FINAL

Southern Cross University Gold Coast Campus

Operational Environmental Management Plan

Client	: Southern Cross University
Prepared by	: Australian Wetlands Consulting Pty Ltd
Project #	: 221600c
Date	: June 2026

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Southern Cross University Gold Coast Campus

Operational Environmental Management Plan

Project control

Project name: **Southern Cross University Gold Coast Campus**
Operational Environmental Management Plan

Job number: 221600c
Client: Southern Cross University
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1 Introduction

The Southern Cross University Gold Coast (SCU GC) campus is located at 144 Coolangatta Road Bilinga south-east Queensland, Lot 5 RP839952. The campus lies on Commonwealth leased land managed by the Gold Coast Airport Pty Ltd (GCAPL) which is owned by Queensland Airports Limited.

Southern Cross University has a strong commitment to environmental, social and economic sustainability through our teaching, research and operations. The University Strategic Plan 2020-2026 articulates the values of the University.

1.1 OEMP Aims and Objectives

The SCU GC Operational Environmental Management Plan (OEMP) (this document) aims to detail the requirements to manage environmental risk at the SCU GC campus.

Objectives of the SCU GC OEMP are:

- to identify environmental risks
- define management controls to reduce environmental risk
- allocate responsibilities
- outline environmental legislation, regulations and reporting requirements

1.2 OEMP Scope

The scope of this OEMP is outlined in Table 1-1.

Table 1-1 Scope, the who, what, where and why of this plan

Aspect	Description
What	• Details the environmental management requirements for the operation of the SCU GC campus • Identifies environmental risks • Ensures environmental controls are in place to manage risks at the site • Ensures legislative compliance
Why	• To protect the environment and minimise disturbances to natural and cultural values • To protect the health and safety of people at the SCU GC campus from environmental hazards • To fulfil legislative requirements
Where	• Applies to the whole SCU Gold Coast campus including all buildings, car parks and facilities
Who	• Director, Property Services (refer Section 1.3) is responsible for the implementation of this plan.

1.3 Environmental Management Responsibility and Communication

The Director, Property Services has the overall responsibility for the implementation of the OEMP. Responsibilities are detailed in Figure 1-1.

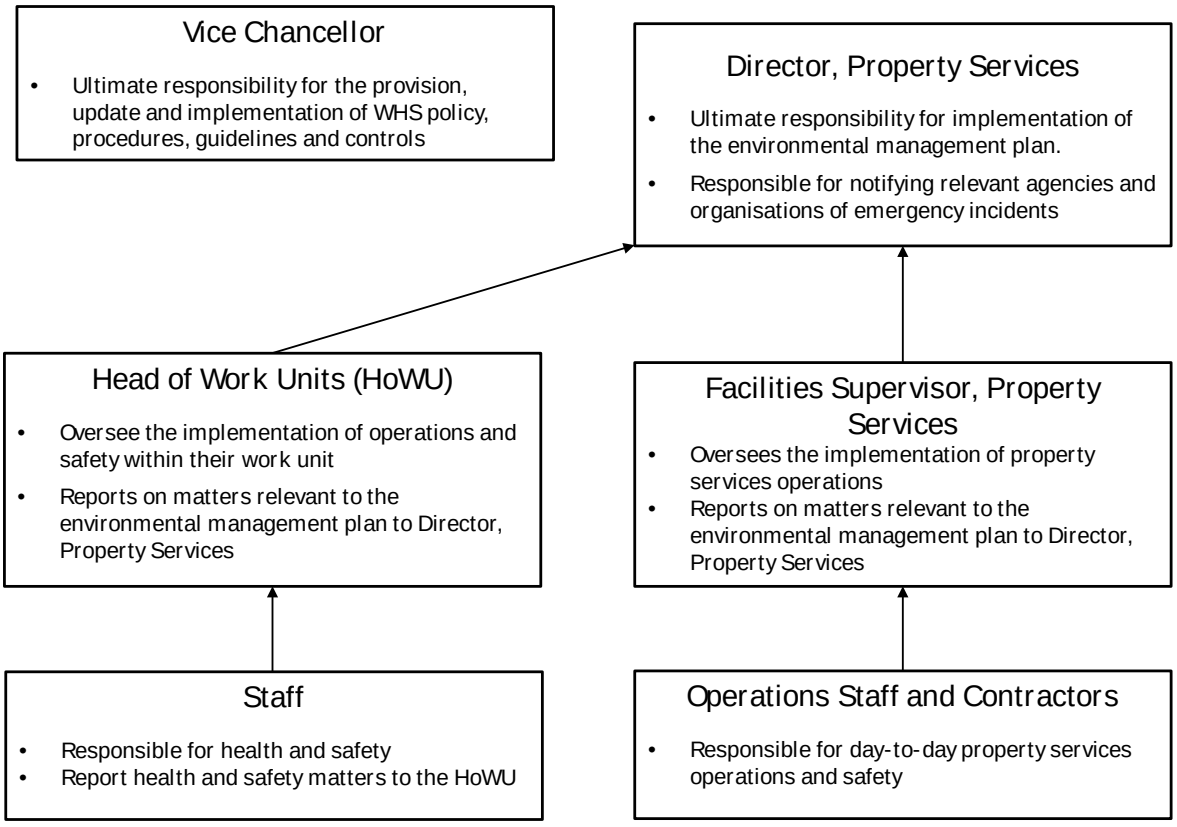

Figure 1-1 Roles, responsibilities and communication pathways

The Property Services team are responsible for the provision of services in the following areas:

- capital and minor works
- refurbishments and maintenance
- landscaping and grounds
- energy and water management
- stormwater management
- cleaning and pest management
- waste and recycling (excluding laboratory/ clinical waste)
- chemical storage and disposal (excluding laboratory/ clinical waste)
- Vehicle fleet and parking

1.4 Relevant Legislation and Legislative Requirements

SCU GC campus lies on Commonwealth leased land managed by the GCAPL. The land is subject to compliance with the following Commonwealth legislation:

- *Airports Act 1996*
- *Airports (Environmental Protection) Regulations 1997*
- *Environment Protection and Biodiversity Conservation Act 1999*
- *National Greenhouse and Energy Reporting Act 2007*
- *Australian Standard AS/NZS 4360:2004 Risk Management*

The land lies across the NSW-QLD border. The following state legislation applies to the campus:

State (QLD)

- *Waste Reduction and Recycling Act 2011*
- *Environmental Protection Act 1994*
- *Environmental Protection (Water) Policy 2009*
- *Nature Conservation Act (QLD) 1992*
- *Work Health and Safety Act 2011*
- *Work Health and Safety. Regulation 2011*

State (NSW)

- *Protection of the Environment Operations Act 1997*
- *Biodiversity Conservation Act 2016*
- *Waste Avoidance and Resource Recovery Act 2001*
- *Work Health and Safety Act 2011*
- *Workplace Health and Safety Regulation 2017*

The preparation and implementation of an OEMP (this document) is legally required by airport tenants as detailed in GCAPLs Environment strategy outlined in the 2017 Gold Coast Airport Master Plan (GCAL, 2017). Further details of the environmental management responsibilities of tenants are provided in the *Tenant Environmental Management Guidelines,* attached in Appendix A (up-to-date version available on the GCAPL website). Details of the tenancy are provided in the lease agreement. Lease conditions include Tenants' works must be generally in accordance with the Master Plan and tenant must comply with the requirements of any law.

GCAPL has identified the SCU GC campus as having high inherent risks to the environment due to the storage and handling of fuel and hazardous materials.

