



# Motor Trade Association of SA Environmental Fact Sheet

## RISK MANAGEMENT

### Environmental Risk Management

the *Environment Protection Act 1993* (SA) requires everyone to take all reasonable steps to prevent pollution.

### Plan for emergencies

An emergency response plan for your business is a reasonable step to preventing pollution and minimising environmental risks.

The plan should identify all potential environmental risks associated with your sites activities and offer clear procedures about dealing with each risk.

Potential environmental risks could include chemical spills, malfunction of equipment, fire or flood.

### Setting up an emergency plan

To set up an emergency plan:

- Use a site map to indicate plans and display for staff to see
- Organise a list of contact numbers and display these next to the phones in your office and workshop
- Outline who is responsible for coordinating your emergency response
- Obtain the material safety data sheets for all the dangerous substances on site

### Training staff

Once you have an emergency plan in place you should train and encourage staff to familiarise themselves with the emergency procedures. Include these procedures in the induction of the new employees.

Ensure staff understand how to use all equipment such as fire extinguishers and spill clean up kits.

### Review the emergency plan

Review and test the plan regularly to ensure it complies with regulations and to allow for any changes to your business site or activities.

Check emergency equipment regularly, it is only useful if it is maintained and in working order.

### If an emergency occurs

Take prompt action to control the situation. Serious environmental incidents should be reported to the local Council and the EPA as soon as possible.

EPA emergency team 1800 100 833

### Any questions call the MTA

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**The Green Stamp Plus Programme is a joint initiative of MTA-SA and the Australian Government Department of the Environment, Water, Heritage and the Arts.**



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