



EM&A Report

# EcoPark Operation

## Quarterly EM&A Compliance

January to March 2013





**EM&A Report**

**EcoPark Operation  
Quarterly EM&A Compliance**

**January to March 2013**

**Certified By**      **Antony WONG**  
ET Leader

**Verified By**      **Sharifah OR**  
IEC

**Approved By**      **C K CHEN**  
Principal EPO

Project/Deliverable No:	7076026   D01/11 Revision 4
Project Name:	EcoPark Operation EM&A
Report Name:	Quarterly EM&A Compliance Report – January to March 2013
Report Date:	September 2013
Report for:	Serco Guardian JV

#### PREPARATION, REVIEW AND AUTHORISATION

Revision #	Date	Prepared by	Reviewed by	Approved by
1	May 2013	Winnie MA	Antony WONG	Alexi BHANJA
2	July 2013	Winnie MA	Antony WONG	Alexi BHANJA
3	September 2013	Winnie MA	Antony WONG	Alexi BHANJA
4	September 2013	Winnie MA	Antony WONG	Alexi BHANJA

#### ISSUE REGISTER

Distribution List	Date Issued	Number of Copies
Serco Guardian JV – Noel AU	September 2013	1 hardcopy
EPD (EIAO Office)	September 2013	3 hardcopies + 1 CD
EPD – C K CHEN	September 2013	1 hardcopy
IEC – Sharifah OR	September 2013	1 hardcopy
SMEC Project File:	September 2013	1 electronic

#### SMEC COMPANY DETAILS

##### **SMEC Asia Limited**

27/F Ford Glory Plaza, 37-39 Wing Hong Street, Cheung Sha Wan, Kowloon, Hong Kong

T +852 3995 8100 | F +852 3995 8101

smecasia@smec.com | www.smec.com

The information within this document is and shall remain the property of **SMEC Asia Limited**

# CONTENTS

<b>EXECUTIVE SUMMARY .....</b>	<b>E-1</b>
<b>1 PROJECT DESCRIPTION .....</b>	<b>1-1</b>
1.1 Overview .....	1-1
1.2 Operation Programme .....	1-1
1.3 EM&A Organisation.....	1-2
<b>2 SUMMARY OF EM&amp;A REQUIREMENTS.....</b>	<b>2-1</b>
2.1 Monitoring Parameters.....	2-1
2.2 Environmental Quality Performance Limits and EAP .....	2-1
2.3 Environmental Audit of Non-Monitored Parameters .....	2-2
2.4 Environmental Mitigation Measures .....	2-2
2.5 Environmental Requirements in Tenancy Agreements .....	2-2
<b>3 OPERATION STATUS .....</b>	<b>3-1</b>
3.1 General.....	3-1
3.2 Champway Technology Ltd. ....	3-1
3.3 Shiu Wing Steel Ltd. ....	3-1
3.4 Hong Kong Hung Wai Wooden Board Co.....	3-1
3.5 Li Tong Group .....	3-2
3.6 Hong Kong Telford Envirotech Group Ltd. ....	3-2
3.7 YOT EcoPark Plastic Resources Recycling Centre.....	3-2
3.8 St. James' Settlement "WEEE GO GREEN" EcoPark .....	3-2
3.9 Throughput Statistics .....	3-3
<b>4 IMPLEMENTATION STATUS OF ENVIRONMENTAL PROTECTION MEASURES .....</b>	<b>4-1</b>
<b>5 MONITORING RESULTS.....</b>	<b>5-1</b>
5.1 Monitoring Date, Time, Frequency and Duration .....	5-1
5.2 Monitoring Methodology, Parameters and Equipment .....	5-1
5.3 Types of Equipment Used and Calibration Details.....	5-2
5.4 Results and Graphical Plots of Monitoring Parameters.....	5-2
<b>6 SUMMARY OF TENANT AUDITS .....</b>	<b>6-1</b>
6.1 General.....	6-1
6.2 Champway Technology Ltd. ....	6-1
6.3 Shiu Wing Steel Ltd. ....	6-2



6.4	Hong Kong Hung Wai Wooden Board Co.....	6-2
6.5	Li Tong Group .....	6-3
6.6	Hong Kong Telford Envirotech Group Ltd. ....	6-3
6.7	YOT EcoPark Plastic Resources Recycling Centre.....	6-3
6.8	St. James' Settlement "WEEE GO GREEN" EcoPark .....	6-4
<b>7</b>	<b>SUMMARY OF GENERAL ECOPARK AUDIT.....</b>	<b>7-1</b>
<b>8</b>	<b>COMPLAINTS, NOTIFICATIONS OF SUMMONS AND SUCCESSFUL PROSECUTIONS.....</b>	<b>8-1</b>
8.1	Complaint No. 004 .....	8-1
<b>9</b>	<b>CONCLUSIONS.....</b>	<b>9-1</b>

## APPENDICES

Appendix 1	Environmental Mitigation Measures (from the Implementation Schedule)
Appendix 2	Environmental Requirements in Tenancy Agreements
	2-1 Phase 1
	2-2 Phase 2
Appendix 3	Material and Waste Throughputs
Appendix 4	Calibration Certificate of Infrared Gas Analyser
Appendix 5	Graphical Plots of LFG Monitoring
Appendix 6	Tenant-Specific Audit Checklists for the Reporting Quarter
	6-1 Champway Technology Ltd
	6-2 Shiu Wing Steel Ltd
	6-3 Hong Kong Hung Wai Wooden Board Co
	6-4 Li Tong Group
	6-5 Hong Kong Telford Envirotech Group Ltd
	6-6 YOT EcoPark Plastic Resources Recycling Centre
	6-7 St. James' Settlement "WEEE GO GREEN" EcoPark
Appendix 7	General EcoPark Checklists for the Reporting Quarter
Appendix 8	Complaint Log

## TABLES

Table 1-1	EM&A Personnel Contact Details
Table 2-1	Operation Phase LFG Monitoring Locations in EcoPark
Table 2-2	Action Levels, Limit Levels and Event and Action Plan for LFG
Table 3-1	Throughput Statistics for January to March 2013
Table 5-1	Sampling Schedule for LFG Monitoring
Table 5-2	Parameters and Measurement Ranges for LFG Monitoring
Table 5-3	LFG Monitoring Results
Table 6-1	Environmental Audit Findings for Champway
Table 6-2	Environmental Audit Findings for Shiu Wing
Table 6-3	Environmental Audit Findings for Hung Wai
Table 6-4	Environmental Audit Findings for Li Tong
Table 6-5	Environmental Audit Findings for Telford
Table 6-6	Environmental Audit Findings for Yan Oi Tong
Table 6-7	Environmental Audit Findings for St James' Settlement
Table 7-1	General EcoPark Audit Findings
Table 9-1	Throughput Statistics for January to March 2013

## FIGURES

Figure 1-1	Location of EcoPark in Tuen Mun Area 38
Figure 1-2	Organisation Chart of SGJV
Figure 1-3	Organisation Chart of EM&A Works (Operation)
Figure 2-1	LFG Monitoring Locations Within Ecopark
Figure 2-2	Replacement Figure for EM&A Manual Figure 6.1
Figure 3-1	Current Lot Usage Within Ecopark

## EXECUTIVE SUMMARY

### General

EcoPark is a key element in the Government's waste management policy that aims to promote the local recycling industry and jump-start a circular economy to provide a sustainable solution to our waste problems. EcoPark was developed in two phases, namely Phase 1 and then Phase 2.

The seven-year contract for the operation of EcoPark *EP/SP/53/06 Provision of Management Services for EcoPark in Tuen Mun Area 38* was awarded to Serco Guardian Joint Venture (SGJV) by EPD in November 2006. SGJV ("the Operator") appointed SMEC Asia Ltd (SMEC) as the Environmental Team (ET) for the Environmental Monitoring and Audit (EM&A) works. Atkins China Ltd (Atkins) is appointed to provide the Independent Environmental Checker (IEC) for the EM&A works. The ET and the IEC carry out the EM&A works for the operation of EcoPark as required by the EM&A Manual and in accordance with the conditions of the Environmental Permit.

This is the twenty fourth (24<sup>th</sup>) quarterly EM&A report prepared for the operation phase of EcoPark and covers January to March 2013. In the reporting quarter, there were fourteen tenants in EcoPark Phase 1 and Phase 2:

Phase 1 tenants comprise:

- Champway Technology Ltd (Champway) – Waste cooking oil
- Shiu Wing Steel Ltd (Shiu Wing) – Waste metals
- Hong Kong Hung Wai Wooden Board Co (Hung Wai) – Waste wood
- Li Tong Group (Li Tong) – Waste Electrical and Electronic Equipment (WEEE)
- Hong Kong Telford Envirotech Group Ltd (Telford) – Waste plastics
- Cosmos Star Holdings Co Ltd (Cosmos) – Waste lead-acid batteries

Phase 2 tenants comprise:

- YOT EcoPark Plastic Resources Recycling Centre (Yan Oi Tong) – Waste plastics
- St. James' Settlement "WEEE GO GREEN" EcoPark (St James' Settlement) – WEEE
- K.Wah Construction Products Ltd (K.Wah) – Waste construction materials
- E-tech Management (HK) Ltd (E-tech) – WEEE
- On Fat Lung Electrical & Metal Co Ltd (On Fat Lung) – Waste rubber tyres
- Chung Yue Steel Group Company Ltd (Chung Yue) – Waste metals
- SSK Metal Ltd (SSK) – Waste lead-acid batteries
- South China Reborn Resources (Zhongshan) Co Ltd (South China) – Food waste

Recycling activities of the following seven tenants were audited in the reporting quarter: Champway, Shiu Wing, Hung Wai, Li Tong, Telford, Yan Oi Tong and St James' Settlement. It should be noted that Hung Wai has suspended its recycling activities since October 2011 and did not carry out any recycling during the reporting quarter. Lots currently under development by Cosmos, K.Wah, E-tech, On Fat Lung, Chung Yue, SSK and South China were inspected but not audited under the EM&A programme, as no recycling activities have yet commenced.

In this reporting quarter, site inspections were conducted by the ET whilst quarterly joint site inspections were carried out by the Operator, the IEC and the ET.

## Throughput of Materials / Waste Generated

The throughputs of the reporting quarter are summarised below. Please note that product output plus waste disposal do not necessarily equal the waste input, due to material losses during processing and material retained within the lot.

Material Type	Waste Input (tonnes)	Product Output (tonnes)	Waste Disposed (tonnes)
Waste Oil	1,891	525	840
Waste Wood	-	-	-
WEEE	357	262	4
Waste Metals	6,419	6,419	-
Waste Plastics	1,624	1,376	35

**Note:** N/A = Not Applicable

## Exceedances of any Measured Action / Limit Levels

The northern part of EcoPark is located within the 250m Landfill Gas (LFG) Consultation Zone of Shiu Lang Shui Landfill. LFG monitoring during this quarter was undertaken on 22 March 2013 at five locations (three in Phase 1 and two in Phase 2). No exceedance of Action/Limit Level was recorded.

## Summary of Complaints, Summons and Prosecutions

Numbers of complaints, summons and successful prosecutions in the reporting quarter are summarised below:

- **Complaints:** One odour complaint received on 23 January 2013.
- **Summons:** Zero.
- **Successful Prosecutions:** Zero.

## Reporting Changes

Throughput data in this reporting quarter are now presented in terms of each kind of waste, instead of identifying the throughput of each tenants – this has been done in order to address concerns raised by tenants with regard to commercial confidentiality of their business operations. Nevertheless, this change still fulfils the reporting requirements as stipulated in Section 8.3.4 of the EM&A Manual.

## Future Key Issues

No key issues are anticipated in the next reporting quarter. Operation phase LFG monitoring for Phase 1 and Phase 2 will continue to be carried out by the ET, although no exceedances are anticipated.

# 1 PROJECT DESCRIPTION

## 1.1 Overview

- 1.1.1 In the document "A Policy Framework For The Management Of Municipal Solid Waste (2005-2014)" the government set out a comprehensive policy to support the recycling industry. This included allocating suitable land, encouraging research and development, introducing environmental legislation and providing effective support measures. To this end, EcoPark is a key element that aims to promote the local recycling industry and jump-start a circular economy to provide a sustainable solution to our waste problems. By encouraging and promoting the reuse, recovery and recycling of our waste resources and returning them to the consumption loop, EcoPark will help to realise the full potential of the local recycling industry and alleviate the heavy reliance on the export of recyclable materials recovered from Hong Kong.
- 1.1.2 EcoPark has been developed in Tuen Mun Area 38 (see **Figure 1-1**) in two phases (Phase 1 and Phase 2) under construction contract *EP/SP/52/06 Development of EcoPark in Tuen Mun Area 38*, which was awarded to Kaden Construction Ltd by the Environmental Protection Department (EPD) in June 2006. Phase 1 construction was completed in July 2009 and Phase 2 construction was completed in November 2010. The seven-year contract for the operation of EcoPark *EP/SP/53/06 Provision of Management Services for EcoPark in Tuen Mun Area 38* was awarded to Serco Guardian Joint Venture (SGJV) by EPD in November 2006.
- 1.1.3 SGJV ("the Operator") appointed SMEC Asia Ltd (SMEC) as the Environmental Team (ET) for the Environmental Monitoring and Audit (EM&A) works. Atkins China Ltd (Atkins) has been appointed to provide the Independent Environmental Checker (IEC). The ET and the IEC carry out the EM&A works for EcoPark as required by the EM&A Manual and in accordance with the conditions of the Environmental Permit (EP).

## 1.2 Operation Programme

- 1.2.1 By end-March 2013, there were a total of 14 tenants in EcoPark comprising:
- Six active tenants (Champway, Shiu Wing, Li Tong, Telford, Yan Oi Tong (YOT) and St. James' Settlement) that continue to carry out full recycling operations
  - One tenant (Hung Wai) that has suspended the operation since October 2011
  - One tenant (Cosmos) that has substantially completed the civil and structural works, with machinery installation in progress
  - Six new tenants (K. Wah, E. Tech, On Fat Lung, Chung Yue, SSK and South China) that were carrying out plant design and/or the planning of construction works

## 1.3 EM&A Organisation

1.3.1 The EM&A works are carried out by the ET and the EM&A works are verified by the IEC. The key personnel contact details are summarised in **Table 1-1**. The organisation of SGJV is shown in **Figure 1-2** and the current EM&A organisation is illustrated in **Figure 1-3**.

**Table 1-1 EM&A Personnel Contact Details**

Position	Name	Email Address	Telephone No.
<b>Project Proponent – EPD</b>			
Principal EPO*	Lawrence WONG	lawrwong@epd.gov.hk	2872 1700
	C K CHEN	ckchen@epd.gov.hk	2872 1700
<b>Operator – SGJV</b>			
Project Manager	Noel AU	nkfau@ecopark-mgnt.com	2496 7633
Park Manager	Mabel YUNG	mabelyung@ecopark-mgnt.com	2212 5910
<b>IEC – Atkins</b>			
IEC	Sharifah OR	sharifah.or@atkinsglobal.com	2972 1802
IEC Site Inspector	Keith CHAU	keith.chau@atkinsglobal.com	2972 1721
<b>ET – SMEC</b>			
ET Leader	Antony WONG	antony.wong@smec.com	3995 8120
ET Site Inspector	Winnie MA	winnie.ma@smec.com	3995 8138

**Note:** \* The Principal EPO has changed from Dr Lawrence WONG to Mr C K CHEN since July 2013



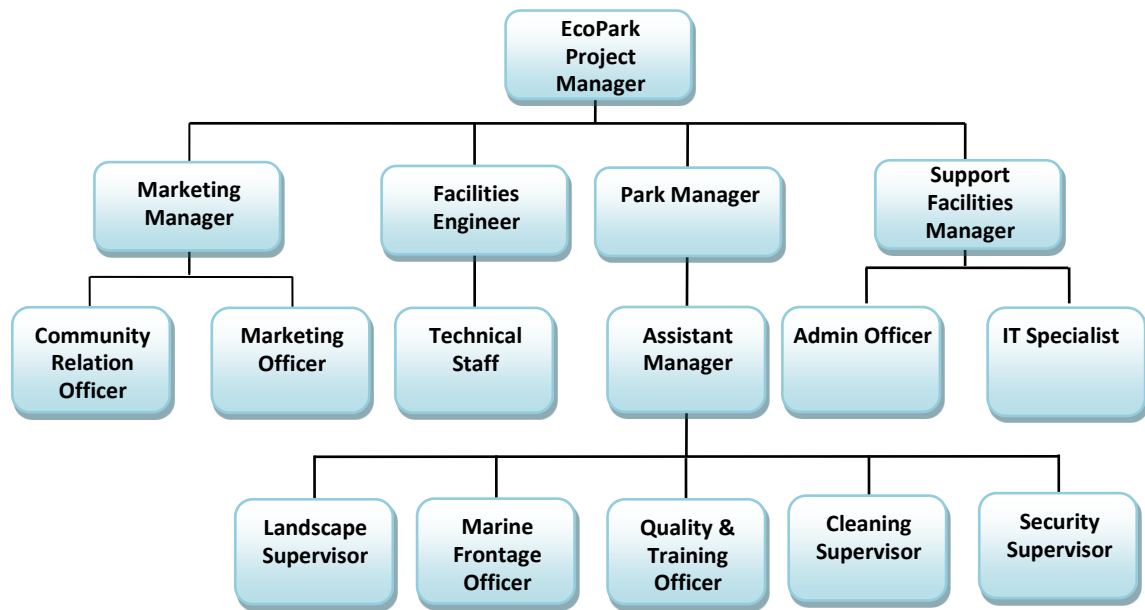
**Figure 1-1** Location of EcoPark in Tuen Mun Area 38



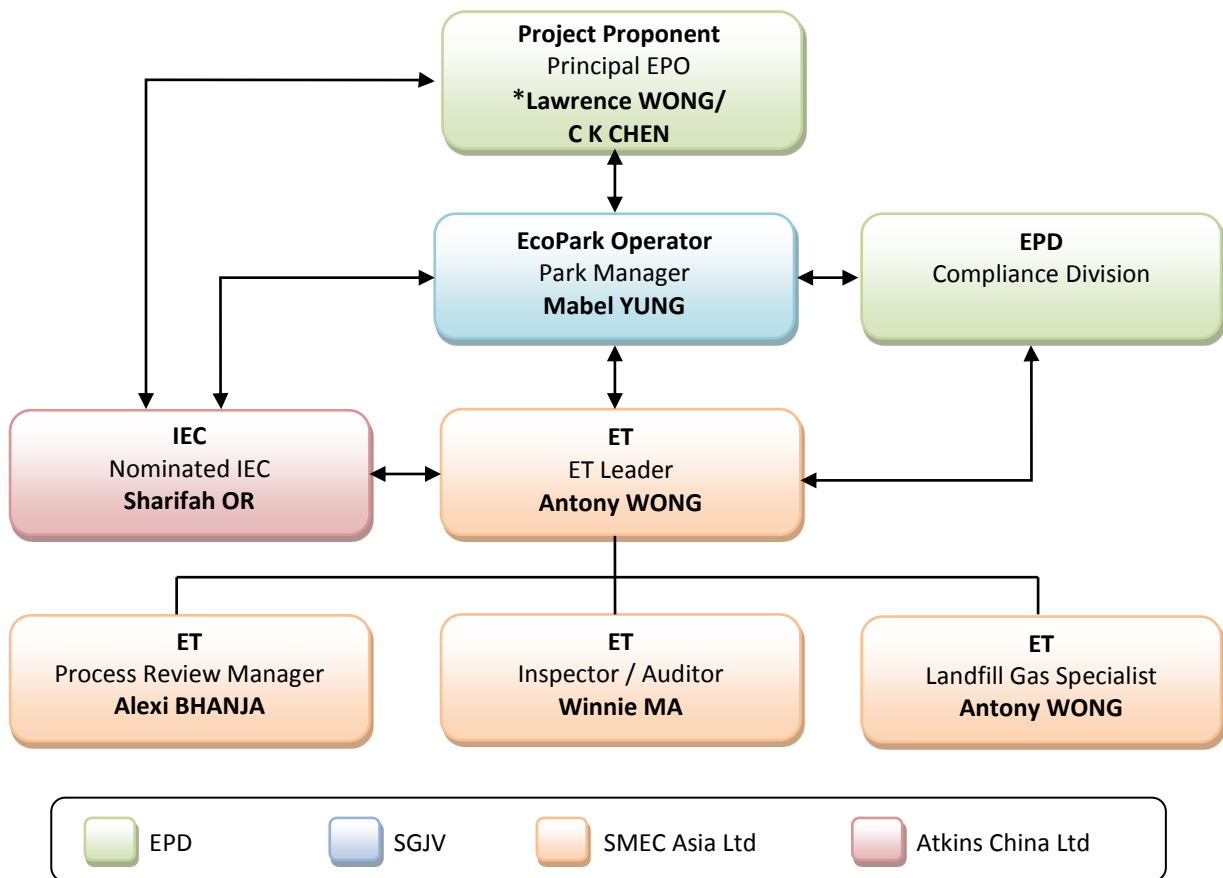
Source: EPD Records (May 2012)



**Figure 1-2 Organisation Chart of SGJV**



**Figure 1-3 Organisation Chart of EM&A Works (Operation)**



**Note:** \* The Principal EPO has changed from Dr Lawrence WONG to Mr C K CHEN since July 2013

## 2 SUMMARY OF EM&A REQUIREMENTS

### 2.1 Monitoring Parameters

- 2.1.1 Landfill Gas (LFG) is required to be monitored quarterly at service voids and LFG vents within EcoPark because the northern part of EcoPark lies within the 250m LFG Consultation Zone for Siu Lang Shui Landfill, which is located to the north of EcoPark.
- 2.1.2 LFG monitoring has been carried out at Phase 1 and Phase 2 of EcoPark since the quarter August to October 2009 and the quarter November 2010 to January 2011, respectively, after completion of Phase 1 construction in July 2009 and completion of Phase 2 construction in November 2010.
- 2.1.3 The location for LFG monitoring was not specified in the EM&A Manual since the final design of EcoPark was not available when the EM&A Manual was approved. Therefore, during the joint site inspection on 27 July 2009, three monitoring locations in Phase 1 were identified and agreed as suitable monitoring locations by the ET Leader, IEC and the Operator. Subsequently, two more monitoring locations in Phase 2 were proposed by the ET Leader and agreed by the IEC and the Operator *via* email in January 2011. These five monitoring locations are listed in **Table 2-1** and shown in **Figure 2-1**.

**Table 2-1 Operation Phase LFG Monitoring Locations in EcoPark**

Monitoring Station ID	Type	Locations
EP1-1	LFG vent pipe	Inside the landscaping area of Administration Building
EP1-2	Service void	PCCW below-ground chamber outside Lot EP08-01
EP1-3	Service void	HGC Broadband below-ground chamber outside Lot EP08-03
EP2-1	Service void	HGC Broadband below-ground chamber outside Lot P1
EP2-2	Service void	HGC Broadband below-ground chamber outside Lot P3

- 2.1.4 **Figure 2-2** is a replacement figure for the EM&A Manual, in accordance with footnote to Figure 6.1 in the approved EM&A Manual, and shall be deemed to be included in the EM&A Manual.
- 2.1.5 Routine LFG monitoring has been carried out on a quarterly basis. Should EPD alert the Operator that high LFG levels have been detected during monthly monitoring under the Siu Lang Shui Landfill restoration contract, the Operator may be required to increase LFG monitoring to monthly until such time as EPD inform the Operator that quarterly monitoring can be resumed. To-date, EPD has not alerted the Operator.

### 2.2 Environmental Quality Performance Limits and EAP

- 2.2.1 The Action / Limit Levels and Event Action Plan (EAP) for LFG are shown in **Table 2-2**, below. These refer to LFG detected in excavations, utilities and any enclosed on-site areas. No other A/L Levels or EAPs are specified in the EM&A Manual for the operation phase EM&A.

**Table 2-2 Action Levels, Limit Levels and Event and Action Plan for LFG**

Parameter	Level	Action
Oxygen (O <sub>2</sub> )	Action Level <19% O <sub>2</sub>	<ul style="list-style-type: none"> <li>Ventilate trench/void to restore O<sub>2</sub> to &gt; 19%</li> </ul>
	Limit Level <18% O <sub>2</sub>	<ul style="list-style-type: none"> <li>Stop works</li> <li>Evacuate personnel / prohibit entry</li> <li>Increase ventilation to restore O<sub>2</sub> to &gt; 19%</li> </ul>
Methane (CH <sub>4</sub> )	Action Level >10% LEL	<ul style="list-style-type: none"> <li>Post "No Smoking" signs</li> <li>Prohibit hot works</li> <li>Increase ventilation to restore CH<sub>4</sub> to &lt;10% LEL</li> </ul>
	Limit Level >20% LEL	<ul style="list-style-type: none"> <li>Stop works</li> <li>Evacuate personnel / prohibit entry</li> <li>Increase ventilation to restore CH<sub>4</sub> to &lt;10% LEL</li> </ul>
Carbon Dioxide (CO <sub>2</sub> )	Action Level >0.5% CO <sub>2</sub>	<ul style="list-style-type: none"> <li>Ventilate to restore CO<sub>2</sub> to &lt; 0.5%</li> </ul>
	Limit Level >1.5% CO <sub>2</sub>	<ul style="list-style-type: none"> <li>Stop works</li> <li>Evacuate personnel / prohibit entry</li> <li>Increase ventilation to restore CO<sub>2</sub> to &lt;0.5%</li> </ul>

## 2.3 Environmental Audit of Non-Monitored Parameters

2.3.1 Site inspections provide a direct means to trigger and enforce the environmental protection and pollution control measures specified in the Environmental Impact Assessment (EIA) Report. To examine operational practice, site inspections are to be undertaken by the ET once per month, and joint site inspections are to be carried out by the ET and IEC once per quarter. *Ad hoc* site inspections are also carried out if significant environmental problems are identified. In addition, inspections may be required subsequent to receipt of an environmental complaint, or as part of the investigation work, as specified in the EAP.

2.3.2 The following parameters are required to be audited as part of the operation phase EM&A programme:

- Air Quality
- Water Quality
- Waste Management
- Land Contamination

## 2.4 Environmental Mitigation Measures

2.4.1 Environmental mitigation measures applicable to the operation phase EM&A as stated in the Implementation Schedule are summarised in **Appendix 1**.

