

Internal Environmental Management System Outline

| Components | |
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| Environmental Approvals | Copies of Environmental Compliance Approvals as signed by the Ministry of Environment and Climate Change |
| Emissions Monitoring | Outlines the type and location for all facilities with emissions monitoring as required as a condition of the Environmental Compliance Approval(s). Includes emergency control procedures for emission control equipment. |
| Emissions Reporting | Description for types of reporting required by Environment Canada or the Ministry of Environment and Climate Change for each facility. Procedures describing the methodology for calculating emissions. |
| Addressing Environmental Complaints | Program outlining how complaints received from the public and agencies. Program also outlines method and time requirement to notify the Ministry of the Environment and Climate Change and identifying possible causes of the complaints. |
| Dust Management Program | Procedures and documents outlining sources of dust at each site and methodology of limiting and controlling fugitive dust emissions. |
| Waste Management & Handling | Methods for handling and storing waste on site and includes when it must be removed and which vendors are approved to remove wastes. |
| Spill Management & Response | Identifies spill clean up equipment and methodology for containing and handling various types of spills that may occur on sites. Describes information required to report spill to Ministry of Environmental and Climate Change when required. |
| Asset Management | Information regarding environmental assets such as storage tanks, inspection records and installation dates. |
| Record Retention | Program outlining the types of records required as conditions outlined in the Environmental Compliance Approval. |