

Worksite Environmental Management (Control) Plan	Key Requirements and Site Map	Environmental Representative Approval	
Project Name:	Project Zone:	Name:	
Project No.	WEMP Author:	Signature:	Date:

Scope/Purpose (Only include information relevant to the scope of works)

This Worksite Environmental Management Plan (WEMP) has been developed in association with the project's Construction Environmental Management plan (CEMP). The purpose of the WEMP is to comply with the (Fill in the relevant Project) environmental requirements. This WEMP shall apply to all personnel on site and will include all activities undertaken by this Project. This is a live document and will be reviewed as work progresses with new works to be reflected here as required. The WEMP must be distributed, agreed and approved in accordance with the required Construction requirements.

• INCLUDE SITE SPECIFIC WORK THAT WILL TAKE PLACE

This WEMP is to be displayed on the Notice Boards within the site compound area and project office.

Project Environmental Requirements

Legislative requirements are outlined in the CEMP.

A site-specific induction is performed for all new workers. This induction details site specific environmental conditions and an additional Cultural Heritage Induction as per the Project Cultural Heritage Management Plan (CHMP) is required for all employees/subcontractors involved in ground disturbing activities. The CHMP was specifically developed for Project X and discusses all previous Aboriginal Cultural Heritage Discovered within the relevant area.

Key Worksite Environmental Emergency Contacts (Update with Site specific information as required)

Position	Name	Contact Number
Project Manager		
Project Superintendent		
Project HSEQ Representative		
Project Environmental Representative		
Environmental Organisations		Contact Number
EPA Victoria		
Wildlife Victoria		

Noise and Vibration

- All works will be completed in compliance with EPA noise regulatory requirements.
- All out of hours works require approval from the Project Environmental Representative via a Permit to work Out-of-Hours (58519-ENV-FRM-00-00005).
- Standard working hours during construction:
 - 7:00am – 6:00pm Monday to Friday and;
 - 7:00am to 1:00pm Saturdays
- Use plant and equipment fitted with manually adjusting back up alarms or broadband beepers.
- Any excessive noise emissions will be handled by the site Foreman and the Project Environmental Representative.
- The Community and Stakeholder Engagement Coordinator will consult with local business regarding expected hours of work. All stakeholders shall be notified 14 days prior to any Out of Hours Work commencing.
- Vibration monitoring shall be conducted during piling works, all results to be documented in a register and any exceedances reported monthly to higher management.

Surface Water and Runoff

- A permit to discharge (Permit # if applicable) approved by the Project Environmental Representative is required for the discharge or dewatering of any water off-site. Conditions of the permit shall always be adhered to.
- The anticipated surface water flow direction is marked up on this WEMP.
- Discharge of untreated stormwater is strictly only permitted when the storm event exceeds the design criteria of the sediment basins and other controls in accordance with the IECA 2008 Guidelines.
- Winslow Construction Environmental Management Plan Document #WINBMS-SP-11-A states that Class C non-potable water cannot be used due to OH&S restrictions, all personnel are required to be inoculated.

Erosion and Sediment Control

- Erosion and sediment controls as depicted on this WEMP are to be installed across the work areas. Once work begins onsite, it may be found that further sediment and erosion controls may be found, in which case the WEMP will be updated and controls implemented onsite.
- All drainage lines are to be protected with silt socks, sandbags, coir logs or similar. Only coir logs may be placed straight across drain pit, others to be placed around drain as to not block water flow.
- All existing side entry/grated pits to be maintained during portions of the works, to be protected with sandbags/logs.
- Sediment barriers are to be installed at lower elevation points of site boundaries and stormwater pits.
- Gravel rock or rumble grids are to be installed at designated site exits to limit potential material being track onto public roads.
- Any and all erosion and sediment controls are to be installed as per the EPA Guideline 960.
- Surface catch drain to be excavated with adjacent earth bund to collect surface water runoff from construction areas.
- Rock checks to be installed at regular intervals along surface catch drain to reduce sediment in surface water runoff.
- Sediment basin/pond to be installed at downstream end of surface catch drains to act as collection points, and for discharge/dewatering if necessary.
- Rock weirs to be installed at major culvert/pipe locations where existing stormwater discharge points are located to minimise sediment entering waterways.
- Additional erosion and sediment controls to be implemented during wet weather event as required.

Stockpile Management

- All stockpiles are to be protected with silt fences / sandbags / rock logs or similar.
- All topsoil free of contamination will be stockpiled separately in mounds no greater than 1.5m high.
- Soil will be stockpiled in mounds no greater than 3m high at least 10m away from waterways with a batter of 2:1.
- Stockpile are to be treated with polymer and seed to manage dust and erosion after 28 days

Flora and Fauna

- Ecologist to assess the habitat prior to vegetation removal.
- Vegetation Removal Permit must be provided to the Environmental Representative and the Comms team at least 7 days prior to the removal of any vegetation on the project for sign off. Copies of all permits shall be included in the relevant lot documentation.

