

Victorian Desalination Project



D&C Marine Area Environmental Management Plan Attachment J – Environmental Inspection

DOCUMENT NUMBER					
TDV	0	EV	CK	0013.J1	04



ATTACHMENT J1 – ENVIRONMENTAL INSPECTION CHECKLIST – ENVIRONMENTAL MONITORING AND EMS MANAGEMENT

Purpose:

This checklist EP is required to be completed by the end of the 4th calendar day in the following month being reported on and signed off by the AquaSure Environmental Management Representative directly overseeing environmental monitoring activities and the project's Environmental Management System (EMS). A delegate can be tasked to complete the checklist, and a completed and signed copy given to the Environmental Coordinator. This checklist provides AquaSure Environmental Management Representative with the means to:

- Demonstrate compliance with the approvals, licences, permits, legislative, contractual and EMS requirements
- Give the Project Director and senior managers assurance that the site teams responsible for these outcomes are aware of and responding to these requirements in an appropriate manner.

Control activity	Inspection notes/actions required
Environmental management system review schedule	
Area EMP reviewed and updated as required?	
Do SEPs need updating (max quarterly)? If so, describe	
Is the legislation register up to date?	
Is the risk assessment valid and applicable?	
Any new major revisions of EMP needing state/independent reviewer approval?	
Environmental inspections and audits	
Weekly Site Environmental Inspections conducted? List	
Has the state/independent reviewer been notified of all meetings, inspections and visits from authorities? List	
Environmental monitoring programs and procedures	
Review/update D&C Waste Management Plan (Attachment I2 – Resource Efficiency and Waste Management Sub Plan), dockets and garbage book (monthly)	
MSDS checks (Monthly)	
Fuel and chemical storage/refuelling compliance review (six monthly)	
Environmental training gap analysis and program review (quarterly) Induction content review (quarterly)	



D&C Marine Area EMP Attachment J1 – Environmental Inspection (Monthly Checklist)

Control activity	Inspection notes/actions required
Resource efficiency (e.g. have sub contractors submitted monthly energy usage etc. for NGERS reporting?)	
Underwater noise monitoring required and undertaken according to procedure in EMP? MMO logs complete if applicable?	
Water quality monitoring required and undertaken according to procedure in EMP?	
Flora and Fauna monitoring required and undertaken according to procedure in EMP?	
Are all marine vessels and divers free from contamination – marine pests and/or pathogens? Have any inspections been undertaken?	
Have all helicopter flights been logged?	
Summary of Environmental Incidents reported (monthly)	
Name of supervisor completing checklist: Date:	Signature: Approval :

TDJV - Victorian Desalination Plant

D&C Marine Area EMP - Environmental Inspection (Weekly Checklist)



Inspection of construction works will be regularly undertaken by **TDJV** throughout the construction period. Reports shall be kept on site in a location accessible to the Proponent and made available to the Proponent through the project reporting procedure. The monitoring of on-site works by inspection will be undertaken to ensure compliance with the EMP and in particular the Environmental Objectives and Control Measures outline in the D&C Marine Area EMP.

**Week
Commencing:**

Completed by:

D&C Marine Area EMP - Weekly Environmental Inspection Checklist

Env. Sub-Plan	Issue	Key Procedures, Legislation and Regulations	Sub Element	y, n, n/a	Comments / Required Actions	Actions Taken	Action By	Sign/ Date
Attachment I1 Coastal Processes and Activities Sub Plan	Safe Vessel Operation	Marine Act 1988, Vessel Operating and Zoning Rules, for Victorian Waters. January 2010	Are all project vessels being operated in accordance with Marine Safety Victoria (MSV) requirements as applicable?					
			International Safety Management (ISM) Code 2002	Are All Vessels being operated in accordance with International Safety Management (ISM) Code requirements as applicable?				
			PS&PR Section 5.7 Gazette Requirements	Is the temporary construction exclusion zone maintained as required?				
Attachment I2 Hazardous Materials Sub Plan	Minimise / Avoid Hazardous Materials	Dangerous Goods Act 1985 Pollution Control & Marine Waste Management Procedure Marine Bunkering – Fuel Oil Procedure. - Appendix A Fuel Transfer Checklist EPA Victoria Bunding Guidelines, Publication 347, December 1992	Is the on site storage and/or use of hazardous substances and dangerous goods being minimised where practical?					
	MSDS Availability		Are MSDS's available on site for all hazardous substances?					
	MSDS Requirements		Are Hazardous Substances stored in accordance with the requirements specified by their relevant MSDS?					
	Bunding		Have all fuels, lubricants and hazardous materials been stored/bunded in accordance with EPA Guidelines?					
	Storage – Isolation		Are dangerous goods storage areas isolated from sources of ignition, and appropriate fire fighting equipment coverage provided?					

