

Screening

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) is developed specifically for your 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 at 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 investigation into the complaint and action taken details of the person who investigated the complaint *** response to the complainant. 	
	An incidents register is kept at the premises which records: <ul style="list-style-type: none"> time, date and details of the incident how the incident occurred action taken to remedy the incident investigation into the incident recommendations from investigation. 	
	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> .		
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. screening machinery, conveyor systems, earthmoving machines) 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	✓
Stormwater	When stormwater enters contaminated areas, stormwater is collected and treated/removed from site.	
Air/odour	Speed limits are as specified on exposed road surfaces (less than 40km/hr).	
	Unsealed roads are regularly watered.	
	*** Site is sealed or turfed (organic dust binding agents used) and barriers are erected to discourage vehicle movements on unsealed areas.	
	Truckloads of sand/aggregate are wet-down during transport on or off site or when being unloaded.	
	Aggregate stockpiles are enclosed by walls on at least three sides, and aggregates are 0.5m below the tops of the walls and 0.5 metres inside the open ends of the enclosures.	
	***Sand and aggregate stockpiles are regularly watered and covered during long production intervals.	
	Product, transported off-site, is adequately covered.	
	Weigh hoppers and conveyors are enclosed; windshields are in efficient working order.	
Storage of potential contaminants		
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		
Aspect	Requirement	✓
General 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 (e.g. sweep and bag, vacuum).	
Wastewater	Wastewater is disposed to sewer under a trade waste approval or removed by a licensed waste transporter.	
	*** 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 vehicles (when applicable). • Register of time, date, quantity, type and destination of waste removed or disposed of. 	
Recycling	*** The following solid wastes are recycleable: <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.	

Your name: _____ Date: _____