

Tenant Tier 3 Audit Checklist

Auditor: _____

Date: _____

Instructions

Please answer the questions below as accurately as possible.

Audit documents are to be submitted either by email to foster.walker@bankstownairport.com.au or by mail addressed to Sydney Metro Airports Bankstown and Camden, PO Box 6450, Wetherill Park NSW, 1851 (attention to the SMA Environment and Heritage Manager).

If you have any questions please call the Environment and Heritage Manager on 0429 484 653.

General Company Information

Company name: _____

Trading name (if different from above): _____

Location (please circle): _____ Bankstown Airport / Camden Airport

BAL/ CAL Site ID: _____

Street Address: _____

Auditor Name and Position: _____

Phone: _____

Email: _____

How long has your company operated in this location? _____

Does your company have an Environmental Management Plan (EMP)? (Please circle) Yes / No
(If so, please attach a copy of the EMP)

Does your company have an Emergency Response Plan? (Please circle) Yes / No
(If so, please attach a copy of the Emergency Response Plan)

Operations

Briefly describe the type of activities carried out on the premises (e.g. aircraft maintenance, transport, general commercial/ Industrial, office administration, food preparation)?

What are likely to be the environmental issues for the site? _____

Environmental Management

Who is responsible for environmental management on the site? _____

What are their duties? _____

What environmental training is carried out? _____

Is any regular environmental monitoring of undertaken (e.g. stormwater runoff monitoring)? If so what type and frequency of monitoring is undertaken?

Environmental Aspects

Waste Management

Observation	Yes or No	Details/comments
Are Solid wastes generated onsite? If yes what is the source of this waste?		
Are Liquid wastes generated onsite? If yes what is the source of this waste?		
Is there segregated waste storage areas (including used drums, recyclables, solid and liquid waste)?		
Is there any programs to		

Observation	Yes or No	Details/comments
reduce, re-use or recycle waste?		
Does the company generate hazardous waste (e.g. waste oil, chemicals, paint)?		
If so are hazardous wastes collected by a licensed contractor?		
Do you keep records for the disposal of these hazardous wastes (i.e. EPA Waste Tracking Forms)?		

Storm water

Observation	Yes or No	Details/comments
Are there any onsite sources of stormwater pollution (potential and actual – these include storage of hazardous goods, refuelling of vehicles etc.)?		
Are there any stormwater treatment controls/equipment (E.g. storm water interceptors/gross pollutant traps)?		
Is there any direct discharge to storm water from basin, sink etc.?		

Drainage

Observation	Yes or No	Details/comments
Does the site have flooding/drainage issues?		

Chemical Storage (Fuel, Oil and Dangerous Goods Management)

Chemical Storage

Observation	Yes or No	Details/comments
Are there any fuel, oils, hazardous substances or dangerous good stored on site? If yes what is the quantity and where is the dangerous goods register held?		
Does the site have above or		

below ground storage tanks?		
Is a SDS present for each chemical on site?		
Is there containment measures (e.g. Bunding, coverings) in areas with potential for a spill?		

Dangerous Goods

What classes of dangerous goods are stored on the premises? (Circle in table below)

Class	Dangerous Good
1	Explosives
2	Gases
3	Flammable liquids
4	Flammable solids
5	Oxidising agents
6	Toxic or infections substances
7	Radioactive material
8	Corrosives
9	Miscellaneous dangerous goods and articles

Procedures (Incidents and Spills)

Observation	Yes or No	Details/comments
Is monitoring and detection of leaks completed on site?		
Does the company keep a register of all spills/incidents?		
Are there procedures / training for spills and leaks?		
Does the site have Firefighting equipment? If yes is this equipment checked frequently?		
Has the organisation had any environmental incidents? If yes what type?		

Soil, Groundwater and Surface Water Contamination

Observation	Yes or No	Details/comments
Are any activities undertaken that pose a risk of soil and / or groundwater pollution?		
If yes what mitigation measures in place?		
Has there been any historical soil and groundwater		

Observation	Yes or No	Details/comments
contamination incidents on site?		
If yes what clean up measures/actions were taken?		
Does the company use onsite water treatment options (e.g. grease traps, oil interceptors)?		
Does the company have a trade waste permit from Sydney Water?		

4.7 Air Quality

Observation	Yes or No	Details/comments
Does the company generate any of the following emissions?		
• Smoke		
• Dust		
• Fumes and odours		
• Emissions from spray booths		
• Steam		
If so what mitigation measures in place (e.g. filters, scrubbers)? And are they regularly maintained?		
Does the organisation undertake any air quality monitoring?		
Is there asbestos on site? If yes do you have an asbestos register and management plan?		

Washing

Observation	Yes or No	Details/comments
Does the organisation wash vehicles or equipment onsite?		
If yes what type of parts washer & solvent is used? Where is the washing undertaken?		
Does the organisation wash aircraft?		
If yes what type of chemical is used and what is the location of aircraft washing?		
How are used solvents disposed		

of?		
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Ground Based Noise

Observation	Yes or No	Details/comments
Are there any onsite sources of noise (stationary &/or mobile)?		
If yes what mitigation measures are in place?		
Is any Noise monitoring undertaken?		
Has the site received any noise complaints?		

Biodiversity

Observation	Yes or No	Details/comments
Does the site have any known sensitive flora and fauna on site or adjacent to the site?		
Are vegetation clearing or maintenance activities undertaken on site (e.g. weed management, bushfire management)?		

NB: There are environmentally significant sites within the Airport, please refer to the Airports Environment Strategy: Section 4 – Environmental Management Issues to see whether your site is in proximity and likely to cause potential harm to these sensitive areas.

Heritage

Observation	Yes or No	Details/comments
Is your site situated in a building identified as having heritage value? (See Airport's Heritage Management Strategy)?		
Have there been any heritage incidents or discoveries?		

NB: There are sites with high heritage value within the Airport, please refer to the Airports Environment Strategy: Section 4 – Environmental Management Issues to see whether your site is in proximity and likely to cause potential harm to these sensitive areas.

Climate Change and Resources

Observation	Yes or No	Details/comments
Has the company introduced any measures to reduce resource use for the following?		
• Electricity/Gas		
• Fuel		

• Water		
• Other		
Are there any measures to reduce emissions (e.g. alternative fuels, filters)?		

Other environmental issues (issues and comments/details)

Sign off

I hereby declare that the information I have provided above is true and correct to the best of my knowledge.

Name: _____ Position: _____

Signature: _____ Date: _____