1.4.1 Benchmarking

Southern Cross University voluntarily participates in annual benchmarking of energy and water consumption, waste to landfill and recycling rates through Tertiary Education Facilities Management Association (TEFMA).

Benchmarking forms are submitted online, and a benchmarking report is produced by TEFMA. Participation in benchmarking is non-compulsory and not a legislative requirement.

1.4.2 The Talloires Declaration and Network

SCU is a signatory to the Talloires Declaration - a ten-point action plan for incorporating sustainability and environmental literacy into teaching, research, operations, and outreach at colleges and universities.

SCU is a member of the Talloires Network - an international association of institutions working together to implement the recommendations of the Talloires Declaration and build a global movement of engaged universities.

1.5 Emergency Contacts and Response

The SCU Emergency Management Plan (2020) details the emergency procedures and guidelines for SCU staff and should be read in conjunction with the OEMP.

Nominated emergency responders for specific emergencies are detailed in Table 1-2. Table 1-3 provides emergency contact details. Figure 1-2 shows the location of the emergency assembly area at SCU GC.

Table 1-2 Nominated emergency responders (SCU, 2020)

Emergency	Nominated SCU Responder/s
Code White (Chemical, biological or radiological contamination)	Chief Warden/ Security Emergency Control Organisation representatives Relevant Department Manager Nominated SCU Executive/s
Code Brown (External emergency e.g., air contamination)	Chief Warden/ Security Emergency Control Organisation representatives Crisis Management Team

Table 1-3 Emergency contact numbers (SCU, 2020)

Role	Contact details	More information
Emergency Services (Police, Fire, Ambulance)	'000' or 112 via mobile	
Campus Chief Warden / Security - Certis	Extension 3333 or (02) 6620 3333	Emergency Phones: adjacent to lifts on every floor Location: Building A, Ground Floor and is manned 24/7
First aid officers, emergency wardens safety support officers	https://www.scu.edu.au/staff/hr-services/workplace-health-and-safety/emergency-contacts/	

Figure 1-2 Emergency assembly area

2 Site Description

The SCU GC campus comprises three multi-storey buildings (A, B and C) and associated car parks (refer Figure 2-1). Facilities include University lecture theatres, offices, libraries, laboratories and café facilities.

Surrounding land uses include the Gold Coast Highway to the east, car parking to the north, the GCALP drainage reserve to the south and the Australian Federal Police (AFP) Aviation Operations Centre to the west.

Figure 2-1 Gold Coast campus site map

2.1 Facilities

The campus is used by students, teaching and management staff and visitors. The site comprises three building (A, B and C), landscaping areas and carparks (1051 car parking spaces, 120 bicycle racks and 19 motorbike parking spaces). Building uses and facilities are detailed below.

Building A (five stories) includes the following uses/facilities:

- Entry foyer, student hub
- Classrooms, lecture room, computer lab
- Air handling unit (AHU) plant to each floor and at roof top plant room
- Each floor of the building has receptacles for general waste to landfill and commingle recycling, both in common areas and kitchens

Building B (11 stories) includes the following uses/facilities:

- Basement – spill kit
- Level 1 (ground level) - entry foyer, medical consultation rooms, tutorial rooms, offices, first aid room, parents' room
- Level 2, 3 – offices, classrooms, meeting rooms
- Level 4 – classrooms, student lounge, computer room, lecture room
- Level 5, 6 & 7 – offices, teaching areas, meeting rooms, communications space
- Level 8, 9 & 10 – offices, working and teaching labs, meeting rooms
- Level 11 - roof plant
- Air handling unit (AHU) plant to each floor
- Each floor of the building has receptacles for general waste to landfill and commingle recycling, both in common areas and kitchens

Building C (seven stories) includes the following uses/facilities:

- Learning Centre/Personalised Learning Environment (PLE) and Café – Learning Centre with dedicated amenities (café and lounge) and study space. Learning commons facilities are available for those students who will attend campus for intensive study modes
- 500-seat lecture theatre
- Combined administration and teaching spaces
- Each floor of the building has receptacles for general waste to landfill and commingle recycling, both in common areas and kitchens

2.2 Environmentally Friendly Design Features

Environmentally Sustainable Design (ESD) principles were utilised in the planning, design and construction of Gold Coast campus which incorporate features to reduce greenhouse gas emissions, increase energy efficiency, reduce potable water use, minimise waste and reduce environmental impacts. Such features include:

- high-performance window glazing
- selection of materials to minimise VOC's and formaldehyde emissions
- energy efficient mechanical plant
- zonal control of heating and cooling equipment
- energy efficient LED light fittings
- sensors, timers and zonal control of lighting
- sustainable purchasing e.g., carpets made from recycled fishing nets that are themselves recyclable
- on-site recycling and waste management infrastructure
- sub-metering for electricity and water consumption management
- wastewater and stormwater are directed appropriately into sewers and closed stormwater management systems respectively. Stormwater quality improvement devices are in place.
- Rainwater harvested from building B is used for toilet flushing and landscape garden watering. When the rainwater tank water levels fall below critical thresholds, an automatic switch transfers the water supply back to potable water supply.
- water efficient fittings (min 4-Star WELS rating) - dual flush toilets, low flush urinals, flow restrictors, sensors and timers on taps

- pedestrian and cyclist end-of-trip facilities including on-site showers, lockers and bike parking

Further information is provided in the *Southern Cross University Building Design Control Document.*

2.3 Hazardous Materials Storage

To minimise pollution risks, hazardous materials are stored in accordance with the *SCU Transportation Storage and Disposal of Hazardous Substances Manual*. Hazardous Materials / Dangerous Goods stored at the campus in Building B, Level 10:

In rooms B10.14/B10.15/B10.15A:

- Biological hazardous materials stored in refrigerators, -20C freezer and -80C freezer.
- Corrosives in dedicated corrosives cabinet.
- Flammables in dedicated flammables cabinet.
- A small quantity of toxic and other hazardous substances segregated within cupboards.
- Liquid nitrogen (20L) in Dewar.

In rooms B10.28/B10.29:

- Chemical hazardous materials stored in refrigerators, -20C freezer
- Biological hazardous material stored in -80C freezer.
- Corrosives in dedicated corrosives cabinet.
- Flammable solids in dedicated flammable solids cabinet.

In room B10.20:

- Cadaver specimens in dedicated cool room.
- In room B10.25 (Chemical Store):
- Flammables stored in dedicated flammable cabinet.
- Toxic substances, oxidisers, chronic health hazards, health hazards are segregated on shelves within the store.

Hazardous materials/dangerous goods stored at the campus in Building B, Level 9, room B9.17:

- Oxidisers stored in dedicated cupboard.
- Toxic and health hazardous substances segregated in another cupboard.

Spill kits are available for managing spills or leaks of hazardous materials and are located on GC-B.1 (external), B.10.25, B.10.29 and GC-B (refer to Appendix B for map showing spill kit locations).

3 Environmental Management and Sustainability Considerations

3.1 Risk Identification and Management

SCU uses RiskWare, a software that allows users to log hazards/ risks and incidents, all staff and students have access to the platform.

Safe Work Method Statements (SWMS) and Safe Operating Procedures (SOP) are in place for all operations which have been identified as medium, high or very high risk (available on the SCU website: https://www.scu.edu.au/property-services/services/safety/ and https://www.scu.edu.au/staff/hr-services/workplace-health-and-safety/safe-working-procedures-data-sheets/ SWMS and SOPs are created as necessary for any new activities or following risk identification (e.g., during a Take 5, risk assessment process or via RiskWare). The SWMS and SOPs provide procedures and controls to be followed for the activity.

