DRAFT
ENVIRONMENTAL MANAGEMENT PROGRAMME FOR PROPOSED HOUSING PROJECT ON ERVEN 7752 AND 1003, LOUWVILLE, VREDENBURG

REF: 16/3/3/6/7/1/F4/9/3326/18

March 2019

Prepared for: Saldanha Bay Municipality
Private Bag X12
Vredenburg
7380
Tel: 022 701 7000
Fax: 022 715 1518
Email: mun@sbm.gov.za

Prepared by: Eco Impact Legal Consulting (Pty) Ltd
P.O. Box 45070
Claremont
South Africa
7735
Tel: 021 671 1660
Fax: 088 021 671 1660
Email: admin@ecoimpact.co.za

eco impact Environmental Health & Safety Legal Consulting	**Title:** **PROPOSED HOUSING PROJECT ON ERVEN 7752 AND 1003, LOUWVILLE, VREDENBURG** **1st DRAFT ENVIRONMENTAL MANAGEMENT PROGRAMME**
Eco Impact No: 3326/18/PA	**Date:** 04 March 2019
Carried Out By: Eco Impact Legal Consulting (Pty) Ltd P.O. Box 45070 Claremont 7735 Tel: 021 671 1660; Fax: 088 021 67 11675 E-mail: admin@ecoimpact.co.za	**Client:** Saldanha Bay Municipality Private Bag X12 Vredenburg 7380 Tel: 022 701 7000 Fax: 022 715 1518 Email: mun@sbm.gov.za
Author: Lauren Abrahams	**Client Contact Person:** Municipal Manager / Freddie Zimri

Verification	Capacity	Name	Signature	Date
By Author	EAP	Lauren Abrahams		01 March 2019

DEFINITIONS

Auditing:	A systematic and objective assessment of an organization's activities and services conducted and documented on a periodic basis based to a (e.g. ISO 19011:2011) standard.
Biodiversity:	The variety of life in an area, including the number of different species, the genetic wealth within each species, and the natural areas where they are found.
Contractor:	An employer, as defined in section 1 of the Occupational Health and Safety Act 85 of 1993, who performs construction work and includes principal contractors
Environment:	A place where living, non-living and man-made features interact, and where life and diversity is sustained over time.
Evaporation:	The change by which any substance (e.g. water) is converted from a liquid state into and carried off as vapour.
Developer:	One who builds on land or alters the use of an existing building for some new purpose
Independent:	Is independent and has no interest in any business related to the development site, nor will receive any payment or benefit other than fair remuneration for the task undertaken
Groundwater:	Subsurface water in the zone in which permeable rocks, and often the overlaying soil, are saturated under pressure equal to or greater than atmospheric.
Landowner:	Holder of the estate in land with considerable rights of ownership or, simply put, an owner of land
Monitoring:	A systematic and objective observation of an organisation's activities and services conducted and reported on regularly.
Natural vegetation:	All existing vegetation species, indigenous or otherwise, of trees, shrubs, groundcover, grasses and all other plants found growing on a site.
Pollution:	The result of the release into air, water or soil from any process or of any substance, which is capable of causing harm to man or other living organisms supported by the environment.
Protected Plants:	Plant species officially listed under the Threatened or Protected Species regulations as well as on the Protected Plants List (each province has such a list), and which may not be removed or transported without a permit to do so from the relevant provincial authority.
Red Data Species:	Plant and animal species officially listed in the Red Data Lists as being rare, endangered or threatened.
Rehabilitation:	Making the land useful again after a disturbance. It involves the recovery of ecosystem functions and processes in a degraded habitat. Rehabilitation does not necessarily re-establish the pre-disturbance condition, but does involve establishing geological and hydro logically stable landscapes that support the natural ecosystem mosaic.
Site:	Property or area where the proposed development will take place

ACRONYMS

DEA&DP:	Department of Environmental Affairs and Development Planning
DWS:	Department of Water and Sanitation
ECO:	Environmental Control Officer
EA:	Environmental Authorisation
EIA:	Environmental Impact Assessment
EM:	Environmental Manager
EMP:	Environmental Management Programme
EO:	Environmental Officer
ER:	Engineer's Representative
I&AP:	Interested and Affected Party
IEM:	Integrated Environmental Management
PM:	Project Manager
SANS:	South African National Standards

TABLE OF CONTENTS

DEVELOPER's COMMITMENT

The Saldanha Bay Municipality ("SBM") has committed itself to a set of values that include the maintenance of good relations and transparent communications with all stakeholders, and the dynamic engagement of the larger community.

SBM undertakes to implement suitable management systems for all the areas and aspects of this operation. This will ensure that development itself and management of the project will comply with legal, technical, environmental and transformation policies and standards.

SBM, in drafting this EMP for implementation, intends to enable continuous improvement in legal compliance and the sustainable operation of the site.

This EMP intends to further guide the achievement of the strategic objectives of the organization at the project site and seeks to ensure that the basic requirements of ISO 14001: 2004 are satisfactorily met.

The EMP intends to change the way in which the owners, the construction process they have commissioned and the contractor plan for and manage resources to achieve sustainability.

The satisfactory implementation of the EMP on site will require both the full support and commitment of all personnel.

CHAPTER 1

1.1. Executive Summary

This EMP has been prepared principally in compliance with the requirements of section 24N and Section 34 of the National Environmental Management Act 107 of 1998. This document, together with the conditions in the Environmental Authorisation, must be adhered to.

The EMP must be included as part of all contract documentation for all contractors in the construction phase of the development.

The Author and Eco Impact Legal Consulting (Pty) Ltd ("Eco Impact")

Eco Impact is an independent consulting company and has no interest in any business related to the development site, nor will it receive any payment or benefit other than fair remuneration for the task undertaken, as required in terms of the NEMA Regulations.

Lauren Abrahams has completed her professional registration in terms of section 20(3) (b) of the Natural Scientific Professions Act, 2003 (Act 27 of 2003) as a Candidate Natural Scientist in the field of practice Biological Science (Registration number 100126/12). She obtained her B Tech in Oceanography at the Cape Peninsula University of Technology in 2010.

Lauren has trained as a Junior Environmental Assessment Practitioner since July 2015 and has been involved in the compilation, coordination and management of Basic Assessment Reports, Environmental Impact Assessments, Environmental Management Programmes, Waste Licence Applications, Water Use Licence Applications and Baseline Biodiversity Surveys for numerous clients. ***See attached hereto curriculum vitae of the EAP in Annexure A.***

The Saldanha Bay Municipality has appointed Eco Impact to prepare an Environmental Management Programme that meets the technical standards as required by DEA&DP.

1.2. Project Description

This section of the report is included in compliance with Section 24N (2) (c) of the National Environmental Management Act 107 of 1998.

Saldanha Bay Municipality proposes a housing development and associated infrastructure on erven 7752 and 1003 with a total development area of ±5.122 ha.

The development proposes the following:

- ±154 residential erven (±120-160m^2);
- 3 open space erven (±1.1158ha);
- Creche/church erf (±1989m^2);
- Road erf (±1.5539m^2);
- Internal Sewer main pipelines will be 160mm diameter uPVC Class 34, with a maximum capacity of 16 l/s; house connections will be 110mm diameter uPVC Pipes;
- Internal Water main pipelines will be 160mm/110mm diameter uPVC Class 12, with a maximum capacity of 17 l/s; house connections will be 25/20mm HDPe pipes;
- Internal Stormwater pipelines will be 375mm/450mm diameter concrete pipes, with a maximum capacity of 150 l/s;
- Re-route 300mm diameter existing sewer main pipelines, with a maximum capacity of 100 l/s

All proposed infrastructure will connect to existing Municipal infrastructure.

See the site development plan located in Appendix B, please refer to details of services in GLS report located in Appendix K3

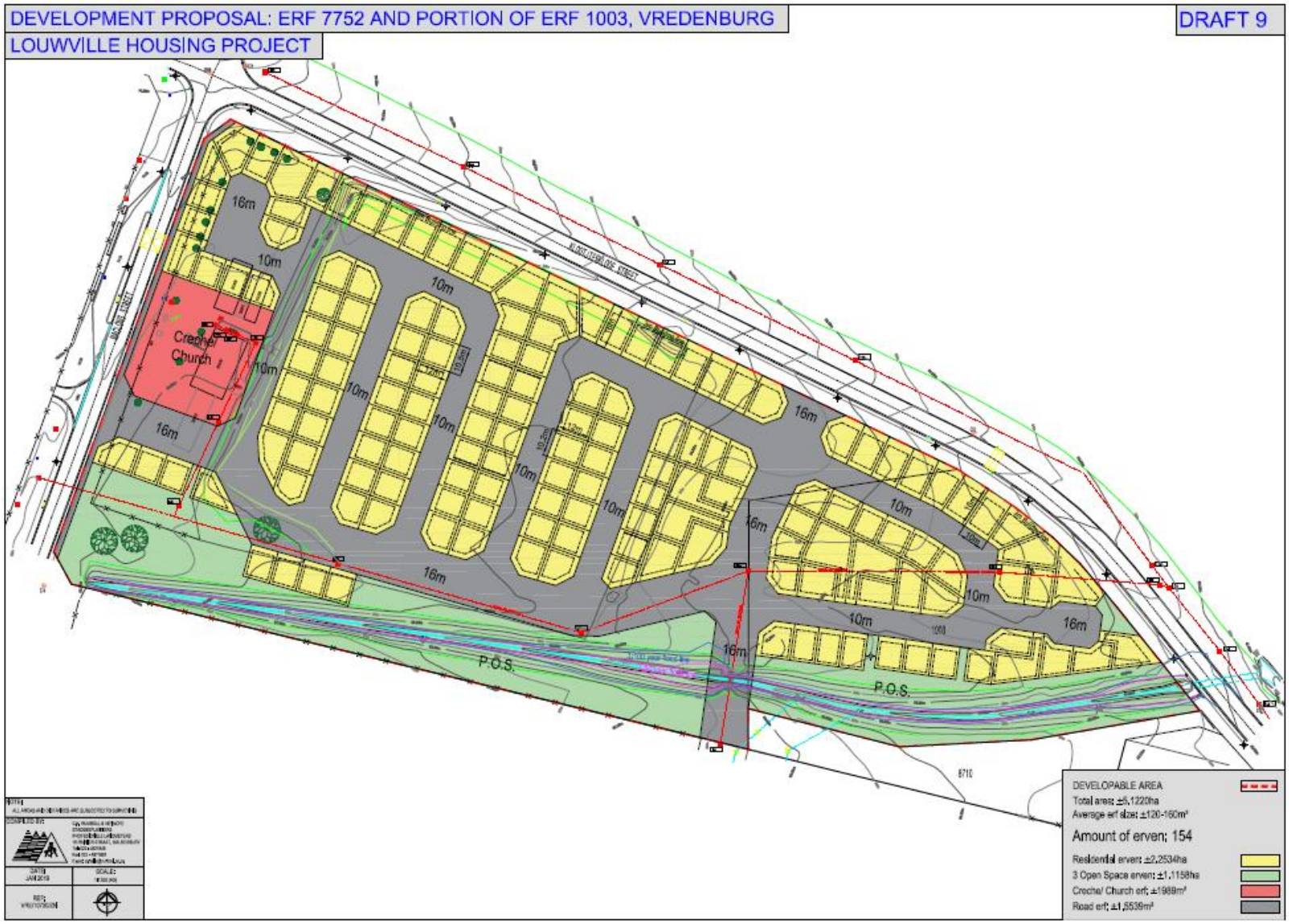
LOCALITY MAP

Appendix A: Locality Map

Scale: 1:18 056
Date created: October 16, 2018

Western Cape Government
Agriculture

SITE DEVELOPMENT PLAN



BIODIVERSITY OVERLAY MAP

APPENDIX D - BIODIVERSITY OVERLAY

Legend

BSP ESA: Restore
- ESA2: Restore from plantation or high density IAP
- ESA2: Restore from other land use
- ESA2: Restore where appropriate (CT)

BSP ESA
- ESA: Aquatic
- ESA: Terrestrial

BSP CBA: Degraded
- CBA2: Aquatic
- CBA2: Terrestrial

BSP CBA
- CBA: Terrestrial
- CBA: Terrestrial (CT)
- CBA: Forest
- CBA: River
- CBA: Estuary
- CBA: Wetland
- CBA: Aquatic (CT)
- Other Natural Area

Scale: 1:4 514

Date created: February 27, 2019

Western Cape Government
Agriculture

CHAPTER 2

This section of the report is included in compliance with Section 24N (2) (e) of the National Environmental Management Act 107 of 1998.

