

# Environmental Code of Conduct

This Environmental Code of Conduct applies to all our workers and aims to reduce environmental harm and the risk of prosecution for you and the company. It supports our Environmental Management System (EMS) and encourages continual improvement.



<b>Your Role</b>	<p>It is your responsibility to:</p> <ul style="list-style-type: none"> <li>Comply with the requirements in any relevant planning approvals, other approvals, the Environmental Handbook (NS174C) and environmental training.</li> <li>Use due care, skill and foresight to minimise environmental harm.</li> <li>Act in good faith when performing your job.</li> <li>Speak up when you think an environmental document is missing or cannot be followed, when something appears wrong, when you are not sure what to do or when something could be improved.</li> <li>Discuss environmental risks and hazards when preparing a hazard assessment conversation (HAC).</li> <li>Immediately report environmental incidents to your supervisor.</li> </ul>	<b>Green Rules</b>	<p>All workers are to apply these Green Rules when performing their tasks.</p> <ol style="list-style-type: none"> <li><b>Plan work to minimise environmental harm:</b> <ul style="list-style-type: none"> <li>Obtain necessary planning approvals and other approvals.</li> <li>Undertake consultation/notifications, keep planning approvals and other approvals available on the worksite, check the scope of work is correct, inform workers of key risks and comply with the controls.</li> <li>Discuss environmental risks during induction/HAC process.</li> </ul> </li> <li><b>Immediately report and respond to environmental incidents:</b> <ul style="list-style-type: none"> <li>Stop work and make the worksite safe.</li> <li>Contain and control the environmental incident, get help if needed.</li> <li>Immediately report environmental incidents or any other environmental concerns to PLUS ES's Environmental Services on (02) 9394 6659.</li> <li>Incidents include spills, pollution, discovery of heritage items or contamination, unauthorised works/vegetation clearing/water use, or illegal waste disposal.</li> </ul> </li> <li><b>Work strictly in accordance with any environmental approvals:</b> <ul style="list-style-type: none"> <li>Have all approvals on the worksite and check workers comply with the requirements. Approvals could include working near Aboriginal and non-Aboriginal heritage items or places, wetlands, National Parks, and threatened flora and fauna).</li> <li>Minimise impacts on vegetation, take precautions within the tree protection zone (TPZ) and use correct trenching and pruning procedures. Protect animals and their habitat such as tree hollows, logs, swamps or bush rock.</li> <li>Manage bush fire risk and work in accordance with our Total Fire Ban requirements.</li> <li>Prevent pollutants such as oil, fuel, chemicals or sediment from escaping into the environment.</li> <li>Store oil and other liquids in appropriately contained and maintained areas. Keep spill kits accessible, labelled and ready for use.</li> <li>Prevent harm to people, property and the environment, by using correct application procedures and, if handling pesticides be appropriately trained, notify and keep records.</li> </ul> </li> <li><b>Manage all waste and contaminated materials appropriately:</b> <ul style="list-style-type: none"> <li>Classify then store, handle, transport and dispose of the waste in accordance with its classification and any licence or tracking conditions.</li> <li>Minimise the use of materials, energy and water by avoiding, reusing, refurbishing or recycling.</li> <li>Manage contamination risks in accordance with guidelines.</li> </ul> </li> <li><b>Minimise noise and emissions:</b> <ul style="list-style-type: none"> <li>Operate and maintain plant and equipment to minimise noise and air pollution.</li> <li>Work within standard operating hours unless meeting justification, consultation, respite and mitigation requirements.</li> <li>Appropriately schedule works and notify affected stakeholders.</li> </ul> </li> </ol> <p><b>Checking</b></p> <p>Regularly inspect the site and works:</p> <ul style="list-style-type: none"> <li>Use the environmental inspection checklist (Table 1.1-1 in the Environmental Handbook, or the checklists available on The Wire or iPads).</li> </ul>
<b>Supervising</b>	<p>In addition to the above, it is your responsibility as a Supervisor or Manager to:</p> <ul style="list-style-type: none"> <li>Understand environmental risks and legal requirements relevant to your area of influence.</li> <li>Check there are specific procedures and instructions for your workers to effectively manage environmental risks.</li> <li>Make environmental documents accessible to your workers.</li> <li>Check your workers have adequate supervision and resources to comply with procedures and instructions.</li> <li>Check your workers have current environmental training relevant to their work.</li> <li>Have appropriate contingency plans for dealing with environmental emergencies.</li> <li>Investigate all relevant environmental concerns.</li> <li>Share information with other areas of the company.</li> <li>Evaluate the operational performance of your workers and discuss results with your manager.</li> </ul>		
<b>Policy and other documents</b>	<p>Our Health Safety &amp; Environment (HSE) Policy and NS174 Environmental Procedures apply to all our workers. For all construction and maintenance work, the Environmental Handbook applies and must be readily available on the worksite.</p> <p>Controls may also be required in project specific documentation such as planning approvals, other approvals and specific management plans.</p> <p>A range of other documents and tools may apply to your work and have been designed to assist you in your job, including the WebGIS EL (geographic information system), environmental guidelines, forms or calculators. These documents explain how to comply with environmental laws for your work.</p>		
<b>Training</b>	<p>All workers must be competent in the relevant environmental training for their work. All new workers must complete Environmental training through the company induction process. Other training may be required depending on the task and nature of requirements.</p>		
<b>Finding Information</b>	<p>Environmental documents, training requirements and other information are available on The Wire (search Environmental Index).</p>		