

EMP REVIEW PROCEDURE

This document specifies the procedure to be followed when reviewing the site Environmental Management Plan (EMP).

Site: Pakenham Quarry
Date prepared: 18.01.08

General

- A review of the entire EMP will be carried out by Readymix Quarry management, in consultation with the relevant Authorities.
- The Pit Manager will ensure that all the necessary information is collected beforehand to allow management to carry out the review.

Review Items

- Management reviews will identify any need to make changes to the objectives & targets, operating procedures and measures being taken to implement the EMP.
- The review items include, but may not be limited to:
 - Environmental objectives, targets and environmental performance.
 - Findings in EMP audits.
 - Corrective action arising from Incident Reports
 - Lessons learned from environmental incidents
 - Results of environmental monitoring
 - Complaints history
 - Changes to legislation or government policies
 - Changing expectations and requirements of interested parties
 - Advances in science and technology
 - Effectiveness of reporting and communication.

Frequency

- The site EMP will be reviewed at least every five (5) years.
- More frequent reviews may be conducted of all or part of the EMP.
- All reviews will be documented, records maintained and both record of reviews and minutes of review meeting(s) will be retained.
- A summary of the outcomes of the review will be communicated to all staff in the organisation.
- A copy of the draft reviewed EMP will be submitted to the ERC for its comments.
- The final agreed version of the draft reviewed EMP will be submitted to the Responsible Authority for approval.