It deals with issues relating to the implementation of the EMP.

2.1 Organizational Structure

The organizational structure identifies and defines the responsibilities and authority of the various persons and organizations involved in the project. All instructions and official communications regarding environmental matters must follow the organizational structure.

The Environmental Official (EO), to whom the Engineer's Representative (ER) and/or Environmental Control Officer (ECO) must report and interact, must be the responsible client representative.

The EMP must be an agenda item at the monthly site and operations meetings and the responsible client representative(s) may attend these meetings in order to provide input with respect to compliance with the EMP.

2.2 Responsibilities and Functions of the Environmental Control Officer

The ECO will be responsible for monitoring, reviewing and verifying compliance with the EMP and/or EA by all contractors and site management during site visits.

The ECO duties in this regard will include the following:

With the assistance, where necessary of the ER, to ensure all necessary environmental authorizations and permits have been obtained and are available and visible on site at the ER offices.

- monitor and verify that the EMP and/or EA is adhered to at all times and by taking action if the specifications are not followed;
- conduct the initial environmental awareness training for construction employees before construction commences onsite;
- monitor and verify that environmental impacts are kept to a minimum;
- review and approve construction method statements, with input as appropriate from the ER;
- assist the contractor in finding environmentally responsible solutions to problems;
- report on the environmental issues at the site meetings and other meetings that may be called regarding environmental matters, if requested by ER;
- inspect the site and surrounding areas regularly with regard to compliance with the EMP and/or EA;
- monitor the environmental awareness training for all new personnel coming onto site;
- advise management on the removal of person(s) and/or equipment not complying with the specifications, after collaboration with the ER. Recommendations must be recorded by the ER in Site Instruction Book.
- ensure that activities on site comply with known legislation of relevance to the environment;
- recommend the issuing of penalties via the developer for contraventions of the EMP and/or EA;
- keep a photographic record of progress on site from an environmental perspective; and
- Undertake a continual internal review of the EMP and/or EA and submit a report to the developer and the responsible DEA&DP Environmental Official as according to EA conditions.

2.3 Agreed Work Plan and Site Visit Schedule of ECO

After initial construction start-up site visit it is recommended that an ECO site visit be conducted once a month during construction and annually during operation.

Information recording activity on site, and any guidelines or instructions emanating there from will be routinely made available electronically to the developer and applicable contractors and a copy of the report must be available at the site office.

Clearly matters of urgency or immediate action may be channelled appropriately on an urgent basis.

2.4 Site Manager

The site manager will have the following environmental control responsibilities:

- In conjunction with the ECO will present the environmental education programs to all persons employed on site.
- Consult with the ECO, landowner, developer and any contractor to resolve all environmental issues.
- Issue any instructions from the ECO to the management team via a formal site instruction book or appropriate management tool used for the purpose.
- Take responsibility for the penalty system. The ECO and developer recommendations must be considered when deciding whether or not to impose a penalty.
- The engineer will, via the ECO actions, be accountable for the overall implementation of the Environmental Management Programme.
- Keep a site diary and complaints register

2.5 Contractors

As part of any tender, the tendering contractor must submit a first draft of a contractor's programme, to the developer which must include the environmental considerations to be followed prior to appointment.

The appointed Contractor's representative will have the following responsibilities:

- Ensure that all staff is familiar with the Environmental Management Programme, which explains the environmental policy for the project.
- Allow for sufficient time between surveying the exact locations where services will be intended and actual construction, for the ECO to facilitate and instruct for the removal of plants, seeds and cuttings if necessary.
- The contractor must keep his personnel fully aware of environmental issues and ensure they show adequate consideration to all environmental aspects.
- Establish environmental signs to be erected on the construction site at locations identified by the ECO and approved by the engineer.
- Be responsible for the cost of the restoration of any damage caused, in environmentally sensitive areas, as a result of contractor responsibility regarding negligence. This must be done in accordance with the engineer / ECO's specifications.
- Take responsibility and active steps to avoid any increase in the fire hazard.
- The contractor must take responsibility for implementing all the relevant provisions of the EMP, or if he encounters difficulties with the specifications, he must discuss alternative approaches with the ECO and engineer prior to proceeding.

Failure to comply with the EMP may result in the application of fines as set out, and any reported non-compliance may result in the suspension of work or termination of a contract.

2.6. Record keeping of activities, inclusive of recording of non-compliances and corrective actions

The ECO or ER must keep a record of all activities relating to environmental matters on site, including:

- method statements received and approved;
- issues arising on site;
- cases of non-compliance with the EMP;
- corrective action taken and penalties issued.

This information will be recorded in an appropriate manner by the ECO or ER in a site diary, registers, issues/warning book, etc.

2.7 Compliance with other legislation

It is important that all on site staff are aware of other relevant legislation that may relate to the activities taking place on site, especially local authority required compliances.

CHAPTER 3

Applicable Legislation, Policy and Environmental Principles

3.1. Applicable Legislation Identified

1. ADVERTISING ON ROADS AND RIBBON DEVELOPMENT ACT, 21 OF 1940
2. BASIC CONDITIONS OF EMPLOYMENT ACT, 75 OF 1997
3. COMPENSATION FOR OCCUPATIONAL INJURIES AND DISEASES ACT, 130 OF 1993
4. CONSERVATION OF AGRICULTURAL RESOURCES ACT, 43 OF 1983
5. CONSTITUTION OF THE REPUBLIC OF SOUTH AFRICA, 1996
6. EMPLOYMENT EQUITY ACT, 55 OF 1998
7. ENVIRONMENT CONSERVATION ACT, 73 OF 1989
8. ENVIRONMENT CONSERVATION ACT, 73 OF 1989: WESTERN CAPE NOISE CONTROL REGULATIONS
9. FENCING ACT, 31 OF 1963
10. HAZARDOUS SUBSTANCES ACT, 15 OF 1973
11. LABOUR RELATIONS ACT, 66 OF 1995
12. NATIONAL BUILDING REGULATIONS AND BUILDING STANDARDS ACT, 103 OF 1977
13. NATIONAL ENVIRONMENTAL MANAGEMENT ACT, 107 OF 1998
14. NATIONAL ENVIRONMENTAL MANAGEMENT: AIR QUALITY ACT, 39 OF 2004
15. NATIONAL ENVIRONMENTAL MANAGEMENT: BIODIVERSITY ACT, 10 OF 2004
16. NATIONAL ENVIRONMENTAL MANAGEMENT: WASTE ACT, 59 OF 2008
17. NATIONAL FORESTS ACT, 84 OF 1998
18. NATIONAL HEALTH ACT 61 OF 2003
19. NATIONAL HERITAGE RESOURCES ACT, 25 OF 1999
20. NATIONAL VELD AND FOREST FIRE ACT, 101 OF 1998
21. NATIONAL WATER ACT, 36 OF 1998
22. OCCUPATIONAL HEALTH AND SAFETY ACT, 85 OF 1993
23. SALDANHA BAY MUNICIPALITY: AIR QUALITY BY-LAW
24. SALDANHA BAY MUNICIPALITY: BY-LAW ON MUNICIPAL LAND USE PLANNING
25. SALDANHA BAY MUNICIPALITY: BY-LAW RELATING TO BOUNDARY WALLS AND FENCES
26. SALDANHA BAY MUNICIPALITY: BY-LAW RELATING TO PUBLIC NUISANCES
27. SALDANHA BAY MUNICIPALITY: BY-LAW RELATING TO ROADS AND STREETS
28. SALDANHA BAY MUNICIPALITY: BY-LAW RELATING TO WATER SUPPLY, SANITATION SERVICES AND INDUSTRIAL EFFLUENT
29. SALDANHA BAY MUNICIPALITY: FIRE SAFETY BY-LAW
30. SALDANHA BAY MUNICIPALITY: INTEGRATED WASTE MANAGEMENT BY-LAW
31. SALDANHA BAY MUNICIPALITY: OUTDOOR ADVERTISING AND SIGNAGE BY-LAW
32. SALDANHA BAY MUNICIPALITY: PARKING MANAGEMENT BY-LAW
33. SALDANHA BAY MUNICIPALITY: PUBLIC AMENITIES BY-LAW
34. SALDANHA BAY MUNICIPALITY: STORMWATER MANAGEMET BY-LAWS
35. TOBACCO PRODUCTS CONTROL ACT, 83 OF 1993
36. WATER SERVICES ACT, 108 OF 1997
37. WEST COAST DISTRICT MUNICIPALITY: AIR QUALITY MANAGEMENT BY-LAW
38. WEST COAST DISTRICT MUNICIPALITY: BY-LAW RELATING TO FIRE SAFETY
39. WEST COAST DISTRICT MUNICIPALITY: MUNICIPALITY HEALTH BY-LAWS

CHAPTER 4

This section of the report is included in compliance with Section 24N (2) (e) of the National Environmental Management Act 107 of 1998.

Compliance

4.1. Monitoring and Auditing

4.1.1 Introduction

In keeping with current environmental and associated legislation, all environmental management procedures and actions must be reviewed and refined on an ongoing basis.

This is in accordance with the dynamic nature of environmental management and allows for the timeous identification and mitigation of issues as they come to light.

The process of review and refinement, built into the requirements of the EMP, is known as monitoring and auditing.

4.1.2. Roles and responsibilities

Efficient implementation of the performance specifications, effective monitoring and auditing, as well as clear responsibility and accountability allocation requires that various role-players be defined for the construction implementation project.

Depending on the nature and scale of a project, implementing teams could be composed of any number of role-players, each with their own specified responsibilities.

Therefore, for the purpose of this document, the following role-players are defined, based purely on responsibility and accountability allocation. The actual designation of role-players may vary, but the responsibilities will largely remain as stated.

4.1.2.1. Developer/landowner or custodian of the land

The developer/landowner or custodian of the land is the person or organization with decision making capacity for the land in question, and thus ultimately accountable for what takes place on that land and implementation of the EA and EMP requirements.

4.1.2.2. Contractor

Contractors are appointed to undertake the works as specified in the contract. It is the responsibility of the contractor to do whatever is necessary from their side to ensure that he or an appointed advisor is well versed in environmental studies, so that they may accurately and efficiently carry out the requirements of the environmental specification.

The contractor is liable for any and all remedial work required in terms of the environmental specification, resulting from his environmental negligence, mismanagement and / or non-compliance.

4.1.2.3. Environmental Control Officer

An environmental control officer will manage and undertake monthly environmental inspections for the duration of the construction phase of the project as required.

The contractors or line management are answerable to the ECO for non-compliance with the performance specifications. Issues of non-compliance raised by the ECO/EO must be taken up by the project manager, and resolved as per the conditions of his contract.

Decisions regarding environmental procedures, specifications and requirements which have a cost implication (i.e. those that are deemed to be a variation and not allowed for in the performance specification) must be endorsed by the project manager.

4.2. The Monitoring Procedure

Environmental monitoring is the continuous evaluation of the status and condition of environmental elements. Its purpose is to detect change that takes place in the environment over time and involves the measuring and recording of physical, social and economic variables associated with development impacts.

Many techniques for environmental monitoring have been proposed, each detailing a specific protocol. Regardless of which technique is used, the ultimate aim is that each environmental management specification be checked by means of a system in which a score may be allocated for:

- Full compliance
- Satisfactory performance
- Unsatisfactory performance and
- No action taken

Completed monitoring reports will be submitted to the project engineer, developer/landowner and the contractor, who will attend to issues. These reports must be kept on file and be made available upon request by any environmental authority requesting such.

All persons employed, the contractor or his sub-contractors, must abide by the requirements of these performance specifications as they apply to the works. Any employees, the contractor or his sub-contractors found to be in breach of any of the environmental specifications, may be ordered to vacate the site forthwith and/or be subject to a disciplinary process.

The order may be given orally or in writing by the ECO. Confirmation of an oral order will be given as soon as practicable, but lack of confirmation in writing must not be a cause for the offender to remain on site, or not be subject to a disciplinary process. Supervisory staff, the contractor or his sub-contractor may not direct any person to undertake any activities which would place such person in contravention of the EMP, legislation and specifications.

The contractor and staff are deemed not to have complied with the performance specifications if:

- There is evidence of wilful or accidental contravention of any specification included in the specification;
- There is evidence of the contractor carrying out activities not permitted in terms of the EMP, contract and / or the specification;
- There is evidence of environmental negligence and / or mismanagement resulting in negative impacts on the environment;
- Has failed to meet with the requirements of the approved schedule.

