

1. **TITLE:** Environmental Management Policy Statement

2. **PURPOSE:** The aim of this Environmental Management Policy Statement is to inform managers and their staff of the requirements, responsibilities and processes in relation to the minimisation and management of environmental aspects associated with the Department of Emergency Services' staff, operations, assets and liabilities.

3. **POLICY:** The Department of Emergency Services ("the Department") will recognise environmental management as an integrated part of each Division's normal management practices. This will involve the management of environmental aspects by the identification, analysis, and treatment of exposures arising from operational and administrative activities likely to adversely impact on the environment. Environmental management will be integrated into Departmental Strategic and Operational Plans.

Management and staff at all levels will comply with all applicable environmental laws, regulations and agreements as listed below and require that contractors and suppliers of goods or services are similarly in compliance with environmental standards appropriate to their industry.

The Department will:

- develop and implement measures to prevent or minimise pollution, waste and other human impacts on the environment;
- develop and deliver environmental education, training and guidance for all staff;
- systematically manage our activities to achieve and promote continual improvement, by setting environmental objectives and targets and assessing our achievements; and
- annually review and update this policy and communicate it to all internal and interested external parties.

4. **RELEVANT LEGISLATION AND GUIDELINES:**

Environmental Protection (Waste Management) Policy 2000

Environmental Protection (Waste Management) Regulation 2000

Environmental Protection Act 1994

Waste Management Strategy for Queensland, Department of Environment, January 1996

Energy Conservation Manual for Government Departments, Department of public Works, June 1997

Environmental Management Systems - specification with guidance for use, Standards Australia, 1996. ISO 14001:1996

5. **EFFECTIVE DATE:** 22 May 2002

6. **APPLICATION:**

This policy applies to:

- all temporary, auxiliary and permanent employees employed under the *Public Service Act 1996*, *Fire and Rescue Service Act 1990*, and the *Ambulance Service Act 1991*.

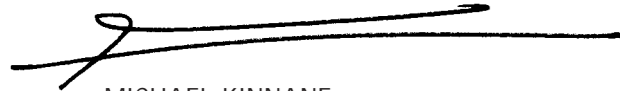
Volunteers of State Emergency Service, Queensland Ambulance Service, Response Advice for Chemical Emergencies (RACE) and Rural Fire Service must be made aware of the Department's responsibilities and commitments in this area and the part they can play in meeting these responsibilities.

7. **ROLES AND RESPONSIBILITIES:** All senior managers and staff from the Department, including the Director-General, are responsible for implementing this policy in accordance with relevant guidelines and legislative requirements. This will entail ensuring that the Division recognises any potential for impacting on the environment and ensures that documented procedures are in place to mitigate any such concerns.

Each Division will assign roles and responsibilities for environmental management, in accordance with the Standard and other relevant guidelines and legislation.

8. **REVIEW:** The Department's Strategic Management and Policy Unit is responsible for the co-ordination of the review of this policy on an annual basis, in conjunction with the Divisions of the Department.

APPROVED



MICHAEL KINNANE
DIRECTOR-GENERAL

Waste Management Hierarchy and Principles

The Waste Management Hierarchy describes the preferred means of waste management execution and is a framework for prioritising waste management practices to achieve the best environmental outcome. In descending order, the priority means of waste treatment is:

Waste Avoidance

Preventing the generation of waste or reducing the amount of waste generated, by:

- substitution of materials;
- increased efficiency in the use of raw materials, energy, water or land;
- process redesign;
- product redesign;
- improved maintenance and operation of equipment; and
- closed-loop recycling.

Waste Re-use

Re-using waste, without first substantially changing its form, by:

- recovering solvents, metals, oil etc. and re-using them for a secondary purpose;
- applying waste to land in a way that gives agricultural and ecological benefits;
- substituting waste for virgin material in a production process.

Waste Recycling

Treating waste that is no longer useable in its present form and using it to produce new products.

Energy Recovery from Waste

Recovering and using energy generated from waste, by:

- Burning waste, using the heat to heat water and using the hot water in an industrial process.