## 2.5 Environmental Requirements in Tenancy Agreements

2.5.1 Environmental requirements specified in tenancy agreements are summarised in **Appendix 2**.

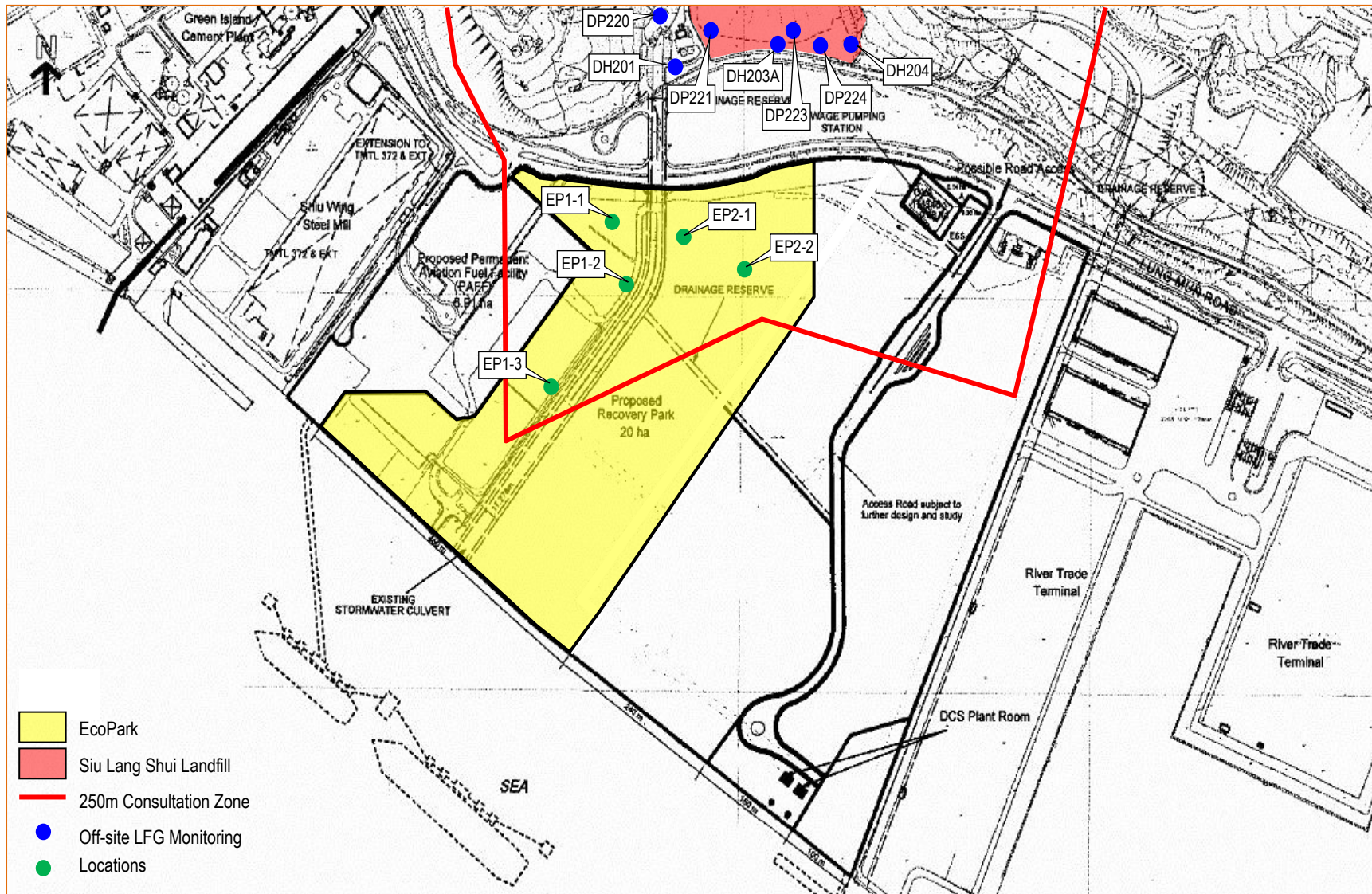
**Figure 2-1 LFG Monitoring Locations within EcoPark**



Area Within the Shiu Lang Shui Landfill Gas Consultation Zone



Figure 2-2 Replacement Figure for EM&A Manual Figure 6.1



## 3 OPERATION STATUS

---

### 3.1 General

3.1.1 *Figure 3-1* shows the location of lots within EcoPark, the tenancy reference numbers and tenant names. A summary of waste throughputs is provided in *Section 3.8.1*.

3.1.2 Phase 2 lots were awarded to new tenants in August 2011 and August 2012 and the preparation works are being carried out. Building construction was being carried out in K.Wah and Chung Yue. Therefore, none of the new tenants are yet on-site and there is no operation status to be discussed in this section. The new tenants are indicated in *Figure 3-1*.

### 3.2 Champway Technology Ltd

- **Tenancy No.:** EP07-03 (Phase 1)
- **Lot Size:** Approx. 6,000m<sup>2</sup>
- **Activity:** Recycling of Organic Waste (Waste Cooking Oil)
- **Recycling Process:** Turn waste cooking oil into biodiesel by extraction, neutralisation, separation and distillation

3.2.1 Recycling of waste cooking oil was carried out in the reporting quarter.

### 3.3 Shiu Wing Steel Ltd

- **Tenancy No.:** EP08-03 (Phase 1)
- **Lot Size:** Approx. 9,500m<sup>2</sup>
- **Activity:** Recycling of Waste Metals
- **Recycling Process:** Turn waste metals into light ferrous scrap and heavy ferrous scrap by sorting, baling and shearing

3.3.1 In this reporting quarter, large amounts of waste metal have been processed.

### 3.4 Hong Kong Hung Wai Wooden Board Co

- **Tenancy No.:** EP06-34 (Phase 1)
- **Lot Size:** Approx. 5,000m<sup>2</sup>
- **Activity:** Recycling of Waste Wood
- **Recycling Process:** Shred waste wood into wooden chips for further processing in Mainland China. Ferrous metals will be separated by magnets.

3.4.1 Plant operation has been suspended and stopped receiving wood since October 2011 with a view to modifying the operation modes. Installation of new machinery for wood pellet production for wood fuel pellets was being carried out during the reporting quarter.

### 3.5 Li Tong Group

- **Tenancy No.** : EP07-02 (Phase 1)
- **Lot Size:** Approx. 6,500m<sup>2</sup>
- **Activity:** Recycling of WEEE
- **Recycling Process:** Manually dismantling of WEEE into metals (ferrous materials, aluminium, etc.) and non-metals (fibres, plastics, etc.). Manually dismantling of Cathode Ray Tube (CRT) glass and Liquid Crystal Display (LCD) panels would be carried out upon request.

3.5.1 In this reporting quarter, a large amount of WEEE has been processed.

### 3.6 Hong Kong Telford Envirotech Group Ltd

- **Tenancy No.** : EP08-01 (Phase 1)
- **Lot Size:** Approx. 5,000m<sup>2</sup>
- **Activity:** Recycling of Waste Plastics
- **Recycling Process:** Sorting, shredding and extrusion of waste plastics

3.6.1 As of end-March 2013, plastic bags have been stockpiled in the lot (since July 2009). Other plastic waste and some recycling equipment could also be found.

### 3.7 YOT EcoPark Plastic Resources Recycling Centre

- **Tenancy No.** : EP10-01 (Phase 2)
- **Lot Size:** Approx. 5,000 m<sup>2</sup>
- **Activity:** Recycling of waste plastics
- **Recycling Process:** Convert mixed waste plastics into pellets/flake/baled materials by pre-washing, sorting, flaking, secondary washing, drying, extrusion and chipping.

3.7.1 In this reporting quarter, a large amount of waste plastic has been sorted.

### 3.8 St. James' Settlement "WEEE GO GREEN" EcoPark

- **Tenancy No.:** EP10-02 (Phase 2)
- **Lot Size:** Approx. 5,000 m<sup>2</sup>
- **Activity:** Recycling of WEEE
- **Recycling Process:** WEEE will be sorted on site first. The WEEEs suitable for reuse will be repaired and refurbished, whilst those irreparable / not suitable for repair will be manually dismantled to recover the reusable parts and recyclable materials.

3.8.1 In this reporting quarter, a large amount of WEEE has been processed.



### 3.9 Throughput Statistics

- 3.9.1 Cosmos and Phase 2 tenants are yet actively recycling and so there is no throughput to report.
- 3.9.2 For the active Phase 1 recyclers, most of the waste materials and products were delivered by land transportation. Wood chips generated by Hung Wai were delivered by marine transportation, although operation has been suspended since October 2011.
- 3.9.3 The throughputs of the reporting quarter are summarised in **Table 3-1**, below. Please note that product output plus waste disposal does not necessarily equal the waste input, due to material losses during processing and material retained within the lot.

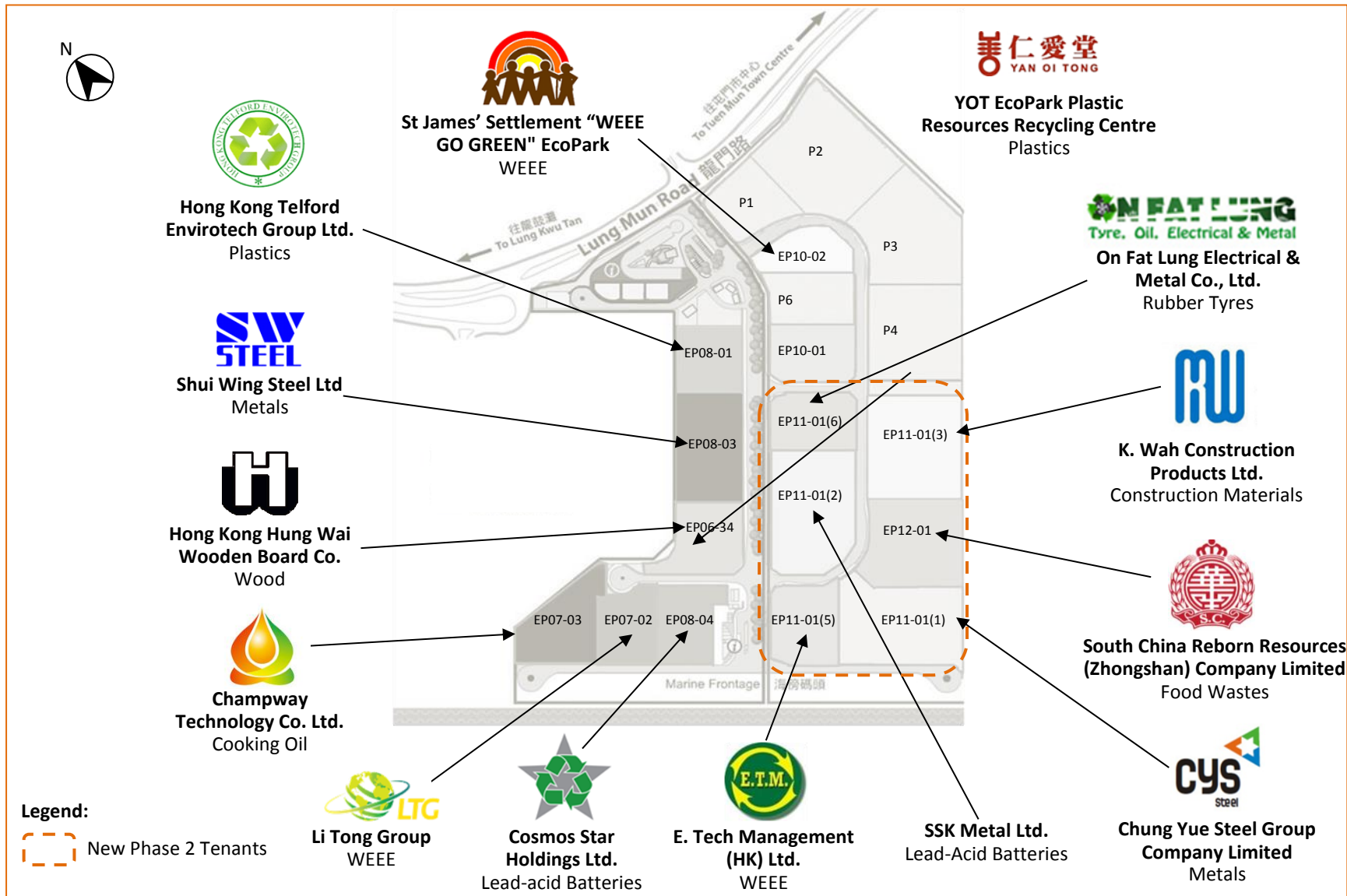
**Table 3-1 Throughput Statistics for January to March 2013**

Material Type	Waste Input (tonnes)	Product Output (tonnes)	Waste Disposed (tonnes)
Waste Oil	1,891	525	840
Waste Wood	-	-	-
WEEE	357	262	4
Waste Metals	6,419	6,419	-
Waste Plastics	1,624	1,376	35

**Note:** N/A = Not Applicable

- 3.9.4 Detailed throughput figures are provided in **Appendix 3**.

**Figure 3-1 Current Lot Usage within EcoPark**



---

## 4 IMPLEMENTATION STATUS OF ENVIRONMENTAL PROTECTION MEASURES

---

- 4.1.1 Environmental mitigation measures applicable to the operation phase EM&A as stated in the implementation schedule are summarised in **Appendix 1**. Environmental requirements specified in tenancy agreements are summarised in **Appendix 2**.
- 4.1.2 As of end-March 2013, six tenants (Champway, Shiu Wing, Li Tong, Yan Oi Tong, Telford and St. James' Settlement) have commenced recycling activities within their lots, while Hung Wai has suspended operations since October 2011. Appropriate environmental protection measures are in place.

## 5 MONITORING RESULTS

### 5.1 Monitoring Date, Time, Frequency and Duration

5.1.1 LFG monitoring is conducted on a quarterly basis. In this reporting quarter, monitoring was undertaken on 22 March 2013. Monitoring details are shown in **Table 5-1**, below.

**Table 5-1 Sampling Schedule for LFG Monitoring**

Station ID	Sampling Date	Time	Duration	Ambient Air Temp.	Weather
EP1-1	22 Mar 2013	10:26 - 10:29	3 minutes	24°C	Hazy
EP1-2		10:10 - 10:13	3 minutes	24°C	Hazy
EP1-3		10:06 - 10:09	3 minutes	24°C	Hazy
EP2-1		10:14 - 10:17	3 minutes	24°C	Hazy
EP2-2		10:18 - 10:21	3 minutes	24°C	Hazy

### 5.2 Monitoring Methodology, Parameters and Equipment

5.2.1 The LFG monitoring requirement and methodology are stipulated in Section 6 of the EM&A Manual. The LFG monitoring parameters and their measurement ranges are detailed in **Table 5-2**, below.

**Table 5-2 Parameters and Measurement Ranges for LFG Monitoring**

Parameters	Measurement Ranges
Methane (CH <sub>4</sub> )	0-100% LEL & 0-100% v/v
Oxygen (O <sub>2</sub> )	0-25% v/v
Carbon Dioxide (CO <sub>2</sub> )	0-100% v/v
Barometric Pressure	mBar (absolute)

5.2.2 LFG monitoring shall be carried out using intrinsically-safe, portable multi-gas monitoring instruments. The gas monitoring equipment shall:

1. Where possible, comply with BS 6020 and be approved by BASEEFA as intrinsically safe, suitable for use in a Zone 2 are to BS 5345.
2. Be capable of continuous monitoring of methane, oxygen and carbon dioxide.
3. Be capable of continuous barometric pressure and gas pressure measurements.
4. Normally operate in diffusion mode unless required for spot sampling, when it should be capable of operating by means of an aspirator or pump.
5. Have low battery, fault and over range indication incorporated.
6. Store monitoring data, and shall be capable of being down-loaded directly to a PC.

7. Measure in the following ranges:
- Methane 0-100% LEL & 0-100% v/v
  - Oxygen 0-25% v/v
  - Carbon dioxide 0 -100% v/v
  - Barometric pressure mBar (absolute)

5.2.3 The monitoring equipment shall alarm (both audibly and visually) in the event that the concentrations of the following are exceeded:

1. Methane – rise to 10% LEL.
2. Oxygen – fall to 18% by volume.
3. Carbon monoxide – maximum short term (1-hour) exposure of 300ppm with long term average (8-hours) not to exceed 50ppm.

### 5.3 Types of Equipment Used and Calibration Details

5.3.1 One InfraRed Gas Analyser Model GA94A (serial number GA3385) was used for LFG measurements. The gas analyser is calibrated at least every 18 months. **Appendix 4** presents the monitoring equipment calibration records.

### 5.4 Results and Graphical Plots of Monitoring Parameters

5.4.1 LFG monitoring results are summarised in **Table 5-3** and compared with the Action and Limit Levels tabulated in **Table 2-2**. Graphical plots of the monitoring results are also provided in **Appendix 5**.

**Table 5-3 LFG Monitoring Results**

Station ID	Sampling Date	Monitoring Results				
		CH <sub>4</sub> (% v/v)	CH <sub>4</sub> (% LEL)	O <sub>2</sub> (% v/v)	CO <sub>2</sub> (% v/v)	Barometric Pressure (mBar)
EP1-1	22 Mar 2013	0.0	0	21	0.0	1015
EP1-2		0.0	0	21	0.0	1015
EP1-3		0.0	0	21	0.0	1015
EP2-1		0.0	0	21	0.0	1015
EP2-2		0.0	0	21	0.0	1015

5.4.2 With reference to the monitoring results, no Action or Limit Level exceedance was recorded.

## 6 SUMMARY OF TENANT AUDITS

### 6.1 General

- 6.1.1 Cosmos and the new tenants of the first batch of Phase 2 lots were carrying out site preparation works. As such, only general site inspections at those lots needed to be carried out in the reporting quarter.
- 6.1.2 Environmental audits of active tenants and the general EcoPark audit were carried out by the ET on 23 January 2013, 21 February 2013 and 22 March 2013. The quarterly IEC audit was carried out on 22 March 2013.
- 6.1.3 The audits were conducted based on the approved site inspection checklist. The completed audit checklists for tenants are provided in **Appendix 6**.

### 6.2 Champway Technology Ltd

- 6.2.1 Audit observations from previous reporting quarters and audit observations from this reporting quarter are summarised in **Table 6-1**, below. The next audit will follow up any remaining unresolved issues. The completed checklists for Champway are given in **Appendix 6-1**.

**Table 6-1 Environmental Audit Findings for Champway**

Date	Items	Comments	Status
<b>Observations From Previous Reporting Quarters</b>			
19/12/2012	Some activated carbon was observed in surface channel near the air scrubber	The Tenant was requested to clear the activated carbon as soon as possible	No activated carbon was observed in surface channel near the air scrubber during the site audit on 23/01/2013
<b>Observations From This Reporting Quarter</b>			
23/01/2013	Grease was observed in surface channel	The Tenant was requested to clear the grease and implement second containment for grease runoff	The grease in the surface channel was clear during site audit on 21/02/2013
	The Tenant was reminded to relocate the transferring process to enclosed areas with proper ventilation system and odour pollution devices to mitigate odour to the nearby tenants and also reminded to regularly replace the activated carbon		
21/02/2013	The Tenant was reminded to relocate the transferring process to enclosed areas with proper ventilation system and odour pollution devices to mitigate odour to the nearby tenants and also reminded to regularly replace the activated carbon		

Date	Items	Comments	Status
22/03/2013	Air scrubber was not operated but waste oil pumping was being carried out during the site audit	The Tenant should switch on the air scrubber when needed	The observation will be followed up in next quarter
	Some activated carbon was observed inside the nearby surface channel	The Tenant should clear the activated carbon and prevent this from occurring again	The observation will be followed up in next quarter
	The Tenant was reminded to relocate the transferring process to enclosed areas with proper ventilation system and odour pollution devices to mitigate odour to the nearby tenants and also reminded to regularly replace the activated carbon		

### 6.3 Shiu Wing Steel Ltd

6.3.1 Audit observations from previous reporting quarters and audit observations from this reporting quarter are summarised in **Table 6-2**, below. The completed checklists for Shiu Wing are given in **Appendix 6-2**.

**Table 6-2 Environmental Audit Findings for Shiu Wing**

Date	Items	Comments	Status
<b>Observations From Previous Reporting Quarters</b>			
	None		
<b>Observations From This Reporting Quarter</b>			
23/01/2013	No critical issues were identified		
21/02/2013	No critical issues were identified		
22/03/2013	No critical issues were identified		

### 6.4 Hong Kong Hung Wai Wooden Board Co

6.4.1 Audit observations from previous reporting quarters and audit observations from this reporting quarter are summarised in **Table 6-3**, below. The next audit will follow up any remaining unresolved issues. The completed checklists for Hung Wai are given in **Appendix 6-3**.

**Table 6-3 Environmental Audit Findings for Hung Wai**

Date	Items	Comments	Status
<b>Observations From Previous Reporting Quarters</b>			
	None		
<b>Observations From This Reporting Quarter</b>			
23/01/2013	No critical issues were identified		
21/02/2013	No critical issues were identified		
22/03/2013	No critical issues were identified		



## 6.5 Li Tong Group

- 6.5.1 Audit observations from previous reporting quarters and audit observations from this reporting quarter are summarised in **Table 6-4**, below. The completed checklists for Li Tong are given in **Appendix 6-4**.

**Table 6-4 Environmental Audit Findings for Li Tong**

Date	Items	Comments	Status
<b>Observations From Previous Reporting Quarters</b>			
	None		
<b>Observations From This Reporting Quarter</b>			
23/01/2013	No critical issues were identified		
21/02/2013	No critical issues were identified		
22/03/2013	No critical issues were identified		

## 6.6 Hong Kong Telford Envirotech Group Ltd

- 6.6.1 Audit observations from previous reporting quarters and audit observations from this reporting quarter are summarised in **Table 6-5**, below. The completed checklists for Telford are given in **Appendix 6-5**.

**Table 6-5 Environmental Audit Findings for Telford**

Date	Items	Comments	Status
<b>Observations From Previous Reporting Quarters</b>			
	None		
<b>Observations From This Reporting Quarter</b>			
23/01/2013	No critical issues were identified		
21/02/2013	No critical issues were identified		
22/03/2013	No critical issues were identified		

## 6.7 YOT EcoPark Plastic Resources Recycling Centre

- 6.7.1 Audit observations from previous reporting quarters and audit observations from this reporting quarter are summarised in **Table 6-6** below. The next audit will follow up any remaining unresolved issues. The next audit will follow up any unresolved issues. The completed checklists for Yan Oi Tong are given in **Appendix 6-6**.

**Table 6-6 Environmental Audit Findings for Yan Oi Tong**

Date	Items	Comments	Status
<b>Observations From Previous Reporting Quarters</b>			
	None		
<b>Observations From This Reporting Quarter</b>			
23/01/2013	No critical issues were identified.		
21/02/2013	No critical issues were identified.		

Date	Items	Comments	Status
22/03/2013	Stagnant water was observed on tarpaulin sheets	The Tenant should clear the stagnant water.	The observation will be followed up in next quarter

## 6.8 St. James' Settlement "WEEE GO GREEN" EcoPark

6.8.1 Audit observations from previous reporting quarters and audit observations from this reporting quarter are summarised in **Table 6-7** below. The completed checklists for St James' Settlement are given in **Appendix 6-7**.

**Table 6-7 Environmental Audit Findings for St James' Settlement**

Date	Items	Comments	Status
<b>Observations From Previous Reporting Quarters</b>			
	None		
<b>Observations From This Reporting Quarter</b>			
23/01/2013	No critical issues were identified		
21/02/2013	No critical issues were identified		
22/03/2013	No critical issues were identified		

## 7 SUMMARY OF GENERAL ECOPARK AUDIT

7.1.1 Audit observations from previous reporting quarters and audit observations from this reporting quarter are summarised in **Table 7-1**, below. The next audit will follow up any remaining unresolved issues. The completed general checklists for EcoPark (and non-active tenants) are given in **Appendix 7**.

**Table 7-1 General EcoPark Audit Findings**

Date	Items	Comments	Status
<b>Observations From Previous Reporting Quarters</b>			
27/01/2012	<b>Chung Yue:</b> Site formation work was observed during site audit and mud trails were observed on public road at site entrance	The tenant was reminded to clear the tyre trails and to thoroughly clean vehicle wheels before leaving the site	Tyre trails were still observed during the site audit on 21/02/2013 <b>[ Outstanding ]</b>
<b>Observations From This Reporting Quarter</b>			
23/01/2013	No critical issues were identified		
21/02/2013	No critical issues were identified		
22/03/2013	<b>Cosmos:</b> Packaging materials and a suspected broken tent were observed next to the surface channel	The tenant was reminded to clear the materials and rubbish in order to avoid channel blockage	The observation will be followed up in next audit

## 8 COMPLAINTS, NOTIFICATIONS OF SUMMONS AND SUCCESSFUL PROSECUTIONS

### 8.1 Complaint No. 004

- 8.1.1 As of end-March 2013, one complaint, Nos. 004 had been received in this quarter. The complaint was related to odour nuisance from Champway's lot. The details of the complaint are described below.
- 8.1.2 A complaint made from the adjacent Permanent Aviation Fuel Facility (PAFF) regarding odour emanating from Champway's lot was received by EPD on 23 January 2013. SGJV and ET were notified by EPD on 24 January 2013.
- 8.1.3 A site investigation was carried out by the ET and SGJV on 25 January 2013 to identify the cause of odour. The odour could be generated from the gaps of the oil/water storage tanks cover for the oil/water mixture pumping process was collected/extracted and treated by activated carbon filters. The activated carbon filters were replaced on 17 and 21 January 2013.
- 8.1.4 Odour nuisance was suspected to be generated from the tank covers which were observed slightly damaged.
- 8.1.5 To abate odour, Champway advised that replacement of tank covers was completed in 21 February 2013. To further minimise the odour, Champway would regularly replace activated carbon and enhance supervision on the implementation of odour abatement measures.
- 8.1.6 SGJV had contracted with Champway several times to follow up with the implementation status for odour abatement in February 2013. SGJV carried out site investigations on 21 February 2013. The complaint was closed on 2 March 2013 as no odour was detected on 2 March 2013.
- 8.1.7 The Complaint Log of Complaint 004 is provided in [Appendix 8](#).

