

DIXON SAND MAROOTA
MONTHLY SITE CONDITION CHECKLIST

This checklist is to be completed monthly by the Environmental Officer.
Completed checklists are to be retained and included in the Annual Review.

Date of inspection:	
Inspection by:	
Measured monthly rainfall (mm)	

	Yes (✓) No (X) NA	Comments	Actions	Actions Complete (Date/Sign)
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SEDIMENT CONTROLS

Site checked for potential erosion issues or transport of sediment from batters, vehicle access points, excavations, haul roads, vegetation clearing etc.				
Effectiveness and capacity of Erosion and Sediment controls checked (drains, basins, filters etc.)				
Stockpiles located and maintained correctly				
Tree clearance restricted to required area				

WATER QUALITY AND QUANTITY

Water sample taken daily for quality testing prior discharge of water. Water quality tested and EPL#3916 criteria for pH, TSS and turbidity complied prior to discharge.				
Weir (S18): Daily volume of water discharged recorded.				
6 monthly monitoring of groundwater quality at six bores on Lots 1&2 and two bores on Lot 196.				
Monthly depth measurement of all groundwater bores and comparison with rainfall				
Monthly inspection of drainage & sediment controls including water storages, pumps, pipes and dams' walls				
Any Fuel or oil spills reported and maintained				
Fuels/chemicals stored in bunded areas				

AIR QUALITY

Continuous static dust (collected for analysis monthly)				
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On site dust suppression				
Loads covered entering and leaving site				
No burning of vegetation				
Wind speed, direction and rainfall recorded				
NOISE				
Operation only during hours of operation				
No complaints received from school, residences or local community members.				
6 monthly monitoring at Maroota PS				
Flora & Fauna / Rehabilitation				
Sightings of threatened species reported				
No disturbance of buffer/conservation areas				
All buffer/conservation area fencing/markings intact				
Rehabilitation undertaken to schedule				
Success of rehabilitation of buffers, conservation areas & rehabilitation areas				
Rehabilitation near school during holidays				
Flora and fauna monitoring program undertaken to schedule				
ARCHAEOLOGY				
Stop work if sites located – OEH notified				
WASTE & SITE CONDITION				
No rubbish visible or buried on site				
Recyclables removed by licensed Contractors				
Putrescible waste covered and regularly removed				
ROAD & TRAFFIC				
Weekly inspection of Old Northern Rd/Crown Rd intersection and sand/clay removed as necessary.				

EP4.1 Monthly Site Condition Checklist

Crown Road, Old Northern Road near site, intersection & haul roads in good state of repair.				
Truck movements have not exceeded 180/day, or 40 between 6-7am.				
Weighbridge/log book records forwarded to Council monthly				
EXTRACTION PROGRAM				
Extraction depths from monthly checked control points (see EP7) in accordance with extraction program.				
REPORTING				
Complaints register maintained				
Environmental incidents reported to EPA				

Signed: (Environmental Officer)

Pre-Clearing “Fauna and Flora” Assessment (Part A)

(7 Days Prior to clearing)

Pre-clearing assessment and completed Checklist (Part A) must be submitted to Dixon Sand’s Manager at least seven (7) days prior to clearing commencement.

Clearing must not commence in any part of the area until the following documents are submitted to Dixon Sand’s Manager:

1. Pre-Clearing Fauna and Flora Assessment (Part A) – completed by Site Supervisor
2. Pre-Clearing and Ground Disturbance “Permit to Clear” (Part B) – completed by an Ecologist / Enviro Officer.
3. Hollow Inspection Checklist (Part C) *if any Hollow Bearing Tree(s) is present* – completed by an Ecologist / Enviro. Officer
4. Clearing Data Sheet (Part D) – completed by the Site Supervisor / Enviro. Officer.

Project: Dixon Sand Quarry		Inspection Date:	
Quarry Name		Comments	
Lots		Stage	
#	Control Measures	Y / N / NA	Required Actions Undertaken/ Relevant Information Provided/Comments
Project Ecologist			
4	Have EECs been identified and marked in the field? If yes, provide details of location and EEC on plan.		
5	Have all habitat trees been identified and clearly marked on site? Trees are to be spray painted with an individual number/ID (i.e. H01) on two sides of the tree. Provide a map and details of identified habitat trees (i.e. ID, species, DBH, height, no/size/type of hollows).		
6	Were any fauna identified during the pre-clearing assessment? If yes, follow the <i>Fauna Handling and Rescue Procedure</i> . Provide a brief description of fauna and any actions taken.		
7	Were any threatened fauna species identified during the survey? If yes, mark clearly on site (i.e. flagging tape) and follow the <i>Unexpected Threatened Species Find Procedure</i>		
8	Were any threatened flora species identified during the survey? If yes, clearly mark on site (i.e. flagging tape) and follow the <i>Unexpected Threatened Species Find Procedure</i>		
9	Have any trees outside the clearing limit been deemed unsound? If yes, clearly mark on site.		
10	Are there any Noxious weeds observed?		
Comments:			
Ecologist Signoff			
Completed by:		Signature:	Date:
I have inspected the clearing area and consider that provided all actions are undertaken, that all measures have been implemented as required.			

