire protection equipment available and accessible on site?				
12	Have all relevant persons been trained in the use of fire protection equipment?				
13	Have all waste streams for this site been identified?				
14	Are suitable receptacles in place for each waste stream?				
15	Are waste receptacles located clear of sensitive areas such as rivers, waterways?				
16	Have all plant been maintained as per manufacturer's instructions?				
17	Are pollution control devices fitted to plant?				
18	Are dust suppression systems employed/ sufficient at this site?				
19	Are all loads covered?				
20	If noise exceeds exposure limit, have controls been put in place?				
21	Have permits/ approvals been obtained as required?				
22	Are engineering controls in place to reduce noise as much as possible?				
23	Is noisy work conducted at times specified by permit/ approval and local requirements?				
24	Has a contact person been nominated to deal with community complaints regarding noise?				
25	If so, has this been communicated to affected communities?				
26	Is a Hot Work Permit system in place for this site?				
27	Are Contactors and Sub-contractors aware of EMP?				
28	Have Contactors and Sub-Contractors been trained in EMP?				
29	Are systems in place to audit EMP once				

Authorised by:	Document title: Tranz Logistics Pty Ltd Environmental Plan
Signed:	Revision Date:
Issue Date:	Document #: EnvMP212

#	Potential Hazard Area	Compliant	Non-Compliant	N/A	Further Action Y/N
	Work begins and during job?				
30	Are emergency response plans in place for this site?				
31	Have all relevant persons been trained in emergency response plan?				
32	Have records been kept of all documents required under environmental legislation?				
33	Other issues as required:				

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Signed:	Revision Date:
Issue Date:	Document #: EnvMP212



### APPENDIX B: NON-CONFORMANCE ACTION PLAN

#	Detail of Non-conformance	Completion Date	Responsible Persons	Signed by Management when completed

12

Authorised by:	Document title: Tranz Logistics Pty Ltd Environmental Plan
Signed:	Revision Date:
Issue Date:	Document #: EnvMP212