## 9 CONCLUSIONS

- 9.1.1 This is the twenty fourth (24<sup>th</sup>) quarterly EM&A report prepared for the operation phase of EcoPark and covers January to March 2013. The tenants' recycling activities are audited on a monthly basis and the results are summarised in this report. In the reporting quarter, there were fourteen tenants in EcoPark Phase 1 and Phase 2.
- 9.1.2 The ET has conducted monthly site inspections while the IEC has carried out quarterly inspections, and some general observations have been made. The approved checklist has been used in the monthly site inspections for various tenants since October 2009.
- 9.1.3 The throughputs of the reporting quarter are summarised in **Table 9-1**, below. Please note that product output plus waste disposal do not necessarily equal the waste input, due to material losses during processing and material retained within the lot.

**Table 9-1 Throughput Statistics for January to March 2013**

Material Type	Waste Input (tonnes)	Product Output (tonnes)	Waste Disposed (tonnes)
Waste Oil	1,891	525	840
Waste Wood	-	-	-
WEEE	357	262	4
Waste Metals	6,419	6,419	-
Waste Plastics	1,624	1,376	35

**Note:** N/A = Not Applicable

- 9.1.4 LFG monitoring during this quarter was undertaken on 22 March 2013 at five locations (three in Phase 1 and two in Phase 2). No exceedance of Action/Limit Level was recorded.
- 9.1.5 Numbers of complaints, summons and successful prosecutions in the reporting quarter are summarised below:
- **Complaints:** One odour complaint received on 23 January 2013.
  - **Summons:** Zero.
  - **Successful Prosecutions:** Zero.
- 9.1.6 In the next reporting quarter, operation phase LFG monitoring for Phase 1 and Phase 2 will continue.

---

## APPENDIX 1

### Environmental Mitigation Measures (from the Implementation Schedule)

EIA Ref.	EM&A Ref.	Environmental Protection Measures Identified in the Implementation Schedule that are Applicable to the Operation Phase of EcoPark	Location / Duration of Measures / Timing of Completion of Measures	Implementation Agent	Relevant Legislation and Guidelines
<b>General</b>					
5.5.23 to 5.5.25, 10.2.24 & 10.2.37	4.2.5 to 4.2.8	The Operator shall develop and implement an Emergency Response Plan (ERP) that lists the procedures to be followed in case of fire, fuel or chemical spillage or other emergency within the EcoPark.	Throughout the duration of the operation.	Operator	
12.2	7.2	No process shall be allowed to operate within EcoPark without approval from WFBU. Approval will be based on the ten-step Process Review, which may include a Design Audit if deemed to be necessary.	Throughout the duration of the operation.	ET IEC Project Proponent	
	8.1.2	All reports (including Process Review Checklists and any Design Audits) shall be prepared and certified by the ET, verified by the IEC and approved by the Project Proponent.	Throughout the duration of construction works until construction is substantially completed. Throughout the duration of the operation.	ET IEC Project Proponent	
12.3	7.3	The Operator shall prepare and implement an Environmental Management Plan (EMP) to define mechanisms for achieving the environmental requirements specified in the EIA, EP and in statutory regulations.	Throughout the duration of the operation.	Operator	
<b>Air Quality</b>					
13.2		The Operator shall ensure that EcoPark “base case” assumptions for air quality shown in Table 13.1 of the Final EIA Report are met by tenants, as a whole.	Throughout the duration of the operation.	Operator	Table 13.1 of the Final EIA Report
<b>Water Quality</b>					
5.4.11 & 5.6.7		To minimise the chance of accidental spillage during loading and unloading, and thereby reduce marine water quality impacts, well established cargo handling guidelines should be followed.	Adjacent to EcoPark marine frontage when loading or unloading goods.	Operator Operators of bulk carriers	Sections 5 & 6 of IMO Code of Practice for the Safe Loading/Unloading of Bulk Carriers
5.5.19		Contaminated water collected in the surface drainage systems shall be treated at the WTF or other appropriate treatment facility.	Within EcoPark throughout the life of the facility.	Operator	
5.5.23 to 5.5.25	4.2.5 to 4.2.7	An Emergency Response Plan (ERP) will be formulated to address various accident scenarios. The ERP will be certified by the Environmental Team (ET) and verified by the Independent Environmental Checker (IEC) under the operation EM&A programme.	Within EcoPark throughout the life of the facility.	Operator	
5.6.4		For uncovered areas where recovery process identified as causing potentially high level of contamination are located, stop-logs will be installed in the perimeter drainage system to isolate contamination.	Within EcoPark throughout the life of the facility.	Operator	



EIA Ref.	EM&A Ref.	Environmental Protection Measures Identified in the Implementation Schedule that are Applicable to the Operation Phase of EcoPark	Location / Duration of Measures / Timing of Completion of Measures	Implementation Agent	Relevant Legislation and Guidelines
	4.2.2	The ET should develop an audit checklist, with the agreement of the IEC, to ensure that each mitigation measure is implemented when appropriate and operated correctly when implemented.	Within EcoPark throughout the life of the facility.	ET with IEC	
<b>Waste Management</b>					
6.8.7	5.2.4	The Operator should register with EPD as a chemical waste producer.	Within EcoPark throughout the life of the facility.	Operator	Waste Disposal (Chemical Waste) (General) Regulation
6.8.16		The dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	Within EcoPark throughout the life of the facility.	Operator	Practice Note for disposal of dusty waste at landfills & Admission Ticket System
6.8.18 & 6.8.22	5.2.4	Sludge will be disposed of at WENT landfill, or at any future dedicated sludge treatment facility. Sludge will be collected by a Licensed collector at regular intervals, as determined by the operation of the WTF	Within EcoPark throughout the life of the facility.	Operator	
6.8.21	5.2.4	Chemical wastes shall be stored in appropriate containers in a covered area. "No Smoking" signs will be clearly displayed to prevent accidental ignition of flammable materials. Drip trays capable of storing 110% of the volume of the largest container will be used to mitigate possible leakage.	Within EcoPark throughout the life of the facility.	Operator	Code of Practice on the Packaging, Labelling and Storage of Chemical Wastes
	5.2.3 & 5.2.5	The ET should develop an audit checklist, with the agreement of the IEC, to ensure that each mitigation measure is implemented when appropriate and operated correctly when implemented.	Within EcoPark throughout the life of the facility.	ET with IEC	
<b>Prevention of Contaminated Land</b>					
7.3.1	5.3.2	Any spillages of contaminating material shall be cleaned up immediately through the use of an absorbent. Any such used material should then be considered chemical waste and disposed of appropriately.	Within EcoPark throughout the life of the facility.	Operator	
7.3.3		Any areas within the lot to be used for recycling processes shall be concrete paved before recycling activities commence.	Within EcoPark throughout the life of the facility.	Operator	
7.3.5	5.3.2	During operation, the greatest risk of land contamination will come from storage of chemical wastes, therefore the measures should be followed :	Within EcoPark throughout the life of the facility.	Operator	
		<ul style="list-style-type: none"> <li>All chemical storage areas shall be provided with locks and be sited on sealed areas. The storage areas shall be surrounded by bunds with a capacity equal to 110% of the storage capacity of the largest tank to prevent spilled oil and chemicals from contaminating the ground.</li> </ul>			

EIA Ref.	EM&A Ref.	Environmental Protection Measures Identified in the Implementation Schedule that are Applicable to the Operation Phase of EcoPark	Location / Duration of Measures / Timing of Completion of Measures	Implementation Agent	Relevant Legislation and Guidelines
		<ul style="list-style-type: none"> <li>Management of chemical waste is implemented through the control of waste storage, labelling of waste, transportation and treatment of chemical waste at an appropriate facility.</li> </ul>			
		<ul style="list-style-type: none"> <li>Chemical wastes will be collected, stored and disposed of in accordance with the Regulation. Disposal of other construction waste will be undertaken by licensed contractors in accordance with applicable statutory requirements in the WDO.</li> </ul>			Waste Disposal (Chemical Waste) (General) Regulation
		<ul style="list-style-type: none"> <li>Chemical wastes shall be handled according to the relevant code of practice. Spent chemicals shall be stored and collected by an approved operator for disposal at a licensed facility in accordance with the relevant regulation.</li> </ul>			Code of Practice on the Packaging, Labelling and Storage of Chemical Wastes & Chemical Waste (General) Regulation
	5.3.3	The ET should develop an audit checklist, with the agreement of the IEC, to ensure that each mitigation measure is implemented when appropriate and operated correctly when implemented.	Within EcoPark throughout the life of the facility.	ET with IEC	
<b>Landfill Gas</b>					
8.7.10 & 8.7.11	6.1.2	<ul style="list-style-type: none"> <li>Alert workers and visitors of possible LFG hazards</li> <li>Prohibit smoking and open fires on site</li> <li>Conduct regular (quarterly) LFG monitoring at mobile offices, equipment stores, etc.</li> </ul>	Within EcoPark throughout the life of the facility.	Operator	
	6.4.3	Following construction, routine monthly monitoring may be required at service voids and utility boxes. The monitoring requirement and specific locations of monitoring points shall be established based on the findings of the monitoring carried out during construction (i.e. if no LFG is detected during construction then no routine monitoring is required). The need for continued monitoring shall, however, be reviewed through discussion with EPD.	Within EcoPark throughout the life of the facility.	Operator	
<b>Hazard to Life</b>					
10.4.3		Building height limit within EcoPark shall be applied to structures within which people may work at elevated levels.	Within EcoPark throughout the life of the facility.	Operator	EIA Report Table 10.2
<b>Landscape and Visual</b>					
9.4.4		It recommended that this commonality be promoted throughout EcoPark by the Operator and adopted by tenants, if practicable.	Within EcoPark throughout the life of the facility.	Operator	

---

## APPENDIX 2

---

### Environmental Requirements in Tenancy Agreements

---

## APPENDIX 2-1

# Environmental Requirements in Tenancy Agreements

---

Phase 1

## GENERAL ENVIRONMENTAL RESPONSIBILITIES

- 9.1 The Tenant shall at its own cost(s) comply with and shall ensure that the Premises is used, designed, constructed, operated and maintained in accordance with:-
- (a) All relevant Ordinances, by-laws, regulations, statutory technical memorandums, codes of practice, rules, non-statutory guidance notes, schemes and abatement notices for the time being in force in Hong Kong including those relating to the environment and governing the control of any form of pollution (see specific Ordinances mentioned hereinbelow) and licensing requirements under relevant Ordinances and regulations.
  - (b) All information, mitigation measures, prohibitions, restrictions, recommendations and requirements under the Environmental Impact Assessment Report for Development of an EcoPark in Tuen Mun Area 38 with Appendices, i.e. the EIA Report (Register No.: AEIAR-086/2005) dated April 2005, the Final EM&A Manual dated April 2005, the application documents including all attachments (Application No. AEP-226/2005) and other relevant documents in the Register (or in any other places, any internet websites or by any other means as specified by the Director), including the prohibitions and mitigation measures for processes in Table 14.1 and the material throughputs, processes and remarks in Table B.1 of the EIA Report (in so far as applicable).
  - (c) All information, conditions, submissions, mitigation measures, orders, notices, requirements, prohibitions, restrictions and time limits under the Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit (EP-226/2005/A) (including updated information about the Permit, any amended permit and any further permit) and all mitigation measures recommended and to be recommended in submissions that shall be deposited with or approved by the Director as a result of permit conditions contained in the Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit – Application No. VEP-221/2006 (including updated information about the Permit, any amended permit and any further permit). The Tenant shall refer to, inter alia, Conditions 4.1 to 4.14 (and Annexes A and B) and Conditions 3.7 and 3.8 (and Figures 2 and 3) of the Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit (EP-226/2005/A) regarding measures to mitigate air quality impact, measures to mitigate hazard to life impact, measures to prevent land contamination, measures to mitigate landfill gas hazard, maintenance of landscape and visual measures (see also hereinbelow regarding Condition 5 of the Environmental Permit and specified Ordinances).
  - (d) All information, conditions, submissions, mitigation measures, orders, notices and requirements under ongoing surveillance and monitoring activities during all stages of the Project and during the tenancy under the Tenancy Agreement (e.g. any additional mitigation measures recommended and to be recommended under the Process Review and Design Audit (carried out and to be carried out in accordance with the EM&A Manual) for various environmental impacts including, but not limited to, noise pollution, air quality, hazard to life, landfill gas hazard, landscape and visual measures, waste management and land contamination).
  - (e) All recommendations referred to in the documents of the EIAO Register which are not expressly referred to in Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit (EP-226/2005/A) and any amended Environmental Permit (unless expressly excluded or impliedly amended in the Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit (EP-226/2005/A) and any amended Environmental Permit).
- 9.2 Further to Condition Nos. 6 and 8 hereinabove, the Tenant shall at its own cost provide relevant environmental monitoring data, information, documents and assistance to the Director and/or the Environmental Protection Department and shall permit authorised representatives of the Environmental Protection Department to access, inspect, take samples and monitor the Premises and operations for the Process Review and the Design Audit carried out and/or to be carried out pursuant to Conditions 4.1 and 5 of the Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit (EP-226/2005/A) (and any updated Permit, amended permit and further permit).

- 9.3 If the Tenant's operations (i.e. activities and facilities for recovery and/or recycling and/or reprocessing) are not covered by the EIA Report and/or deviate from the development parameters mentioned in inter alia the EIA Report, the Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit (EP-226/2005/A) (including the parameters at Annex A) and/or any environmental licence (e.g. the Water Treatment Facility ("WTF") Discharge Licence), and if additional mitigation measures are not available or are not effective in the opinion of the Director, to ensure compliance with the EIA Report, the Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit (EP-226/2005/A) (including any updated Permit, amended permit and further permit) and the relevant environmental licence(s), the Tenant shall comply with any modified parameters and/or the Tenant shall immediately modify its operations in such a way that the findings and requirements of the EIA Report, the Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit (EP-226/2005/A) (including any updated Permit, amended permit and further permit) and the environmental licence(s) are complied with and shall immediately cease to continue the offending part of the operations or activity in question.
- 9.4 The Tenant shall at its own cost(s) apply for, obtain, renew, maintain and comply with all the relevant licences related to compliance with all relevant Ordinances, by-laws, regulations, statutory technical memorandums, codes of practice, rules, non-statutory guidance notes, schemes, abatement notices and the environmental permits for the time being in force in Hong Kong (including those relating to the environment and governing the control of any form of pollution). The Tenant shall obtain, renew and comply with all the said licences within the relevant time limits (in any event, within one (1) calendar month of the date of signing and/or execution of the Tenancy Agreement), shall comply with all abatement notices, orders, directions and requests of the relevant authorities and public officers and shall be responsible for paying all relevant fees, costs, fines and penalties.
- 9.5 The Tenant shall not do anything or omit to do anything which would cause, contribute to or involve a breach or potential breach by the Director relating to any of the matters mentioned in Conditions 9.1 to 9.4 hereinabove (and other Conditions herein below).
- 9.6 The Tenant shall fully indemnify the Government and/or the Director for any fees, costs, damages, expenses, fines, penalties, losses and claims arising (a) out of any breach of any of the matters mentioned in inter alia Conditions 9.1 to 9.4 hereinabove (and other Conditions herein below) or (b) from the use of the Premises or (c) out of any works carried out at any time during the term to or at the Premises or (d) out of anything now or during the term attached to or projecting from the Premises or (e) from any neglect or default by the Tenant or by its respective servants or agents or by any express licensee of the Tenant.

## **SPECIFIC ENVIRONMENTAL RESPONSIBILITIES**

### Air Pollution

10. Save with an appropriate exemption under the Air Pollution Control Ordinance (Cap. 311 of the Laws of Hong Kong) any regulations made thereunder and any amending legislation, the Tenant shall not install or permit or suffer to be installed upon the Premises or any part thereof or any building(s) or structure(s) or part of any building(s) or structure(s) erected or to be erected thereon any furnace, oven, chimney or flue or any other combustion equipment or use or permit or suffer to be used any fuel or any method or process of manufacture or treatment that might in any circumstance result in, cause or contribute to the discharge or emission of any pollutant or any noxious, harmful or corrosive matter, whether it be in the form of gas, smoke, liquid, solid or otherwise (including but not limited to air pollutant as defined in Section 2 of the Air Pollution Control Ordinance (Cap. 311 of the Laws of Hong Kong)), which exists or which is imminent, without the prior written approval of the Director.
11. No alteration to the installation and method of manufacture shall be made without the prior written consent of the Director. In any event, the Tenant shall at its own cost(s) comply with, inter alia, Conditions 4.2 to 4.7 and Annex A of the Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit (EP-226/2005/A) regarding design, installation and operation of chimney, location of fresh air intakes and use of ultra-low sulphur or other cleaner fuel(s) as agreed by the Director (and the conditions of any updated Permit, amended permit and further permit regarding measures to mitigate air quality impact), good practices and relevant provisions of the EIA Report and Final EM&A Manual.

#### Noise Pollution

12. The Tenant shall take all necessary measures as may be required by and to the satisfaction of the Director to ensure that the operation of all plant and equipment, installed or used on the Premises or in any building(s) or structure(s) or any part of any building(s) or structure(s) erected or to be erected thereon, will not result, not cause and/or will not contribute any noise (which exists or which is imminent) which disturbs or annoys the residents or occupiers of any adjoining or neighbouring lot or lots or premises, or causes and/or contributes to disturbance to the general public under the Noise Control Ordinance (Cap. 400 of the Laws of Hong Kong) any regulations made thereunder and any amending legislation.
13. The decision of the Director as to whether any such plant and equipment are causing disturbance or annoyance as aforesaid shall be final and binding on the Tenant.

#### Waste Management

14. The Tenant shall not permit, allow or suffer any fuel or chemical and any sewage, waste water or effluent containing sand, cement, silt or any suspended or dissolved material to flow, escape or run from the Premises onto any adjoining land or allow any waste matter which does not form part of the recovery and/or recycling and/or reprocessing operation or is not part of the final product of such operation to be deposited, kept, held or stored anywhere within the Premises and other areas of EcoPark. The Tenant shall at its own cost(s) have all such matters and all waste arising from recycling activities, chemical waste arising from maintenance of plant and equipment, sewage sludge (from WTF) and general daily waste from the operation removed from the Premises or any building(s) or structure(s) or any part of any building(s) or structure(s) erected or to be erected thereon in a proper manner to the satisfaction of the Director.
15. In any event, the Tenant shall at its own cost(s) comply with, inter alia, Conditions 4.11 and 4.12 of the Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit (EP-226/2005/A) regarding paving all areas of the Premises with concrete/using concrete hardstanding and siting all fuel tanks and chemical storage areas on the specified sealed areas, respectively (and comply with the conditions of any updated Permit, amended permit and further permit regarding measures to prevent land contamination). The Tenant shall at its own cost(s) comply with relevant provisions of the Waste Disposal Ordinance (Cap.354 of the Laws of Hong Kong) good practices and relevant provisions of the EIA Report and Final EM&A Manual.

#### Water Pollution

16. In the event that the Tenant produces, generates, permits, causes, allows or suffers any discharge which is subject to control under the Water Pollution Control Ordinance (Cap. 358 of the Laws of Hong Kong) any regulations made thereunder and any amending legislation, and is not covered by a WTF Discharge Licence issued under the Water Pollution Control Ordinance (Cap. 358 of the Laws of Hong Kong) the Tenant shall apply to the Director for a licence and comply with the terms and conditions stipulated in the licence and the WTF Discharge Licence at the Tenant's own cost(s). Otherwise, the Tenant is not allowed to discharge directly or indirectly or to produce, generate, permit, cause, allow or suffer any discharge into any public sewer, storm-water drain, channel, stream-course, sea or any area inside or outside the Premises any trade effluent or foul or contaminated water or cooling or hot water. Subject to the said licence from the Director and WTF Discharge Licence, the Tenant shall at its own cost(s) separate, collect, discharge and send all process or industrial wastewater to the WTF for treatment to the standard required for discharge into a sewer leading to the sewage treatment works at Pillar Point or other treatment works specified in the licence.
17. Subject to obtaining advance written approval of the Director, the Tenant shall at its own cost(s) provide, install, operate and maintain its own waste water pre-treatment plants within the Premises if such process or industrial wastewater could not meet the influent limits / exceeds the maximum influent criteria of the WTF (in accordance with paragraph 7.2.9 of the Final E&MA Manual). The Tenant shall at its own cost(s) separate, collect, discharge and send all domestic wastewater (i.e. other than process or industrial wastewater) to the Pillar Point Sewage Treatment Works directly for treatment or other treatment works specified in the licence.

18. In any event, the Tenant shall prevent any spilled materials from entering the surface water drainage system and prevent contamination of the sea at its own cost(s) by, inter alia, providing, installing, operating and maintaining stop-logs or interceptors in the surface water drainage system and at the marine frontage area, respectively, or as required by the licence. The Tenant shall at its own cost comply with relevant provisions of the Dumping at Sea Ordinance (Cap 466 of the Laws of Hong Kong) good practices and relevant provisions of the EIA Report and Final EM&A Manual.

Hazard to Life Impact

19. To mitigate hazard to life impact, the Tenant shall comply with, inter alia, Conditions 4.8 to 4.10 of the Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit (EP-226/2005/A) (and comply with the conditions of any updated Permit, amended permit and further permit regarding measures to mitigate hazard to life impact) and shall not:-
- (a) Bring, keep, store or transport chlorine within the Premises and other areas of EcoPark;
  - (b) Bring, keep, store, locate or transport dangerous goods, substances and fuels supporting combustion including oxygen, acetylene, hydrogen peroxide, rubber tyres and diesel within 10 metres from the boundary of the site of EcoPark; and
  - (c) Exceed the building height restrictions for buildings on the Premises which are on/near the western boundary of the site of EcoPark as mentioned in Annex B to the Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit (EP-226/2005/A) (including any updated Permit, amended permit and further permit).

Landfill Gas Hazard

20. To mitigate landfill gas hazard, the Tenant shall at its own cost(s) comply with, inter alia, Condition 4.13 of the Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit (EP-226/2005/A) regarding raising clear of the ground all buildings and enclosed structures as specified in inter alia Condition 3.7 (and comply with the conditions of any updated Permit, amended permit and further permit regarding measures to mitigate hazard to life impact).

Landscape and Visual Impacts

21. To mitigate landscape and visual impacts, the Tenant shall at its own cost(s) comply with, inter alia, Condition 4.14 of the Environmental Permit No. EP-226/2005 as amended by the Variation of Environmental Permit (EP-226/2005/A) regarding maintaining landscape, planting, treatment and mitigation measures as specified in inter alia Condition 3.8 and Figure 3 (and comply with the conditions of any updated Permit, amended permit and further permit regarding measures to mitigate landscape and visual impacts).



## **APPENDIX 2-2**

### **Environmental Requirements in Tenancy Agreements**

---

Phase 2

### **Compliance of Environmental Legislation**

5. The Tenant shall comply with and observe all Ordinances, by-laws, regulations and rules for the time being in force in Hong Kong governing the control of any form of pollution, including air, noise, water and waste pollution, and for the protection of the environment.

### **Air Pollution**

6. Save with an appropriate exemption under the Air Pollution Control Ordinance (Cap. 311) any regulations made thereunder and any amending legislation, the Tenant shall not install or permit or suffer to be installed upon the Premises or any part thereof or any building(s) or structure(s) or part of any building(s) or structure(s) erected or to be erected thereon any furnace, oven, chimney or flue or any other combustion equipment or use or permit or suffer to be used any fuel or any method or process of manufacture or treatment that might in any circumstance result in, cause or contribute to the discharge or emission of any pollutant or any noxious, harmful or corrosive matter, whether it be in the form of gas, smoke, liquid, solid or otherwise (including but not limited to air pollutant as defined in Section 2 of the Air Pollution Control Ordinance (Cap. 311), which exists or which is imminent, without the prior written approval of the Director.

### **Water Pollution**

- 7.(a) In the event that the Tenant produces, generates, permits, causes, allows or suffers any discharge which is subject to control under the Water Pollution Control Ordinance (Cap. 358) any regulations made thereunder and any amending legislation, the Tenant shall apply to the Director for a licence and comply with the terms and conditions stipulated in the licence at the Tenant's own cost(s). Otherwise, the Tenant is not allowed to discharge directly or indirectly or to produce, generate, permit, cause, allow or suffer any discharge into any public sewer, storm-water drain, channel, stream-course, sea or any area inside or outside the Premises any trade effluent or foul or contaminated water or cooling or hot water. Subject to the said licence from the Director, the Tenant shall at its own cost(s) separate, collect, and discharge all process or industrial wastewater which comply with the standard required for discharge into a sewer leading to the sewage treatment works at Pillar Point or other treatment works specified in the licence.
- (b) Subject to obtaining advance written approval of the Director, the Tenant shall at its own cost(s) provide, install, operate and maintain its own waste water pre-treatment plants within the Premises if such process or industrial wastewater could not meet the standard required for discharge into a sewer leading to the sewage treatment works at Pillar Point or other treatment works specified in the licence. The Tenant shall at its own cost(s) separate, collect, discharge and send all domestic wastewater (i.e. other than process or industrial wastewater) to the Pillar Point Sewage Treatment Works directly for treatment or other treatment works specified in the licence.
- (c) In any event, the Tenant shall prevent any spilled materials from entering the surface water drainage system and prevent contamination of the sea at its own cost(s) by, inter alia, providing, installing, operating and maintaining stop-logs or interceptors in the surface water drainage system and at the marine frontage area, respectively, or as required by the licence. The Tenant shall at its own cost comply with relevant provisions of the Dumping at Sea Ordinance (Cap. 466) good practices and relevant provisions of the EIA Report and Final EM&A Manual.

### **Waste Management**

- 8.(a) The Tenant shall at its own cost(s) comply with relevant provisions of the Waste Disposal Ordinance (Cap. 354).
- (b) The Tenant shall not permit, allow or suffer any fuel or chemical and any sewage, waste water or effluent containing sand, cement, silt or any suspended or dissolved material to flow, escape or run from the Premises onto any adjoining land or allow any waste matter which does not form part of the recovery and/or recycling and/or reprocessing operation or is not part of the final product of such operation to be deposited, kept, held or stored anywhere within the Premises and other areas of

EcoPark. The Tenant shall at its own cost(s) have all such matters and all materials arising from recycling activities, chemical materials arising from maintenance of plant and equipment, sewage sludge (from wastewater treatment facilities, if any) and general daily waste from the operation removed from the Premises or any building(s) or structure(s) or any part of any building(s) or structure(s) erected or to be erected thereon in a proper manner to the satisfaction of the Landlord and/or the Director.

