



PIPELINE
Watertech



INDUCTION: ENVIRONMENTAL, QUALITY & WHS MANAGEMENT





WHO ARE WE?



Pipeline Watertech is a pipeline rehabilitation company providing services to business in NSW and the ACT including Sydney Water, Local Councils, civil companies, and other rehabilitation providers. We pride our self on the quality of services we provide, and we Endeavor to increase our range of services for our clients as we grow.

The nature of the work performed by us is varied and always evolving, but is primarily geared towards the assessment, maintenance, and rehabilitation of sewer and stormwater assets.

Pipeline Watertech vision is to maintain and rehabilitate sewer and stormwater assets within Australia by raising the standard of being leaders in the new technology from around the world & partnering with like-minded organisations.



OUR SYSTEMS AND WHY WE HAVE THEM

- Pipeline Watertech has 3 externally audited management systems in place
- They help us meet our company objectives
 - Prevent harm
 - Provide a safe workplace
 - Eliminate environment related incidents
 - Minimise our impact on the environment
 - Prevent pollution
 - Comply with all relevant legislation and regulation
 - Client satisfaction and continual improvement
- Industry requirements



EVACUATION PLAN	
ORGANISATION	▶
RISK MANAGEMENT	▶
CONSULTATION	
INCIDENT REPORTING	
LEGISLATION	▶
AUDIT	▶
TRAINING	▶
CORRECTIVE ACTION	▶
MANAGEMENT REVIEW	
CERTIFICATES	
DOCUMENTS	

HOME



Our systems are based on the structures required by ISO45001, ISO14001 & ISO9001

Our Management System Documents are available online at:

pwt.managementsystem.net.au

MANAGEMENT SYSTEM DOCUMENTS

Employees should be aware of the following documents:

1. Our Policies – WHS, Environment & Quality
2. Our Procedures, which give further detail of our processes
3. Our Safe Work Method Statements, which give details on how specific tasks are carried out.





WHO DOES WHAT?

- Jackson Bugeja is the Management Representative for our WHS, Environment & Quality Systems
- Jackson is also the WHS, Environmental & Quality Coordinator and looks after all 3 workplace systems
- He coordinates internal audits, management reviews, document management, corrective actions and more.



HOW TO CONTRIBUTE

- Read the policies
- Be aware of your impact on the system
 - Each of you are part of it
- Be positive
- If something is wrong or a process can be improved, tell Jackson
- Be system savvy
 - Learn how to find the information
- Enjoy the journey

WORK HEALTH & SAFETY





WHS & Wellbeing POLICY



Pipeline Watertech is committed to minimising injury and illness by providing a healthy, safe, and supportive working environment for all employees, contractors and visitors to site.

To ensure the health, safety and wellbeing of our workers, contractors, customers, and visitors. We will, as far as is reasonably practicable:

- provide safe workplaces, safe plant and equipment, and safe work practices
- apply risk management techniques that identify, report, assess, and systematically eliminate or control risks to health, safety and wellbeing
- set objectives and targets, and in consultation with key stakeholders aim to continually improve our safety performance.
- ensure appropriate planning, design, monitoring and maintenance of our systems, processes, plant, equipment and workplaces
- foster a culture of health, safety and wellbeing through open and honest communication, consultation, engagement and cooperation

All workers, contractors, visitors, and partner agencies must comply with this policy by following safe systems of work, reporting health and safety issues, participating in safety initiatives and by taking all reasonable care to prevent injury to themselves and others.

Management is committed to communicating and implementing this policy effectively, and will be monitoring its effectiveness in achieving the desired outcomes. Continual review and improvement will be undertaken in consultation with all key stakeholders.

Signed

Jackson Bugeja

Director





MANUAL HANDLING PROCEDURES

Manual Handling is defined as any activity requiring the use of force or exertion by a person to lift, lower, push, pull, carry or otherwise move, hold or restrain any animate or inanimate object. The National Code of Practice: Manual Handling indicates that the risk of injury increases when:

- Lifting weights of more than 4.5 kg while seated.
- Lifting weights above the range of 16-20 kg (weights over 55 kg should not be lifted without mechanical assistance or team lifting).
- Pushing, pulling and sliding objects that are difficult to move.

There is no longer a prescribed maximum weight limit for lifting for either men or women.

The weight of the load needs to be considered in relation to a number of other risk factors such as the:

- actions and movements
- working posture and position when lifting
- duration and frequency of manual handling
- location of loads and the distances moved
- characteristics of the load



Light loads can still be a problem if, for example, they are lifted incorrectly or if they are lifted in an environment that is unsafe. If you feel that an object is too heavy to lift arrange for a team lift or use of a mechanical device.

Safe lifting techniques

- Place your body as close to the load as possible. This helps by keeping your centre of gravity over your feet and keeps back strain to a minimum.
- Bend at the knees, not the hips or back. Bending your knees allows you to lift with your legs and not your back.
- Before you lift, ensure you have a good handgrip. If the load does start to slip, let it go, as catching it will put an enormous strain on your back.
- When lowering the load, again bend the knees. Otherwise, you can put unnecessary strain on your back.

Assessments

- Analysis of workplace injury records in Head Office
- Consultation with workers by supervisors
- Direct observation of the task by supervisors



FITNESS FOR WORKPOLICY

Pipeline Watertech has an obligation under the Work Health and Safety Act, 2011 to provide a safe Workplace.

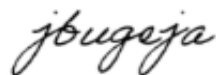
The potential for fatigue, alcohol and drugs to affect the performance of Employees and Contractors is a matter that Pipeline Watertech takes very seriously. Fitness for work is not just an issue associated with individuals. Systems in use, work processes and equipment also contribute significantly to Fitness for work. Pipeline Watertech is committed to providing a safe working environment where all employees and contractors are not exposed to any hazards associated with any of these factors.

