

APPENDIX B

Sample Template Form

Appendix B-1 Data Sheet for TSP Monitoring

| | | |
|--|----------------------------|--|
| Monitoring Location | | |
| Details of Location | | |
| Sampler Identification | | |
| Date & Time of Sampling | | |
| Elapsed-time Meter Reading | Start (min.) | |
| | Stop (min.) | |
| Total Sampling Time (min.) | | |
| Weather Conditions | | |
| Site Conditions | | |
| Initial Flow Rate, Qsi | Pi (mmHg) | |
| | Ti (°C) | |
| | Hi (in.) | |
| | Qsi (Std. m ³) | |
| Final Flow Rate, Qsf | Pf (mmHg) | |
| | Tf (°C) | |
| | Hf (in.) | |
| | Qsf (Std. m ³) | |
| Average Flow Rate (Std. m ³) | | |
| Total Volume (Std. m ³) | | |
| Filter Identification No. | | |
| Initial Wt. of Filter (g) | | |
| Final Wt. of Filter (g) | | |
| Measured TSP Level (µg/m ³) | | |

| | <u>Name & Designation</u> | <u>Signature</u> | <u>Date</u> |
|--------------------|-------------------------------|------------------|-------------|
| Field Operator : | _____ | _____ | _____ |
| Laboratory Staff : | _____ | _____ | _____ |
| Checked By : | _____ | _____ | _____ |

Appendix B-2A Construction Noise Monitoring Field Record Sheet

| | | |
|--|-------------------------|--|
| Monitoring Location | | |
| Description of Location | | |
| Date of Monitoring | | |
| Measurement Start Time | (hh:mm) | |
| Measurement Time Length | (min.) | |
| Noise Meter Model/Identification | | |
| Calibrator Model/Identification | | |
| Measurement Results | L ₉₀ (dB(A)) | |
| | L ₁₀ (dB(A)) | |
| | Leq (dB(A)) | |
| Major Construction Noise Source(s) During Monitoring | | |
| Other Noise Source(s) During Monitoring | | |
| Remarks | | |

Name & Designation Signature Date

Recorded By : _____

Checked By : _____

Appendix B-2B Operational Stage Traffic Noise Monitoring – Field Survey Record Sheet

General

| | |
|--|------------------------------|
| Monitoring location/Reference No. | |
| Person-in-charge | |
| Date and Day of monitoring | |
| Measurement time | From to |
| Description of location (incl. floor level) (attach plan separately) | |
| Microphone position | |

Weather Conditions

| | |
|--------------------------------|--|
| Weather conditions | |
| Temperature (°C) | |
| Wind speed (ms ⁻¹) | |

Equipment

| Instrument | Type | Serial No. | Setting |
|-------------------|------|------------|---------|
| Sound level meter | | | |
| Calibrator | | | |
| | | | |

Calibration

| | |
|---------------------|--------------------|
| Before measurement: | After measurement: |
|---------------------|--------------------|

Raw Data

| Time | Traffic data* | | | | Noise level (30 min) | | | | Average speed kph a/b c/d # |
|------|---------------|----|----------|----|----------------------|-----------------|-----------------|------------------|-----------------------------------|
| | Near side | | Far side | | dB(A) | | | | |
| | LV | HV | LV | HV | L ₁₀ | L ₉₀ | L _{eq} | L _{max} | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

Note: LV - light vehicle (i.e. private car, motorcycle, taxis and van)
 HV - heavy vehicle (i.e. other than LV)
 * - traffic count for a duration of 15 minutes
 # - a/b|c/d = near side LV/near side HV | far side LV/far side HV

Appendix B-2B Operational Stage Traffic Noise Monitoring – Field Survey Record Sheet (cont'd)

Others

| | |
|--|--|
| Mitigation measures in place near measurement location | |
| Other noise source(s) during monitoring | |
| Remarks | |