#### **Noise Pollution**

- 9.(a) The Tenant shall take all necessary measures as may be required by and to the satisfaction of the Landlord and/or the Director to ensure that the operation of all plant and equipment, installed or used on the Premises or in any building(s) or structure(s) or any part of any building(s) or structure(s) erected or to be erected thereon, will not result, not cause and/or will not contribute any noise (which exists or which is imminent) which disturbs or annoys the residents or occupiers of any adjoining or neighbouring lot or lots or premises, or causes and/or contributes to disturbance to the general public under the Noise Control Ordinance (Cap. 400) any regulations made thereunder and any amending legislation.
- (b) The decision of the Landlord or the Director as to whether any such plant and equipment are causing disturbance or annoyance as aforesaid shall be final and binding on the Tenant.

#### **Landfill Gas Hazard**

10. To mitigate landfill gas hazard, the Tenant shall at its own cost(s) comply with, inter alia, Condition 4.13 of the Environmental Permit No. EP-226/2005/A regarding raising clear of the ground all buildings and enclosed structures as specified in inter alia Condition 3.7 (and comply with the conditions of any updated Permit, amended permit and further permit regarding measures to mitigate hazard to life impact).

#### **EcoPark Being Within the 250m Consultation Zone of Siu Lang Shui Landfill**

- 11.(a) The Tenant acknowledges that the EcoPark is within the 250m Consultation Zone of the Siu Lang Shui Landfill and that the Premises may be affected by problems associated with migrating landfill gas and undertakes to provide suitable precautionary or protection measures at his own expense to control these potential hazards.
- (b) The Tenant shall ensure all personnel entering the Premises and all visitors to the Premises are aware of the potential hazards of the landfill gas by posting suitable warning notices of the potential hazards at his own expense.
- (c) All buildings and enclosed structures, including temporary offices, temporary stores and the administration building, within the 250m Consultation Zone of the Siu Lang Shui Landfill shall be provided with the following measure(s):
- (i) buildings shall be raised clear of the ground with a clear separation distance (as measured from the highest point on the ground surface to the underside of the lowest floor joist) of at least 500mm; or
  - (ii) a low-gas permeability membrane shall be applied to the surface of any wall or floor slab that rests on or is below ground. A gravel-fill vent system shall be provided such that passive venting is achieved around the perimeter of the structure. In addition, other building materials, such as dense well-compacted concrete or steel shuttering which provide a measure of resistance to gas permeation, shall be used to achieve gas protection.
- (d) The Tenant shall ensure that the electrical equipment used on the Premises shall be intrinsically safe. Welding, flame-cutting or other hot works shall be confined to the open areas of the Premises and shall be at least 15m away from any ground-level confined space.

- (e) No drilling, trenching and excavation shall be allowed on the Premises. During any construction work, the Tenant shall observe the guidelines recommended in Chapter 8 of the “Landfill Gas Hazard Assessment Guidance Note” published by the Department of Environmental Protection. In particular, no smoking, naked flames and all other sources of ignition shall be allowed within 15m of any ground-level confined space.

#### **Hazard to Life Impact**

12. To mitigate hazard to life impact, the Tenant shall comply with, inter alia, Conditions 4.8 to 4.10 of the Environmental Permit No. EP-226/2005/A (and comply with the conditions of any updated Permit, amended permit and further permit regarding measures to mitigate hazard to life impact) and shall not:-
- (a) bring, keep, store or transport chlorine within the Premises and other areas of EcoPark;
  - (b) bring, keep, store, locate or transport dangerous goods, substances and fuels supporting combustion including oxygen, acetylene, hydrogen peroxide, rubber tyres and diesel within 10 metres from the boundary of the site of EcoPark; and
  - (c) exceed the building height restrictions for buildings on the Premises which are on/near the western boundary of the site of EcoPark as mentioned in Annex B to the Environmental Permit No. EP-226/2005/A (including any updated Permit, amended permit and further permit).

#### **Landscape and Visual Impacts**

13. To mitigate landscape and visual impacts, the Tenant shall at its own cost(s) comply with, inter alia, Condition 4.14 of the Environmental Permit No. EP-226/2005/A regarding maintaining landscape, planting, treatment and mitigation measures as specified in inter alia Condition 3.8 and Figure 3 (and comply with the conditions of any updated Permit, amended permit and further permit regarding measures to mitigate landscape and visual impacts).

#### **ENVIRONMENTAL RESPONSIBILITIES**

- 14.(a) The Tenant shall at its own cost(s) apply for, obtain, renew, maintain and comply with all the relevant licences related to compliance with all relevant Ordinances, by-laws, regulations, statutory technical memorandums, codes of practice, rules, non-statutory guidance notes, schemes, abatement notices and the environmental permits for the time being in force in Hong Kong (including those relating to the environment and governing the control of any form of pollution including air, noise, water and waste pollution, and for the protection of the environment). The Tenant shall comply with all abatement notices, orders, directions and requests of the relevant authorities and public officers and shall be responsible for paying all relevant fees, costs, fines and penalties.
- (b) The Tenant shall not do anything or omit to do anything which would cause, contribute to or involve a breach or potential breach by the Landlord and/or the Director relating to any of the matters mentioned in Clause 14(a) hereinabove.

#### **ENVIRONMENTAL IMPACT ASSESSMENT**

15. (a) The Tenant shall at its own cost(s) comply with and shall ensure that the Premises is used, designed, constructed, operated and maintained in accordance with:-
- (i) All information, conditions, mitigation measures, prohibitions, restrictions, recommendations and requirements under the Environmental Impact Assessment Report for Development of an EcoPark in Tuen Mun Area 38 (“the Project”) with Appendices, i.e. the EIA Report and EM&A Manual (EIAO Register No.: AEIAR-086/2005), the Environmental Permit

- (ii) No. EP-266/2005/A (and future variations), and other relevant documents in the EIAO Register (or in any other places, any internet websites or by any other means as specified by the Director).
- (ii) All information, conditions, submissions, mitigation measures, orders, notices and requirements under ongoing surveillance and monitoring activities during all stages of the Project and during the lease hereunder (e.g. any additional mitigation measures recommended and to be recommended under the Process Review and Design Audit (carried out and to be carried out in accordance with the EM&A Manual) for various environmental impacts including, but not limited to, noise pollution, air quality, hazard to life, landfill gas hazard, landscape and visual measures, waste management and land contamination).
- (iii) For the purposes of this Clause 15(a), “EIAO Register” shall mean the register kept by the Director pursuant to Section 15 of the Environmental Impact Assessment Ordinance (Cap.499).
- (b) Further to Clauses 2(k) and 10 above, the Tenant shall at its own cost provide relevant environmental monitoring data, information, documents and assistance to the Director and/or the Environmental Protection Department and shall permit authorised representatives of the Environmental Protection Department to access, inspect, take samples and monitor the Premises and operations for the Process Review and the Design Audit carried out and/or to be carried out pursuant to Conditions 4.1 and 5 of the Environmental Permit No. EP-226/2005/A (and future variations).
- (c) If the Tenant’s operations (i.e. activities and facilities for recovery and/or recycling and/or reprocessing) are not covered by the EIA Report and/or deviate from the development parameters mentioned in inter alia the EIA Report, the Environmental Permit No. EP-226/2005/A (and future variations), and if additional mitigation measures are not available or are not effective in the opinion of the Director, to ensure compliance with the EIA Report, the Environmental Permit No. EP-226/2005/A (and future variations), the Tenant shall comply with any modified parameters and/or the Tenant shall immediately modify its operations in such a way that the findings and requirements of the EIA Report, the Environmental Permit No. EP-226/2005/A (and future variations) are complied with and shall immediately cease to continue the offending part of the operations or activity in question.

## APPENDIX 3

---

### Material and Waste Throughputs

**Table A3-1 Recycling of Waste Oil**

Date	Waste Input (tonnes)	Product Output (tonnes)	Waste Disposal (tonnes)
Oct-Dec 2008	130	-	-
Jan-Dec 2009	2,003	-	140
Jan-Dec 2010	2,494	2,006	337
Jan-Dec 2011	9,492	2,453	5,564
Jan-Dec 2012	9,693	1,790	3,881
January 2013	685	130	17
February 2013	526	173	353
March 2013	680	223	470

**Table A3-2 Recycling of Waste Metal**

Date	Waste Input (tonnes)	Product Output (tonnes)	Waste Disposal (tonnes)
Apr-Dec 2010	4,562	4,562	-
Jan-Dec 2011	18,069	18,069	-
Jan-Dec 2012	32,737	32,737	-
January 2013	2,324	2,324	-
February 2013	1,863	1,863	-
March 2013	2,231	2,231	-

**Table A3-3 Recycling of Waste Wood**

Date	Waste Input (tonnes)	Product Output (tonnes)	Waste Disposal (tonnes)
Jun-Dec 2008	38	-	-
Jan-Dec 2009	0.12	-	-
Jan-Dec 2010	4,492	1,072	-
Jan-Dec 2011	1,610	5,788	-
Jan-Dec 2012	-	-	-
January 2013	-	-	-
February 2013	-	-	-
March 2013	-	-	-

**Table A3-4 Recycling of WEEE**

Date	Waste Input (tonnes)	Product Output (tonnes)	Waste Disposal (tonnes)
Apr-Dec 2010	86	45	2
Jan-Dec 2011	832	374	27
Jan-Dec 2012	1,163	778	32
January 2013	113	162	2
February 2013	145	23	2
March 2013	99	76	1



**Table A3-5 Recycling of Waste Plastic**

Date	Waste Input (tonnes)	Product Output (tonnes)	Waste Disposal (tonnes)
Jul-Dec 2009	20	-	-
Jan-Dec 2010	738	417	111
Jan-Dec 2011	1,733	1,241	149
Jan-Dec 2012	4,207	2,862	153
January 2013	570	445	10
February 2013	490	430	7
March 2013	564	615	19

---

## APPENDIX 4

---

### Calibration Certificate of Infrared Gas Analyser

# FUGRO TECHNICAL SERVICES LIMITED

Fugro Development Centre,  
5 Lok Yi Street, Tai Lam,  
Tuen Mun, N.T.,  
Hong Kong.

Tel : +852 2450 8233  
Fax : +852 2450 6138  
E-mail : matlab@fugro.com.hk  
Website : www.materiallab.com.hk

## MaterialLab

Report No. : 103812EN130269



Page 1 of 1

### Test Report on Landfill Monitoring

#### Information Supplied by Client

Client : SMEC Asia Limited  
Client's address : 27/F., Ford Glory Plaza, 37-39 Wing Hong Street,  
Cheung Sha Wan, Kowloon, Hong Kong  
Project : EcoPark Operation EM&A  
Sample description : Five samples of gas  
Sampling location : EP1-1 Inside the Landscaping area of Administration Building  
EP1-2 PCCW below-ground chamber outside Lot EP08-01  
EP1-3 HGC Broadband below-ground chamber outside Lot EP08-03  
EP2-1 HGC Broadband below-ground chamber outside Lot P1  
EP2-2 HGC Broadband below-ground chamber outside Lot P3  
Test required : For all locations –  
In-situ measurement of methane, carbon dioxide, oxygen and  
barometric pressure

#### Laboratory Information

Date of in-situ testing : 22/03/2013  
Test method used : Measured by Infra Red Gas Analyser GA94A

#### Results :

Sampling location	Sampling time	Barometric pressure, mbar	Methane		Carbon dioxide, %v/v	Oxygen, %v/v
			%v/v	%LEL		
EP1-1	10:26	1015	0.0	0	0.0	20.5
EP1-2	10:10	1015	0.0	0	0.0	20.8
EP1-3	10:06	1015	0.0	0	0.0	20.8
EP2-1	10:14	1015	0.0	0	0.0	20.6
EP2-2	10:18	1015	0.0	0	0.0	20.5

Remarks : 1. A calibration certificate of the monitoring equipment is attached for reference.  
2. A layout plan showing the sampling location is also attached for reference.

Supervised by : K.F. Wong

Certified by :   
Approved Signatory : HO Kin Man, John  
Manager – Chemistry Department

Date : 26/3/2013

\*\* End of Report \*\*

Note : This report refers only to the sample(s) tested.

# FUGRO TECHNICAL SERVICES LIMITED

Fugro Development Centre,  
5 Lok Yi Street, Tai Lam,  
Tuen Mun, N.T.,  
Hong Kong.

Tel : +852 2450 8233  
Fax : +852 2450 6138  
E-mail : matlab@fugro.com.hk  
Website : www.materialab.com.hk

## Materialab

### REPORT ON CALIBRATION OF INFRA RED GAS ANALYSER

Client : Fugro Technical Services Limited – Materialab Division

Sample description : One sample of Infra Red Gas Analyser (GA94A)

Sample identification : E / 084 / 1

Serial number : GA3385

Test required : Calibration

Date of calibration : 21/12/2012

Next calibration date : 21/06/2013

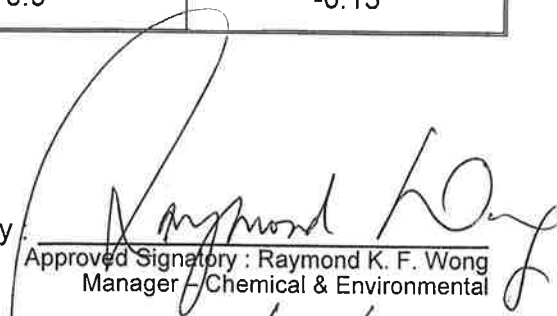
Method used : In-house method (Comparison with Standard Gas)

#### Results :

Parameters	Standard Gas Concentration, % volume	Infra Red Gas Analyser Reading, % volume	Deviation, % volume
Methane (CH <sub>4</sub> )	1.02	0.9	-0.12
Carbon dioxide (CO <sub>2</sub> )	15.0	15.0	0.0
Oxygen (O <sub>2</sub> )	1.03	0.9	-0.13

Calibrated by : C. F. Leung

Certified by :

  
Approved Signatory : Raymond K. F. Wong  
Manager / Chemical & Environmental

Date :

\*\* End of Report \*\*

21/12/2012

*Note : This report refers only to the sample(s) tested.*

---

## APPENDIX 5

### Graphical Plots of LFG Monitoring

Landfill Gas Monitoring Results -

Mar-2013

Monitoring Station ID	Monitoring Locations	Date	Weather Conditions	Temperature (degree)	Start Time	End Time	Measurement Results					Action Level			Limit Level			Remarks
							Methane		Oxygen	Carbon Dioxide	Barometric Pressure	Methane	Oxygen	Carbon Dioxide	Methane	Oxygen	Carbon Dioxide	
							% v/v	% LEL	% v/v	% v/v	mBar (absolute)	% LEL	% v/v	% v/v	% LEL	% v/v	% v/v	
EP1-1	Inside the landscaping area of Administration Building	22 Mar 13	Hazy	24	10:26	10:29	0.0	0	21	0.0	1015	> 10	< 19	> 0.5	> 20	< 18	> 1.5	Nil
EP1-2	PCCW below-ground chamber outside Lot EP08-01			24	10:10	10:13	0.0	0	21	0.0	1015							Nil
EP1-3	HGC Broadband below-ground chamber outside Lot EP08-03			24	10:06	10:09	0.0	0	21	0.0	1015							Nil
EP2-1	HGC Broadband below-ground chamber outside Lot P1			24	10:14	10:17	0.0	0	21	0.0	1015							Nil
EP2-2	HGC Broadband below-ground chamber outside Lot P3			24	10:18	10:21	0.0	0	21	0.0	1015							Nil

Note:

(1) Underlined figure indicates an exceedance of Action Level

(2) Shaded area indicates an exceedance of Limit Level

**EP1-1**

Date	Methane (% LEL)			Oxygen (% v/v)			Carbon Dioxide (% v/v)			Barometric Pressure (mBar)
	Measurement	Action Level	Limit Level	Measurement	Action Level	Limit Level	Measurement	Action Level	Limit Level	Measurement
19 Apr 12	0	10	20	21	19	18	0.0	0.5	1.5	996
20 Jun 12	6	10	20	21	19	18	0.0	0.5	1.5	995
26 Sep 12	8	10	20	21	19	18	0.0	0.5	1.5	1007
19 Dec 12	0	10	20	21	19	18	0.0	0.5	1.5	1020
22 Mar 13	0	10	20	21	19	18	0.0	0.5	1.5	1015

**EP1-2**

Date	Methane (% LEL)			Oxygen (% v/v)			Carbon Dioxide (% v/v)			Barometric Pressure (mBar)
	Measurement	Action Level	Limit Level	Measurement	Action Level	Limit Level	Measurement	Action Level	Limit Level	Measurement
19 Apr 12	0	10	20	21	19	18	0.0	0.5	1.5	996
20 Jun 12	4	10	20	20	19	18	0.2	0.5	1.5	995
26 Sep 12	6	10	20	21	19	18	0.0	0.5	1.5	1007
19 Dec 12	0	10	20	21	19	18	0.0	0.5	1.5	1020
22 Mar 13	0	10	20	21	19	18	0.0	0.5	1.5	1015

**EP1-3**

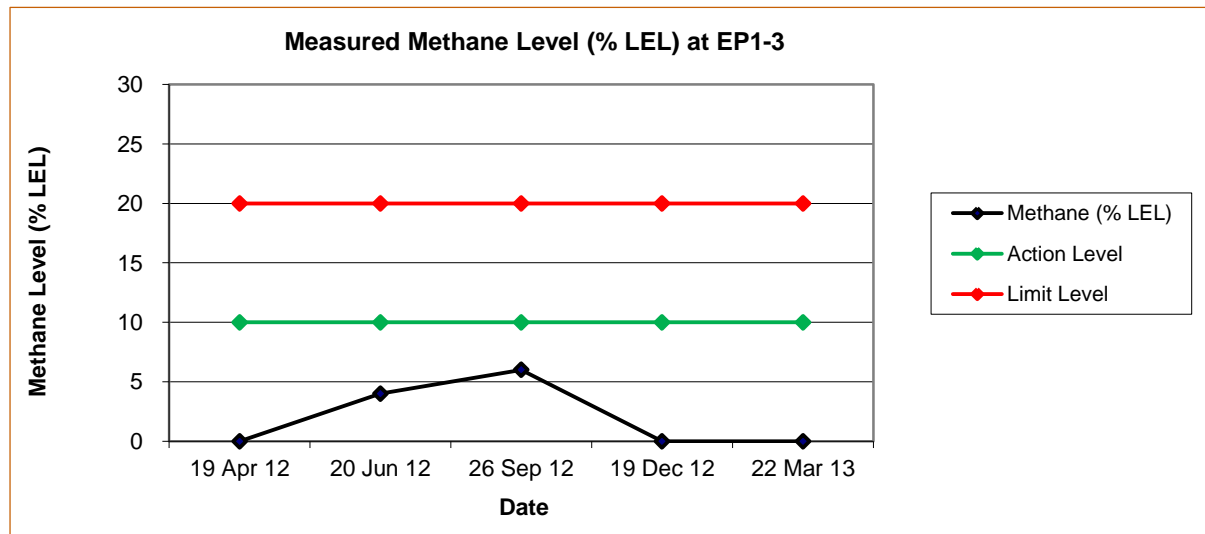
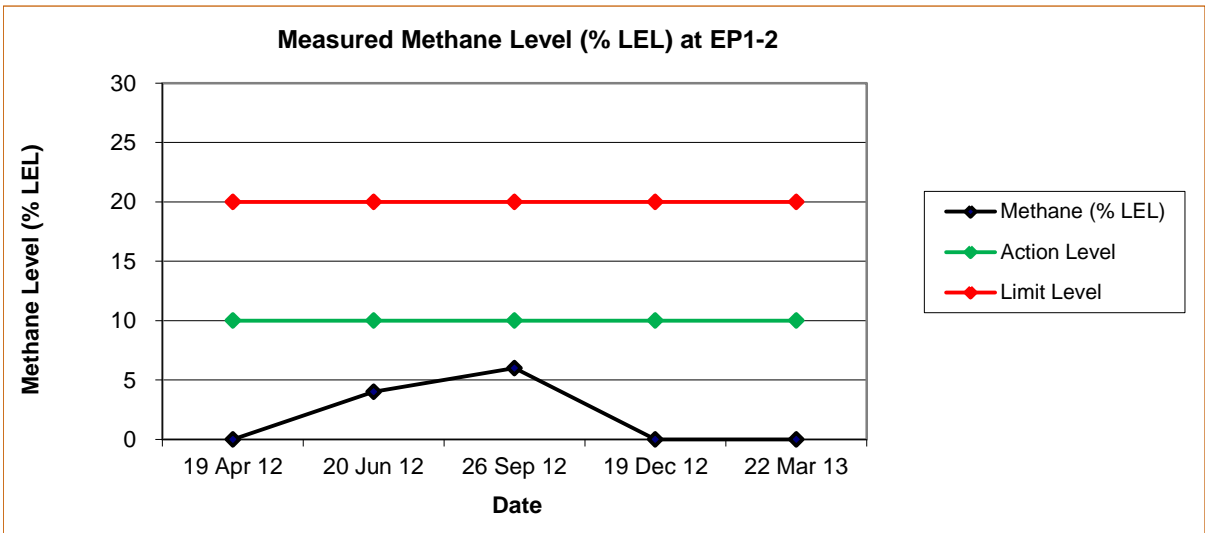
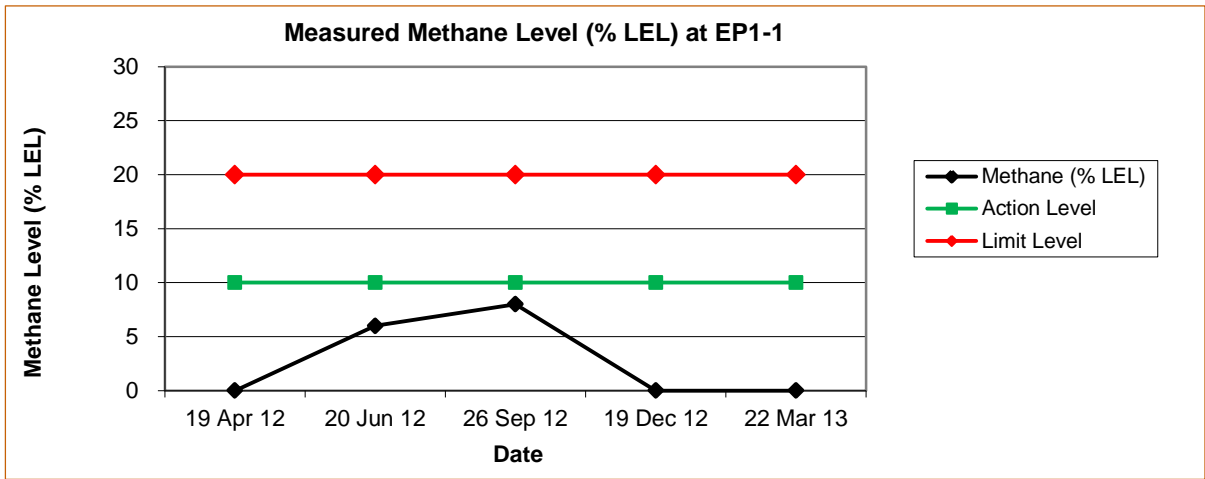
Date	Methane (% LEL)			Oxygen (% v/v)			Carbon Dioxide (% v/v)			Barometric Pressure (mBar)
	Measurement	Action Level	Limit Level	Measurement	Action Level	Limit Level	Measurement	Action Level	Limit Level	Measurement
19 Apr 12	0	10	20	21	19	18	0.0	0.5	1.5	996
20 Jun 12	4	10	20	20	19	18	0.0	0.5	1.5	995
26 Sep 12	6	10	20	21	19	18	0.0	0.5	1.5	1007
19 Dec 12	0	10	20	21	19	18	0.0	0.5	1.5	1020
22 Mar 13	0	10	20	21	19	18	0.0	0.5	1.5	1015

**EP2-1**

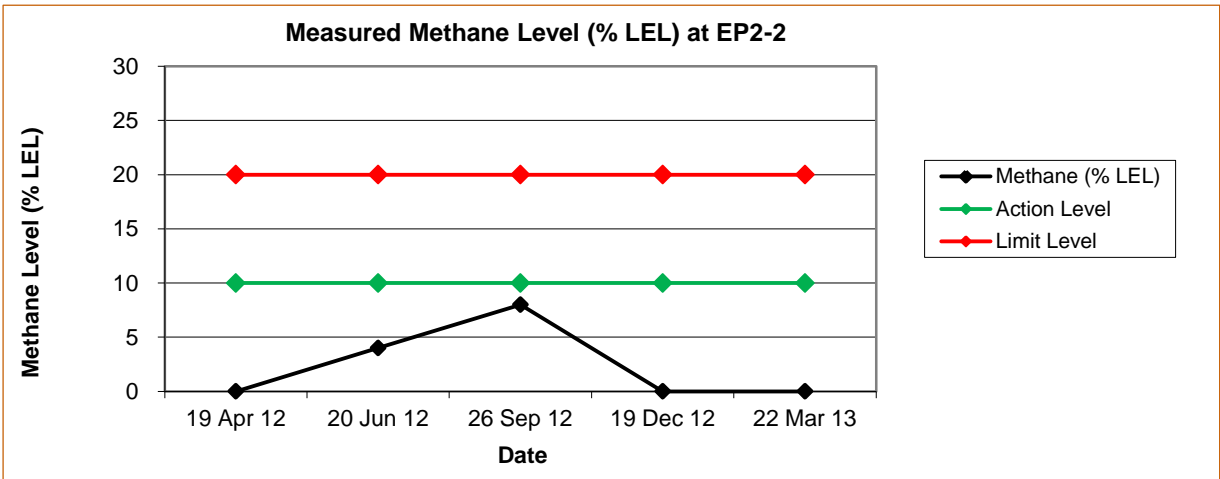
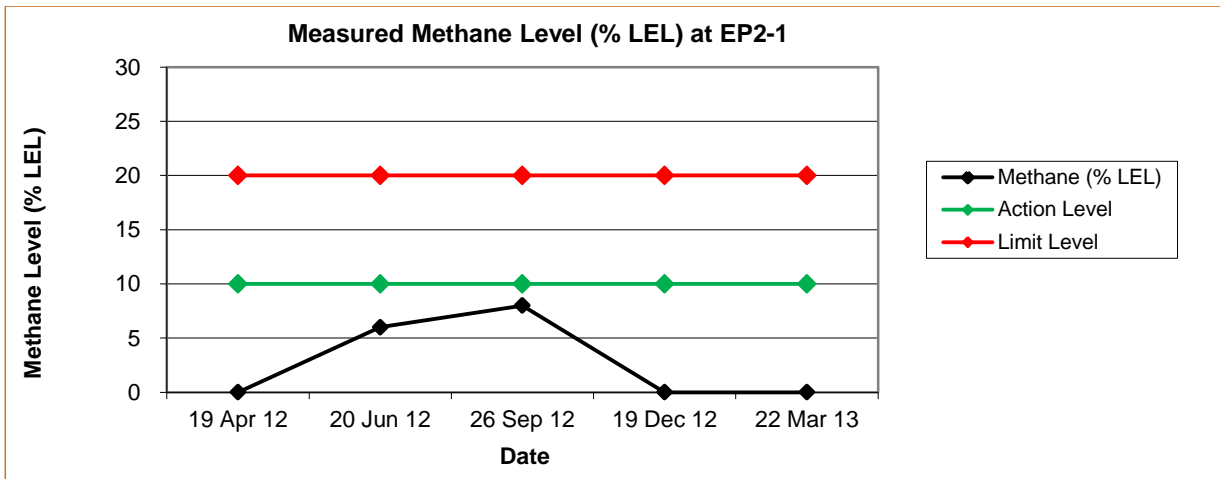
Date	Methane (% LEL)			Oxygen (% v/v)			Carbon Dioxide (% v/v)			Barometric Pressure (mBar)
	Measurement	Action Level	Limit Level	Measurement	Action Level	Limit Level	Measurement	Action Level	Limit Level	Measurement
19 Apr 12	0	10	20	21	19	18	0.0	0.5	1.5	996
20 Jun 12	6	10	20	21	19	18	0.0	0.5	1.5	995
26 Sep 12	8	10	20	21	19	18	0.0	0.5	1.5	1006
19 Dec 12	0	10	20	21	19	18	0.0	0.5	1.5	1020
22 Mar 13	0	10	20	21	19	18	0.0	0.5	1.5	1015

