

Version number	6	Implementation date	June 2024
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Functional area	Health, Safety, Environment and Quality	Element	Environment

Purpose

To describe the processes for identifying, reviewing and updating Environmental Aspects and Impacts Registers, for management and reduction of environmental impacts from Company operations.

1 Identification of environmental aspects

The initial identification of environmental aspects should be conducted by the Site Manager and/or delegate, with assistance from a competent person with environmental experience, and documented in an Environmental Aspects and Impacts Register. Environmental Aspects and Impacts Register templates are available for each business type and are pre-populated with environmental aspects and impacts typical to that business. The templates are intended as a starting point, and each site should review their relevant template and modify, add or delete environmental aspects or impacts as needed, to reflect site-specific conditions. Initial identification of relevant environmental aspects and impacts, and any subsequent reviews, should consider the environment that will or may be affected by site activities. The following are examples for each HSEQ MS Environmental element, for consideration in identification or review stages. The list is not exhaustive, and it is likely that other impacts may be identified for any given site.

- Water – usage, recycling and conservation. Off-site discharges (to sewer, stormwater or direct to the environment) and off-site disposal (using contractors)
- Land - historical and current activities leading to potential or actual contamination
- Waste – Minimisation, on-site segregation and management, disposal and importation of
 - a) non-hazardous waste (i.e. any solid or liquid by-products of the operation and/or activity including materials recycled, reused and then disposed of); or
 - b) hazardous waste (i.e. any liquid or solid wastes or by-products which are, or have the potential to be hazardous to human health or the environment)
- Noise and vibration – product deliveries and loading, product batching, crushing/screening, blasting
- Air – emissions to atmosphere from point and nonpoint sources, including particulates, organic vapours, combustion products and odours
- Spill Management – dangerous goods storage, spill response
- Ecosystem and Biodiversity – Clearance of vegetation on-site, potential threats to vulnerable, threatened or endangered flora or fauna, weeds and pest control, rehabilitation
- Culture and Heritage Protection - Indigenous or post-European artefact conservation
- Energy usage and greenhouse emissions - gas, electricity and motor vehicle usage
- Other raw material usage - process inputs other than energy or water
- Other issues (including visual impacts, on and off-site traffic and dangerous goods storage)

The identification of environmental aspects should involve consideration of both normal and abnormal modes of operation—where abnormal modes include start-ups, maintenance periods, shutdowns and emergencies.

Note: Business-specific templates are provided to assist in the process, and are intended to be amended to fit each site's needs. However, the intent of each template format must be adhered to.

1.1 Risk assessment of environmental impacts

The identified environmental aspects should be risk assessed, to determine those which have, or may have, significant impacts on the environment. The significance of an environmental impact is determined on the basis of likelihood and consequence using **Risk Management Model Protocol**. Controls for environmental aspects should be identified in the site Aspects and Impacts Register, to mitigate the inherent risk of each aspect. The Operational Controls may be developed at a National, Regional, Business Unit or Site level. Significant impacts are defined as those assessed to have residual risks rated as 'High' or 'Extreme', using the **Risk Matrix**. An activity with a residual risk of 'Extreme' cannot commence, or continue, until the risk is lowered to an acceptable level.

1.2 Documentation

An Environmental Aspects and Impacts Register should be available for each site. The Business Manager is responsible for maintaining an electronic copy for each site within their business Site Library intranet page. A hard copy may also be retained within a site's "Green Folder". Detailed instructions on how to populate an Environmental Aspects and Impacts Register are provided in each product line template e.g. asphalt, concrete, quarries, logistics, cement and Boral Building Products (BBP).

1.3 Planning

Environmental aspects related to significant impacts should be communicated to the relevant Business Manager. Any actions arising from the development of the Aspect and Impact Register should be entered into SEQUENCE to ensure effective tracking and closeout. 'High' or 'Extreme' residual risks should be considered in setting Regional HSE Strategies/Plans.

1.4 Review

A review of each site's Environmental Aspects and Impacts Register should be conducted by the Site Manager and/or Area Manager (or their delegate), with assistance from a person with competent environmental experience, whenever a significant change occurs to a site's operation or risk profile. Significant changes which may trigger amendments to the Aspects and Impacts Register include:

- Modification, addition or removal of applicable processes, procedures or activities;
- Applicable corrective actions are raised or completed;
- Incidents or accidents occur;
- Legal requirements change. or
- Changes to Boral Environmental Policy.

Roles and responsibilities

Role	Responsibility
Site Manager	Identify environmental aspects with assistance from a competent person with environmental experience. Review the Environmental Aspects and Impacts Register with Area Manager, and assistance from a person with competent environmental experience.
Area Manager	Review the Environmental Aspects and Impacts Register with Site Manager, and assistance from a person of competent environmental experience.
Business Manager	Maintain digital copy of each site's Environmental Aspects and Impacts Register for each site within their business on the Site Library intranet page.
Person with competent environmental experience	Communicate 'High' and/or 'Extreme' residual risks in each Environmental Aspects and Impacts Register to the relevant Business Manager, for consideration in setting Regional HSE Strategies/Plans

HSEQ document definitions

Refer to HSEQ terms and definitions library on the HSE intranet site.

HSEQ document version history

This table documents the five most recent key HSEQ Document updates.

No.	Date of Issue	Comments / Key changes	Next review
3.0	July 2015	Replaces BCM-ENV-011 Aspects and Impacts	
4.0	Nov 2017	General update, to align with HSEQ MS environmental elements, and removal of need for 3-yearly register review	
5.0	July 2019	Previous section 1.2, 1.3 and 1.4 have been merged into section 1.1 in alignment with the Global harmonisation of the minimum standards.	
5.1	April 2022	Re-brand and update document reference numbers to align with new HSEQMS	
6.0	June 2024	Rebrand to align with Policy and Procedure Hub	June 2026