Personnel

| | Name | Designation | Signature | Date |
|-------------|------|-------------|-----------|------|
| Recorded by | | | | |
| Checked by | | | | |

Appendix B-3 Water Quality Monitoring Data Record Sheet – Field Measurement

| | | | | |
|----------------------------------|---------------------|---------|--------|--------|
| Location | | | | |
| Date | | | | |
| Start Time (hh:mm) | | | | |
| Weather | | | | |
| Sea Conditions | | | | |
| Tidal Mode | | | | |
| Water Depth (m) | | | | |
| Monitoring Depth | | Surface | Middle | Bottom |
| PH | | | | |
| Salinity (mg/l) | | | | |
| Temperature (°C) | | | | |
| DO Saturation (%) | | | | |
| DO (mg/l) | | | | |
| Turbidity (NTU) | | | | |
| SS Sample Identification | | | | |
| SS (mg/l) | | | | |
| TBT Sample Identification | | | | |
| TBT (µg/L) | | | | |
| Observed Construction Activities | <200m from location | | | |
| | >200m from location | | | |
| Other Observations | | | | |

Name & Designation

Signature

Date

Recorded By : _____

Checked By : _____

Note: The SS results are to be filled up once they are available from the laboratory.

Appendix B-4 Site Inspection Proforma

Ref: _____

| Date | Location | Req't Ref.* | Observation/Deficiency | Mitigation Action** (Responsible Agency) | Date*** of Confirmation |
|------|----------|-------------|------------------------|---|-------------------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
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| | | | | | |
| | | | | | |

* EIA Ref/EM&A Log Ref/Design Document Ref/Environmental Protection Contract Clause
 ** Specific Environmental Mitigation Measures should be stated, such as, equipment, processes, systems, practices or technologies.
 *** The required completion date to confirm the specified Environmental Protection Action

This Proforma is an Environmental Protection Instruction for: _____ on _____

Signed by Environmental Team Leader: _____ Date: _____

Copy to Independent Environmental Checker

Appendix B-5 Proactive Environmental Protection Proforma

Ref:

| Ref* | Proposed Construction Method** | Location/ Working Period | Anticipated Impacts | Recommended Mitigation Measures |
|------|--------------------------------|-----------------------------|---------------------|---------------------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

* EIA Ref/EM&A Log Ref/Design Document Ref

** Details of equipment, vehicles, plants, processes, technologies for the option of construction method

Reviewed by Environmental Team Leader: _____

Date: _____

Approved by Independent Environmental Checker: _____

Date: _____

Appendix B-6 Regulatory Compliance Proforma

Ref: _____

| Ref* | Environmental License/Permit* | Control Area/Facility/Location | Effective Date |
|-------------|--------------------------------------|---------------------------------------|-----------------------|
| | | | |
| | | | |
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* *Name of Applicant, Business Corporation, relevant regulation and remark of license/permit conditions*

** *File reference of the licensee/permittee*

Reviewed by Environmental Team Leader: _____

Date: _____

Signed by Independent Environmental Checker: _____

Date: _____

Appendix B-7 Complaint Log

Ref: _____

| Log Ref | Date/Location | Complainant / Date of Contact | Details of Complaint | Investigation/Mitigation Action | File Closed |
|----------------|----------------------|--|-----------------------------|--|--------------------|
| | | | | | |
| | | | | | |
| | | | | | |
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| | | | | | |

Filed by Environmental Team Leader: _____

Date: _____

Appendix B-8 Sample Template for Interim Notifications of Environmental Quality Limits Exceedances

Incident Report on Action Level or Limit Level Non-compliance

| | |
|--|--|
| Project | |
| Date | |
| Time | |
| Monitoring Location | |
| Parameter | |
| Action & Limit Levels | |
| Measured Level | |
| Possible reason for Action or Limit Level Non-compliance | |
| Actions taken / to be taken | |
| Remarks | |

Location Plan

Prepared by: _____

Designation: _____

Signature: _____

Date: _____

