



EPA
VICTORIA



Construction – Guide to preventing harm to people and the environment

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Includes information about
the new environmental laws



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We thank everyone for their contribution and commitment to keeping Victoria prosperous and liveable by preventing and reducing harm from pollution and waste.

Disclaimer

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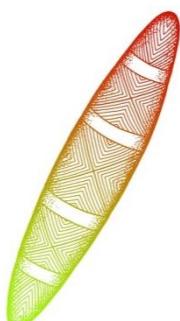
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EPA acknowledges Aboriginal people as the first peoples and Traditional custodians of the land and water on which we live, work and depend. We pay respect to Aboriginal Elders, past and present.

As Victoria's environmental regulator, we pay respect to how Country has been protected and cared for by Aboriginal people over many tens of thousands of years.

We acknowledge the unique spiritual and cultural significance of land, water and all that is in the environment to Traditional Owners, and recognise their continuing connection to, and aspirations for Country.



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1. Introduction

Many things we do at work can cause pollution and create waste. This can put our health and our land, air and water at risk of harm.

From 1 July 2021, the *Environment Protection Act 2017*¹ (EP Act) and [Environment Protection Regulations 2021](#) (EP Regulations) take effect. These laws require all businesses to take proactive steps to [manage risks](#) of harm from pollution and waste.

By preventing harm and complying with the law, you keep your community safe, [lower your environmental impact](#) and potentially [save time and money](#).

What you consider to be minor pollution and waste adds up. Think about the combined impact of every business on our health and the environment.

The **construction industry** includes residential and non-residential construction, building structure services, installation services, heavy and civil engineering, land development and site preparation.

Purpose of this guide

This guide includes information about how to manage your risks, including examples of how this can be done using a simple four-step process.

It also provides an overview of your legal obligations under the EP Act, including the [general environmental duty \(GED\)](#) and highlights parts of the EP Regulations that may apply to your activities.

To help you work out which of your activities have the most potential to cause harm, this guide contains a list of common hazards in construction, plus information about managing waste, contaminated land and noise.

This guide will not tell you what specific controls to put in place to manage your risks – it links to guidance which has information about controls, and you can decide what best suits your circumstances. The guide also has a list of resources and where to go for more help.



The **EP Act** outlines your broad duties. The **EP Regulations** support the EP Act and address some risks of harm that need further controls. This includes specific requirements for particular hazards, where appropriate.

Throughout the guide there are specific references to sections of the EP Act (for example, s80) or regulations (for example, reg 16) if you would like to refer to the legislation for the provisions in full.

Note: References to 'you' are to any person engaging in an activity that may give rise to risks of harm. This will include business owners, whether companies or sole traders.

¹ Environment Protection Act 2017 as amended by the Environment Protection Amendment Act 2018.

2. How to manage your risks

As a business owner, whether a company or sole trader, it is your responsibility to understand and manage the risks of harm from pollution and waste to people and the environment from any work you do.

In straightforward situations, managing risks will involve thinking through your activities and taking simple steps to avoid harm. For example, making sure your rubbish goes in the right bin, and chemicals don't go down stormwater drains and into our waterways.

In larger businesses or those that carry out a lot of different activities with greater risks of harm, more complex systems, procedures and documentation may be required to manage risks.

Use these four steps to help manage your risks:

Step 1 – Identify any hazards from your business activities that could cause harm.

Step 2 – Assess the risk, based on the likelihood of the hazard causing harm, and the consequence of that harm.

Step 3 – Implement suitable control measures, based on what is reasonably practicable for your business, with the aim of choosing the highest level of protection and reliability.

Step 4 – Check controls regularly to make sure they are working, well maintained, effective and remain the most appropriate option. This process includes monitoring control measures and identifying any changes that may need to be made to improve their effectiveness.



Useful resources:

- [Assessing and controlling risk: a guide for business](#) (publication 1695) – this includes an example of a risk register where you can list your hazards and risks.
- [Self-assessment tool for small business](#) (publication 1812) – check what actions you can take to manage the risks of your business causing harm to people and the environment.
- [Action plan](#) (Appendix A in this guide) – you can use this template to list what actions you can take to improve the way you control risks.

Note: Keeping a risk register or plan can help you demonstrate what steps you have taken to manage your risks.

Risk management examples

These examples show how to use the four-step risk process to manage environmental hazards.

A. Managing risks from masonry and other solid waste

Rayna is a registered builder and works on construction and demolition sites with industrial waste materials such as bricks, concrete, timber and steel.

Rayna has a good grasp of what to do to reduce the risk of material offcuts and demolition waste from harming people and the environment. Rayna keeps up with industry news and reviews guidance from EPA on how to safely store industrial waste onsite and legally dispose of it.



At every work site and during toolbox sessions, Rayna routinely **identifies** all likely types of industrial waste from masonry and other solid materials that may become unwanted. Rayna also plans ahead for a suitable location for these industrial waste materials and **assesses** the risks and impact on nearby neighbours, drains and local waterways.

Rayna stores the masonry and other solid industrial waste materials in a designated stockpile (which is placed away from drainage and not piled too high) or in clearly labelled waste bins for each type of waste.

Rayna prefers to re-use or recycle where possible because it's one of the best ways to reduce the chance of the materials harming the environment. It also saves time and money that otherwise might be spent looking for items or sourcing new materials. By giving the waste a second life, Rayna is reducing pressure on sourcing new raw materials.

Another control Rayna **implements** is segregating her industrial waste. Any masonry and other solid materials that can't be re-used or accepted by a recycler is sent to a site that is lawfully able to receive it.

For industrial waste containing asbestos, Rayna arranges for it to be transported by a vehicle with an EPA permission and disposed at a waste facility licensed to accept it. Rayna uses waste tracker to inform EPA each time this reportable priority waste changes hands.

Knowing that conditions onsite always change, Rayna does inspections at the start and end of each day, **checking** that all solid waste and rubble is sorted and stockpiled appropriately.

B. Managing the risk of sediment entering waterways

The construction company Ahmed works for does work in populated areas with heavy vehicle and foot traffic. As the role involves site planning, Ahmed knows it's important to understand how construction activities can harm people and the environment.

Ahmed **identifies** how water flowing across disturbed ground on a site can be a common hazard for the movement of sediment. Ahmed knows that sediment can enter stormwater drains and waterways, and impact the health of people downstream, as well as plant and aquatic life – especially if it contains contaminants.



Before any job starts, Ahmed **assesses** site drainage across the site, considering the amount of rainfall, proximity to local waterways and stormwater drains, and likelihood of flooding. Ahmed also assesses the nature of the site surface including soil types and any potentially contaminated soils, surface slopes, vegetation cover and depth to groundwater. Ahmed then **implements** suitable controls to prevent erosion and transport of sediment, such as using swales or lined channels to divert rainwater away from exposed soil onsite.

For more complex site conditions, Ahmed calls on the expertise of an environmental consultant for advice. Ahmed found some good tips on working with consultants in EPA's fact sheet, [Engaging consultants](#) (publication 1702).

Ahmed regularly **checks** each control is working as intended. Hazards are reassessed when any conditions on the site change.