The contractor and developer/landowner will be informed via ECO monthly reports, as well as by means of direct instruction (if necessary) as to what corrective actions are required in terms of environmental compliance.

Disregard for an instruction, and failure to respond adequately to complaints from the public will be construed as non-compliance. Non-compliance may lead to parties being penalised.

In more serious cases, the ECO may give notice, and halt operations until such a time that the corrective action is taken and the site complies with the performance specifications.

In cases of persistent non-compliance, the contractor or staff may be evicted from site after disciplinary process is followed. Only the developer/landowner may issue such instruction, retaining any costs required to remedy situations perpetuated by environmental negligence, mismanagement and / or non-compliance.

4.3. The Auditing Procedure

Environmental auditing is the process of comparing the impacts predicted with those which have actually occurred during implementation.

An environmental performance audit examines and assesses practices and procedures which, in the event of failure, would cause an environmental impact or result in an environmental risk. During each of the lifecycle phases, various issues will be monitored. The performance audit will ensure that the monitoring was correctly undertaken and that compliance was best achieved.

To these ends the project will be audited versus this EMP for effectiveness. ISO/SANS 19011:2011 auditing standards will be applied.

Audits will be undertaken annually and/or at completion of the construction phases. Audit reports will be submitted to management, who will attend to all noted issues and to DEA&DP.

These reports must be kept on record and be made available upon request by the developer/landowner/custodian of the land and any environmental authority or I&AP requesting such.

4.4 Compliance Auditing and Monitoring Schedule/s

Construction Phase	**Submission of Audit Report To**
Monthly ECO compliance monitoring	Construction Site Manager
Annual ECO compliance monitoring	Developer and DEA&DP
Completion of Construction Phase ECO compliance monitoring	Developer and DEA&DP
Operational Phase	
Internal monthly compliance auditing to be conducted by municipality	Municipal Manager
Annual internal audit report to be compiled by municipality	Report back to community forum on results of internal compliance auditing

4.5 Retentions and Penalties

It is recommended that a penalty retention system be combined with the penalty system to both motivate and compel the contractor to adhere to the EMP for the duration of the contract.

In this way incentives may be created to perform (i.e. in the form of the retention amounts that will only be paid to the contractor at the end of the contract), without creating the misunderstanding that adherence to the EMP is optional.

Persistent non-compliance will not only result in the contractor forfeiting any retention amount, but he will also be fined.

Of importance is that the contract specifies exactly how the penalty and retention system will operate, as well as how any funds resultant from retentions and penalties will be utilised.

All such funds must be used to improve environmental conditions on the site in general.

4.5.1. The retention system

For this system, a percentage value for each of the sections priced for in the environmental bill of quantities is retained until the full completion of the contract works.

If the monitoring process reveals persistent and/or wilful non-compliance with any aspect of the environmental performance specifications, then the full retention associated with that particular item will be withheld.

The project may then apply these retained funds to rectify the problem on site possibly making use of other or alternate resources at his disposal.

At the end of the contract or action, all remaining environmental retention amounts will be paid out to the contractor or staff pending approval by the ECO, after having confirmed full compliance with the relevant performance and rehabilitation specifications.

4.5.2. Penalty System

A system of penalties will be introduced to reinforce environmentally sensitive and prudent behaviour. The maximum penalties that will be fined per incident that may be enforced are listed below. The penalty amount will be determined (inter alia) by the severity of the offence.

Non-compliance	R 5 000.00 (ex VAT) per non-compliant act, per day until compliance is achieved
Casual Litter on site resulting from operation	R250 / offence / day
Disposal of any litter or construction material in non-specified area or by non-compliant means	R5000 / m^3/per day
Dumping of cement, concrete, fuel or oil in an area or other than that authorised and suitable	R10 000 per offence/day
Failure to use portable / toilets	R100 / observed incident or evidence of human excrement on site

In addition to the above, all costs incurred by the client/developer to remedy any damage will be the responsibility of the offender.

Should the monitoring process reveal acts of persistent and / or wilful non-compliance with the environmental performance specifications, then the contractor or staff member will be fined according to the specified value of that item. The ECO will issue the fine to the offender on which the value of the fine will be prescribed. All penalties will be paid directly to an environmental charity / NGO as identified by the ECO.

4.6. Method Statements

Contractors must provide written statements if requested by the ECO on environmentally sensitive aspects of the contract. Environmentally sensitive aspects include by example excavations, work close to sensitive areas, collection and storage of top soil and vegetation, erosion control, wash water control, waste control, etc.

Methods Statement (MS) Content

Examples of sensitive aspects that may require method statements it requested by the ECO. It is important to note that the ECO may request further methods specification, if it be deemed necessary in his view.

- MS to specify the construction.
- MS to indicate the timing and sequence of events to follow in sensitive areas to give sufficient time for the ECO to survey these areas and remove plants.

The Method Statement must include a site plan, preparatory steps, materials, and supervision details.

Example of Environmental Method Statement Form:

METHOD STATEMENT

CONTRACT:……..……... **DATE:**……..

PROPOSED ACTIVITY (give title of method statement and reference number from the EMP):

WHAT WORK IS TO BE UNDERTAKEN (give a brief description of the works):

WHERE ARE THE WORKS TO BE UNDERTAKEN (where possible, provide an annotated plan and a full description of the extent of the works):

START AND END DATE OF THE WORKS FOR WHICH THE METHOD STATEMENT IS REQUIRED:

Start Date:	End Date:

HOW ARE THE WORKS TO BE UNDERTAKEN (provide as much detail as possible, including annotated maps and plans where possible):

Note: please attach extra pages if more space is required

DECLARATIONS

1) ENVIRONMENTAL SITE OFFICER/ ENGINEERS REPRESENTATIVE [select correct term]

The work described in this method statement, if carried out according to the methodology described, is satisfactorily mitigated to prevent avoidable environmental harm:

_____ _____
(signed) (print name)

Dated: _____

2) PERSON UNDERTAKING THE WORKS

I understand the contents of this method statement and the scope of the works required of me. I further understand that this method statement may be amended on application to other signatories and that the ECO / EO and ER will audit my compliance with the contents of this method statement

_____ _____
(signed) (print name)

Dated: _____

3) APPROVING AUTHORITY (Engineer)

The works described in this method statement are approved.

_____ _____ _____
(signed) (print name) (designation)

Dated: _____

CHAPTER 5

This section of the report is included in compliance with Section 24N (2) (e) of the National Environmental Management Act 107 of 1998.

5.1. Good Housekeeping

The developer/landowner will ensure the maintenance of “good housekeeping” practices during operations.

This will help avoid several disputes regarding responsibility and will allow for the smooth running of the operation as a whole.

Good housekeeping extends beyond the environmentally sensitive construction methods to include the care for and preservation of the surrounding environment.

General construction management and good housekeeping practices
Latent and general impacts which may affect the freshwater ecology and biodiversity, will include any activities which take place in close proximity to the proposed development that may impact on the receiving environment. Mitigation measures for these impacts are highlighted below and are relevant to the freshwater system identified in this report:

5.2 Record Keeping

The developer/landowner will ensure that a filing system, identifying all documentation related to the EMP, is established.

A list of reports likely to be generated during the project is set out below.

All applicable documentation must be included in the environmental filing system catalogue or document retrieval index.

- Approved EMP, authorizations, licenses or permits;
- Final design documents and diagrams issued;
- All communications detailing changes of design/scope that may have environmental implications;
- Daily, weekly and monthly site monitoring reports;
- Complaints register;
- Environmental training manual;
- Environmental training attendance registers;
- Incident and accident reports;
- Emergency preparedness and response plans;
- Copies of all relevant environmental legislation;
- Permits and legal documents as part of emergency preparedness teams e.g. fire teams, etc.;
- Crisis communication manual;
- Disciplinary procedures;
- Monthly site meeting minutes during construction;
- All relevant permits;
- All method statements for all phases of the project.

5.3 Document Control

The developer/landowner will be responsible for establishing a procedure for document control.

The document control procedure must comply with the following requirements:

Documents must be identifiable by organisation, division, function, activity and contact person;

Every document must identify the person and their positions, responsible for drafting and compiling the document, for reviewing and recommending approval, and final approval of the document for distribution;

All documents must be dated, provided with a version number and reference number, filed systematically, and retained for a specified period.

The owner will ensure that documents are periodically reviewed and revised where necessary, and that current versions are available at all locations where operations essential to the functioning of the EMP are performed. All documents will be made available to the external auditor.

5.4 Reporting Requirements

All advice and recommendations made by the ECO must with the project engineer/engineers compliance be recorded on site in the site instruction book/ suitable register for his attention.

All hazardous spills will need to be documented and reported to DWS and other relevant authorities.

The applicant must ensure that "Any emergency incident, originating at the facility, which falls within the definition of section 30(1) of the National Environmental Management Act (NEMA), Act 107 of 1998, must be dealt with by the facility in accordance with Section 30 of NEMA". In the event of any incident the facility must ensure containment by the responsible person and report the incident to the West Coast District Municipality, Saldanha Bay Local Municipality and DEA&DP (Mr. Simon Botha, 021-4830752, Simon.Botha@westerncape.gov.za).

CHAPTER 6

6.1. Public Communication Protocols

This section of the report is included in compliance with Section 24N (2) (e) of the National Environmental Management Act 107 of 1998.

The developer/landowner must be responsible for regulating public access to information and compliance reporting.

The developer/landowner must respond to third party or public queries and complaints.

The developer/landowner must also be responsible for maintaining the compliance register to record complaints received and action taken.

CHAPTER 7

This section of the report is included in compliance with Section 24 N 2 (d - g) and 3 (a - b) of the National Environmental Management Act 107 of 1998.

Specialist Recommendations to be adhered to before and During Commencement of Construction, Operational and Decommissioning Phases

NA

This section of the report is included in compliance with Section 24 N 2 (d - g) and 3 (a - b) of the National Environmental Management Act, 107 of 1998.

Goal for Planning and Design

Overall Goal for Planning and Design: Undertake the planning and design phase of the development in a way that:

- Ensures that the design of the development responds to the identified environmental constraints and opportunities.
- Ensures that pre-construction activities are undertaken in accordance with all relevant legislative requirements.
- Ensures that adequate regard has been taken of any landowner concerns and that these are appropriately addressed through design and planning (where appropriate).
- Ensures that the best environmental options are selected for the project.
- Enables the development construction activities to be undertaken without significant disruption to other land uses in the area.
- In order to meet this goal, the following objectives have been identified, together with necessary actions and monitoring requirements.

OBJECTIVE PD1: PRE-CONDITIONS

The following pre-conditions must be fully met before any construction activities may commence.

A site meeting between the contractors and the representatives of the developer must take place at least 5 days prior to commencement of construction work to:
- Demarcate micro construction sites, services routes, access routes, working boundaries and no-go areas;
- Discuss methods of stockpiling (vegetation, topsoil, sub-soil, shell-grit, etc);
- Check required toilets and fire-fighting facilities to be in place;
- Discuss and agree restricted access to construction site;
- Sign the Declaration of Understanding (Contractors);
- Discuss and agree communication channels including contact details;
- Discuss and agree areas of responsibility;
- Discuss and agree the demarcation and control of construction and building sites.

Minutes of this site meeting must be kept, and are to be distributed to all parties.

The following equipment must be on every micro or sub site before any construction work is due to start:
- Sufficient and suitable chemical toilet facilities.
- Sufficient refuse bins, which are weather and wind proof, with proper lids.
- 1 x type ABC (all purpose) 12.5 kg fire extinguisher

This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

As the Western Cape is a Water stressed province the use of municipal water for construction and operation must as far as reasonably practicable is to be done in accordance with Circular C1 of 2018: Water Crisis Response Guidelines for the Western Cape.

OBJECTIVE PD2: LAYOUT PLAN CONTROLS

The contractor must ensure that a copy of the signed approved layout plan is available at the office on site at all times for inspection by the developer or his representative(s). Any variation to the approved layout plan must be submitted to the developer for signed approval and may only be implemented once the approved variation is available to the contractor and available on site at the office. The variation of changes to the layout must be approved by the competent authority as per the EA conditions.

This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE PD3: ADVERTISING

The contractors may place no advertising material on the property unless prior formal written permission has been obtained from the landowner.

This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE PD4: ENSURE EFFECTIVE COMMUNICATION MECHANISMS WITH THE VARIOUS STAKEHOLDERS

On-going communication with affected and surrounding landowners and key departments is important to maintain during the construction and operational phases of the development. Any issues and concerns raised should be addressed as far as possible in as short a timeframe as possible.

