
ENVIRONMENTAL MANAGEMENT PLAN

Environmental Management Plan (EMP) Overview

Impact Ground Solutions Pty Ltd (IMPACT) is committed to environmental leadership, instilling the highest environmental values and utilising the best environmental practices in all we do with a focus on sustainable growth. Our goal is simply stated “No Damage to the Environment”.

We continue to reduce the impact of our actions by:

- Adhering to a “no product to ground” philosophy, with the exception of industry standard weed poisons
- Consider sustainability issues in the decision-making process of planning and managing operations and activities
- Strive for continuous improvement of environmental performance by identifying and addressing environmental risk, and also by setting measurable targets
- Make procedures available for minimising risks that comply with local, state and federal environmental legislation
- Implement waste reduction and recycling programs, with a focus on reducing resource consumption
- Promote and encourage environmental awareness and training to ensure individuals are aware of their environmental responsibilities
- Seek to purchase environmentally friendly products through all aspects of the business
- Transitioning to battery operated equipment where possible
- Consulting, listening and responding openly to our customers, employees and society
- Working with our contract holders, and partners, to ensure Environmental Policies meet their standards and requirements
- Ensure all vehicles contain approved Spill Kit to ensure spills can be contained
- Confirm spill kits are part of daily pre-start checks
- Communicating this policy to all employees, contractors and other stakeholders as well as making this policy available to the general public.
- A copy of the policy to be available in the packs for all vehicles used on all contracts.

This policy is endorsed by the Director and Senior Management of Impact Ground Solutions Pty Ltd.

Andrew Wagstaff – Director

Stephen Alfred – Business Operations Manager

Signed: _____



Signed: _____



Date: 30/06/2023

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Environmental Duty of Care

Under the *Environmental Protection Act 1994*, everybody has a 'general environmental duty'. You must be aware of the activities you are involved in that may impact on the environment. In particular for Employees of Impact Ground Solutions Pty Ltd, you must know how to correctly dispose of hazardous materials. For further information, refer to:
http://www.epa.qld.gov.au/environmental_management/planning_and_guidelines/environmental_legislation/general_environmental_duty/

Certificates and Training

Team leaders to maintain relevant certificates including:

- Commercial Operators Licence
- Grounds Distribution Licence
- Fire Ant Training

Records of training and certificates to be maintained in the staff files.

Reviews

Yearly reviews to be conducted by the Director and Business Operations Manager.

Fuel Consumption

Due to the nature of the business, procedures have been put in place to ensure that a reduction in fuel consumption can be achieved wherever possible. IMPACT have sought to:

- Purchase vehicles and machinery that not only offer performance, but a good rate of fuel economy
- Consider close Work Site Locations when preparing run routes to minimise fuel consumption and emissions
- Carpool whenever possible
- Employ workers locally when possible to minimise travelling distance, therefore minimising carbon dioxide emissions
- Ensure employees know how to operate machinery correctly and efficiently to minimise fuel use and to ensure minimum consumables waste

Energy Conservation

- Maintain air conditioning at an even temperature of 24 degrees.
- Ensure air conditioner is turned off before leaving office each day.
- All computer monitors to be turned off before departing office.
- All computers and monitors to be turned off when departing office for long periods, including weekends.
- Turn off appliances (including toasters, microwaves, TVs, and kettles) at the power point when not in use.
- When purchasing equipment, ensure energy ratings meet the current guidelines and are both energy and/or water efficient.

Harmful Substance Storage and Disposal

IMPACT ensures that all dangerous and combustible goods are stored and disposed of in accordance with Government Legislation. These Procedures are in place to also ensure the safety of all employees of IMPACT, and to minimise the risk of exposure to the environment in the even of an accident or spill. To do this, all Dangerous Good and Combustible Liquids are:

- Only kept in small quantities
- Stored with the corresponding SDS in easy access
- Not transferred from Storage unless absolutely necessary
- Stored separate from conflicting substances to minimise risk
- Stored in a well ventilated, well-lit and secure facility away from heat and ignition
- Correct signage in place warning of Dangerous goods and/or Combustible Liquids

Chemical Spill Event Procedure

All IMPACT employees are trained in dealing with chemical spills relevant to the substances used in daily operations. SDS sheets are readily available to provide important information when dealing with spills of a dangerous nature. In order to correctly handle a Chemical Spill, IMPACT employees follow these steps:

1. Clear Affected Area
2. Evacuate if necessary
3. Notify Site Supervisor/Manager
4. Check for contamination
5. Administer First Aid
6. Isolate the spill with approved Spill Kit
7. Perform risk assessment

If the spill is deemed to be of a high risk, employees immediately notify emergency services, if it is a low risk, employees can then begin the clean-up process. The procedure for cleaning up a low risk spill is as follows:

1. Ensure the correct PPE is worn
2. Obtain spill kit from vehicle and follow instructions
3. Select correct neutraliser/absorbent material for spill as per Chemical SDS
4. Dispose of according to government Regulation

On the Chemical Spill Response Form at the back of this manual there are the steps you need to perform to safely and correctly clean up the spill.

Water Conservation

At the IMPACT workshop/depot, there are currently several rainwater tanks with pumps installed and are in daily use. IMPACT seeks to conserve water as much as possible given the location of the depot, the continued drought throughout Queensland, and the severity of the current water restrictions in South-East Queensland.

Waste

Everyday Operations within IMPACT have implications for the Environment. With this in mind, a Waste Disposal Chart has been developed to ensure that correct procedure is followed when disposing of common types of waste within the IMPACT workplace.

WASTE	STREAM	WASTE	STREAM
Aerosol cans	General	Laminex	Maintenance
Aluminium cans	Recycling/General	Light bulbs	General
Artificial plants	General	Light fittings	Maintenance
Asbestos	Contact Prop & Fac.	Liquid paper	General
Batteries	Chemical	Magazines	Recycling
Binders	General	Mercury Thermometers	Chemical
Books	Recycling/General	Metal	Maintenance
Boxes (cardboard)	Recycling/General	Mobile Phones	Recycling
Branches	Green	Newspaper	Recycling
Building materials	Maintenance	Oil	Chemical/Maintenance
Computer disks	General	Paint	Maintenance/General
Computers	Recycling/Maintenance	Paper	Recycling
Concrete	Maintenance	Paper plates	Recycling/General
Copier paper wrapping	Recycling	Photographs	General
Crates (plastic)	General	Plastic bags	General
Crates (wood)	Maintenance	Plastic bottles	Recycling/General
Chemicals	Chemical	Plastic cups	Recycling/General
Electrical Equipment	Maintenance	Plastic plates	Recycling/General
Envelopes	Recycling	Printers	Recycling/Maintenance
Fill material	Maintenance	Pyrex glass	General
Film	General	Pallets	Maintenance
Folders	Recycling	Pens	General
Fridges	Maintenance	Pesticides	Chemical
Fruit, skins, etc	General	Polystyrene cups	General
Fluorescent lights/tubes	Maintenance	Polystyrene packaging	Recycling/General
Food containers	General	Soil	Green/Clinical
Food scraps	General	Spiral bound documents	Recycling
Food wrappers	General	Stapled documents	Recycling
Furniture	Recycling/Maintenance	Stickers	General
Glass (bottles)	Recycling/General	Suspension files	General
Glass (cleaned chemical bottles)	General	Telephone books	Recycling
Glass (Pyrex)	General	Tissues	General
Glass (sheet)	Maintenance	Toner cartridges	Recycling
Glue (office)	General	Transformers	Maintenance
Grass	Green	Trees	Green
Herbicides	Chemical	Tree prunings, offcuts	Green
Ink	Chemical	White goods	Maintenance
Insecticides	Chemical	Wood	Maintenance/General
Labels	General		

Declared Pest Plant Identification

RESPONSIBILITIES

Due to the Nature of the work of the company it is important that employees are aware of the procedures when dealing with Declared Pest Plants. All Employees of IMPACT are also aware of the importance of protection the natural Flora and Fauna, and therefore the Biodiversity of Australia. IMPACT understands that the Identification of Declared Pest Plants will help in maintaining a healthy Natural habitat for the Flora and Fauna of Australia, and in South-East Queensland.

People who undertake work in which they have the potential to encounter Declared Pest Plants, need to make sure that they:

- are familiar with principal Declared Plant identification
- are familiar with the methods that may spread those Declared Pest Plants
- are familiar with the techniques to minimise the spread of those Declared Pest Plants
- conduct their work in accordance with those techniques

Under the *Environmental Protection Act 1994*, we all have a duty of care to take all reasonable and practical measures to prevent environmental harm occurring.

WHAT IS A DECLARED PEST PLANT?