Env. Sub-Plan	Issue	Key Procedures, Legislation and Regulations	Sub Element	y, n, n/a	Comments / Required Actions	Actions Taken	Action By	Sign/ Date
Attachment I2 Hazardous Materials Sub Plan (continued)	Segregation and Separation of Hazardous Materials	Pollution Control & Marine Waste Management Procedure Marine Bunkering – Fuel Oil Procedure. - Appendix A Fuel Transfer Checklist Environment Protection (Industrial Waste Resource) Regulations 2009 EPA Industrial Waste Resource Guidelines EPA Victoria Bunding Guidelines, Publication 347, December 1992	Are Hazardous materials separated and segregated as appropriate during storage?					
	Secure Storage		Are Hazardous substances not in use sealed and safely stored in a secure area?					
	Refuelling		Is refuelling being appropriately managed in order to minimise the risk of spill?					
	Equipment Maintenance		Is routine maintenance and monitoring of construction equipment and fuel storage tanks completed regularly as required?					
	Labelling and Signposting		Is appropriate hazardous substances signage in place?					
	Labelling and Signposting		Are all hazardous substances clearly labelled?					
	Overboard Spill Risk Reduction		Are adequate risk reduction measures in place to prevent spills to the ocean?					
	Overboard Spill Removal Capacity		Are marine spill kits available?					
	Spill Kit Maintenance		Are spill kits stocked adequately and free of waste?					
	Hazardous Material Disposal		Have all waste hazardous materials (e.g. fuels, oils and & spills) been disposed of in accordance with relevant MSDSs and EPA requirements?					

Env. Sub-Plan	Issue	Key Procedures, Legislation and Regulations	Sub Element	y, n, n/a	Comments / Required Actions	Actions Taken	Action By	Sign/ Date
Attachment I3 Resource Efficiency and Waste Management Sub Plan	Waste Stream Separation	Pollution Control & Marine Waste Management Procedure Environment Protection (Industrial Waste Resource) Regulations 2009 EPA Industrial Waste Resource Guidelines EPA Victoria Bunding Guidelines, Publication 347, December 1992	Is waste appropriately separated (i.e. prescribed, recyclable and solid) for treatment, recycling or disposal at onshore facilities?					
	Waste Storage		Is prescribed waste being stored in accordance EPA Bunding Guidelines and relevant MSDS in appropriately designated areas as required?					
	Waste Storage		Is all waste appropriately stored in appropriate containers (clearly labelled, securable cover/lid and away from sensitive areas).					
	Waste Storage		Is sufficient waste capacity available in conjunction with an appropriate waste collection schedule?					
	Litter		Is the site free of litter (no litter overboard)?					
	Waste Contractors and Facilities		Are appropriately licensed waste subcontractors utilised for the transportation of all waste types to appropriately licensed recycling and disposal facilities?					
	Solid and Inert Wastes - Handling		Are waste transport vessels/vehicles suitably constructed and maintained to prevent spillage of waste (including secure storage, covering of waste and separation of incompatible wastes)?					
	Prescribed Industrial Waste (PIW)		Are waste certificates completed and filed as required?					
	Fuel /energy efficiency		Are fuel/energy efficiency measures observed on site?					
	Water minimisation		Are water efficiency measures observed on site?					
	Air Quality		Is air quality maintained on site in accordance with EPA Best Practice Environmental Management, Environmental Guidelines for Major Construction Sites.					

