

Procedure for:	Identification and Evaluation of Environmental Aspects
Procedure No.:	EP-EA-03-2017.1201

Clause	Description of Duty	Timing
1	<p>The environmental aspects of the Company's major work activities shall be identified. The aspects identified from various business activities and supporting functions shall be consolidated to form the Central Register of Environmental Aspects under the following categories:</p> <ul style="list-style-type: none"> - Site Investigation - Plant - Office 	On-going with annual review
2	<p>Relevant information, including but not limited to the following, shall be provided to Senior Environmental Consultant for aspect identification:</p> <ul style="list-style-type: none"> - Work process flow and procedures - Legal requirements / non-statutory guidance notes - Contract specifications; - Observations in site inspections; - Records of complaints and/or non-compliance; - Past monitoring records; - Records for past management reviews and/or environmental audits; and - Process of Life cycle perspective that is under control or influence. 	On-going update
3	<p>The potential environmental impacts of each aspect shall be identified with regards to:</p> <ul style="list-style-type: none"> - Noise / Vibration - Air Emission - Water Pollution - Waste Management - Land Contamination - Flora / Fauna - Sensitive resource 	During review
4	<p>The potential environmental impacts of each aspect shall be evaluated and scored using the criteria as summarized in Table 1 with respect to the 4 areas of consideration groups as follows:</p> <ul style="list-style-type: none"> - Legal and contractual requirements - Management interface and relationship, e.g. complaint history, direct employees, subcontract, supplier, etc. - Consequence in terms of severity and reversibility - Process, whether prevention and/or mitigation are incorporated into the design/system itself or need separate system - <p>The summation of 4 scores with a total of 9 or above will be classified as significant environmental aspects.</p>	During review
5	<p>Depending on project and/or area for implementation, project / area specific Register of Environmental Aspects shall be maintained individually based on the Central Register of Environmental Aspects.</p>	Project Kick-off/Area Start-up

Table 1 - Evaluation Criteria for Environmental Impact

Significance Score	Regulatory	Interface	Consequence	Process
3	Normal operation is legally regulated	Valid complaint recorded in past 5 years	Degradation/damage expected widespread and irreversible	Mitigation not incorporated into process technology/ technique and impact resulted from process routine
2	Normal operation is not legally regulated but contractually regulated; OR non-routine operation is legally regulated	In-house management and workmanship	Degradation/damage expected partial/ limited and irreversible	Mitigation not incorporated into process technology/ technique and impact resulted from process failure only
1	Operation only guided by professional/trade practice	Interface under direct management	Degradation/damage reversible	Mitigation incorporated into process technology/ technique and impact resulted from process failure only
0	Non-regulated	Interface not under direct management	Degradation/damage unidentified	Impact eliminated by process technology/ technique OR no impact identified