Waste Disposal

Disposal of waste, or treating and disposing of waste, in a way that causes the least harm to the environment, by: (before disposal)

- employing a biotreatment to degrade material into a compound or mixture;
- employing a physico-chemical treatment (eg. evaporation, drying, calcination, catalytic processing, neutralisation, precipitation or encapsulation) to obtain a compound or mixture;
- blending or mixing waste to obtain a compound or mixture;
- storing or repackaging waste; and
- employing thermal processes, with or without catalysts, to convert waste into a non-hazardous material.

(Examples of disposal)

- disposal to landfill; and
- destroying thermally without recovering heat or another secondary product.

Polluter Pays Principle

The Polluter Pays Principle is the principle that all costs associated with the management of waste should, if practicable, be borne by the persons who generated the wastes. The costs associated with the management of waste may include the costs of:

- minimising the amount of waste generated;
- containing, treating and disposing of waste; and
- rectifying environmental harm caused by waste.

User Pays Principle

The User Pays Principle is the principle that all costs associated with the use of a resource should, if practicable, be included in the prices of the goods and services (including government services) that result from that use.

Product Stewardship Principle

The Product Stewardship Principle means that:

- the producer of a product should plan its design and production to minimise the environmental harm that may be caused by waste generated by the production, proper use or disposal of the product; and
- the importer of a product should take all reasonable steps to minimise the environmental harm that may be caused by waste generated from the importation, proper use or disposal of the product.

Department of
Emergency Services

Environmental Management Strategic Plan

Minister's message

The Department of Emergency Services is acknowledged in Australia as a leader in emergency management and disaster mitigation and is actively involved in Government forums addressing the impact that the Greenhouse Effect may have on future service demand.

Equally important however is the 'other side of the coin' - that is, the Department's responsibility to deliver its services in a manner that impacts least negatively on the environment.

The Department of Emergency Services Environmental Management Strategic Plan 2002-03 represents a guide for the Department's activities in addressing environmental aspects and impacts arising from its operations and services.

It promotes the Department's commitment to being an environmentally responsible corporate citizen and a leader in the development of environmentally sustainable service provision across government.

I commend this Environmental Management Strategic Plan to you. It provides a clear direction for the Department to analyse and address any environmental issues that may arise out of its work in ensuring the delivery of emergency services to individuals, families and communities throughout Queensland.



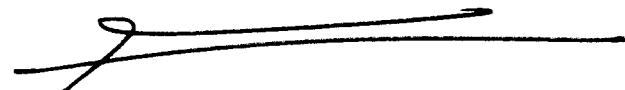
Mike Reynolds, AM MP
Minister for Emergency Services
Minister Assisting the Premier in North Queensland

Director-General's message

This Environmental Management Strategic Plan 2002-03 flows from one of the key challenges contained in the Department of Emergency Services Corporate Plan 2002-06 - the impact of environmental factors and the Department's responsibility for environmental accountability.

The Plan takes the Department into a new area of accountability in the provision of services and provides guidance on the key areas to be addressed to ensure that, in delivering quality operational and corporate services, we do not adversely impact our communities and their environments.

