

## Environmental management systems

Issued December 2010

*EPA 921/10: This information sheet is part of a series on environmental management practices for vessel and facility management on marine and inland waters. This information is extracted from the code of practice published in 2008.*

### Introduction

All vessel and facility operations have some impact on the environment. All operators have a responsibility to ensure that whatever the level of impact, it is managed appropriately and pollution is avoided where possible. An environmental management system (EMS) provides a structured way of planning and implementing environment protection measures. Most importantly, it can be used for formulating an understanding between parties as to how this will occur.

### Who this applies to

- vessel operators
- slipway operators
- marina operators
- boat yard operators
- boat ramp operators
- boat and yacht club operators

### Operators should (recommended practices)

- 1 develop, implement and review (annually) an EMS to achieve high environmental performance standards for all operations undertaken
- 2 establish facility/vessel specific environmental management practices (where multiple facilities/vessels are owned) conforming to an overall EMS to ensure practices are relevant to the individual circumstances
- 3 incorporate relevant best environmental management practices from this code of practice and/or from EMS into contractual (or non-contractual) conditions of using the facility or vessel
- 4 develop emergency management procedures, including those for stormwater management during extreme events
- 5 have users, customers, contractors, employees and members provide written acknowledgment that they understand and will abide by EMS obligations before undertaking any work or activity on your vessel or facility
- 6 keep copies of all government permits and conditions of approval related to the construction and operation of the facility. This may include land use planning permits and Crown Land lease or EPA licence conditions
- 7 maintain a list of all materials (liquid and dry) kept on the premises together with up-to-date copies of all material safety data sheets (MSDS)
- 8 record and retain waste tracking forms and invoices, or maintain a vessel log for all waste and wastewater disposals mechanisms

- 9 maintain a slipping register containing the details of all vessels slipped and the work done on each vessel. For example, record the name of the vessel, registration details or distinctive markings, length, gross tonnage, paint history (types of hull coating applied and application dates) and recent voyage history (ie whether from intrastate, interstate or overseas)
- 10 retain environmental monitoring data collected for aquatic or land-based discharges
- 11 establish a daily, weekly or monthly checklist (depending on the nature of the facility) to ensure key work areas are kept clean and appropriate storage, work and management procedures are being adhered to. Assign different inspection responsibilities to specific facility staff or club members
- 12 educate employees, customers, users and members on environmental management practices through initiatives such as signage, newsletters and training programs
- 13 supply equipment, for purchase or hire that minimises the generation and escape of pollutants
- 14 exchange knowledge of environmental management practices within the industry to establish and encourage a uniform approach.

## Developing a suitable EMS

Vessel facilities differ from location to location. They can be unconfined moorings used for commercial fishing vessels, or enclosed marinas with a range of services offered which may include refuelling stations and wastewater pump out. The types of operations that occur within these facilities also vary from location to location. As such, it is important when developing an EMS, aspects and impacts of individual facilities are considered and an environmental action plan designed to suit. For example, a facility primarily used for commercial fishing vessels would require an EMS with an emphasis on actions to prevent pollution from activities such as stock feed or bait handling.

## References

Australia and New Zealand Standard, *AS/NZS 4360:2004 Risk Management*, [www.standards.com.au](http://www.standards.com.au).

Business SA, *Small business environmental management solutions*, [www.epa.sa.gov.au/businesses/eco-efficiency/publications\\_and\\_links](http://www.epa.sa.gov.au/businesses/eco-efficiency/publications_and_links).

EPA, *EPA Guideline: Bunding and spill management*, [www.epa.sa.gov.au/xstd\\_files/Waste/Guideline/guide\\_bunding.pdf](http://www.epa.sa.gov.au/xstd_files/Waste/Guideline/guide_bunding.pdf).

EPA, *Code of practice for vessel and facility management (marine and inland waters)*, [www.epa.sa.gov.au/xstd\\_files/Water/Code%20of%20practice/vessels.pdf](http://www.epa.sa.gov.au/xstd_files/Water/Code%20of%20practice/vessels.pdf).

ISO, *International Environmental Management Standard ISO 14001*, [www.standards.com.au](http://www.standards.com.au).

Marina Association of Australia, *Clean Marinas Program*, [www.marinas.net.au](http://www.marinas.net.au).

## Useful websites

EPA Vessel and facility management pages, [www.epa.sa.gov.au/vfm](http://www.epa.sa.gov.au/vfm).

## Disclaimer

This publication is a guide only and does not necessarily provide adequate information in relation to every situation. This publication seeks to explain your possible obligations in a helpful and accessible way. In doing so, however, some detail may not be captured. It is important, therefore, that you seek information from the EPA itself regarding your possible obligations and, where appropriate, that you seek your own legal advice.

## Further information

### **Legislation**

Legislation may be viewed at: [www.legislation.sa.gov.au](http://www.legislation.sa.gov.au)

Copies of legislation are available for purchase from:

Service SA Government Legislation Outlet  
Adelaide Service SA Centre  
108 North Terrace  
Adelaide SA 5000

Telephone: 13 23 24  
Facsimile: (08) 8204 1909  
Website: <[shop.service.sa.gov.au](http://shop.service.sa.gov.au)>

### **For general information please contact:**

Environment Protection Authority  
GPO Box 2607  
Adelaide SA 5001

Telephone: (08) 8204 2004  
Facsimile: (08) 8124 4670  
Freecall (country): 1800 623 445  
Website: <[www.epa.sa.gov.au](http://www.epa.sa.gov.au)>  
Email: <[epainfo@epa.sa.gov.au](mailto:epainfo@epa.sa.gov.au)>

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