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<p>Incident Management and Emergency Response</p> <ul style="list-style-type: none"> All incidents shall be managed in accordance with Section 28 (incident Management) of the CEMP In the event of an Environmental Incident or emergency, the WBHO Environmental Incident/Emergency Response Protocol will be followed <p>Worksite Inspection and Monitoring</p> <ul style="list-style-type: none"> Weekly Site Environmental and Sustainability Inspections are to be undertaken by the Site Environmental Representative, Engineers and Supervisors. Dust monitoring will be conducted using dust deposition and directional gauges. Results collected seasonally - monthly during winter period and fortnightly during summer period, in addition to monitoring that is conducted in case of fugitive dust impacting surrounding areas. Visual assessments will also be conducted. The use of DustTrak will also be implemented for real time dust monitoring. Exceedances higher than .05mg shall be investigated and reason documented. Locations to vary according to work undertaken. Surface water quality parameters (pH, Temp, EC, Turbidity, DO) of nearby waterways will be monitored fortnightly and after a rain event or as required with the use of a multi parameter water quality meter. Oil and grease and litter to be visually assessed. Results will be documented in a register with exceedances highlighted and investigation conducted as to why exceedances occurred and reported to higher management in a monthly report. An assessment will be undertaken as part of the Out of Hour Permit to work process to determine if noise vibration monitoring and or EPA notifications required Noise monitoring will be conducted during nightworks and in the event of a complaint where continuous night works are in place. All trenches/excavations shall be checked for fauna each morning prior to work commencing. <p>Weed and Seed</p> <ul style="list-style-type: none"> All plant and equipment must be brought onto site in a clean state, with no vegetative or spoil material present on either in the plant (i.e. on the cabin floor), or on the outside of the plant (in track, augers, buckets, etc.). All plant and equipment must be approved and issued a weed and seed free certificate prior to coming on-site. A guide from Agriculture Victoria will be printed, laminated and posted at the work site as the 'gold standard' for vehicle cleaning. <p>Contaminated Soil and Materials</p> <ul style="list-style-type: none"> Contamination investigations of the worksite are to be completed prior to use of the area as per the requirement in the Soil and Water Management Sub Plan. Stop work immediately and contact the Project Environmental Representative if any of the following are found: <ul style="list-style-type: none"> buried structures such as underground storage tanks and the associated pipe work. volatile contaminants. asbestos. uncovering of earth with visual signs or odour that indicates unexpected contamination. <ul style="list-style-type: none"> All contaminated material transported off-site must have an EPA waste transport certificate A site contamination assessment will be undertaken by a contamination soil consultant. The Project Environmental Representative will communicate report findings to all site engineers overseeing works onsite <p>Air Quality</p> <ul style="list-style-type: none"> Dust emissions from works and stockpiles will be controlled through wetting down using suitable method for works – this will include water cart, fine mist spray or hose, and stabilisation of surfaces (Non-Portable water will be used where required in accordance with Project EIP for Non-Potable Water Use). All vehicle and machinery movements during construction are restricted to designated areas (Haul Road) and adhere to the specified site speed limit. All site vehicles and machinery to be switched off or throttled down to a minimum when not in use. Crushed rock/recycled concrete to be used on all access roads includes haul roads and site compound, in accordance to VicRoads Technical Note 107 (2011). Weather conditions shall be monitored routinely. Loads in all trucks transporting aggregate or other dust generating material to and from site shall be kept within load limits and covered. 	<ul style="list-style-type: none"> Remainder of the Vegetation Removal Permit is to be finalised and signed off in the field by the Project Environmental Representative, Zoologist & Flora Removalist Only trees identified for removal in the Arborist Report and within the project boundary are to be removed, where possible tree removal is to be minimised. As required in the Flora and Fauna Management Sub plan, No Go Zones (i.e. Tree protection zones) will be placed around all vegetation (included protect vegetation) to be retained. In the event that any significant flora or fauna is discovered, work shall cease immediately, and the superintendent notified. An appropriate ecologist shall be engaged to accurately identify and provide advice on the management of the discovered flora or fauna. All excavations/trenches shall be visually checked for fauna prior to backfilling To minimise fauna entrapment excavations may include sloping egress ramps and or temporary exit structures A procedure for working in the waterways and management of EPBC species, can be referenced to WINBMS-EP-11 Waterways and Floodplains. <p>Visual Amenity and Landscape</p> <ul style="list-style-type: none"> Baseline Lux monitoring to be conducted prior to installation of portable lighting. Where possible, portable lighting will be positioned away from sensitive receptors. Sensitive receivers are identified by the Environmental Manager/Coordinator when establishing monitoring locations in accordance with VR specification 177. These are locations such as aged care homes, hospitals, schools etc. <p>Mud/soil on public roads (site egress points)</p> <ul style="list-style-type: none"> Rumble grids or gravel to be installed at designated site egress points to minimise mud/soil entering public roads from work vehicles/plant. Sweeper trucks to be utilised to regularly sweep public roads as necessary. Work vehicles/plant to be maintained as clean as possible and follow designated haul routes to minimise collection of mud/soil in tyres. <p>Groundwater</p> <ul style="list-style-type: none"> A Permit to Discharge (Permit # if applicable) is required to be obtained prior to any pumping of groundwater. Refer to Soil and Water Management Subplan for further detail for groundwater management. <p>Aboriginal Cultural Heritage</p> <ul style="list-style-type: none"> Key personnel (such as contractors and subcontractors undertaking ground disturbing works in the activity area must participate in a cultural heritage induction prior to the commencement of the activity. If intact subsurface elements are uncovered during the works all work in the vicinity of the find must cease, and the Project Environmental Representative and Netflow Environmental Representative are to be notified immediately. Appropriate advice would be sought from heritage consultants/Advisors. Works in the vicinity of the find are not to re-start until clearance has been received. If previously unidentified Indigenous heritage items are uncovered during the work, all work in the vicinity of the find must cease and appropriate advice would be sought from heritage consultants. Work in the vicinity of the find would not re-start until clearance has been received. No-Go Zone to be established around finds identified on site and kept in place until approval is given by a qualified heritage advisor for the worksite re-commence in the affected area. <p>Non-Aboriginal Cultural Heritage (Update with Site specific information as required)</p> <ul style="list-style-type: none"> Main Outfall Sewer – Conditions of Heritage Permit XXXX to be complied with prior and during all work activities outlined in this WEMP As per the Heritage Victoria permit XXXX the approved works or activities are to be planned and carried out in a manner which prevents damage to the registered place/object. However, if other previously hidden original or inaccessible details of the object or place are uncovered, any works that may affect such items must immediately cease. The Executive Director must be notified of the details immediately to enable Heritage Victoria representatives to inspect and record the items and for discussion to take place on the possible retentions of the items, and for discussion to take place on the possible retention of the items, or the issue of a modified approval. Insert any specific conditions if any or delete as required <p>Working on Waterways (Update with Site specific information as required)</p> <ul style="list-style-type: none"> A permit approved by the Project Environmental Representative is required for all works to be conducted. A hydraulic assessment will be developed for major and minor structures A Letter on Consent has been obtained prior to starting work (Permit No. – xxxxx) All conditions from the Melbourne Water Letter of Consent shall always be adhered to 				
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<p>Waste</p> <ul style="list-style-type: none"> Construction waste to be separated into material types and re-used or recycled where possible. Waste to be placed within skip bins and covered prior to recycling or disposal offsite by a licensed contractor. Waste bins to be easily accessible for removal by contractor as required. Wastewater generated from construction activities will be stored in tanks and will be taken off-site for treatment and disposal or treated on-site using treatment system (if available). Where practicable, concrete trucks and equipment will be taken off-site for washing. When this is not possible, concrete washouts will be used and located away from waterways. <p>Hazardous Materials</p> <ul style="list-style-type: none"> Any chemicals brought onto site must be verified and registered in an SDS register and copies of SDSs must be kept on site. All chemicals or hazardous materials are to be stored in the locations identified in this WEMP and in accordance with EPA Bulletin Guideline 347.1- bunding guidelines Spill kits are to be provided at the site compound and across the site at nominated high risk locations (i.e. near drainage works, concrete wash out or waterway). Spill kits being used near water need to be specific for used around water (i.e. marine grade). Refuelling is to be undertaken using suitable measure to prevent contamination – this should include the use of absorbent pads and spill trays to prevent splash back spills. Refuelling and plant maintenance is not permitted to refuel within 20m of a waterway and/or stormwater drainage pit. <p>Bushfire/total Fire Ban Days (Update with Site specific information as required)</p> <ul style="list-style-type: none"> CFA/MFB Fire permit # xxxx The Permit should be on site while works are being conducted Immediate notification of an outbreak of a fire is reportable to the local fire brigade via Triple Zero 000 and the Supervisor for the area 	<ul style="list-style-type: none"> Insert specific conditions if any <ul style="list-style-type: none"> Baseline Water Quality test to be completed before commencing work Water quality and rainfall shall be monitored during works. Water testing to be conducted upstream and downstream weekly and during rain event <p>Refuelling shall be 10m away from the waterway</p> <p>Training</p> <ul style="list-style-type: none"> All staff and contractors to be trained on environmental issues and location of sensitive areas via site specific induction, regular environmental toolbox talks and daily prestart (as required) WEMPs to be included in inductions of all staff and contractors. Daily prestart/toolbox meetings to include this WEMP
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EXAMPLE

	Site sheds		Surface catch drain		Stockpile		Dust monitoring point		Aboriginal Heritage "No Go Zone"		Silt fence with the drainage pit covers
	Vegetation protection area "No Go Zone"		ROW boundary		Silt fence		Bunded area		Diesel generator and bund		Bunded wash out area (may have signage)
	Water cart		Street sweeper or vacuum truck		Rumble grid		Sediment basin / ponds		Concrete barrier with gawk screen		Sand Bag Rock Logs Synthetic silt socks
	General waste bin		Recycling waste bin		12m³ hook bin		Metal recycling bin		Hazardous waste (empty paint cans, chemicals)		240L contaminated waste bin for oil and fuel spill material
	Concrete wash out bay or washout bin		Earth bund constructed from geofabric and rock		Access Egress		Hazardous goods bundled storage		Spill kit		Area where the trees need to be removed

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