3. Your legal obligations

Victorian environment protection laws introduce a duty focused on prevention, called the [general environmental duty \(GED\)](#). This duty requires you to put in place [reasonably practicable](#) measures to eliminate or reduce the risks of harm to people and the environment from pollution and waste.

This means you need to proactively [manage your risks](#) of harm as well as deal with the impacts of pollution and waste after they occur. EPA works with people to help them understand the law and what they need to do to comply.

You may already manage some environmental risks through your efforts to comply with Victoria's occupational health and safety (OHS) and dangerous goods laws. For example, using and storing chemicals and fuels safely, and keeping your business clean and tidy. You may also be familiar with 'reasonably practicable', a term used in OHS.

The core duties in the EP Act are outlined on pages 9 to 14 of this guide. In some instances, there may be specific requirements detailed in the EP Regulations. These are signposted throughout the guide.

EPA's compliance and enforcement approach involves encouragement and deterrence to motivate action. For more information see [Chapter 5 – How environment protection law is enforced](#).

It's important to note that a breach of the GED could lead to civil or criminal penalties if you are a business or conducting an undertaking, even if harm has not occurred.

'Reasonably practicable'

means

you must put in proportionate controls to mitigate or minimise the risk of harm.

To show you have thought about what is reasonably practicable, consider these six factors:

1. Eliminate first
2. Likelihood
3. Degree
4. Your knowledge about the risk
5. Availability and suitability of controls
6. Cost of controls

See [Reasonably practicable](#) (publication 1856) for more information.

The [environment reference standard \(ERS\)](#) is a new tool made under the EP Act. The ERS identifies environmental values the community wants to achieve and maintain. For example, clean water for drinking and swimming, and sound levels that let us sleep at night.

The ERS shows whether environmental values are being met or threatened. It covers four aspects of our environment: ambient air and sound, land and water. Water includes surface water and groundwater.

The ERS provides a reference to help make decisions. It does not set compliance limits. To find out how the ERS is applied go to epa.vic.gov.au (epa.vic.gov.au/about-epa/laws/epa-tools-and-powers/environment-reference-standard/applying-the-standard).

Summary of environmental duties (in the Environment Protection Act 2017)²

This legal requirement	Means you have to...
<p><u>General environmental duty (s25-27)</u></p>	<p><i>Understand</i> how your business activities may give rise to risks of harm to human health or the environment from pollution or waste.</p> <p><i>Put in place</i> reasonably practicable measures to eliminate or reduce identified risks of harm from pollution or waste.</p> <p><i>Use and maintain:</i></p> <ul style="list-style-type: none"> • plant, equipment, processes and systems in a way that minimises risks (for example, maintain machinery and equipment in accordance with manufacturer's specifications) • systems for identifying, assessing and controlling risks • adequate systems to ensure that if a risk of harm eventuates, harmful effects are minimised. <p><i>Ensure</i> all substances are handled, stored, used and/or transported in a way that minimises risks.</p> <p><i>Provide</i> information, instruction, supervision and training to people engaged in activities to enable them to comply with the GED (for example, undertake toolbox sessions where practicable).</p> <p>Note: It doesn't matter whether an adverse impact on people and/or the environment has or has not occurred. The GED is breached whenever there is a <i>risk</i> of harm not being proportionally managed.</p> <div style="border: 1px solid black; padding: 10px; background-color: #e6f2ff;"> <p>If you engage in an activity that involves the design, manufacture, installation or supply of a substance, plant, equipment or structure you must, so far as reasonably practicable:</p> <ul style="list-style-type: none"> - <i>Minimise</i> risks of harm to people or the environment from pollution and waste arising from the design, manufacture, installation or supply of the substance, plant, equipment or structure when used for the purpose for which it was designed, manufactured, installed or supplied. - <i>Provide</i> information to each person about the purpose of the substance, plant, equipment or structure and any conditions necessary to ensure it can be used in a way that reduces the risks of harm. </div>

² Environment Protection Act 2017 as amended by the Environment Protection Amendment Act 2018.

This legal requirement	Means you have to...
<u>Duty to take action to respond to harm caused by a pollution incident (s31)</u>	<p>Restore the areas affected by a pollution incident to their previous state, so far as reasonably practicable.</p> <p>Should a pollution incident occur, the person engaging in the activity that is likely to, or has, caused harm to human health and/or the environment must take action to clean up. They must restore the affected areas to their previous state, so far as reasonably practicable.</p>
<u>Duty to notify Authority of notifiable incidents (s32-33)</u>	<p>Contact EPA on 1300 372 842 (1300 EPA VIC) as soon as practicable if a pollution incident happens that causes or threatens material harm³ to human health or the environment.</p> <p>This applies as soon as the person engaging in an activity that results in a pollution incident becomes aware (or ought to have been aware) of the pollution incident.</p> <p>When notifying EPA provide information about:</p> <ul style="list-style-type: none"> • the type of incident, for example, an oil or fuel spill, or fire • where and when it happened • the harm or possible harm • the circumstances in which it occurred, or how you think it happened, and • proposed action to deal with the incident.

³ Material harm means harm that is caused by pollution or waste that has an adverse effect on human health or the environment that is not negligible; has an adverse effect on an area of high conservation value or of special significance; or results in, or is likely to result in, costs in excess of \$10,000 or a higher amount prescribed by the EP Regulations being incurred to take action to prevent or minimise the harm or to rehabilitate or restore the environment to the state it was in before the harm.

This legal requirement	Means you have to...
<p><u>Duty to manage contaminated land (s39)</u></p>	<p><i>Minimise, so far as reasonably practicable, risks of harm to human health and the environment arising from contaminated land (vacant or occupied), including groundwater, under your management or control.</i></p> <p><i>Investigate further and undertake an assessment to understand the risks of the contamination.</i></p> <p>Note: A suitably qualified and experienced professional, such as an environmental consultant, or EPA-appointed environmental auditor who specialises in contaminated land, can assist you if required.</p> <p><i>Provide and maintain measures to minimise risks of harm to human health and the environment, including undertaking clean-up activities, where reasonably practicable.</i></p> <p><i>Provide adequate information to any person who might be affected by the contamination. This includes adjacent landowners if contamination is migrating offsite. Adequate information includes information about the contamination, the results of any investigation and risks of harm to human health or the environment.</i></p> <p>This duty applies regardless of who caused the land or groundwater to be contaminated or when contamination took place. It also applies regardless of whether EPA is aware of the contamination or has issued any notices.</p> <div style="background-color: #e0f2ff; padding: 10px;"> <p><i>How to work out whether you are in control of the land</i></p> <p>Persons in management or control of land include those who hold a legal interest in the land, such as:</p> <ul style="list-style-type: none"> • an owner, occupier or lessee, • committee of management (or similar). <p>It may also include persons who hold right of way, use, access or entry onto land (when exercising those rights).</p> <p>The extent of the management or control that a person has over the land will be relevant in considering whether that person has complied with the duty to manage contaminated land so far as is reasonably practicable.</p> <p>For more information see Assessing and controlling contaminated land risks: A guide to meeting the duty to manage for those in management or control of land (publication 1977).</p> </div>