Project Component/s	Storm water structures; Access roads.
Potential Impact	Impacts on affected and surrounding landowners and land uses.
Activities/Risk Sources	Activities associated with facility construction; Activities associated with facility operation.
Mitigation: Target/Objective	Effective communication with affected and surrounding landowners; Addressing of any issues and concerns raised as far as possible in as short a timeframe as possible.

Mitigation: Action/Control		**Responsibility**	**Timeframe**
Compile and implement a grievance mechanism procedure for the public to be implemented during both the construction and operational phases of the facility. This procedure should include details of the contact person who will be receiving issues raised by interested and affected parties, and the process that will be followed to address issues.		Developer	Pre-construction, construction and operational phase
Performance indicator	Effective communication procedures in place.		
Monitoring	An incident must be reported in the site book and monitored by the ECO.		

CONSTRUCTION AND REHABILITATION PHASE
CIVIL CONTRACTOR

Goal for Construction Phase

Overall Goal for Construction:
Undertake the construction the development infrastructure in a way that:

- ensures that construction activities are properly managed in respect of environmental aspects and impacts;
- enables construction activities to be undertaken without significant disruption to other land uses in the area, in particular concerning noise impacts, dust, farming practices, traffic and road use, and effects on local residents;
- minimises the impact on the surrounding area;
- minimises impacts on avifauna and other fauna using the site; and
- minimises the impact on the heritage and historical value of the site
- minimise possible health impacts.

Objectives
In order to meet this goal, the following objectives have been identified, together with the necessary actions and monitoring requirements.

OBJECTIVE C1: WORKING HOURS

Civil & Construction Sites	
Mondays to Fridays	06h00 – 19h00
Saturdays & Public Holidays	06h00 – 17h00

Project Component/s	Development site;

Potential Impact	Surrounding landowners and residents are exposed to noise generated from the development site.
Activities/Risk Sources	Activities associated with site construction; Activities associated with site operation.
Mitigation: Target/Objective	Effective communication with affected and surrounding landowners; Addressing of any issues and concerns raised as far as possible in as short a timeframe as possible.

Mitigation: Action/Control	**Responsibility**	**Timeframe**
Contractors may only be present on the site during the public time hours.	Developer and contractor.	Construction and operational phase.

Performance indicator	Effective communication and procedures in place.
Monitoring	This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE C2: SAFETY

Project Component/s	Development site;
Potential Impact	Safety of surrounding landowners and residents; Safety of personnel working on site.
Activities/Risk Sources	Activities associated with site construction; Activities associated with site operation.
Mitigation: Target/Objective	To protect all involved from incidents and injury.

Mitigation: Action/Control	**Responsibility**	**Timeframe**
Telephone numbers of emergency services, including the local fire-fighting services, must be posted conspicuously in the contractor's office and near the telephone. No firearms are permitted on the construction site, other than those authorised by the developer for the property security service provider if needed. Notices should be displayed at all public entrances to the property, warning visitors that they are entering a construction site.	Contractor	Construction and operational phase

Performance indicator	Effective communication and procedures in place.
Monitoring	This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE C3: SPEED LIMIT

Project Component/s	Development site.
Potential Impact	Speeding motorists and construction vehicles could injure personnel, members of the public or cause damage to property/infrastructure. Dust.
Activities/Risk Sources	Activities associated with site construction; Activities associated with site operation; Dust may be generated as a result of speeding vehicles on the development site.
Mitigation: Target/Objective	To protect all involved from incidents and injury. Regular maintenance of access roads and low speed limits must be undertaken to minimize dust pollution.

Mitigation: Action/Control	**Responsibility**	**Timeframe**
For security and safety reasons the speed limit on the property for all contractors' vehicles is 30 km per hour.	Contractor	Construction and operational phase

The contractor is responsible for ensuring that all his employees, sub-contractors and delivery vehicles adhere to this rule. Dust control must be implemented to ensure that dust does not become a nuisance to the public during construction activities.		

Performance indicator	Effective communication and procedures in place.
Monitoring	This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE C4: CONTRACTOR'S CAMP

Project Component/s	Development site;
Potential Impact	Degradation of the natural environment inside/outside of the development area.
Activities/Risk Sources	Activities associated with site construction; Activities associated with site operation.
Mitigation: Target/Objective	To protect and mitigate impacts on the environment.

Mitigation: Action/Control	**Responsibility**	**Timeframe**
The contractor's camp will be indicated by and to landowner management and the ECO on the site. The final location of the contractor's camp will be authorized by the ECO and landowner.	Developer / Contractor	Construction phase

Performance indicator	ECO in conjunction with the landowner will approve construction camp area.
Monitoring	This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE C5: DELIVERIES TO CONTRACTORS

Project Component/s	Access roads.
Potential Impact	Increased traffic, congestion and noise for surrounding landowners / residents and other road users. Impact on the natural environment.
Activities/Risk Sources	Activities associated with site construction; Activities associated with site operation.
Mitigation: Target/Objective	To protect and mitigate impacts on the environment, surrounding land uses, landowners, and personnel working on site.

Mitigation: Action/Control	**Responsibility**	**Timeframe**
Contractors will at all times be responsible for compliance by their delivery service providers as engaged. Delivery times will be limited to working times as defined in this document. Contractors have the responsibility of advising the property security staff of deliveries expected and to be executed. Contractors must further ensure that drivers of service providers are informed of all procedures and restrictions e.g. which access road to use, speed limits, no-go areas, demarcated construction areas, and maximum allowed vehicle mass etc., as applicable before their first visit to site. Washing of service provider delivery	Contractor	Construction phase

vehicles and equipment will not be allowed on the property and must be carried out elsewhere. **<u>Vehicle Access:</u>** All vehicles must be regularly inspected for leaks. Re-fuelling must take place on a sealed surface area to prevent ingress of hydrocarbons into the topsoil; In the event of a vehicle breakdown, maintenance of vehicles must take place with care and the recollection of spillage should be practiced near the surface area to prevent ingress of hydrocarbons into topsoil and subsequent habitat loss; and All spills should they occur, should be immediately cleaned up and treated accordingly.		

Performance indicator	Site is secure and there is no unauthorised entry. No members of the public/ landowners injured.
Monitoring	This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE C6: ALIEN/INVASIVE PLANTS

Project Component/s	Development site.
Potential Impact	Alien/invasive plant species are allowed to spread into surrounding natural/indigenous vegetation areas.
Activities/Risk Sources	Activities associated with facility construction; Activities associated with facility operation.
Mitigation: Target/Objective	To protect and mitigate impacts on the environment. In terms of the Conservation of Agricultural Resources Act, 1983 (Act No. 43 of 1983) ("CARA") landowners must prevent the spread of alien invasive plants on the property. in terms of the Alien and Invasive Species Regulations, NEM: BA[6],2014, specific alien plant species (e.g. *Acacia cyclops*) are either prohibited or listed as requiring a permit; aside from restricted activities concerning, *inter alia*, their spread, and should be removed.

Mitigation: Action/Control	**Responsibility**	**Timeframe**
A contractor appointed by the developer and engineer must be tasked to ensure that all weeds and alien/invasive species are removed as instructed and approved by the ECO. No on-site burying, dumping or stockpiling of any weeds and aliens or invasive species must occur. Such should be removed from the site to a suitable dumping site from which seed cannot escape. Proliferation of alien and invasive species is expected within any disturbed areas. Whilst not considered severe at this time, the vegetation component within the freshwater environment is already transformed to an extent as a result of alien plant invasion; therefore, these species should be eradicated and controlled to prevent their spread beyond the project footprint. Alien plant seed dispersal within the top layers of the soil within footprint areas, that will have an impact on future rehabilitation, has to be controlled;	Contractor	Construction phase

Removal of the alien and weed species encountered within the freshwater resources must take place in order to comply with existing legislation (amendments to the regulations under the Conservation of Agricultural Resources Act, 1983 and Section 28 of the National Environmental Management Act, 1998). Removal of species should take place throughout the construction, operational, and maintenance phases; and **Species specific and area specific eradication recommendations:** Care should be taken with the choice of herbicide to ensure that no additional impact and loss of indigenous plant species occurs due to the herbicide used; Footprint areas should be kept as small as possible when removing alien plant species; and No vehicles should be allowed to drive through designated sensitive wetland areas during the eradication of alien and weed species.		

Performance indicator	All possible introduction and spreading of alien invasive plant species are controlled.
Monitoring	This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE C7: ARCHAEOLOGY AND PALAEONTOLOGY MANAGEMENT

Project Component/s	Development site;
Potential Impact	The loss of cultural or heritage resources.
Activities/Risk Sources	Activities associated with site construction; Activities associated with site operation.
Mitigation: Target/Objective	To protect and mitigate the potential loss of cultural and heritage resources.

Mitigation: Action/Control	**Responsibility**	**Timeframe**
Should any heritage or fossil remains be exposed during any excavation or related activities, these must immediately be reported to the provincial heritage resource authority of the Western Cape, Heritage Western Cape (in terms of the National Heritage Resources Act, 1999 (Act No.25 of 1999) via the ECO. Heritage remains uncovered or disturbed during earthworks must not be disturbed until inspection and verified by the professional. Graves located within the proposed development area must be clearly demarcated prior to commencement of any clearing or ground-breaking activities.	Contractor	Construction phase

Performance indicator	Protection of heritage resources
Monitoring	This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE C8: ANTI-EROSION MEASURES (STORMWATER MANAGEMENT)

Project Component/s	Development site; Access roads.
Potential Impact	Wind/water erosion as a result of construction/operation activities.
Activities/Risk Sources	Activities associated with site construction; Activities associated with site operation.
Mitigation: Target/Objective	Reduce the impact of erosion by implementing anti-erosion measures.

Mitigation: Action/Control	**Responsibility**	**Timeframe**
The contractor must take all appropriate and active measures to prevent erosion, especially wind and water erosion, resulting from operations and activities, specifically of storm water control measures to the satisfaction of the ECO/ER. During construction the contractor must protect areas susceptible to wind and water erosion, by installing all the necessary temporary and permanent works. Measures can include brush packing, anchovy net stabilisation, etc. Where required erosion protection measures must be installed. Aspects normally covered in construction contracts in terms of protection of works are standard and are not to be confused with those under environmental legislation. Development footprint must be minimised to ensure minimal disturbance. All areas disturbed during construction must be immediately rehabilitated and stabilised. Create single access points to all construction sites to restrict trampling and erosion.	Contractor	Construction and operational phase

Performance indicator	All possible erosion impacts are controlled and rehabilitated.
Monitoring	This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE C9: CONSTRUCTION MATERIAL

Project Component/s	Development site;
Potential Impact	Aesthetically displeasing or causing a nuisance to surrounding landowners/residents.
Activities/Risk Sources	Activities associated with site construction; Activities associated with site operation.
Mitigation: Target/Objective	Reduce the visual impact or nuisance to the surrounding landowners/residents.

Mitigation: Action/Control	**Responsibility**	**Timeframe**
Construction material will be stored at the contractor's camp, as well as on the construction site within the demarcated working areas at each construction point. Special permission may be obtained from the ECO/ER to store material on suitable substitute or ancillary locations should the need arise, and as communicated by the project engineer. **Rehabilitation** Construction rubble must be collected and disposed of at	Contractor	Construction phase

a suitable landfill site; and All alien vegetation in the footprint area as well as immediate vicinity of the proposed development should be removed.		

Performance indicator	To minimise the impact on the surrounding land users.
Monitoring	This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE C10: FIRES

Project Component/s	Development site;
Potential Impact	Uncontrolled fire on/off site, resulting in damage to the environment, property, injuries/death to personnel on site, or injuries/death to the public.
Activities/Risk Sources	Activities associated with site construction; Activities associated with site operation.
Mitigation: Target/Objective	To protect and mitigate the safety of people, property, and the environment on and off site.

Mitigation: Action/Control	**Responsibility**	**Timeframe**
No open fires will be allowed on site and adequate firefighting equipment should be available on site in good working order at all times as prescribed by the fire management protocols.	Contractor	Construction phase

Performance indicator	No fire occurred to damage the surrounding environment and land uses and management actions are in place should a fire occur.
Monitoring	This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE C11: HERBICIDES, PESTICIDES AND FERTILIZERS

Project Component/s	Development site; Adjacent property/land.
Potential Impact	Adjacent land/property or natural environments contaminated by the application of herbicides, fertilizers and pesticides.
Activities/Risk Sources	Activities associated with site construction; Activities associated with site operation.
Mitigation: Target/Objective	To protect and mitigate impacts on the environment and surrounding land users.

