

Appendix E

Event Action Plan

Appendix E1 **Event/ Action Plan for Air Quality**

ACTION				
EVENT	ET ⁽¹⁾	IEC ⁽¹⁾	ER ⁽¹⁾	Contractor
Action Level				
1. Exceedance for one sample	1. Identify the source. 2. Inform the IEC and the ER. 3. Repeat measurement to confirm finding. 4. Increase monitoring frequency to daily.	1. Check monitoring data submitted by the ET. 2. Check Contractor's working method.	1. Notify Contractor.	1. Rectify any unacceptable practice 2. Amend working methods if appropriate
2. Exceedance for two or more consecutive samples	1. Identify the source. 2. Inform the IEC and the ER. 3. Repeat measurements to confirm findings. 4. Increase monitoring frequency to daily. 5. Discuss with the IEC and the Contractor on remedial actions required. 6. If exceedance continues, arrange meeting with the IEC and the ER. 7. If exceedance stops, cease additional monitoring.	1. Check monitoring data submitted by the ET. 2. Check the Contractor's working method. 3. Discuss with the ET and the Contractor on possible remedial measures. 4. Advise the ER on the effectiveness of the proposed remedial measures. 5. Supervise implementation of remedial measures.	1. Confirm receipt of notification of failure in writing. 2. Notify the Contractor. 3. Ensure remedial measures properly implemented.	1. Submit proposals for remedial actions to IEC within 3 working days of notification 2. Implement the agreed proposals 3. Amend proposal if appropriate

ACTION				
EVENT	ET ⁽¹⁾	IEC ⁽¹⁾	ER ⁽¹⁾	Contractor
Limit Level				
1. Exceedance for one sample	1. Identify the source. 2. Inform the ER and the DEP. 3. Repeat measurement to confirm finding. 4. Increase monitoring frequency to daily. 5. Assess effectiveness of Contractor's remedial actions and keep the IEC, the DEP and the ER informed of the results.	1. Check monitoring data submitted by the ET. 2. Check Contractor's working method. 3. Discuss with the ET and the Contractor on possible remedial measures. 4. Advise the ER on the effectiveness of the proposed remedial measures. 5. Supervise implementation of remedial measures.	1. Confirm receipt of notification of failure in writing. 2. Notify the Contractor. 3. Ensure remedial measures are properly implemented.	1. Take immediate action to avoid further exceedance 2. Submit proposals for remedial actions to IEC within 3 working days of notification 3. Implement the agreed proposals 4. Amend proposal if appropriate
2. Exceedance for two or more consecutive samples	1. Notify the IEC, the ER, the DEP and the Contractor. 2. Identify the source. 3. Repeat measurements to confirm findings. 4. Increase monitoring frequency to daily. 5. Carry out analysis of the Contractor's working procedures to determine possible mitigation to be implemented. 6. Arrange meeting with the IEC and the ER to discuss the remedial actions to be taken. 7. Assess effectiveness of the Contractor's remedial actions	1. Discuss amongst the ER, ET and the Contractor on the potential remedial actions. 2. Review the Contractor's remedial actions whenever necessary to assure their effectiveness and advise the ER accordingly. 3. Supervise the implementation of remedial measures.	1. Confirm receipt of notification of failure in writing. 2. Notify the Contractor. 3. In consultation with the IEC, agree with the Contractor on the remedial measures to be implemented. 4. Ensure remedial measures are properly implemented. 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.	1. Take immediate action to avoid further exceedance. 2. Submit proposals for remedial actions to IEC within 3 working days of notification. 3. Implement the agreed proposals. 4. Resubmit proposals if problem still not under control. 5. Stop the relevant activity of works as determined by the ER until the exceedance is abated.

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

8. If the exceedance stops, cease
additional monitoring.

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