

## Questions a Site Environmental Officer should ask themselves?

- What are the impacts that my company is having on the environment?
- How do I identify and reduce these impacts?
- Does my company comply with state and federal environmental legislation, regulations and policies?
- Does my company need an Environmentally Relevant Activity Licence?
- Does the company have a spill contingency plan as distinct from an emergency plan?
- How comprehensive, out of 10 is the spill contingency plan?
- Does the company have a dedicated spill response team?
- What do I have to do on a daily basis to protect the environment?
- How many people are trained/competent in responding to spills?
- How do I control a dust issue?
- Does the company have a chemical register?
- Does it define spill quantities in terms of spill significance – what is a small/big spill?
- How many different chemicals do you have on site?
- How many chemicals in vessels greater than 200 litres?
- Can we control the environmental impact of a fire?
- Does your company have sufficient PPE to contain a major spill?
- When was the last time the company ran a spill incident simulation?
- How do I handle a complaint from the public?
- Will our activities affect our neighbours?
- How do we check if we have an environmental noise issue?
- Where does our storm water discharge to?
- Who is responsible for restocking the spill kits?
- Are spill kits easily recognised?
- Does the company have a full set of site and drain maps?
- How does your company store/dispose of its waste? Is it within EPA guidelines?
- If you had an environmental incident, do you have enough evidence to prove due diligence?
- Does your company report environmental near misses? If yes, what actions are taken with the information?