



TRANSNET
freight rail

**ENVIRONMENTAL MANAGEMENT PROGRAMME (EMPr) GUIDELINES
DESIGNED FOR USE BY THE LESSEES FOR NON-LISTED ACTIVITIES
IN TERMS OF EIA REGULATIONS, AS AMENDED**



Transnet Freight Rail (TFR)

Risk Management

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1. INTRODUCTION

Although most lessee activities are listed activities in terms of NEMA which require Environmental Authorization (EA) prior their commencements, some small-scaled activities are found to be below the legislated threshold and therefore no EA is required prior to commencement. These have less potential to adversely impact environment.

In order to practice effective environmental management throughout the life-cycle of non-listed activities, it is therefore important that the necessary management actions be clearly defined and translated into an Environmental Management Programmes (EMPR_{RS}) for the design, construction, operation and/or decommissioning phases of such activities.

Experience in the management of non-listed activities has taught that lessees in this category not always have the necessary competencies to compile and produce credible EMP_{RS} adequate to manage impacts associated with their business activities. This document is intended to provide a guide to prospective lessees in the compilation of EMP_{RS} for non-listed activities. EMP_{RS} for listed activities are mandatory in terms of the EIA Regulations, as amended.

2. DEFINITION, NEED AND PURPOSE

2.1. Definition

An EMP_{RS} can be defined as follows (adapted from DEAT, 2004b):

An EMP is an environmental management tool used to ensure that undue or reasonably avoidable adverse impacts of the construction and operation, and decommissioning of a project are prevented; and that the positive benefits of the projects are enhanced.

2.2. Need for the Guideline Document

The need for this Guideline Document arises from the following factors:

- Development and implementation of EMP_{RS} are mandatory for the conclusion of lease agreements;
- EMP_{RS} need to be well-informed by project specifications and possible impacts in order to present adequate management actions (to mitigate impacts or enhance benefits);
- EMP_{RS} need to be well structured with scientific input; and

- EMP_{RS} need to be practical in their implementation, with measurable solution orientated outputs.

This Guideline Document has been developed to describe best practice, efficient and effective approach with regard to compilation and implantation of EMP_{RS}. In this respect, the Guideline Document supports TFR's overall intent of promoting economic development whilst protecting the natural environment.

2.3. Purpose and Scope of this Guideline Document

The key purpose of this Guideline Document is to:

- Assist lessees in the formulation of EMP_{RS} which effectively address the management of own business activities;
- Support internal Environmental Specialists in the review of EMP_{RS}; and
- Guide the lessees with respect to the appropriate implementation of the EMP_r throughout the project life-cycle.

This Guideline Document is to be applied to a range of lessees' activities varying in type and scale, with differing biophysical, social and economic elements.

2.4. Exclusions

The guideline should not be viewed as a prescriptive and inflexible document; its intention is to provide guidance on best practice.

3. COMPILATION OF ENVIRONMENTAL MANAGEMENT PLANS

3.1. STEPS IN THE COMPILATION OF AN EMP

It is widely recognized that there is no standard format for EMP_{RS}. The format needs to fit the circumstances in which the EMP_r is being developed and the requirements that it is designed to meet. The level of detail in the EMP_r may vary from a few pages for a project with low project-related environmental risks; to a substantial document for a large-scale complex project with potentially high environmental risks.

The following sections provide minimum information required for inclusion in an EMP:

3.1.1. Project Description and associated activities

Provide a brief summary of the:

- *proposed project and associated construction or operation activities; and*
- *an affected biophysical, social and economic environments.*

In order to place the EMPr in context, a brief summary should be given of the proposed development and associated processes involved in both the construction and operational phases. This should cover project location, layout plans, project phases (eg. design, construction, commissioning, operations and decommissioning), construction activities, operational processes and activities, employment and labour, directly associated infrastructure, and project schedule.

A brief description of the affected environment should also be provided, particularly those elements of the environment that may be impacted upon by the project and which should be included in the monitoring programme. The environment in this context includes the biophysical, economic and social components.

3.1.2. Legal requirements

Identify legislations, standards and guidelines and associated permits or licences that apply to the activity and are related to the management activities specified in the EMPr.

The approval of lessee applications may be subject to compliance with other environmental legislation, such as legislation related to: water; air quality; hazardous substances; storage, transport and disposal of waste; occupational health and safety; traffic and transportation; cultural and heritage resources; and noise **(Additional permits required to achieve compliance of the project)**.

Compliance with environmental legal requirements is an essential project consideration and therefore needs attention in the EMPr. Failure to meet legal environmental requirements could result in the lessee agreement being withdrawn and effectively result in operations having to cease until such non-compliances are addressed.

3.1.3. Summary of impacts associated with the proposed activity

Summarise the predicted negative and positive impacts associated with the proposed activity, particularly those presenting those medium to high significance

A summary should be provided of the predicted positive and negative impacts associated with the construction activities, operational processes and decommissioning processes. The impacts should then be linked to management actions (i.e. mitigation of negative impacts or enhancement of positive impacts).

3.1.4. Institutional arrangements: roles and responsibilities

Clearly define the responsibilities for management actions contained in the EMPr and clarify arrangements for coordination among the role-players involved in the implementation.

The roles and responsibilities of the key parties involved in the implementation of the EMP (in particular, the management actions and monitoring requirements). A flow diagram should be included showing responsibilities and communication channels. Where specific EMPr responsibilities are assigned to Contractors or Sub-contractors, these must be clearly stipulated. The EMPr must specify responsibilities for the range of actions specified in the EMPr.

3.1.5. Implementation programme

Present the objectives to be achieved through the EMPr and the management actions that need to be implemented to mitigate negative impacts and enhance the benefits of the activities. Monitoring criteria/targets and timeframes must be clearly defined.

Management actions are actions that are feasible, practical and cost-effective, and need to be implemented into order to achieve the objectives described above. These actions are based on the mitigation and enhancement actions identified. The EMPr must specify a programme for implementing the management actions, including: who, when and how; as well as what resources should be allocated. Enhancing the positive impacts of a project is often overlooked, and it is important that the EMPr contains clear actions in this regard.

3.1.6. Training and environmental awareness

Specify the requirements in terms of training and environmental awareness for all site and other personnel to ensure that management actions contained in the EMPr are implemented effectively and efficiently.

Training is essential for ensuring that the EMPr provisions are implemented efficiently and effectively. Training needs should be identified based on the available and existing capacity of site and other personnel to undertake the required EMPr management actions and monitoring activities. It is vital that all personnel are adequately trained to perform their designated tasks to an acceptable standard.

In addition to training, general environmental awareness must be fostered among the project's workforce to encourage the implementation of environmentally sound practices throughout its duration. This ensures that environmental accidents are minimized and environmental compliance maximized. Environmental awareness could be fostered in the following manner:

- Induction for all workers on site, before commencing work on site;
- Refresher courses as and when required; and
- Daily toolbox talks at the start of each day with all workers coming on site, where workers might be alerted to particular environmental concerns associated with their tasks for that day or the area/habitat in which they are working.

4. CONCLUSION

The guideline for EMPs describes the envisaged scope and content of an EMP, covering both the preparation and implementation stages of an EMP process, as well as the roles of key stakeholders associated with EMPs. It must be emphasized that these criteria are intended to provide minimum requirements for each and every EMP and to guide the compilation of such. So every lessee is advised to take the contents of this document into consideration to ease processing and reviewing the applications.

5. REFERENCES

Department of Environmental Affairs & Tourism (DEAT). 2004b. *Environmental Management Plans, Integrated Environmental Management Information Series 12*. Department of Environmental Affairs and Tourism, Pretoria.