|  |  |  |  |
| --- | --- | --- | --- |
| **Month of Report** | [Insert text here] | **Date** | [Insert date here] |
| **Contractor** | [Insert text here] | **Project Name** | [Insert text here] |
| **Contract No.** | [Insert text here] | **Project No.** | [Insert text here] |

# Environmental incidents

| Reporting level | Complaint generated | Number of environmental incidents | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Admin | Air | Water | Noise | Waste | Cultural | Other (specify) |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |

(Reporting levels are defined in Table 1 attached)

# Reporting Levels 3 and 4

|  |  |
| --- | --- |
| Attach incident reports for any Level 3 or 4 incidents. |  |
| Comment on remedial and close action as necessary. |  |

# Breaches of Environmental Protection Act

|  |  |
| --- | --- |
| List any: | |
| Environmental Regulator Incident Notifications (compulsory for Levels 3 and 4 incidents) |  |
| Infringement Notices |  |
| Environmental Protection Orders |  |
| Prosecutions. |  |

# Environmental audits

|  |  |  |
| --- | --- | --- |
| Number of environmental audits carried out during the month (these are audits done by either the Superintendent or the Principal's Representative). | [Insert text here] | |
| Poor environmental performance | | |
| Indicate any area of poor environmental performance by the contractor during the month. | | |
| Water Quality | |  |
| Erosion and Sediment Control | |  |
| Cultural Heritage | |  |
| Noise | |  |
| Vibration | |  |
| Air Quality | |  |
| Acid Sulphate Soils | |  |
| Fauna | |  |
| Vegetation | |  |
| Weed Control | |  |
| Waste Management | |  |
| Identification and Reporting of Environmental Incidents | |  |
| Other (specify) | |  |

# Actions to improve Contractors’ environmental performance

|  |  |
| --- | --- |
| List any specific actions that could be undertaken by either the contractor, superintendent or principal to improve environmental performance. | [Insert text here] |

# Environmental Authorities / permits

|  |  |  |
| --- | --- | --- |
| List any environmental authorities or permits held in relation to this project. Include permit description, number and expiry date. | [Insert text here] | |
| Are these permits being complied with? If not, comment. | Yes | No |
| [Insert text here] | |

Table 1 – Non‑compliance reporting levels

| Level | Equivalent *Environmental Protection Act* (1994) | Transport and Main Roads Context |
| --- | --- | --- |
| Level 1 | Failure to obtain necessary approvals under S39 and S40 (Environmental Authorities) or Contract Management Plan breach | **Minor Administrative Breach** – Issues involving minor non‑conformance with no environmental harm  Example:   * late submission of a report * no approved Environmental Management Plan (Construction) * shortfall in environmental training * no pollution control equipment on Site * incorrect storage of chemicals fuels on site (no bunding) |
| **Major Administrative Breach** – Consistent or repeated non‑adherence to technical issues involving environmental laws and regulations and departmental policy  Example:   * consistent late submission of a report required by legislation * failure to obtain a licence / permit * continued incorrect storage of chemicals and fuels * continued non‑conformance * erosion and sediment controls not maintained |
| Level 2 | **Environmental Nuisance** is unreasonable interference or likely interference with an environmental value caused by:   * noise, dust, odour, light * an unhealthy, offensive or unsightly condition because of contamination, or * another way prescribed by regulation (S15) | **Minor Environmental Nuisance** – Non‑conformance with limited environmental effect  Examples:   * complaints regarding noise, dust odour or light from roadworks * open burning of waste * waste not contained within storage areas * over‑clearing or death of native fauna * minor sedimentation / pollution of water body * no wash down of plant / vehicle from an area with Class 1 or 2 declared weeds * no appropriate Cultural Heritage assessment |
| **Major Environmental Nuisance** – A recurrent issue or issues of a continuous nature but with limited environmental effect  Example:   * served with an infringement notice * more than two complaints regarding an environmental nuisances of a similar nature * nuisance issue receives media attention |
| Level 3 | **Material environmental harm** is environmental harm (other than environmental nuisance):   * that is not trivial or negligible in nature, extent or context * that causes actual or potential loss or damage to property of an amount of, or amounts totalling, more than $5 000 but less than $50 000, or * that results in costs of more than $5 000 but less than $50 000 being incurred in taking appropriate action to:   + prevent or minimise the harm, and   + rehabilitate or restore the environment to its condition before the harm (S16) | Issues of a significant nature with medium‑term effect  Examples:   * high levels of sediment entering a stream from a road construction site * chemical spill contaminating a small area of land * fuel / chemical spill entering surface waters * incorrect disposal of regulated waste * no sedimentation / erosion controls (potential harm) * excessive clearing or unauthorised clearing in a sensitive habitat area * significant environmental medium term effect * interferes with or causes damage to a culturally sensitive site |
| Level 4 | **Serious environmental harm** is environmental harm (other than environmental nuisance):   * that causes actual or potential harm to environmental values that is irreversible, of a high impact or widespread * that causes actual or potential harm to environmental values of an area of high conservation value or special significance * that cause actual or potential loss or damage to property of an amount of, or amounts totalling, more than $50 000, or * that results in costs of more than $50 000 being incurred in taking appropriate action to:   + prevent or minimise the harm, and   + rehabilitate or restore the environment to its condition before the harm (S17) | Major issues with potentially serious environmental consequences and long‑term impact.  Examples:   * exposure of acid sulphate soils polluting a waterway resulting in significant fish kill * major fuel spill contaminating land * major fuel spill contaminating water * unauthorised clearing within ‘Wet Tropics’ * large‑scale unauthorised clearing * incorrect disposal of wastes in an environmentally sensitive area * very high levels of sediment entering a stream from a road construction Site * incorrect disposal of regulated waste * unauthorised clearing in a protected or sensitive habitat area * sedimentation pond waters entering surface waters |