

APPENDIX H - ENVIRONMENTAL MANAGEMENT POLICY



Water and Waste Department
Wastewater Services Division

ENVIRONMENTAL PRESERVATION AND COMPLIANCE

Environmental Preservation and Compliance

Working on behalf of Wastewater Services, your performance during all contracted obligations is critical to our commitment to protect the environment and comply with all environmental legislation. Please read our attached Environmental Policy.

Without limiting or otherwise affecting the generality or application of any other term or condition of the Contract, you shall, at no additional cost to the Wastewater Services Division:

- a) strictly comply with all applicable environmental laws and regulations and have suitable corrective and/or preventive measures in place to address any previous environmental warnings, fines or convictions;
- b) do or cause to be done all things required or ordered, and shall bear all costs and expenses for same, to mitigate environmental damage caused, directly or indirectly, by itself or by its servants, agents, employees or subcontractors, accidentally or as a result of practices that are or may be in contravention of the Contract or any environmental laws or regulations, or to prevent any or all of the same;
- c) ensure that all persons engaged in the performance of the Work and the Contract shall not dispose of oil or waste materials in any way which might cause pollution of land, water, lakes, rivers, streams;
- d) ensure that all persons engaged in the performance of the Work and the Contract shall follow any Safe Work Procedures provided by the contract administrator;
- e) ensure the Work, and all work sites are clean and free from fire hazards and other hazards, accumulations of waste materials, rubbish and debris;
- f) create as little waste as reasonably possible during the course of the Work and handle all waste created in the course of the Work in a environmentally preferable, and legal, manner;
- g) in respect of the Work, use all resources as efficiently and reasonably possible;
- h) the person who is responsible for a spill or who has custody and control of the substances involved in a spill must **immediately** notify the designated official (see contact list below), and must provide all information about the spill, including:
 - i) the date and time of the spill;
 - ii) the content and quantity of the spill;
 - iii) the location of the spill;
 - iv) the cause and nature of the spill;
 - v) the action completed and any work still in progress to mitigate the spill;
 - vi) the name and contact information of the person reporting the spill.
- i) the person who is responsible for a spill or who has custody and control of the substances involved in a spill must notify all appropriate regulatory agencies e.g. Fisheries and Oceans Canada, Manitoba Ministry of Sustainable Development as required by law;
- j) if a spill poses an immediate danger to human health or safety, property or the environment, the person responsible for the spill or who has custody and control of the substances involved in a spill must call 911 to report the spill;
- k) the person who is responsible for a spill or who has custody and control of the substances involved in a spill must take all reasonable measures to:
 - i) contain the spill;
 - ii) reduce the risk of harm to human health and safety, property, and the environment;
 - iii) clean up the spill and contaminated residue and dispose of spill material appropriately, and
 - iv) restore the affected area to its condition before the spill.
- l) the person who is responsible for a spill or who has custody and control of the substances involved in a spill must submit a written report to the Purchaser within five working days of the spill, containing information required to determine:
 - i) information required in (h); and
 - ii) actions necessary to reduce the effect of the spill and to prevent future spills.



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Contact List	
Federal (Winnipeg Offices) Fisheries and Oceans Canada	204.983.5163
Provincial Manitoba Ministry of Sustainable Development	204.944.4888
Wastewater Services (normal work hours) Collection System Issue: Superintendent of Wastewater Collection	204.986.3492
Wastewater Treatment Plant Issue: Supervisor for NEWPCC: Supervisor for SEWPCC: Supervisor for WEWPCC:	204.986.4845 204.986.6159 204.986.5220
Wastewater Services (after hours) Collection System Issue: Wastewater Services Control Centre	204.986.7948
Wastewater Treatment Plant Issue:	204.794.4468



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Environmental Management Policy

We have an Environmental Management System (EMS) to help us manage our environmental impacts and risks, and improve our environmental performance.

As part of this program, we must all take responsibility for minimizing the effects of our work activities on the environment.

The Environmental Management System also requires that we record all operational and EMS non-conformances on the appropriate forms.

The Water and Waste Department's sewage treatment facilities, and wastewater collection and land drainage systems, aim to achieve excellence in environmental services, pollution prevention, and protection of public health through a commitment to continually improving the Environmental Management System.

We are committed to:

1. Understanding and respecting the views of our customers, employees, communities and stakeholders when planning and undertaking our activities.
2. Remaining current with advancing and innovative technology and management practices in our facilities.
3. Ensuring awareness, training and involvement of all staff to enable them to conduct their work in an environmentally responsible manner and to play a full role in continual improvement.
4. Aiming for best performance and sustainability in all aspects of our business to ensure compliance, at the highest level, with legislative requirements and our own standards.
5. Reviewing our environmental objectives and targets annually to ensure improvement in our environmental performance.

Director, Water and Waste Department

December 2011