A "Take 5" is quick safety check carried out before beginning an activity to check for any hazards to health and safety. Risk assessments, e.g., Take 5, are completed before undertaking any operation at SCU GC which may conceivably entail health and safety hazards.

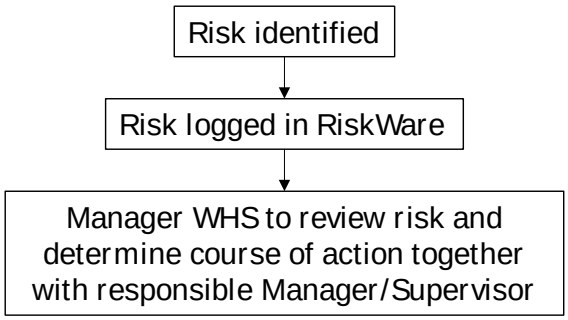

Figure 3-1 Risk identification procedures

Risks logged in RiskWare are assigned to the responsible Manager/ Supervisor based on the nature of the risk (e.g., security, maintenance, laboratory risks). The Supervisor or Manager is responsible for investigating the hazard and ensuring appropriate measures are put in place to address the risk (e.g., creating a new SWMS).

3.2 Audits and Inspections

Routine audits and inspections are undertaken to support risk management, verify compliance with WHS management systems and relevant legislation, and promote continuous improvement in environmental and safety performance. Audits and Inspections include:

- Safety Support Officers (SSOs) conduct quarterly inspections of laboratories and report findings to the person responsible for that work unit (e.g., HoWU or Manager). Laboratory Manager meetings are conducted quarterly to discuss safety matters.
- Laboratories are audited every 3 years, coordinated by Manager Work Health and Safety (WHS).

- One working space is nominated for annual audit which is completed using the *Workplace Safety Checklist – Gold Coast Campus*. The audit ensures environmental management controls are in place as per this OEMP and are effective.
- The SCU GC OEMP is audited by GCAPL as required (frequency determined by GCAL).
- PC2 Laboratories inspections are undertaken monthly to check alignment with the audit requirements using the same checklist that is used for the annual audit.
- One (1000L) grease arrestor is operated onsite, and is inspected and serviced quarterly
- Tomy 500 Autoclave is inspected weekly, and a user log of run time, temperature and any errors are recorded. Spore testing is undertaken montly to verify efficacy of decontamination.
- Security conducts weekly inspections covering housekeeping, waste, hazards, odour, noise, emergency procedures and equipment and lighting. WHS inspections covering similar with area specific coverage is completed by Work Units/Faculties on a quarterly basis for high-risk areas, and six-monthly basis for low-risk areas.
- Stormwater interceptors and drains are regularly inspected and maintained 6 monthly (or as required) by Maintenance Supervisor
- Annual benchmarking of energy consumption, water consumption, waste to landfill and recycling rates is undertaken as part of Tertiary Education Facilities Management Association (refer Section 1.4.1).
- Bi-annual inspection is carried out by Queensland Fire and Emergency Services (QFES)

3.3 Asset maintenance and inspections are tracked/scheduled using spreadsheet and Archibus.Incident Management

Environmental and health and safety incidents must be reported via RiskWare. Anyone can report incidents, accidents and hazards on campus with staff and students reporting via RiskWare and contractors/visitors contacting a staff member or Security who will report on their behalf. All staff, students, contractors and visitors to a SCU campus are required to report any incident they are aware of in RiskWare or have someone report it on their behalf (a staff member or Security).

Response procedures for managing hazardous material spills or leaks (i.e., Code White emergencies) are detailed in Section 3.4.2 of the Emergency Management Plan (EMP) (SCU, 2020). Spill kits are available for managing spills or leaks of hazardous materials and are located on GC-B.1 (external), B.10.25, B.10.29 and GC-B (refer to Appendix B for map showing spill kit locations).

The GCAPL Airport Safety Officer shall be notified of environmental emergencies and minor spills.

In case of emergency, contact the Airport Safety Officer on 0407 755 722.

3.4 Training

The WHS policy and Laboratory Safety Induction Manual identify staff responsibilities with regards to induction, training and implementation of laboratory safety.

Specialised and targeted training staff programs are delivered including Laboratory Safety Radiation (Sealed Sources), Dangerous Goods, Safety Support Officer, chemical handling, Chemwatch and Spill Response. Spill training is conducted by SCU WHS for key staff working in areas with hazardous materials (e.g. clinical waste, hazardous substances/chemicals, diesel generator/pump).

Staff are trained in fire safety management, with 36 designated fire wardens on site. Currently, 18 wardens hold up-to-date certification, and refresher training is required for the remaining 18 to ensure

full compliance with WHS requirements and effective emergency preparedness.

An online WHS Induction is undertaken by all contractors, volunteers, visitors and work experience students.

All new Staff undertake a corporate induction.

Annual emergency preparedness training is undertaken by all Gold Coast based SCU staff.

3.5 Hazardous Materials

To minimise pollution risks, hazardous materials are handled according to the *SCU Transportation Storage and Disposal of Hazardous Substances Manual*. Hazardous materials are stored in appropriate facilities (e.g., fume cupboards) with the following considerations:

- stored within bunded area/ container
- stored in undercover areas
- flammable and corrosive storage cabinets in use
- minimal quantities stored
- centralised storing where practical

Large projects involving significant quantities of hazardous materials are externally contracted.

A hazardous chemicals register identify hazardous chemicals stored on SCU GC campus and their current Safety Data Sheet (SDS). The register is available via Chemwatch (web-based chemicals management system) maintained by Work Unit Managers responsible for using the chemicals. SDS/SWMS can be accessed via QR code on storage room walls.

Hazardous chemical stocks are annually audited to check for chemical stock expiry, expired chemicals are isolated, and disposed of safely via ToxFree Waster contractor.

Signage included in PC2 Labs above sinks to ensure chemicals are not incorrectly disposed of down sink, and to identify location of spill kits. . Bunding checks and spill kit checks are included in the WHS checklist for Faculty of Health/ Lab Safety Chemical inspection, to ensure that spill mitigation measures are effectively maintained. -

3.6 Stormwater

The Landscaping Team undertake regularly sweeping gutters, raking leaves and capturing lawn clippings and correct application of pesticides and fertiliser to prevent stormwater pollution.

Stormwater interceptors and drains are regularly inspected and maintained by Maintenance Supervisor, Property Services.

3.7 Noise

Noise complaints/ concerns are logged via RiskWare and investigated by the person responsible (e.g., HoWU).

3.8 Sustainable Procurement

Procurement decisions consider environmental sustainability principles as outlined in the University's Procurement Policy.

3.9 Energy Use

Energy management is undertaken by an external contractor. Energy efficiency is reported quarterly by the energy providers. KPIs for contractors include provide energy efficiency quarterly.

Significantly higher than usual energy usage is investigated.

Energy audits are completed as part of the TEFMA benchmarking (refer Section 1.4.1).

3.10 Water Usage

Potable water is purchased from GCALP.

Rainwater harvested from the roof of building B which is used for toilet flushing and landscaping requirements (e.g., watering gardens). Management of the rainwater system must ensure that overflows are discharged appropriately to the stormwater drainage network.

Metering will be installed to determine the quantity of rainwater harvested. Once metering is in place, monthly readings will be taken and documented.

Annual benchmarking of water consumption undertaken as part of the Tertiary Education Facilities Management Association. (refer Section 1.4.1).

3.11 Biodiversity

The University is committed to maintaining biodiversity and managing the landscape responsibly via the implementation of the GCAPL Landscape Management Plan.

