

Reporting and Management of Environmental Incidents

To enable the HS&E Department to effectively support construction sites and Business Units, it is important that all environmental incidents are reported using the Environmental Incident Report Form ([HS&E-FRM-A01-02](#)).

What is an environmental incident?

We have two categories of environmental incident, the definitions for which are stated on the Environmental Incident Report Form. These categories are:

Significant Environmental Incident, the definition of which is:

- Any release to land, water or air resulting in a breach of an environmental regulation
- A spill of a hazardous material that cannot be controlled or has entered, or could enter, a drain or watercourse
- Damage to protected flora, fauna or protected habitats and conservation areas
- Receipt of any enforcement action from a regulatory body.

Minor Environmental Incident, the definition of which is:

- Any emission of dust, odour, noise, vibration and / or light to the external environment such that it results in a complaint from project and / or non-project personnel (*i.e.*, all environmentally related complaints should be recorded on the Environmental Incident Report Form)
- A spill of a hazardous material that can be controlled or has not entered, and cannot enter, a drain or watercourse
- Any action that has the potential to cause a negative visual impact e.g., mud on the public highway; poor soil management that could result in poor agricultural or amenity reinstatement standards.

Should you be unsure as to whether an incident is Significant or Minor please consult with your HS&E Advisor, Regional or Framework Environmental Advisor who will provide assistance.

What do you need to do?

Following an environmental incident, site management should stop, when it is safe to do so, the activity causing the environmental incident. Thereafter, all appropriate actions to mitigate the immediate environmental impact(s) of the incident should be implemented. After the incident has been stabilised, site management should consult with the HS&E Advisor or Regional Environmental Advisor regarding the details of the incident, which should be followed by completion of an Environmental Incident Report Form that should be sent to Business Unit management as well as the relevant HS&E Advisor and Regional Environmental Advisor.

Prompt reporting of all environmental incidents by site management allows the HS&E Department to support site teams in providing a proportionate, timely and effective response so as to reduce any liability risk (*i.e.*, through prosecutions; clean-up costs; and reputational costs) to Galliford Try.

For further information related to the management of environmental incidents please refer to Environmental Incident Management Process ([HS&E-BPG-A01-102](#)) that is on the intranet.

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