Pre-Clearing and Ground Disturbance “Permit to Clear” Checklist (Part B)

Checklist to be completed by Dixon Sand’s delegated Site Supervisor and submitted to the Environmental Officer at least two (2) days prior to clearing commencement. Clearing must not commence in any part of the area until this vegetation clearing permit has been approved.

Project: Dixon Sand Quarry		Inspection Date:	
Vegetation Clearing Locations – Attach drawings/sketches/maps if required		No. of Attachments:	
Quarry Name	Lots	Stage	Comments
#	Control Measures	Y/N/NA	Comments / Corrective Actions
1	Have the clearing limits been established?		
2	Has the limit of clearing been clearly fenced off?		
3	Is protective fencing installed around EECs and heritage items?		
4	Have areas of weed infected topsoil been identified?		
5	Have habitat trees and/or trees to be preserved been identified and marked?		
6	Have the relevant construction personnel been briefed on the 2 stage clearing process and any specific area issues?		
7	If near a creek or waterway crossing, ensure riparian zone is managed in accordance with Flora and Fauna Management Plan		
8	Have sediment control measures been installed before clearing as required by the Soil and Water Management Plan?		
9	Has the Environmental Officer and Ecologist been notified and scheduled to undertake pre-clearance and clearance activities? Have fauna release sites been identified?		
10	Is a copy of <i>Fauna Handling and Rescue Procedure</i> available?		
Comments:			

Completed by:		Signature:		Date:	
I have reviewed the “Permit to Clear” checklist and all measures have been implemented as required. The clearing between the above mentioned chainages may proceed in accordance with this procedure.					
Hold Point Signoff:					
Environmental Officer Sign-off					

Hollow Inspection Checklist (Part C)

Project:	Dixon Sand Quarry	Inspection Date:						
Criteria		Answer / Comments						
Ecologist Name:								
Tree ID:								
Species								
Location:								
Hollow Details		Type	Entrance		Depth	Height from ground	Suitability/ evidence of fauna	
			Shape	Size				
1								
2								
3								
4								
5								
6								
7								
8								
Fauna Observed/Caught		Species		#	Age/breeding status	Treatment	Release Details	
1								
2								
3								
4								
5								
6								
7								
8								
Comments:								
Completed by:					Signature:			
							Date:	

Fauna Handling and Rescue Procedure

Purpose

This procedure explains the actions to be taken if an injured, shocked, juvenile animal or eggs are discovered on the project site that require handling or rescue during vegetation and soil clearance and ongoing construction activities.

Scope

This procedure is applicable to all native and introduced species found on the project site.

Induction/Training

All site personnel will attend the project induction, which will include a section on Fauna.

Procedure

In the event injured wildlife (including shocked animals, juvenile animals or eggs) are discovered on the project site during vegetation and soil clearance and ongoing construction activities, the following steps shall be taken:

1. **STOP ALL WORKS** in the vicinity of the fauna and immediately notify the Site Supervisor, who is then to notify the Environmental Officer.
2. To minimise stress to native fauna and remove the risk of further injury, the Environmental Officer shall:
 - a. Cover large animals with a towel or blanket and place in a large cardboard box and/or hessian bag;
 - b. Place smaller animals in a cotton bag, tied at the top; and
 - c. Keep the animal in a quiet, warm, ventilated and dark place away from noisy construction activities

NOTE: Some animals require particular handling (e.g. venomous reptiles, raptors) and should only be handled by appropriately qualified person i.e. WIRES representative/licensed fauna ecologist).

3. If the animal cannot be handled (e.g. venomous reptiles):
 - a. Exclude all personnel from the vicinity; and
 - b. The exact location of the animal is to be recorded and provided to the Ecologist and/or appropriate rescue agency
4. Call the Project Ecologist, Veterinary Clinic or Wildlife Carer (details below) immediately and follow any advice provided. The Ecologist may nominate to contact rescue agency (e.g. WIRES) to assist. Any decisions regarding the care of the animal will be made by the Ecologist, with advice from the rescue agency where applicable. The relevant fauna rescue services and local veterinary surgeries contact details are as follows:

Agency/Business	Phone Number
Onsite Environmental Management	(02) 4935 2300 0407720777 (Brooke) 0408 461 092 (David)
WIRES Wildlife Rescue	1300 094 737
Glenorie Veterinary Clinic 1589 Old Northern Road, Glenorie	02 9652 1338

5. Relocation of fauna along the footprint will be undertaken by the Ecologist or the Environmental Officer and will be recorded on the Fauna Rescue and Relocation Register. If the animal is not injured or stressed, it may be released nearby in an area that is not to be disturbed by the construction, in accordance with the following procedures:
 - a. Sites identified as suitable release points by the Ecologist or WIRES rescuer;
 - b. Release will be into similar habitat as close to the original area as possible;
 - c. If the species is nocturnal, release will be carried out at dusk; and
 - d. Release would generally not be undertaken during periods of heavy rainfall