Mitigation: Action/Control	**Responsibility**	**Timeframe**
The contractor must make sure of, and allow, all legal requirements regarding herbicide application procedures. It is vital that the contractor becomes familiar with all the information detailed on every herbicide label before using it. The instructions on the label must be strictly followed throughout. The contractor must take all necessary precautions to prevent overspray of herbicides outside of the demarcated construction areas and onto natural veld. All personnel working with any herbicide, pesticide or fertilizer must be registered and comply with the requirements set in these registrations. The contractor must put a system in place to control the use of herbicides and pesticides. All equipment associated to herbicides and pesticides must be maintained in accordance to the	Contractor	Construction phase

set standards. The disposal of all redundant and empty containers of herbicides and pesticides must be controlled and disposed of at a waste management facility licensed under the National Environmental Management: Waste Act.		

Performance indicator	Herbicide, pesticides and fertilizer use is controlled to prevent impacts on the environment and surrounded land uses.
Monitoring	This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE C12: AN EFFECTIVE MONITORING SYSTEM TO DETECT ANY LEAKAGE OR SPILLAGE OF ALL HAZARDOUS SUBSTANCES DURING THEIR TRANSPORT, HANDLING USAGE AND STORAGE. THIS MUST INCLUDE PRECAUTIONARY MEASURES TO LIMIT THE POSSIBILITY OF OIL AND OTHER TOXIC LIQUIDS FROM ENTERING THE SOIL OR STORM WATER SYSTEMS.

Project Component/s	Development site.
Potential Impact	Contamination of soil, storm water and ground water resources by hazardous substances.
Activities/Risk Sources	Activities associated with site construction; Activities associated with site operation.
Mitigation: Target/Objective	Prevention and mitigation of the environment contaminated as a result of exposure to hazardous substances.

Mitigation: Action/Control	**Responsibility**	**Timeframe**
The EA holder, Landowner, Site Environmental Officer and Environmental Control officer will do daily, weekly and monthly inspections and report and monitor compliance with the management actions included in the EMPr and EA conditions. These monitoring and reporting requirements are recorded in several sections of the EMPr. Monitoring will focus on signs of spillages and procedures during handling and storage of dangerous goods as described in the EMPr. The section on storage and handling of dangerous goods in the EMPr will be enforced. Work within site boundaries with no construction activities outside the boundary of the proposed development. During the construction phase of the project, the impact on the no go areas should be kept to a minimum. After the construction phase, any impacted areas outside the development area should be rehabilitated.	Contractor	Construction phase

Performance indicator	Impacts on hydrological features minimized and mitigated
Monitoring	This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE C13: DIESEL FUEL AND LUBRICANT HANDLING PROGRAMME

Project Component/s	Development site;
Potential Impact	Contamination of soil, storm and ground water resources as a result of an oil/diesel/lubricant spill/leak.
Activities/Risk Sources	Activities associated with site construction; Activities associated with site operation.
Mitigation: Target/Objective	To protect and mitigate impacts of contaminants on the environment and hydrological features.

Mitigation: Action/Control	Responsibility	Timeframe
Servicing of construction vehicles and machinery to take place of site. All vehicles must be in a good condition with no leakages leading to possible contamination of soil or water supplies. The following conditions related to the temporary fuel tanks must be implemented: The fuel tanks must be designed and installed in accordance with relevant Oil Industry standards and SANS codes where applicable for the aboveground storage tanks. The tanks must be located within a bund (110 % of the tanks capacity) in order to contain potential spills. During fuel tanker delivery, the tanker driver must be present at all times during product offloading. Should an incident occur the supply vehicle emergency cut-off switch must be activated to immediately stop fuel delivery. Flexible hoses with dry-break couplings and emergency isolation must be used. All spillage incidences and actions taken consequent thereto must be reported to the ECO and recorded in the site register. All fuel and flammable liquids should be stored under secure and fenced conditions and in a bunded site with the volume of the bunding capable of holding 110% of the liquid. The applicant must ensure that effective stock inventory monitoring and regular auditing take place for the early identification of possible leaks. The requirements of the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993), must be adhered to. Within three months of the tanks ceasing to be used the tanks must be removed at the expense of the applicant, and the site, including all associated infrastructure must be rehabilitated to the satisfaction of the relevant authority. **Refuelling:** Refuelling of equipment must be conducted from the bunded fuel tank and pump at the contractor's camp. Fuel tanks must be bunded and supplied with a concrete apron. The concreted refuelling apron will be constructed with a drain along its extremities to collect any diesel contaminated run-off and channel it to the oil trap where separated oil will be collected and disposed of in the oil recycling container and process. Any spills on the concrete apron of floor below the tank are to be treated with OT8 or Spillsolve or equivalent as per the product instructions. A 500 litre drawn trailer to convey diesel to the equipment for re-fuelling may also be used. Such trailer will be drawn by a specified vehicle and driver, with alternate nominated as approved by the Project Engineer. Such tow vehicle may travel at 20kms per hour maximum at any time, be clearly identifiable as such, and may only tow the diesel	Contractor	Construction phase

cart should the pre requisite drip trays and emergency equipment be on the vehicle at the time. In situ refuelling activity may only take place during a standard specified daily time slot as displayed in the construction office, unless specific per day permission has been given to refuel at any other time by the ECO. This must be pre-recorded in the site record book. Staff will require instruction in the identification of diesel and oil leaks and the use of Spillsolve (or equivalent) products. **On-Site emergency repairs:** Only small mobile plant and emergency repairs are to take place on site. These will require the provision of drip trays and funnels to ensure that no oil or fuel leakages occur onto the ground. Should such spill take place, then the oil saturated soil is to be placed in suitable containers and disposed of at a hazardous waste disposal site. Any contamination of soil is to be treated with Spillsolve or similar product. Contaminated water as a result of an oil or fuel spillage on the area should similarly be treated in appropriate way, and the polluted water should not be specifically removed and not allowed to merge with run-off water collected in the trap collecting all run offs from the slab. **Collection of contaminated spares and waste oils:** Contaminated spares, oil filters, gaskets, water, etc. will be collected in separate holders at the designated storage facility for disposal at a licensed H:h site. Staff will require instruction in: • Deleterious effects of oil / fuel on the environment • Identification of oil leaks • Handling of oil / fuel leaks into soil • Location and method in storage of contaminated spares • Fire prevention and emergency drills in case of an accident		

Performance indicator	Ensure that no spillages occur and if it does occur that it is handled and cleaned up accordingly.
Monitoring	This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE C14: APPROPRIATE HANDLING AND STORAGE OF CHEMICALS, HAZARDOUS SUBSTANCES AND WASTE (WASTE MANAGEMENT PLAN)

The construction phase will involve the storage and handling of a variety of chemicals including adhesives, abrasives, oils and lubricants, paints and solvents. The main wastes expected to be generated by the construction of the facility will include will include general solid waste and liquid waste, and may include hazardous waste.

Project Component/s	Construction camp; Storage areas; Development site; Adjacent land and environmental systems.
Potential Impact	Incorrect storage, handling, transporting and disposing of hazardous substances resulting in the contamination of soil, storm and ground water resources.

	Incorrect storage, handling, transporting and disposing of general solid waste resulting in litter, storm water pollution, and creating a nuisance to adjacent landowners/residents. Incorrect storage, handling, transporting and disposing of effluent/liquid waste resulting in the contamination of the storm water system, adjacent property, or hydrological systems. Incorrect storage, handling, transporting and disposing of garden waste, alien vegetation or natural vegetation during the clearing phase of the development site. Poor waste management practices, resulting in waste not being reduced, re-used or recycled.
Activities/Risk Sources	Activities associated with site construction; Activities associated with site operation; Vehicles associated with site preparation and earthworks; Packaging and other construction waste; Hydrocarbon use and storage; Material from excavation, earthworks and site preparation; Incorrect disposal of waste; Using unregistered waste transporters / facilities.
Mitigation: Target/Objective	Protect and mitigate impacts on the environment and hydrological features; Ensure that the storage and handling of chemicals and hydrocarbons on-site does not cause pollution to the environment or harm to persons; Ensure that the storage and maintenance of machinery on-site does not cause pollution of the environment or harm to persons; Comply with waste management guidelines; Minimise production of waste; Ensure appropriate waste storage and disposal; Avoid environmental harm from waste disposal; Where solid waste disposal is to take place on site, ensure that only non-toxic materials which have no risk of polluting the groundwater, are buried in designated approved areas at acceptable depths below ground level.

Mitigation: Action/Control	**Responsibility**	**Timeframe**
Implement a site specific waste management plan during the construction phase. Specific areas must be designated on-site for the temporary management of various waste streams, i.e. general refuse, construction waste (wood and metal scrap) and contaminated waste as required. Location of such areas must seek to minimise the potential for impact on the surrounding environment, including prevention of contaminated runoff, seepage and vermin control. Where practically possible, construction and general wastes on-site must be reused or recycled. Bins and skips must be available on-site for collection, separation, and storage of waste streams (such as wood, metals, general refuse etc.). All waste generated during the construction process be separated into the different waste streams for recycling purposes, prior to removal by a reputable contractor from the construction site and disposed of at an appropriate licensed landfill facility.	Contractor	Construction phase

Disposal of waste must be in accordance with relevant legislative requirements, including the use of licensed contractors and disposal at appropriately licensed waste disposal sites. The National Information Systems Regulation must be adhered to in terms of registering and reporting of hazardous waste generated on site via the Integrated Pollutant Waste Information System (IPWIS). All stored fuels to be maintained within a sealed bund and on a sealed surface. The bund must be at least 110% of the volume of the total containers. Adjacent fuelling areas situated around fuel tanks must be provided with an impervious layer or drip trays must be used during refuelling; Areas around fuel tanks must be appropriately bunded or contained in an appropriate manner as per the requirements of SABS 089:1999 Part 1; Fuel storage areas must be inspected regularly to ensure bund stability, integrity, and function; Oily water from bunds at the substations must be removed from site by licensed contractors; The storage of flammable and combustible liquids such as oils will be in designated areas which are appropriately bunded, and stored in compliance with MSDS files; Any storage and disposal permits/approvals which may be required must be obtained, and the conditions attached to such permits and approvals will be compiled with and copies kept on site in the environmental file; Transport of all hazardous substances must be in accordance with the relevant legislation and regulations Construction sub-contractors must provide specific detailed waste management plans to deal with all waste streams; Spill kits must be made available on-site for the clean-up of spills and leaks of contaminants. Corrective action must be undertaken immediately if a complaint is received, or potential/actual leak or spill of polluting substance identified. This includes stopping the contaminant from further escaping, cleaning up the affected environment as much as practically possible and implementing preventive measures. Implement an effective monitoring system to detect any leakage or spillage of all hazardous substances during their transportation, handling, use and storage. This must include precautionary measures to limit the possibility of oil and other toxic liquids from entering the soil or storm water systems. Leakage of fuels must be avoided at all times and if spillage occurs, it must be remediated immediately.		

In the event of a major spill or leak of contaminants, the relevant administering authority must be immediately notified as per the notification of emergencies/incidents Spilled cement, fly ash and concrete must be cleaned up as soon as possible and disposed of at a suitably licensed waste disposal site. Any contaminated/polluted soil removed from the site must be disposed of at a licensed hazardous waste disposal facility. Hydrocarbon waste must be contained and stored in sealed containers within an appropriately bunded area Waste and surplus dangerous goods must be kept to a minimum and must be transported by approved waste transporters to sites designated for their disposal and copies of the safe disposal slips must be kept in the environment file on site. Documentation (waste manifest) must be maintained detailing the quantity, nature, and fate of any regulated waste. Waste disposal records must be available for review at any time. An incident/complaints register must be established and maintained on-site. The sediment control and water quality structures used on-site must be monitored and maintained in a fully operational state at all times; An integrated waste management approach that is based on waste minimisation must be used and must incorporate reduction, recycling, re-use and disposal where appropriate; Upon the completion of construction, the area must be cleared of potentially polluting materials; Dispose of all solid waste collected at an appropriately registered waste disposal site. Waste disposal must be in accordance with all relevant legislation and under no circumstances may waste be burnt on site; Where a registered waste site is not available close to the construction site, provide a method statement with regard to waste management. The storage of waste must comply with the National Environmental Management: Waste Act, (Act No. 59 of 2008) National Norms and Standards for Storage of Waste, 2013. Where solid waste disposal is to take place on site, ensure that only non-toxic materials which have no risk of polluting the groundwater, are buried in designated approved areas at acceptable depths below ground level.		

