



Environmental Guidance Notes

This document has been drafted for the purpose of providing guidance to all employees with regard to protection of the environment on all projects.

DO	DON'T
Pollution	
Oil & Fuel	
Employees on site must have an awareness of how to deal with a spillage of oil and fuel	Any spillage of oil and fuel is unacceptable and must be correctly cleaned up
Any spillages must be reported to management	Do not wash spillage into the drainage system
Oil and fuel stored in drums must be stored on an impermeable and/or bunded	Attempts to cover up a spillage or deal with it in an inappropriate way will be viewed very seriously
Refuelling should take place in a designated area	Do not store oil & fuel near to watercourses or drains
Bowsers/storage tanks must be sited in a bund or otherwise must be of the internally double skinned type	Fuel should not be transported around site using drums or temporary containers unless you have been given permission to do so
Pumps and nozzles must be capable of being made secure to prevent inadvertent discharge or vandalism	Pumps and nozzles must not be left unattended during refuelling to avoid the risk of overflowing the receiving tank
Silt	
DO	DON'T
Dispose of silty water correctly. Pump over grassland or to a soakaway. Pump through a settlement or filtration system. Pump to a sewer providing a discharge consent has been obtained	Do not allow silty water to enter a watercourse or drain
Control surface water runoff from earthworks	Do not pump silty water into the sewer unless a discharge consent has been obtained
Plant	
Plant must be regularly inspected and maintained to avoid: <ul style="list-style-type: none"> • Leaks • Excessive noise • Excessive exhaust fumes/smoke 	IMAC Management will be entitled to request that you remove from the site and replace any plant which exhibits one or more of the following problems <ul style="list-style-type: none"> • Excessive noise due to inadequately silencing,

		<p>mechanical defects, loose or missing components</p> <ul style="list-style-type: none"> • Any evidence of leakage of oil, fuel or other fluids • Exhaust emitting visible smoke (except immediately after a cold start)
	Precautions must be taken during the servicing of plant to prevent oil, fuel or other fluids from contaminating the ground or watercourses	
	Waste oil and filters must be disposed of correctly via a licensed waste carrier	Oil and contaminated filters, rags and the like must not be placed in any skip or container on site except for those which have been provided specifically for this purpose
	Noise	
	<p>Keep to agreed working hours</p> <p>Obtain permission for working outside specified working hours</p>	Any working, movement of commercial vehicles, movement of plant, loading and unloading outside specified working hours will not be tolerated unless previously agreed with IMAC Management
	Screen plant to minimise noise whenever practicably possible	Plant and vehicles must not be left to idle when there is no reason why they should be left running
	Keep access doors and acoustic enclosures to plant closed	
Dust/Mud		
	Screen or cover loose materials	Do not allow loose materials to blow during dry conditions
	Clean up mud and slurry before it dries and can become airborne	Do not allow mud and slurry to accumulate on hardstandings and haul roads
	Use methods of dust suppression whenever reasonably practicable i.e., damping down	
	Ensure that leak tight enclosures are used to contain dusty processes such as grit blasting	
Ground Contamination		
	Immediately report to the Management any unexpected evidence of ground contamination, e.g., oily groundwater, odd smells, waste material in the soil, discolouration of the soil	Do not work in contaminated ground without the permission of Management and the availability of appropriate control measures and PPE
	Follow the requirements of any Hazard Risk Assessment and Method Statements for working in the contaminated ground and use the appropriate PPE	Do not dispose of any contaminated soil without the authorisation of the Management

Waste and Good Housekeeping		
	Help keep the site clean and tidy. Remove waste from the work area to bins or skips on a regular basis	Accumulations of waste and litter are unacceptable
	All employees and sub-contractors should be aware that there are legal obligations for waste to be handled and disposed of correctly	Do not use unlicensed waste carriers or contractors
	Comply with any waste segregation scheme established for the site	Do not put Special (oily or contaminated) Waste in with normal waste such as soil, concrete, timber, cardboard etc...
	All Waste Transfer Notes and Special Waste Consignment Notes must be passed to the Management	Do not burn waste on site unless the Management has given permission to do so
Wildlife and Natural Features		
	Report to the Management immediately any evidence of the presence of protected species on the site i.e., Bats, Badgers, Great Crested Newts, Natterjack Toads, Snakes and Reptiles	Do not touch or disturb any protected species of animal or plant
	Ensure employees are made aware if a site has special designation, i.e., Site of Special Scientific Interest (SSSI), Special Protection Area (SPA), etc....	Do not disturb nesting birds
		Do not cause unnecessary harm to trees or natural features
	Report to the Management any evidence of archaeological remains	Do not disturb any archaeological finds until authorised to do so