



SITE EMS DAY DIARY

RECORD THE FOLLOWING	YES	NO	NOTES BELOW
Site diary, Duty of care, Environmental Monitoring Records kept secure in site office			
Fabric of existing buildings and hard standing areas in good condition			
Site lighting in working condition			
End of week walk over survey – All of the following in good condition? Hard Surfacing, drainage structures, and buildings. (note any silting or blockages)			
Any rejected loads of wastes identified as being outside of the permit (record any)			
☆ Any escapes of dust , fibres or particulate likely to pollute neighbours? (record any results of visual monitoring)			
☆ Any noise complaints? If yes record actions taken			
Any spillages of materials onto highway? If yes, record actions taken			
☆ Daily inspection of perimeter . Any litter escapes? If yes, retrieve within 24 hours and record below			
OTHER SIGNIFICANT EVENTS TO BE RECORDED			
Plant breakdowns and maintenance			
Emergencies – such as fire or major infrastructure problems			
Site inspections (including inspection of bunding and tanks)			
Damage to security provision and action taken			
Spillages of materials and action taken			
Daily weather conditions – record below			
Dispatch of records			
New Complaints received today and recorded in complaints log			

WEATHER	Wind strength & direction	
CONDITIONS	Sunny, dry, showers, rain, snow	

NOTES (continue overleaf if required)

DATE	
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