All employees and contractors are required to report to work in a physically and medically fit state and ready to perform the requirements of the role in a safe and efficient manner.

Pipeline Watertech will commit to:

- Communicate this policy across the business and with all contractors.
- Take all practicable steps to place workers appropriately and assess fitness of individuals when arriving to our workplaces.
- Take appropriate action when health, safety or work performance of individuals in the workplace is impacted by fatigue, alcohol and/or drug use.
- Regularly review this policy.

Signed

A handwritten signature in black ink that reads 'jbugaja'.

Jackson Bugeja

Director



DIVERSITY & INCLUSION POLICY

Pipeline Watertech has employees and contractors with diverse backgrounds, values, belief, skills, experiences and needs and recognises that this is a key aspect to our continued success.

Our Diversity & Inclusion Policy aims to create a culture where our workers understand that everyone is unique and ensuring we have an inclusive environment makes us more productive, innovative and competitive.

Pipeline Watertech will commit to:

- Review remuneration regularly to identify any pay equity gaps. Should any be identified, establish action plans to address any differences.
- Review training regularly to ensure opportunities are provided consistently across the business. All workers will have equal access to the appropriate development opportunities to prepare them for future roles.
- Undertake recruitment and selection of new workers with strategies to attract a diverse range of candidates and any conscious or unconscious biases that might discriminate against certain candidates are avoided.
- Agree and monitor key targets for workforce representation metrics.
- Communicate this policy across the business and with all contractors.
- Regularly review this policy.

Signed

A handwritten signature in black ink that reads 'jbugeja'.

Jackson Bugeja

Director



INCIDENT REPORTING

If you are involved in, or have witnessed an incident or near miss, Pipeline Watertech requires you to be actively involved in the reporting process.

- All employees have access to the online [Incident Report](#) in all work vehicles or on iPads.
- Your direct supervisor and Pipeline Watertech's Management, **MUST** be informed of any incident or near miss however minor you think it may be
- A report **MUST** be filled in immediately after the incident/near miss.





SAFETY LEGISLATION STRUCTURE IN NSW

Work Health and Safety Act 2011

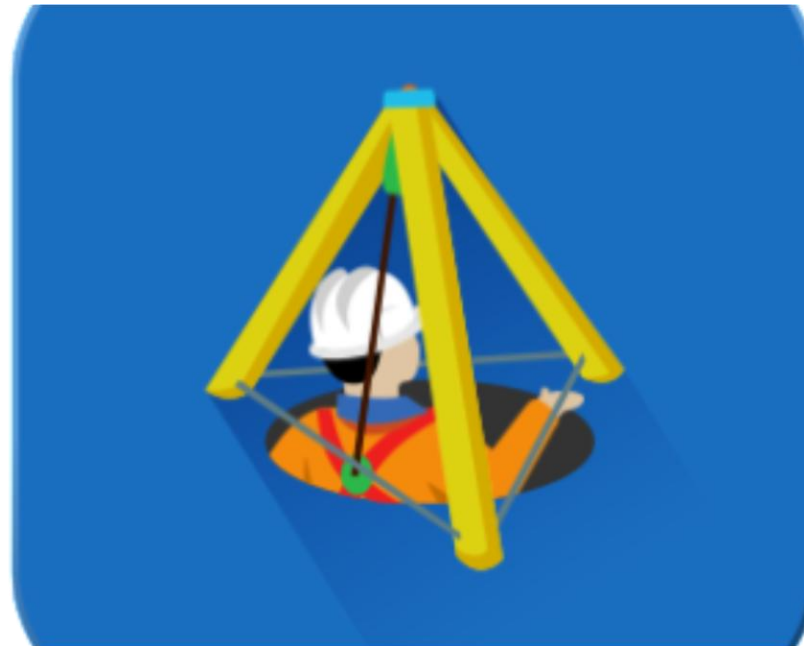
The Act sets out the laws relating to health and safety requirements in all workplaces and work activities in New South Wales

Work Health and Safety Regulations 2017

The Regulations tell us how the law is to be implemented and administered in New South Wales

The objective of the Act is to protect workers against harm to their health, safety and welfare through the elimination or minimisation of risks from work

Under the Act we all have a duty of care to ensure the health and safety of ourselves and others is not put at risk



EMPLOYERS DUTY OF CARE

Your employer must provide a safe workplace for you and other workers

Your employer must ensure that the health and safety of yourself and others is not placed at risk by how business operations are conducted





EMPLOYEES DUTY OF CARE

Your primary duty of care is to take reasonable care for your own health and safety and to ensure that your actions do not affect the health and safety of others.



You must comply, so far as you are reasonably able, with any reasonable instruction that is given by your employer and co-operate with any reasonable health and safety policy or procedure



DUTY OF CARE – YOUR OBLIGATIONS

- Follow the instructions of the employer
- Use safe work procedures at all times
- If you feel that what you have been asked to do is unsafe and could hurt yourself, someone else or the Company, STOP work immediately and consult your supervisor and/or Pipeline Watertech Directors (follow the chain of command)
- DO NOT wilfully put at risk the health and safety of another person
- DO NOT wilfully injure yourself
- DO NOT interfere with or misuse workplace safety equipment / items
- If there is ANY doubt in ANY situation this should be reported

WORKPLACE HAZARDS

This is the legislated process for dealing with hazards:

Spot the Hazard

Identify the jobs or tasks which are likely to or have caused injury or caused harm.

