

# Environmental Compliance Boilermaking/engineering

## Checklist for operators

This checklist is designed to assist you in meeting your environmental due diligence. You should be aware that this document is only a guideline for compliance with 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) is developed specifically for your business.	
	All staff are trained in the environmental management of the business.	
	Your business is complying with the conditions of the Development Approval.	
	A copy of the Development Approval is on-site and readily accessible.	
	A complaints register is kept at the premises to document any complaints received about the activity. The complaints register includes: <ul style="list-style-type: none"> <li>time, date and nature of the complaint</li> <li>how the complaint was made</li> <li>details of the complainant</li> <li>investigation into the complaint and action taken</li> <li>details of the person who investigated the complaint</li> <li>*** response to complainant.</li> </ul>	
	An incidents register is kept at the premises which records: <ul style="list-style-type: none"> <li>time, date and details of the incident</li> <li>how the incident occurred</li> <li>action taken to remedy the incident</li> <li>investigation into the incident</li> <li>recommendations from investigation.</li> </ul>	
	Your business is complying with the requirements of 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> .		
Site management - general		
Aspect	Requirement	✓
Lighting of the 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.	
Noise	Noise generating equipment and processes (e.g. compressors, sanders) are controlled so that noise nuisance is not caused to surrounding premises.	
Visual amenity	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 emissions are controlled so that nuisance is not caused to surrounding premises.	
Stormwater	Stormwater is prevented from entering contaminated work areas.	

For more information, contact your local Council

Site management – site specific		
Aspect	Requirement	✓
<b>Noise</b>	Silencers are fitted to compressors, pumps, fans and other noisy machinery and regularly maintained.	
	Noisy equipment is enclosed or acoustically screened to muffle and reduce noise.	
	Equipment is mounted on vibration isolating platforms or rubber mats.	
	Mechanical ventilation systems are fitted with noise-proof ducting and acoustically designed intake and exhaust openings.	
	*** All new equipment is fitted with noise-reduction devices.	
	*** Windows and roller doors facing noise-sensitive premises are closed and all unnecessary openings sealed.	
	*** Heavy vehicles only operate in daylight hours or as specified in the conditions of the Development Approval.	
	All equipment and vehicles are serviced and maintained to prevent any loose parts, rattling covers, worn bearings or broken components.	
<b>General</b>	Oxy-acetylene torches are used away from possible ignition sources, such as flammable and combustible liquids and materials (e.g. oils, greases, rubber, solvents).	
	Appropriate saws are used for cutting operations to limit possible ignition of rubber and other materials.	
	Contaminated materials, such as metal products and machinery, vehicle parts and engineering structures, are stored undercover.	
	Containers and packages, containing chemicals and possible contaminants, are housed in an adequately bunded and covered area.	
	Contaminated wastewater is directed to a Council-approved system	
Cleaning and preparation		
Aspect	Requirement	✓
<b>Air</b>	All dry sanding of coatings or metals is conducted so that environmental nuisance is not caused to neighbours.	
	Dust from rubbing down is prevented from accumulating.	
	All cutting operations are conducted on a sealed, covered surface, and collected and removed for recycling; metal scraps and filings are vacuumed or swept.	
	*** Physical cleaning methods, such as scraping, scrubbing or blasting, are used wherever possible to avoid producing wastewater.	
	*** A dry sanding system with dust extraction system is used to completely prepare surfaces.	
	*** Solvent emissions are collected and re-used on-site or sealed in a container for collection by a solvent recycler.	
<b>Water</b>	*** Oily or greasy parts are cleaned using "Quick break" degreasing compounds and detergents.	
	*** Wet sponge and bucket are used to wet sand and clean prepared surfaces.	
	Sludge and dust are collected using a wet/dry vacuum cleaner with bag filter and then placed in an industrial bin for removal by an approved regulated waste transporter.	
	Surface cleaning and preparation is conducted on an impervious area (e.g. concrete) that is adequately covered and bunded to contain spills and exclude stormwater.	
	Wastewater is drained to the sewer via an approved trade waste treatment device and under the conditions of a trade waste approval.	

Abrasive blasting		
Aspect	Requirement	✓
Air	Abrasive blasting, particularly dry blasting, is conducted in an enclosed chamber with dust extraction equipment installed. (See Abrasive blasting - checklist for operators.)	
	Fine abrasive dust from cleaning of metal products is disposed of by a licensed waste removalist.	
	Abrasive blasting materials and debris do not enter the stormwater system.	
	Spent abrasive material is stored in a bunded and covered area where soil and stormwater cannot be contaminated.	
Spray painting		
Aspect	Requirement	✓
Air	Spray painting or enamelling (other than minor touch-ups) is not conducted out in the open.	
	Spray painting of objects smaller than 2.5m x 2.5m x 3.0m is carried out in an approved spray booth. (See Metal surface coating - checklist for operators.)	
	Never spray paints containing isocyanates (i.e. some two pack paints) outside an approved booth.	
	Conduct surface coating of objects too large for a spray booth on an impervious surface or groundsheet which is: <ul style="list-style-type: none"> <li>Fully-enclosed (sides and top) with screening materials.</li> <li>Fully-screened (sides only) to a height of 2m above the structure.</li> <li>Use efficient spray equipment such as high volume/low pressure (HVLP) spray guns.</li> </ul> Discharge or over-spray must not escape through workshop doors and windows.	
	*** Staff are trained to minimise overspray when conducting surface coating operations.	
Equipment and cleaning	Use efficient spray painting equipment, such as HVLP spray guns and airless electrostatic spray guns.	
	*** Use a gun wash station or similarly effective equipment for the cleaning of spray-painting equipment. Paint cups are scraped free of residual paint with a plastic spatula before equipment is cleaned.	
	All volatile solvents, such as paint thinners and gun wash, are stored in covered containers fitted with taps.	
	Contaminated and spent solvents used for cleaning equipment are stored in sealed drums for: <ul style="list-style-type: none"> <li>Disposal by a licensed waste removalist.</li> <li>Recycling off-site via a solvent recycler.</li> <li>*** On-site recycling and re-use.</li> </ul>	
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.	
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 to the materials stored within.	

Waste management- general		
Aspect	Requirement	✓
<b>General waste</b>	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 (e.g. sweep and bag, vacuum).	
<b>Wastewater</b>	Disposal is to sewer under a trade waste approval or removed by a licensed waste transporter.	
	*** Wastewater is treated on-site and re-used.	
<b>Regulated wastes</b>	All regulated wastes are removed from the premises by an approved regulated waste transporter. Records are available for inspection of the following: <ul style="list-style-type: none"> <li>• Hazardous waste disposal facility docket (when applicable).</li> <li>• Licensed waste transport vehicle details (when applicable).</li> <li>• Register of time, date, quantity, type and destination of waste removed or disposed of.</li> </ul>	
<b>Recycling</b>	*** Waste (as below) is segregated for recycling and re-used on-site where possible: <ul style="list-style-type: none"> <li>• Clean cardboard.</li> <li>• Aluminium cans and drink bottles.</li> <li>• Plastics.</li> <li>• Steel products (drums, drained steel cans).</li> <li>• Rags.</li> </ul>	
Waste management - site specific		
Aspect	Requirement	✓
<b>Prevent landfill contamination</b>	All containers or vessels containing oils, solvents, and other chemicals or potential contaminants are emptied before disposing via the industrial bins.	
<b>Wastewater</b>	*** All recyclable liquid wastes that are not suitable for the sewer to be separated out for collection by a licensed waste removalist.	

Your name: \_\_\_\_\_ Date: \_\_\_\_\_