Performance indicator	Limited chemical spills outside of designated storage areas; No water or soil contamination by spills; No complaints received regarding waste on site or indiscriminate dumping;

	Internal site audits ensuring that waste segregation, recycling and reuse is occurring appropriately; Provision of all appropriate waste manifests for all waste streams.
Monitoring	Observation and supervision of chemical storage and handling practices and vehicle maintenance throughout construction phase; A complaints register must be maintained, in which any complaints from the community will be logged; Observation and supervision of waste management practices throughout construction phase; Waste collection will be monitored on a regular basis; Waste documentation completed; A complaints register will be maintained, in which any complaints from the community will be logged; Complaints will be investigated and, if appropriate, acted upon; An incident reporting system will be used to record non-conformances to the EMPr; This will be monitored by the ECO during site visits and recorded, reported and proof included in the audit report to be submitted once construction is completed.

OBJECTIVE C15: EFFECTIVE MANAGEMENT OF CONCRETE BATCHING PLANTS

Project Component/s	Concrete batching plant.
Potential Impact	Dust emissions; Release of contaminated water; Generation of contaminated wastes from used chemical containers; Inefficient use of resources resulting in excessive waste generation.
Activities/Risk Sources	Operation of the batching plant; Packaging and other construction waste; Hydrocarbon use and storage; Spoil material from excavation, earthworks and site preparation.
Mitigation: Target/Objective	To protect and mitigate impacts on the environment and surrounding land users. To ensure that the operation of the batching plant does not cause pollution to the environment or harm to persons.

Mitigation: Action/Control	**Responsibility**	**Timeframe**
Concrete batching plants to be sited such that impacts on the environment or the amenity of the local community from noise, odour or polluting emissions are minimised; Access and exit routes for heavy transport vehicles should be planned to minimise noise and dust impacts on the environment; The concrete batching plant site should demonstrate good maintenance practices, including regular sweeping to prevent dust build-up; The prevailing wind direction should be considered to ensure that bunkers and conveyors are sited in a sheltered position to minimise the effects of the wind; Aggregate material should be delivered in a damp condition, and water sprays or a dust suppression agent should be correctly applied to reduce dust emissions and reduce water usage; the applicant must consider the best available environmental method in terms to ensure dust suppression during the construction phase. The site should be designed and constructed such that clean storm water, including roof runoff, is diverted away from contaminated	Contractor	Construction phase

areas and directed to the storm water discharge system; Any liquids stored on site, including admixtures, fuels and lubricants, should be stored in accordance with applicable legislation; Contaminated storm water and process wastewater should be captured and recycled where possible. A wastewater collection and recycling system should be designed to collect and filter contaminated water; Process waste water and contaminated storm water collected from the entire site should be diverted to a settling pond, or series of ponds, such that the water can be reused in the concrete batching process. The settling pond or series of ponds should be lined with an impervious liner capable of containing all contaminants found within the water they are designed to collect; Areas where spills of oils and chemicals may occur should be equipped with easily accessible spill control kits to assist in prompt and effective spill control; Ensure that all practicable steps are taken to minimise the adverse effect that noise emissions. This responsibility includes not only the noise emitted from the plant and equipment but also associated noise sources, such as radios, loudspeakers and alarms; Where possible, waste concrete should be used for construction purposes at the batching plant or project site; The batching plant to be monitored by the ECO to ensure that the plant is operating according to its environmental objectives and within legislative requirements. The use of municipal water for construction and operation must as far as reasonably practicable is to be done in accordance with Circular C1 of 2018: Water Crisis Response Guidelines for the Western Cape.		

Performance indicator	No complaints regarding dust or contamination; No water or soil contamination by chemical spills; No complaints received regarding waste on site or indiscriminate dumping.
Monitoring	Observation and supervision of chemical storage and handling practices and vehicle maintenance throughout construction phase. A complaints register will be maintained, in which any complaints from the community will be logged. Complaints will be investigated and, if appropriate, acted upon. A complaints register will be maintained, in which any complaints from the community will be logged. Complaints will be investigated and, if appropriate, acted upon. An incident reporting system will be used to record non-conformances to the EMPr. Developer or appointed ECO must monitor indicators listed above to ensure that they have been met for the construction phase.

OPERATIONAL PHASE

This following section defines the management programme for each of the identified goals during the operational phase. The programme is presented in the form of a table, which includes the components described. This programme consists of the following components:

Goals
Over-arching environmental goals for the management phase.

Objectives
The objectives are in place in order to meet these goals. These take into account the findings from existing studies and monitoring programmes.

Management Actions
The actions needed to achieve the objectives, taking into consideration factors such as responsibility, methods, frequency, resources required and prioritisation.

Monitoring
*K*ey actions to verify that objectives are being achieved, taking into consideration responsibility, frequency, methods, and reporting.

Criteria/ Targets
The criteria or targets indicate the efficacy of the management programme. The targets should be readily measurable, understandable to the layperson, cost-effective to monitor, and meet legal requirements.

Remedial Actions
Specifies actions needed to be taken if the targets are not met; or if there is an unforeseen event.

Goals
The following 10 are specified goals:

Goal 1: Waste Management
Goal 2: Pollution Control
Goal 3: Water Quality and Storm Water Management Measures
Goal 4: Fire Management
Goal 5: Soil control
Goal 6: Safety, Security and Emergency Procedures
Goal 7: On-going Monitoring of social environmental impacts
Goal 8: Vegetation Management inclusive of alien vegetation
Goal 9: Heritage management
Goal 10: Water and Electricity demand management

Goal 1: Waste Management

Objectives	Risks	Actions	Monitoring	Criteria/Targets	Remedial Actions
Ensure allocation of sufficient resources for on-going Integrated Waste Management e.g. staff, equipment.	Pollution and odours	1. No solid waste may be incinerated on the property. 2. All vehicles transporting waste must be closed to avoid possible pollution of waste on transport routes. 3. Waste needs to be sorted and recycled as far as possible by the municipality. The municipality must provide recycle bags and training/information to residents of proposed housing development to encourage recycling. Municipality to collect recyclables on a weekly basis and dispose of recyclables at recycle companies/projects etc. 4. Domestic waste not suitable for compost or bio electricity generation needs to be stored in skips for transport to the Local Authorities registered Landfill site. 5. Squatting and rubble dumping adjacent to the new development must be controlled and regular inspections conducted to ensure control. 6. Waste accumulated at the stormwater outlet/discharge point must be removed by the municipality at least monthly and after heavy rains. 7. A integrated waste management approach must be implemented on site, based on waste minimisation, reduction, recycling, re-use and disposal where possible	Annual audits of operations vs EMP to identify those requirements that are not being met. **Responsibility:** ECO	1. Adequate annual Budgets. 2. Ongoing employment of ECO and in house maintenance staff	If pollution on site is detected immediate actions must be taken to contain the pollution. Within 24hours of detection the ECO must be informed of the incident, where after ECO will conduct a site visit and recommend further rehabilitation methods to be implemented. Depending on type and extent of pollution occurred specialists may be contacted to provide specific recommendations. An incident report to be compiled and sent to municipal and governmental authorities.

		8. During the event of an accidental leak or spillage of fuel or any other hazardous substances, reporting to all the relevant authorities including the Directorate Pollution Management must be done within 14 days as per Section 30(10) of NEMA.			

Waste Management

Waste is defined as any matter for which the current user has no further purpose, or any matter, gaseous, liquid, or solid or any combination thereof originating from any residential, commercial or industrial use, which has been discarded, accumulated, or stored.

It further is worth noting that on average 80% of waste management costs accrue to transport.

Principally three types of waste occur-

- Gaseous	Open fires
- High moisture (effluent)	sewerage/waste water/ petroleum products
- Low moisture (solid/semi solid)	glass/plastic/ cardboard/ paper/ domestic/ chemical

Some potential consequences-

- Salination of ground/surface/ river water.
- Eutrophication (nutrient enrichment) of natural areas.
- Microbiological contamination of natural areas.
- Sediment & silt migration inflows.
- Harmful inorganic/organic compounds introduction into soil.

Chemical residues and empty containers are required as per purchase contract to be removed ex site by the original supplier. The supplier is asked to further declare that such waste is disposed of within accepted Waste Management Programs standards.

Identified Waste Streams:
Components-
Sewerage (black water)
Sewerage (grey water)
Wet refuse
Dry refuse
Bottles & glass

Tins/cans
Plastic/polypropylene
Garden refuse
General other waste

Integrated Waste Management Strategy:
Waste Avoidance-
Objective is to promote the concept of minimisation in the generation of any waste in all activities and sites.

Waste Reduction-
To promote the reduction of all waste by ensuring that nothing that can be decomposed is disposed of to waste as opposed to recycling.

Waste Recycling-
Re-using waste or selling waste to recycling companies as far as and if possible to prevent re-usable waste from going to municipal landfill site.

Waste Disposal-
To store, dispose or treat all waste that cannot be avoided, recycled, or composted at licensed facilities within regular operational and environmental monitoring and always in accordance with regulatory requirements.

Storm water Pollution Management-
Storm water and effluent systems must be separated by cut-off trenches to ensure that storm water is not contaminated by effluent water.

Goal 2: Pollution Control

Objectives	Risks	Actions	Monitoring	Criteria/Targets	Remedial Actions
Ensure allocation of sufficient resources for on-going Integrated Waste and pollution control Management e.g. staff, equipment, budget.	Pollution and odours	1. Waste to be stored on the property appropriate containers or facilities as provided by the municipality 2. All vehicles transporting waste must be closed to avoid pollution of transport routes. 3. Sewerage system should be monitored and any leakages or overflows attended to immediately.	Annual audits of operations vs EMP to identify those requirements that are not being met. **Responsibility:** ECO	1. Adequate annual Budgets. 2. On-going employment of ECO and in house maintenance staff	If pollution on site is detected immediate action must be taken to contain the pollution. Within 24hours of detection the ECO must be informed of the incident, where after ECO will conduct a site visit and recommend further rehabilitation methods to be implemented. Depending on type and extent of pollution occurred specialists may be contacted to provide specific recommendations. An incident report to be compiled and sent to municipal and governmental authorities.

Goal 3: Water Quality and Storm Water management measures

Objectives	Risks	Actions	Monitoring	Criteria/Targets	Remedial Actions
1] Ensure allocation of sufficient resources for on-going Water Quality and Storm Water Management *e.g. staff, equipment, budget*	Pollution, odours, erosion and illegal quality of waste water discharge	1. Ensure no pollution of any water resources, including surface water, storm water and groundwater takes place as a result of any activities on the site. 2. Ensure that no water other than storm water be discharged in the storm water system. 3. The storm water channels must be monitored and maintained on a regular basis by the municipality. All waste within the channels must be removed on a weekly base and at the discharge points on a monthly base and after heavy rains. If any erosion and/or degradation of the storm water channel or surrounds are noticed immediate action must be taken by the municipality to rectify the situation. (Corrective and preventative measures taken will depend upon type and extent of erosion and/or degradation occurring). 4. Storm water should be directed away from the roads and into the existing natural flow paths on site. 5. The use of municipal water for construction and operation must as far as reasonably practicable is to be done in accordance with Circular C1 of 2018: Water Crisis Response Guidelines for the Western Cape.	Annual audits of operations vs EMP to identify those requirements that are not being met. **Responsibility:** ECO	1. Adequate annual Budgets 2. On-going employment of ECO and in house maintenance staff	If pollution or erosion is detected immediate action must be taken to contain the pollution or erosion. Within 24hours of detection the ECO must be informed of the incident, where after ECO will conduct a site visit and recommend further rehabilitation methods to be implemented. Depending on type and extent of pollution or erosion occurred specialists may be contacted to provide specific recommendations. An incident report to be compiled and sent to municipal and governmental authorities.

Goal 4: Fire Management

Objectives	Risks	Actions	Monitoring	Criteria/Targets	Remedial Actions
1] Ensure allocations of sufficient resources e.g. staff, equipment, Budget,) for On-going fire management	Pollution, fire, damage to property and health risks.	1. Sufficient Fire Fighting equipment to be on site or available at nearest fire station. 2. Yearly pre-fire season clearing and maintenance of fire breaks (where applicable). 3. Yearly pre-season testing and servicing of fire-fighting equipment.	Annual audits of operations vs EMP to identify those requirements that are not being met. **Responsibility:** ECO	1. Adequate annual Budgets approved. 2. on-going employment of ECO and maintenance staff	If a fire is detected immediate action must be taken to contain the fire. Within 24hours of detection the ECO must be informed of the incident, where after ECO will conduct a site visit and recommend further rehabilitation methods to be implemented. Depending on type and extent of fire occurred specialists may be contacted to provide specific recommendations. An incident report to be compiled and sent to municipal and governmental authorities.