Assess the Risk

Identify which of the hazards pose the greatest risk to us



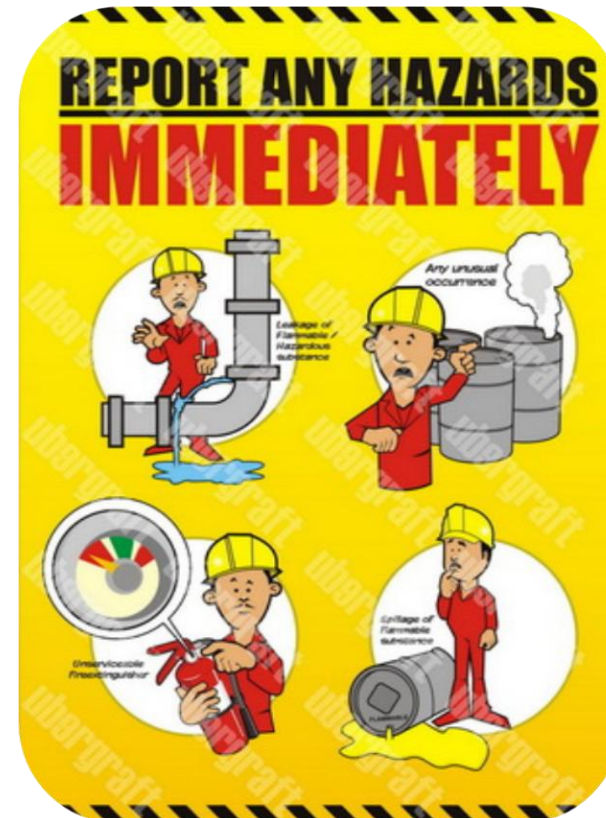


WORKPLACE HAZARDS

Make the Changes

Decide on appropriate controls i.e. eliminate, substitute, engineer or isolate, administration (implement policy, procedure or training) or use protective clothing

Monitor and review implemented controls to ensure they are effective.





SAFE WORK METHOD STATEMENTS also known as SWMS



- You must read and understand all the Pipeline Watertech SWMS that are relevant to your job role
- You must sign onto the SWMS before working every day
- By signing the SWMS, you are stating that you understand and will follow all the steps
- The next 5 slides are an example of one of Pipeline Watertech's SWMS

Scope of Work Activity Covered by this Work Method Statement

This Work Method Statement outlines the main hazards and risks associated with

High Pressure Cleaning & CCTV Inspection

Client/Project/Site:

Instructions for Safe Work Method Statements

A Safe Work Method Statement (SWMS) is a document that sets out the work activities to be carried out at a workplace, the hazards arising from these activities and the measures to be put in place to control the risks. All work must be carried out in accordance with this SWMS. This SWMS must be kept and be available for inspection.

Applicable High Risk Work Activities (highlighted). A SWMS is required for all high risk work activities.

Y	A risk of a person falling more than 600mm	Demolition of a load-bearing structure.	Work on a tele-communications tower
Y	Work in or near a shaft or trench with an excavated depth over 1.5m or in a tunnel	Temporary load-bearing support structures for structural installations or repairs	Work on or near a pressurised gas distribution mains or piping
	Work on, in or adjacent to a road, railway, shipping lane or other traffic corridor in use by traffic other than pedestrians	Work on or near chemical, fuel or refrigerant lines	Work on or near energised electrical installations or services
	Likely to involve disturbing asbestos	Work in or near a confined space	Work in an area with movement of powered mobile plant
	Work in areas with artificial extremes of temperature	Work in or near water or other liquid that involves a risk of drowning	Y Work in an area that may have a contaminated or flammable atmosphere
	Use of explosives	Tilt-up or precast concrete elements	Diving work

Personal Protective Clothing & Equipment (PPE) Required

Safety Boots		Protective Gloves	
Safety Glasses		High Visibility Clothing / Vests	
Hearing Protection		Hard Hat	


LONG SLEEVE
SHIRT AND
TROUSERS
MUST BE WORN


SUN
PROTECTION
EQUIPMENT
MUST
BE WORN

Required Qualifications/Verifications

Qualification	Requirement	Qualification	Requirement
WHSQE Induction	All Personnel	Client, Contract, Site Inductions	All Personnel
CPCCOHS1001A Work Safely in the Construction Industry (White Card)	All Personnel	RIIWHS202E Enter and Work in Confined Space	All Personnel
Drivers Licence Appropriate to Vehicle	Driver	RIIWHS204E Working at Heights	All Personnel
Operate a High Pressure Drain Cleaning System	All Personnel		

Plant/Equipment/Tools

Jetter Truck or Predator Combination Unit

Permits Required

Confined Space Entry				
Road Occupancy Licence				

Hazardous Chemicals

Diesel	Y	SDS Provided	Y
Hydraulic Oil	Y	SDS Provided	Y
		SDS Provided	

Sewer Products	Y	SDS Provided	Y
		SDS Provided	
		SDS Provided	

Required Inspections & Maintenance Checks

Plant and equipment used on site includes, but is not limited to:

Plant and/or Equipment	Inspection and Maintenance Checks Required	Plant and/or Equipment	Inspection and Maintenance Checks Required
Gas Monitor	Daily bump tested prior to commencement of work recorded Calibrated every six months by an accredit agency	First Aid Equipment	Visual inspection daily Checked and restocked 3 monthly
Tripod	Visual inspection daily Checked six monthly by an accredit agency	Safety/Road Signs	Visual inspection daily Replaced when damaged
Harness/Lanyard	Visual inspection daily Checked six monthly by an accredit agency	Vehicular Plant	Tag & Test. Safety check prior to use. Maintenance & Safety Checks in accordance with Manufacturers Specifications
PPE/Safety Helmet	Visual inspection daily Replaced when damage or every three years from date of manufacture	Electrical Leads /Power Tools , RCDS	Tag & Test. Safety check prior to use. Maintenance & Safety Checks in accordance with Manufacturers Specifications
Fire Extinguishers	Visual inspection daily Services every six months by an accredited agency		

Inspections of plant to be carried out before commencement of work, as per listed hazard controls for pre-start checks.

