



# Construction Environment Management Plan (CEMP) Requirements

**DOCUMENT No. PP002**

DOCUMENT CONTROLLER:	APPROVED:
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## 1. Objective

To define the process for the requirement, endorsement and inspection of a construction environmental management plan (CEMP).

## 2. Scope

This procedure applies to construction projects at Melbourne Airport (landside, airside and terminals), including:

- demolition
- construction works
- enabling works
- ancillary works
- projects managed internally (by APAM)
- projects managed externally (by external project managers, contractors and subcontractors).

## 3. Definitions

**APAM:** Australia Pacific Airports (Melbourne).

**Works Contractor:** the individual/ company performing the works.

**Construction Environmental Management Plan (CEMP):** a plan that identifies and describes the management of environmental risks associated with a company's operations.

**Permit to Commence Works (PERCOW):** approval issued by Australia Pacific Airports for a project to proceed at Melbourne Airport.

**Project Manager:** the person responsible for project delivery at Melbourne Airport.

## 4. Responsibility

- 4.1 APAM Project Managers** are responsible for ensuring that an appropriate CEMP is developed for projects and submitted to the **Environment Manager** for endorsement prior to project commencement.
- 4.2 APAM Project Managers** are responsible for ensuring CEMPs are prepared in accordance with these guidelines.
- 4.3 The Environment Manager** is responsible for ensuring environmental impacts associated with construction and development are evaluated as part of the PERCOW process; endorsing CEMPs and overseeing CEMP inspections.
- 4.4 The Environment Officer / Environment Advisor** is responsible for reviewing CEMPs, conducting CEMP inspections, issuing corrective action requests and providing comment to the Environment Manager.

## **5. Procedure**

- 5.1** Contractors are required to develop a project specific CEMP addressing the criteria in this document and submit it to the Environment Manager.
- 5.2** The Environmental Risk Matrix must be provided as part of the CEMP.
- 5.3** All construction projects must have a CEMP endorsed by APAM's Environment Team prior to works starting.
- 5.4** The CEMP forms part of the approval process to conduct works on Melbourne Airport land.
- 5.5** Where the project is subject to a PERCOW, environmental conditions will be added to the PERCOW.
- 5.6** Once the CEMP is submitted, a minimum of five business days is required for assessment.
- 5.7** If the CEMP does not meet Melbourne Airport standards, the CEMP will be rejected and the contractor requested to resubmit the CEMP. This may extend the CEMP review time.
- 5.8** Compliance with the CEMP will be inspected on a regular basis using the inspection template shown in Table 7.
- 5.9** The frequency of inspections will be monthly or, if three consecutive inspections show full compliance, at a frequency agreed between the Environment Manager and the Project Manager.

## **6. Corective Actions**

- 6.1** Where non-compliances are found, corrective action requests will be raised and followed up and the frequency of inspections may be increased.