Fire Management Legislation

Legislation applies to the open countryside beyond urban limits and puts in place a range of legal requirements.

The responsibilities of people who own or control land:
The landowner on whose land a fire may start, or from whose land it may spread across boundaries, must have in place:

- Prepared firebreaks on your boundary, if there is a reasonable risk of fire.
- Have available such equipment, protective clothing and trained personnel required to extinguishing such fire as may occur.
- Take all reasonable steps to notify the fire chief of the local authority should a fire break out.
- Do everything in their reasonable power to stop the spread of the fire.

The Act also requires that should the owner be absent, a known and identified other person responsible needs to be present on or near this land to:

- Extinguish a fire if one breaks out, or assist or instruct others to do so
- Take all reasonable steps to alert the neighbours and Fire Chief.
- The owner may appoint an agent to act on his or her behalf to perform these duties.

Goal 5: Erosion Control

Objectives	Risks	Actions	Monitoring	Criteria/Targets	Remedial Actions
Ensure allocation of sufficient resources) for on-going erosion control management (e.g. staff, equipment, budget	Erosion, sink-holes and or blocking of storm water systems. Damage to Infrastructure.	1. Ongoing control and management of roads, roadways and areas susceptible to erosion. 2. Ensure suitable vegetation cover or surface on non-hardened surfaces. 3. Control runoff of storm water to prevent soil erosion. 4. Avoid the formation of sink-holes on sensitive soils. 5. Management and control of erosion on housing area and surrounding natural areas.	Annual audits of operations vs EMP to identify those requirements that are not being met. **Responsibility:** ECO	1. Adequate annual Budgets approved. 2. On-going employment of ECO and maintenance staff	If erosion is detected immediate actions must be taken to contain the erosion. Within 24hours of detection the ECO must be informed of the incident, where after ECO will conduct a site visit and recommend further rehabilitation methods to be implemented. Depending on type and extent of erosion occurred specialists may be contacted to provide specific recommendations. An incident report to be compiled and sent to municipal and governmental authorities.

Erosion Control

Erosion control and maintenance will be an on-going process, especially erosion developing on or as a result of roads. The municipality must implement erosion control measures to ensure that no erosion occurs on site. The area must also be regularly monitored and erosion maintenance measures implemented to prevent erosion.

Goal 6: Safety and Security Measures and Emergency Procedures

Objectives	Risks	Actions	Monitoring	Criteria/Targets	Remedial Actions
Ensure allocation of sufficient resources for on-going safety, security and emergency procedures. e.g. staff, equipment, budget	Pollution, fire and health risks.	1. Security access control to action fire drill protocols as/ if needed 2. All dangerous goods as classified under SANS 10228:2006 to be identified upon receipt and stored to the required standards. 3. Emergency plan in case of flooding to be compiled and implemented by the municipality. Local community members to be informed and made aware of emergency flooding protocols to be followed.	Annual audits of operations vs EMP to identify those requirements that are not being met. **Responsibility:** ECO	1. Adequate annual Budgets approved. 2. On-going employment of ECO and maintenance staff	To be determined, depending on type of emergency occurred.

Goal 7: On-going Monitoring of Social Environmental Impacts

Objectives	Risks	Actions	Monitoring	Criteria/Targets	Remedial Actions
Ensure allocation of sufficient resources for on-going monitoring of environmental impacts. e.g. staff, equipment, budget	Pollution, nuisances and health risks.	1. Internal formal management inspections on a monthly basis. 2. Annual report back to community forum on results and outcomes of the monitoring and audit. 3. Keep a complaint register and attend to issues recorded immediately. 4. In order to avoid noise and disturbance to the community during the construction/operational phase, all work must take place during specified work hours. No construction to take place during week-ends. The working hours must be stipulated in the Environmental Management Programme (EMP).	Annual audits of operations vs EMP to identify those requirements that are not being met. **Responsibility:** ECO and Municipality	1. Adequate annual Budgets approved. 2. On-going employment of ECO and maintenance staff	Remediate and improve management immediately once public complaints are recorded.

Goal 8: Vegetation Management, inclusive of Alien Vegetation

Objectives	Risks	Actions	Monitoring	Criteria/Targets	Remedial Actions
Ensure allocations of sufficient resources e.g. staff, equipment, Budget,) for On-going alien and vegetation management	Degradation and replacement of indigenous ecosystem characteristics i.e. indigenous flora and fauna.	1. All areas disturbed during construction which lack indigenous vegetation or possess vegetation of poor quality should be rehabilitated with locally occurring indigenous species, and kept clear of alien vegetation. 2. Implement an ongoing alien vegetation clearing and monitoring programme within adjacent remaining indigenous vegetation areas. Progress of the alien vegetation monitoring and clearing programme must be monitored by the appointed ECO. 3. In terms of the Conservation of Agricultural Resources Act, 1983 (Act No. 43 of 1983) ("CARA") landowners must prevent the spread of alien invasive plants on the property. 4. In terms of the Alien and Invasive Species Regulations, NEMBA 2014, specific alien plant species (e.g. Acacia cyclops) are either prohibited or listed as requiring a permit; aside from restricted activities concerning, inter alia, their spread, and should be removed. 5. As much indigenous terrestrial vegetation should be included	Annual audits of operations vs EMP to identify those requirements that are not being met. **Responsibility:** ECO	• Adequate annual Budgets approved. • On-going employment of ECO and maintenance staff	No remedial actions required, only ongoing alien vegetation clearing and monitoring as indicated.

		into the landscape plan for the open space areas. Indigenous vegetation will reduce the irrigation requirements as well as fertilizers. 6. Care must be taken when using herbicides and pesticides in gardens and open space areas, especially during the rainy season when storm water runoff is high. These chemicals must be used in accordance with the prescribed quantities to prevent contamination of the storm water system.			

Goal 9: Heritage Management

Objectives	Risks	Actions	Monitoring	Criteria/Targets	Remedial Actions
Ensure allocation of sufficient resources for on-going heritage resources management	Theft, damage and degradation of heritage finds and sites on the property.	1. Should any human remains, heritage artefacts or fossils be found, exposed or uncovered during excavations and earthworks, these should immediately be reported to the South African Heritage Resources Agency	Annual audits of operations vs EMP to identify those requirements that are not being met. **Responsibility:** ECO	1. Adequate annual Budgets 2. On-going employment of ECO and internal maintenance staff. 3. Trained guides	Remedial actions to be determined by heritage specialist.

Goal 10: Water and Electricity Demand Management

Objectives	Risks	Actions	Monitoring	Criteria/Targets	Remedial Actions
Ensure allocation of sufficient resources e.g. staff, equipment, Budgets, for on-going water, energy and resource demand management and efficiency.	Excessive utilization of natural resources.	The following technological alternatives to reduce water and electricity demands are within the proposed project designs: 1. Ensure that the buildings are constructed so as to be tightly sealed, to prevent unwanted air flows. Doors and windows must be appropriately sized and fitted with seals 2. Energy efficient installations should be used 3. Energy saving light bulbs such as CFLs and LEDs must be installed instead of incandescent bulbs except where the quality of the light is not sufficient for high precision work and reading.	Annual audits of operations vs EMP to identify those requirements that are not being met. **Responsibility:** ECO	1. Adequate annual Budgets 2. On-going employment of ECO and maintenance staff	To be determined

CHAPTER 8

ENVIRONMENTAL REPORTING

In order to ensure that the necessary environmental issues are adequately addressed and recorded, the following environmental reporting shall be undertaken:

- Incident reporting; and
- Compliance reporting

The applicant must ensure that "Any emergency incident, originating at the facility, which falls within the definition of section 30(1) of the National Environmental Management Act (NEMA), Act 107 of 1998, must be dealt with by the facility in accordance with Section 30 of NEMA". In the event of any incident the facility must ensure containment by the responsible person and report the incident to the West Coast District Municipality, Saldanha Bay Municipality, and DEA&DP (Mr. Simon Botha, 021-4830752, Simon.Botha@westerncape.gov.za).

See below for a template of an Incident Report to serve as a guideline for the recording and addressing of emergency incidents as and when they occur.

ENVIRONMENTAL INCIDENT REPORT

DATE:	**File Ref:**
NAME:	**Copy to:**
EXACT LOCATION OF INCIDENT:	

SECTION 1 : DESCRIPTION OF INCIDENT

SECTION 2 : REMEDIAL ACTION REQUIRED

Remedial Action Due Date:
Confirmation of implementation: **Name:** **Date:**

SECTION 3 : RELEVANT DOCUMENTATION

SECTION 4 : SIGNATURES

Municipal Engineer:

.....

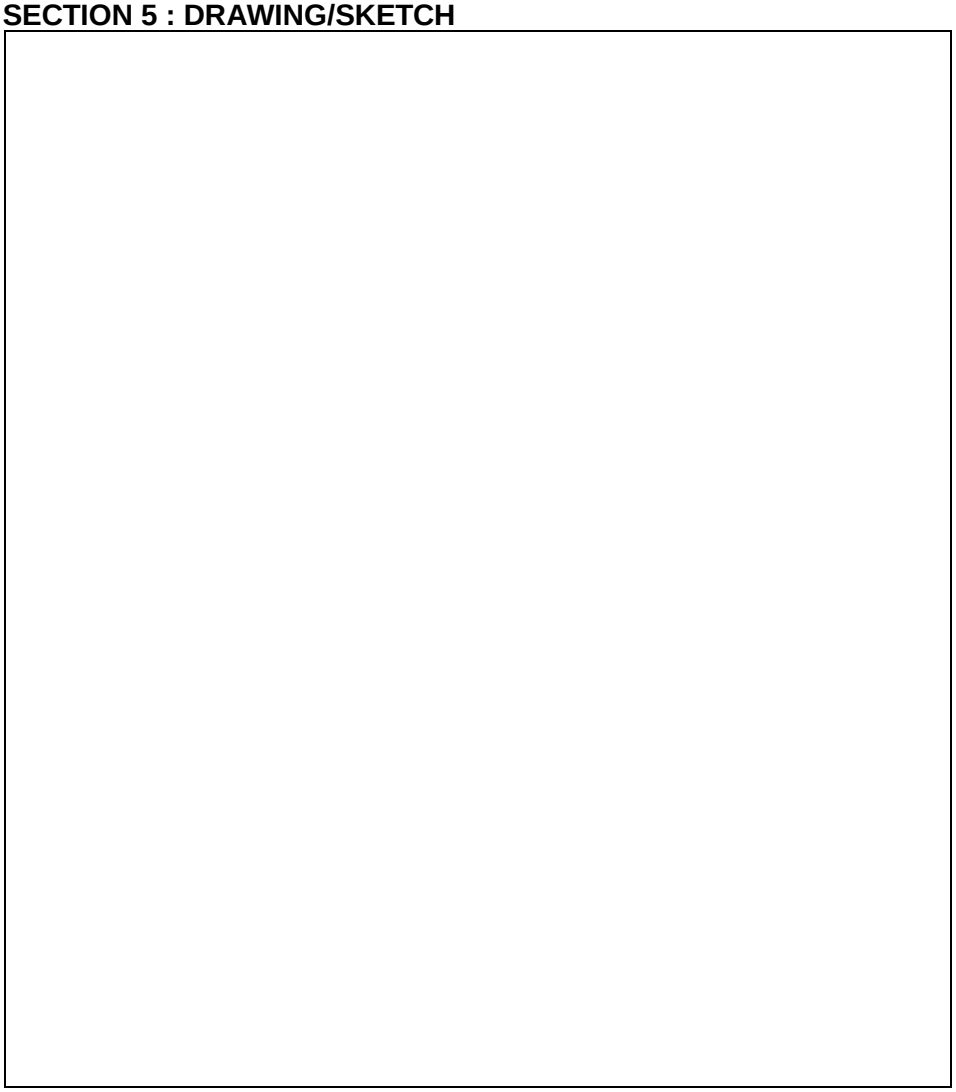
Name:
Date:

ECO:

.....