Formal communication of Site Safety Rules will occur primarily in three ways:

1. As part of the implementation of this Work Method Statement, all parties in the workgroup to be present for a brief meeting.
2. As new person(s) (employees, subcontractors, etc.) enter the site for the first time they will be briefed on the Site Safety Rules that they must comply with and sign induction form stating that they are aware of the site specific hazards.
3. At regular 'toolbox' meetings – employees will be reminded of the safety site rules, new and existing potential hazards and also constantly reminded of the importance of striving for a hazard free work place.

Risk Rating Matrix

Consequence Likelihood	Low (C1) No Injury most probable outcome Losses <\$500 Environmental impact small, localised and contained	Minor (C2) FAI most probable outcome Losses >\$500 & <\$15,000 Environmental impact contained requiring minor remedial action	Moderate (C3) MTI or LTI most probable outcome Losses >\$15,000 & <\$50,000 Environmental impact - medium term contained impact requiring considerable remedial action	Major (C4) LTI most probable outcome Losses >\$50,000 & <\$100,000 Environmental contamination off site Considerable remediation required	Critical (C5) Fatality(s) most probable outcome Losses >\$100,000 Irreversible/irreparable environmental contamination
Negligible/Rare (L1) A similar incident is unlikely to occur again	L2	L3	L4	M5	M6
Unlikely (L2) A similar incident could occur in the next 5 years	L3	L4	M5	M6	H7
Possible (L3) A similar incident could occur in the next 1 year	L4	M5	M6	H7	H8
Likely (L4) A similar incident could occur in the next 6 months	M5	M6	H7	H8	E9
Almost Certain (L5) A similar incident could occur in the next 1 month	M6	H7	H8	E9	E10
Risk Score	Risk Rating	Required Action			Hierarchy of Controls
2-4	Low Risk	Manage and monitor by routine internal procedures.			1 - Elimination Complete elimination of risk.
5-6	Moderate Risk	Specific monitoring or procedures to be implemented. Management responsibility to be specified and strategies implemented as part of day to day activities.			2 - Substitution Replacement of material, processes, substances.
7-8	High Risk	Immediate action to be implemented by Operations and WHS Management. General Management notified.			3 - Engineering Designing risks out Isolation of risks.
9-10	Extreme Risk	Immediate action to be implemented. Detailed research and planning required by Operations & WHS Management. Top Management notified.			4 - Administrative Adjusting the time or conditions of risk exposure. Includes training options. 5 - Personal Protective Equipment. Provision of PPE where other options are not practicable.

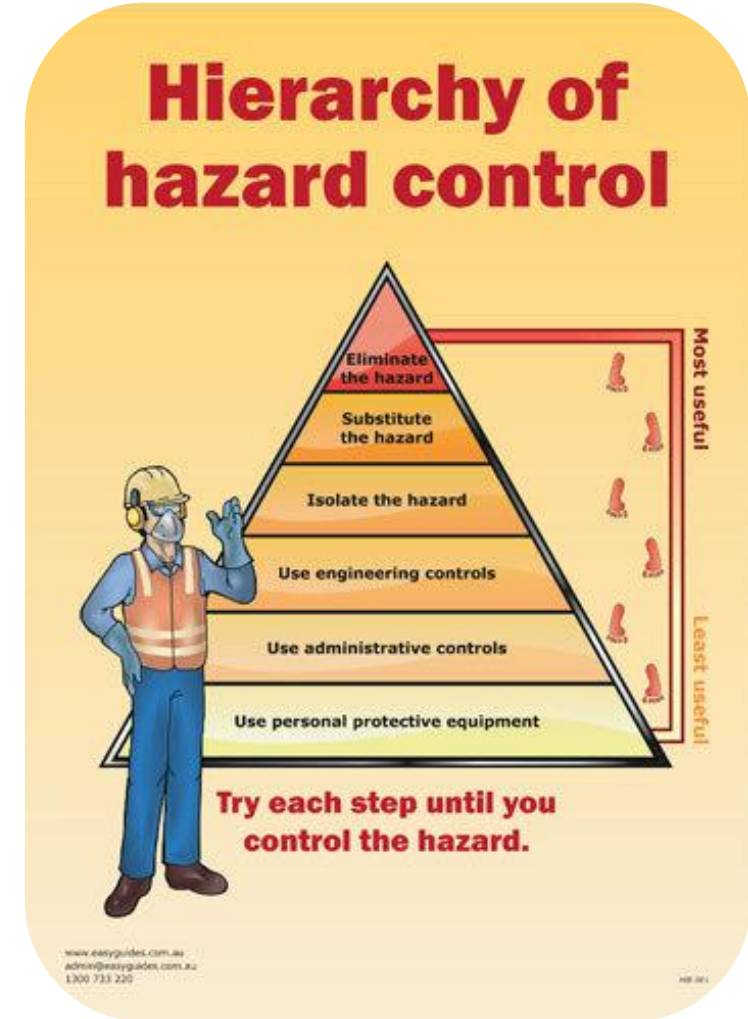
Task	Hazard	Probability	Consequence	Ranking	Control	Person Responsible	Probability	Consequence	Ranking
		Inherent Risk				Residual Risk			
Project Specific Induction	Competency of personnel on site to perform the work correctly and safely	4	3	H7	1 - All personnel to undergo Site Specific Project Induction and ensure all personnel are aware of the site rules and implications at the time of the induction. 2 - Personnel to hold current Construction Induction certificate and confined space permits. 3 - All competencies, licenses and other job specific qualifications to be checked prior to entering the site by the appropriate supervisor at time of induction.	Director Employees	1	3	L4
Fit for Duty	Personnel suffering from the effects of alcohol and/or drugs	4	4	H8	1 - All staff are fully trained and competent in applying the patch lining procedures. 2 - Reinforce the drug and alcohol requirements on an ongoing basis through "toolbox talks" and "Daily Team Briefings" as Zero Tolerance.	Employee	1	4	M5
Inspect Work and Surrounding Area - Risk Assessment	Identification of all Hazards	4	3	H7	1 - All employees to participate and complete a Risk and Hazard Assessment Checklist and duly sign that they are aware of any hazards, before any work on that site can start. 2 - All visitors to site must also read and sign hazard identification and risk assessment.	Employee	1	3	L4
	Abuse from Irrate Resident	3	3	M6	1 - Notify resident about work to be carried out wherever possible (Letter Drops Pamphlets) 2 - Give resident notice where practical and agree time and date entry 3 - Wear current identification name tags 4 - Leave Contact name and number 5 - Notify Principal's Authorised Person	Operator	1	3	L4
	Bites - Residents Pets/ Fauna	3	3	M6	1 - Ask resident to restrain or lock up pets for the duration of the work. 2 - Follow procedures for possible snakes, Wear PPE and avoid long grass areas. 3 - Ensure First Aid kit is fully fitted out	Employee	1	3	L4
	Pedestrian Access - Slips, Trips, Falls Site Security - Unauthorised Access	4	3	H7	1 - Do not block residents gate/ drive way 2 - Ensure work area is clear and barricade is in place to prevent unlawful entry. 3 - Placement of diversion / warning signs to instruct pedestrians around worksite safely 4 - Cover electrical leads, air hoses with ramps where crossing pathways 5 - Set up safety cones and signage to limit access by unauthorised persons	Operator	1	3	L4
Inspect Work at both Upstream and Downstream of opening of pipe	Foreign Objects/ Needles / Broken Glass	3	3	M6	1 - Inform supervisor who will notify Client. 2 - Dispose of in proper containers. 3 - Do not touch unless correct sharps handling equipment is available	Operator	1	3	L4
	Unsavory people	3	3	M6	1 - Police will be notified if any suspicion type people in the area and they are removed from site for the duration it takes for our employee to complete their task. 2 - Client to be notified prior to Police notification.	Operator	1	3	L4
	Fauna - Snakes & Spiders	3	3	M6	1 - Visual inspect area before commencement of work. 2 - Wearing of protective clothing or equipment, gloves, safety boots 3 - Have First aid equipment available 4 - Have communication devices on site (Mobile phones or Two way radios)	Operator	1	3	L4
	Access	3	3	M6	1 - Ensure that there is a rescue plan prepared ,the team leader is to prepare a plan after a risk assessment has been carried out in case of emergency 2 - Ensure all staff are Confined Space Training and Accredited 3 - For Lone work, Inform supervisor time of entry and expected time they should be finished, and ensure mobile phone is available with adequate coverage.	Operator	1	3	L4
Communication	No mobile reception	4	3	H7	1 - Set contingency plan for poor coverage areas 2 - If Client has Communication Policy ensure this is implemented	Employee	1	3	L4
Over-head Power lines / HRCW	Electrical Shock	3	3	M6	1 - Inspect the site prior to setting up and ensure no over-head power lines above that the unit may touch 2 - Use of plant within 10 meters of overhead power lines requires permit	Operator	1	3	L4



