

# INTEGRATED MANAGEMENT SYSTEM

Our Integrated Management System (IMS) is the framework of processes and procedures used to ensure we can fulfill all tasks required to achieve our objectives. Occupational health and safety, environmental and quality issues are fundamental to the business success of the Company. It is Company policy that our health and safety, environmental, and quality, systems are integrated to facilitate best practice in all facets of our business.

Our IMS is based on the requirements of our permits at each site; ISO 14001:2015 the International Standard for environmental management systems; ISO 9001:2015 the International Standard for quality management systems; OHSAS 18001:2007 Specification for Occupational Health and Safety Management systems and PAS99:2012 Publically Available Specification of common management system requirements as a framework for integration. The procedures and documents within our IMS surpass the requirement of a Health and Safety at Work policy as required by The Health and Safety at Work etc Act 1974

**ISO 14001:** specifies the requirements for an environmental management system (EMS), which provides a framework for Augean to control the environmental impacts of its activities, products and services, and continually improve its environmental performance. This international standard applies to those environmental aspects which Augean can control and over which it can be expected to have an influence. It does not state specific environmental performance criteria.

Implementation of, and certification to, ISO14001 is a legal requirement of Augean's environmental permits at each operational site. A failure to meet the requirements of the standard could therefore have a significant impact on the Company's business.

**ISO 9001:** sets out the requirements of a quality management system and is based on a number of (quality management) principles including a strong customer focus, the motivation and implication of top management, the process approach and continual improvement. The standard requires all documentation to be controlled and have a date of issue and version number to ensure that a procedure or work instruction that is being followed for example, is the latest, or current, version which in turn supports OSHAS 18001.

**BS OHSAS 18001 (being replaced by ISO 45001 in 2021):** By meeting the requirements of this standard, Augean can demonstrate that health and safety risks are being managed properly through the development and implementation of procedures; work instructions; risk assessments; and training as required by the underpinning legislation. An additional benefit to the Company is a reduction in the risk of business disruption, injury to its personnel and others working on Augean's behalf, and a reduction in possible fines as the potential for accidents and incidents is significantly reduced.

## RELEVANT IMS PROCEDURES

Project	Reference
Acceptance and Storage of NORM at treatment facilities	NORM 3
Acceptance of waste	ECP02
Acceptance of Waste	TTP 02
Acidity & Alkalinity (Quick Method)	TTLab WI 08
Acidity of effluent (long method)	TTLab WI 06
Acidity of effluent (short method)	TTLab WI 05
AGM Operation	WI 007
AGM2 Operation and Maintenance Manual	WI 013
Alkalinity of (effluent) liquid samples	TTLab WI 07
ANSS/GDF operations	WRP 01
Auditing	CPP05
Authorisation and Competence to Operate Mobile Plant	CPP42
Booking Confirmation (Guide)	IG 12
Business Manual	BM01
Carriage of Samples	CPP41
Chemical Oxygen Demand	TTLab WI 02
Cleaning of building lights	WI 011
Collecting containerised waste from customer site	TRA P06
Communication	CPP13
Compatibility testing and bulking operations	TTP 08
Complaints	CPP14
Conditions for acceptance of NORM waste	NORM 1
Confined Space Entry - ITD Drum	WI 006
Confined Space Entry - Working in	OPP04
Container crushing and shredding	TTP 09
Containerised storage of incompatible materials	IG06
Contractors and Agency Staff - Control of	CPP17
COSHH	CPP08
Customer Account Set Up, invoicing and credit control	CPP35
Customer Care Policy	CPP12
Dealing with spillages on customer sites - Overarching	CPP43
Decanting and cleaning of NORM waste containers	NORM 7
Disabled Persons	CPP31
Display Screen Equipment	CPP24
Disposal of residue from ITD	IG07
Documents - control of	CPP03
Drill Cutting Handling Operations	PC P03
Drivers Handbook	
Driving at Work	CPP38
Driving in windy conditions in curtain sided vehicles	WI 019
Driving Licenses	TRA P02
Electrical safety	CPP25
Emergencies - responding to out of hours	CPP39
Emergency and Incident Plan	PC01
Emergency and Pollution Preparedness and Response	CPP04

