

Boat maintenance or Repair

Checklist for operators

This checklist is designed to assist you in complying with the conditions of your approval. You should be aware that this document is only a guideline for compliance with your conditions and your general obligations under the *Environmental Protection Act 1994*. It does not limit your legal responsibilities and obligations under the *Environmental Protection Act 1994* or any other relevant legislation.

*** signifies "best practice"

Compliance details		
Aspect	Requirement	✓
General	*** An environmental management system (EMS) has been developed specifically for the business.	
	All staff are trained in the environmental management of the business.	
	Your business complies with conditions of the Development Approval.	
	A copy of the Development Approval is on-site and readily accessible.	
	A complaints register is kept on the premises to document any complaints received about the activity. The complaints register includes: <ul style="list-style-type: none"> time, date and nature of the complaint how the complaint was made details of the complainant response and investigation into the complaints and action taken details of the person who investigated the complaint. 	
	An incidents register is also kept at the premises which records: <ul style="list-style-type: none"> time, date and details of the incident how the incident occurred response and investigation into the incident action taken to remedy the incident. 	
	Your business complies with the requirements of the Transitional Environmental Program (TEP) and the Environmental Protection Order (EPO) (where applicable).	
	Quantities of flammable and/or combustible liquids are stored in compliance with the requirements of the <i>Work Health and Safety Act 2011</i> .	
	All required ERA approvals are held for the site (eg wooden product manufacturing, plastic manufacturing, boiler making/engineering, fuel storage, abrasive blasting).	
Notification has been made to the Queensland Government's Department of Environment and Planning (EPA) for any of the following Notifiable Activities as per Schedule 2 of the Act (where applicable): <ul style="list-style-type: none"> 1 Abrasive Blasting 23 Metal Treatment or Coating 29 Petroleum Product or Oil Storage 33 Scrap Yards 34 Service Station. 		
Site management - general		
Aspect	Requirement	✓
Lighting of premises	Lighting of the premises for security or any other reason is controlled so that annoyance is not caused to the occupants of neighbouring areas.	

For more information, contact your local Council

Noise	Noise generating equipment and processes (eg compressors, sanders) are controlled so that noise nuisance is not caused to surrounding premises.	
Maintenance	The facility is maintained in a clean and tidy state at all times.	
	*** Visual amenity blends suitably with the surrounding environment.	
Air/odour	Dust, odour and particulate emission are controlled so that nuisance is not caused to surrounding premises.	
Stormwater	Stormwater is prevented from entering contaminated work areas.	
Site management – site specific		
Aspect	Requirement	✓
Air	*** Emission discharge equipment is fitted to motors while being tuned.	
Water	Parts washer is located in an area where a spill will not result in a release to the environment.	
	Liquid products are mixed in an area where a spill will not result in a release to the environment.	
	*** Water used to flush radiators is filtered and re-used. Heavy metal residues are recycled.	
Hull preparation/finishing (anti-fouling/spray painting)		
Aspect	Requirement	✓
Air	There are no indications of particulate release to the environment from activities conducted (eg sanding, grinding, dry rub).	
	All spray painting (other than spotting and touching up) and abrasive blasting are conducted in a controlled way (eg an enclosure of polythene sheet or similar material).	
	*** All spray painting (other than spotting and touching up) and abrasive blasting are conducted in a fully-enclosed booth (type of booth needs to be appropriate for activities).	
	<ul style="list-style-type: none"> • Dry filter booth has filter fully-covering support frame spaces. • Dial gauge or manometer is fitted to indicate static pressure drop and replacement of filters. • Spare filters are kept at the premises. 	
	<ul style="list-style-type: none"> • Water scrubber booth has sprays functioning correctly. • Make up water float level is correct. • Manometer fitted to indicate negative pressure between the plates. • Addition of water and chemicals is as per manufacturer's specifications. 	
	Particulate is collected and disposed of appropriately.	
	Volatile solvents and paints are stored within sealed drums or containers.	
	*** Dust collection equipment is provided to all dry sanding equipment (fitted to equipment or downdraught floor with filtration).	
Paint mixing	Paint mixing and batch preparation are conducted in a well-ventilated room.	
	*** Vapour extraction inlet is positioned to draw vapours away from the operator and connected to a filtered extraction system.	
Water	Work area is covered and stormwater excluded from work area.	
	Vessel wash down water flows to sewer or holding tanks. Documentation verifying this must be available for inspection.	
	Process water (eg wet abrasive blasting waste, runoff from hard stand/yard /slipway, fungicide, anti-foul applications) is controlled appropriately (eg by first flush system).	
	Equipment is cleaned appropriately; wastewater is collected for disposal or directed to sewer under a trade waste permit.	