## **7. Figures & Tables**

Figure 1: CEMP Decision Tree

Table 1: CEMP Criteria

Table 2: Example Risk Assessment

Table 3: Melbourne Airport Consequence Rating

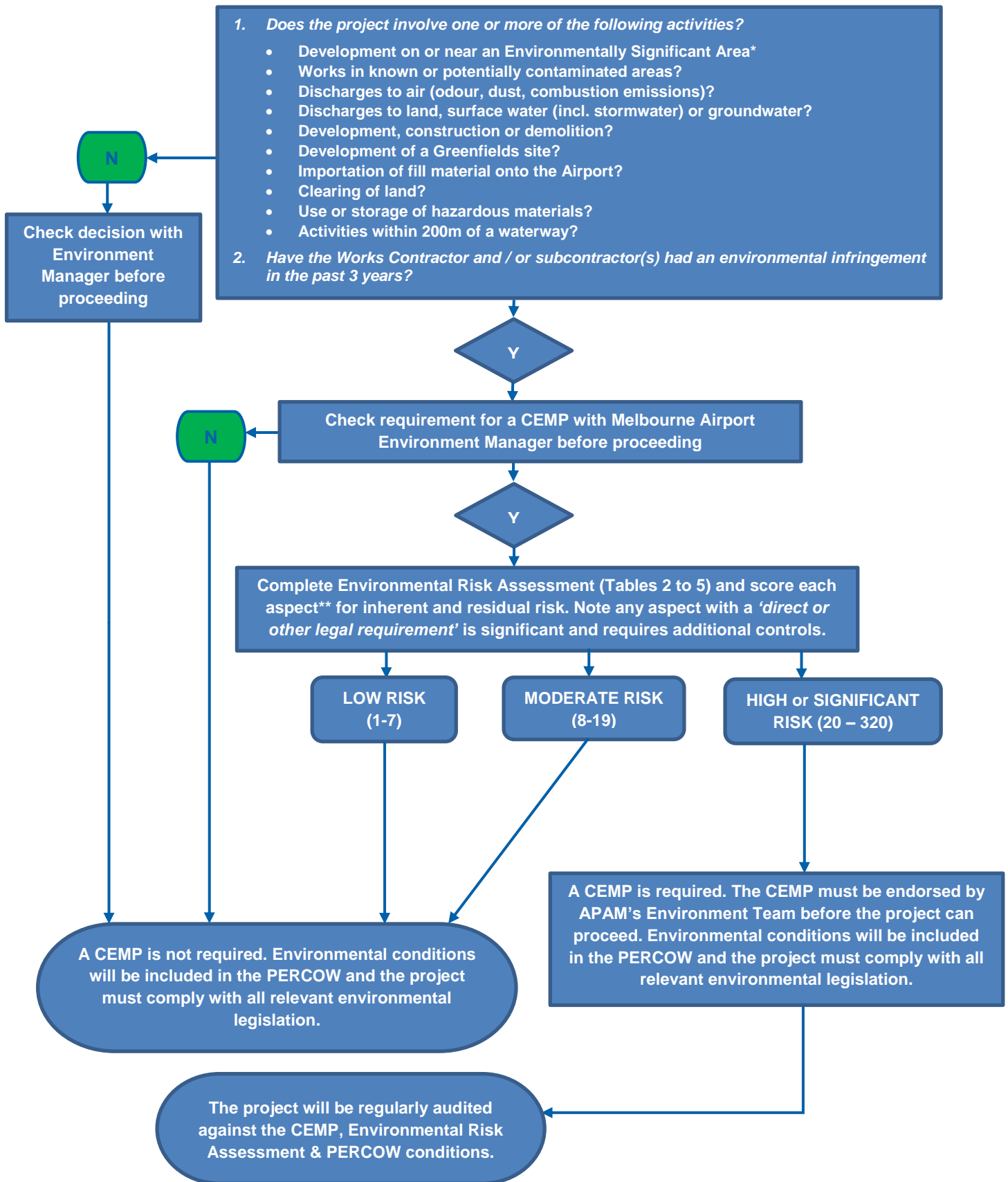
Table 4: Melbourne Airport Likelihood Rating

Table 5: Melbourne Airport Risk Matrix

Table 6: Regulatory Requirements for Environmental Management at Melbourne Airport

Table 7: CEMP Inspection Report

**Figure 1: CEMP Decision Tree**



\*Contact Melbourne Airport Environment Team for Environmentally Significant Areas as shown on the Environmental Site Registers.

\*\*See Table 2. Management and mitigation measures and / or controls will be mandated in the CEMP / PERCOW and audited.

**Table 1: CEMP Criteria**

Criteria	Location in Document <small>[Contractor to complete - Insert page or section number of CEMP where information is located]</small>	Included <small>[Office use only - APAM to insert '✓' if criteria is adequately documented or 'N/A' if the criteria is not applicable for the project]</small>
<b>1. Project overview:</b>		
Name of project		
Project scope		
Works description (construction, demolition, earthworks, etc.)		
Map of project area clearly showing works area(s)		
Persons with responsibilities within CEMP		
<b>2. Project Contacts:</b>		
APAM Coordination Centre (03) 9297 1601		
Project manager/ project director (include APAM and external project managers)		
Site supervisor		
Principal contractor		
List of subcontractors		
Works Contractor's representative available 24/7		
<b>3. Description of works:</b>		
Overview of the project works		
Describe the works methods		
Infrastructure and equipment onsite		
Site operation times and days		
Proposed works schedule		
<b>4. Environmental management program: describe the management and mitigation measures employed to protect the following aspects</b>		
a) Stormwater and wastewater management		
b) Chemical storage, handling & disposal		
c) Recycling and reuse		
d) Waste disposal and litter control		
e) Flora and fauna		
f) Noise and vibration		
g) Dust		
h) Odour		
i) Management of ozone depleting substances (e.g. refrigerants)		
j) Erosion		

Criteria	Location in Document [Contractor to complete - Insert page or section number of CEMP where information is located]	Included [Office use only - APAM to insert '✓' if criteria is adequately documented or 'N/A' if the criteria is not applicable for the project]
k) Emergency procedures including spill response		
l) Cultural heritage		
m) Contaminated land management		
n) Asbestos management		
o) Air quality (e.g. combustion emissions)		
p) Protection of groundwater		
q) Waste management (including exported soil)		
r) Management of stockpiles/ fill material		
s) Sensitive receptors (people and environs)		
t) Other		
<b>5. Other Requirements:</b> outline how the following tasks will be addressed		
Application of relevant environmental legislation and other requirements (e.g. Melbourne Airport policy, Environment Strategy)		
Environmental induction		
Onsite staff/contractor/visitor environmental awareness training		
Reporting and resolution of environmental incidents and complaints (internally and to APAM)		
Audits and inspections: to monitor CEMP compliance		
Monitoring: to assess the effectiveness of control measures		
Onsite record keeping & document control e.g. asbestos removal, prescribed waste removal, monitoring, inductions.		
Project hold points		
Works Contractor and subcontractor environmental infringements		
Corrective actions and environmental improvements		
Other		
<b>6. Environmental Site Register (ESR) Review:</b> contact Melbourne Airport Environment Coordinator to ascertain whether the project impacts an ESR		
ESR: Contaminated land assessments		
ESR: Indigenous and European cultural heritage site locations		
ESR: Flora and fauna assessments		
<b>7. The following information is required as per the Melbourne Airport Environment Strategy:</b>		
A minimum of 50% of construction waste will be reused or recycled during the project.		
Provision of a monthly waste report to the Melbourne Airport Environment Team including the percentage of total construction waste reused/ recycled.		
A Melbourne Airport tree removal permit is required prior to tree removal.		