Project	Reference
Emergency Plan	PC01
Entering and exiting vehicle cabs	WI 017
Environmental - Regulatory Register	BM03
Environmental Aspects - Port Clarence & WaRP	BMS05
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Environmental Aspects Identification and Assessment	CPP02
Fire Marshall	WI 014
Fire Safety	CPP21
First Aid	CPP22
Flash Point	TTLab WI 01
Fugitive emission control	ECP 04
Fugitive emission control	TTP 06
Full Quotations (Guide)	IG 11
Guidance for tanker drivers and industrial services staff	WI 029
Hand Arm Vibration Risk Assessment	CPP45
Handling thefts or unaccounted losses	CPP37
Health and Safety - Regulatory Register	BM02
Health Surveillance	CPP23
High Consequenced Dangerous Goods - Plant Security	IG04
High Consequenced Dangerous Goods - Office	IG05
Incident Investigation	CPP20
Indicative Quotations (Guide)	IG 10
Inspections for Plant and Work Equipment	OPP02
ITD - Preacceptance of Waste	IG03
ITD Operation	ITD 04
ITD Shutdown	ITD 05
ITD Start Up	ITD 02
ITD Start up - PDP	ITD 02a
ITD Start up - Soil	ITD 02b
Laboratory Smalls	TTP 07
Loading the Drill Cuttings Bunker	WI 012
Local Rules– Ionising Radiations Regulations 2017	PC 05
Lone Working	CPP32
Maintenance of regulatory register and evaluation of compliance	CPP01
Management of Augean Incumbency Operations	CPP44
Management of Change - overarching	CPP11
Management of change - permanent	WI 001
Management of Change - Temporary	WI 002
Management Review	CPP06
Manual Handling	CPP26
Mechanical and Low Voltage Isolation	OPP06
Metals (Semi-quantitative)	TTLab WI 09
New and expectant mothers	CPP33
Noise Control	CPP28
Nonconforming waste Loads, quarantine and rejection	ECP03
Non-Conforming waste, quarantine and rejection	TTP 03
Non-Conforming Works and Improvement Procedure	CPP46