	Paints and solvents are stored within bunded area or an area of the workshop where a spill will not result in a release to the environment.	
	*** Recycle process water.	
Vessel refuelling		
Aspect	Requirement	✓
Safety	Flammable and/or combustible liquid product storage and dispensing system complies with the <i>Work Health and Safety Act 2011</i> and ERA approval conditions.	
Water	Spill response equipment (booms, absorbent material, personal protective equipment) is provided which is relative to the amounts of flammable and/or combustible liquids stored.	
Storage of potential contaminants		
Aspect	Requirement	✓
General	Potential solid and liquid contaminants are stored within an adequately bunded and covered area, away from through traffic areas.	
	Spill clean-up equipment is available.	
	Procedures are in place with respect to containment and disposal of spilt contaminants.	
	All containers with decanting taps are fitted with spill trays to contain drips from taps.	
	All bunds are constructed of compounds that are impervious the materials stored within.	
Waste management – general		
Aspect	Requirement	✓
Waste	Undercover storage area is provided and maintained in a clean and tidy condition.	
	Waste containers are clearly labelled and located in conveniently accessible areas.	
	Waste is minimised on-site; only solid inert waste is disposed of to landfill.	
	No incineration of waste on-site.	
	Floor waste is captured and disposed of appropriately (eg sweep and bag, vacuum).	
Wastewater	Wastewater is disposed to sewer under a trade waste approval or removed by licensed waste transport vehicle.	
	*** Wastewater is treated on-site and re-used.	
Regulated wastes	All regulated wastes are removed from the premises by a licensed regulated waste transporter. Records are available for inspection of the following: <ul style="list-style-type: none"> • Hazardous waste disposal facility docket (when applicable) • Licensed waste transport vehicle docket (when applicable) • Register of time, date, quantity, type and destination of waste removed or disposed of. 	
Recycling	*** The following solid wastes are recyclable: <ul style="list-style-type: none"> • Clean cardboard • Aluminium cans and drink bottles • Plastics • Steel products (drums, drained steel cans) • Rags. 	
	*** Waste materials are treated and re-used on-site where possible.	
Waste management – site specific		
Aspect	Requirement	✓
Sludge from wet rub	Disposed to sewer under a trade waste approval or removed by licensed waste transport vehicle.	
Waste oil	Waste oil is stored in an area where a spill will not result in a release to the environment.	
Waste glycol	Waste glycol is stored in an area where a spill will not result in a release to the environment.	

	*** On-site recycling unit or recycled off site.	
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Scrap metal	Storage area for oily and greasy parts is covered and stormwater excluded from the area.	
	*** All scrap metal is separated and recycled; records are kept.	
Batteries	Storage area is covered and stormwater excluded from area.	
Oil filters	Oil filters are drained prior to disposal.	
	Storage area is covered and stormwater excluded from area.	
Solvent	*** Solvent is recycled and re-used in gun wash stations or other operations.	
Floors	*** Floors are cleaned using wet/dry vacuums rather than hosing.	
Spent abrasive blast material	Contained/stored so that material is not likely to be released to the environment.	
Waste management – vessels in mooring		
Aspect	Requirement	✓
Wastewater	Appropriate sewage pump-out facilities are provided.	
	Appropriate bilge pump-out facilities are provided.	
	Records are kept of all bilge and sewage pump-outs and include the following: <ul style="list-style-type: none"> • Vehicle registration details • Time and date of pump out. 	
	Absorbent pads, used in bilge areas, are appropriately stored and disposed of.	
General waste	Storage area is provided and maintained in an appropriate manner.	

Your name: _____ Date: _____