



## Environmental Aspects Register

Item No	Activity	Ranking	Comments
31	Rubbish - Sharps	1	All items in sharps bins are handled as using specific procedure. Items found not in Sharps Bins are handled with specific procedure or reported to the proper authority if situation is considered too dangerous
22	Cleaning Agents - Use	2	Instructions given to ensure correct application. Amounts used by sites is controlled to ensure correct application rates and to prevent theft. MSDS are provided for all chemicals used at sites and company has a policy to use only cleaning agents that are classified as green chemicals.
9	Electricity	3	All power operated equipment – e.g. vacuums and scrubbers are tested and tagged as per regulatory requirements. No power equipment is to be used with damaged or split cords.
32	Rubbish – Other Dangerous	4	All dangerous items are handled using a specific procedure. Dangerous items (e.g. asbestos) reported to proper authority if normal handling and removal situation is insufficient. A licensed removalist is engaged.
23	Cleaning Agents - Waste	5	All agents used are benign as per the industry guidance poster. Waste is minimised by correct application and any residual flushing is disposed of as per local client/authority procedures. All cleaning agents are diluted for use which lessens the likelihood of environmental damage.
20	Ride on Equipment – Public Safety	6	Equipment used out of hours where possible, where not possible warning signs and barriers are used and the company now has a policy of purchasing replacement machines with low noise output.
30	Rubbish - General	7	All rubbish collected is disposed of in accordance with local client/authority and placed in receptacles provided – generally located in designated waste disposal collection areas. For small sites where there is no waste collection facility general rubbish is removed and disposed of in authority waste management recycling centres.
10	Storage of Chemicals etc – Spill Potential	8	Initial site investigations show limited potential for bunding at this stage. Other options will be considered as EPA publishes updates. To counteract for the lack of bunding only minimal amounts of cleaning agents are stored in cleaners rooms or secure storage areas – where provided. Chemicals stored are benign as per the industry guidance poster and all storage is in original containers and stored upright.

18	Ride on Equipment – Emissions	9	All emissions are kept to manufacturers levels by regular maintenance and the rectification of any faults. Where possible SKG is investigating the future purchase of battery operated equipment with re-charging facilities.
25	Cleaning Agents – Spill Potential	10	Items usually stored in areas provided by the client and therefore provide little option for site bunding. Other non-fixed options being considered. In the meantime, minimal amounts are being stored. Chemicals stored are benign as per the industry guidance poster and in an upright position.
33	Cross Contamination	11	Procedures are in place to ensure that there is no cross contamination of cleaning items used in toilets vs food/general areas etc or any corrosive agents stored where a possibility for damage exists.
1	Use of Paper	12	SKG is required by OHS and Environmental Legislation to maintain appropriate documentation at all sites and complies. There exists some potential to move to recycled or plantations papers and considerably reduce overall paper use by switching to electronic reporting systems from contractors at sites and for reports to clients.
12	Electrical Equipment – Electricity	13	Provided by client – minor potential for improvement with improved guidelines for the purchase of replacement equipment. If client is in agreement some cleaning is carried out with reduced lighting with buildings.
27	Consumables (Cloths) - Waste	14	Items are used for maximum life span and then disposed of correctly. Where possible the item is recycled.
15	Electrical Equipment – Noise	15	Noisy equipment is used out of hours where possible, where not possible warning signs and barriers are used and hearing protection is worn by the operator if necessary. Equipment is regularly checked to ensure compliance with manufacturers and local/authority levels.
16	Electrical Equipment – Damaged	16	All damaged electrical equipment is tagged as “out of Service” or dangerous and removed from service and inadvertent use.
2	Use of Paper – Landfill	17	Paper is recycled
8	Toner Cartridge – Disposal	18	Toner cartridges are used only at TST Office and used or empty cartridges are returned for recycling
17	Ride on Equipment – Power	19	Equipment is only used as required and is not left idling when not in use.
11	Storage of Damaged Equipment	20	Where possible all damaged equipment is returned to Miranda for repair. This helps prevent inadvertent use.