

STORAGE AND USE OF HAZARDOUS MATERIALS, FUELS AND LUBRICANTS

Environmental Check List

STORAGE AND USE OF HAZARDOUS MATERIALS, FUELS AND LUBRICANTS

BBA-CKL-1000-1400-007A

Revision	Date	Revision Description	Prepared	Reviewed	Approved
A0	27 April 2007	Draft for BBA review	IW		
A1	9 May 2007	Draft for DTAE review	IW		
B0	31 Oct 2007	Revised after audit and issued for DTAE approval	IW	JD	JC

Operational Control Tables

Table OCO 7.1 Storage and Use of Hazardous Materials, Fuels and Lubricants

Location (Chainage/ Description):	Date of checklist report:	
<i>Check daily, record any non-conformance by date, report weekly</i>		Date
Controls	Non-conformance details	
1. Spill response kits stocked and in appropriate locations – check all spill kits.		
2. Hydrocarbons appropriately stored – check all storages.		
3. Drip trays in place for stationary equipment – check all stationary equipment.		
4. Hydrocarbon incidents investigated and controls implemented – check all incidents		
5. Site service checklists completed re oil leaks and control- check all checklists		
6. Chemical inventory maintained – check inventory		

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Verification/Audit (Environmental Outcomes):		
Frequency – For construction periods less than 1 month inspect weekly For construction periods between 1 and 3 months inspect fortnightly For construction periods greater than 3 months inspect monthly.		
1. Site inspection identified no evidence of hydrocarbon spill – slicks on water, oil on ground- check all storage areas.		
2. All employees completed induction, quiz 20% of employees on knowledge pertaining to hydrocarbon spill management		
3. Confirm availability and content of spill kits.		
4. Inspect and check all checksheets		
Continuous Improvement:	Assessed by:	
Non-Conformance Raised by:	Name:	
Issue:		
Date:	Date:	
Corrective Action:	Action:	
Improvement Opportunity Raised by:		
Issue:		
Date:	Report to:	
Improvement:		

If insufficient space, use number reference and add comment to back of form.