

These tables set out the operational controls required to achieve the objectives and targets set out in Environmental Program 13 Cultural Heritage Management.

BBA will, as a minimum, implement the control activities and performance measures set out below.

Table OCO 13.1 Cultural Heritage Management

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Ref.	Subject	Reference	Control Activity	Responsibility	Timing	Performance Measure	Audit Check
<b>INDUCTION AND TRAINING</b>							
1.	Design Consultant briefing	CEMP 10	The Design Consultants will be briefed on the design aspects of this Control Document	Design Director	Prior to start of design.	Briefing record	
2.	Project and site induction	CEMP 13	All employees, consultants and subcontractors involved will be inducted into the environmental aspects and controls related to this Control Document.	Construction Director or Project Manager, as applicable Start up Manager for Early Works	Prior to personnel commencing work on site	Induction records	
3.	Staff Construction Environmental Management Plan induction	CEMP 13	All relevant staff will be inducted into the requirements of the Construction Environmental Management Plan and all associated documents.	Construction Director or Project Manager, as applicable	Prior to staff commencing work on site	Induction records	

**OPERATIONAL CONTROLS 13 CULTURAL HERITAGE MANAGEMENT**

Ref.	Subject	Reference	Control Activity	Responsibility	Timing	Performance Measure	Audit Check
4.	Awareness training	CEMP 13 CEMP 14 LU1, Part 3, Sect 2, 2AH2.1, pg 94, (Seq pg 107) LU3, Part 3, AH2.1, pg 42, (Seq pg 281) LU4, Part 3, AH2.1, pg 46, (Seq pg 335) AR1, 2, pg 3, (Seq pg 437) AR1, 2, pg 14, (Seq pg 448)	Conduct awareness instruction of relevant BBA staff, contractors and field personnel. Objectives of Cultural Heritage Management awareness training include: <ul style="list-style-type: none"> <li>Matters requiring protection.</li> <li>Risk of encountering unexpected matters.</li> <li>Regular visual inspection/monitoring of ground to detect Aboriginal relics or historic heritage items</li> <li>The locations of Aboriginal heritage items should not be disclosed to anyone outside the BBA Alliance without the approval of the BBA Environmental Manager.</li> </ul>	Project Manager	As per Training Plan	Training records	
5.	Briefings	CEMP 13 CEMP 14	Environmental briefings will emphasize site-specific control requirements.	General Superintendent	Prior to working in a specific area	Record of Briefing. (eg SEP Briefing)	
<b>PRE-CONSTRUCTION</b>							
6.	Aboriginal and historic heritage surveys	AR1 6	Pre-construction surveys for sites of Aboriginal and historic heritage significance must be conducted on all areas not previously surveyed by suitably qualified persons. Provide results to DTAE.	Environmental Manager	Survey conducted and report submitted prior to construction commencement within that area	Survey report	
7.	Establish photo points	Project Reference	Establish photo points for monitoring sites where significant values have been identified, and where these significant values will be retained and protected.	Environmental Manager	Prior to vegetation clearing commencing.	Sites identified	

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Ref.	Subject	Reference	Control Activity	Responsibility	Timing	Performance Measure	Audit Check
8.	Delineate all construction areas	Project Reference	Inspect the easement and identify all construction areas, access tracks, car parks and other infrastructure and delineate them with flagging tape (other flagging options will include delineator rope or electric fencing tape).	Environmental Manager	Prior to vegetation clearing commencing	Sites delineated	
9.	Identify sensitive areas	Project Reference	Identify from available documentation, maps and plans, all construction areas and their respective land use and significance cultural values. Aboriginal and Historic heritage sites should be avoided, where practicable.	Environmental Manager	Prior to vegetation clearing commencing	Sites identified	
10.	Delineate sensitive areas	LU1, Part 3, Sect 2, 2HH5.2, pg 97, (Seq pg 110) LU3, Part 3, HH2.3, pg 45, (Seq pg 284)	Delineate all sensitive areas (including Aboriginal and historic heritage) that are to be retained and protected with proximity to construction areas with flagging tape (other flagging options will include delineator rope or electric fencing tape)	Environmental Manager	Prior to vegetation clearing commencing	Sites delineated	
11.	Identify sensitive sites	Project Reference	Identify areas requiring further investigative work for Aboriginal Heritage and engage consultants (to be approved by the Director National Parks and Wildlife) to undertake this work. Areas include: TASI 9896; the Coulsons Ck to Station Ck area;, the Dune to Coastal; Aboriginal heritage objects requiring relocation; areas not assessed as part of the original investigation; and areas identified for roads, site yards and associated infrastructure that have not yet been investigated for Aboriginal heritage.	Environmental Manager	Prior to vegetation clearing commencing	Sites identified and consultants engaged	

