

## **ENVIRONMENTAL MANAGEMENT PLAN GUIDELINES FOR PORT USERS & TENANTS**

### **INTRODUCTION**

An Environmental Management Plan (EMP) is a tool that can be used to provide the assurance that an organization or entity is aware of the environmental impacts that arise from its operations and has developed plans to mitigate negative impacts. The EMP provides a description of the methods and procedures for mitigating and monitoring impacts. The EMP also contains environmental objectives and targets that the organization or entity needs to achieve in order to reduce or eliminate negative impacts. An EMP, coupled with proper implementation and monitoring, may result in improved environmental performance.

### **PURPOSE**

This document aims to provide an introduction on the purpose, objectives, and content of EMPs. EMPs must outline the environmental impacts resulting from operations, the proposed mitigation measures as well as the roles and responsibilities associated with implementation of the EMP. An EMP should also take into consideration the legal obligations related to the organization or entity's operations.

### **EMP GUIDELINES**

There is no universally accepted standard format for EMPs, however the format needs to be fit for the intended purpose. Circumstances in which the EMP is being developed and the requirements that it is designed to meet. These guidelines aim to provide guidance to all Port users and Tenants operating with Port Limits in developing environmental management plans that speak to their specific operations.

According to the World Bank (1999) EMP should contain the following components

An overview of the responsibilities of the organization/entity relating to environmental management policies and guidelines.

1. A summary of the predicted positive and negative impacts associated with operations
2. The environmental management objectives and targets to enhance the benefits and minimize adverse environmental impacts.

3. A detailed description of the actions required to achieve the objectives including how by whom, by when what resources are required, and what monitoring measures will be implemented.
4. Clearly outline the roles and responsibilities, communication, and reporting processes required for the implementation of the EMP. The EMP must specify responsibilities for the range of actions specified in the EMP.
5. Address applicable legislative requirements for operations

Compliance with environmental legal requirements is an essential aspect of the EMP as the relevant legal requirements must consider the requirements of national, provincial, or local government. Failure to meet legal environmental requirements could result in severe environmental degradation and or transgressions with penalties.

### **EMP IMPLEMENTATION**

Training and environmental awareness are key to the effective implementation of the EMP. All personnel must be trained on the requirements of the EMP and made to fully understand their specific roles and responsibilities. This can result in the reduction of environmental incidents and may improve environmental compliance. This can be achieved through conducting induction for all new employees, scheduling regular awareness sessions, conducting daily toolbox talks, newsflashes, emails, and other applicable internal communication methods.

### **SUBMISSION OF EMP TO TNPA**

The EMP must be submitted for Approval to TNPA 30 days prior to the commencement of the Lease Agreement

### **SUGGESTED EMP CONTENT (not limited to)**

- A. Name of the Organisation/ Entity
- B. Detailed description/scope of the operations of the organization/ entity, this must include equipment and method statements.
- C. Location of business operations within port limits

- D. A detailed list of positive and negative impacts associated with operations with suitable controls and mitigation measures in relation to natural resources e.g., waste, water resources, land, air quality, plants, and animals (where applicable)
- E. Specific mechanisms for achieving compliance with national, provincial, and local legislation (including municipal by-laws)
- F. Environmental Monitoring programme
- G. A List of Environmental Permits, licenses, and authorizations specific to business operations within the Port
- H. Environmental Incident Management protocol
- I. Environmental Awareness Programme designed for employees
- J. Roles and responsibilities for specific actions associated with the implementation mitigation, monitoring, and performance assessment of the EMP

*Note: It is highly recommended that the Environmental Management Plan be compiled by a qualified Environmental Management Practitioner.*

## **REFERENCES**

1. DEAT (2004) Environmental Management Plans, Integrated Environmental Management, Information Series 12, Department of Environmental Affairs and Tourism (DEAT)
2. Lochner, P. 2005. Guideline for Environmental Management Plans. CSIR Report No ENV-S-C 2005-053 H. Republic of South Africa, Provincial Government of the Western Cape, Department of Environmental Affairs & Development Planning, Cape Town.
3. World Bank (1999) Environmental Management Plans, Environmental Assessment Sourcebook Update, November 25. Environment Department, World Bank, Washington D.C.