3.12 Transport

The University seeks to encourage active and sustainable travel and reduce single occupant car use.

The full cost of providing carparking services is estimated as part of the TEFMA benchmarking.

Electric vehicle chargers are provided on campus.

3.13 Waste

Various types of waste are generated at the SCU GC campus. Waste generated on campus is transferred to a central location daily by cleaners ready for collection. Waste is collected and disposed of by external waste contractors. Table 3-1 specifies where each type of waste is generated and stored the frequency of disposal and the position responsible for coordinating waste disposal.

Table 3-1 Waste storage and disposal details

Type of waste generated	Location generated	Location stored prior to disposal	Collection frequency	Responsibility[1]
Landfill/ general waste	Whole campus	Various general waste bins on campus	Daily	Facilities Supervisor, Property Services
Comingle recycling		Various recycling bins on campus	Twice Weekly	Facilities Supervisor, Property Services
Cardboard/ paper recycling		Various paper recycling bins on campus	Three times per week	Facilities Supervisor, Property Services
Electronic waste ("e-waste")	Technology hardware	E-waste bin (delivered as required)	As required	Chief Information Officer
Biological waste from laboratories	Laboratories	Biological waste bins (B.10.15 and B.10.14, refer Appendix B)	As required	Senior Technical and Laboratory Officer
Chemical waste[2]	Various	Ad hoc disposal, no storage	As required	Head of Work Unit
Biological waste from medical consultation rooms	Medical consultation rooms - GC-B.1	Biological waste bins (B.1.14, refer Appendix B)	Daily	Health Clinic Manager
Fuels and lubricants	Plant and equipment	Waste removed from site after use	As required	Maintenance contractors
Batteries	Whole Campus	Battery disposal boxes	As required	Facilities Supervisor, Property Services
Grease arrestor (1000L) waste	Café	Grease arrestors	Quarterly	Café Tenant (Property Services)

[1]Responsible for waste storage and arranging disposal by contractors
[2]Small quantities of chemical waste generated occasionally e.g., paint, laboratory waste

Waste storage shall include the following:

- Use of signage to indicate appropriate waste storage areas/ bins including dangerous goods
- Waste laboratory chemicals temporarily stored in flammable cabinet prior to collection.
- Biological waste in labelled / locked 240L bins stored in covered locked area
- Waste batteries placed in bunded area/ closed container during temporary storage

It is ultimately SCU's responsibility that waste is disposed of correctly.

Grease arrestors are maintained by a contractor in accordance with the trade waste agreement. The location of grease arrestors on campus is shown on a map in Appendix D.

Annual benchmarking of waste to landfill and recycling rates is undertaken as part of Tertiary Education Facilities Management Association to understand waste outputs and improvement opportunities (refer Section 1.4.1).

4 Environmental Risk Assessment

A risk assessment was undertaken which considers the likelihood and consequence of hazards from campus operations impacting human health or the environment. Outcomes from the risk assessment are detailed in Table 4-1.

The residual risk level (i.e., the risk level with the current control measures) for all aspects identified was assessed as Low or Medium. Appendix C provides descriptions for the likelihood and consequence levels and the matrix used for determining the level of risk.

Table 4-1 Risk assessment

Activity	Aspect	Potential Impact	Controls in place	Likelihood	Consequence	Residual Risk
Generator / Fire Pump Operation	Hydrocarbon spills from generator during refuelling, servicing and operation	Soil, surface and groundwater contamination	Risk assessment, SWMS, spill kits available, regular servicing on generator and pump	Unlikely	Moderate	Medium (5)
	Hydrocarbon spills from fire pump during refuelling, servicing and operation	Exceedance of sewer admission standards	Risk assessment, SWMS/SOP, spill kits available	Unlikely	Moderate	Medium (5)
Hazardous Materials storage & handling (fuels, lubricants, paints, laboratory chemicals, cleaning chemicals)	Spills to sewer during storage & handling Vented discharges		Risk assessment, SWMS/SOP, appropriate storage as per required standards, Safety Data Sheet, training, SCU Transportation storage and disposal of hazardous substances manual, spill kits available	Unlikely	Moderate	Medium (5)
	Laboratory chemicals disposed to sewer in laboratory		Lab safety inductions, SWMS/SOP, training	Possible	Moderate	Medium (6)
	Spills during transport (by contractor)	Surface water contamination	Procurement policy to ensure contractors meet required standards	Unlikely	Major	Medium (6)
	Vented discharges	Air contamination / impacts to human health	Lab safety inductions, SWMS/SOP, regular servicing of fume cupboard, training, PPE	Possible	Moderate	Medium (6)

Activity	Aspect	Potential Impact	Controls in place	Likelihood	Consequence	Residual Risk
Waste Management	Regulated Solid Waste (clinical waste, hazardous waste) contamination.	Pollution to waterways, soil or human health	Procurement Policy to ensure contractors meet required standards	Unlikely	Moderate	Medium (5)
	Café/ kitchen trade waste disposed of incorrectly.	Blockage of sewers, sewer overflow	Trade waste agreement	Possible	Minor	Medium (5)
	General waste pollution.	Pollution to waterways and ocean	Procurement Policy to ensure contractors meet required standards	Possible	Moderate	Medium (6)
Landscaping	Incorrect use/ spill of pesticides, importation of soil / mulch with diseases or weeds.	Pollution to waterways or groundwater, importing/ spreading weeds or soil diseases	Refer to GCAPL Landscape Management Plan	Possible	Minor	Medium (5)
Building Operation	Excessive noise levels of from plant/ equipment	Damage to operators hearing, complaints	SWMS/SOP measures	Rare	Major	Low (4)
	Excessive use of water or energy due inefficiencies	Increase in greenhouse gas emissions associated with energy generation and water supply. Exacerbation of water shortages during drought periods.	Audits	Possible	Minor	Medium (5)

5 Environmental Controls

The environmental controls in place at the campus must be implemented to ensure environmental risks are mitigated and legislative obligations are met. Table 5-1 details:

- the environmental controls in place at SCU GC campus
- the documentation which confirms that the controls are in place
- the frequency of inspecting or undertaking the controls
- the position responsible for ensuring the control is place / undertaken
- training required
- reference to the procedure documentation.

Table 5-1 Environmental Controls

Control	Inspection / documentation	Frequency	Responsibility	Training	Procedure reference
Generator / Fire Pump Operation					
Maintenance/ servicing and refuelling of generator and fire pump undertaken by licensed contractor. Environmental considerations to be outlined in contract.	Archibus^ Reported to Aircraft Rescue and Fire Fighting (ARFF)	Generator – annual Fire pump – biannual Fire pump - Compliance Testing – 5 yearly	Facilities Supervisor, Property Services	N/A	Contract Management Framework
Procedures and controls identified in SWMS and SOP for all operations involving hazardous substances (transport, delivery, receipt, usage, disposal) or where pollution risks are identified. Create new SWMS/SOP where required.	N/A	At all times	Facilities Supervisor, Property Services	N/A	Workplace Health and Safety Risk Management Procedures
Hazardous Chemicals					
Hazardous materials (Fuels, lubricants, paints, herbicides) stored correctly.	Workplace Inspection Checklist	Six monthly	Facilities Supervisor, Property Services or relevant work unit manager/ supervisor	N/A	Workplace Health and Safety Risk Management Procedures
Hazardous chemical register maintained.	Chemwatch#	At all times	Relevant work unit manager/ supervisor	Laboratory Safety Induction	Workplace Health and Safety Risk Management Procedures