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Ref.	Subject	Reference	Control Activity	Responsibility	Timing	Performance Measure	Audit Check
12.	Blasting buffers	LU1, Part 3, Sect 2, HH1.2, pg 96, (Seq pg 109) LU3, Part 3, HH1.2, pg 45, (Seq pg 284)	Specific management measures will be prepared if blasting activities are to occur within 50 metres of historic cultural heritage places (including details of peak particle velocity limits being used) and these will be included in SEPs as relevant	General Superintendent	Prior to blasting within 50 m of a historic cultural heritage place	Blasting management measures on SEP	
<b>CONSTRUCTION</b>							
<b>Minimisation of disturbance</b>							
13.	Remain within construction boundaries	Project Reference	All construction activities and materials will remain within the delineated construction boundaries.	General Superintendent	Ongoing	Monthly report	
14.	TASI9896	DIIS	An Aboriginal Heritage Officer will be present during works in the vicinity of the ridge top that contains TASI9896.	General Superintendent	During works in that area	Construction records	
<b>Earthworks and stripping vegetation</b>							

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Ref.	Subject	Reference	Control Activity	Responsibility	Timing	Performance Measure	Audit Check
15.	Further investigative work – Aboriginal heritage	<p>Project Reference</p> <p>LU1, Part 3, Sect 2, 2AH4.1, pg 95, (Seq pg 108)</p> <p>LU1, Part 3, Sect 2, 2AH5.1, pg 95, (Seq pg 108)</p> <p>LU2, Part 3, AH2.1, pg 21, (Seq pg 235)</p> <p>LU3, Part 3, AH4.1, pg 42, (Seq pg 281)</p> <p>LU4, Part 3, AH4.1, pg 47, (Seq pg 336)</p>	<p>Ensure that clearing activities in areas identified for further investigative work are undertaken in accordance with instructions of the consultant engaged to undertake work.</p> <p>Interference with a site for the purpose of undertaking controlled archaeological excavation and/or removal of any Aboriginal heritage relics must be undertaken or supervised by an Aboriginal heritage specialist approved by the Director of National Parks and Wildlife. See BBA-ENP-1000-1400-0013-B-01 Cultural Heritage Management for quality standards.</p>	General Superintendent	Ongoing	Monthly report	

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Ref.	Subject	Reference	Control Activity	Responsibility	Timing	Performance Measure	Audit Check
16.	Uncovering of previously unknown relics	<p>LU1, Part 3, Sect 2, 2AH3.1, pg 94, (Seq pg 107)</p> <p>LU3, Part 3, AH3.1, pg 42, (Seq pg 281)</p> <p>LU4, Part 3, AH3.1, pg 46. (Seq pg 335)</p> <p>AR1, 8, pg 3, (Seq pg 437)</p>	<p>In the event that further sites are located:</p> <p>Procedure to be followed in the event that further Aboriginal heritage relics are located during clearing and construction activities are:</p> <ul style="list-style-type: none"> <li>(a) cease works immediately within 100 m of the site;</li> <li>(b) contact the Aboriginal Heritage Office within 24 hours;</li> <li>(c) assess the characteristics, condition and values of the relics using suitably qualified specialists;</li> <li>(d) arrange a field inspection with staff from the Aboriginal Heritage Office, if necessary, to identify regulatory implications and options for dealing with the Aboriginal heritage relic;</li> <li>(e) engage with the Tasmanian Aboriginal Land and Sea Council on assessment and management options, as required; and</li> <li>(f) depending on the regulatory options, determine appropriate actions with regard to the continuation of works, including, as appropriate, approval of a permitted action in writing by the Minister, on the recommendation of the Director.</li> </ul>	General Superintendent	Ongoing	Findings report	

