

Appendix E

## Event Action Plan

*Appendix E1 Event/ Action Plan for Air Quality*

EVENT	ET <sup>(1)</sup>	ACTION		
		IEC <sup>(1)</sup>	ER <sup>(1)</sup>	Contractor
<b>Action Level</b>				
1. Exceedance for one sample	<ol style="list-style-type: none"> <li>1. Identify the source.</li> <li>2. Inform the IEC and the ER.</li> <li>3. Repeat measurement to confirm finding.</li> <li>4. Increase monitoring frequency to daily.</li> </ol>	<ol style="list-style-type: none"> <li>1. Check monitoring data submitted by the ET.</li> <li>2. Check Contractor's working method.</li> </ol>	<ol style="list-style-type: none"> <li>1. Notify Contractor.</li> </ol>	<ol style="list-style-type: none"> <li>1. Rectify any unacceptable practice</li> <li>2. Amend working methods if appropriate</li> </ol>
2. Exceedance for two or more consecutive samples	<ol style="list-style-type: none"> <li>1. Identify the source.</li> <li>2. Inform the IEC and the ER.</li> <li>3. Repeat measurements to confirm findings.</li> <li>4. Increase monitoring frequency to daily.</li> <li>5. Discuss with the IEC and the Contractor on remedial actions required.</li> <li>6. If exceedance continues, arrange meeting with the IEC and the ER.</li> <li>7. If exceedance stops, cease additional monitoring.</li> </ol>	<ol style="list-style-type: none"> <li>1. Check monitoring data submitted by the ET.</li> <li>2. Check the Contractor's working method.</li> <li>3. Discuss with the ET and the Contractor on possible remedial measures.</li> <li>4. Advise the ER on the effectiveness of the proposed remedial measures.</li> <li>5. Supervise implementation of remedial measures.</li> </ol>	<ol style="list-style-type: none"> <li>1. Confirm receipt of notification of failure in writing.</li> <li>2. Notify the Contractor.</li> <li>3. Ensure remedial measures properly implemented.</li> </ol>	<ol style="list-style-type: none"> <li>1. Submit proposals for remedial actions to IEC within 3 working days of notification</li> <li>2. Implement the agreed proposals</li> <li>3. Amend proposal if appropriate</li> </ol>

EVENT	ACTION			
	ET <sup>(1)</sup>	IEC <sup>(1)</sup>	ER <sup>(1)</sup>	Contractor
<b>Limit Level</b>				
1. Exceedance for one sample	<ol style="list-style-type: none"> <li>1. Identify the source.</li> <li>2. Inform the ER and the DEP.</li> <li>3. Repeat measurement to confirm finding.</li> <li>4. Increase monitoring frequency to daily.</li> <li>5. Assess effectiveness of Contractor's remedial actions and keep the IEC, the DEP and the ER informed of the results.</li> </ol>	<ol style="list-style-type: none"> <li>1. Check monitoring data submitted by the ET.</li> <li>2. Check Contractor's working method.</li> <li>3. Discuss with the ET and the Contractor on possible remedial measures.</li> <li>4. Advise the ER on the effectiveness of the proposed remedial measures.</li> <li>5. Supervise implementation of remedial measures.</li> </ol>	<ol style="list-style-type: none"> <li>1. Confirm receipt of notification of failure in writing.</li> <li>2. Notify the Contractor.</li> <li>3. Ensure remedial measures are properly implemented.</li> </ol>	<ol style="list-style-type: none"> <li>1. Take immediate action to avoid further exceedance</li> <li>2. Submit proposals for remedial actions to IEC within 3 working days of notification</li> <li>3. Implement the agreed proposals</li> <li>4. Amend proposal if appropriate</li> </ol>
2. Exceedance for two or more consecutive samples	<ol style="list-style-type: none"> <li>1. Notify the IEC, the ER, the DEP and the Contractor.</li> <li>2. Identify the source.</li> <li>3. Repeat measurements to confirm findings.</li> <li>4. Increase monitoring frequency to daily.</li> <li>5. Carry out analysis of the Contractor's working procedures to determine possible mitigation to be implemented.</li> <li>6. Arrange meeting with the IEC and the ER to discuss the remedial actions to be taken.</li> <li>7. Assess effectiveness of the Contractor's remedial actions</li> </ol>	<ol style="list-style-type: none"> <li>1. Discuss amongst the ER, ET and the Contractor on the potential remedial actions.</li> <li>2. Review the Contractor's remedial actions whenever necessary to assure their effectiveness and advise the ER accordingly.</li> <li>3. Supervise the implementation of remedial measures.</li> </ol>	<ol style="list-style-type: none"> <li>1. Confirm receipt of notification of failure in writing.</li> <li>2. Notify the Contractor.</li> <li>3. In consultation with the IEC, agree with the Contractor on the remedial measures to be implemented.</li> <li>4. Ensure remedial measures are properly implemented.</li> <li>5. If exceedance continues, consider what activity of the work is responsible and instruct the Contractor to stop that activity of work until the exceedance is abated.</li> </ol>	<ol style="list-style-type: none"> <li>1. Take immediate action to avoid further exceedance.</li> <li>2. Submit proposals for remedial actions to IEC within 3 working days of notification.</li> <li>3. Implement the agreed proposals.</li> <li>4. Resubmit proposals if problem still not under control.</li> <li>5. Stop the relevant activity of works as determined by the ER until the exceedance is abated.</li> </ol>

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and keep the IEC, the DEP and  
the ER informed of the results.

8. If the exceedance stops, cease  
additional monitoring.

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Abbreviations: ET - Environmental Team, IEC - Independent Environmental Checker, ER - Engineer's Representative, DEP - Director of Environmental Protection