There are three classes of declared pest plants:

Class 1 - not generally established in Queensland and has **potential to cause** an adverse economic, environmental or social impact

Class 2 - established in Queensland and has or could have **significant** adverse economic or social impact (including in another state)

Class 3 - established in Queensland and has or could have **adverse** economic, environmental or social impact (including in another state)

A “**declared pest plant**” means a plant that is a declared pest.

A “**declared pest**” means a plant declared to be a declared pest under section 36 or 37(2) of the *Land Protection (Pest and Stock Route Management) Act 2002*, and includes reproductive material of the plant.

Plant common in IMPACTY daily operations are:

DECLARED PEST PLANT	CLASS
Parthenium Weed	Class 2
Groundsel Bush	Class 2
Giant Rats Tail Grass	Class 2
Fireweed	Class 2
Annual Ragweed	Class 2

IDENTIFICATION OF PRINCIPAL DECLARED PLANTS

Giant Rat’s Tail (GRT) Grass (*Sporobolus pyramidalis* and *S. natalensis*) –is a robust, tufted, perennial grass that grows up to 1.7 metres. Plant height to the seed head is 1 to 1.5 metres. The seed head can be up to 40 cm long and 3 cm wide. Seed heads are sticky when wet and not sticky when dry. GRT sets large quantities of seed through frost-free periods of the year when soil moisture is present. Seeds may lay dormant in the soil for up to 10 years.



Parthenium Weed (*Parthenium hysterophorus*) – is an annual herb that develops from a seedling to a rosette. It has a deep taproot and develops an erect stem that is longitudinally grooved and becomes woody with age. It can reach heights up to 2 metres but are more typical up to 1 metre. Leaves are pale green, deeply lobed and covered with fine soft hairs. Little creamy white flowers, with a five-pointed diamond formation, occur on the tips of the numerous stems. Seeds are black, 2 mm long with two thin, white appendages. Plants normally germinate in spring and early summer, flower and seed throughout the life cycle and die in late autumn. In summer, plants can flower and set seed within 6 weeks.



Fireweed (*Senecio madagascariensis*) – is an annual or short-lived perennial. It is a yellow, daisy-like flowering herb, which can vary in size and shape depending on environmental conditions. In dry conditions it may be less than 20 cm high with narrow leaves, no branching and few flowers. In ideal conditions it may grow to 50 cm tall with multiple branches, long wide leaves and up to 100 flowers. Leaves are alternate, dark green with serrated edges and typically 2 – 6 cm long. Flowers are bright yellow daisy-like and about 2 cm in diameter. Seeds are small and cylindrical in shape (2 – 3 mm long).

A flower can produce 100 seeds and a plant produce over 10,000 seeds. Although they can grow at any time, most seedlings appear between March and June, and then grow quickly to produce their first flowers in 6 – 10 weeks. Fireweed often dies back in summer. Native “Fireweeds” are similar, but there are a few subtle differences to the introduced weed. Please contact the relevant Local Government Weed Inspector for a positive identification.



Groundsel Bush – is a densely-branched shrub up to 3 metres high. Its leaves are alternate, wedge-shaped, 2.5 – 5 cm long and 1 – 1.5 cm wide. Plants do not normally flower in the first year. Male plants have pale yellow flowers and female plants have white flowers. Flowering is typically March and April and seeds distribute in the wind in April. A two metre bush can produce up to half a million seeds. Seeds germinate readily with rainfall but can remain dormant in dry conditions for several years.



Annual Ragweed – is also called ambrosia, horseweed and asthma plant. It is an erect plant, 1 to 2 metres high with slightly rough fern-like leaves. Seeds are black, small top shaped and rough. Inconspicuous flowers can appear creamy-yellow because of the presence of pollen. Flowers are small greenish on spikes up to 20 cm long in the upper part of the plant. Germination is in spring and summer. Flowering, which contains highly potent allergens, occurs from mid to late March, after which the plant dies.



FIRE ANT RESPONSE PROCEDURE



Identifying Fire Ants

It is important that you screen an area for evidence of Fire Ants before commencing work on that site. When screening an area, it is important you keep in mind that mounds are not always evident but are usually found in open areas such as lawns, pastures, along roadsides and unused cropland. Nests are also found next to or under other objects on the ground, such as timber, logs, rocks, pavers or bricks. If

you suspect Fire Ants, don't touch the ants or the nest. It is important that you call the Department of Agriculture and Fisheries immediately on 13 25 23.