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Ref.	Subject	Reference	Control Activity	Responsibility	Timing	Performance Measure	Audit Check
17.	Uncovering of previously unknown terrestrial, underwater or maritime historic cultural heritage places	LU1, Part 3, Sect 2, 2HH2.1, pg 97. (Seq pg 110)	<p>In the event that additional terrestrial, underwater or maritime historic cultural heritage places are located during construction activities the following procedure will be implemented:</p> <p>Procedure to be followed in the event that further sites of Historic heritage significance are located during construction activities:</p> <ul style="list-style-type: none"> <li>(a) cease works immediately within 100 m of the site;</li> <li>(b) notify the director NPWS within 24 hours;</li> <li>(c) assess the significance of the place utilising an appropriately qualified specialist;</li> <li>(d) determine appropriate actions with regard to continuation of works; and</li> <li>(e) construction activities must not recommence until written approval is received from the director NPWS.</li> <li>(f)</li> </ul>	General Superintendent	Ongoing	Findings report	
<b>INCIDENTS</b>							

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Ref.	Subject	Reference	Control Activity	Responsibility	Timing	Performance Measure	Audit Check
18.	Potential environmental harm	CEMP incident response procedures	<p>Class 1: <i>An actual adverse effect on the health or safety of human beings that is of a high impact or on a wide scale; an actual adverse effect on the environment that is of a high impact or on a wide scale; an actual loss or property damage of an amount, or amounts in aggregate, exceeding ten times the threshold amount (\$5,000); an environmental nuisance of a high impact or on a wide scale; an actual adverse effect on the health or safety of human beings that is not negligible; an actual adverse effect on the environment that is not negligible - cease relevant activities across all sites until the problem is fully understood and rectified; follow incident response procedures</i></p> <p>Class 2: <i>The emission of a pollutant that unreasonably interferes with, or is likely to unreasonably interfere with, a person's enjoyment of the environment; any emission specified in an environment protection policy to be an environmental nuisance; an actual loss or property damage of an amount, or amounts in aggregate, exceeding the threshold amount (\$5,000) - cease relevant activities at the site of occurrence until the problem is rectified; follow incident response procedures</i></p>	Environmental Manager	Ongoing	Incident response records	

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Ref.	Subject	Reference	Control Activity	Responsibility	Timing	Performance Measure	Audit Check
19.	Potential permit breach	CEMP incident response procedures	<p>Class A: <i>A permit condition has been breached and either the environmental consequences are significant or the breach is due to a wilful or negligent failure to attempt to satisfy the condition – cease relevant activities across all sites until the problem is fully understood and rectified; follow incident response procedures</i></p> <p>Class B: <i>A permit condition has been technically breached but the intent of the condition has been or will be achieved and environmental consequences of the breach are not significant – cease relevant activities at the site of occurrence until the problem rectified; follow incident response procedures</i></p> <p>Class C: <i>Compliance with the permit has been raised as an issue but the intent and requirements established by the permit condition have been met – examine the significance and potential for corrective action; follow incident response procedures</i></p>	Environmental Manager	Ongoing	Incident response records	
<b>EVALUATING PERFORMANCE</b>							
20.	Inspections	CEMP 16	Inspect the condition of protection and control measures and arrange maintenance, as required.	Site Environmental Officer	Daily	Weekly checklist	
21.	Photo record	Project Reference	Assess and record (including photos at established photo points) areas disturbed during construction that are to be rehabilitated.	Site Environmental Officer	Monthly	Inspection records	

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Ref.	Subject	Reference	Control Activity	Responsibility	Timing	Performance Measure	Audit Check
22.	Reporting	CEMP 17	Report on the implementation of this EP in the environmental section of the monthly Project Report.	Environmental Manager	Ongoing	Monthly report	
23.	Assess monitoring results	CEMP 19	Evaluate and assess monitoring results against specified targets.	Environmental Manager	Ongoing	Reports	
24.	Corrective action	CEMP 19	Take corrective action, where required.	Project Manager	As required	Action taken	

**Revision Status**

Revision	Date	Revision Description	Prepared	Reviewed	Approved
A0	3 May 2007	Draft for BBA review	SW		
A1	9 May 2007	Draft for DTAE review	IW		
B0	22 October 2007	Revised for submission to DTAE following auditor's comments	IW	JD	JC
B1	25 January 2008	Revised following comments from DTAE/Heritage Tasmania	SW	JD	CF