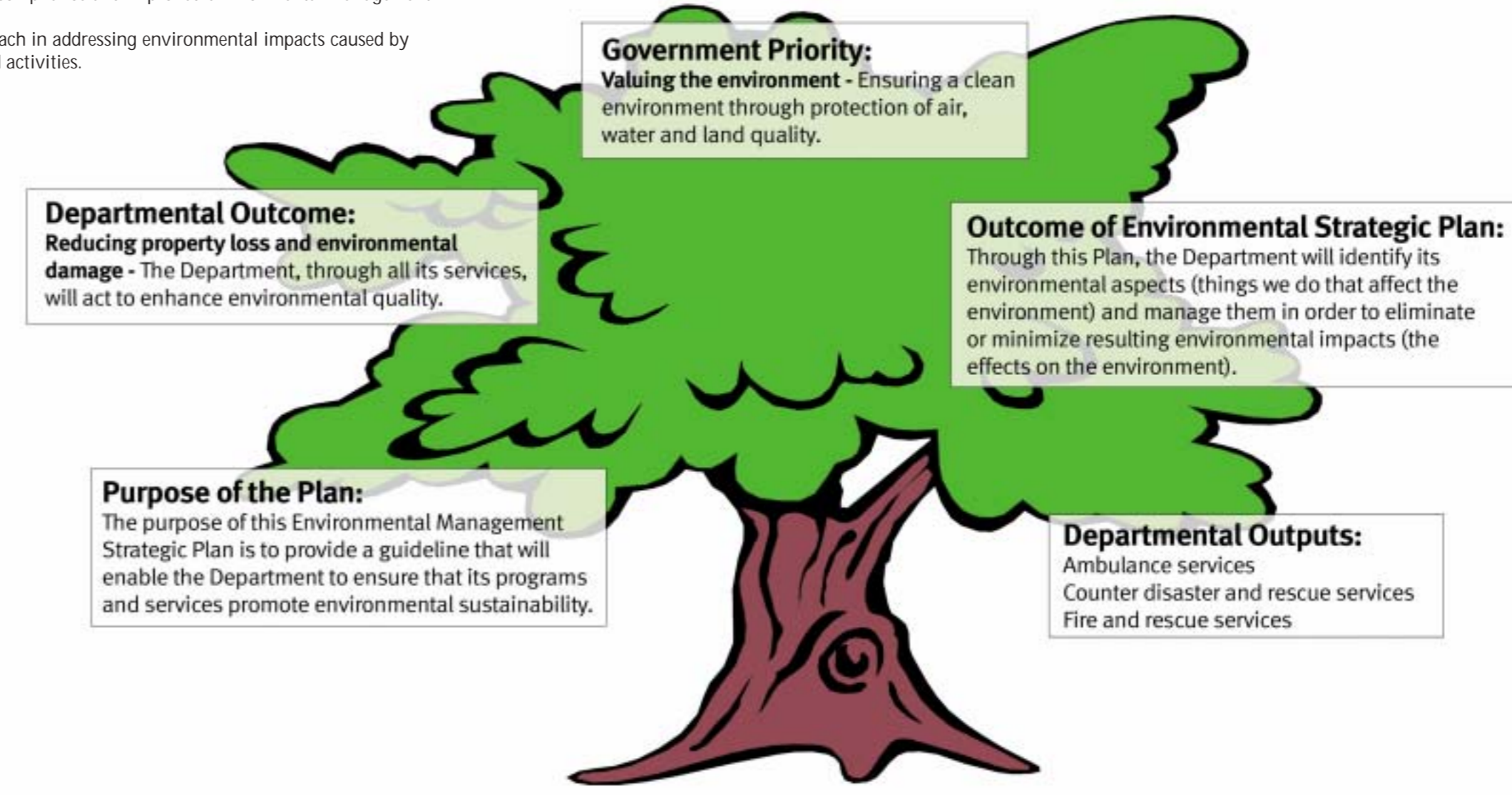
I am confident that this Plan provides the direction to ensure that the Department's responsibility to care for the environment is recognised and addressed. In so doing, it enhances the Government priorities of a safer community and a better quality of life for Queenslanders.



Michael Kinnane
Director-General

An Environmental Management System is a continual cycle of planning, implementing, reviewing and improving the actions that an organisation takes to meet its environmental objectives. It is important to note that this Plan:

- does not specify particular limits or measures in steps taken to minimize environmental impacts but does require that internal structures will be established;
- documents a commitment to compliance and improved environmental management performance;
- allows for flexibility in approach in addressing environmental impacts caused by the Department's services and activities.



Environmental Strategic Plan

GOAL 1: Develop and implement economically compatible best practice environmental and waste management initiatives

Strategies:

- Establish linkages with Departmental facilities, industry and public sector groups
- Determine key environmental aspects and impacts
- Identify current processes and costs
- Develop processes to reduce environmental aspects of Departmental services

Performance Indicator:

- DES has developed and implemented economically compatible best practice environmental and waste management initiatives.

GOAL 2: Provide DES staff with information, guidelines and training that encourage responsible environmental and waste management behaviour

Strategies:

- Develop Departmental Environmental Management Policy statement
- Disseminate information on relevant legislation and codes of practice (where appropriate) to DES facilities
- Develop an environmental 'identity' to promote environmental messages
- Develop and implement staff training and development programs

Performance Indicator:

- DES staff display responsible environmental and waste management behaviours.

GOAL 3: Facilitate the development of environmental and waste management systems for all DES facilities

Strategies:

- Develop documentation and reporting mechanisms to facilitate reporting on practices and initiatives.
- Identify and implement possible improvements at Departmental facilities

Performance Indicator:

- All DES facilities have environmental and waste management systems in place.