Env. Sub-Plan	Issue	Key Procedures, Legislation and Regulations	Sub Element	y, n, n/a	Comments / Required Actions	Actions Taken	Action By	Sign/ Date
Attachment I3 Resource Efficiency and Waste Management Sub Plan	Uncontrolled grout release into marine environment	EPA Best Practice Environmental Management, Environmental Guidelines for Major Construction Sites Publication 480, February 1996 Grouting Procedure Riser Drilling Procedure	Are appropriate measures to minimise uncontrolled grout release being implemented?					
	Washout of grouting lines and mixing hopper		Are controlled grout releases (number and volume) minimised as far as practicable and appropriately controlled?					
	Grout spills on deck of OSV		Are any grout spills on deck effectively cleaned up and appropriately disposed of?					
	Spoil Requirements		Is the sediment plume being monitored in order to appropriately manage impacts on Marine Flora and Fauna?					
	Spoil Plume		Is alteration of the spoil disposal methodology required in response to construction Water Quality trigger levels and visual plume monitoring results?					
Attachment I4 Marine Flora and Fauna Sub Plan	Protect Marine Flora and Fauna – Construction Impacts	EPBC Flora and Fauna Management Strategy Outlet Seabed Preparation Procedure Riser Drilling Procedure Tow and Positioning Procedure	Has disturbance to Marine flora and fauna been minimised for current works?					
	Light Spill impacts on significant species		Are external lights on JUB kept to a minimum and minimise light spill to sensitive areas where possible and safe to do so.					
	Marine Flora and Fauna - General		Have any impacts to marine flora or fauna been observed within the project site?					
	Marine Flora and Fauna - General		Are there any visible impacts to water quality observable?					
Attachment I5 Helicopter Management Sub Plan	Helicopter Management - General	Civil Aviation Regulations 1998 Whale (Wildlife (Marine Mammals) Regulations 2009)	Is adherence with the Helicopter Management Sub Plan (i.e. completion of flight logs, designated flight paths, compliance with the designated Fly Neighbourly Area and other management zones etc) occurring for scheduled and observed helicopter operations?					

Env. Sub-Plan	Issue	Key Procedures, Legislation and Regulations	Sub Element	y, n, n/a	Comments / Required Actions	Actions Taken	Action By	Sign/ Date
Attachment I6 Marine Pest and Pathogen Management Sub Plan	Pre-entry Risk Assessment	Australian Quarantine and Inspection Service (AQIS) requirements State Environment Protection Policy (Waters of Victoria) DPI biosecurity protocols	Have all vessels operating on site completed the pre-entry risk assessment and met any subsequent cleaning and inspection requirements in accordance with legislative requirements?					
	Pre-entry Risk Assessment – Biosecurity Protocols		Can all equipment entering the project site be confirmed as clean through compliance with relevant biosecurity protocols?					
	Domestic Ballast water management		Is domestic ballast water being exchanged off shore en route to site if it has been taken on board in a high risk area of known contamination in accordance with EPA ballast water requirements?					
	Vessel Management		Is time spent in known contaminated domestic ports (i.e. Geelong) being appropriately minimised?					
	Abalone viral ganglioneuritis – Quarantine Requirements		Has the status of all divers, diver gear and equipment been validated as clean through completion of 'diver declaration' forms?					
Attachment I7 Underwater Noise Sub Plan	EPBC Act Policy Statement 2.1 – Seismic and geophysical surveys	EPBC Act Policy Statement 2.1 Wildlife (Marine Mammals) Regulations 2009	Are any seismic surveys or other operations which are likely to produce a noise similar to that produced by seismic surveys being conducted?					
	EPBC Act Approval – Additional provision		Do construction activities involve any operations which are likely to produce a percussive and repetitive noise?					
	Drilling methodology		Is drilling occurring in accordance with the methodology described in the sub plan?					
	Marine mammal observation		Are designated MMOs available to monitor whale movements, assess behaviour and implement actions during key noise generating activities?					
	Vessel operation		Are vessels manoeuvring in accordance with the Wildlife (Marine Mammals) Regulations 2009 in the event that a Marine Mammal is observed?					