This legal requirement	Means you have to...
<p>Duty to notify of contaminated land (s40)</p>  regs 8-15	<p>Contact EPA on 1300 372 842 (1300 EPA VIC) as soon as practicable if the land you manage or control is contaminated by notifiable contamination (as set out in the EP Regulations). This includes contamination to groundwater. EPA will publish guidance on the duty to notify in 2021.</p> <p>This duty applies as soon as the person/s who manages or controls the land becomes aware (or ought to have been aware) of the contamination, regardless of when the contamination took place.</p> <p>The duty is intended to expand EPA's knowledge about contaminated sites in Victoria.</p>
<p>Duties relating to industrial waste (s133-137)</p>  regs 60-64	<p>Ensure industrial waste is deposited or received at a 'lawful place' – this means a place or premises authorised to receive that waste. This requirement applies to producers, transporters and receivers of industrial waste.</p> <p>Obtain the consent of the permission holder, occupier or person in management or control of the place authorised to receive the waste before you deposit it.</p> <p><i>Take all reasonable steps</i> before giving up management or control of industrial waste to another person for the purposes of transport. This is to ensure it will be safely transported to an authorised place.</p> <p>Reasonable steps include (but are not limited to):</p> <ul style="list-style-type: none"> • <i>identifying and classifying</i> the type of industrial waste • <i>describing</i> the industrial waste to the person collecting, consigning, transferring or transporting the industrial waste for disposal • <i>checking</i> that the place the transporter is planning to take the industrial waste can lawfully receive that waste. <p>Note: If you are a facility receiving industrial waste, you must be authorised to receive it.</p>

This legal requirement	Means you have to...
<p>Duties and controls relating to priority waste (s138-141)</p>  regs 65-70	<p><i>Classify</i> the priority waste you manage or control in accordance with the EP Act and EP Regulations.</p> <p><i>Take</i> all reasonable steps to ensure any priority waste you manage or control is contained so it can't escape and is isolated to ensure resource recovery remains practicable. Note: This requirement applies to producers, transporters and receivers of priority waste.</p> <p><i>Provide</i> to the person who collects, consigns, transfers or transports the priority waste, information (where reasonably available) about:</p> <ul style="list-style-type: none"> • its nature and type • any risks of harm in relation to the priority waste • any other relevant information necessary for them to comply with the law. <p>Before deciding to dispose of any priority waste to landfill, <i>take</i> all reasonable steps to <i>investigate</i> if you can re-use or recycle the priority waste. Also investigate how you can avoid producing or generating similar waste in the future.</p> <p>Some ways you can investigate alternatives to waste disposal include (but are not limited to):</p> <ul style="list-style-type: none"> • considering EPA guidelines or other relevant publications • considering the availability of any relevant technology used in resource recovery • consulting someone with relevant expertise and/or industry associations for further guidance.
<p>Duties and controls relating to reportable priority waste (s142-143)</p>  regs 71-85	<p><i>Record</i> and <i>notify</i> transaction details relating to reportable priority waste in accordance with the EP Regulations. You must do this via EPA's online waste tracker tool, which replaces electronic waste transport certificates in 2021.</p> <p>Note: Reportable priority waste is a subset of priority waste and carries the highest level of controls. It is reserved for waste types with the highest levels of risk.</p> <p>If you <i>transport</i> reportable priority waste, <i>ensure</i> you have the relevant permission.</p> <p>If someone transports reportable priority waste on your behalf, <i>ensure</i> they have the relevant permission.</p>

Additional obligations that might apply to your specific activities

In addition to duties under the EP Act, the EP Regulations might apply to your activities.

The EP Regulations help address some risks of harm that need further controls. This includes where there is known risk of mismanagement or there could be significant impacts on human health or the environment.

In some instances, EP Regulations may also be necessary:

- for the legislation to function
- when duty holders need greater certainty or consistency to comply with the duties listed in the table on the previous pages.

As well as EP Regulations relating to permissions (page 15), waste management (page 28), contaminated land (page 31) and noise (page 33), consider whether any of the following apply to you:

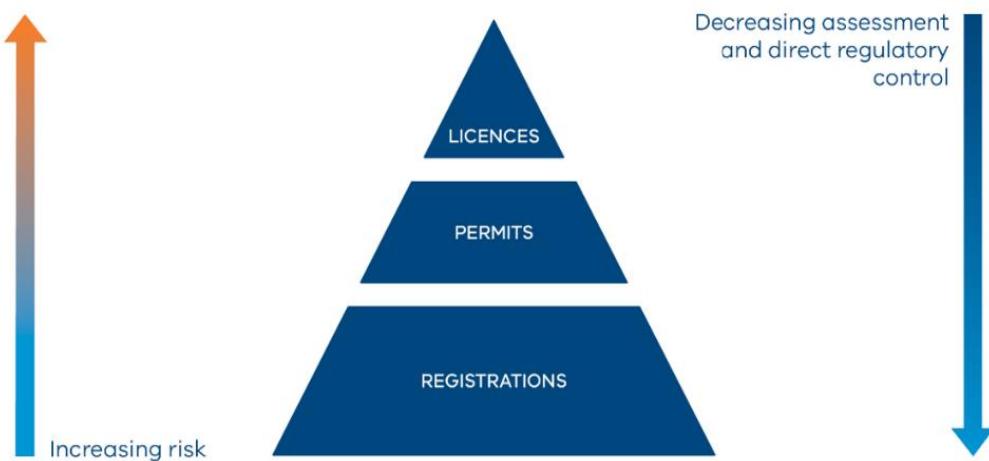
- Certain **chemical substances** must not be processed, stored, or used unless EPA has been notified of the intention to do so, and EPA has given you notice that the activity may be undertaken. These prohibited chemical substances generally comprise chlorofluorocarbon (CFC) substances that destroy our ozone layer (reg 102).
- If you use **methyl bromide** (for example, for fumigation for pest and disease control), you must, so far as reasonably practicable, replace it with an alternative substance or technology. If it is reasonably practicable to replace it, you must eliminate or reduce emissions. For pest and disease control, this can be done by recovering the methyl bromide and returning it to the supplier (reg 111).
- Motor **vehicles** that emit visible smoke, or exceed exhaust and noise limits must not be used or sold (regs 135-149). It is an offence to sell a motor vehicle that is subject to a vehicle testing notice (regs 156-158).

See the [EP Regulations](#) at epa.vic.gov.au/about-epa/laws/new-laws/subordinate-legislation.

4. Permissions

Under the environment protection laws, EPA issue [licences, permits and registrations](#). These are collectively referred to as 'permissions' (regs 16-42) and work with the general environmental duty. They ensure certain standards and conditions are met across a range of activities.

The nature of your activities determine if you need a permission, and the level of control that needs to be put in place. Permissions are set by Schedule 1 of the EP Regulations (see the table on the next page for examples and **Appendix B: Prescribed permission activities**).



Licences – are for prescribed activities that need the highest level of regulatory control. Applications involve a detailed assessment. Licences granted include customised conditions EPA regularly checks compliance with.