HIERARCHY OF CONTROLS IN THE WORKPLACE

The hazard controls in the hierarchy are:

1. Elimination (*the most effective control measure*)
2. Substitution
3. Isolation
4. Engineering
5. Administration
6. Personal protective equipment (*the least effective control measure*)



SPECIFIC HAZARDS

Confined Spaces



SPECIFIC HAZARDS

Working at Heights





SPECIFIC HAZARDS

Chemicals



Pipeline Watertech employees have access to an online SDS Library for up to date information on all chemicals in use.



SPECIFIC HAZARDS

Plant & Equipment





A FEW CONTROL MEASURES

Consultation

Workplace Inspections

PPE



Fatigue can be defined as a state of impairment that can include physical and/or mental elements, associated with lower alertness and reduced performance.

When fatigued, physical or mental activity becomes more difficult to perform.

Fatigue related impairment is considered an identifiable workplace hazard.



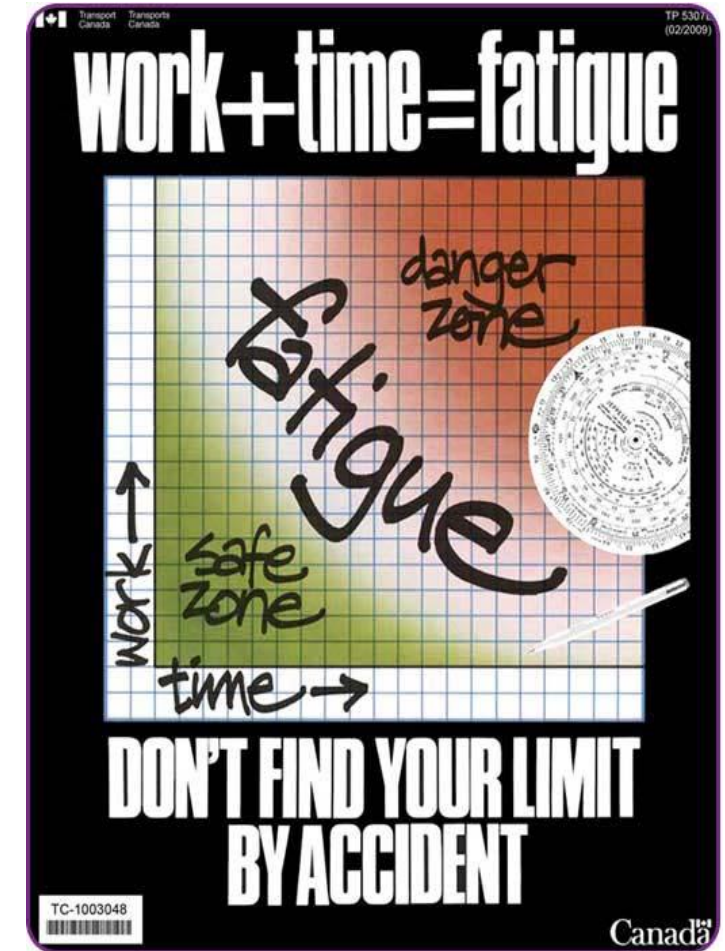
RESPONSIBILITIES

All Personnel

Ensure you obtain adequate sleep and that you are not in a fatigued state before commencing a work.