Control	Inspection / documentation	Frequency	Responsibility	Training	Procedure reference
Spill kits available and stocked. (Location of spill kits shown in Appendix B).	Workplace Inspection Checklist	Six monthly and/ or immediately after use	Relevant work unit manager/ supervisor	N/A	Workplace Health and Safety Risk Management Procedures
Refrigerants managed via contracted maintenance.	Archibus^	Six Monthly	Facilities Supervisor, Property Services	N/A	Workplace Health and Safety Risk Management Procedures, SDSs / Chemwatch
Laboratory Chemicals					
Laboratory and cleaning chemicals stored and handled in accordance with SDS (Available via Chemwatch, hard copies in each hazardous storage area). SDS/SWMS can be accessed via QR code on storage room walls.	Laboratory Safety Checklist	Quarterly	Laboratory staff	Laboratory Safety Induction	Workplace Health and Safety Risk Management Procedures, SDSs / Chemwatch
High-risk chemical handling undertaken by trained personnel in fume cupboard.	N/A	At all times	Laboratory staff	Laboratory Safety Induction	Workplace Health and Safety Risk Management Procedures, SOP
Fume cupboards inspected to ensure functioning correctly.	National Association of Testing Authorities (NATA) reports	Six Monthly	Facilities Supervisor, Property Services	N/A	Contract Management Framework, AS/NZS 2243.9:2009 Safety in Laboratories Part 9: Recirculating fume cabinets (AS 2243.9)
Workplace area inspections.	Workplace Inspection Checklist	Six Monthly	HoWU	N/A	Workplace Health and Safety Risk Management Procedures

Control	Inspection / documentation	Frequency	Responsibility	Training	Procedure reference
Laboratory safety group meetings.	Meeting Minutes	Quarterly	Manager, Work Health and Safety	N/A	Workplace Health and Safety Risk Management Procedures
Laboratory audits undertaken.	Laboratory Safety Checklist	Quarterly	Senior technical and laboratory officer	Laboratory Safety Induction	Workplace Health and Safety Risk Management Procedures
Supervision of students to ensure correct disposal of chemicals.	N/A	At all times	Laboratory staff	Laboratory Safety Induction	Workplace Health and Safety Risk Management Procedures
Autoclave (Tomy 500)					
Tomy 500 Autoclave serviced and operated as per manufacturers specifications	Archibus^	Weekly	Facilities Supervisor, Property Services	N/A	Tomy 500 Autoclave Manual
User log of run time, temperature and any errors are recorded.	User log	Per operation	Facilities Supervisor, Property Services	N/A	Tomy 500 Autoclave Manual
Spore testing is undertaken to verify efficacy of decontamination.	Archibus^	Monthly	Facilities Supervisor, Property Services	N/A	Internal laboratory Procedure
Cleaning Chemicals					
Stored safely (centralised storing, containers bunded, minimal quantities ordered)	Workplace Inspection Checklist	Six Monthly	Facilities Supervisor, Property Services	N/A	Contract Management Framework
Waste					
Waste stored correctly, waste streams separated and collected by contractors.	Archibus^	Always	Refer Table 3-1 in Section 3.11	N/A	Contract Management Framework

Control	Inspection / documentation	Frequency	Responsibility	Training	Procedure reference
Grease arrestors serviced by contractor in accordance with trade waste agreement.	Archibus^	Quarterly	Facilities Supervisor, Property Services	N/A	Contract Management Framework
Stormwater					
Stormwater interceptors maintained.	Archibus^	Six monthly	Facilities Supervisor, Property Services	N/A	Contract Management Framework
Energy Use					
Investigation of unusually high energy use.	Archibus^	Monthly	Facilities Supervisor, Property Services	N/A	Contract Management Framework

^Archibus is the web-based facility management system

#Chemwatch is the web-based chemicals management system

6 Reporting

6.1 Annual Return

SCU is required to submit an Annual Return using the relevant template available from the Gold Coast Airport website: https://www.goldcoastairport.com.au/corporate/regulatory/home

The Tenant Environmental Management Guideline stipulates:

- *Completed Annual Returns should be forwarded to the GCAPL Environment Department by 31 August each year. The reporting period is from 1 July to 30 June.*
- *Copies of supporting documents should be included with the Annual Returns.*
- *Completed Annual Returns can be emailed, or a hard copy provided to the GCAPL Environment Department.*
- *Annual Returns will be considered in planning for tenant environmental audits and, if completed appropriately, will streamline the audit process for tenants.*
- *Submission of the Annual Return assists with fulfilling tenant lease and legislative obligations.*

The Director, Property Services is responsible for completing the Annual Return.

6.2 Aircraft Rescue and Fire Fighting Report

A bi-annual inspection is carried out by Queensland Fire and Emergency Services (QFES) and a report produced for the campus.

7 Document Issue and Control

A document management system has been implemented to ensure both the continuity and clarity of the original release and to track any amendments and their source (Table 7-1). It's the intention of the OEMP to be reviewed and updated at least every 5 years, to maintain the currency, relevance, and effectiveness,

Table 7-1 Document Control

Version	Description	Date	Prepared by	Approved by
1.0	First draft. Review of 2015 document including addition of Gold Coast campus addendum. Title change 2018.	23 July 2018	Manager, Partnerships and Engagement	
1.1	Updated with amendments from Director, Property Services and Paola Rickard, Land & Fire Assessments Pty Ltd	27 July 2018	Manager, Partnerships and Engagement	
1.2	Reviewed for no changes by Manager, Insurance and Risk. Updated with amendments from Manager, Workplace Health and Safety	31 July 2018	Manager, Partnerships and Engagement	
1.3	Final changes as requested by Director, Property Services	1 August 2018	Manager, Partnerships and Engagement	
2.0	Review and update of v.1.3 following audit by GCAPL	August 2022	Australian Wetlands Consulting Pty Ltd	
2.1	Review and update of v.2.0 following audit by GCAPL	June 2026	Australian Wetlands Consulting Pty Ltd	

8 References

GCAPL, 2017, *2017 Gold Coast Airport Master Plan*

GCAPL, 2021, Gold Coast Airport Tenant Environment Management Guideline Version 3.0

SCU, 2020, Emergency Management Plan for Lismore Campus and Gold Coast Campus, version 1.4 https://www.scu.edu.au/media/scueduau/staff/hr-services/documents-amp-forms/CHEC-Emergency-Management-Plan-and-Procedures---October-2020-Final.pdf

SCU, 2025, Transportation Storage and Disposal of Hazardous Substances Manual https://www.scu.edu.au/media/scu-dep/staff/hr-services/whamps/Transport-storage-and-disposal-of-hazardous-substances-manual_May-2025.pdf

Appendix A – Tenant Environment Management Guideline

Gold Coast Airport

Tenant Environment Management Guideline

June 2021 Version 3.0

Introduction

Implementation of sound environment management practices is critical in meeting legislative requirements and business objectives. Gold Coast Airport Pty Ltd (GCAPL) is committed to both managing environmental aspects and impacts associated with activities through implementation of the GCAPL Environment Policy and assisting tenants in meeting their environmental requirements.

This guideline aims to assist tenants in ensuring appropriate systems are in place to manage environmental aspects and impacts associated with their activities and promote continual improvement in environmental performance.

Environmental Legislation

Gold Coast Airport is located on Commonwealth Land and as such governed by Commonwealth legislation, including:

- *Airports Act 1996* (the Act)
- *Airports (Environment Protection) Regulations 1997* and *Airports (Building Control) Regulations 1996* (the Regulations)
- *Environment Protection and Biodiversity Conservation Act 1999*.

Where Commonwealth legislation is silent, State law applies.