There are three types of licences: pilot project licence, development licence, and operating licence. The type of licence you may need will depend on your activities:

- a pilot project licence is for research and development of a new technology or technique
- a development licence is for the design, construction and modification of high risk activities
- an operating licence is for ongoing operational activities.

Permits – are for prescribed activities that are moderate or high risk but low complexity. The conditions of a permit provide additional direction and clarity about how to manage your risks.

Registrations – are for low-risk prescribed activities. Registrations are automatically granted upon application and include standard conditions to help you manage your risks.

Applying for an exemption – in some situations, EPA may grant an [exemption](#) from a licence or permit. For example, where an activity has a low risk of harm. If you receive an exemption it may be subject to conditions or specific requirements, which you must comply with or risk facing a penalty (EP Act, s44, s46, s80, s82).

Examples of what permissions are required

Licence	Permit	Registration
Large scale waste and resource recovery facilities	Temporary onsite waste treatment (A19)	Small scale waste and resource recovery facilities
Cement works (H01)	Containment of Category D waste soil on a project site	Temporary storage of asbestos
Mineral wool works (H04) <i>Note: Mineral wool is a type of insulation</i>	Discharge or deposit of waste to aquifer	Temporary storage of designated waste

For more information, see EPA's [draft Permissions Scheme Policy](#) (publication 1799), which describes how the three types of permissions work. Details for each permission activity are in Schedule 1 of the EP Regulations (see **Appendix B: Prescribed permission activities**).

Fees, assurances and other costs

There are [fees](#) for licences (regs 172-185), permits (regs 186-200) and some registrations (regs 201-203). See the [EPA website](#) (epa.vic.gov.au/for-business/fees/calculate-fees-and-fines) for information about how fees are calculated and how to pay them.

There are other fees relating to the emergency storage and use of waste, [better environment plans](#), applications for accredited consignors, site management orders (to revoke or vary) and for exemption applications (regs 209-215).

Some prescribed activities:

- require payment of an environment protection levy or waste levy (regs 43-52)
- may require submission of a [financial assurance](#) (regs 167-168) to EPA. This is to ensure appropriate funds are available if a cleanup is required and to prevent the community bearing the cost. There is a fee for review and release of financial assurances (regs 204-205).

These are highlighted in **Appendix B: Prescribed permission activities**.

5. How environment protection law is enforced

EPA compliance and enforcement

EPA works with industry to build knowledge and capability to prevent environmental harm.

We provide businesses with certainty, transparency and consistency. In turn, EPA expects duty holders to take proactive steps to inform themselves and comply with their obligations.

EPA supports compliance with guidance, education, and where appropriate, remedial action. We will strongly enforce the law if the environment or community is deliberately or negligently exposed to harm.



For more information, see EPA's [Regulatory strategy](#) (publication 1800) and [Compliance and enforcement policy](#) (publication 1798).

Who enforces environment protection laws?

EPA has a team of authorised officers (AOs), including environment protection officers (EPOs) and officers for the protection of the local environment (OPLEs), who inspect businesses and premises, provide guidance and advice about compliance, and enforce the law. Councils also have powers to enforce certain environmental laws under the EP Act and EP Regulations. Council officers can hold statutory appointments under the EP Act, such as a litter enforcement officer.

What happens if I don't manage my risks?

If an EPA AO reasonably believes you are not complying with your duties, they may give you compliance advice or use a remedial tool (see the table below and on the next pages for an overview) or sanction. The aim of this to address any harm, waste or contamination present and bring you into compliance with the relevant duties.

Remedial tools

Remedial tool	What it is
Compliance advice	<p>This may include information about how to comply with the law, interpret standards and/or other support on how to remedy non-compliance.</p> <p>While an AO will record this advice in a report it doesn't mean you necessarily have to follow the advice if you find another suitable way to comply.</p>

Remedial tool	What it is
<u>Remedial notices</u>	<p>These may be issued where an AO reasonably believes you are not complying with the law or where a harmful or unlawful situation exists.</p> <p>A remedial notice can also function as a formal record that EPA has sought action to remedy non-compliance. The range of remedial notices include:</p> <ul style="list-style-type: none"> • Improvement notice – requires you to take action to remedy non-compliance. A notice can request that you proactively address a risk. This means harm doesn't necessarily have to occur for EPA to issue an improvement notice. • Prohibition notice – requires you to stop an activity that has an immediate risk of harm. It may also require you to do other things to prevent or minimise the harm. • Notice to investigate – requires you to investigate whether: land is or may be contaminated; a pollution incident has occurred; industrial waste is at a place or premises unlawfully; or there is a risk of harm arising from pollution or the depositing, storing or handling of waste. This investigation will determine whether further action needs to be taken. • Environmental action notice – requires you to address the impact of pollution, waste and contamination. It is used when: land is or may be contaminated; a pollution incident has occurred; industrial waste is at a place or premises unlawfully; there is a risk of harm arising from pollution or the depositing, storing or handling of waste; or you haven't complied with a notice to investigate. • Non-disturbance notice – requires you to stop movement or prevent disturbance of anything at a place or premises. For example, if an AO believes it is necessary to carry out an investigation into non-compliance. • Waste abatement notice – requires you to address waste that: negatively impacts the public; negatively impacts the proper use of a place; or is a hazard to the environment. It may be issued by EPA officers or councils. It requires you to: conduct a cleanup to remove waste; restore places impacted by waste; modify activities that cause waste to be deposited; or lawfully dispose of waste.

Remedial tool	What it is
<u>Site management order</u>	<p>Used for the long-term management or rehabilitation of contaminated land or to undertake a broad range of actions to manage the risk of harm. It may be used when land is contaminated, or where there is a risk of harm from pollution and waste.</p> <p>Measures required by an order may include installing and maintaining infrastructure, monitoring of contamination on the site and ongoing reporting requirements.</p>
<u>Directions</u>	<p>Issued when an AO believes there is an immediate risk of harm, for example, during an emergency incident.</p> <p>Whether issued verbally or in writing, it is an offence to not follow directions unless there is a reasonable excuse not to.</p>

In certain circumstances EPA may determine that pursuing a sanction is warranted. This may be an infringement notice, enforceable undertaking or penalties determined by a court through civil or criminal proceedings. EPA will publish a policy on sanction powers in 2021.

What are the powers of an EPA AO?

EPA AOs can enter a place or premises to:

- conduct inspections
- assess and monitor compliance with the EP Act and EP Regulations
- determine whether there is a risk to human health or the environment from pollution and waste.

Possible reasons an AO may inspect your site include a report of pollution (for example, from a community member, local council or WorkSafe) or to check you are complying with your EPA approval, licence, permit or notice. It could also be in response to an emergency notification from an emergency services authority such as Fire Rescue Victoria.

Before starting an inspection, an AO will explain the role of each EPA officer present and the purpose of the inspection (such as responding to a pollution report). The AO will show their authorised officer identification card and discuss any OHS issues.

EPA AOs can:

- examine or test anything at the premises
- take samples away for analysis
- take pictures or recordings if required
- inspect documents
- request information
- take away anything that may be evidence of a breach of the Act.

Anyone at the premises must cooperate with the AO. There are also circumstances which an AO can enter residential premises.