Criteria	Location in Document [Contractor to complete - Insert page or section number of CEMP where information is located]	Included [Office use only - APAM to insert '✓' if criteria is adequately documented or 'N/A' if the criteria is not applicable for the project]
During landscaping, the <i>Melbourne Airport Planting Guidelines (August 2011)</i> are followed.		
<b>Prior</b> to soil arriving, origin of soil certificates for all soil brought onto the Melbourne Airport site are to be approved by the Melbourne Airport Environment Team.		
All spills exceeding a volume of 5ℓ or that enter the stormwater drains will be immediately reported to the Melbourne Airport Coordination Centre (03) 9297 1601.		
An incident report will be provided to the Melbourne Airport Environment Team within 48 hours of any environmental incident.		
Soil piles / stockpiles will be managed to reduce the risk of bird attraction and dust. The contractor agrees to comply if Melbourne Airport requests that the soil piles are covered or removed if a risk is identified.		
<b>8. Environmental Aspects and Impacts table:</b> the environmental aspects and impacts table must be completed for all projects requiring a CEMP. All of the categories identified below must be included as separate columns as shown in the example aspects and impacts table (Table 2):		
a) Operation or Activity - Categorise the works e.g. Earthworks, construction, demolition, housekeeping.		
b) Environmental Aspect - an element of an organisation's activities, products or services that can interact with the environment. Aspects = Causes. Note: Where there are multiple aspects per activity, each aspect must be individually documented.		
c) Environmental Impact - any change to the environment, whether adverse or beneficial, wholly or partially resulting from an organisation's activities, products or services. Impacts = Effects. Note: Where there are multiple impacts per aspect, each impact must be individually documented.		
d) Consequence Score - insert the appropriate consequence score for the impact. The Melbourne Airport Consequence Table has been provided (Table 3). If a different environmental consequence tool is used, provide a copy with the CEMP.		
e) Likelihood Score - insert the appropriate likelihood score for the impact. The Melbourne Airport Likelihood Table has been provided (Table 4). If a different likelihood tool is used, provide a copy with the CEMP.		
f) Risk Rating – using the applicable risk matrix for the consequence and likelihood scoring insert the risk rating, risk score and applicable colour for the impact. The Melbourne Airport Risk Matrix has been provided (Table 5). If a different risk matrix is used, provide a copy with the CEMP.		
g) Legal Requirements – Insert the names of key environmental legislation and regulations applicable to the environmental impact. Refer to Table 6 for assistance. Note: A generic table of legal requirements is not acceptable.		

<b>Criteria</b>	<b>Location in Document</b> [Contractor to complete - Insert page or section number of CEMP where information is located]	<b>Included</b> [Office use only - APAM to insert '✓' if criteria is adequately documented or 'N/A' if the criteria is not applicable for the project]
h) Control Measures – List the management, mitigation and control measures employed to reduce the risk of the identified impact.		
i) Frequency of Monitoring – Advise how often the control measures will be checked to ensure that they are correctly implemented and effective.		
j) Responsibility/Owner – Identify the person onsite responsible for implementing the control measures and monitoring their effectiveness.		
k) Provision of the consequence table, likelihood table and risk matrix.		



## Table 2 - Example Risk Assessment

The following table is provided as a guide for the contractor's project-specific risk assessment. Activities must be consistent with the Melbourne Airport Environment Strategy, Environment Policy and any other legal or contractual requirements imposed by airport management. Note C = consequence score; L = likelihood score; R = risk rating. \*A direct legal or other (e.g. contract or Melbourne Airport policy) requirement associated with the risk is denoted "Y" in the "Direct and Other Legal Requirements" column. In this case the risk will be significant and therefore additional control measures are required. An example "earthworks" has been completed below for reference only.