The Act requires GCAPL to prepare a Airport Master Plan (AMP) containing an environment strategy (strategy) which includes: objectives for environmental management, environmentally significant areas, sources of environmental impact from airport operations and associated monitoring and measures to prevent, control or reduce environmental impact.

Requirements identified in the strategy are legal requirements for both GCAPL and airport tenants. The AMP is available from www.goldcoastairport.com.au.

The Department of Infrastructure, Transport, Regional Development and Communications (the Department) is the Commonwealth agency responsible for administering the Act and Regulations. An Airport Environment Officer (AEO) and Airport Building Controller (ABC) are appointed by the Department for the onsite regulation of Parts 5 and 6 of the Act and associated Regulations.

Most development at Gold Coast Airport requires building approval under the Act. Prior to undertaking any building activity, including minor building modifications, tenants are to contact the ABC and the GCAPL Property Manager to confirm if approval is required.

Environmental Management Responsibilities of Tenants

All tenants are expected to have documented procedures/systems in place to manage environmental aspects and impacts from their activities, usually in the form of an Environmental Management Plan (EMP) or Environmental Management Systems (EMS) depending on the nature and scale of their operations.

An EMP is usually simpler than an EMS and suitable for tenants whose activities do not have significant potential to impact on the environment. Tenants whose activities have potential to cause significant environmental impact should consider implementing an EMS.

Regardless of whether a tenants operations requires a EMP or an EMS, the following key elements should be considered:

1. Introduction

   The introduction should provide an overview of the nature and scale of the tenants activities at Gold Coast Airport and define the scope of the EMP or EMS and how it will address the relevant environmental management requirements.

2. Company Environment Policy

   Tenants should have a clear documented Policy authorised by management defining the overall intentions, direction and commitment of the business in relation to environmental performance. As a minimum, the Policy should:

   - Reflect the nature, scale and potential environmental impacts of the organisation;
   - Include a commitment to prevention of pollution and continual improvement;
   - Include a commitment to comply with applicable legal and other requirements to which the organisation subscribes; and
   - Be communicated to all persons working for or on behalf of the organisation.

3. Aspects and Impacts

   Tenants should identify environmental aspects and impacts (risk) associated with their activities. Table 1 provides some key environmental aspects and impacts associated with tenant and other airport operator's activities. The information in this table addresses a large proportion of environmental risks on airport. Each tenant should identify the relevant environmental aspects and impacts specifically associated with their activities. Once the relevant environmental aspects and impacts have been identified, those that can have a significant environmental impact should be determined. Significance is usually determined by an aspect having a legal or other requirements associated with it or which a risk assessment identifies as being of a high or extreme risk. For guidance in relation to risk assessments refer to *AS/NZS ISO31000:2018 Risk Management - Principles and Guideline*.

Table 1: Example Aspects and Impacts Register with Key Airport Related Aspects and Impacts

Activity	Aspect	Impact	Control(s)
Importation of Contaminated Fill • Construction • Demolition • Maintenance	Leachate of contaminated material into soil, surface and or groundwater	Soil, Surface and Groundwater Contamination	Significant aspects and impacts need to appropriate controls implemented as per item 8. These controls should be listed here.
Disturbance of Acid Sulphate Soils • Construction • Demolition • Maintenance	Generation of sulphuric acid and flow on effects to soil, surface water, groundwater, flora and fauna	Generation of sulphuric acid and mobilisation of metals contaminating soil, surface and groundwater and stress or mortality on flora/fauna	

Activity	Aspect	Impact	Control(s)
Spill • Refuelling activities • Emptying of aircraft sewerage • Chemical use • Maintenance • Construction	Discharge of fuel, chemicals, herbicides or sewerage to soil, surface water, groundwater and flora/fauna habitat	Soil, surface and groundwater contamination and stress or mortality to native flora/fauna species.	
Leaks (underground) • UST • Fuel lines • Sewer lines	Discharge of fuel or sewerage to soil, surface water, groundwater and flora/fauna habitat	Soil, surface and groundwater contamination and stress or mortality to native flora/fauna species.	
Incorrect Disposal of Waste • Construction • Demolition • Maintenance • Operations - terminal, aircraft, offices	Waste entering soil, waterways or drains resulting in contamination to soil, surface and or groundwater	Soil, Surface and Groundwater Contamination.	
Erosion and Sedimentation • Vegetation removal • Construction • Maintenance	Land degradation and or sedimentation of waterways	Reduction in environmental values of land and contamination of surface waters with sediment	
Incorrect Storage, Handling and use of Hazardous Materials • Herbicide use • Cleaning • Maintenance • Construction activities (i.e. water treatment - dewatering) • Demolition • Chemical stores	Discharge of hazardous materials to soil, surface and or groundwater	Soil, Surface and Groundwater Contamination	
Introduction/Invasion of Weeds and Feral Animals • Construction • Maintenance	Introduction, invasion or establishment of weeds or feral animals on airport land or waterways	Competition and predation of native flora/fauna species.	
Dewatering • Construction	Change to hydrology effecting terrestrial and/or aquatic habitats/species	Flora dieback or stress on aquatic and terrestrial flora/fauna.	
Flora/Fauna Disturbance and Land Clearing • Construction • Maintenance • Off-track vehicular movements • Storage of equipment in unauthorised areas	Removal or disturbance to native flora/fauna including those with legislative significance.	Stress, injury or loss of native flora/fauna species resulting.	
Fire • Fire Training • Natural Ignition	Fire ignition and spread into native flora/fauna habitat.	Loss or injury of native flora/fauna species.	
Dust • Construction • Demolition • Maintenance • Stockpiling • Vehicular movements on dirt roads	Discharge of dust to air	Human/ animal health issues and a reduction in aesthetics and air quality.	
Air Emissions (onsite/direct) • Vehicular/ Aircraft/Plant operations • Painting/ Spray painting • Use of volatile chemicals • Refuelling activities	Emissions to air	Greenhouse gas emissions and human/ animal health issues. Deterioration of air quality.	
Noise • Ground based Aircraft/ vehicle movements • Construction • Demolition • Maintenance activities	Noise emissions	Public nuisance and impacts to fauna.	
Soil or Land Disturbance • Construction • Demolition • Maintenance	Disturbance to places or items of Cultural Heritage significance	Damage and disturbance of Cultural Heritage items and/ or places.	
Consumption of Natural Resources • Construction • Demolition • General Airport/ Building Operations • Vehicle and ground based aircraft movements • Operations of mobile and stationary plant.	Reduction of natural resources and emissions to air including greenhouse gas emissions and waste generation	Depletion of natural resources and emissions to air including greenhouse gas emissions and waste generation.	

4. Legal and other requirements

Tenants should ensure they are aware of their legal requirements specifically relating to the identified environmental aspects and impacts. This includes legislation identified above and environmental requirements specified in tenant leases with GCAPL.

A process for evaluating compliance against the legal and other requirements identified should be implemented.

5. Resources Roles and Responsibility

Tenants should ensure adequate resources necessary to establish, implement, maintain and continually improve their EMP or EMS. Roles and responsibilities should also be defined and communicated to facilitate effective environmental management.

6. Training

Training is critical in ensuring effective implementation of procedures developed to minimise environmental risks. Training can include inductions, tool box talks and external training.

Tenants need to ensure any person performing tasks on their behalf (e.g. staff, contractors etc.) that have the potential to cause significant environmental impact(s) is competent on the basis of appropriate education, training or experience, and ensure they are aware of their environmental aspects, impacts and procedures associated with their work. Training records should be kept.