See EPA's [Compliance and enforcement policy](#) (publication 1798) for more information.

6. Common environmental hazards in construction

Hazards you may commonly come across in construction include:

- air contaminants
- chemical spills
- dust
- erosion and sediment
- odour
- stormwater contamination
- noise
- waste
- wastewater.

See the tables on pages 21 to 27 for information about these hazards, and some examples of what may cause them. This isn't a complete list but gives you an idea of what could harm people and the environment if risks of harm aren't properly managed.

Some of the common sources of harm can impact many different areas of the environment as well as human health. These areas include, but aren't limited to:

- social surroundings (houses, hospitals, schools, playgrounds, public amenities)
- waterways and bays, sources of drinking water for people or livestock
- parks and recreational areas
- areas of public interest and cultural significance
- land or water with identified plant life, animal, life, ecosystem or environmental value.

These are also referred to as 'sensitive receptors'.

A single hazard can have multiple risks associated with it that can cause several harmful impacts. For example, poor management of stored chemicals can result in chemical spills, release of air contaminants, and surface water contamination.

Remember that every site is different and may have a unique set of hazards and risks. Putting in place controls to eliminate or reduce identified risks of harm from pollution or waste will help you meet your general environmental duty. Following standards in existing relevant regulatory legislation or codes of practice (for example, OHS) can also indicate that your common sources of harm are being managed appropriately.

Hazard: Air contaminants

Toxic or hazardous materials that are discharged into the air in the form of soot, ashes, fumes, gas, smoke etc.

Common sources of harm	Possible consequences if risks of harm from pollution and waste aren't managed	For more information, including controls
<ul style="list-style-type: none"> Demolition and excavation activities (for example, dust, asbestos) Sweeping, cleaning and polishing Land clearing and site civil works Operating poorly maintained machinery and vehicles (for example, fumes or smoke) Equipment leaks (for example, fuel or chemicals) Uncovered solvents and handling of volatile organic compounds (VOCs) Improper handling of gases such as carbon monoxide or acetylene Air emission from waste storage areas 	 Air pollution  Vegetation damage  Human health  Animal health  Dust  Cultural heritage	<u>Civil construction, building and demolition guide</u> (publication 1834) Check air quality in Victoria – <u>EPA AirWatch</u> <u>Air pollution</u> <u>Air quality</u> <u>Vehicle emissions and air quality</u>

Hazard: Chemical spills

The uncontrolled release of chemicals, regardless of the amount or whether the spill happens indoors or outdoors.

Common sources of harm	Possible consequences if risks of harm from pollution and waste aren't managed	For more information, including controls
<ul style="list-style-type: none"> Leaking containers, including chemical storage drums A site layout and design that fails to contain liquids if there is a spill (for example, inadequate bunding) Bulk storage tank failure Mismanagement of spill kits Poor storage and handling of chemicals, solvents, paints, glues and additives Spills during decanting of chemicals 	 Water pollution  Land and groundwater pollution  Air pollution  Offensive odour  Human health  Vegetation damage	<u>Civil construction, building and demolition guide</u> (publication 1834) <u>Liquid storage and handling guidelines</u> (publication 1698)

Hazard: Chemical spills

The uncontrolled release of chemicals, regardless of the amount or whether the spill happens indoors or outdoors.

Common sources of harm	Possible consequences if risks of harm from pollution and waste aren't managed	For more information, including controls
<ul style="list-style-type: none"> Storage of incompatible chemicals together Improper application of chemicals 	 Animal health  Cultural heritage	<u>Solid storage and handling guidelines</u> (publication 1730)

Hazard: Dust

Earth or other matter in fine, dry particles.

Common sources of harm	Possible consequences if risks of harm from pollution and waste aren't managed	For more information, including controls
<ul style="list-style-type: none"> Carpentry and woodwork (for example, medium density fibreboard) Operations including sandblasting, jack hammering, drilling, blasting and grinding Angle grinding, cutting or shredding materials Landscaping Cement and concrete preparation and mixing Bricklaying Masonry work Uncovered soil and waste stockpiles Unsealed roads Transporting soil and loose materials Demolition activities Civil earthworks (for example, site levelling, including cut and fill) Contaminated soil disturbance 	 Air pollution  Dust  Vegetation damage  Fire  Human health  Cultural heritage	<p>Check air quality in Victoria – <u>EPA AirWatch</u></p> <p><u>Civil construction, building and demolition guide</u> (publication 1834)</p> <p><u>Reducing erosion and sedimentation risk: guidelines for industry</u></p> <p><u>Solid storage and handling guidelines</u> (publication 1730)</p> <p><u>How to control dust from your business</u></p> <p><u>Work-based dust examples</u></p>

Hazard: Erosion and sediment

Erosion happens when wind or water wears away surface soil. Erosion can lead to a build-up of soil, rock and gravel in waterways and drains. We call this build-up sediment.

Common sources of harm	Possible consequences if risks of harm from pollution and waste aren't managed	For more information, including controls
<ul style="list-style-type: none"> • Removal of vegetation onsite • Excavation, handling and stockpiling of soil • Movement of plant and equipment across exposed soil • Driving trucks on unsealed roads 	 <p>Air pollution</p>  <p>Water pollution</p>  <p>Land and groundwater pollution</p>  <p>Dust</p>  <p>Vegetation damage</p>  <p>Human health</p>  <p>Cultural heritage</p>	<p><u>Civil construction, building and demolition guide</u> (publication 1834)</p> <p><u>Reducing erosion and sedimentation risk: guidelines for industry</u></p>

Hazard: Odour

Gases in the air that can cause an unpleasant smell.

Common sources of harm	Possible consequences if risks of harm from pollution and waste aren't managed	For more information, including controls
<ul style="list-style-type: none"> • Chemicals such as paint or solvent stored without containment • Inadequate site amenities (for example, portable toilets) • Uncontained organic waste / putrescible material • Excavated contaminated material • Poor storage and stockpiling of waste • Waste pick-up for removal • Stagnant waters • Operation of petrol-powered plant, vehicle and equipment • Fumes from machinery exhausts and ventilators 	 <p>Air pollution</p>  <p>Offensive odour</p>  <p>Human health</p>	<p><u>Odour advice for businesses</u></p> <p><u>Odour work-based examples</u></p>

Hazard: Stormwater contamination

Surface run-off from rain and storms into waterways (for example, creeks, rivers, wetlands and bays) can contain pollutants such as sediments, fertilisers, nutrients, chemicals, litter, and human and animal faeces. Stormwater drains do not lead to a treatment plant but connect to nearby creeks, rivers, wetlands and bays.