**EP2-2**

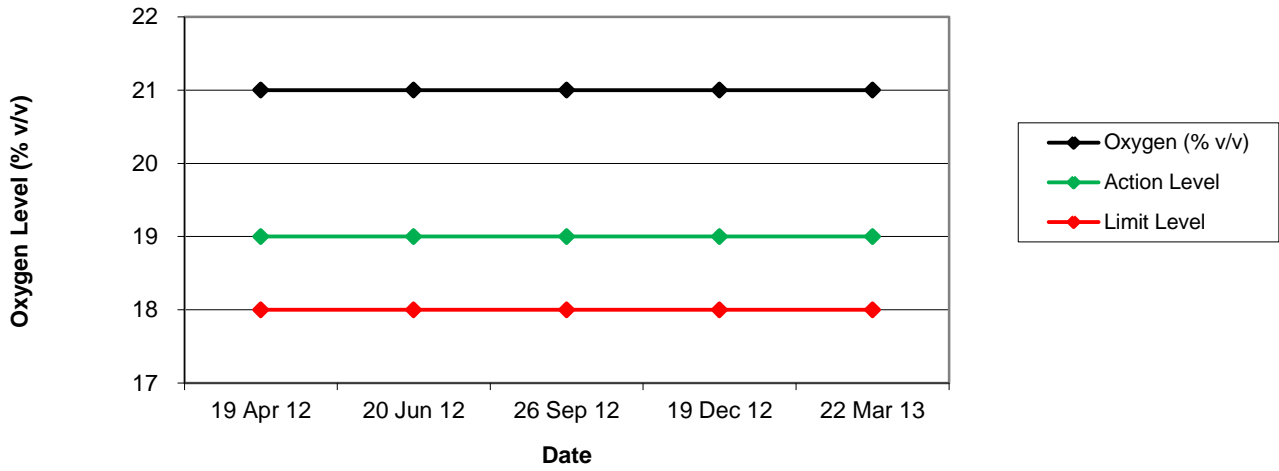
Date	Methane (% LEL)			Oxygen (% v/v)			Carbon Dioxide (% v/v)			Barometric Pressure (mBar)
	Measurement	Action Level	Limit Level	Measurement	Action Level	Limit Level	Measurement	Action Level	Limit Level	Measurement
19 Apr 12	0	10	20	20	19	18	0.0	0.5	1.5	996
20 Jun 12	4	10	20	20	19	18	0.0	0.5	1.5	994
26 Sep 12	8	10	20	21	19	18	0.0	0.5	1.5	1006
19 Dec 12	0	10	20	21	19	18	0.0	0.5	1.5	1020
22 Mar 13	0	10	20	21	19	18	0.0	0.5	1.5	1015



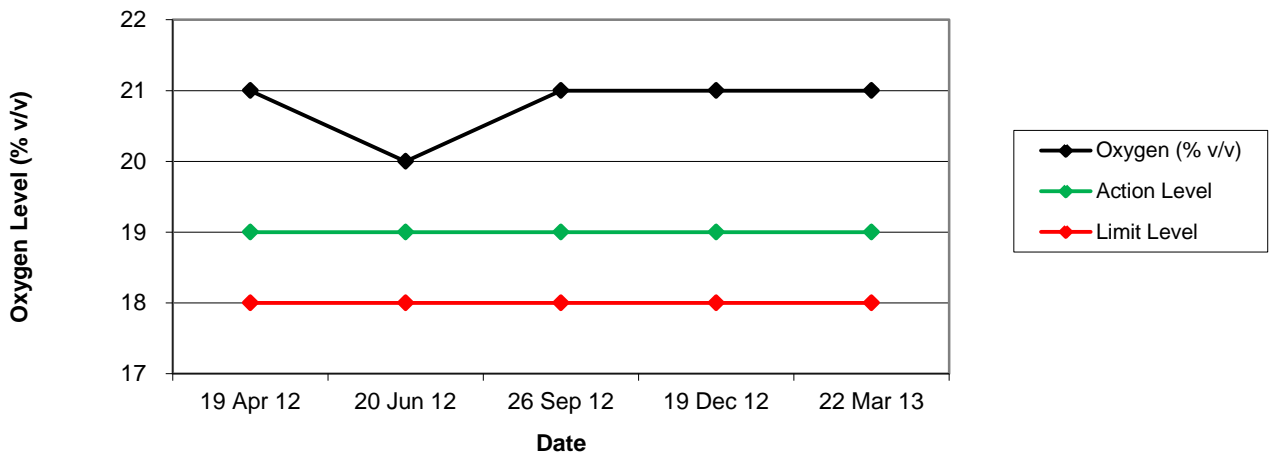




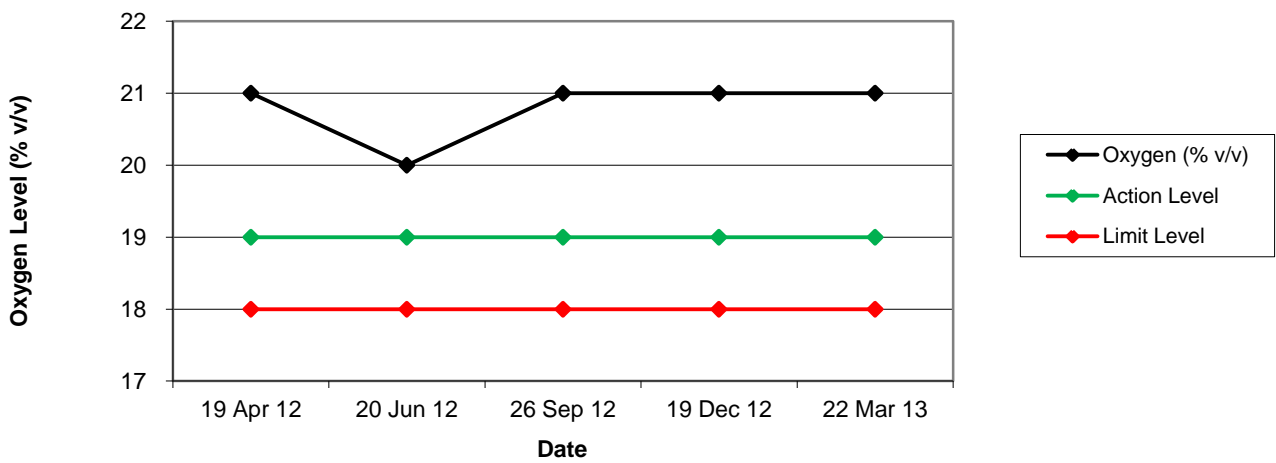
Measured Oxygen Level (% v/v) at EP1-1

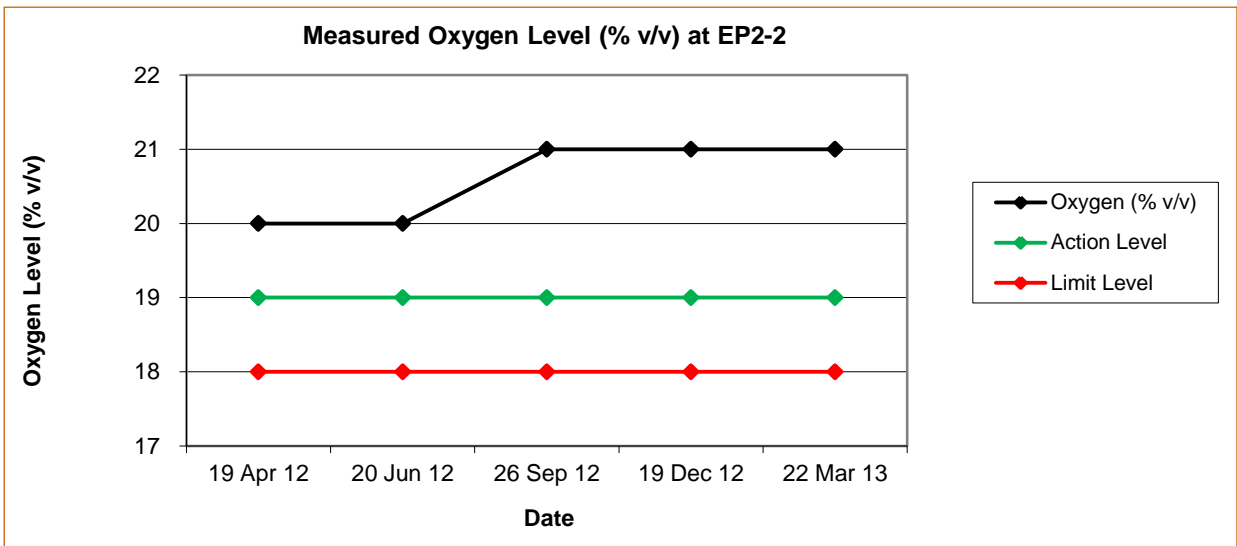
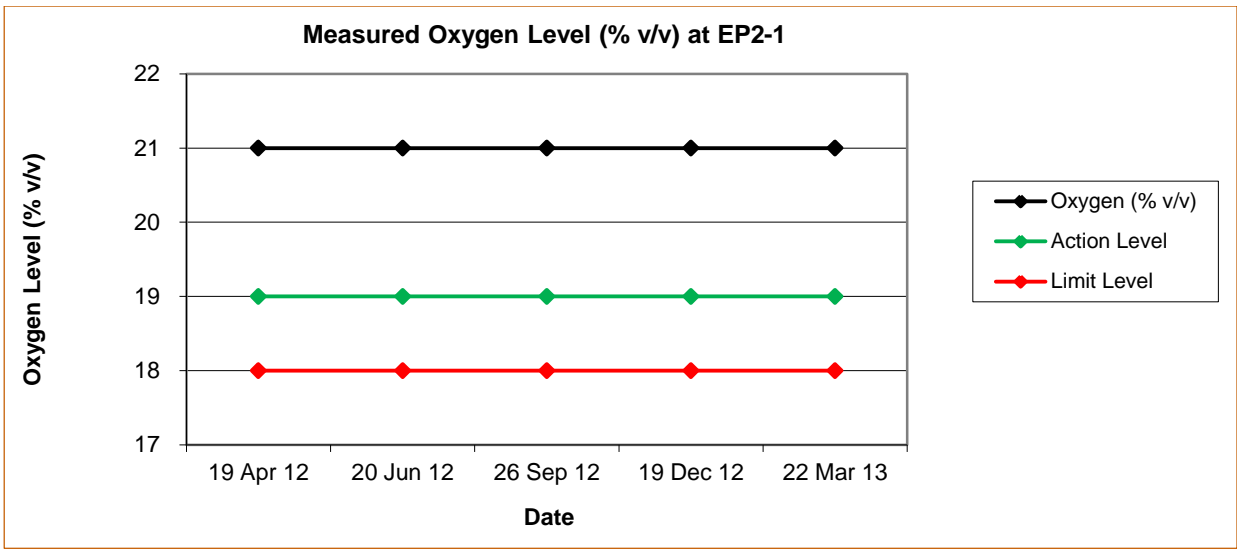


Measured Oxygen Level (% v/v) at EP1-2

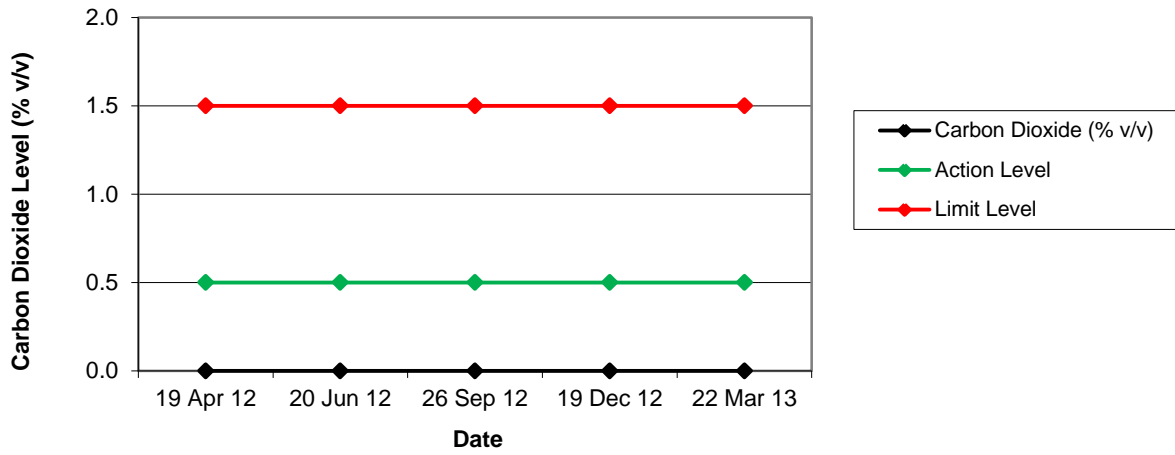


Measured Oxygen Level (% v/v) at EP1-3

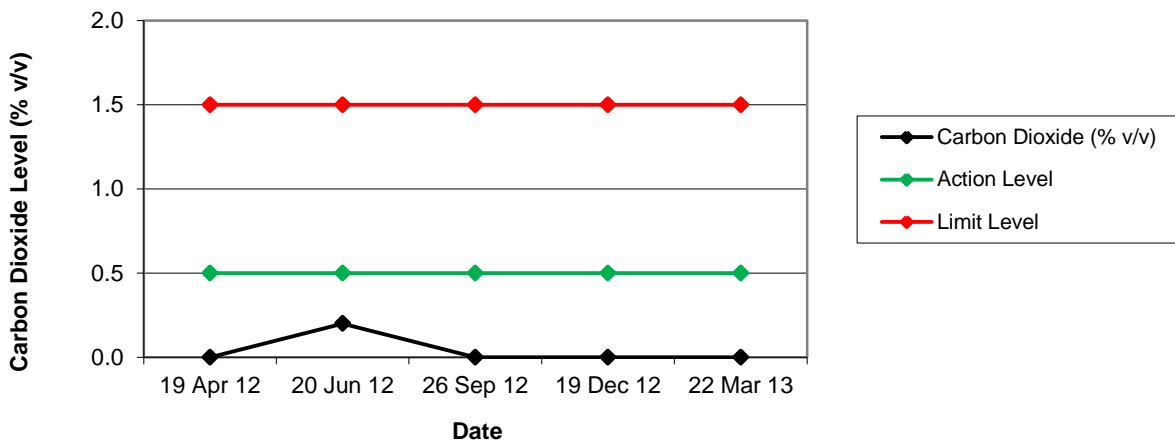




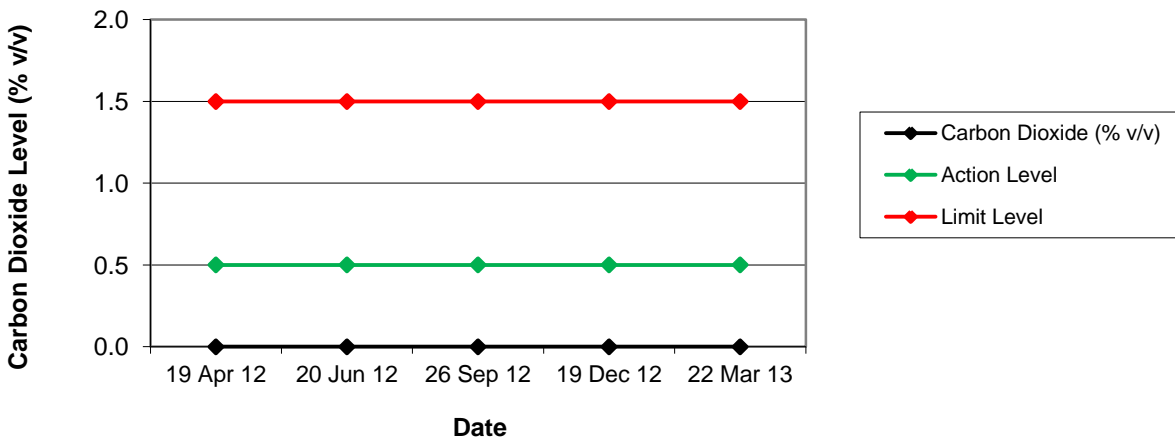
Measured Carbon Dioxide Level (% v/v) at EP1-1

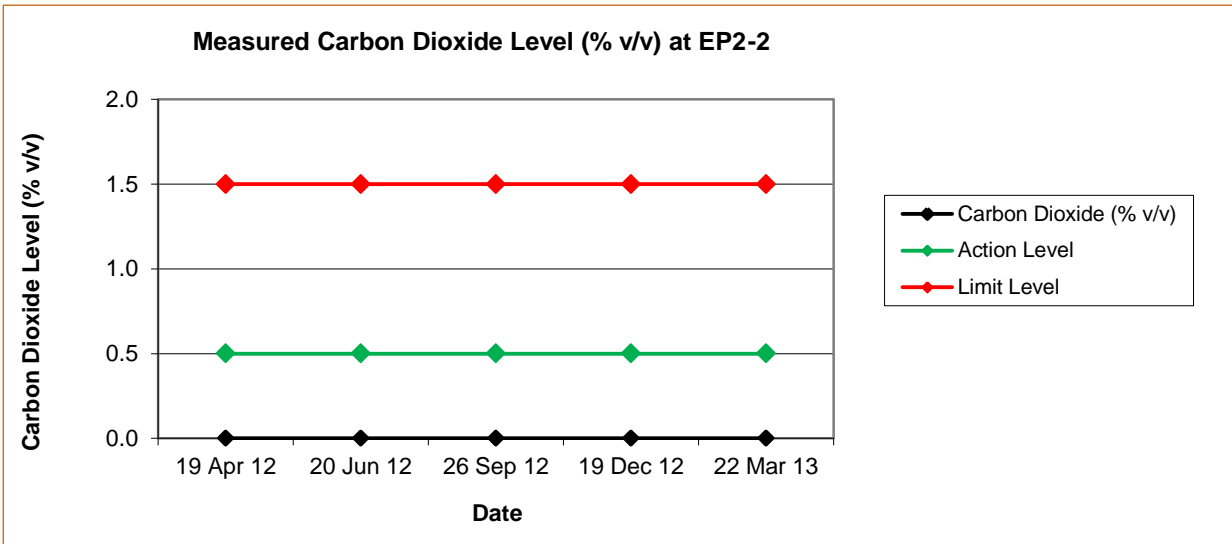
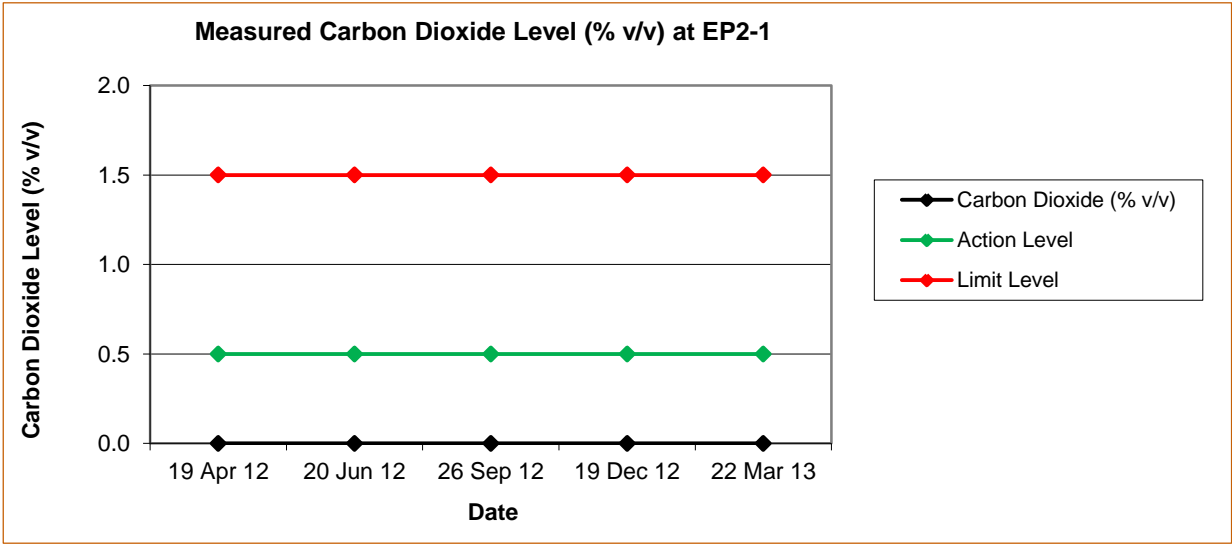


Measured Carbon Dioxide Level (% v/v) at EP1-2

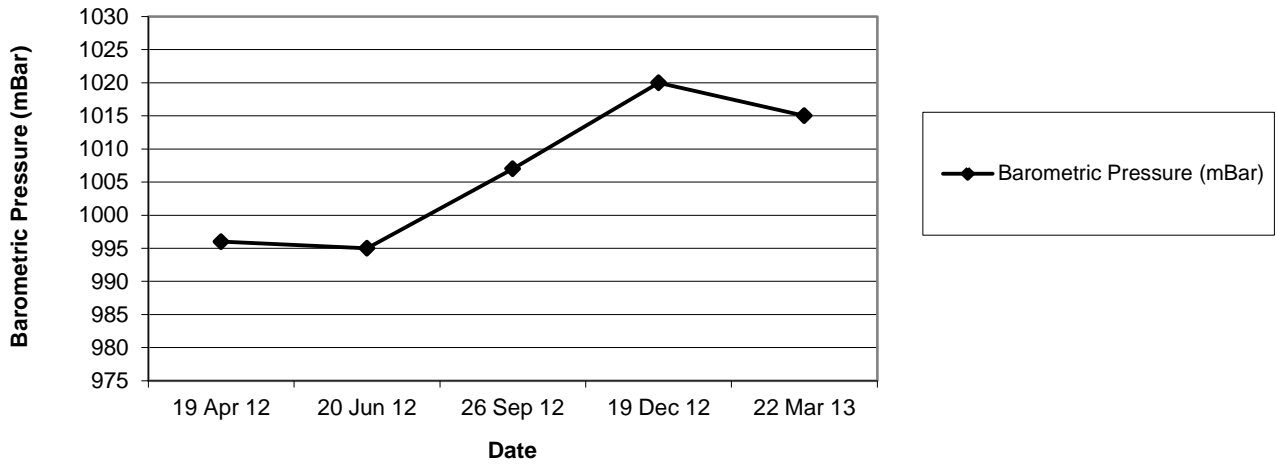


Measured Carbon Dioxide Level (% v/v) at EP1-3

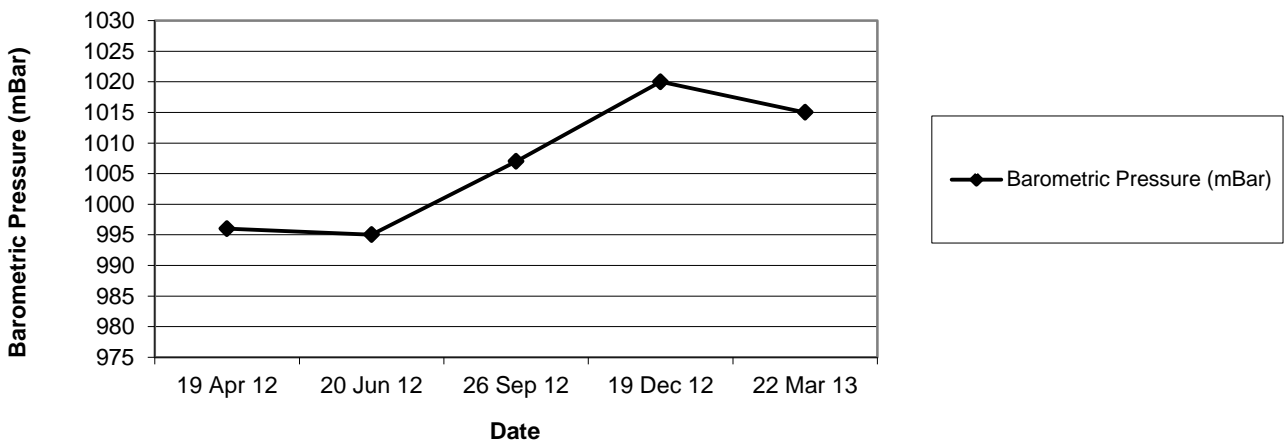




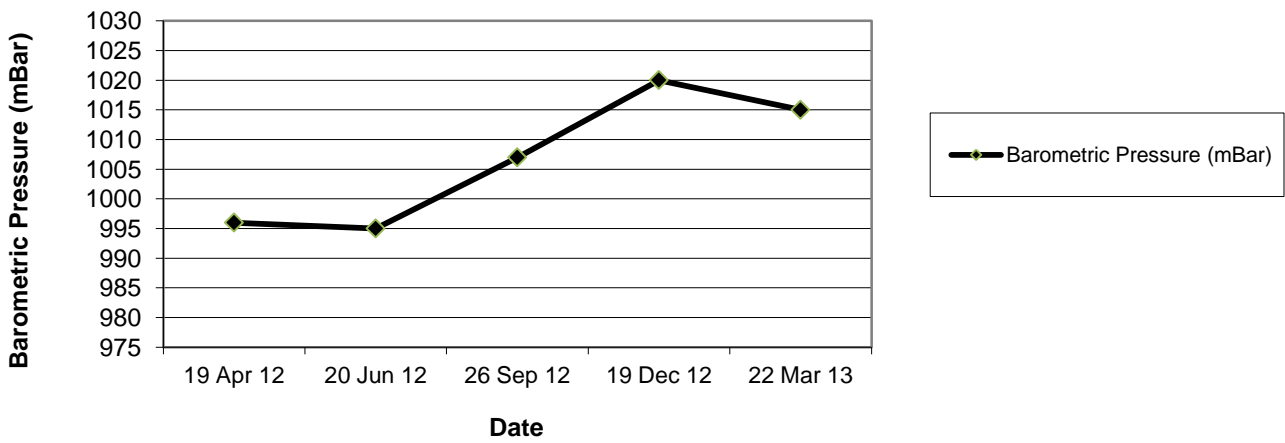
Measured Barometric Pressure (mBar) at EP1-1