Reference No.	Responsibility	Operation or Activity	Inherent Risk (uncontrolled)					Residual Risk (with controls in place)						
			Environmental Aspect	Environmental Impact	C	L	R	Current monitoring / control / operational procedures	Frequency of Monitoring	C	L	R*	Direct Legal or other req.?	Additional controls / mitigations / actions
1	Site Supervisor	Excavation of soil	Spread / spill of soil onto impervious surfaces	Pollution of surface water	2	10	M	Place bunding around drains Place hay bales, silt stockings along drains	Daily inspections and after large rainfall events	2	5	S	Y (list key requirements)	Daily inspection of all bunding and drains during wet weather.
2	Site Supervisor	Excavation of soil	Contaminated material uncovered	Pollution of soil (cross-contamination) and potentially ground and surface water	2	10	M	If contaminated material is identified, stop works until cross contamination can be avoided. Contaminated material to be assessed by a licenced contractor. Melbourne Airport to be advised immediately of contamination. If taken off site, contaminated soil disposed of at an appropriately licenced EPA facility.	As works occur	2	5	S	Y (list key requirements)	Prepare a contaminated soil management plan for the project.

Note: The impacts from activities 1 and 2 above have direct legal requirements (pollution of soil, surface water and / or groundwater would breach *Airports (Environment Protection) Regulations 1997* and Victoria State Environmental Protection Policy objectives and targets), therefore the risk rating is significant and additional controls / mitigations / actions are required.

Risk Rating	Low	Moderate	Significant	High
Score	1 to 7	8 to 19	20 to 40	41 to 320

**Table 3 – Melbourne Airport Consequence Rating**

Consequence	Score	Criteria
Catastrophic	16	<ul style="list-style-type: none"> <li>• Serious long-term or widespread environmental harm (recovery 5 years +).</li> <li>• Multiple fatalities.</li> <li>• Long-term disruption (1 month +).</li> <li>• Large financial loss - \$30 million + 7.5% EBITDA (rounded to \$5 million).</li> <li>• Royal commission or ongoing significant adverse media attention.</li> </ul>
Major	8	<ul style="list-style-type: none"> <li>• Significant environmental harm with long-term recovery (recovery 1-5 years).</li> <li>• Single fatality, extensive injuries or permanent disability.</li> <li>• Medium-term disruption (1 week +).</li> <li>• Major financial loss - \$10 million + 7.5% EBITDA (rounded to \$2.5 million).</li> <li>• Senate enquiry or ongoing significant adverse media attention.</li> </ul>
Moderate	4	<ul style="list-style-type: none"> <li>• Moderate environmental harm with mid-term recovery (recovery up to one year).</li> <li>• Serious injury or long-term illness.</li> <li>• Short-term disruption (1 day +).</li> <li>• Financial loss - \$5 million + 7.5% EBITDA (rounded to \$500 000).</li> <li>• Significant adverse media attention.</li> </ul>
Minor	2	<ul style="list-style-type: none"> <li>• Transient environmental harm overall (no detectable change to communities).</li> <li>• First aid treatment required.</li> <li>• Minor disruption (½ day +).</li> <li>• Financial loss - \$1 million + 7.5% EBITDA (rounded to \$250 000).</li> <li>• Adverse media attention.</li> </ul>
Limited	1	<ul style="list-style-type: none"> <li>• Brief pollution with effective remediation (within natural variability).</li> <li>• No injury.</li> <li>• Negligible disruption (1 hour +)</li> <li>• Low financial cost - &lt;\$1 million</li> <li>• No press response.</li> </ul>

**Table 4 – Melbourne Airport Likelihood Rating**

Likelihood	Score	Criteria
Almost certain	20	<ul style="list-style-type: none"> <li>• The impact is expected to occur in most circumstances.</li> <li>• Impact could occur once every few days or in excess of 100 times per year.</li> </ul>
Likely	10	<ul style="list-style-type: none"> <li>• The impact will probably occur in most circumstances</li> <li>• Impact could occur 10 times per year</li> </ul>
Possible	5	<ul style="list-style-type: none"> <li>• The impact should occur at some time.</li> <li>• Impact could occur once per year.</li> </ul>
Unlikely	2	<ul style="list-style-type: none"> <li>• The impact may occur at some time, but unlikely.</li> <li>• Impact could occur every 10 years.</li> </ul>
Rare	1	<ul style="list-style-type: none"> <li>• The impact may only occur in exceptional and unlikely circumstances</li> <li>• Impact could occur every 40 years.</li> </ul>

**Table 5 – Melbourne Airport Risk Matrix**

	Rare 1	Unlikely 2	Possible 5	Likely 10	Almost Certain 20
Catastrophic 16	16	32	80	160	320
Major 8	8	16	40	80	160
Moderate 4	4	8	20	40	80
Minor 2	2	4	10	20	40
Limited 1	1	2	5	10	20

Risk Rating	Low	Moderate	Significant	High
Score	1 to 7	8 to 19	20 to 40	41 to 320

High risk – immediate action required

Significant risk – senior management attention needed

Moderate risk – management responsibility must be specified

Low risk – managed by routine procedures / practices

The following lists the principal environmental legislation and some associated documentation applicable on Victorian airports administered under the *Airports Act 1996*. Commonwealth legislation covers most main-stream aspects of environmental management, pollution, conservation and noise. However, Victorian legislation may also be applicable for those aspects when off-site impacts are involved and to certain specific matters as itemised (e.g. vehicle emissions, trade waste, discharges to air, land and water). Note (Cth) denotes Commonwealth legislation.