Common sources of harm	Possible consequences if risks of harm from pollution and waste aren't managed	For more information, including controls
<ul style="list-style-type: none"> • Water run-off from exposed land surfaces • Sediment run-off and erosion • Leaching of contaminants from uncontained waste and soil stockpiles • Old and leaking bunding • Cutting, grinding and welding • Detergents and cleaning agents (for example, spills or leaks) • Litter, including cigarette butts • Oil, grease and lubricants (for example, spills or leaks) • Spills when decanting chemicals • Cement receival and transfer areas • Inappropriate storage and handling of waste, including wastewater and soil and loose waste • Washing vehicles, tools, operating surfaces and equipment near waterways without containment or collection of wash waters • Uncontained used water resulting from activities including concrete works, brick cutting, roof tiling, caulking and rendering 	 Water pollution  Human health  Cultural heritage	<p><u>Civil construction, building and demolition guide</u> (publication 1834)</p> <p><u>How to prevent water pollution from your business</u></p> <p><u>Liquid storage and handling guidelines</u> (publication 1698)</p> <p><u>Solid storage and handling guidelines</u> (publication 1730)</p>

Hazard: Noise

Unwanted sound (including vibration) that's annoying, disturbing or harmful.

Common sources of harm	Possible consequences if risks of harm from pollution and waste aren't managed	For more information, including controls
<ul style="list-style-type: none"> Continuous use of plant and machinery such as concrete truck, earthmoving machinery or generators Boring and drilling Improper use of power tools Demolition activities Site preparation works Site cleanup and dismantling activities (especially night works) Vehicle movement and beepers Excessive vibrations (for example, unmaintained equipment) Improper use of radios/speakers 	 Animal health  Human health	Noise guidance for businesses Noise control guidelines (publication 1254) How to reduce noise from your business (publication 1481) Civil construction, building and demolition guide (publication 1834) Construction noise Transport noise

Hazard: Waste

Any matter, whether solid, liquid, gaseous or radioactive, which is discharged, emitted or deposited in the environment in a way that alters it. This includes unwanted or surplus material, irrespective of its potential use or value.

Common sources of harm	Possible consequences if risks of harm from pollution and waste aren't managed	For more information, including controls
<ul style="list-style-type: none"> Excess/unwanted liquid and solid chemicals and chemical containers Poor management of site amenities (for example, portable toilets) Litter, including cigarette butts Inappropriately contained sewage and sewage pipe leaks Uncontained wet and dry mud 	 Water pollution  Land and groundwater pollution  Air pollution  Fire  Offensive odour  Human health	Civil construction, building and demolition guide (publication 1834) How to dispose of waste from building, renovation or

Hazard: Waste

Any matter, whether solid, liquid, gaseous or radioactive, which is discharged, emitted or deposited in the environment in a way that alters it. This includes unwanted or surplus material, irrespective of its potential use or value.

Common sources of harm	Possible consequences if risks of harm from pollution and waste aren't managed	For more information, including controls
<ul style="list-style-type: none"> Improper handling and storage of industrial and hazardous waste (for example, paint, solvent, cleaning chemicals, and contaminated spill kits) resulting in leaks and spills Inappropriate management and containment of construction and demolition waste stockpiles, and contaminated soil (including those mixed with asbestos wastes) Storage of wastes with incompatible chemicals Chemical leaks from faulty equipment and machinery 	 Cultural heritage	demolition of your home Managing waste Managing contaminated land How to hire a skip bin: your responsibilities How to find a landfill or recycling centre Waste classification assessment protocol (publication 1827) Waste disposal categories – characteristics and thresholds (publication 1828) EPA will publish information on managing industrial waste in 2021.

Hazard: Wastewater

Any excrement or domestic waterborne waste, or any water that has been ‘used’ or is in excess and is not wanted for use, whether untreated or partially treated.

Common sources of harm	Possible consequences if risks of harm from pollution and waste aren't managed	For more information, including controls
<ul style="list-style-type: none"> • Washing vehicles, tools, operating surfaces and equipment near waterways without containment or collection of wash waters • Poor management of site amenities (for example, portable toilets) • Uncontained used water resulting from activities including concrete works, brick cutting, roof tiling, caulking and rendering • Inappropriately stored water from site dewatering • Leachate run-off from uncontained waste stockpiles • Dust suppression wastewater • Run-off/leaching from soil stockpiles • Inappropriately contained sewage and sewage pipe leaks 	 Water pollution  Land and groundwater pollution  Human health  Offensive odour  Cultural heritage	<u>How to prevent water pollution from your business</u> <u>Civil construction, building and demolition guide</u> (publication 1834) <u>Liquid storage and handling guidelines</u> (publication 1698) <u>Solid storage and handling guidelines</u> (publication 1730) <u>Waste classification assessment protocol</u> (publication 1827) <u>Waste disposal categories – characteristics and thresholds</u> (publication 1828)

7. Waste management

It is up to everyone to safely manage their waste. Waste generators, transporters and receivers must all make sure waste goes to a place authorised to receive it.

This requirement supports waste reuse and recovery. It also helps to avoid land and groundwater contamination, stockpile fires, abandoned waste, and illegal waste sites.

For some businesses, managing waste may involve simply sorting it into the right bin and keeping it out of drains. For other businesses, it is more complex. Some examples of hazardous waste include asbestos, clinical and medical waste, unprocessed used cooking fats and oils.

Industrial and priority waste

Industrial waste is waste any business produces. This includes any waste transported from commercial, industrial and trade activities, or from laboratories for fee or reward. Kerbside waste that is collected by, or on behalf of a council or waste and resource recovery group is not considered industrial waste until it reaches a waste or resource recovery facility such as a transfer station.

If you produce industrial waste there are specific requirements you must meet. If you have high risk industrial waste, more care and controls are needed.

Follow these three steps to help you comply with the new laws:

1. **Classify your waste.** Waste must be properly identified and classified so it is clear what duties apply to managing the waste. Most common wastes are listed in Schedule 5 of the EP Regulations. Based on hazard and mismanagement of risk, the majority of these have been pre-classified into three types:



- **Industrial waste**, as defined above, includes household waste once it is gathered at a waste facility such as a transfer station or landfill. Other examples include concrete, aluminum, cement sheeting, glass, plasterboard, steel, and bricks.
- **Priority waste** is a higher risk industrial waste. It requires additional controls due to its higher level of hazard, its potential to be mismanaged, or to encourage resource recovery or efficiency. Examples include e-waste, shredder floc and treated timber.
- **Reportable priority waste** is the highest risk industrial waste. It requires the highest level of controls. Only permissioned transporters can transport this type of waste. Examples include asbestos, chemicals, pesticides, herbicides, and paints.

Use EPA's Waste Tracker to notify EPA of all reportable priority waste transactions

Waste Tracker logs all reportable priority waste transactions. Examples of waste transactions include when waste moves from producer to transporter, and transporter to receiver. Waste Tracker helps to make sure waste is transported appropriately and taken to a lawful place. You can access Waste Tracker via the EPA portal.

2. **Arrange for appropriate transport.** Waste must be safely contained during transportation, and the transporter must be provided with sufficient information about the waste. Some waste types have specific containment and isolation requirements. For example, asbestos must be packaged during transportation to landfill.
3. **Ensure the waste goes to the right place.** All industrial waste must go somewhere lawfully able to receive it, such as a place with an EPA permission. Examples include licensed landfills and waste treatment facilities. Some wastes are banned from going to landfill. This includes liquid wastes, tyres and e-waste. **Note:** If you arrange a contractor to manage your site waste, you still have a responsibility to take all reasonable steps to ensure it goes to a lawful place. For example, you should check that your contractor engages reputable waste operators and ask questions about how your waste will be managed.

