

Job Title	Develop, review and update EMP	Knowledge that EMP is key management tool	Identify risks/hazards, review and update hazards	Establish and maintain O&Ts	Define environmental responsibilities and resources	Develop training needs program. Organise training	Reporting incidents to Pit Manager	Communicating with and reporting to external parties	Maintaining EMP documentation	Preventative maintenance of equipment and facilities	Chemical delivery and storage	Waste minimisation and management	Emergency response procedures – review and revision	Working in accordance with procedures	Organising/ conducting environmental audits	Management reviews/reporting of systems issues	Co-ordination of all environmental monitoring activities.	Conducting noise monitoring checks.	Conducting housekeeping inspections	Groundwater level gauging	Air monitoring equipment checks and maintenance	Obtaining weather forecasts	Daily visual monitoring of dust conditions and reporting to Pit Manager
Quarry Manager	✓	✓	✓	✓	✓	✓	✓	✓					✓	✓		✓							✓
Pit Manager	✓	✓	✓	✓	✓	✓			✓			✓	✓	✓	✓	✓	✓		✓			✓	
Quality Manager		✓				✓	✓		✓					✓	✓				✓				
Production Manager		✓					✓					✓		✓	✓	✓							✓
Quarry Supervisor		✓					✓			✓	✓	✓	✓	✓	✓				✓				✓
Safety Manager		✓					✓				✓			✓	✓								
Safety Planner		✓					✓							✓	✓								
Maintenance Manager		✓					✓			✓				✓	✓								
Maintenance Planner		✓					✓			✓				✓	✓								
All Staff		✓					✓							✓	✓								
Contractors		✓					✓				✓			✓	✓			✓		✓			✓