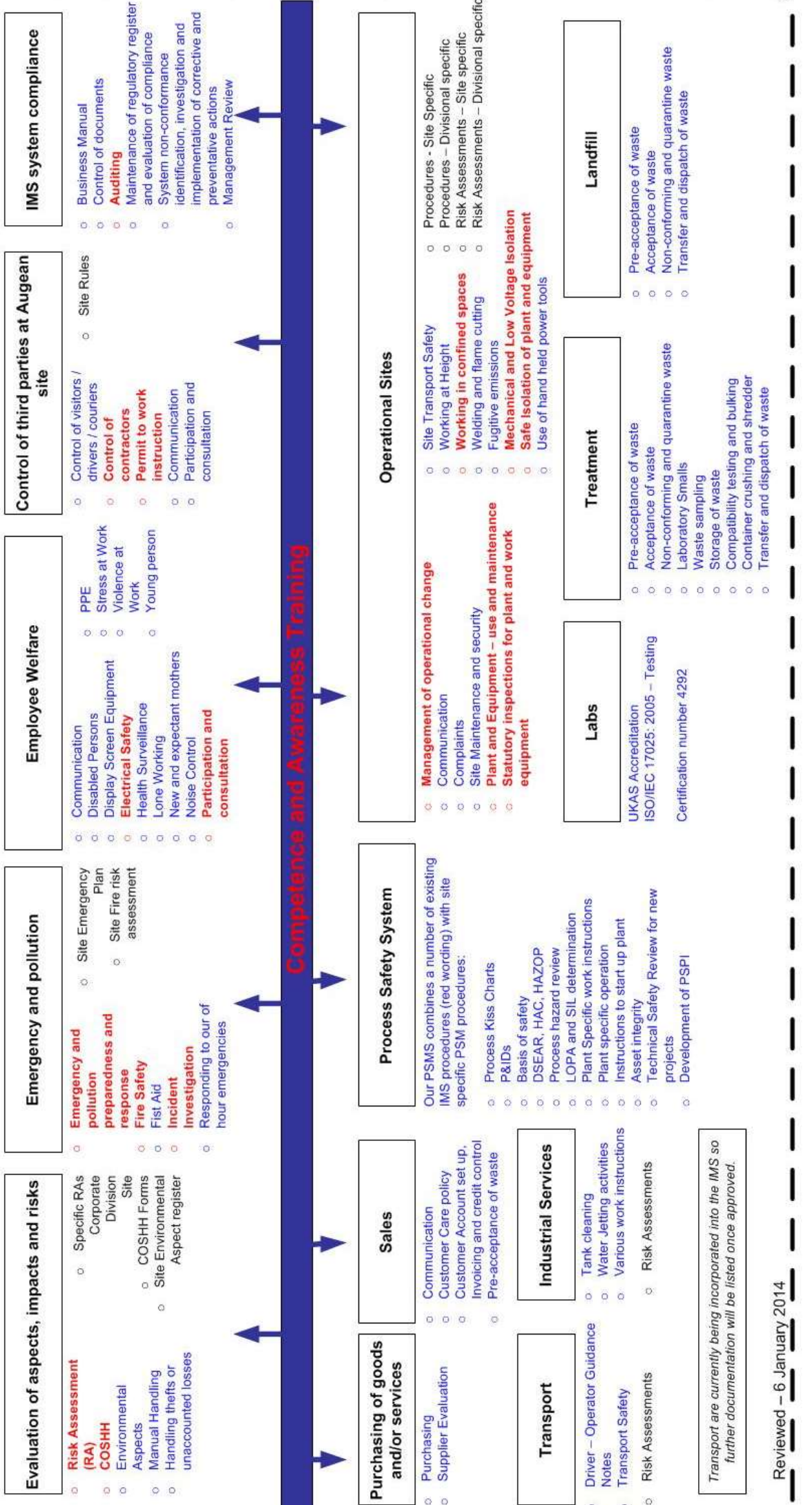
Project	Reference
Norm - Monitoring Protocol	NORM 8
NORM Decanting	WI 024
Oil Content	TTLab WI 03
Opening and closing curtains on curtainsiders	WI 016
Participation and Consultation	CPP15
Permit to work	CPP19
Personal Protective Equipment	CPP27
pH of a sample	TTLab WI 04
Phenol, ammonia, formaldehyde & hypochlorite	TTLab WI 11
Plant maintenance - use and maintenance	OPP01
PPC Leachate Pipework Inspection	PC10
Preacceptance and acceptance of Hi-Pods	TTP 10
Preacceptance of NORM waste at treatment sites	NORM 2
Preacceptance of waste	ECP 01
Preacceptance of Waste	TTP 01
Prevention of falls from road tankers and trucks	IG08
Purchasing and Evaluation of Suppliers	CPP36
Quarantine of NORM waste at treatment facilities	NORM 4
Removal of the discharge box and belows	WI 008
Risk Assessment	CPP07
Safe Isolation of Plant and Equipment	OPP05
Sales Order Process	CPP 18
Sample reception and management	CBP42
Sampling of Waste	IG01
Security of dangerous goods - advice to drivers	WI 018
Semi-quantitative Determination of ammonium (60 - 170mg/l ammonium)	TTLab WI 59
Semi-quantitative Determination of chromium(0.03-1.0mg/l chromium)	TTLab WI 55
Semi-quantitative Determination of chromium(0.1-2.0mg/l tin)	TTLab WI 56
Semi-quantitative Determination of copper(0.1-8.0mg/l tin)	TTLab WI 57
Semi-quantitative Determination of nickel (0.1 – 6.0 mg/l nickel)	TTLab WI 61
Semi-quantitative Determination of phenol (5-50 & 20-200mg/l phenol)	TTLab WI 54
Semi-quantitative Determination of sulphate (4- -150mg/l sulphate)	TTLab WI 58
Semi-quantitative Determination of sulphide (0.1 – 2.0 mg/l sulphide)	TTLab WI 60
Semi-quantitative Determination of Zinc (0.2 – 6.0mg/l Zn)	TTLab WI 53
Settleable solids	TTLab WI 13
Site Maintenance and security	OPP03
Site Rules - Drivers	PC P02
Site Rules - Drivers	PC 02
Site Rules - Visitors and Contractors	PC P02
Site Rules - Visitors and Contractors	PC 02
Specific Gravity	TTLab WI 14
Stabilisation of NORM Waste	NORM 5
Staying Alive - Life Saving Rules	EG-JA
Storage	TTP 04
Strapping and unstrapping loads	WI 015
Stress at Work	CPP34
Supply of transport equipment	TRA P05