Be aware of the symptoms of fatigue and take appropriate action to ensure your safety and the safety of others.

Act When Necessary



ENVIRONMENT





ENVIRONMENT POLICY

Introduction

Pipeline Watertech specialises in the inspection, maintenance and rehabilitation of underground pipelines, which by its nature may involve environmental aspects that may have impacts that need to be managed for the protection of the environment and the prevention of pollution.

Pipeline Watertech has introduced our Environmental Management System (EMS) providing a systematic and documented approach to the planning and implementation of environmental protection procedures to ensure that our workplaces, work practices, employee's awareness and training meet Australian legislation, standards, industry codes and community expectations commensurate with our operations.

Commitment and Objectives

Pipeline Watertech's commitment and objectives are to ensure:

- The establishment, implementation and maintenance of the criteria and methods required for the effective operation and control of our environmental processes
- The minimisation of the impact on the environment and the prevention of pollution by ensuring our work activities are undertaken in an environmentally sensitive and responsible manner
- The identification of the environmental aspects and significant impacts of our activities which we can control and influence
- Support and assistance is provided to our employees
- Emergency response preparedness and procedures are provided
- The continuous monitoring of and improvement to our EMS and performance and the prevention of pollution through predetermined and auditable objectives and targets
- Compliance with legislative requirements, ISO14001, Environmental Management Systems and other requirements which relate to its environmental aspects.
- Compliance with the local electricity distributor's environmental management systems standards and procedures
- Continuous improvement of the environmental management system to enhance environmental performance

Responsibilities and Accountabilities of Management & Employees

Pipeline Watertech Management is responsible and accountable for:

- The active involvement in the development, promotion and implementation of this Environmental Policy and our EMS procedures
- Ensuring employees are trained in the environmental performance of their assigned tasks
- The provision of resources to meet our EMS commitment
- Pipeline Watertech employees are responsible and accountable for:
- Their personal commitment to the protection of the environment and the prevention of pollution
- The implementation of our Environmental Policy and EMS procedures
- Proactively responding to and reporting environmental issues, risks, accidents and incidents.

Consultation and Communication

Pipeline Watertech provides worker participation through open consultation and communication between management and employees and between management and external interested parties.

This Environmental Policy is communicated to all employees via office and site inductions and notice boards, Project Management Plans incorporating Environmental Procedures and regular toolbox and prestart meetings; it is available to the public, all interested parties and is communicated to our suppliers and subcontractors through our procurement process and site management procedures.

Review

This Environmental Policy will be reviewed annually for suitability, adequacy and effectiveness and when required by changes in legislation, standards, industry codes or company operations.

Signed



Jackson Bugeja
Director



WHAT SHOULD YOU KNOW

- We must all comply with the environment policy and procedures
- We must all comply with environment laws
- Our work and services have an impact on the environment
- Our operational controls minimise these impacts and prevent pollution
- Deviating from these controls will adversely impact the environment and may break the law
- You must not discuss operational matters with external persons, press or government without contacting Paul



REQUIREMENTS: GENERAL

- The organisation must develop an effective system that meets the requirements of the Standard
- Document, implement and maintain the system
- The EMS documents need to be controlled
- Follow a Plan-Do-Check-Act approach.
 - **Plan** - Establish the objectives and processes needed to deliver the results (in line with the EMS)
 - **Do** - Implement the needed processes of the EMS
 - **Check** - Check the processes against the policy, objectives, targets, regulations, and report on the results (auditing)
 - **Act** - Take actions that will continually improve the EMS

To minimize environmental impact, it is important to understand the link between various construction activities and the potential for these activities to impact the environment



ENVIRONMENTAL ASPECTS

1. The organisation shall establish, implement and maintain a procedure(s):
 - To identify the environmental aspects of its activities products and services within the defined scope of the environmental management system that it can control and those that it can influence taking into account planned or new developments or new or modified activities , products and services
 - To determine those aspects that have or can have significant impact(s) on the environment significant environmental aspects).
2. The organisation shall document this information and keep it up to date.
3. The organisation shall ensure that the significant environmental aspects are taken into account in establishing implementing and maintaining its environmental management system.

ENVIRONMENTAL ASPECTS

Site Activities	Normal	Air Emissions	Generation of CO2. Use of Oil Resources - Site Activities	Medium	Use of equipment onsite.	Maintain vehicles properly Minimise Transport	Low	No	No
Office	Normal	Air Emissions	Generation of CO2. Use of Oil Resources	Medium	Electricity used to operated office equipment.	Minimal use of office facility.	Low	No	No
Site Activities	Normal	Cultural Heritage	Disturbance Damage Removal of items of Cultural Heritage	Medium	Significant items to remain undisturbed.	Prior to commencement of works at a site, items of heritage significance will be located and identified in the project specific Environmental Management Plan, so that construction practices may be modified to minimise disturbance to these items (e.g. where sandstone curb and gutter in a street is to be crossed, boring should be the means by which work is completed to minimise the risk of damage). If any items of relics of Aboriginal or European heritage significance are identified during the project work will cease immediately at that location. Site Manager must be notified immediately who will notify the Principal to enable them to contact relevant authorities. Consultation with traditional owner groups and confirmation of required induction and monitoring is to be undertaken by the Principal.	Low	No	Yes



ENVIRONMENTAL LEGISLATION STRUCTURE IN NEW SOUTH WALES

Protection of the Environment Operations Act 1997

The objects of this Act are as follows:

- (a) to protect, restore and enhance the quality of the environment in New South Wales, having regard to the need to maintain ecologically sustainable development,
- (b) to provide increased opportunities for public involvement and participation in environment protection,
- (c) to ensure that the community has access to relevant and meaningful information about pollution,
- (d) to reduce risks to human health and prevent the degradation of the environment by the use of mechanisms that promote the following:
 - (i) pollution prevention and cleaner production,
 - (ii) the reduction to harmless levels of the discharge of substances likely to cause harm to the environment,
 - (iia) the elimination of harmful wastes,
 - (iii) the reduction in the use of materials and the re-use, recovery or recycling of materials,
 - (iv) the making of progressive environmental improvements, including the reduction of pollution at source,
 - (v) the monitoring and reporting of environmental quality on a regular basis,
- (e) to rationalise, simplify and strengthen the regulatory framework for environment protection,
- (f) to improve the efficiency of administration of the environment protection legislation,
- (g) to assist in the achievement of the objectives of the Waste Avoidance and Resource Recovery Act 2001 .