Note: EPA will publish more guidance on managing industrial waste in 2021. You can also find useful waste and recycling tips at sustainability.vic.gov.au.



Finding a lawful place to send your waste

A lawful place is somewhere lawfully authorised to receive industrial waste. Often this will be a facility with a permission. Examples include landfills, resource recovery facilities, and transfer stations. When engaging a waste transporter, ask for information in writing that shows where they plan to take your waste and check that the waste transporter is authorised to receive your waste.

See [How to establish lawful place](#) (publication 1946) for more information.



Some lower risk waste can be lawfully taken to a place that does not hold a permission. Two other options can provide for lawful place in certain circumstances:

Declaration of use (DoU) – is a tool that supports the safe use and recovery of materials from low-risk waste. It does not apply to material from high-risk wastes, which need a permission. Applying waste to land is only allowed through a DoU for a limited number of wastes. These include:

- commercial garden and landscaping organics that don't contain any physical or chemical contamination
- untreated timber, including sawdust
- natural organic fibrous waste.

Determination – is a tool that allows the safe use of specified types of low-risk waste. This may include processed solid organic waste, manures, fill material and aggregates. EPA makes determinations and sets required specifications for the lawful deposit and receipt of industrial waste, subject to conditions or limitations.

Littering and illegal dumping

Littering and illegal dumping is a significant problem in Victoria. Common examples of illegally disposed waste include industrial waste, soil, e-waste and packaging. Offences relating to the unlawful deposit of waste covers litter⁴, dangerous litter⁵, waste of more than 50 litres, and waste of more than 1000 litres. EPA and other litter enforcement authorities, including councils, Victorian Police and Parks Victoria, enforce these unlawful deposits (Part 6.3, EP Act).

It is also an offence to distribute unsolicited documents. For example, placing leaflets under a windshield wiper or a poster on a wall without consent of the owner. It is also an offence to damage public bins or drive a vehicle with an unsecured load or make someone else drive such a vehicle (regs 54-59).

Accredited consigners

Those who produce industrial waste may want to seek additional advice and assistance if they are unsure about waste obligations. One option is to engage an accredited consigner. An accredited consigner is an appointed professional who has the approval of EPA to classify your waste and can assist you to meet some of your other waste duties.

It is not a requirement to work with an accredited consigner, but it is an option available to you.

⁴ 'Litter' means a quantity of waste that does not exceed 50 litres.

⁵ 'Dangerous litter' means litter that is wholly or partly comprised of one or more of the following: a) oil, fuel, grease, paint or solvents; b) a lit cigarette or a lit cigarette butt; c) glass; d) a syringe; e) any substance, material or other thing prescribed by the regulations.

8. Contaminated land

Land is contaminated if waste, a chemical substance, or a prescribed substance⁶ is:

- on or under the land in a concentration above the background level, and
- creates a risk of harm to human health or the environment (reg 8).

When land is contaminated, it can cause acute and chronic health problems such as allergic reactions, hypersensitivity, respiratory illness, reproductive problems, cancer, and birth defects. Contaminated land can also harm the environment, for example, the soil, water, and air quality.

Contamination is often the result of past activities. This includes industrial, agricultural, and commercial activities that involved storing and/or moving liquids, chemicals and/or wastes. Sites where demolition activities have occurred is an example of where land could be impacted by contamination.

Contamination is often underground and not seen from the surface of a site. You may suspect land is contaminated based on the site history. Because it can be hidden or invisible, sampling and laboratory analysis is often required to confirm contamination.

What is required at your site depends on the specific circumstances, including the history of the site. EPA will publish guidance on how to manage contamination in 2021.

The key duties that address contaminated land risks and actions you can take to help you comply with the law are outlined in the table below.

Activities which could cause contamination include: asbestos disposal, battery recycling, chemical storage or blending, fuel storage, pest control, bulk consumable storage.

Victoria
Unearthed is an online tool which gives access to more information about potential and existing contaminated land.

Contaminated land duties

1. General environmental duty (GED)	Consider the risk of harm regarding the activities you are proposing to engage in. Could anything make contamination worse (for example, exposing someone to the contamination) or involve groundwater that may be contaminated? Activities such as earthworks, resurfacing and major landscaping can uncover contamination that was previously unknown or not detected. You must have systems to identify, assess and minimise these risks. You must also <i>train</i> those involved to identify and respond appropriately to ‘unexpected finds’ that suggest contamination is present or more widespread at the site. This may include training staff on safety measures for excavating soil, internal reporting processes and types of possible finds. For example, using photographs of what asbestos fragments look like when uncovered in soil and buried infrastructure such as piping.
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⁶ A substance identified by EPA as having the potential to cause harm to human health and the environment.

<p>2. Duty to manage contamination</p>	<p>This duty requires a person managing or controlling land to, so far as reasonably practicable:</p> <ul style="list-style-type: none"> - reflect on direct knowledge (for example, environmental reports) they have about the condition of the land, and - consider indirect knowledge about the potential for contamination to be present (for example, site history, council's own records, and other data such as Victoria Unearthed). <p>(A suitably qualified and experienced professional, such as an environmental consultant who specialises in contaminated land, can assist you, if required).</p> <p>If you know where contamination is or could be present based on available evidence, you have a duty to manage contamination risks.</p>	<p>See page 11 for information about how to work out whether you are in control of the land.</p>
<p>3. Duty to notify of certain contamination</p>	<p>Notify EPA of the presence of contamination when you are aware that your land is contaminated in certain circumstances (as set out in the EP Regulations). This applies even if you didn't cause the contamination.</p> <p>The circumstances that make contamination notifiable relate to the contaminants being above one or more investigation levels or guideline values <i>and</i> where that contamination:</p> <ul style="list-style-type: none"> • is exposing a person to that contamination, or • has entered adjacent land from your land. <p>Guidance to assist you figure out whether you need to notify EPA will be published in 2021.</p> <p>A suitably qualified and experienced professional can help you work out what is notifiable. They can advise you on information (for example, reports and investigations) you have about the nature and extent of the contamination. You don't need to start an investigation purely for the purposes of figuring out if you need to notify EPA unless you strongly suspect such circumstances are present. This situation is more likely to arise as you fulfill your duty to manage contamination.</p>	

The duties outlined above sit within a broader risk management and response scheme under the EP Act. They are explained in more detail on page 9 -13 of this guide. Land contamination issues will also continue to be addressed under other regulatory processes, in particular the *Planning and Environment Act 1987* and the *Environment Effects Act 1978*.

For more information, see EPA's [Contaminated land policy](#) (publication 1915) and [Assessing and controlling contaminated land risks: A guide to meeting the duty to manage for those in management or control of land](#) (publication 1977).

9. Noise

Environment protection laws require anyone who engages in an activity that creates noise which may be harmful to people or the environment to manage those risks of harm. This includes activities at civil construction, building and demolition sites. Noise is defined as both sound and vibration.

There is a greater risk of harm from poorly managed noise when it happens near homes, schools, hospitals, and other noise sensitive areas⁷. Managing your risks from noise in accordance with the general environmental duty (GED) should in most instances prevent excessive noise from affecting these areas.