**Table 6: Regulatory Requirements at Melbourne Airport for Environmental Management**

Aspect	Relevant legislation and policies
Energy and climate change	<p><i>National Greenhouse and Energy Reporting Act 2007</i> (Cth)                      National Greenhouse and Energy Reporting Regulations 2008 (Cth)  <i>Ozone Protection and Synthetic Greenhouse Gas Management Act 1989</i> (Cth)  <i>Ozone Protection and Synthetic Greenhouse Gas (Import Levy) Act 1995</i> (Cth)                      Ozone Protection and Synthetic Greenhouse Gas Management Regulations 1995 (Cth)  <i>Climate Change Act 2010</i> (Vic)</p>
Waste and resource management	<p>National Environment Protection (Used Packaging Materials) Measure 2011 (Cth)                      National Environment Protection (Movement of Controlled Waste between States and Territories) Measure as varied 2004                      Airports (Environment Protection) Regulations 1997                      Environment Protection (Industrial Waste Resource) Regulations 2009 (Vic)  <i>Water Act 1989</i> (Vic)                      Waste Management Policy (Used Packaging Materials) 2012 (Vic)                      Waste Management Policy (National Pollutant Inventory) 2012 (Vic)                      Waste Management Policy (Movement of Controlled Waste between States and Territories) 2012 (Vic)  <i>Occupational Health and Safety Act 2004</i> (Vic)                      Occupational Health and Safety Regulations 2007 (Vic)                      Industrial Waste Resource Guidelines 2009 (EPA Vic)                      Industrial Waste Fact Sheet 2012 (EPA Vic)                      Applying the Environment Protection Principles in Waste Management Regulation 2010 (EPA Vic)                      Polychlorinated Biphenyls Management Guidelines 2009 (EPA Vic)                      Asbestos Transport and Disposal 2009 (EPA Vic)                      Classification for Contaminated Soil – Industrial Waste Management Policy 2002 (EPA Vic)                      Polychlorinated Biphenyls Management Plan (ANZECC) 2003</p>
Water quality – stormwater	<p><i>Airports Act 1996</i> (Cth)                      Airports (Environment Protection) Regulations 1997 (Cth)                      Variation to the National Environment Protection (National Pollutant Inventory) Measure 2008 (No.1) (Cth)  <i>Catchment and Land Protection Act 1994</i> (Vic)                      State Environment Protection Policy (Waters of Victoria) 2003 and Schedules (Vic)                      Waste Management Policy (National Pollutant Inventory) 2012 (Vic)                      Australian and New Zealand Guidelines for Fresh and Marine Water Quality 2002 (Environment Australia) (Cth)  <i>Water Act 1989</i> (Vic)                      Urban Stormwater: Best Practice Environmental Management Guidelines 1999 (Vic)</p>
Water quality – groundwater	<p>Airports (Environment Protection) Regulations 1997 (Cth)                      State Environment Protection Policy (Groundwaters of Victoria) 1997 (note variation in 2002) (Vic)</p>

