

# Environmental Policy

SAMPLE

## Table of Contents

Purpose and Scope .....	4
Environmental Commitment.....	4
Objectives and Targets .....	5
Example Objectives .....	5
Objective and Target Register .....	5
Legal and Other Requirements.....	5
Legal and Other Requirements Register .....	6
Roles, Responsibilities and Accountability .....	6
Officers (e.g. Directors, Senior Executives).....	6
Managers and Supervisors.....	7
Workers (Including Contractors and Subcontractors).....	7
Environmental/WHS Advisor or Coordinator (Where Appointed) .....	7
Environmental Risk Management.....	8
Typical Environmental Hazards by Sector .....	8
Environmental Risk Assessment Checklist.....	8
Environmental Risk Register .....	9
Planning and Design.....	9
Project Planning.....	9
Design and Engineering .....	9
Operational Controls.....	10
Air Quality, Dust and Emissions.....	10
Noise and Vibration.....	10
Water Management, Erosion and Sediment Control.....	10
Waste Management and Resource Use .....	11
Hazardous Chemicals, Fuels and Dangerous Goods .....	11
Land Disturbance, Biodiversity and Rehabilitation.....	11
Emergency Preparedness and Response.....	11
Planning for Environmental Emergencies.....	12
Spill and Incident Response Checklist.....	12
Emergency Equipment Register.....	12

Training, Awareness and Competency.....	12
Induction and Site-Specific Training .....	12
Competency and Role-Specific Training.....	13
Training Register.....	13
Communication, Consultation and Reporting.....	13
Worker Consultation.....	13
External Communication .....	14
Internal Reporting.....	14
Monitoring, Measurement and Evaluation.....	14
Monitoring Activities .....	14
Monitoring and Measurement Register.....	14
Inspections and Audits .....	14
Incident Management and Non-Conformance.....	15
Reporting and Investigation.....	15
Non-Conformance and Corrective Action Register .....	15
Documentation and Record Keeping .....	15
Environmental Documentation .....	15
Continuous Improvement.....	16
Management Review.....	16
Policy Implementation, Communication and Review.....	17

## Purpose and Scope

This Environmental Policy sets out [Company Name]'s commitment to managing environmental risks and impacts associated with its operations in the Building and Construction, Civil Construction and Earthworks, Mining and Resources, Farming and Agriculture, and Manufacturing and Production sectors. It supports [Company Name]'s broader work health and safety (WHS) objectives by ensuring that environmental hazards are identified, assessed, controlled, and monitored in a systematic manner.

This policy applies to:

- All workers, including employees, labour hire personnel, contractors, subcontractors, and consultants.
- All workplaces, project sites, depots, workshops, offices, farms, processing plants, quarries, and mines under [Company Name]'s management or control.
- All stages of work, including planning, design, procurement, construction, operation, maintenance, decommissioning and rehabilitation.

The policy is to be read in conjunction with [Company Name]'s WHS Policy, Risk Management Procedure, Incident Management Procedure, and relevant Safe Work Method Statements (SWMS) and Job Safety Analyses (JSAs).

## Environmental Commitment

[Company Name] is committed to conducting its operations in a manner that prevents pollution, protects the environment, and supports sustainable use of resources while maintaining a safe and healthy workplace. This includes:

- Complying with all applicable environmental legislation, regulations, approvals, licences, and codes of practice.
- Integrating environmental considerations into WHS planning and decision-making.
- Preventing environmental incidents, including spills, releases, contamination, and uncontrolled emissions.
- Minimising waste generation and promoting reuse and recycling.
- Conserving water and energy and reducing greenhouse gas emissions where reasonably practicable.
- Protecting biodiversity, cultural heritage, and community amenity in areas where we operate.
- Consulting with workers and other stakeholders on environmental issues related to WHS.
- Continually improving environmental performance through monitoring, review, and corrective actions.

## Objectives and Targets

[Company Name] will establish, implement, and review environmental objectives and targets as part of its WHS and environmental management system. Objectives and targets will be:

- Measurable, where reasonably practicable.
- Relevant to the nature and scale of [Company Name]’s operations.
- Focused on significant environmental aspects and impacts.
- Developed in consultation with workers and relevant stakeholders.

## Example Objectives

Objectives may include, but are not limited to:

- Zero significant environmental incidents (e.g. major spills, uncontrolled discharges, or regulatory breaches).
- Reduction in waste sent to landfill by a specified percentage within a set timeframe.
- Reduction in diesel consumption per unit of production or per machine hour in civil construction or mining operations.
- Reduction in water usage per tonne of product in manufacturing or processing facilities.
- Increased use of recycled aggregates and materials in building and civil construction projects.
- Rehabilitation of disturbed land in farming, mining, and civil works to agreed standards.

## Objective and Target Register

[Company Name] will maintain an Environmental Objectives and Targets Register, which may include the following fields:

Objective	Target	Indicator/Measure	Responsible Person/Role	Timeframe	Status/Progress	Review Date

## Legal and Other Requirements

[Company Name] will identify, access, and comply with all relevant environmental legal and other requirements applicable to its operations, including but not limited to:

- Commonwealth and State/Territory environmental and WHS legislation.
- Environmental protection, pollution control, and waste management laws.

- Planning and development approvals and conditions.
- Environmental licences, permits, and consents (e.g. water extraction, emissions, waste transport).
- Industry codes of practice, standards, and guidelines relevant to construction, mining, agriculture, and manufacturing.
- Client and principal contractor environmental requirements.

[Company Name] will:

- Maintain a Legal and Other Requirements Register.
- Periodically review changes in legislation and update procedures accordingly.
- Communicate relevant legal obligations to workers, supervisors, and managers.
- Ensure that site-specific Environmental Management Plans (EMPs) reflect current legal requirements.

### Legal and Other Requirements Register

Legislation/Requirement	Jurisdiction	Key Obligations	Applicable Operations/Sites	Responsible Person/Role	Review Frequency

### Roles, Responsibilities and Accountability

Environmental management is a shared responsibility. [Company Name] will clearly define roles and responsibilities to ensure accountability for environmental performance.

#### Officers (e.g. Directors, Senior Executives)

Officers must exercise due diligence to ensure that [Company Name] complies with its environmental duties and WHS obligations. This includes:

- Gaining an understanding of the environmental risks and impacts associated with [Company Name]’s operations.
- Ensuring appropriate resources and processes are available to manage environmental risks.
- Ensuring there are effective processes for receiving, considering, and responding to environmental information and incidents.
- Verifying that environmental controls, monitoring, and corrective actions are being implemented.