Victorian Desalination Plant - TDJV
D&C Marine Area EMP - Environmental Inspection (Subcontractor Checklist)

Inspection of marine subcontractors will be regularly undertaken by TDJV throughout the D&C period. This subcontractor inspection checklist has been designed to manage minor subcontractors working on the Marine Area Works Site to ensure compliance with the EMP and in particular the Environmental Objectives and Control Measures outlined in the D&C Marine Area EMP. Where applicable the weekly environmental inspection checklist (J.2) will be used to inspect all works on site (including subcontractors). Where subcontractors cannot be accounted for by the weekly checklist this subcontractor checklist (template) will be modified to take into account components relevant to specific subcontractors and the individual works being undertaken. Reports shall be kept in a location accessible to the Proponent and made available to the Proponent through the project reporting procedure.

Inspection Date:	
Audit of:	
Schedule/Activities Conducted:	
Personnel Present:	

Relevant Documentation	Requirement	y	n	n/a	Comments / Required Actions	Actions Taken	Action By	Sign/Date
------------------------	-------------	---	---	-----	-----------------------------	---------------	-----------	-----------

Safety

N/A	Are emergency/safety procedures on board this vessel adequate and clearly communicated to passengers? i.e. Safety equipment (lifejacket and flares), emergency radio procedures, rundown on the days activities/schedule, relevant safety moment etc.	y	n	n/a				
-----	--	---	---	-----	--	--	--	--

Communication of Environmental Requirements

Pre-Construction Environmental Induction	Have all site staff completed the Pre-construction Environmental Induction?	y	n	n/a				
--	---	---	---	-----	--	--	--	--

Legislation/Approvals/Licences and Permits							
Marine Area Permits	Are all permits/approval/licence conditions being complied with? (i.e. relevant notifications etc. Refer to the 'Checklist of Approval Conditions' for further details)	y	n	n/a			
Marine Area Permits	What controlled activities have been performed under the approved permits so far?	y	n	n/a			
	What required reporting has been completed?	y	n	n/a			
Hazardous Materials, Resource Efficiency and Waste							
Env. Sub-Plans I2 & I3 - Hazardous Materials and Resource Efficiency	What measures are in place in the case of an incident?	y	n	n/a			
	Are spill kits available in the case of a fuel/oil/chemical spill?	y	n	n/a			
	Are MSDSs available for all hazardous substances available?	y	n	n/a			
	How is waste being appropriately managed (chemical, general refuse and sewage)?	y	n	n/a			
	Specific waste generation and management at time of inspection.	y	n	n/a			
Marine Flora and Fauna							
Env. Sub-Plan. I4 - Marine Flora and Fauna	Is Flora and Fauna monitoring being conducted according to the relevant procedures in the AEMP: - Reef Communities - Marine Monitoring Designs.	y	n	n/a			
	Are the requirements of the Marine Flora and Fauna Sub-Plan being met? How?	y	n	n/a			
	Is machine noise from surveys being managed to minimise disturbance to marine mammals?	y	n	n/a			

Marine Area Pest Risk Management and Monitoring Process

Env. Sub-Plan. I6 Marine Pest and Pathogen Management	Has the "Vessel Log Record" been completed for all vessels.	y	n	n/a				
Env. Sub-Plan. I6 Marine Pest and Pathogen Management	Are vessels, dive gear and equipment free from pests and pathogens? This includes enacting the following protocols to limit the risk of abalone disease including: - Victorian diver disinfection. - DPI biosecurity protocols. - DSE biosecurity protocols Can this be confirmed (i.e. through a cleaning log)?	y	n	n/a				
Env. Sub-Plan. I6 Marine Pest and Pathogen Management	Have any marine pests been identified in the project area to date?							

Other

N/A	How are GHG emissions being recorded? How is validation of the provided data being achieved (i.e. Through bills etc)?	y	n	n/a				
N/A	Are all subcontractors working onsite operating in accordance with the requirements of the D&C EMP, the Marine Intake and Outlet Structures D&C EMP and its Sub-Plans?	y	n	n/a				

Comments

TDJV - Signed: _____ **Position** _____ **Date:** _____

Subcontractor - _____
Signed:

Position _____

Date: _____