	<p><i>Water Act 1989 (Vic)</i>                  EPA Publication 840 – Information Bulletin: The Clean Up and Management of Polluted Groundwater 2002 (Vic)                  Groundwater Sampling Guidelines 2000 (EPA Vic)</p>
Water management	<p>Code of Practice – Onsite Wastewater Management 2008 (EPA Vic)                  Disinfection of Treated Wastewater – Guidelines for Environmental Management 2002 (EPA Vic)                  Sampling and Analysis of Waters, Wastewaters, Soils and Wastes 2009 (EPA Vic)                  Draft Code of Practice for Onsite Wastewater Management 2010 (EPA Vic)                  Guidelines for Environmental Management: Use of Reclaimed Water 2003 (EPA Vic)                  Bunding Guidelines 1992 (EPA Vic)                  Guidelines: Environment and Resource Efficiency Plans 2008 (EPA Vic)</p>
Biodiversity and conservation management	<p><i>Environment Protection and Biodiversity Conservation Act 1999 (Cth) (EPBC Act)</i>                  Environment Protection and Biodiversity Conservation Regulations 2000 (Cth)                  Native Vegetation Management – a Framework for Action 2002 (Department of Natural Resources and Environment) (Vic)  <i>Flora and Fauna Guarantee Act 1988 (Vic) (FFG Act)</i>                  Flora and Fauna Guarantee Regulations 2011 (Vic)  <i>Airports Act 1996 (Cth)</i>                  Airports (Environment Protection) Regulations 1997 (Cth)  <i>Australian Heritage Council Act 2003 (Cth)</i>  <i>Catchment and Land Protection Act 1994 (Vic)</i>                  Significant Impact Guidelines 1.1: Matters of Environmental Significance 2009 (Cth)                  Significant Impact Guidelines 1.2: Action on, or Impacting upon, Commonwealth Land and Actions by Commonwealth Agencies 2006 (Cth)</p>
Cultural heritage	<p><i>Environment Protection and Biodiversity Conservation Act 1999 (Cth)</i>                  Environment Protection and Biodiversity Conservation Regulations 2000 (Cth)  <i>Airports Act 1996 (Cth)</i>                  Airports (Environment Protection) Regulations 1997 (Cth)  <i>Native Title Act 1993 (Cth)</i>  <i>Australian Heritage Commission Act 1975 (Cth)</i>  <i>Aboriginal and Torres Strait Islander Heritage Protection Act 1984 (Cth)</i>  <i>Australian Heritage Council Act 2003 (Cth)</i>  <i>Protection of Movable Cultural Heritage Act 1986 (Cth)</i>  <i>Australian Heritage Commission Amendment Act 1991 No. 17 (Cth)</i>  <i>Australian Heritage Commission Amendment Act 1976 (Cth)</i>  <i>Aboriginal Heritage Act 2006 (Vic)</i>  <i>Heritage Act 1995 (Vic)</i>                  Heritage (General) Regulations 2005 (Vic)  <i>Land Titles Validation Act 1994 (Vic)</i>                  Standards for Recording Victorian Aboriginal Heritage Places and Objects 2008 (Department of Planning and Community Development) (Vic)                  Guidelines for conducting and reporting on Aboriginal cultural heritage investigations 2012 (Department of Planning and Community Development) (Vic)</p>
Air quality	<p>Environment Protection (Vehicle Emissions) Regulations 2003 (Vic)                  Environment Protection (Industrial Waste Resource) Regulations 2009 (Vic)  <i>National Environment Protection Council (Victoria) Act 1995 (Vic)</i>                  Industrial Waste Management Policy (Protection of the Ozone Layer) 2001 (Vic)                  Waste Management Policy (National Pollutant Inventory) 2012 (Vic)                  State Environment Protection Policy (Ambient Air Quality) 1999 (Vic)</p>

	<p>State Environment Protection Policy (Air Quality Management) 2001 (Vic)  <i>National Environment Protection Council Act 1995 (Cth)</i>  <i>Fuel Quality Standards Act 2000 (Cth)</i>  <i>Environment Protection and Biodiversity Conservation Act 1999 (Cth)</i>  <i>Airports Act 1996 (Cth)</i>                  Airports (Environment Protection) Regulations 1997 (Cth)                  Air Navigation (Aircraft Engine Emissions) Regulations 1995 (Cth)                  Air Navigation (Fuel Spillage) Regulations 1999 (Cth)                  National Environment Protection (Ambient Air Quality) Measure as varied July 2003 (Cth)                  National Environment Protection (Diesel Vehicle Emissions) Measure as varied May 2009 (Cth)                  Variation to the National Environment Protection (National Pollutant Inventory) Measure 2008 (No.1) (Cth)                  A Guide to the Sampling and Analysis of Air Emissions and Air Quality 2002 (EPA Vic)                  Protocol for Environment Management: Minimum Control Requirements for Stationary Sources 2002 (EPA Vic)                  Protocol for Environment Management: Greenhouse Gas Emissions and Energy Efficiency in Industry 2002 (EPA Vic)                  Managing Emissions of Volatile Organic Compounds 2003 (EPA Vic)                  Policy Impact Assessment: Variations to State Environment Protection Policy (Air Quality Management) and State Environment Protection Policy (Ambient Air Quality) 2002 (EPA Vic)                  Victorian Greenhouse Strategy 2002 (Department of Natural Resources and Environment) (Vic)                  National Pollutant Inventory Guide 2012 (Cth)</p>
Ground-based noise	<p>Air Navigation (Aircraft Noise) Regulations 1984 (Cth)                  Environment Protection (residential Noise) Regulations 2009 (Vic)                  State Environment Protection Policy (Control of Noise from Commerce, Industry and Trade) 1989 (Vic)  <i>Airports Act 1996 (Cth)</i>                  Airports (Environment Protection) Regulations 1997 (Cth)  <i>Aircraft Noise Levy Act 1995 (Cth)</i>  <i>Aircraft Noise Levy Collection Act 1995 (Cth)</i>                  Aircraft Noise Levy Regulations 1995 (Cth)                  Environment Protection (Residential Noise) Regulations 2008 (Vic)  <i>Occupational Health and Safety Act 2004 (Vic)</i>                  Occupational Health and Safety Regulations 2007 (Vic)                  AS2021–2000                  Noise Control Guidelines: Publication 1254 October 2008 (EPA Vic)                  A Guide to the Measurement and Analysis of Noise 1991 (EPA Vic)                  Environmental Guidelines for Major Construction Sites 1996 (EPA Vic)</p>
Land management	<p><i>Airports Act 1996 (Cth)</i>                  Airports (Environment Protection) Regulations 1997 (Cth)  <i>Environment Protection and Biodiversity Conservation Act 1999 (Cth) (EPBC Act)</i>                  Environment Protection and Biodiversity Conservation Regulations 2000 (Cth)  <i>Catchment and Land Protection Act 1994 (Vic)</i>                  State Environment Protection Policy (Prevention and Management of Contamination of Land) 2002                  Industrial Waste Management Policy (Waste Acid Sulfate Soils) 1999</p>