ENVIRONMENTAL LEGISLATION STRUCTURE IN NEW SOUTH WALES

Federal	Environment Protection and Biodiversity Conservation Regulations 2000
Federal	The Environment Protection and Biodiversity Conservation Act 1999
New South Wales	Contaminated Land Management Act 1997 No 140
New South Wales	Contaminated Land Management Regulation 2008
New South Wales	Environmental Planning and Assessment Act 1979
New South Wales	Environmentally Hazardous Chemicals Act 1985
New South Wales	Native Vegetation Act 2003
New South Wales	Protection of the Environment Operations (Clean Air) Regulation 2010
New South Wales	Protection of the Environment Operations (Noise Control) Regulation 2008
New South Wales	Protection of the Environment Operations (Waste) Regulation 2005
New South Wales	Protection of the Environment Operations Act 1997 No 156

Under the Protection of the Environment Operations Act 1997, everyone has a general duty not to harm the environment by polluting.

Pollution can include soil, water, air and noise pollution.

Penalties for offences against environmental legislation are significant.

It is important that construction activities are undertaken in accordance with environmental legislation. Everyone on site is responsible for complying with environmental legislation.



ENVIRONMENTAL MANAGEMENT PLANS



To minimise environmental impact, it is important to understand the link between various construction activities and the potential for these activities to impact the environment.

Environmental management relates to the control of human activity which could impact upon the environment. Construction of infrastructure can have significant environmental impacts if not undertaken with care.

Pipeline Watertech maintains a detailed Environmental Management Plan covering all operations. The purpose of this Environmental management Plan is for Pipeline Watertech to be aware of their responsibilities in protecting the various local environments that may be affected by the contract. The aim of the Environmental Management Plan is to minimize the effect of the work on the local environment. This includes the control of siltation, noise and visual pollution, water quality, odour, traffic control and safety of workers.

The table on the following page gives examples of common construction activities and potential impacts. It is not a complete listing.





ACTIVITIES AND ENVIRONMENTAL IMPACTS

Potential Impact	Activity														
	Vegetation Clearance	Earthworks	Storage of materials (stockpiles)	Storage of fuel/oil	Disposal of waste	Grading/compacting	Road sealing	Road marking and signage	Drainage works	Concrete works	Revegetation and landscaping	Weed spraying	Dredging	Pile Driving	Rail Operations
Damage to vegetation	*	*	*		*	*			*	*	*	*			*
Spread of weeds	*	*	*		*	*			*		*				*
Interrupt or modify drainage	*	*	*	*		*	*		*	*	*				*
Soil and water contamination	*	*	*	*	*	*	*	*	*	*	*	*			*
Soil erosion	*	*	*			*	*		*	*	*				*
Soil compaction	*	*				*			*	*					
Habitat disturbance	*	*	*			*			*		*	*			*
Disturbance of sites of natural or heritage significance	*	*	*			*		*	*	*			*	*	*
Litter					*			*	*	*	*	*			*
Air emissions	*	*	*			*	*	*	*	*	*	*			*
Noise disturbance	*	*				*	*	*	*	*	*		*	*	*
Fire Risk	*			*	*										*

The following environmental safeguards will be applied:

Soil and Water Management

- All stormwater inlets will be protected with silt containment devices and checked at regular intervals to maintain effectiveness.
- All bulk material stockpiles will be fenced with silt stop fabric to prevent any erosion taking place, such fabric will be held in place by steel posts and where there is a possibility of runoff such stockpiles will be bundled.
- Open trench area will be minimized and excess spoil disposed of properly. Where it is not practical to temporarily store excavated spoil on the grassed footpath areas the material will be contained by silt containment devices and any road areas swept as soon as possible and the lawn areas rehabilitated by re-seeding after completion of works.
- During times of high wind and low humidity where there is a chance of stockpiled material contaminating the air stockpiles will be watered or covered to prevent any compromise of air quality.
- Construction will not commence in periods of wet weather.

Noise Control

- All noise generated by construction activities is to comply with the noise levels specified in the Environmental Protection Authority's Noise Control Manual. All vehicles and equipment will be fitted with silencing devices, where applicable.

Public and Visual Amenity/Community Liaison

- To minimize the disruption to public and visual amenity the following safeguards will be implemented:
- All construction equipment will be removed as soon as it is not required, including any material and refuse related to the works. This equipment will be stored in such a manner as to offer the least inconvenience to the local community. In addition, stockpiles and amenities sheds will be placed in a location with minimum visual impact where possible.

Traffic Management

- Pipeline Watertech will conform to the local traffic regulations and take out the appropriate permits, provide plans etc.

WH&S and Public Safety Provisions

- Pipeline Watertech WH&S Policy will satisfy the requirements of the Occupational Health & Safety Act 2000 and Regulations.
- The site must be secured in accordance with WorkCover requirements while work is carried out and at the completion of the works all equipment and materials will be stored safely within the site.
- All open trenches will be protected by the use of trestles and barrier mesh, and warning signage (refer safe work plan).
- Signs placed warning the public of potential danger on site.