7. Documentation & Control of Documents and Records

The EMP/EMS needs to identify the documents necessary to ensure effective environmental management that relate to the identified significant aspects and impacts. These may include the Company Environment Policy, incident response procedure, waste management procedure etc. and relevant records including training records.

Documents required by the EMP/EMS should be controlled and approved for adequacy, reviewed regularly, be current and have a revision date, available at points of use and remain legible.

Records external to the EMP/EMS necessary to demonstrate conformity to environmental management requirements also need to be identifiable, retrievable and legible.

8. Operational Control

Tenants should have documented operational procedures which are in line with their Environment Policy and environmental aspects.

The relevant operating procedures and/or criteria should be listed as controls against the identified significant aspects (see table 1).

9. Emergency Preparedness and Response

Environmental emergencies associated with airport operations include large fuel/oil spills, bush fires and aircraft incidents impacting on the environment. In case of emergency, contact the Airport Safety Officer on 0407 755 722.

Each tenant should have an emergency response procedure for responding to environmental emergencies that may arise from their activities. This procedure should include contacting the Airport Safety Officer.

All minor spills should also be reported to the Airport Safety Officer. Tenants should have appropriate spill response equipment and procedures to respond to spills associated with their activities. Staff should be trained in incident management and emergency response.

10. Monitoring, Measurement and Audit

Tenants should monitor the performance of controls associated with their significant environmental aspects. This may include monitoring performance against operating procedures, resource use and monitoring impacts on land, surface and groundwater associated with their activities.

Auditing is the key process by which implementation of the EMP/EMS can be monitored.

Tenants should conduct internal audits at planned intervals to determine whether their EMP/EMS is being properly implemented and maintained.

GCAPL also undertake regular tenant environmental audits. Frequency of audits depends on the potential environmental risks posed by tenant activities. Those tenants having high inherent risk activities, for example, maintenance workshops, and storage and handling fuel and other hazardous materials are audited annually. Medium and low risk tenants are audited every 2-3 years and on an as needs basis respectively.

Tenant audits provide a good opportunity to gain further information and guidance regarding your environment performance from GCAPL.

Non-conformance identified in GCAPL audits are to be addressed in writing, within specified timeframes.

11. Non-conformance, Corrective and Preventative Action

This section should detail how actual and potential non-conformances are identified and dealt with including the process for taking corrective and preventative actions. Common sources for identifying non-conformances include audits, incidents and inspections. This section should also deal with how complaints by external parties are handled and followed up.

12. Review

The EMP/EMS should be reviewed regularly to ensure its continuing suitability, adequacy, effectiveness and to assess opportunities for improvement.

13. Annual Returns

Tenants whose activities pose a medium to high risk are required to submit an Annual Return utilising the relevant template available from the Gold Coast Airport website. Templates have been developed for the following industry types:

- Aviation – airlines and general aviation operators
- Fire Training & Air Navigation Services
- Food & Beverage

- Fuel Facility
- Ground Handling
- Hire Car
- Medical
- Multistorey Building Management

Completed Annual Returns should be forwarded to the GCAPL Environment Department by 31 August each year. The reporting period is from 1 July to 30 June.

Copies of supporting documents should be included with the Annual Returns.

Completed Annual Returns can be emailed or a hard copy provided to the GCAPL Environment Department.

Annual Returns will be considered in planning for tenant environmental audits and, if completed appropriately, will streamline the audit process for tenants.

Submission of the Annual Return assists with fulfilling tenant lease and legislative obligations.

Useful Information Sources

GCAPL Website - Contains the Airport Master Plan, Development Guidelines and this Tenant Environment Management Guideline

www.goldcoastairport.com.au

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Department of Infrastructure, Transport, Regional Development and Communications

www.infrastructure.gov.au

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Global Spill Website - Supply and servicing of spill response equipment

www.globalspill.com.au

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SAI Global Website - Access to AS/*NZS ISO 14001:2015 Environmental Management Systems - Requirements with guidance for use* & *AS/NZS ISO31000:2018 Risk Management - Principles and Guidelines*

www.saiglobal.com

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Key Contacts

Gold Coast Airport Pty Ptd

Management Office	(07) 5589 1100	- General Enquiries
Airport Safety Officer	0407 755 722	- Emergency Contact
Property Manager	(07) 5589 1136	- Leasing Enquiries
Concessions Manager	(07) 5589 1106	- Terminal Commercial Enquiries
Environment Manager	(07) 5589 1108	- Environmental Enquiries

Department of Infrastructure, Transport, Regional Development and Communications

Airport Environment Officer (07) 5536 8426 - Environmental Regulatory Enquiries

Airport Building Controller (07) 3216 3040 - Development Enquiries

Notice

While all care has been taken in preparing this document, GCAPL accepts no liability whatsoever to any person who in any way relies on any information contained in this guide.

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Appendix B – Hazardous Substances and Dangerous Goods Storage

= Flammables Cabinet
= Corrosives Cabinet
= Flammable Solids Cabinet
= Hazardous Material Storage
= Spill Kit
= Biological Waste Bin

GC-B
10
External
1,341.45

RF-01

B10.07C
910
CEN
3901
3.71

B10.07D
910
CEN
3901
3.71

B10.07
801
CEN
3901
31.20

B10.07B
910
CEN
3901
3.71

B10.07A
910
CEN
3901
3.71

B10.04
803
CEN
3901
13.24

B10.05
803
CEN
3901
7.33

B10.03
803
CEN
3901
22.11

B10.06
801
CEN
3901
9.58

B10.02
805
CEN
3901
2.60

B10.01
905
CEN
3901
47.04

B10.14
317
HHSTEACH
151000
83.14

B10.15
401
HHSTEACH
151000
19.14

B10.15A
402
HHSTEACH
151000
10.88

B10.08
801
CEN
3901
74.74

B10.16
301
HHSTEACH
151000
78.04

B10.17
401
HHSTEACH
151000
11.54

B10.19
401
HHSTEACH
151000
42.69

B10.18
401
HHSTEACH
151000
5.63

B10.20
410
HHSTEACH
151000
15.65

B10.23
910
CEN
3901
3.51

B10.24
817
CEN
3901
29.30

B10.21
801
CEN
3901
6.80

B10.22
101
HHSADMIN
153500
27.47

B10.09
905
CEN
3901
16.31

B10.25
409
HHSTEACH
151000
9.23

B10.13
801
CEN
3901
65.69

B10.12
801
CEN
3901
29.68

B10.10
807
CEN
3901
56.56

B10.29
301
HHSTEACH
151000
137.02

B10.27
301
HHSTEACH
151000
164.56

B10.11
905
CEN
3901
16.43

B10.30
101
HHSTEACH
151000
37.35

B10.28
401
HHSTEACH
151000
64.83

B10.26
301
HHSTEACH
151000
50.14

= Spill Kit
= Biological Waste Bin
= Paint Store

GC-B
1
External
1,481.40

B1.61
409
CEN
3901
16.00

409
CEN
3901
6.40

B1.63
809
CEN
3901
44.08

B1.64
404
CEN
3901
17.38

B1.07C
910
CEN
3901
3.71

B1.07D
910
CEN
3901
3.71

B1.07
801
CEN
3901
31.20

B1.07B
910
CEN
3901
3.71

B1.07A
910
CEN
3901
3.71

B1.04
803
CEN
3901
13.98

B1.06
801
CEN
3901
6.57

B1.05
803
CEN
3901
7.39

B1.03
803
CEN
3901
19.08

B1.02
805
CEN
3901
2.90

B1.08
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3901
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B1.60
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CEN
3901
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B1.20
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B1.21
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HHSCLINIC
152500
14.07