CHEMICAL SPILL - INCIDENT & RISK ASSESSMENT RESPONSE CHECKLIST/RECORD

CHEMICAL SPILL RESPONSE PROCEDURE

If a spill occurs, every effort shall be made to prevent the spill from spreading, as the chemicals used in daily operations can have a negative effect on the environment.

If the spill is deemed to be of a low risk you can then proceed to clean up the spill. After first assessing the risk of the spill and performing the necessary immediate actions, you can then proceed to take preparatory steps to clean the spill. It is important you first have the correct tools to clean up the spill safely and correctly.

1. Ensure you are wearing the correct PPE before attempting to clean the spill
2. Secure the spill by sectioning off with a bund wall downstream of the spill – DO NOT let any chemicals enter the waterways
3. Use absorbent materials to cover the spill if possible
4. Non-porous surfaces should be cleaned with an organic solvent. The solvent must then be collected in an appropriate container and labelled as a Polychlorinated Biphenyl (PCB) containing liquid.
5. Drum should then be disposed of in accordance with government regulation, and corresponding SDS.

Workplace:	Location:	Date:
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ACTION ITEM	Record of Actions
IMMEDIATE ACTIONS	
Clear affected area	<input type="checkbox"/> Yes <input type="checkbox"/> No
Determine if evacuation is necessary	<input type="checkbox"/> Yes <input type="checkbox"/> No
Check for any contamination of personnel	<input type="checkbox"/> Yes <input type="checkbox"/> No
Personnel contaminated with chemicals must be decontaminated for at least 15 minutes (emergency shower) and taken for medical examination	<i>Names and has decontamination been completed?</i>
Administer first aid	<i>Detail</i>
Isolate the spill, if it is safe to do so	<i>Detail</i>
List the personnel involved.	<i>Names of Staff, Contractors, Visitors & Students</i>
PERFORM RISK ASSESSMENT	Details Known
Identify spilled material (if unknown treat as high risk)	<i>List the chemical/materials involved in the spill</i>
Obtain a copy of the relevant SDS	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>Attach the SDS. List any specific risks to be noted</i>
Determine (estimate) quantity of spilled material	<i>Enter the approximate amount of chemical/materials spilled</i>
Evaluate hazards of the location	<i>Summarise the risks as they relate to the chemical/material and the area of the spillage. Consider ventilation, consider drainage, access/egress for retrieval any other hazards/risks.</i>
Evaluate the RISK and determine if the spill is a high or low risk	<i>Specify the level of risk based on the information available to you at the time. Any doubts consider High Risk.</i>

HIGH RISK SPILL	✓	LOW RISK SPILL	✓
Notify: Emergency Services (000)		Notify laboratory supervisor/technician	
Ensure fire protection is available for flammable spills		Ensure fire protection is available for flammable spills	
Advise Supervisor		Advise area supervisor	
Establish a Command Post (in consultation with Emergency Services if involved)		Assign Work Tasks (ensure personnel are trained and are clear of any hazards)	
Establish a Secure Zone		Specify equipment and tools for clean-up including PPE	
Establish the Hot Zone		Locate and control spilled material	
Establish a Cold Zone		Neutralise and/or adsorb material	
Confirm evacuation of all persons		Prepare residue for removal	
Assess whether trained personnel available or specialist services are required to complete the following tasks:		Verify area clear of contaminant	
<ul style="list-style-type: none"> Assign work tasks 		Decontaminate reusable equipment	
<ul style="list-style-type: none"> Specify equipment and tools for clean-up including PPE 		Decontaminate and label waste	
<ul style="list-style-type: none"> Locate and control spilled material 		Decontaminate responders	
<ul style="list-style-type: none"> Neutralise and/or adsorb material 		Inform Manager	
<ul style="list-style-type: none"> Prepare residue for removal 			
<ul style="list-style-type: none"> Verify area clear of contaminant 			
<ul style="list-style-type: none"> Decontaminate reusable equipment 			
<ul style="list-style-type: none"> Decontaminate and label waste 			
<ul style="list-style-type: none"> Decontaminate responders 			
Review Area			
Restock Response Supplies			
Debrief personnel involved	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<i>list names</i>
Complete Incident Reports	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Employee *[name]*

Supervisor/Manager *[name]*

Signed: _____

Signed: _____

Date: _____

Date: _____