

EHS Legal Requirements Checklist

ENVIRONMENTAL CATEGORY	AUDIT QUESTIONS	COMPLIANCE STATUS Compliance (C) Non-Compliance (NC) Partial Compliance (PC) Not Applicable (NA)	PROOF OF EVIDENCE OF COMPLIANCE/ OUTCOMES	CORRECTIVE ACTIONS	RESPONSIBLE PERSON	DUE DATE	DATE COMPLETED
GENERAL	Do you have measures in place to prevent pollution, to comply with the applicable legal and other requirements and to continually improve in your environmental performance?						
	Do you have the required environmental authorisations for your site, and do you comply with these requirements?						
	If you are in possession of an environmental authorisation (permit, licence), how do you verify that you comply with the permit requirements?						
	Have you identified areas of potential pollution, and have you taken precautionary measures to prevent or minimise such pollution?						
	Has the site communicated to its employees and managers their rights if refusing to carry out any environmentally hazardous work? <i>(An employee may not be dismissed, disciplined, prejudiced or harassed on account of having refused to perform any work if that person acted in good faith and reasonably believed at the time of the refusal that the performance of the work would result in an imminent and serious threat to the environment.)</i>						

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GENERAL	Do you have measures in place to ensure that the employer reports an environmental emergency incident to the relevant authorities and takes steps to contain and minimise the effects, clean up and assess and remedy the effects of an incident?						
	Is the site undergoing renovations?						
	Are there any new buildings being erected on the site (including extensions but excluding garages and storage areas)?						
	Do you display an advertisement that is visible from a public road? If so, do you have written permission from the controlling authority concerned?						
	Do vehicles come onto site whose drivers require a professional driving permit? How do you provide evidence?						
	Does the site have measures in place to prevent combustible materials from coming into contact with fire?						
	Does the site have electrical equipment or other equipment or materials that contain PCBs? If not, then does the site have a clearance certificate from the supplier of oils to ensure that there are no PCBs? If there are PCBs on site, then the site must register with the Department of Environmental Affairs within 90 days of the regs coming into effect (8 October 2014). Has the site been registered?						
WATER	Does any of your drainage on site lead to a natural water resource? If so, what measures do you have in place to prevent pollution of the water resource?						
	Do you have measures in place to ensure that water is not wasted?						
	Do you have an effluent discharge permit?						
	Do you comply with the conditions of your permit? Does the site ensure that prohibited substances such as flammable substances, poisonous substances, steam and substances containing oil, grease and fat do not enter the effluent system?						
	Has the site mapped out the flow of water on the site?						
	Does the site have any wells or boreholes? If yes, are they in operation? If yes, are they covered? If no, have they been filled in in such a way that does not pollute an underground water source?						
	Does the site have grease traps on its drains to prevent grease, oil, fat or inorganic solid matter from entering the effluent system?						
HAZARDOUS SUBSTANCES	Do you store or use flammable substances on the site? Do you conduct spray painting on the site?						
	Are there Material Safety Data Sheets (MSDSs) available for all chemicals (including any pesticides) used or stored on the site, and are they readily available?						
	Have chemicals been identified according to SANS 10228, and has the compatibility of chemicals been assessed for storage purposes?						
	Is someone trained and appointed to oversee the offloading of hazardous chemicals?						
	Does the site use pesticides, and are the pest control operators registered with the Department of Agriculture?						
	Does the site have a copy of the MSDSs for the pesticides used?						

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LAND BIODIVERSITY AND WASTE	Is there a waste management programme in place?						
	Has the waste been classified in terms of SANS 10234?						
	Has the waste been classified for disposal to landfill?						
	Is healthcare-risk waste included in the waste management programme?						
	Does the site have the permits, licences and disposal certificates available for the disposal of waste?						
	Does the site have the permits and licences for the transport of waste?						
	Does the site have a contract in place with the service provider who removes hazardous waste from the site?						
	Is the site registered to provide information on waste generation and disposal?						
	Are you required to have an integrated waste management plan?						
	Is waste stored correctly, so as to prevent the following: - Leakages/spillages? - Litter from waste being blown around? - Nuisances such as odour, visual impacts and breeding of vectors? Is waste correctly labelled?						
	Does littering and dumping occur on the site?						
	Do you have weeds on your site or alien or invasive species or protected species? If so, have you implemented appropriate measures in line with the regulatory requirements?						
	Do you have a boundary fence, and is it maintained?						
	Is the vegetation on the site overgrown to create a fire hazard?						

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NOISANCE AND AIR	Has the site identified whether there are sensitive environmental receptors in the neighbouring surroundings?						
	Does the site generate noise and, if so, have you conducted a perimeter noise survey?						
	Do you have measures in place to ensure compliance with the national standards for ambient air quality as set out in GN 1210 in GG 32816 dated 24 December 2009 for the air constituents below: - Sulphur dioxide (SO ₂) - Nitrogen dioxide (NO ₂) - Particulate matter (PM10) - Ozone (O ₃) - Benzene (C ₆ H ₆) - Lead (Pb) - Carbon monoxide (CO)?						
	Does the site generate dust?						
	Does the site have fuel-burning equipment on site, and has the site obtained approval for the equipment from the local authority?						
	Does the site have any diesel-driven vehicles and, if so, are they tested regularly with a Hartridge meter to determine their emissions?						
	Is the area in which the site is located a priority area? If yes, then has the municipality prohibited certain activities or prescribed different requirements for the site?						
ENERGY	Has the site implemented measures to utilise energy efficiently?						
	If yes, then does the site receive a deduction in respect of energy efficiency savings?						