If noise is emitted with all reasonably practicable controls in place to manage the risk of harm from noise pollution, it may still be unreasonable noise. You must not emit unreasonable noise or permit an unreasonable noise to be emitted from any place or premises (s166, EP Act). This applies to construction and demolition activities.

Some noise sources are not assessed using the EP Regulations. This includes, for example, noise from construction or demolition activities on building sites, and intruder, emergency or safety alarms (see reg 117 for the full list).

However, the noise can be considered unreasonable when you have regard to the factors identified in the definition of unreasonable noise in the EP Act.

Under the EP Act, unreasonable noise is noise that is unreasonable regarding:

- its volume, intensity or duration
- its character, the time, place and other circumstances in which it is emitted
- how often it is emitted, or
- any prescribed factors in the EP Regulations.

EPA will publish further guidance about the noise framework in 2021.

The [Civil construction, building and demolition guide](#) (publication 1834) may also help you understand your duties and eliminate or reduce the risk of harm to human health and the environment through good environmental practice.

Getting help to manage noise – You can get a noise and vibration impact assessment to help you manage noise or predict the effects of implementing noise and vibration controls you plan to use. You can engage an acoustic consultant to help you do this.

⁷ The EP Regulations prescribe some noise sensitive areas where noise limits apply. These include childcare centres, kindergartens, primary and secondary schools; as well as tourist establishments, caravan parks and camping grounds (in defined rural areas only). Noise limits at childcare centres, kindergartens, primary and secondary schools only apply during their operating hours.

10. Where to go for more help



1300 EPA VIC (1300 372 842)

epa.vic.gov.au/for-business/find-your-industry/construction-and-infrastructure

– Some helpful general publications include:

- [Assessing and controlling risk – A guide for business](#) (publication 1695) – how to manage risks, using a four-step process.
- [Self-assessment tool for small business](#) (publication 1812) – check what actions you can take to manage the risks of your business causing harm to people and the environment.
- [Supporting you to comply with the general environmental duty](#) (publication 1741) – information about the general environmental duty, state of knowledge and the role of industry guidance.
- [Fact sheet: Engaging consultants](#) (publication 1702) – information about engaging consultants to identify and understand hazards and select appropriate control measures.

Note: Some EPA publications haven't been updated to reflect changes which take effect from 1 July 2021. Guidance should be viewed as general in nature and not a substitute for obtaining legal advice.

[Know Your Council \(knowyourcouncil.vic.gov.au\)](#) – the Victorian Government has compiled a list of all councils in Victoria. Get in touch with your council for information on building regulations and the Victorian planning schemes, and what it means for your operations.

[WorkSafe Victoria \(worksafe.vic.gov.au\)](#) – for guidance and advice relating to health and safety at your workplace, including storing, handling and transporting dangerous goods, and controlling exposure to crystalline silica.

[Victorian Building Authority \(vba.vic.gov.au\)](#) – for information about Victoria's building regulatory framework.

[Department of Environment, Land, Water and Planning \(planning.vic.gov.au/guide-home/using-victorias-planning-system\)](#) – for information about Victoria's planning system.

[VicRoads \(vicroads.vic.gov.au\)](#) – for information about Victoria's road regulatory framework.

Appendix A: Action plan example

Use this template to list actions you can take to improve the way you control risks.

Key focus area	Action required	Objective	Action owner (who)	Target completion date	Date action reviewed	Additional comments (post review)
For example, B	For example, Review EPA Liquid Storage and Handling Guideline	Improve the way liquids are stored on site and spill containment.	Danica	03/08/2021		

Key focus areas:

A: Understanding the preventative laws	B: Documentation and operational procedures	C: Identification of hazards and risks If any of the following apply, please specify: C(i): Identification of air pollution and odour C(ii): Identification of unreasonable and aggravated noise C(iii): Identification of water pollution (including stormwater)
D: Assessing hazards and risks	E: Managing risks of harm	F: Monitoring risks of harm
G: Reporting notifiable incidents	H: Management of contaminated land	I: Managing waste(s) (including disposal)
J: Permissions for activities	K: Storage of flammable or hazardous material(s)	L: Staff consultation and training and/or community engagement

Appendix B: Prescribed permission activities

If you undertake any of the activities below, there are specific things you must do to comply with the law. This includes applying for the relevant permission and paying a fee (if applicable). This is a summary of the activity types listed in Schedule 1. See **Schedule 1** and **Part 3.5** of the [EP Regulations](#) for further detail on the prescribed permission activities and other regulations relating to permissions, including prescribed exemptions.

Legend -

Environment protection levy applies	⌚ Waste levy applies	▣ Financial assurance may be required	* Council issued permit
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Waste treatment, disposal, transport and recycling		
Reportable priority waste management ☒▣	Other waste treatment incineration	Other waste treatment – e-waste more than 500 tonnes
Other waste treatment – e-waste more than 500 tonnes or less	Sewage treatment	Industrial wastewater treatment
Industrial wastewater treatment	Landfills – excluding municipal landfills servicing less than 5000 people ☒▣	Municipal landfills servicing less than 5000 people
Disposal to land	Organic waste processing – large	Organic waste processing – small
Waste to energy	Waste tyre storage – large	Waste tyre storage – small
Reportable priority waste (transport) – high risk	Reportable priority waste (transport) – other	Transporting waste into Victoria
Transporting waste out of Victoria	Waste and resource recovery – large ▣	Waste and resource recovery – medium ▣
Waste and resource recovery – small	Reclaimed wastewater supply or use	Biosolids supply or use
Supply or use of reportable priority waste	Containment of Category D waste soil	Discharge or deposit of waste to aquifer
Temporary onsite waste treatment	Onsite wastewater management systems *	Temporary storage – biomedical waste
Temporary storage – asbestos	Temporary storage – designated waste	
Primary industry and allied operations		
Animal industries – waste not solely to land	Livestock saleyards or holding pens – waste solely to land	Livestock saleyards or holding pens – waste not solely to land
Fish farms		

Extractive industry and mining		
Extractive industry and mining		
Animal derived by-products and food		
Abattoirs	Rendering	Animal skin tanning works
Seafood processing	Petfood processing	Food processing
Food processing	Milk processing	Edible oil or fat processing
Beverage manufacturing		
Textiles		
Textile works		
Wood and wood derivatives		
Timber preserving works	Fibreboard works	Paper pulp mills
Chemical works	Coal processing	Oil or gas refining
Bulk storage	Container washing	
Non-metallic minerals		
Cement works	Bitumen or asphalt batching	Ceramics
Mineral wool works	Glass works – manufacturing	Glass works – large reprocessing
Glass works – small reprocessing		
Metals and engineering		
Primary metallurgical	Metal melting	Metal galvanising
Metal finishing	Can and drum coating	Vehicle assembly
Printing		
Printing		
Utilities		
Power generation	Carbon geosequestration	Water desalination
Others		
General discharges or emissions to the atmosphere	Contaminated sites – onsite soil retention	Road tunnel ventilation systems
Operation outside of hours or extended operations	Conducting more than six outdoor concerts	Dry-cleaning
Receiving waste acid sulphate soil for treatment		