Project	Reference
Suspended Solids in Effluents and Waste Materials	TTLab WI 12
System non-conformance identification, investigation and implementation of corrective and preventative actions	CPP10
Tachographs	TRA P01
Tank Farm Batching	PC P04
Tank Farm Plant Instruction	WI 023
Technical Enquiry Form - explained	IG
Traffic Management	WI 027
Training - Competence and Awareness	CPP09
Transfer and Dispatch of waste	OPP07
Transport Bookings	TRA P04
Trimming of ITD drum using hydraulic jack	WI 009
Use of hand held power tools	OPP11
Use of Personal Dosemeters	NORM 6
Vehicle Maintenance	TRA P03
Violence at Work	CPP29
Visitors - Control of	CPP16
Waste Sampling	TTP 05
Waste Stock Management	WI 030
Waste Storage for stabilisation	STP02
Water bowser (filling, use etc)	ECP 05
Welding and flame cutting	OPP08
Working at Height	OPP09
Working with sewage	IG02
Workplace Transport Safety	OPP10
Young persons	CPP30



# Integrated Management System (IMS)

**Regulatory Registers – Health and Safety / Environmental**



- Evaluation of aspects, impacts and risks**
- o **Risk Assessment (RA)**
  - o **COSHH** Environmental
  - o Aspects
    - o Manual Handling
    - o Handling thefts or unaccounted losses
  - o Specific RAs
    - o Corporate Division
    - o Site
    - o COSHH Forms
    - o Site Environmental Aspect register

- Emergency and pollution**
- o **Emergency and pollution preparedness and response**
  - o **Fire Safety**
  - o **Fist Aid**
  - o **Incident Investigation**
  - o Responding to our of hour emergencies
  - o Site Emergency Plan
  - o Site Fire risk assessment

- Employee Welfare**
- o Communication
  - o Disabled Persons
  - o Display Screen Equipment
  - o **Electrical Safety**
  - o Health Surveillance
  - o Lone Working
  - o New and expectant mothers
  - o Noise Control
  - o **Participation and consultation**
  - o PPE
  - o Stress at Work
  - o Violence at Work
  - o Young person

- Control of third parties at Augean site**
- o Control of visitors / drivers / couriers
  - o **Control of contractors**
  - o **Permit to work instruction**
  - o Communication
  - o Participation and consultation
  - o Site Rules

- IMS system compliance**
- o Business Manual
  - o Control of documents
  - o **Auditing**
  - o Maintenance of regulatory register and evaluation of compliance
  - o System non-conformance identification, investigation and implementation of corrective and preventative actions
  - o Management Review

- Purchasing of goods and/or services**
- o Purchasing
  - o Supplier Evaluation
  - o Communication
  - o Customer Care policy
  - o Customer Account set up, Invoicing and credit control
  - o Pre-acceptance of waste

- Sales**
- o Communication
  - o Customer Care policy
  - o Customer Account set up, Invoicing and credit control
  - o Pre-acceptance of waste

- Process Safety System**
- Our PSMS combines a number of existing IMS procedures (red wording) with site specific PSM procedures:
- o Process Kiss Charts
  - o P&IDs
  - o Basis of safety
  - o DSEAR, HAC, HAZOP
  - o Process hazard review
  - o LOPA and SIL determination
  - o Plant specific work instructions
  - o Plant specific operation
  - o Instructions to start up plant
  - o Asset integrity
  - o Technical Safety Review for new projects
  - o Development of PSP1

- Operational Sites**
- o **Management of operational change**
  - o Communication
  - o Complaints
  - o Site Maintenance and security
  - o **Plant and Equipment – use and maintenance**
  - o **Statutory inspections for plant and work equipment**
  - o Site Transport Safety
  - o Working at Height
  - o **Working in confined spaces**
  - o Welding and flame cutting
  - o Fugitive emissions
  - o **Mechanical and Low Voltage Isolation**
  - o **Safe isolation of plant and equipment**
  - o Use of hand held power tools

- Transport**
- o Driver – Operator Guidance Notes
  - o Transport Safety
  - o Risk Assessments

- Industrial Services**
- o Tank cleaning
  - o Water Jetting activities
  - o Various work instructions
  - o Risk Assessments

- Labs**
- o UKAS Accreditation ISO/IEC 17025: 2005 – Testing
  - o Certification number 4292

- Treatment**
- o Pre-acceptance of waste
  - o Acceptance of waste
  - o Non-conforming and quarantine waste
  - o Laboratory Smalls
  - o Waste sampling
  - o Storage of waste
  - o Compatibility testing and bulking
  - o Container crushing and shredder
  - o Transfer and dispatch of waste

- Landfill**
- o Pre-acceptance of waste
  - o Acceptance of waste
  - o Non-conforming and quarantine waste
  - o Transfer and dispatch of waste

*Transport are currently being incorporated into the IMS so further documentation will be listed once approved.*