

[ LONG FORM ]

# Environmental Investigation Report

Project		Person involved	
Incident field report number		Date of incident	
Nature of incident	<input type="radio"/> Critical (Significant effects beyond boundary)	<input type="radio"/> Serious (Significant effects within the site)	<input type="radio"/> Minor

## Incident causes

Speak with those involved to gain accurate information on the circumstances causing the incident.

In your opinion, which of the following elements contributed to the incident? Considerations may include:

- Project planning
- Task planning
- Communication
- Supervision
- Training

Please note if the equipment was sourced externally or from the Plant Yard

## Incident causes (cont')

## Project Environmental Controls

Verify the following actions or procedures have been implemented on the project:

- Environmental information included in Work Plans and JSEA's and discussed with the work teams
- Toolbox talks include site environmental topics relevant to the tasks performed
- Project induction includes a section on project environmental procedures and controls
- There is adequate training for operators in environmental controls
- Subcontractors are adequately briefed prior to work starts (as relevant)
- Regular site environmental inspections take place, are recorded and corrective actions closed out
- JobSafe entry complete



**Additional information** (use additional paper if required)

Investigation completed by: ..... Date:.....

Project Manager:..... Date:.....

**Comments**

**Copy** (as appropriate)

- |   |  |
|---|--|
| <input type="radio"/> Project Manager   | <input type="radio"/> Construction Manager                         |
| <input type="radio"/> Project Supervisor  | <input type="radio"/> Project Engineer                             |
| <input type="radio"/> Project Environmental Manager/Representative              | <input type="radio"/> FCE or BPC Operations Manager                |
| <input type="radio"/> FCE or BPC Environmental Manager                          | <input type="radio"/> Regulatory Authority (as required, identify) |
| <input type="radio"/> Client or Client's Representative (as required, identify) | <input type="radio"/> Project File                                 |