<p>Hazardous materials</p>	<p><i>Civil Aviation Act 1988</i> (Cth)                  Civil Aviation Regulations 1988 (Cth)                  National Environment Protection (Movement of Controlled Waste Between States and Territories) Measure as varied 2004 (Cth)  <i>Work, Health and Safety Act 2011</i> (Cth)  <i>Hazardous Waste (Regulation of Exports and Imports) Act 1989</i> (Cth)                  Australian Dangerous Goods Code 2010 (7th Edition) (Cth)                  Australian Explosives Code (3rd Edition) 2009 (Cth)                  AS 1940 The Storage and Handling of Flammable and Combustible Liquids 2004 (Standards Australia) (Cth)  <i>Dangerous Goods Act 1985</i> (Vic)                  Dangerous Goods (Storage and Handling) Regulations 2012 (Vic)                  Dangerous Goods (HCDG) Regulations 2005 (Vic)  <i>Occupational Health and Safety Act 2004</i> (Vic)                  Occupational Health and Safety Regulations 2007 (Vic)                  Bunding Guidelines 1992 (EPA Vic)                  Guidelines on the design, installation and management requirements for underground petroleum storage systems 2009 (EPA Vic)                  AS 4977, AS 4897 and AS 4976 (Cth)</p>
<p>Airport Development</p>	<p><i>Airports Act 1996</i> (Cth)                  Airports (Building Control) Regulations 1996 (Cth)                  Airports (Building Control) Amendment Regulations (No. 1) 1999 (Cth)  <i>Environment Protection and Biodiversity Conservation Act 1999</i> (Cth)                  Environment Protection and Biodiversity Conservation Regulations 2000 (Cth)  <i>Planning and Environment Act 1987</i> (Vic)                  Environmental Guidelines for Major Construction Sites 1996 (EPA Vic)</p>
<p>Soil contamination</p>	<p><i>Airports Act 1996</i> (Cth)                  Airports (Environment Protection) Regulations 1997 (Cth)                  National Environment Protection (Assessment of Site Contamination) Measure 1999 (Cth)                  Variation to the National Environment Protection (National Pollutant Inventory) Measure 2008 (Cth)  <i>Catchment and Land Protection Act 1994</i> (Vic)  <i>Conservation, Forest and Lands Act 1987</i> (Vic)                  Waste Management Policy (National Pollutant Inventory) 2012 (Vic)                  State Environment Protection Policy (Prevention and Management of Contaminated Land) 2002 (Vic)                  Guidelines for environmental management of on-site remediation 2008 (EPA Vic)                  Environmental auditor guidelines – Provision of environmental audit reports, certificates and statements 2007 (EPA Vic)                  Environmental auditor guidelines for conducting environmental audits 2007 (EPA Vic)                  Environmental auditor (contaminated land) – Guidelines for issue of certificates and statements of environmental audit 2007 (EPA Vic)                  Environmental auditor appointment and conduct – Guidelines 2012 (EPA Vic)                  Sampling and Analysis of Waters, Wastewaters, Soils and Wastes 2009 (EPA Vic)                  Guideline on the Investigation Levels for Soil and Groundwater 1999 (to be read in conjunction with National Environment Protection (Assessment of Site Contamination) Measure 1999 (Cth)                  Prevention and Management of Contaminated Land 2002 (EPA Vic)                  Contaminated soil – organic compounds – Classification for reuse 2009 (EPA Vic)</p>

	Classification for Contaminated Soil – Industrial Waste Management Policy 2002 (EPA Vic)
Soil erosion	<i>Catchment and Land Protection Act 1994</i> (Vic) <i>Conservation, Forest and Lands Act 1987</i> (Vic) Construction Techniques for Sediment Pollution Control 1991 (EPA Vic) Environmental Guidelines for Major Construction Sites 1996 (EPA Vic) Control of Erosion on Construction Sites (Soil Conservation Authority) 1984 (Vic)
Miscellaneous	Publication 441 – A guide to the sampling and analysis of waters, wastewaters, soils and wastes (EPA Vic) Environmental Guidelines for Major Construction Sites (EPA Vic) Construction Techniques for Sediment Pollution Control (EPA Vic)