Name:
Date:

SECTION 5 : DRAWING/SKETCH



CHAPTER 9

DECOMMISSIONING PHASE

As the final phase in the project cycle, decommissioning may present positive environmental opportunities associated with the return of the land for alternative use and the cessation of impacts associated with operational activities. However, depending on the nature of the operational activity, the need to manage risks and potential residual impacts may remain well after operations have ceased.

The decommissioning phase EMP provides specific guidance with respect to the management of the environmental risks associated with the decommissioning stage of a project.

Closure and decommissioning impacts are likely to be similar to the construction phase impacts. The management actions and control under the construction phase EMP need to be implemented to mitigate the negative impacts on the environment and to restore the property to its natural state.

A decommissioning phase is where a structure is removed or otherwise modified to make it incapable for re-use for the original design purpose.

The results of environmental monitoring during the decommissioning phase will be used to assess the impact of the decommissioning on the surrounding environment and demonstrate compliance with regulatory requirements.

The actual scope of the decommissioning environmental monitoring will be established following consultation with the regulatory authorities. The format of decommission management strategy will probably be similar to that of earlier development phases and consist of the following:

- Management Principles

o Develop monitoring procedures in accordance with standard protocols and the requirements of the environmental legislation.
o Undertake environmental monitoring during the decommissioning phase as shown below.

Environmental monitoring during the decommission phase will include terrestrial flora rehabilitation monitoring.

CHAPTER 10

REHABILITATION SPECIFICATIONS AND SITE CLEAN-UP

The contractors must ensure that all temporary structures, equipment, materials and facilities used or created on site for, or during construction activities, are removed once the project has been completed. The construction sites must be cleared, and cleaned to the satisfaction of the developer.

Stabilisation and rehabilitation must take place immediately after construction operations have been completed. No vehicles or unauthorised personnel must be allowed onto areas that have been rehabilitated.

The areas impacted during construction must be stabilised and shaped according to the natural surrounding contours. If topsoil was removed during construction the topsoil must be used to stabilise the impacted areas.

The impacted areas must be re-vegetated with indigenous vegetation species within 3 months after completion of construction activities. Rehabilitated areas must be irrigated as and if required to ensure successful establishment of planted indigenous vegetation.

The rehabilitation of the site must ensure that the final conditions of the site is environmentally acceptable and that there will be no adverse long term effects on the surrounding environment especially the water resources.

The rehabilitated areas must be monitored on a monthly basis and after heavy rains for signs of erosion. If erosion occurred the ECO must be informed immediately who will then recommend erosion mitigation measures to be implemented.

Alien vegetation monitoring of the rehabilitated areas and surrounds must be conducted on an annual basis and if alien vegetation is detected the ECO must be informed immediately who will then recommend eradication methods.

CHAPTER 11

ENVIRONMENTAL AWARENESS INDUCTION COURSE MATERIAL

This section of the report is included in compliance with Section 24N (3) (c) of the National Environmental Management Act 107 of 1998.

WHAT IS THE ENVIRONMENT?

- Soil
- Water
- Plants
- People
- Animals
- Air we breathe

WHY MUST WE LOOK AFTER THE ENVIRONMENT?

- It affects us all as well as future generations
- We have a right to a healthy environment
- A Policy and System will be signed

HOW DO WE LOOK AFTER THE ENVIRONMENT?

- Report problems to your supervisor/ foreman
- Team work
- Follow the rules in the EMP

WORKING AREAS

Workers & equipment must stay inside the site boundaries at all times

RIVERS & STREAMS

- Do not swim in or drink from streams
- Do not throw oil, petrol, diesel, concrete or rubbish in the stream
- Do not work in the stream without direct instruction
- Do not damage the banks or vegetation of the stream

ANIMALS

- Do not injure or kill any animals on the site
- Ask your supervisor or Contract's Manager to remove animals found on site

TREES AND FLOWERS

- Do not damage or cut down any trees or plants without permission
- Do not pick flowers

SMOKING AND FIRE

- Put cigarette butts in a rubbish bin
- Do not smoke near gas, paints or petrol
- Do not light any fires without permission
- Know the positions of fire fighting equipment
- Report all fires
- Do not burn rubbish or vegetation without permission

PETROL, OIL AND DIESEL

- Work with petrol, oil & diesel in marked areas
- Report any petrol, oil & diesel leaks or spills to your supervisor
- Use a drip tray under vehicles & machinery
- Empty drip trays after rain & throw away where instructed

DUST

Try to avoid producing dust

NOISE

- Do not make loud noises around the site, especially near schools and homes
- Report or repair noisy vehicles

TOILETS

- Use the toilets provided
- Report full or leaking toilets

EATING

- Only eat in demarcated eating areas
- Never eat near a river or stream
- Put packaging & leftover food into rubbish bins

RUBBISH

- Do not litter – put all rubbish (especially cement bags) into the bins provided
- Report full bins to your supervisor
- The responsible person should empty bins regularly

TRUCKS AND DRIVING

- Always keep to the speed limit
- Drivers – check & report leaks and vehicles that belch smoke
- Ensure loads are secure & do not spill

EMERGENCY PHONE NUMBERS

Know all the emergency phone numbers:

- Ambulance:
- Fire:
- Police: 10111

FINES AND PENALTIES

- Spot fines of between R20 and R2000
- Your company may be fined
- Removal from site
- Construction may be stopped

PROBLEMS - WHAT TO DO!

- Report any breaks, floods, fires, leaks and injuries to your supervisor
- Ask questions!

ATTENDANCE REGISTER FOR ……	
PLACE ……..	TRAINER……
NAME & SURNAME	SIGNED
SIGNED ……	DATE & TIME ……

CHAPTER 12

COMPLIANCE WITH THE ENVIRONMENTAL AUTHORISATION

All conditions of the Environmental Authorisation must be adhered to onsite during the construction-, operational-, decommissioning- and rehabilitation phases of the proposed project. A copy of the Environmental Authorisation must be available on site together with the EMP and all contractors on site must sign the Declaration of Understanding as proof of awareness and understanding of all the conditions to be adhered to on site in terms of the EA and EMP.

CHAPTER 13

UPDATING/ADAPTING THE EMP

Although care has been taken to address all known relevant environmental issues for the development, it will become necessary to add or amend certain procedures or instructions to improve the efficiency of the EMP. Only those additions to, or amendments of, this EMP that will either improve environmental protection or can be proven not to have any negative effects would be considered to be included, and any amendments to the EMP must first be approved by the ECO and competent authority/ies i.e. DEA&DP.

REFERENCES

City of Cape Town (2002) Environmental Management Programme (Version 5) for Civil Engineering Construction Activities.

DEA&DP: ENVIRONMENTAL MANAGEMENT PROGRAMME. VER 5 (04/2002). Guideline Document for the ECO / ESO and the ER

Department of Water Affairs and Forestry, February 2005. Environmental Best Practice Specifications: Construction Integrated Environmental Management Sub-Series No. IEMS 1.6. Third Edition. Pretoria.

ANNEXURE A

Curriculum vitae of Lauren Ruth Abrahams
Environmental Assessment Practitioner
Eco Impact Legal Consulting (Pty) Ltd

Personal Details
Nationality: South African
ID: 8904250105082
Address: 70 Flintdale Road, Southfield, 7800
Date of Birth: 25.04.1989
Marital Status: Married
Health: Excellent
Language Proficiency: English - Excellent: speaking, reading, writing Afrikaans- Second language, moderate skill
Driver's license: Yes
Cell: 066 210 9892
Email: lauren@ecoimpact.co.za

Lauren Abrahams has completed her professional registration in terms of section 20(3) (b) of the Natural Scientific Professions Act, 2003 (Act 27 of 2003) as a Candidate Natural Scientist in the field of practice Biological Science (Registration number 100126/12).

Lauren has successfully completed an Ergonomics Risk Auditors course, which would allow her to conduct ergonomic risk assessments as well as the development and implementation of an ergonomic programme for the workplace.

Work Experience
August 2014 - Current – Environmental Assessment Practitioner and Online Legal Database Administrator at Eco Impact Legal Consulting (Pty) Ltd.
June 2013 - July 2014 - Research Assistant at SANParks Cape Research Centre, Tokai.
July 2012 - May 2013 - Research Assistant at SEAON, Egagasini Offshore Node, Cape Town.
October 2011 - May 2012 - Benthic Biodiversity Internship at SEAON, Egagasini Offshore Node, Cape Town.
May 2011 - July 2011 - Research Assistant at University of Cape Town, Department of Zoology.
June 2010 - November 2010 - Technical Assistant at Bayworld Research Centre for Research and Education.
April 2009 - March 2010 - Internship at Department of Environmental Affairs and Tourism.

Key Responsibilities:
Environmental Assessment Practitioner

- Drafting / Completing Application forms for Basis Assessment Reports and Full Scoping Environmental Impact Reports
- Drafting / Completing draft and final Basis Assessment Reports and Full Scoping Environmental Impact Reports
- Public participations process
- Drafting Environmental Management Plans
- Engaging with Departments / Stakeholders
- Conducting site visits

Projects successfully completed

- Application for Environmental Authorisation Low Cost Housing - Robertson Heights (30 September 2016)
- Application for Environmental Authorisation UISP Housing - Robertson Nkanini (10 March 2017)
- Application for Environmental Authorisation Malmesbury External Sewer Pipeline (07 November 2017)
- Application for Environmental Authorisation and WULA - Vegetation Clearing and Dam Expansion, Worcester (09 November 2017)

Online Legal Registers (ISO14001, OSHAS18001, ISO22000 and ISO50001)

- Keeping Legislation registers up to date in terms of amendments to law
- Build / compile legislation registers
- Summarising national, provincial and local legislation

Auditing (ISO14001; OHSAS18001; Sustainability)

- Schedule pre-audit meeting with the client and Send pre-audit meeting agenda to client
- Schedule audit dates with the client and Send audit schedule
- Drafting / write up audit reports
- Compiling of close out reports

Ergonomics Risk Auditing

- Conduct ergonomic risk assessments
- Develop and implement ergonomic programmes
- Provide training regarding ergonomic risks in the workplace

Other

- Compile “Aspects and Impacts Registers” for client’s sites
- Compilation of Integrated Waste Management Plans and Corrective Action Plans
- Water Use Applications
- Waste Licence Applications
- Environmental Permits / Licence Applications

Education

2010 - Cape Peninsula University of Technology
Degree Baccelaureus Technologiae Oceanography
Course work subjects: Applied Marine Biology; Fisheries Environment; Research Methodology: Natural Sciences; Economics.
Btech’s thesis - “Semi-automated classification of Sole eggs using the ZooScan/ZooProcess/Plankton Identifier System.”

2009 - Cape Peninsula University of Technology
National Diploma Oceanography
Course work subjects: Marine Biology; Conservation Ecology; Mathematics; Physics; Computer Skills; Chemistry; Communication Skills; Digital Systems; Statistics; Electronics; Oceanographic and Fishing Gear Technology; Oceanographic Instrumentation; Physical and Chemical Oceanography; Marine Science Practice.

2002 - 2006 - South Peninsula High School, Cape Town, Subjects: Mathematics, English, Afrikaans, Geography, Biology, Physical Science.

Additional courses

1. **2017 - Ergonomics Risk Auditor**

Lauren has successfully completed an Ergonomics Risk Auditors course, which would allow her to conduct ergonomic risk assessments as well as the development and implementation of an ergonomic programme for the workplace.

2. **2013 - Molecular Mining of Archive Samples Workshop UCT, South Africa 2013**

Workshop provided by The Oceans & Coasts Research Group, Department of Environmental Affairs (DEA) in association with The Marine Biological Association of the UK (MBA) and the Marine Research Institute (Ma-Re, UCT) and co-funded by the Partnership for the Observation of Global Oceans (POGO) and the Scientific Committee on Oceanic Research (SCOR). The workshop provided a combination of taught and hands-on practical's, within the format of a lab-based workshop, to illustrate "best practice" in acquiring molecular data from archived marine samples.

3. **2012 - CAD Training Centre**

Microsoft Access

4. **2011 - Marc Picheral** (Engineer for the C.N.R.S. (Centre National pour la Recherche Scientifique) - *Developer of the ZooScan (CNRS patented) and Image Analysis Software*)

Automated ZooScan system training course. The key objective of the system and its associated image analysis software is to facilitate the automation of the identification, size distribution and enumeration of zooplankton species and sediments in the waters of the world.

5. **2009 - I&J**

SAMSA Approved seagoing familiarisation course in accordance with Section A - VI/1.1 of the S.T.C.W code of 1995.