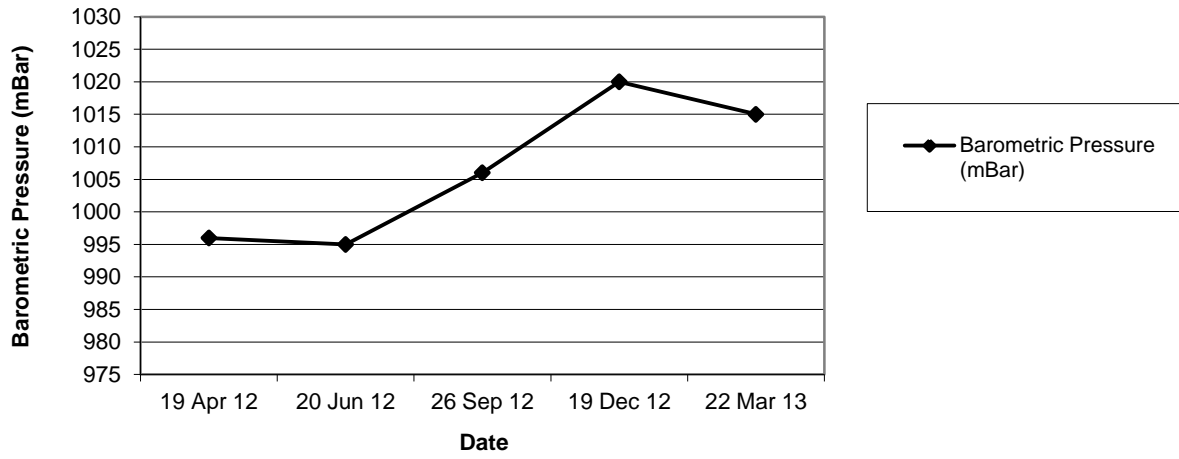
Measured Barometric Pressure (mBar) at EP1-2



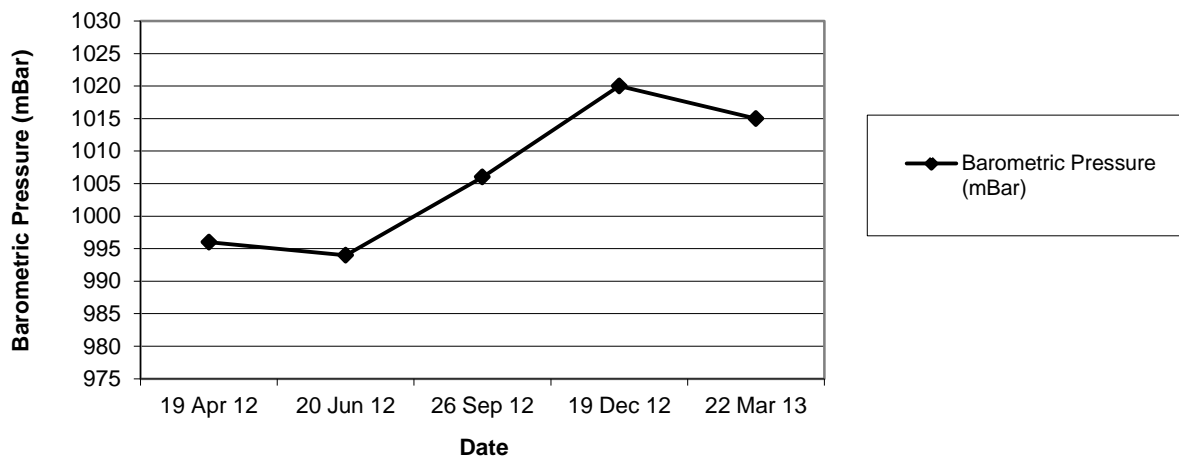
Measured Barometric Pressure (mBar) at EP1-3



Measured Barometric Pressure (mBar) at EP2-1



Measured Barometric Pressure (mBar) at EP2-2





---

## APPENDIX 6

---

### Tenant-specific Audit Checklists for the Reporting Quarter

---

**APPENDIX 6-1**  
**Tenant-specific Audit Checklists for the Reporting Quarter**

---

Champway Technology Ltd

### Audit Details

<b>Tenant</b>	Champway Technology Ltd		
<b>Date &amp; Time</b>	<b>Date</b> 23 January 2013	<b>Time</b> 10:20am	
<b>Lot No.</b>	EP07-03		
<b>Audit Ref.</b>	29		
<b>IEC Joint Inspection</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input checked="" type="checkbox"/> Hazy	<input type="checkbox"/> Overcast <input type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind
<b>Temperature</b>	19 °C		
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's Environmental Policy is documented. Tenant follows this.
1.3 Environmental Management Plan updated?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.4 a. Emergency Response Plan (ERP) documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's ERP is documented. Tenant follows this.
b. Drill / training records available?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tenant does not keep records for ERP training.
1.5 Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tenant keeps a training record for BPI.
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's WMP is documented. Tenant follows this.

## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Licence No. WT00004430-2009 valid until 31 July 2014.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Oil interceptor & grease trap.
If yes, facility is properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	As per the discharge licence, self-monitoring shall be performed when required.
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	New Action #1, Follow Up Action #1
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Oil replacement (of the heat transmission system) is carried out off-site when needed. This may be needed once every ten years or so.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. If yes, oil and grease removed regularly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Collected by licensed collector?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

### 3. Air Quality

Description	Yes	No	N/A	Remarks
3.1 a. Valid Specified Process License for all specified process available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SP No. L-25-017 (1).
b. SP License conditions / monitoring requirements met?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Odour</b>				
3.2 a. Any odour detected?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes but the odour was relatively minor on site.
b. If yes, can the source be identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	From the gaps in the cover of the Surplus Water with Dregs Storage Tank; the Oil/Water Mixture Storage Tanks during cleaning or transfer of oil to the oil separators; the grease trap waste storage tank; uncovered oil buckets; and oil stains on ground.
c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If odour control system is installed, is it operating normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Odour is treated by activated carbon. Activated carbon will be replaced every week or when necessary.
3.3 All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No dusty materials were found to be used on-site.
<b>Dust Monitoring</b>				
3.4 a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required according to the PRC.
b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5 Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6 Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**3. Air Quality (continued)**

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Used by all diesel vehicles, fork-lift truck and emergency generator.

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 6311-421-C3617-01 for spent lubricating oil and spent mineral oil.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2-3 times a week.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Container properly closed or sealed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No spillage.
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Label is in proper dimension and bilingual?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Information is accurate and sufficient?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not observed.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction ( <i>if quantity &lt;50L</i> ) or drip trays capable of storing 110% of the volume of largest ( <i>if quantity &gt;50L</i> )?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No collection.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No bulk storage.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outside the LFG Consultation Zone.
b. Smoking and open fires prohibited?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DG licences for storing methanol, sulphuric acid and fatty acid methyl esters (FAME) obtained (Nos. 021229, 021228 & 021227, and 021225 & 021226). DG licence for manufacturing FAME obtained (No. 001456).
b. Storage area in compliance with the approved plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e. Proper Labelling?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f. Dangerous goods properly packaged?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Action Items from This Audit**

No.	Action	Expected By
1.	Grease was observed in surface channel. The Tenant was requested to clear the grease and implement second containment for grease runoff.	8 February



**Follow-up from Previous Audits**

No.	Follow-up from Previous Audit Dated 19 December 2012	Status
1.	No activated carbon was observed in surface channel near the air scrubber.	Closed



Observed on 19 December 2012



Observed on 23 January 2013

**Audit Summary and Sign-off**

The Tenant was reminded to relocate the transferring process to enclosed areas with proper ventilation system and odour pollution devices to mitigate odour to the nearby tenants. The tenant was also reminded to properly replace the activated carbon.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Champway	Serco Guardian JV
<b>Signed By</b>	<b>Winnie MA</b>	-	<b>Allen ZHOU</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Managing Director	Park Manager
<b>Signature</b>		-		

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

### Audit Details

<b>Tenant</b>	Champway Technology Ltd		
<b>Date &amp; Time</b>	<b>Date</b> 21 February 2013	<b>Time</b> 10:30am	
<b>Lot No.</b>	EP07-03		
<b>Audit Ref.</b>	29		
<b>IEC Joint Inspection</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input checked="" type="checkbox"/> Hazy	<input type="checkbox"/> Overcast <input type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind
<b>Temperature</b>	20 °C		
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's Environmental Policy is documented. Tenant follows this.
1.3 Environmental Management Plan updated?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.4 a. Emergency Response Plan (ERP) documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's ERP is documented. Tenant follows this.
b. Drill / training records available?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tenant does not keep records for ERP training.
1.5 Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tenant keeps a training record for BPI.
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's WMP is documented. Tenant follows this.

## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Licence No. WT00004430-2009 valid until 31 July 2014.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Oil interceptor & grease trap.
If yes, facility is properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	As per the discharge licence, self-monitoring shall be performed when required.
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Oil replacement (of the heat transmission system) is carried out off-site when needed. This may be needed once every ten years or so.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. If yes, oil and grease removed regularly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Collected by licensed collector?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

### 3. Air Quality

Description	Yes	No	N/A	Remarks
3.1 a. Valid Specified Process License for all specified process available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SP No. L-25-017 (1).
b. SP License conditions / monitoring requirements met?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Odour</b>				
3.2 a. Any odour detected?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes but the odour was relatively minor on site.
b. If yes, can the source be identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	From the gaps in the cover of the Surplus Water with Dregs Storage Tank; the Oil/Water Mixture Storage Tanks during cleaning or transfer of oil to the oil separators; the grease trap waste storage tank; uncovered oil buckets; and oil stains on ground.
c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If odour control system is installed, is it operating normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Odour is treated by activated carbon. Activated carbon will be replaced every week or when necessary.
3.3 All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No dusty materials were found to be used on-site.
<b>Dust Monitoring</b>				
3.4 a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required according to the PRC.
b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5 Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6 Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Used by all diesel vehicles, fork-lift truck and emergency generator.



#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 6311-421-C3617-01 for spent lubricating oil and spent mineral oil.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2-3 times a week.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Container properly closed or sealed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No spillage.
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Label is in proper dimension and bilingual?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Information is accurate and sufficient?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not observed.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction ( <i>if quantity &lt;50L</i> ) <u>or</u> drip trays capable of storing 110% of the volume of largest ( <i>if quantity &gt;50L</i> )?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No collection.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No bulk storage.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outside the LFG Consultation Zone.
b. Smoking and open fires prohibited?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DG licences for storing methanol, sulphuric acid and fatty acid methyl esters (FAME) obtained (Nos. 021229, 021228 & 021227, and 021225 & 021226). DG licence for manufacturing FAME obtained (No. 001456).
b. Storage area in compliance with the approved plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e. Proper Labelling?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f. Dangerous goods properly packaged?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### Action Items from This Audit

No.	Action	Expected By
1.	Nil.	N/A

### Follow-up from Previous Audits

No.	Follow-up from Previous Audit Dated 23 January 2013	Status
1.	The grease in the surface channel was clear.	Closed
	 	
	<p>Observed on 23 January 2013</p> <p>Observed on 21 February 2013</p>	

### Audit Summary and Sign-off

The Tenant was reminded to relocate the transferring process to enclosed areas with proper ventilation system and odour pollution devices to mitigate odour to the nearby tenants. The tenant was also reminded to regularly replace the activated carbon.

	ET	IEC*	Tenant	Operator
Organisation	SMEC Asia Ltd	Atkins China Ltd	Champway	Serco Guardian JV
Signed By	<b>Antony WONG</b>	-	<b>Allen ZHOU</b>	<b>Mabel YUNG</b>
Role	ET Site Auditor	IEC Site Auditor	Managing Director	Park Manager
Signature		-	 PP	

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

### Audit Details

<b>Tenant</b>	Champway Technology Ltd		
<b>Date &amp; Time</b>	<b>Date</b> 22 March 2013	<b>Time</b> 10:00am	
<b>Lot No.</b>	EP07-03		
<b>Audit Ref.</b>	30		
<b>IEC Joint Inspection</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input checked="" type="checkbox"/> Hazy	<input type="checkbox"/> Overcast <input type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind
<b>Temperature</b>	24 °C		
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's Environmental Policy is documented. Tenant follows this.
1.3 Environmental Management Plan updated?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.4 a. Emergency Response Plan (ERP) documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's ERP is documented. Tenant follows this.
b. Drill / training records available?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tenant does not keep records for ERP training.
1.5 Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tenant keeps a training record for BPI.
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's WMP is documented. Tenant follows this.

## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Licence No. WT00004430-2009 valid until 31 July 2014.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Oil interceptor & grease trap.
If yes, facility is properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	As per the discharge licence, self-monitoring shall be performed when required.
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Action item #2
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## 2. Water Quality (continued)

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Oil replacement (of the heat transmission system) is carried out off-site when needed. This may be needed once every ten years or so.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. If yes, oil and grease removed regularly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Collected by licensed collector?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

### 3. Air Quality

Description	Yes	No	N/A	Remarks
3.1 a. Valid Specified Process License for all specified process available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SP No. L-25-017 (1).
b. SP License conditions / monitoring requirements met?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Odour</b>				
3.2 a. Any odour detected?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes but the odour was relatively minor on site.
b. If yes, can the source be identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	From the gaps in the cover of the Surplus Water with Dregs Storage Tank; the Oil/Water Mixture Storage Tanks during cleaning or transfer of oil to the oil separators; the grease trap waste storage tank; uncovered oil buckets; and oil stains on ground.
c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Action item #1
3.3 All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No dusty materials were found to be used on-site.
<b>Dust Monitoring</b>				
3.4 a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required according to the PRC.
b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5 Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6 Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:			<input checked="" type="checkbox"/>	
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Used by all diesel vehicles, fork-lift truck and emergency generator.

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 6311-421-C3617-01 for spent lubricating oil and spent mineral oil.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2-3 times a week.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Container properly closed or sealed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No spillage.
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Label is in proper dimension and bilingual?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Information is accurate and sufficient?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not observed.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No collection.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No bulk storage.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Other Issues

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LGF hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outside the LFG Consultation Zone.
b. Smoking and open fires prohibited?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DG licences for storing methanol, sulphuric acid and fatty acid methyl esters (FAME) obtained (Nos. 021229, 021228 & 021227, and 021225 & 021226). DG licence for manufacturing FAME obtained (No. 001456).
b. Storage area in compliance with the approved plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e. Proper Labelling?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f. Dangerous goods properly packaged?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### Action Items from This Audit

- | No. | Action  | Expected By |
|-----|---|-------------|
| 1.  | Air scrubber was not operated but waste oil pumping was being carried out during the site audit. The Tenant should switch on the air scrubber when the activities related to waste oil recycling are carried out. | 25 Mar 2013 |



- |    |  |             |
|----|--|-------------|
| 2. | Some activated carbon was observed inside the nearby surface channel. The Tenant should clear the activated carbon and prevent this occurring again. | 25 Mar 2013 |
|----|--|-------------|



### Follow-up from Previous Audits

- | No. | Follow-up from Previous Audit Dated 22 February 2013 | Status |
|-----|--|--------|
| 1.  | Nil  | Closed |

### Audit Summary and Sign-off

The Tenant was reminded to relocate the transferring process to enclosed areas with proper ventilation system and odour pollution devices to mitigate odour to the nearby tenants. The tenant was also reminded to regularly replace the activated carbon.

	ET	IEC*	Tenant	Operator
Organisation	SMEC Asia Ltd	Atkins China Ltd	Champway	Serco Guardian JV
Signed By	Winnie MA	Sharifah OR	Allen ZHOU	Mabel YUNG
Role	ET Site Auditor	IEC Site Auditor	Managing Director	Park Manager
Signature			 PP	

Note: \* IEC to sign-off only for a joint ET+IEC Inspection

---

**APPENDIX 6-2**  
**Tenant-specific Audit Checklists for the Reporting Quarter**

---

Shiu Wing Steel Ltd

### Audit Details

<b>Tenant</b>	Shiu Wing Steel Limited		
<b>Date &amp; Time</b>	<b>Date</b> 23 January 2013	<b>Time</b> 9:30am	
<b>Lot No.</b>	EP08-03		
<b>Audit Ref.</b>	30		
<b>IEC Joint Inspection</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input type="checkbox"/> Hazy	<input type="checkbox"/> Overcast <input checked="" type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind
<b>Temperature</b>	19 °C		
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Tenant is going to integrate the Environmental Policy into their Safety Operations Manual soon.
1.3 Environmental Management Plan updated?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Tenant is going to integrate the EMP into their Safety Operations Manual soon.
1.4 a. Emergency Response Plan (ERP) documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The ERP has been included in the Tenant's Safety Operations Manual.
b. Drill / training records available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant advised the training records were kept at their HR department.
1.5 Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant keeps a training record for BPI.
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's WMP is documented.

## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No wastewater is generated from the recycling process.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If yes, facility is properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The risk of contamination for the recycling process is low.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water was found.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No equipment oil and lubrication replacement were performed inside the tenant lot.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**3. Air Quality**

Description	Yes	No	N/A	Remarks
3.1 a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>				
3.2 a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3 All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Dust Monitoring</b>				
3.4 a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5 Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6 Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**3. Air Quality (continued)**

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not yet installed.
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not yet installed.
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 3839-421-S3054-02 for spent lubricating oil.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The municipal waste is disposed of daily <i>via</i> the Operator.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
b. Container properly closed or sealed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
b. Label is in proper dimension and bilingual?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Information is accurate and sufficient?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lot is within LFG Consultation Zone. Tenant has alerted workers/visitors about possible LFG hazards. A notice is also posted at the entrance.
b. Smoking and open fires prohibited?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Most of the areas are covered by metal plates.
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Diesel storage was 400L, which is within the exempted quantity of 2,500L and so no licence is required.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### Action Items from This Audit

No.	Action	Expected by
1.	No critical issues were identified.	N/A

### Follow-up from Previous Audits

No.	Follow-up from Previous Audit Dated 19 December 2013	Status
1.	Nil.	N/A

### Audit Summary and Sign-off

No critical issues were identified.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Shiu Wing	Serco Guardian JV
<b>Signed By</b>	<b>Winnie MA</b>	-	<b>Alex WAI</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Manager	Park Manager
<b>Signature</b>		-		

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

### Audit Details

<b>Tenant</b>	Shiu Wing Steel Limited		
<b>Date &amp; Time</b>	<b>Date</b> 21 February 2013	<b>Time</b> 9:30am	
<b>Lot No.</b>	EP08-03		
<b>Audit Ref.</b>	30		
<b>IEC Joint Inspection</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input checked="" type="checkbox"/> Hazy	<input type="checkbox"/> Overcast <input type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind
<b>Temperature</b>	20 °C		
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Tenant is going to integrate the Environmental Policy into their Safety Operations Manual soon.
1.3 Environmental Management Plan updated?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Tenant is going to integrate the EMP into their Safety Operations Manual soon.
1.4 a. Emergency Response Plan (ERP) documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The ERP has been included in the Tenant's Safety Operations Manual.
b. Drill / training records available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant advised the training records were kept at their HR department.
1.5 Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant keeps a training record for BPI.
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's WMP is documented.



## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No wastewater is generated from the recycling process.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If yes, facility is properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The risk of contamination for the recycling process is low.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water was found.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No equipment oil and lubrication replacement were performed inside the tenant lot.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**3. Air Quality**

	Description	Yes	No	N/A	Remarks
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>					
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Dust Monitoring</b>					
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**3. Air Quality (continued)**

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not yet installed.
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not yet installed.
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 3839-421-S3054-02 for spent lubricating oil.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The municipal waste is disposed of daily <i>via</i> the Operator.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
b. Container properly closed or sealed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
b. Label is in proper dimension and bilingual?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Information is accurate and sufficient?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lot is within LFG Consultation Zone. Tenant has alerted workers/visitors about possible LFG hazards. A notice is also posted at the entrance.
b. Smoking and open fires prohibited?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Most of the areas are covered by metal plates.
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Diesel storage was 400L, which is within the exempted quantity of 2,500L and so no licence is required.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### Action Items from This Audit

No.	Action	Expected by
1.	No critical issues were identified.	N/A

### Follow-up from Previous Audits

No.	Follow-up from Previous Audit Dated 23 January 2013	Status
1.	Nil.	N/A

### Audit Summary and Sign-off

No critical issues were identified.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Shiu Wing	Serco Guardian JV
<b>Signed By</b>	<b>Antony WONG</b>	-	<b>Alex WAI</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Manager	Park Manager
<b>Signature</b>		-		

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection



### Audit Details

<b>Tenant</b>	Shiu Wing Steel Limited		
<b>Date &amp; Time</b>	<b>Date</b> 22 March 2013	<b>Time</b> 9:30am	
<b>Lot No.</b>	EP08-03		
<b>Audit Ref.</b>	31		
<b>IEC Joint Inspection</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input checked="" type="checkbox"/> Hazy	<input type="checkbox"/> Overcast <input type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind
<b>Temperature</b>	24 °C		
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Tenant is going to integrate the Environmental Policy into their Safety Operations Manual soon.
1.3 Environmental Management Plan updated?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Tenant is going to integrate the EMP into their Safety Operations Manual soon.
1.4 a. Emergency Response Plan (ERP) documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The ERP has been included in the Tenant's Safety Operations Manual.
b. Drill / training records available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant advised the training records were kept at their HR department.
1.5 Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant keeps a training record for BPI.
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's WMP is documented.

## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No wastewater is generated from the recycling process.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If yes, facility is properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The risk of contamination for the recycling process is low.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water was found.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No equipment oil and lubrication replacement were performed inside the tenant lot.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**3. Air Quality**

	Description	Yes	No	N/A	Remarks
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>					
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Dust Monitoring</b>					
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not yet installed.
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not yet installed.
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 3839-421-S3054-02 for spent lubricating oil.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The municipal waste is disposed of daily <i>via</i> the Operator.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
b. Container properly closed or sealed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
b. Label is in proper dimension and bilingual?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Information is accurate and sufficient?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No on-site storage.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lot is within LFG Consultation Zone. Tenant has alerted workers/visitors about possible LFG hazards. A notice is also posted at the entrance.
b. Smoking and open fires prohibited?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Most of the areas are covered by metal plates.
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Diesel storage was 400L, which is within the exempted quantity of 2,500L and so no licence is required.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



### Action Items from This Audit

No.	Action	Expected by
1.	No critical issues were identified.	N/A

### Follow-up from Previous Audits

No.	Follow-up from Previous Audit Dated 21 February 2013	Status
1.	Nil.	N/A

### Audit Summary and Sign-off

No critical issues were identified.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Shiu Wing	Serco Guardian JV
<b>Signed By</b>	<b>Winnie MA</b>	<b>Sharifah OR</b>	<b>Alex WAI</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Manager	Park Manager
<b>Signature</b>				

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

## APPENDIX 6-3

### Tenant-specific Audit Checklists for the Reporting Quarter

---

Hong Kong Hung Wai Wooden Board Co

### Audit Details

**Tenant** Hong Kong Hung Wai Wooden Board Company

**Date & Time** **Date** 19 December 2012 **Time** 9:45am

**Lot No.** EP06-034

**Audit Ref.** 28

**IEC Joint Inspection**  Yes  No

**Weather Conditions**  Fine  Hazy  Overcast  Rain

**Wind**  Calm  Light Breeze  Strong Wind

**Temperature** 14 °C

**Humidity**  Low  Medium  High

### 1. General

	Description	Yes	No	N/A	Remarks
1.1	EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2	Environmental Policy documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's Environmental Policy is documented. Tenant follows this.
1.3	Environmental Management Plan updated?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.4	a. Emergency Response Plan (ERP) documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's ERP is documented. Tenant follows this.
	b. Drill / training records available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Training has been provided but the records are not available.
1.5	Employee's training record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Training has been provided but the records are not available.
1.6	Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Description	Yes	No	N/A	Remarks
1.7 Waste Management Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's WMP is documented. Tenant follows this.

## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No wastewater is generated from the recycling process.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If yes, facility is properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Description	Yes	No	N/A	Remarks
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

## 2. Water Quality (continued)

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The risk of contamination for the recycling process is low.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water was observed.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No oil/lubricant was observed.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**3. Air Quality**

	Description	Yes	No	N/A	Remarks
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>					
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Dust Monitoring</b>					
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
3.14 Only Ultra-Low Sulphur Diesel is used?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
4.3 Waste disposed of regularly and properly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
b. Container properly closed or sealed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
b. Label is in proper dimension and bilingual?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Information is accurate and sufficient?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outside the LFG Consultation Zone.
b. Smoking and open fires prohibited?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There were no DGs stored on site.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### Action Items from This Audit

No.	Action	Expected By
1.	No critical issues were identified.	Nil

### Follow-up from Previous Audits

No.	Follow-up from Previous Audit Dated 19 December 2012	Status
1.	Nil.	

