

Dust generating activity inspection checklist

| Inspection details |
|---|
| Site name |
| Location |
| Date of inspection |
| Time of inspection |
| Attendees at inspection (council and site personnel) |

| Checklist item | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| General | | | |
| Are responsible personnel at the site? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| What are the activities being carried out on site? (select all that apply): | | | |
| • Land clearing and earthworks related to excavation and compaction activities | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Operation of heavy machinery and related equipment for earthmoving and construction (excavators, bulldozers, front-end loaders, cranes, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Erecting structures using steel, concrete, brick, glass, timber and other materials | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Mechanical activities including grinding, hammering, drilling, grit blasting and demolition | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Transport of materials and product onto and off site | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Movement of vehicles along roadways and paths, in and out of the site and within the site, together with any establishment and maintenance of the roadways (e.g. grading) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Metal joining and finishing, including welding, brazing, soldering and other techniques | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Stockpiling of materials, transfer through chutes and loading onto trucks | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Application of surface coatings and finishes using paints and adhesives | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Preparing and maintaining the site | | | |
| Are machinery and dust causing activities located away from receptors, as far as is possible? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Have solid screens or barriers been erected around dusty activities or the site boundary that are at least as high as any stockpiles on site? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Checklist item | Yes | No | N/A |
|--|--------------------------|--------------------------|--------------------------|
| Are there windbreaks? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If yes, are the wind breaks fully maintained? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If not, can temporary windbreaks be established? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is site runoff of water or mud avoided? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are site fencing, barriers and scaffolding kept clean? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are seed or fence stockpiles covered, seeded or fenced to prevent wind whipping? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Have exposed areas/soil stockpiles been stabilised? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are sand and other aggregates stored in bunded areas? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Site management | | | |
| Is there a stakeholder communications plan? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are staff trained and aware of their responsibilities? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is an air quality management plan in place? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the site tidy and free of excessive quantities of refuse and debris? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all dust and air quality complaints recorded (e.g. in accordance with licence conditions), including identification of the cause? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Following any complaints (if any), have appropriate measures been taken in a timely manner to reduce the emissions, and have these measures been recorded? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Have any exceptional air quality events been recorded in the past week, either regional events (e.g. a bushfire or dust storm) or site-specific events (e.g. a high-wind event)? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Has action been taken to resolve the air quality event? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Has the site management taken adequate precautions with respect to hazardous materials management, including wastes such as paints, solvents, lubricating oil? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operations | | | |
| Are enclosed chutes, conveyors and covered skips used where applicable? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are drop heights minimised from conveyors, loading shovels, hoppers and other loading or handling equipment? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are fine water sprays used on conveyors, loading shovels, hoppers and other loading or handling equipment? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| Checklist item | Yes | No | N/A |
|--|--------------------------|--------------------------|--------------------------|
| Is equipment readily available on site to clean any dry spillages? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operating vehicle/machinery and sustainable travel | | | |
| Do vehicles switch off engines when stationary? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are diesel- or petrol-powered generators avoided on site? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is mains electricity or battery powered equipment used where practicable? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are maximum-speed limits imposed and signposted on site? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Monitoring | | | |
| Is any air quality monitoring undertaken at the site? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all monitors functional and operating correctly? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Do the air monitoring results indicate a problem? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are daily on-site and off-site dust inspections undertaken, where receptors (including roads) are nearby? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are inspection or monitoring results available to view? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Dust suppression | | | |
| Are earthmoving and excavation activities managed so as to reduce dust emissions as far as practicable? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are water carts or water sprays used on unsealed roads? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are chemical dust suppressants used on unsealed roads? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are water sprays used on other areas? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are dust suppression techniques used when conducting cutting, grinding or sawing? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Spray painting and sand or grit blasting | | | |
| Have control measures been considered for these activities (e.g. timing for sand blasting or spray painting)? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Has wind direction and the proximity of sensitive land uses been considered when conducting these activities? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are all stockpiled materials (e.g. sand, cement) contained, covered or able to be wetted down? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Track out | | | |
| Are water-assisted dust sweeper(s) used on access and local roads, to remove any material tracked out of the site? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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|---|--------------------------|--------------------------|--------------------------|
| Are vehicles entering and leaving the site covered to prevent escape of materials during transport? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there a wheel washing system or rumble grids in place for vehicles that are leaving the site? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is dirty water replaced regularly in the wheel wash? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there hard-surfaced road between the wheel wash facility and the site exit? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are access gates located at least 10 m from receptors? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Notes: m = metres; N/A = not applicable