

# Environmental Management Plan

SAMPLE

**Table of Contents**

Purpose and Scope .....	5
Relationship to WHS Management System .....	5
Legal and Other Requirements .....	5
Applicable Legislation and Standards.....	6
Compliance Obligations .....	6
Roles, Responsibilities and Accountability .....	6
Officers and Senior Management.....	7
Managers and Supervisors.....	7
Workers.....	7
Contractors and Subcontractors.....	7
Environmental Coordinator (or Equivalent Role).....	8
Environmental Planning and Risk Management.....	8
Identification of Environmental Aspects and Impacts.....	8
Environmental Risk Assessment.....	8
Hierarchy of Control.....	9
Environmental Risk Register .....	9
Operational Control.....	9
General Environmental Work Practices .....	9
Site-Specific Environmental Management.....	10
Waste Management and Resource Recovery.....	10
Waste Hierarchy .....	10
Waste Identification and Segregation .....	10
Waste Storage, Transport and Disposal .....	11
Waste Management Checklist.....	11
Hazardous Chemicals and Dangerous Goods .....	11
Storage and Handling.....	11
Chemical Use and Transfer .....	12
Chemical and Fuel Management Checklist .....	12
Pollution Prevention: Air, Noise, Water and Land .....	12
Air Quality and Dust Control.....	12

Noise and Vibration .....	12
Water Quality and Sediment Control .....	13
Land Contamination .....	13
Biodiversity, Heritage and Community Amenity .....	13
Flora and Fauna Protection .....	13
Cultural and Heritage Values .....	13
Community Amenity and Complaints .....	13
Emergency Preparedness and Response .....	14
Environmental Emergency Scenarios .....	14
Emergency Planning .....	14
Spill Response .....	14
Emergency Response Checklist .....	15
Training, Awareness and Competence .....	15
Induction and General Awareness .....	15
Role-Specific Training .....	15
Communication and Consultation .....	15
Monitoring, Measurement and Reporting .....	15
Environmental Performance Indicators .....	15
Inspections and Monitoring .....	16
Reporting .....	16
Incident Management and Non-Conformance .....	16
Incident and Near Miss Reporting .....	16
Investigation and Corrective Action .....	17
Non-Conformance Register .....	17
Documentation and Record Keeping .....	17
Procurement and Contractor Management .....	18
Environmentally Responsible Procurement .....	18
Contractor Environmental Requirements .....	18
Continuous Improvement and Review .....	18
Objectives, Targets and Improvement Plans .....	18
Audits and Management Review .....	18
Implementation Checklist .....	19

SAMPLE

## Purpose and Scope

This Environmental Management Plan (EMP) sets out how [Company Name] will identify, manage and minimise environmental impacts arising from its operations, projects and activities. It is designed to integrate with existing Work Health and Safety (WHS) management systems so that environmental risks are controlled alongside health and safety risks.

This EMP applies to:

- All workers, including employees, labour hire workers, contractors and subcontractors.
- All [Company Name] workplaces, including offices, depots, warehouses, workshops, project sites and mobile work locations.
- All activities that may interact with the environment, including use of plant and equipment, storage and handling of chemicals, waste generation, transport, construction, maintenance and services.

The objectives of this EMP are to:

- Prevent pollution and minimise adverse environmental impacts.
- Ensure compliance with applicable environmental legislation, regulations, codes of practice and approvals.
- Embed environmental considerations into planning, procurement, design and daily operations.
- Support continuous improvement in environmental performance and WHS outcomes.

## Relationship to WHS Management System

Environmental risks are often closely linked with WHS risks (for example, chemical spills, noise, dust, and waste handling). This EMP is aligned with [Company Name]'s WHS Management System to ensure a consistent, integrated approach.

Key integration points include:

- Use of common risk management processes for both WHS and environmental hazards.
- Shared consultation mechanisms with workers and Health and Safety Representatives (HSRs).
- Combined incident reporting, investigation and corrective action processes.
- Joint training and competency requirements where environmental hazards overlap with WHS hazards.

## Legal and Other Requirements

[Company Name] will identify, maintain and comply with all relevant legal and other requirements relating to environmental management and WHS.

## Applicable Legislation and Standards

Depending on the jurisdiction and nature of operations, the following may apply:

- Work Health and Safety Act and Regulations (as applicable in each State/Territory).
- Environmental Protection Acts and Regulations (jurisdiction-specific).
- Waste management and resource recovery legislation.
- Dangerous goods and hazardous chemicals legislation.
- Water, air and noise pollution regulations.
- Planning and development approvals and conditions.
- Australian and New Zealand Standards related to environmental and WHS management.

[Company Name] will maintain a Legal and Other Requirements Register that captures:

- Applicable Acts, Regulations, codes of practice and standards.
- Environmental licences, permits and approvals.
- Client, industry and contractual requirements.
- Corporate policies and sustainability commitments.

## Compliance Obligations

Management will:

- Ensure environmental obligations are considered in business planning and decision-making.
- Allocate sufficient resources to meet compliance requirements.
- Periodically review new or amended legislation and update procedures accordingly.

Workers and contractors must:

- Follow all environmental procedures and site-specific requirements.
- Use plant, equipment and materials in a manner that prevents environmental harm.
- Report any actual or potential non-compliance immediately.

## Roles, Responsibilities and Accountability

Clear responsibilities are essential to effective environmental and WHS management.