Environmental safeguards continued:

Waste Disposal

- All waste material generated will be handled and disposed of carefully to minimise the risk of pollution. All materials able to be recycled shall be separated and recycled at approved facilities.
- All construction waste shall be collected daily and disposed of at an approved facility. General garbage bins will be located on site.
- Liquid waste will be disposed of by use of a vacuum or similar system and taken to approved facility.

Dust Control

- All stockpiles and excavations shall be kept either covered or in a wet state when necessary to prevent dust.

Flora

- Disturbed areas will be returned to their original condition promptly after the completion of the works.
- If required disturbed areas will be reseeded after completion of works.
- When required, barriers will be erected creating an exclusion zone around the trunks of trees to prevent them from damage by excavators etc operating in the immediate area.
- Materials stockpiles will not be placed around tree trunks.

Fauna

- Disturbance of timber and rockeries will be minimised to avoid disturbance to potential reptile habitats.

Utilities and Services

- If any service is damaged the relevant authority will be immediately notified.

Air Quality

- All vehicles will be fitted with approved and properly maintained exhaust systems which comply with Australian Standards.

Operational procedures are detailed in Work Method Statements.

Environmental Management Plans and Work Method Statements are available online at:

www.pipelinewatertech.managementsystem.net.au

ENVIRONMENTAL EMERGENCY RESPONSE



Examples of environmental incidents are:

- significant spill of fuel or oil
- significant chemical spill
- severe erosion from flooding
- fire (on site or from off site)
- damage to a heritage site (Aboriginal or non-Aboriginal)
- overflow from on-site wash-down areas into creeks or drainage lines
- destruction of a rare plant outside the defined construction zone.





ENVIRONMENTAL EMERGENCY RESPONSE



OPERATOR RESPONSIBILITIES



- Ensure that you are aware of the site environmental emergency response plan.
- Locate emergency equipment that may be relevant to your responsibilities.
- Ensure that you are familiar with using emergency equipment that is relevant to your responsibilities.
- Ensure that you know whom to contact in the case of an emergency.



- Do not endanger the health and safety of yourself or others when responding to an emergency situation.

Environmental Emergency Plans are practised regularly.

QUALITY





QUALITY POLICY

Introduction

Pipeline Watertech specialises in inspection, maintenance and rehabilitation of underground pipelines, which by its nature involves quality processes that need to be managed to ensure the quality delivery of our goods and services.

Pipeline Watertech has introduced our Quality Management System (QMS) providing a systematic and documented approach to the planning and implementation of quality procedures to ensure that our work practices, employees' awareness and training meet Australian legislation, standards, industry codes and customer expectations commensurate with our operations.

Commitment and Objectives

Pipeline Watertech commitment and objectives are to ensure:

- Satisfy all applicable quality requirements
- The establishment, implementation and maintenance of the criteria and methods required for the effective operation and control of our quality processes
- The documentation of procedures and training is provided for our quality methods of work
- Support and assistance is provided to our employees
- Our suppliers and subcontractors conform to our quality requirements
- The maintenance of the integrity of our QMS when changes are planned or implemented
- The continuous monitoring of and improvement to our QMS systems and performance and the elimination of non-conformances through predetermined and auditable objectives and targets
- A customer focus to achieve customer requirements and where possible are enhanced
- Compliance with ISO 9001 Quality Management Systems.
- Continual improvement of the quality management system

Responsibilities and Accountabilities of Management & Employees

Pipeline Watertech Management is responsible and accountable for:

- The active involvement in the development, promotion and implementation of this Quality Policy and our QMS procedures
- Ensuring our employees are trained in the quality performance of their assigned tasks
- The provision of resources to meet our quality commitment

Pipeline Watertech employees are responsible and accountable for:

- Their personal commitment to our quality procedures
- The implementation of our Quality Policy and QMS procedures
- Proactively responding to and reporting quality non conformances.

Consultation and Communication

Pipeline Watertech provides participation through open consultation and communication between our management and employees.

This Quality Policy is communicated to all employees via our office and site inductions and notice boards, Project Management Plans incorporating quality procedures and regular toolbox and prestart meetings; it is available to all interested parties and is communicated to our suppliers and subcontractors through our procurement process and site management procedures.

Review

This Quality Policy and QMS procedures will be reviewed annually for suitability, adequacy and effectiveness and when required by changes in legislation, standards, industry codes or company operations.



Jackson Bugeja

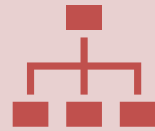
Director



WHAT IS A QUALITY MANAGEMENT SYSTEM?



A set of documentation consisting of policies, procedures, forms and records



Describes the process flows of an organisation and the interaction between functional units



Ours is based on the standards of ISO 9001



YOUR QUALITY RESPONSIBILITIES

- Read the policy
- Be aware of your impact on the system – each of you are part of it
- Be positive – if something is wrong or a process can be improved, tell Jackson, the System Coordinator.
- Be system savvy – learn how to find the information



OBJECTIVES



Objective	Target	Metrics	Results, Actions & Com...	Satisfactory
Certified Management Systems	Certification to ISO9001, ISO14001 ISO 45001	Achieve Certification	External Audits Scheduled March 2026	Yes
Continually Improve the Management System and It's Operational Processes	Planned System Events Carried out As Scheduled.	Internal Audits carried out as per Audit Schedule. CARs actioned by nominated date.	Audit Schedule underway February 2026	Yes
Customer Satisfaction	Deliver Jobs as per Client Requirements	< 2 NCRs, < 5 Complaints	No Recorded Complaints	Yes
Minimise Environmental Impacts	Environmental Response	Effective Operational Controls. Maintain Zero Environmental Incidents.	Zero Incidents YTD 2026	Yes
Minimise Harm	Hazard & Risk Management	Effective Operational Controls. Maintain Zero Incidents.	Zero Incidents YTD 2026	Yes