**Notes:**

1. The above listing does not include every item of environmental legislation that may apply at airports, but is intended to cover all matters that commonly occur.
2. Activities must also be consistent with the airport's Environment Strategy, environmental policies, Environmental Management System requirements and any other specific contractual requirements imposed by airport management. Moreover, under the *Airports Act 1996*, airport lessee companies and operators are required to take all reasonable steps to ensure that the Environment Strategy is complied with at all times.
3. Although EPA Victoria has limited jurisdiction on Commonwealth land, in any situation where an incident results in off-site environmental impacts, for example discharges to air, land and surface or groundwater, the EPA may seek to take action in addition to the Commonwealth.
4. Occupational health and safety is governed by Work Safe Victoria. In practice, compliance with the requirements for asbestos and hazardous substances in the Occupational Health and Safety Regulations 2007 (Vic) and the Dangerous Goods (Storage and Handling) Regulations 2000 (Vic) for dangerous goods will ensure satisfactory compliance with the *Airports (Environment Protection) Regulations 1997* for such matters.
5. Aircraft emissions and noise obligations under the *Air Navigation Act 1920* apply to Airservices Australia and aircraft operators.
6. Under the Civil Aviation Safety Regulations 1998, an operator carrying dangerous goods is required to have in place a Dangerous Goods Manual which specifically addresses the activities carried out by that operator. Employees of the operators are required to be given targeted dangerous goods training. Most issues relate to safety, but spill control and incident management aspects also relate to risks of environmental impacts.



**Table 7: CEMP Inspection Report**

<b>Project Name:</b>			
<b>Project Manager &amp; contact number:</b>			
<b>APAM Program Director:</b>			
<b>APAM Project Director:</b>			
<b>CEMP endorsed by:</b>			
<b>Date endorsed:</b>			
<b>Inspection ID:</b>			
<b>Date of Inspection:</b>			
<b>Attendees:</b>	<b>Name</b>	<b>Position</b>	<b>Organisation</b>

**Previous Inspection Actions (Remove for first inspection)**

Action	Due Date	Status

**Inspection Observations and Required Actions (C = Compliance, NC = Non-compliance, O = Observation)**

Site Inspection Environmental Management Indicators	Observation of indicator	Comments/Required Action	Due Date (if required)
Stormwater management <ul style="list-style-type: none"> <li>• Drains are protected to best practise standards.</li> <li>• Wash out areas (e.g. concrete, paint) are contained.</li> </ul>			
Erosion control <ul style="list-style-type: none"> <li>• Erosion is not occurring due to site works.</li> </ul>			
Storage of hazardous materials <ul style="list-style-type: none"> <li>• Hazardous substances to the environment are contained adequately</li> <li>• Portable toilet tanks are monitored</li> </ul>			
Dust Management			

<ul style="list-style-type: none"> <li>Dust is being controlled adequately.</li> </ul>			
Waste Management <ul style="list-style-type: none"> <li>Waste is contained</li> <li>Site is clean and tidy</li> </ul>			
Wildlife Management <ul style="list-style-type: none"> <li>Wildlife is not being attracted to the site.</li> </ul>			
Odour and noise control <ul style="list-style-type: none"> <li>Odours and noise are being controlled adequately</li> </ul>			
Soil management <ul style="list-style-type: none"> <li>Soil contamination has not been found</li> </ul>			
Cultural Heritage <ul style="list-style-type: none"> <li>Items of cultural heritage significance have not been found.</li> <li>Listed cultural heritage sites have been protected</li> </ul>			
Flora Management <ul style="list-style-type: none"> <li>Trees have not been removed without a tree removal permit.</li> </ul>			
Spill Response <ul style="list-style-type: none"> <li>Spill kits are available and maintained</li> </ul>			
Emergency contact details <ul style="list-style-type: none"> <li>Details are current and relevant</li> <li>Melbourne Airport Coordination Centre included.</li> <li>EPA <b>not</b> included on contacts page</li> </ul>			
<b>Evidence of Records</b>	<b>Records were viewed (Yes/No)</b>	<b>Comments/Remediation Required</b>	<b>Due Date (if required)</b>
EMP <ul style="list-style-type: none"> <li>EMP is available onsite</li> <li>Version is same as provided to MA</li> </ul>			
Induction and Training <ul style="list-style-type: none"> <li>View records</li> <li>Check content</li> </ul>			
Storage of Hazardous Materials <ul style="list-style-type: none"> <li>MSDS's are available onsite</li> </ul>			
Soil management <ul style="list-style-type: none"> <li>Origin of soil certificates have been provided for soil brought onto site.</li> </ul>			
Environmental Accident or Incident Reporting			
Environmental site inspections			
Waste data provided to Melbourne Airport			

**Additional Notes or Observations**