B1.22
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HHSCLINIC
152500
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152500
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HHSCLINIC
152500
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B1.19
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CEN
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CEN
3901
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B1.59
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HHSCLINIC
152500
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404
HHSCLINIC
152500
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HHSCLINIC
152500
18.36

B1.27
404
HHSCLINIC
152500
5.28

B1.30
307
HHSCLINIC
152500
53.41

B1.32
404
HHSCLINIC
152500
18.10

B1.31
404
HHSCLINIC
152500
17.62

B1.35A
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CEN
3901
1.62

B1.35B
812
CEN
3901
1.95

B1.13
910
CEN
3901
7.34

B1.14
801
CEN
3901
30.45

B1.09
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CEN
3901
13.10

B1UCA-1
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CEN
3901
12.93

B1.36
608
CEN
3901
4.58

B1.37
404
HHSTEACH
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B1.38
307
HHSTEACH
151000
13.10

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3901
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B1.58
804
CEN
3901
7.04

B1.57
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B1.15
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CEN
3901
39.78

B1.56
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HHSCLINIC
152500
13.36

B1.17
801
CEN
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152500
12.99

B1.50
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HHSCLINIC
152500
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CEN
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B1.45
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B1.39
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HHSCLINIC
152500
13.07

B1.55
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HHSCLINIC
152500
12.86

B1.52
307
HHSCLINIC
152500
13.17

B1.49
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HHSCLINIC
152500
13.12

B1.46
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HHSCLINIC
152500
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B1.43
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B1.42
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B1.41
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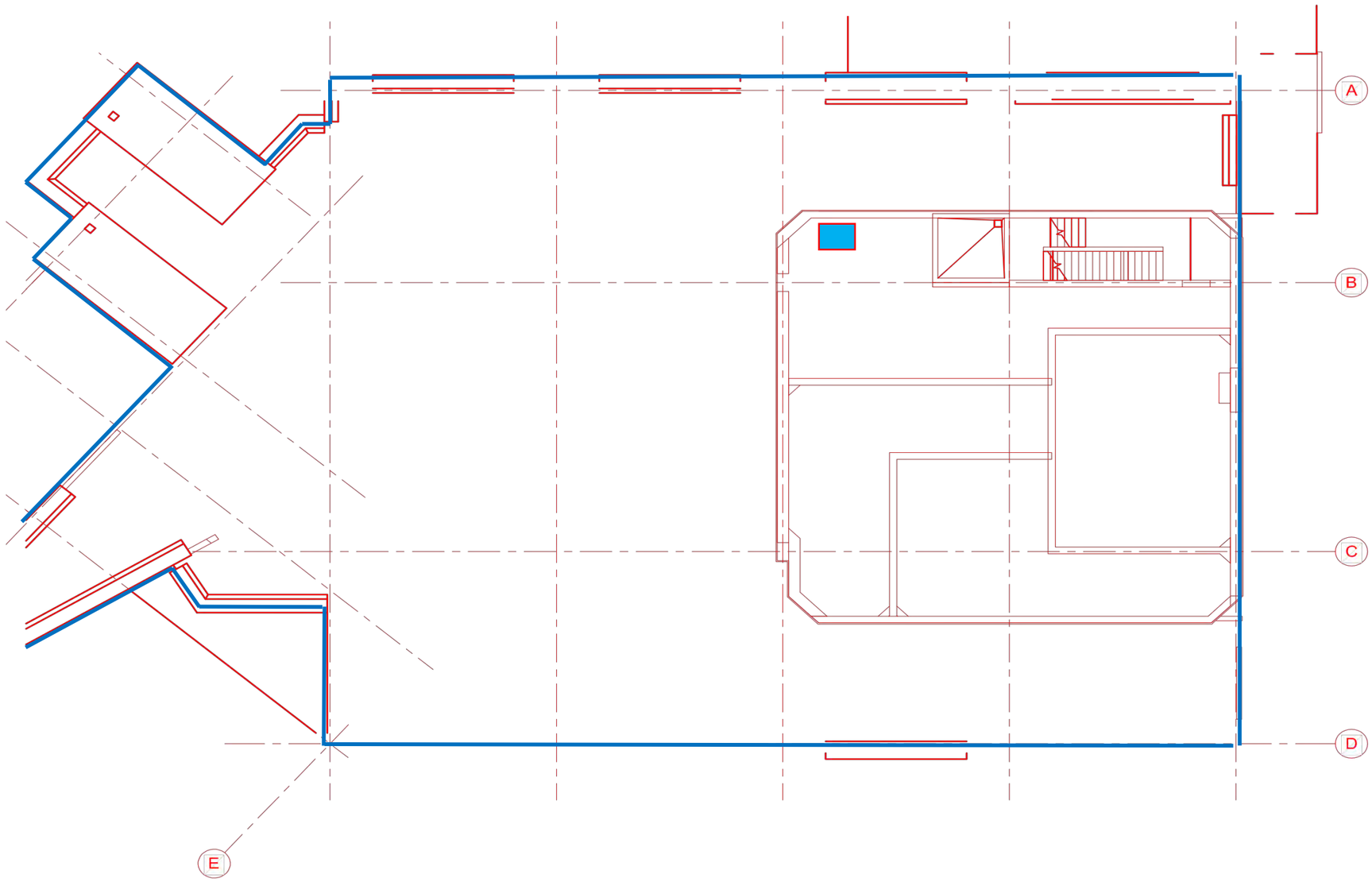
HHSTEACH
151000
69.07

= Spill Kit

GC-B

Basement



Appendix C – Risk Assessment Matrix

Risk Matrix

Likelihood / Consequence	Rare	Unlikely	Possible	Likely	Almost certain
Critical	Medium (6)	High (7)	High (8)	Extreme (9)	Extreme (10)
Major	Low (4)	Medium (6)	High (7)	High (8)	Extreme (9)
Moderate	Low (3)	Medium (5)	Medium (6)	High (7)	High (8)
Minor	Low (2)	Low (3)	Medium (5)	Medium (6)	High (7)
Insignificant	Low (1)	Low (2)	Low (3)	Low (4)	Medium (6)

Consequence Description

Consequence Descriptor	Health and Safety Impacts	Environmental Impacts
Catastrophic (5)	Fatality, permanent total disability	Permanent environmental damage to extensive area extending beyond the campus.
Major (4)	Significant/ extensive injury or illness, permanent partial disability	Long-term environmental damage requiring a high level of intervention.
Moderate (3)	Severe injury or illness requiring hospitalisation and/or >10 injury days off work	Short-term environmental damage requiring some intervention.
Minor (2)	Injury or illness requiring medical treatment, < 10 injury days off work	Short-term environmental damage affecting small area, easily remediated.
Insignificant (1)	Injury or illness requiring first aid. No injury days off work.	Minimal environmental damage, impacts contained to a very small area. Immediately remediated.

Likelihood Description

Likelihood Descriptor	Description	Average frequency
Rare	May occur in exceptional circumstances	Less than once every 10 years
Unlikely	Not expected but may occur at some time	Once in a 5 – 10-year period
Possible	Could occur at some time	Once in a 1 – 5-year period
Likely	Will probably occur under normal circumstances	Once per year
Almost certain	Expected to occur or has occurred and continues to impact	More than once per year

Appendix D – Grease Arrestor Locations

www.scu.edu.au

CRICOS Provider: 01241G

Southern Cross University

Bangalow

8 George Street
Bangalow NSW 2479
P 02 6687 1550
info@awconsult.com.au

www.awconsult.com.au