### Audit Summary and Sign-off

The Tenant's operation is temporarily suspended due to the construction of temporary transformer room and the Tenant was reminded to implement measures for dust suppression and drainage blockage.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Hung Wai	Serco Guardian JV
<b>Signed By</b>	<b>Winnie MA</b>	-	<b>William WONG</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Assistant General Manager	Park Manager
<b>Signature</b>		-		

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

### Audit Details

**Tenant** Hong Kong Hung Wai Wooden Board Company

**Date & Time** **Date** 21 February 2013 **Time** 9:50am

**Lot No.** EP06-034

**Audit Ref.** 29

**IEC Joint Inspection**  Yes  No

**Weather Conditions**  Fine  Hazy  Overcast  Rain

**Wind**  Calm  Light Breeze  Strong Wind

**Temperature** 20 °C

**Humidity**  Low  Medium  High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's Environmental Policy is documented. Tenant follows this.
1.3 Environmental Management Plan updated?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.4 a. Emergency Response Plan (ERP) documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's ERP is documented. Tenant follows this.
b. Drill / training records available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Training has been provided but the records are not available.
1.5 Employee's training record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Training has been provided but the records are not available.
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's WMP is documented. Tenant follows this.

## 2. Water Quality

	Description	Yes	No	N/A	Remarks
2.1	Valid Effluent Discharge License available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No wastewater is generated from the recycling process.
2.2	Any wastewater treatment facility prior to effluent discharge?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	If yes, facility is properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Effluent Monitoring</b>					
2.3	a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4	Surface run-off control measures in place and adequately maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.5	Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6	All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7	Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8	Drainage system is well maintained to prevent flooding and overflow?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The risk of contamination for the recycling process is low.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water was observed.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No oil/lubricant was observed.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

### 3. Air Quality

	Description	Yes	No	N/A	Remarks
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>					
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Dust Monitoring</b>					
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
3.14 Only Ultra-Low Sulphur Diesel is used?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.



#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
4.3 Waste disposed of regularly and properly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
b. Container properly closed or sealed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
b. Label is in proper dimension and bilingual?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Information is accurate and sufficient?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outside the LFG Consultation Zone.
b. Smoking and open fires prohibited?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There were no DGs stored on site.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Action Items from This Audit**

No.	Action	Expected By
1.	No critical issues were identified.	Nil

**Follow-up from Previous Audits**

No.	Follow-up from Previous Audit Dated 23 January 2013	Status
1.	Nil.	

**Audit Summary and Sign-off**

The Tenant's operation is temporarily suspended.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Hung Wai	Serco Guardian JV
<b>Signed By</b>	<b>Antony WONG</b>	-	<b>Mr CHEUNG</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	General Manager	Park Manager
<b>Signature</b>		-		

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

### Audit Details

**Tenant** Hong Kong Hung Wai Wooden Board Company

**Date & Time** **Date** 22 March 2013 **Time** 9:50am

**Lot No.** EP06-034

**Audit Ref.** 29

**IEC Joint Inspection**  Yes  No

**Weather Conditions**  Fine  Hazy  Overcast  Rain

**Wind**  Calm  Light Breeze  Strong Wind

**Temperature** 24 °C

**Humidity**  Low  Medium  High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's Environmental Policy is documented. Tenant follows this.
1.3 Environmental Management Plan updated?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.4 a. Emergency Response Plan (ERP) documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's ERP is documented. Tenant follows this.
b. Drill / training records available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Training has been provided but the records are not available.
1.5 Employee's training record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Training has been provided but the records are not available.
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Operator's WMP is documented. Tenant follows this.

## 2. Water Quality

	Description	Yes	No	N/A	Remarks
2.1	Valid Effluent Discharge License available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No wastewater is generated from the recycling process.
2.2	Any wastewater treatment facility prior to effluent discharge?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	If yes, facility is properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Effluent Monitoring</b>					
2.3	a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4	Surface run-off control measures in place and adequately maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.5	Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6	All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7	Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8	Drainage system is well maintained to prevent flooding and overflow?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The risk of contamination for the recycling process is low.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water was observed.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No oil/lubricant was observed.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

### 3. Air Quality

	Description	Yes	No	N/A	Remarks
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>					
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Dust Monitoring</b>					
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



**3. Air Quality (continued)**

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
3.14 Only Ultra-Low Sulphur Diesel is used?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
4.3 Waste disposed of regularly and properly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
b. Container properly closed or sealed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
b. Label is in proper dimension and bilingual?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Information is accurate and sufficient?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No recycling process was carried out.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outside the LFG Consultation Zone.
b. Smoking and open fires prohibited?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There were no DGs stored on site.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### Action Items from This Audit

No.	Action	Expected By
1.	No critical issues were identified.	Nil

### Follow-up from Previous Audits

No.	Follow-up from Previous Audit Dated 21 February 2013	Status
1.	Nil.	

### Audit Summary and Sign-off

The Tenant's operation is temporarily suspended. Lots of waste wood were accumulated in the site and new building structure was being constructed.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Hung Wai	Serco Guardian JV
<b>Signed By</b>	<b>Winnie MA</b>	<b>Sharifah OR</b>	<b>Mr CHEUNG</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	General Manager	Park Manager
<b>Signature</b>				

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

**APPENDIX 6-4**  
**Tenant-specific Audit Checklists for the Reporting Quarter**

---

Li Tong Group

### Audit Details

**Tenant** Li Tong Group

**Date & Time** **Date** 23 January 2013 **Time** 9:50am

**Lot No.** EP07-02

**Audit Ref.** 28

**IEC Joint Inspection**  Yes  No

**Weather Conditions**  Fine  Hazy  Overcast  Rain

**Wind**  Calm  Light Breeze  Strong Wind

**Temperature** 19<sup>o</sup>C

**Humidity**  Low  Medium  High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's Environmental Policy is documented.
1.3 Environmental Management Plan updated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's EMP is documented.
1.4 a. Emergency Response Plan (ERP) documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's ERP is documented.
b. Drill / training records available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.5 Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's WMP is documented.

### 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Licence No. WT00007957-2010 valid until 31 Dec 2015.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required for domestic wastewater.
If yes, facility is properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A chemical/container toilet is maintained on a monthly basis.
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	As per the discharge licence, self-monitoring shall be performed when required.
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The risk of contamination for the recycling process is low.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water was found.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**3. Air Quality**

	Description	Yes	No	N/A	Remarks
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<b>Odour</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<b>Dust Monitoring</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 3840-421-L2676-01 for various types of chemical waste.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MSW is disposed of daily via the Operator, whereas the chemical waste is disposed of once or twice per month depending on the quantity generated.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recyclable materials were passed to other recyclers.
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Container properly closed or sealed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No spillage.
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Label is in proper dimension and bilingual?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Information is accurate and sufficient?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Incompatible wastes separated by an impermeable partition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f. Adequacy of area ventilation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Chemical waste was stored indoor.
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant itself is a licensed chemical waste collector (Licence No.: 3810-421-L2676-OS) for CRT and LCD monitors.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LGF hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outside the LFG Consultation Zone.
b. Smoking and open fires prohibited?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There were no DGs stored on site.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Action Items from This Audit**

No.	Action	Expected By
1.	No critical environmental issue was observed.	Nil

**Follow-up from Previous Audits**

No.	Follow-up from Previous Audit Dated 19 December 2012	Status
1.	Nil	N/A

**Audit Summary and Sign-off**

No critical environmental issue was observed.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Li Tong	Serco Guardian JV
<b>Signed By</b>	<b>Winnie MA</b>	-	<b>Teresa HO</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Environmental Health and Safety Officer	Park Manager
<b>Signature</b>		-		

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

### Audit Details

**Tenant** Li Tong Group

**Date & Time** **Date** 21 February 2013 **Time** 10:15am

**Lot No.** EP07-02

**Audit Ref.** 28

**IEC Joint Inspection**  Yes  No

**Weather Conditions**  Fine  Hazy  Overcast  Rain

**Wind**  Calm  Light Breeze  Strong Wind

**Temperature** 20<sup>o</sup>C

**Humidity**  Low  Medium  High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's Environmental Policy is documented.
1.3 Environmental Management Plan updated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's EMP is documented.
1.4 a. Emergency Response Plan (ERP) documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's ERP is documented.
b. Drill / training records available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.5 Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's WMP is documented.



## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Licence No. WT00007957-2010 valid until 31 Dec 2015.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required for domestic wastewater.
If yes, facility is properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A chemical/container toilet is maintained on a monthly basis.
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	As per the discharge licence, self-monitoring shall be performed when required.
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The risk of contamination for the recycling process is low.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water was found.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**3. Air Quality**

	<b>Description</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Remarks</b>
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<b>Odour</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<b>Dust Monitoring</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 3840-421-L2676-01 for various types of chemical waste.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MSW is disposed of daily via the Operator, whereas the chemical waste is disposed of once or twice per month depending on the quantity generated.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recyclable materials were passed to other recyclers.
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Container properly closed or sealed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No spillage.
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Label is in proper dimension and bilingual?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Information is accurate and sufficient?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Incompatible wastes separated by an impermeable partition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f. Adequacy of area ventilation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Chemical waste was stored indoor.
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant itself is a licensed chemical waste collector (Licence No.: 3810-421-L2676-OS) for CRT and LCD monitors.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outside the LFG Consultation Zone.
b. Smoking and open fires prohibited?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There were no DGs stored on site.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Action Items from This Audit**

No.	Action	Expected By
1.	No critical environmental issue was observed.	Nil

**Follow-up from Previous Audits**

No.	Follow-up from Previous Audit Dated 23 January 2013	Status
1.	Nil	N/A

**Audit Summary and Sign-off**

No critical environmental issue was observed.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Li Tong	Serco Guardian JV
<b>Signed By</b>	<b>Antony WONG</b>	-	<b>Teresa HO</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Environmental Health and Safety Officer	Park Manager
<b>Signature</b>		-		

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection



### Audit Details

<b>Tenant</b>	Li Tong Group		
<b>Date &amp; Time</b>	<b>Date</b> 22 March 2013	<b>Time</b> 10:15am	
<b>Lot No.</b>	EP07-02		
<b>Audit Ref.</b>	29		
<b>IEC Joint Inspection</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input checked="" type="checkbox"/> Hazy	<input type="checkbox"/> Overcast <input type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind
<b>Temperature</b>	24 <sup>o</sup> C		
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High

### 1. General

	Description	Yes	No	N/A	Remarks
1.1	EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2	Environmental Policy documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's Environmental Policy is documented.
1.3	Environmental Management Plan updated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's EMP is documented.
1.4	a. Emergency Response Plan (ERP) documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's ERP is documented.
	b. Drill / training records available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.5	Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.6	Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7	Waste Management Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's WMP is documented.

## 2. Water Quality

	Description	Yes	No	N/A	Remarks
2.1	Valid Effluent Discharge License available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Licence No. WT00007957-2010 valid until 31 Dec 2015.
2.2	Any wastewater treatment facility prior to effluent discharge?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required for domestic wastewater.
	If yes, facility is properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A chemical/container toilet is maintained on a monthly basis.
<b>Effluent Monitoring</b>					
2.3	a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	As per the discharge licence, self-monitoring shall be performed when required.
	b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4	Surface run-off control measures in place and adequately maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.5	Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6	All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7	Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8	Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The risk of contamination for the recycling process is low.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water was found.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**3. Air Quality**

	Description	Yes	No	N/A	Remarks
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<b>Odour</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<b>Dust Monitoring</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 3840-421-L2676-01 for various types of chemical waste.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MSW is disposed of daily via the Operator, whereas the chemical waste is disposed of once or twice per month depending on the quantity generated.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recyclable materials were passed to other recyclers.
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Container properly closed or sealed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No spillage.
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Label is in proper dimension and bilingual?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Information is accurate and sufficient?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Incompatible wastes separated by an impermeable partition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f. Adequacy of area ventilation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Chemical waste was stored indoor.
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant itself is a licensed chemical waste collector (Licence No.: 3810-421-L2676-OS) for CRT and LCD monitors.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LGF hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outside the LFG Consultation Zone.
b. Smoking and open fires prohibited?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There were no DGs stored on site.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



**Action Items from This Audit**

No.	Action	Expected By
1.	No critical environmental issue was observed.	Nil

**Follow-up from Previous Audits**

No.	Follow-up from Previous Audit Dated 21 February 2013	Status
1.	Nil	N/A

**Audit Summary and Sign-off**

No critical environmental issue was observed.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Li Tong	Serco Guardian JV
<b>Signed By</b>	<b>Winnie MA</b>	<b>Sharifah OR</b>	<b>Teresa HO</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Environmental Health and Safety Officer	Park Manager
<b>Signature</b>				

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

## **APPENDIX 6-5**

### **Tenant-specific Audit Checklists for the Reporting Quarter**

---

Hong Kong Telford Envirotech Group Ltd

### Audit Details

**Tenant** Hong Kong Telford Envirotech Group Ltd.

**Date & Time** **Date** 23 January 2013 **Time** 11:30am

**Lot No.** EP08-01

**Audit Ref.** 15

**IEC Joint Inspection**  Yes  No

**Weather Conditions**  Fine  Hazy  Overcast  Rain

**Wind**  Calm  Light Breeze  Strong Wind

**Temperature** 19 °C

**Humidity**  Low  Medium  High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.3 Environmental Management Plan updated?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.4 a. Emergency Response Plan (ERP) documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Drill / training records available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.5 Employee's training record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.2 Any wastewater treatment facility prior to effluent discharge?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If yes, facility is properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	For the majority of the processes / activities.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.10 Equipment oil and lubrication replacements are performed only in banded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not observed.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Maintenance area was not observed.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not applicable.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**3. Air Quality**

Description	Yes	No	N/A	Remarks
3.1 a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>				
3.2 a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3 All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Dust Monitoring</b>				
3.4 a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5 Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6 Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	To be determined during the next Monthly Site Audit.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No sludge was generated.
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Container properly closed or sealed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was generated.
b. Label is in proper dimension and bilingual?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Information is accurate and sufficient?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



#### 4. Waste / Chemical Management (continued)

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was generated.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was generated.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No liquid waste was generated.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The lot is within the LFG Consultation Zone and the Tenant has alerted workers/visitors about possible LFG hazards.
b. Smoking and open fires prohibited?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Action Items from This Audit**

No.	Action	Expected By
1.	No critical issue was observed.	N/A

**Follow-up from Previous Audits**

No.	Follow-up from Previous Audit Dated 19 December 2012	Status
1.	Nil.	N/A

**Audit Summary and Sign-off**

No critical issue was observed.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Telford	Serco Guardian JV
<b>Signed By</b>	<b>Winnie MA</b>	-	<b>Mr. LEE</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Director	Park Manager
<b>Signature</b>		-		

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

### Audit Details

**Tenant** Hong Kong Telford Envirotech Group Ltd.

**Date & Time** **Date** 21 February 2013 **Time** 11:00am

**Lot No.** EP08-01

**Audit Ref.** 15

**IEC Joint Inspection**  Yes  No

**Weather Conditions**  Fine  Hazy  Overcast  Rain

**Wind**  Calm  Light Breeze  Strong Wind

**Temperature** 20 °C

**Humidity**  Low  Medium  High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.3 Environmental Management Plan updated?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.4 a. Emergency Response Plan (ERP) documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Drill / training records available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.5 Employee's training record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.2 Any wastewater treatment facility prior to effluent discharge?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If yes, facility is properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	For the majority of the processes / activities.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not observed.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Maintenance area was not observed.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not applicable.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**3. Air Quality**

	Description	Yes	No	N/A	Remarks
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>					
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Dust Monitoring</b>					
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	To be determined during the next Monthly Site Audit.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No sludge was generated.
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Container properly closed or sealed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was generated.
b. Label is in proper dimension and bilingual?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Information is accurate and sufficient?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was generated.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was generated.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No liquid waste was generated.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The lot is within the LFG Consultation Zone and the Tenant has alerted workers/visitors about possible LFG hazards.
b. Smoking and open fires prohibited?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Action Items from This Audit**

No.	Action	Expected By
1.	No critical issue was observed.	N/A

**Follow-up from Previous Audits**

No.	Follow-up from Previous Audit Dated 23 January 2013	Status
1.	Nil.	N/A

**Audit Summary and Sign-off**

No critical issue was observed.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Telford	Serco Guardian JV
<b>Signed By</b>	<b>Antony WONG</b>	-	<b>Mr. LEE</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Director	Park Manager
<b>Signature</b>		-		

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

### Audit Details

**Tenant** Hong Kong Telford Envirotech Group Ltd.

**Date & Time** **Date** 22 March 2013 **Time** 11:00am

**Lot No.** EP08-01

**Audit Ref.** 16

**IEC Joint Inspection**  Yes  No

**Weather Conditions**  Fine  Hazy  Overcast  Rain

**Wind**  Calm  Light Breeze  Strong Wind

**Temperature** 24 °C

**Humidity**  Low  Medium  High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.3 Environmental Management Plan updated?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.4 a. Emergency Response Plan (ERP) documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Drill / training records available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.5 Employee's training record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.2 Any wastewater treatment facility prior to effluent discharge?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If yes, facility is properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	For the majority of the processes / activities.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not observed.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Maintenance area was not observed.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not applicable.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

### 3. Air Quality

Description	Yes	No	N/A	Remarks
3.1 a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>				
3.2 a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3 All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Dust Monitoring</b>				
3.4 a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5 Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6 Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	To be determined during the next Monthly Site Audit.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No sludge was generated.
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Container properly closed or sealed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was generated.
b. Label is in proper dimension and bilingual?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Information is accurate and sufficient?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

#### 4. Waste / Chemical Management (continued)

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was generated.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was generated.
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No liquid waste was generated.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The lot is within the LFG Consultation Zone and the Tenant has alerted workers/visitors about possible LFG hazards.
b. Smoking and open fires prohibited?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Action Items from This Audit**

No.	Action	Expected By
1.	No critical issue was observed.	N/A

**Follow-up from Previous Audits**

No.	Follow-up from Previous Audit Dated 21 February 2013	Status
1.	Nil.	N/A

**Audit Summary and Sign-off**

No critical issue was observed.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Telford	Serco Guardian JV
<b>Signed By</b>	<b>Winnie MA</b>	<b>Sharifah OR</b>	<b>Mr. LEE</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Director	Park Manager
<b>Signature</b>				

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

## **APPENDIX 6-6**

### **Tenant-specific Audit Checklists for the Reporting Quarter**

---

#### **YOT EcoPark Plastic Resources Recycling Centre**

### Audit Details

<b>Tenant</b>	Yan Oi Tong Limited		
<b>Date &amp; Time</b>	<b>Date</b> 23 January 2013	<b>Time</b> 11:00am	
<b>Lot No.</b>	EP07		
<b>Audit Ref.</b>	30		
<b>IEC Joint Inspection</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input checked="" type="checkbox"/> Hazy	<input type="checkbox"/> Overcast <input checked="" type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind
<b>Temperature</b>	19 °C		
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Operator's Environmental Policy is documented.
1.3 Environmental Management Plan updated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's EMP is documented.
1.4 a. Emergency Response Plan (ERP) documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's ERP is documented.
b. Drill / training records available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.5 Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant has included the WMP into the EMP.

## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Licence No. WT00006013-2010 valid until 28 Feb 2015.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
If yes, facility is properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	As per the discharge licence, self-monitoring shall be performed when required.
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



**2. Water Quality (continued)**

	Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>					
2.9	a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Works for recycling were undertaken at covered areas.
	b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
	c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Water is unlikely to be contaminated within the lot.
2.10	Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Only grease is used at the lot.
2.11	a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>					
2.12	a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

### 3. Air Quality

	Description	Yes	No	N/A	Remarks
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>					
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No dusty materials were found to be used on-site.
<b>Dust Monitoring</b>					
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 9211-421-Y2453-03 for spent mineral oil and spent lubricating oil.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Twice a week.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sludge / debris from the wastewater treatment facility are collected by licensed collector regularly.
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was produced.
b. Container properly closed or sealed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was produced.
b. Label is in proper dimension and bilingual?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Information is accurate and sufficient?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was produced.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No liquid waste was produced.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The lot is within the LFG Consultation Zone and the Tenant has alerted workers/visitors about possible LFG hazards. A notice is also posted at the entrance.
b. Smoking and open fires prohibited?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The whole lot has been concrete-paved.
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There were no DGs stored on site.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Follow up Action item #1

**Action Items from This Audit**

No.	Action	Expected By
1.	No critical issues were identified.	Nil

**Follow-up from Previous Audits**

No.	Follow-up from Previous Audits Dated 19 December 2012	Status
	Nil	N/A

**Audit Summary and Sign-off**

No critical environmental issue was observed and the Tenant was reminded to maintain site tidiness and ensure no plastic accumulated in surface channel.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Yan Oi Tong	Serco Guardian JV
<b>Signed By</b>	<b>Winnie MA</b>	-	<b>Asa NG</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Acting Manager	Park Manager
<b>Signature</b>		-		

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

### Audit Details

<b>Tenant</b>	Yan Oi Tong Limited		
<b>Date &amp; Time</b>	<b>Date</b> 21 February 2013	<b>Time</b> 11:45am	
<b>Lot No.</b>	EP07		
<b>Audit Ref.</b>	30		
<b>IEC Joint Inspection</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input checked="" type="checkbox"/> Hazy	<input type="checkbox"/> Overcast <input type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind
<b>Temperature</b>	20 °C		
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Operator's Environmental Policy is documented.
1.3 Environmental Management Plan updated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's EMP is documented.
1.4 a. Emergency Response Plan (ERP) documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's ERP is documented.
b. Drill / training records available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.5 Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant has included the WMP into the EMP.



## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Licence No. WT00006013-2010 valid until 28 Feb 2015.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
If yes, facility is properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	As per the discharge licence, self-monitoring shall be performed when required.
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Works for recycling were undertaken at covered areas.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Water is unlikely to be contaminated within the lot.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Only grease is used at the lot.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**3. Air Quality**

	Description	Yes	No	N/A	Remarks
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>					
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No dusty materials were found to be used on-site.
<b>Dust Monitoring</b>					
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 9211-421-Y2453-03 for spent mineral oil and spent lubricating oil.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Twice a week.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sludge / debris from the wastewater treatment facility are collected by licensed collector regularly.
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was produced.
b. Container properly closed or sealed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was produced.
b. Label is in proper dimension and bilingual?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Information is accurate and sufficient?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was produced.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction ( <i>if quantity &lt;50L</i> ) <u>or</u> drip trays capable of storing 110% of the volume of largest ( <i>if quantity &gt;50L</i> )?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No liquid waste was produced.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The lot is within the LFG Consultation Zone and the Tenant has alerted workers/visitors about possible LFG hazards. A notice is also posted at the entrance.
b. Smoking and open fires prohibited?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The whole lot has been concrete-paved.
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There were no DGs stored on site.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Follow up Action item #1

**Action Items from This Audit**

No.	Action	Expected By
1.	No critical issues were identified.	Nil

**Follow-up from Previous Audits**

No.	Follow-up from Previous Audits Dated 23 January 2013	Status
	Nil	N/A

**Audit Summary and Sign-off**

No critical environmental issue was observed and the Tenant was reminded to maintain site tidiness and ensure no plastic accumulated in surface channel.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Yan Oi Tong	Serco Guardian JV
<b>Signed By</b>	<b>Antony WONG</b>	-	<b>Asa NG</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Acting Manager	Park Manager
<b>Signature</b>		-		

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection



### Audit Details

<b>Tenant</b>	Yan Oi Tong Limited		
<b>Date &amp; Time</b>	<b>Date</b> 22 March 2013	<b>Time</b> 10:45am	
<b>Lot No.</b>	EP07		
<b>Audit Ref.</b>	31		
<b>IEC Joint Inspection</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input checked="" type="checkbox"/> Hazy	<input type="checkbox"/> Overcast <input type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind
<b>Temperature</b>	24 °C		
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Operator's Environmental Policy is documented.
1.3 Environmental Management Plan updated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's EMP is documented.
1.4 a. Emergency Response Plan (ERP) documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's ERP is documented.
b. Drill / training records available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.5 Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant has included the WMP into the EMP.

## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Licence No. WT00006013-2010 valid until 28 Feb 2015.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
If yes, facility is properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	As per the discharge licence, self-monitoring shall be performed when required.
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Works for recycling were undertaken at covered areas.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Water is unlikely to be contaminated within the lot.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Only grease is used at the lot.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

### 3. Air Quality

	Description	Yes	No	N/A	Remarks
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>					
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No dusty materials were found to be used on-site.
<b>Dust Monitoring</b>					
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:			<input checked="" type="checkbox"/>	
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.13 All air pollution control systems are properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 9211-421-Y2453-03 for spent mineral oil and spent lubricating oil.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Twice a week.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sludge / debris from the wastewater treatment facility are collected by licensed collector regularly.
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was produced.
b. Container properly closed or sealed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was produced.
b. Label is in proper dimension and bilingual?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Information is accurate and sufficient?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No chemical waste was produced.
b. Incompatible wastes separated by an impermeable partition?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Adequacy of area ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No liquid waste was produced.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The lot is within the LFG Consultation Zone and the Tenant has alerted workers/visitors about possible LFG hazards. A notice is also posted at the entrance.
b. Smoking and open fires prohibited?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The whole lot has been concrete-paved.
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There were no DGs stored on site.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Action item #1



**Action Items from This Audit**

No.	Action	Expected By
1.	Stagnant water was observed on tarpaulin sheets. The Tenant should clear the stagnant water.	25 Mar 2013



**Follow-up from Previous Audits**

No.	Follow-up from Previous Audits Dated 21 February 2013	Status
	Nil	N/A

**Audit Summary and Sign-off**

No critical environmental issue was observed and the Tenant was reminded to maintain site tidiness and ensure no plastic accumulated in surface channel.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Yan Oi Tong	Serco Guardian JV
<b>Signed By</b>	<b>Winnie MA</b>	<b>Sharifah OR</b>	<b>Asa NG</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Acting Manager	Park Manager
<b>Signature</b>				

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

## **APPENDIX 6-7**

### **Tenant-specific Audit Checklists for the Reporting Quarter**

---

**St. James' Settlement "WEEE GO GREEN" EcoPark**

### Audit Details

<b>Tenant</b>	St. James' Settlement		
<b>Date &amp; Time</b>	<b>Date</b> 23 January 2013	<b>Time</b> 11:20am	
<b>Lot No.</b>	EP05		
<b>Audit Ref.</b>	28		
<b>IEC Joint Inspection</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input checked="" type="checkbox"/> Hazy	<input type="checkbox"/> Overcast <input type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind
<b>Temperature</b>	19 °C		
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Operator's Environmental Policy is documented. Tenant follows this.
1.3 Environmental Management Plan updated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's EMP is documented.
1.4 a. Emergency Response Plan (ERP) documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's ERP is documented.
b. Drill / training records available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.5 Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's WMP is documented.

## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Licence No. WT00007365-2010 valid until 31 Aug 2015.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A screen has been installed as treatment device.
If yes, facility is properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	As per the discharge licence, self-monitoring shall be performed when required.
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The risk of contamination for the recycling process is low.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water was found.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not observed.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**3. Air Quality**

	Description	Yes	No	N/A	Remarks
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>					
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No dusty materials were found to be used on-site.
<b>Dust Monitoring</b>					
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**3. Air Quality (continued)**

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All relevant equipments are approved by EPD.
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Recorded by EPD.
3.13 All air pollution control systems are properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 9211-421-S3222-08 for spent lubricating oil, unwanted refrigerant and CRTs.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Waste from workshop is stored in temporary area and disposed of as general refuse twice a week <i>via</i> the Operator. Chemical waste is transported to EPD's Chemical Waste Treatment Centre by licensed collector once per month.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recyclable materials were passed to other recyclers.
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Container properly closed or sealed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No spillage.
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Label is in proper dimension and bilingual?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Information is accurate and sufficient?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Incompatible wastes separated by an impermeable partition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f. Adequacy of area ventilation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No liquid waste was observed.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lot is within LFG Consultation Zone. Tenant has alerted workers/visitors about possible LFG hazards. A notice is also posted at the visitor centre.
b. Smoking and open fires prohibited?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There were no DGs stored on site.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Action Items from This Audit**

No.	Action	Expected By
1.	No critical issues were identified.	N/A

**Follow-up from Previous Audits**

No.	Follow-up from Previous Audit Dated 19 December 2012	Status
1.	Nil.	N/A

**Audit Summary and Sign-off**

The site was generally tidy.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	St. James	Serco Guardian JV
<b>Signed By</b>	<b>Winnie MA</b>	-	<b>Stephen LUK</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Assistant Manager	Park Manager
<b>Signature</b>		-		

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

### Audit Details

<b>Tenant</b>	St. James' Settlement		
<b>Date &amp; Time</b>	<b>Date</b> 21 February 2013	<b>Time</b> 12:10pm	
<b>Lot No.</b>	EP05		
<b>Audit Ref.</b>	28		
<b>IEC Joint Inspection</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input checked="" type="checkbox"/> Hazy	<input type="checkbox"/> Overcast <input type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind
<b>Temperature</b>	20 °C		
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Operator's Environmental Policy is documented. Tenant follows this.
1.3 Environmental Management Plan updated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's EMP is documented.
1.4 a. Emergency Response Plan (ERP) documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's ERP is documented.
b. Drill / training records available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.5 Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's WMP is documented.

## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Licence No. WT00007365-2010 valid until 31 Aug 2015.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A screen has been installed as treatment device.
If yes, facility is properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	As per the discharge licence, self-monitoring shall be performed when required.
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The risk of contamination for the recycling process is low.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water was found.
2.10 Equipment oil and lubrication replacements are performed only in banded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not observed.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**3. Air Quality**

	<b>Description</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Remarks</b>
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>					
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No dusty materials were found to be used on-site.
<b>Dust Monitoring</b>					
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All relevant equipments are approved by EPD.
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Recorded by EPD.
3.13 All air pollution control systems are properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 9211-421-S3222-08 for spent lubricating oil, unwanted refrigerant and CRTs.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Waste from workshop is stored in temporary area and disposed of as general refuse twice a week <i>via</i> the Operator. Chemical waste is transported to EPD's Chemical Waste Treatment Centre by licensed collector once per month.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recyclable materials were passed to other recyclers.
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Container properly closed or sealed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No spillage.
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Label is in proper dimension and bilingual?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Information is accurate and sufficient?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Incompatible wastes separated by an impermeable partition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f. Adequacy of area ventilation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No liquid waste was observed.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lot is within LFG Consultation Zone. Tenant has alerted workers/visitors about possible LFG hazards. A notice is also posted at the visitor centre.
b. Smoking and open fires prohibited?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There were no DGs stored on site.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Action Items from This Audit**

No.	Action	Expected By
1.	No critical issues were identified.	N/A

**Follow-up from Previous Audits**

No.	Follow-up from Previous Audit Dated 23 January 2013	Status
1.	Nil.	N/A

**Audit Summary and Sign-off**

The site was generally tidy.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	St. James	Serco Guardian JV
<b>Signed By</b>	<b>Antony WONG</b>	-	<b>Stephen LUK</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Assistant Manager	Park Manager
<b>Signature</b>		-		

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

### Audit Details

<b>Tenant</b>	St. James' Settlement		
<b>Date &amp; Time</b>	<b>Date</b> 22 March 2013	<b>Time</b> 11:00am	
<b>Lot No.</b>	EP05		
<b>Audit Ref.</b>	30		
<b>IEC Joint Inspection</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input checked="" type="checkbox"/> Hazy	<input type="checkbox"/> Overcast <input type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind
<b>Temperature</b>	24 °C		
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High

### 1. General

Description	Yes	No	N/A	Remarks
1.1 EP for Tenant displayed on notice boards / at entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EP for EcoPark (EP-226/2005/A) is displayed at the entrance of EcoPark. EP for Tenant is not required.
1.2 Environmental Policy documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Operator's Environmental Policy is documented. Tenant follows this.
1.3 Environmental Management Plan updated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's EMP is documented.
1.4 a. Emergency Response Plan (ERP) documented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's ERP is documented.
b. Drill / training records available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.5 Employee's training record available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.6 Any record of prosecution / complaint?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1.7 Waste Management Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Tenant's WMP is documented.

## 2. Water Quality

Description	Yes	No	N/A	Remarks
2.1 Valid Effluent Discharge License available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Licence No. WT00007365-2010 valid until 31 Aug 2015.
2.2 Any wastewater treatment facility prior to effluent discharge?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A screen has been installed as treatment device.
If yes, facility is properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Effluent Monitoring</b>				
2.3 a. Sampling / Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	As per the discharge licence, self-monitoring shall be performed when required.
b. Monitoring frequency met the license requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.4 Surface run-off control measures in place and adequately maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.5 Surface run-off discharging into drainage system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.6 All manholes are covered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.7 Foam, oil, grease, litter or other objectionable matters in water of nearby drain / sewer are avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.8 Drainage system is well maintained to prevent flooding and overflow?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**2. Water Quality (continued)**

Description	Yes	No	N/A	Remarks
<b>Processes with high Risk of Contamination</b>				
2.9 a. Processes / activities are located under a covered area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The risk of contamination for the recycling process is low.
b. Stop-logs installed in the perimeter drainage system for uncovered areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stop-logs are available for use by the Tenant if needed.
c. Contaminated water collected in the surface drainage systems is treated at water treatment facility / other appropriate treatment facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No contaminated water was found.
2.10 Equipment oil and lubrication replacements are performed only in bunded maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not observed.
2.11 a. Oil interceptor provided for drainage discharging from maintenance area?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. If yes, oil and grease removed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Collected by licensed collector?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Cargo Handling</b>				
2.12 a. Cargo Handling Guideline available and followed to minimise chance of accidental spillage when loading or unloading?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
b. Materials and bulk cargo are properly packed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

### 3. Air Quality

	Description	Yes	No	N/A	Remarks
3.1	a. Valid Specified Process License for all specified process available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. SP License conditions / monitoring requirements met?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Odour</b>					
3.2	a. Any odour detected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. If yes, can the source be identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Odorous materials are covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If odour control system is installed, is it operating normally?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.3	All dusty materials are sprayed with water or covered by impervious sheeting prior to any loading, unloading or transfer operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No dusty materials were found to be used on-site.
<b>Dust Monitoring</b>					
3.4	a. Monitoring Record available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not required.
	b. Monitoring frequency met the requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	c. Any exceedance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	d. If yes, follow-up action taken?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.5	Enclosures are provided around the main dust-generating activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.6	Open burning is avoided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



### 3. Air Quality (continued)

Description	Yes	No	N/A	Remarks
3.7 Dark smoke emitted from chimney or powered plant is avoided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no chimney installed on-site.
3.8 Vehicles and equipment are switched off while not in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.9 Approval certificate issued by the Authority is available for furnace, oven or chimney consuming:				
a. >25L of conventional liquid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. >35kg of conventional solid fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. >1,150 MJ of any gaseous fuel per hour	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.10 Approval from Authority is available for the use of liquid fuel with a viscosity point of ignition >30 centistokes or an equivalent viscosity?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.11 Dust collected by any air pollution control equipment installed by tenants must be tested to ensure compliance for landfill disposal.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.12 a. Approval from Authority for the use of controlled refrigerant?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All relevant equipments are approved by EPD.
b. If yes, record of refrigeration equipment service available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Recorded by EPD.
3.13 All air pollution control systems are properly maintained and function normally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.14 Only Ultra-Low Sulphur Diesel is used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#### 4. Waste / Chemical Management

Description	Yes	No	N/A	Remarks
4.1 Chemical Waste Producer Registration completed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Registration No. 9211-421-S3222-08 for spent lubricating oil, unwanted refrigerant and CRTs.
4.2 Provision of sufficient waste disposal points/ receptacles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3 Waste disposed of regularly and properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Waste from workshop is stored in temporary area and disposed of as general refuse twice a week <i>via</i> the Operator. Chemical waste is transported to EPD's Chemical Waste Treatment Centre by licensed collector once per month.
4.4 Sorting of materials on-site for reuse or disposal to designated outlet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recyclable materials were passed to other recyclers.
4.5 Record of quantities of waste generated, recycled and disposed properly kept and easily retrieved for inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6 Sludge is collected by a licensed collector at regular intervals?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Packaging of Chemical Waste</b>				
4.7 a. Stored in suitable container?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Container properly closed or sealed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Spillage cleaned up immediately through the use of an absorbent?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No spillage.
d. Approval obtained for capacity of containers > 450L?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Labelling of Chemical Waste</b>				
4.8 a. Label is securely attached, clean and visible?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Label is in proper dimension and bilingual?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Information is accurate and sufficient?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**4. Waste / Chemical Management (continued)**

Description	Yes	No	N/A	Remarks
<b>Storage of Chemical Waste</b>				
4.9 a. Proper "Chemical Waste" signs are displayed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Incompatible wastes separated by an impermeable partition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Containers kept in receptacle of suitable material and construction (if quantity <50L) or drip trays capable of storing 110% of the volume of largest (if quantity >50L)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Enclosed on 3 sides with no less than 2m in height or height of tallest container or stack of containers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e. Containers with chemical waste are properly stored and locked at designated area which is clean and dry?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f. Adequacy of area ventilation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
g. Outdoors storage area should be covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.10 Chemical wastes are collected by a licensed chemical waste collector? (retention of trip ticket copies for 12 months)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Storage of Liquid Waste</b>				
4.11 a. Storage area floor/surface permeation-proof?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No liquid waste was observed.
b. Capacity of retention structure sufficient to accommodate contents of the largest container or 20% volume of waste in storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Walls or partitions of stacked container storage area constructed of impermeable material?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**5. Other Issues**

Description	Yes	No	N/A	Remarks
<b>Landfill Gas Hazard (within LFG Consultation Zone)</b>				
5.1 a. Workers and visitors alerted to possible LFG hazards?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lot is within LFG Consultation Zone. Tenant has alerted workers/visitors about possible LFG hazards. A notice is also posted at the visitor centre.
b. Smoking and open fires prohibited?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 Security lighting directed downward into the work areas to prevent glare to the surrounding receivers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.3 Good housekeeping?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.4 Any areas within the lot to be used for recycling processes are concrete paved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.5 Valid calibration certificate for any monitoring equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No monitoring equipment.
<b>Dangerous Goods</b>				
5.6 a. Valid license for manufacturing / storing dangerous goods?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There were no DGs stored on site.
b. Storage area in compliance with the approved plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Storage area(s) has been securely locked?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
d. Total storage capacity in compliance with the relevant statutory requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
e. Proper Labelling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
f. Dangerous goods properly packaged?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.7 Potential stagnant pools cleared and mosquito breeding prevented?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Action Items from This Audit**

No.	Action	Expected By
1.	No critical issues were identified.	N/A

**Follow-up from Previous Audits**

No.	Follow-up from Previous Audit Dated 21 February 2013	Status
1.	Nil.	N/A

**Audit Summary and Sign-off**

The site was generally tidy.

	ET	IEC*	Tenant	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	St. James	Serco Guardian JV
<b>Signed By</b>	<b>Winnie MA</b>	<b>Sharifah OR</b>	<b>Stephen LUK</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Assistant Manager	Park Manager
<b>Signature</b>				

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

---

## APPENDIX 7

---

### General EcoPark Checklists for the Reporting Quarter



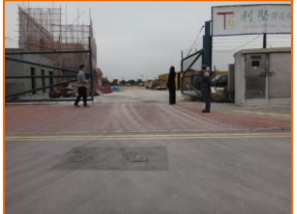

### Audit Details

<b>Date &amp; Time</b>	<b>Date</b> <u>23 January 2013</u>	<b>Time</b> <u>9:30am to 11:45am</u>		
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input checked="" type="checkbox"/> Hazy	<input type="checkbox"/> Overcast	<input type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind	
<b>Temperature</b>	<u>19°C</u>			
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High	

### Action Items from This Audit

ID	ET Findings / Recommendations	Operator / Tenant Follow-up Action
<b>Cosmos Star Holdings Co.</b>		
1.	The gate was closed during site audit and installation of machinery was being carried out.	Nil
<b>K. Wah Construction Products Ltd.</b>		
2.	Site formation work was observed during site audit.	Nil
<b>SSK Metal Ltd.</b>		
3.	The gate was closed during site audit and no activities were observed.	Nil
<b>Chung Yue Steel Group Company Ltd.</b>		
4.	Site formation work was observed during site audit.	Nil
<b>E. Tech Management (HK) Ltd.</b>		
5.	The gate was closed during site audit and no activities were observed.	Nil
<b>On Fat Lung Electrical &amp; Metal Co. Ltd.</b>		
6.	The gate was closed during site audit and no activities were observed.	Nil
<b>Other Areas</b>		
7.	Nil	Nil

Follow-up from Previous Audits

ID	ET Findings / Recommendations	Operator / Tenant Follow-up Action
<b>Cosmos Star Holdings Co.</b>		
1.	Nil	Nil
<b>K. Wah Construction Products Ltd.</b>		
2.	Site formation work was observed during site audit. Tyre trails were observed on public road at the site entrance.	Tyre trails were still observed. The Contractor was reminded to clear the tyre trails and thoroughly clean vehicle wheels before leaving the site.
		
	Observed on 19 December 2012	Observed on 23 January 2013
<b>SSK Metal Ltd.</b>		
3.	Nil	Nil
<b>Chung Yue Steel Group Company Ltd.</b>		
4.	Site formation work was observed during site audit. Tyre trails were observed on public road at site entrance.	Tyre trails were still observed. The Contractor was reminded to clear the tyre trails and thoroughly clean vehicle wheels before leaving the site.
		
	Observed on 19 December 2012	Observed on 23 January 2013
<b>E. Tech Management (HK) Ltd.</b>		
5.	Nil	Nil
<b>On Fat Lung Electrical &amp; Metal Co. Ltd.</b>		
6.	Nil	Nil
<b>Other Areas</b>		
7.	Nil	Nil



**Observations and Sign-off**

No critical issues were observed.

---



---



---

	ET	IEC*	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Serco Guardian JV
<b>Signed By</b>	<b>Winnie MA</b>	-	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Park Manager
<b>Signature</b>		-	

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

### Audit Details

**Date & Time**      **Date** 21 February 2013      **Time** 9:30am to 11:45am

**Weather Conditions**     Fine       Hazy       Overcast       Rain

**Wind**                     Calm       Light Breeze       Strong Wind






**Temperature**            20°C

**Humidity**                 Low       Medium       High

### Action Items from This Audit

ID	ET Findings / Recommendations	Operator / Tenant Follow-up Action
<b>Cosmos Star Holdings Co.</b>		
1.	The site was visited.	Nil
<b>K. Wah Construction Products Ltd.</b>		
2.	Site formation work was observed during site audit.	Nil
<b>SSK Metal Ltd.</b>		
3.	The gate was closed during site audit and no activities were observed.	Nil
<b>Chung Yue Steel Group Company Ltd.</b>		
4.	Site formation work was observed during site audit.	Nil
<b>E. Tech Management (HK) Ltd.</b>		
5.	The gate was closed during site audit and no activities were observed.	Nil
<b>On Fat Lung Electrical &amp; Metal Co. Ltd.</b>		
6.	The gate was closed during site audit and no activities were observed.	Nil
<b>Other Areas</b>		
7.	Nil	Nil

Follow-up from Previous Audits

ID	ET Findings / Recommendations	Operator / Tenant Follow-up Action
<b>Cosmos Star Holdings Co.</b>		
1.	The site was generally tidy.	Nil
		
<b>K. Wah Construction Products Ltd.</b>		
2.	Site formation work was observed during site audit.	The entrance was being cleaned.
 		
Observed on 23 January 2013		Observed on 21 February 2013
<b>SSK Metal Ltd.</b>		
3.	Nil	Nil
<b>Chung Yue Steel Group Company Ltd.</b>		
4.	Site formation work was observed during site audit. Tyre trails were observed on public road at site entrance.	Tyre trails were still observed. The Contractor was reminded to clear the tyre trails and thoroughly clean vehicle wheels before leaving the site.
 		
Observed on 23 January 2013		Observed on 21 February 2013
<b>E. Tech Management (HK) Ltd.</b>		
5.	Nil	Nil
<b>On Fat Lung Electrical &amp; Metal Co. Ltd.</b>		
6.	Nil	Nil
<b>Other Areas</b>		
7.	Nil	Nil

**Observations and Sign-off**


No critical issues were observed.

	ET	IEC*	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Serco Guardian JV
<b>Signed By</b>	<b>Antony WONG</b>	-	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Park Manager
<b>Signature</b>		-	

### Audit Details

<b>Date &amp; Time</b>	<b>Date</b> <u>22 March 2013</u>	<b>Time</b> <u>9:30am to 11:45am</u>		
<b>Weather Conditions</b>	<input type="checkbox"/> Fine	<input checked="" type="checkbox"/> Hazy	<input type="checkbox"/> Overcast	<input type="checkbox"/> Rain
<b>Wind</b>	<input checked="" type="checkbox"/> Calm	<input type="checkbox"/> Light Breeze	<input type="checkbox"/> Strong Wind	
<b>Temperature</b>	<u>24°C</u>			
<b>Humidity</b>	<input type="checkbox"/> Low	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> High	

### Action Items from This Audit

ID	ET Findings / Recommendations	Operator / Tenant Follow-up Action
<b>Cosmos Star Holdings Co.</b>		
1.	Packaging materials and suspected broken tent were observed to be placed next to the surface channel of which part of them was over the channel.	The Tenant was reminded to clear the materials and rubbish in order to avoid channel blockage..
		
<b>K. Wah Construction Products Ltd.</b>		
2.	Site formation work was observed during site audit.	Nil
<b>SSK Metal Ltd.</b>		
3.	The gate was closed during site audit and no activities were observed.	Nil
<b>Chung Yue Steel Group Company Ltd.</b>		
4.	Site formation work was observed during site audit.	Nil
<b>E. Tech Management (HK) Ltd.</b>		
5.	The gate was closed during site audit and no activities were observed.	Nil
<b>On Fat Lung Electrical &amp; Metal Co. Ltd.</b>		
6.	The gate was closed during site audit and no activities were observed.	Nil

### Action Items from This Audit

ID	ET Findings / Recommendations	Operator / Tenant Follow-up Action
----	-------------------------------	------------------------------------

**South South China Reborn Resources (Zhongshan) Company Limited**

7.	Site Investigation was observed.	Nil
----	----------------------------------	-----



**Other Areas**

8.	Nil	Nil
----	-----	-----

### Follow-up from Previous Audits

ID	ET Findings / Recommendations	Operator / Tenant Follow-up Action
----	-------------------------------	------------------------------------

**Cosmos Star Holdings Co.**

1.	Nil	Nil
----	-----	-----

**K. Wah Construction Products Ltd.**

2.	Nil	Nil
----	-----	-----

**SSK Metal Ltd.**

3.	Nil	Nil
----	-----	-----

**Chung Yue Steel Group Company Ltd.**

4.	Site formation work was observed during site audit. Tyre trails were observed on public road at site entrance.	Tyre trails were still observed. The Contractor was reminded to clear the tyre trails and thoroughly clean vehicle wheels before leaving the site.
----	--	--



Observed on 23 January 2013

**E. Tech Management (HK) Ltd.**

5.	Nil	Nil
----	-----	-----



Observed on 21 February 2013

### Follow-up from Previous Audits

ID	ET Findings / Recommendations	Operator / Tenant Follow-up Action
<b>On Fat Lung Electrical &amp; Metal Co. Ltd.</b>		
6.	Nil	Nil
<b>South South China Reborn Resources (Zhongshan) Company Limited</b>		
7.	Nil	Nil
<b>Other Areas</b>		
8.	Nil	Nil

### Observations and Sign-off

No critical issues were observed.

	ET	IEC*	Operator
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd	Serco Guardian JV
<b>Signed By</b>	<b>Winnie Ma</b>	<b>Sharifah OR</b>	<b>Mabel YUNG</b>
<b>Role</b>	ET Site Auditor	IEC Site Auditor	Park Manager
<b>Signature</b>			

**Note:** \* IEC to sign-off only for a joint ET+IEC Inspection

---

## APPENDIX 8

### Complaint Log



### Summary

<b>Report No.</b>	004	<b>Previous Related Reports</b>	001 - 003
<b>Tenant Concerned</b>	Champway Technology Ltd.		
<b>Lot No.</b>	EP07-03		
<b>Type of Incident</b>	Odour Complaint		
<b>Incident Occurred</b>	<b>Date</b> Not mentioned	<b>Time</b>	5:00pm to 5:00am
<b>Complaint Received</b>	<b>Date</b> 23 January 2013	<b>Time</b>	12:00a.m
<b>ET Advised on</b>	<b>Date</b> 24 January 2013		
<b>ET Action on</b>	<b>Date</b> 25 January 2013		

### Details

**Incident / Complaint** A complaint has been made from a Mr LIU 廖先生 from the adjacent Preliminary Airport Fuel Facility regarding odour emanating from Champway’s lot at EcoPark. The complaint was submitted to EPD via internet on the evening of 23 January 2013. EPD forwarded the complaint by email to the Operator on the morning of 24 January 2013 and the Operator notified the Environmental Team (ET) Leader immediately.

The ET Leader carried out an on-site investigation on 25 January 2013 and notified the IEC about the complaint and the results of the investigation by email on 28 January 2013. The ET Leader further carried out an investigation on 21 February 2013 to follow up the issue. Details of the odour complaint are attached for reference.

**Investigation** An investigation into the complaint was conducted on by Ms Mabel YUNG/Mr M H NG of the Operator and Mr Antony WONG of the ET at the EcoPark between 4:30pm and 5:00pm on 25 January 2013. An Interview with Mr Kenji WONG of Champway was also conducted at this time. The findings of the investigation are summarised below:

1. The ET Leader noted odour at the lot, yet its level was relatively weak compared with those experienced during the monthly site audits.
2. Only oil/water separation was being carried out at the time. Note that there are two tanks for storing Lipofit Grade B (*the recovered oil and fat fraction from grease trap waste*, ~45 to 90% oil and grease content as per EPD’s website) delivered from the Grease Trap Waste Treatment Facility (GTWTF) of West Kowloon Refuse Transfer Station. After treating the oil/water mixture, the unwanted water with dregs is then pumped into another storage tank next to the two oil/water storage tanks. The wastewater will be collected by tankers and delivered back to GTWTF.
3. As advised by Champway, and based on the site observation, air from the two oil/water storage tanks was collected/extracted and treated by activated carbon filters. No overly unpleasant smell was noted by the ET Leader at the two filter outlets that were in operation.
4. Site records on 23 January 2013 were also checked. These confirmed that two extraction fans were in use at ~5:00pm, which was just before the complaint was made.
5. Champway also advised that the activated carbon filters were replaced on 17 and 21 January 2013, indicating that they should be operating efficiently.
6. As per the discussion between Champway and the ET Leader, the unpleasant smell complained about could be emanating from the gaps of the tank covers, which were slightly damaged. Champway advised replacement of such covers was being arranged and should be completed in February 2013.

**Details (continued)**

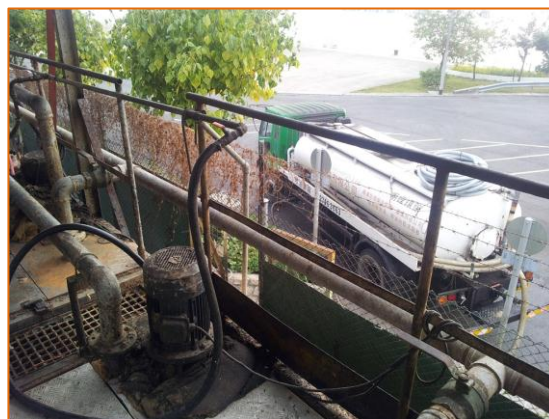
- Actions Taken / To Be Taken**
- 1. Replacement of Damaged Covers:** Champway has arranged to replace the damaged covers of the storage tanks in January 2013. The damaged covers were found to be replaced on 21 February 2013.
  - 2. Replacement of Activated Carbon:** Champway was reminded to regularly replace the activated carbon filters, although this does appear to have been carried out.
  - 3. Supervision:** Champway was reminded to supervise the operation of its recycling to ensure that all the odour abatement measures, particularly activated carbon, would be properly implemented.

**Remarks** Nil

**Photo Record**





**Photo 1** The top of the Oil/Water Mixture Storage Tanks and Surplus Water with Dregs Storage Tank



**Photo 2** Container Lorry Receiving the Wastewater

**Sign-off**

	ET	IEC
<b>Organisation</b>	SMEC Asia Ltd	Atkins China Ltd
<b>Signed By</b>	<b>Antony WONG</b>	<b>Sharifah OR</b>
<b>Role</b>	ET Leader	IEC
<b>Signature</b>		
<b>Date</b>	22 February 2013	26 February 2013