Contract No. : EP/SP/52/06 Development of EcoPark in Tuen Mun Area 38

ENVIRONMENTAL MONITORING AND AUDIT MONTHLY EM&A REPORT for

January 2010

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APPROVAL SHEET

DOCUMENT DATE: 31 December 2009	
Prepared and Certified by: ET Leader (Env	vironmental Pioneers & Solutions Limited)
Signature: Miss Patricia Chung	Date:
Verified by: IEC*	Date:

TABLE OF CONTENTS

EX	ECUTIVE SUMMARY	4
1.	BASIC PROJECT INFORMATION	6
2.	SUMMARY OF WORK ACTIVITIES AND CONSTRUCTION STATUS	8
3.	STATUS OF ENVIRONMENTAL PROTECTION AND SITE INSPECTIONS	10
4.	SUMMARY OF ENVIRONMENTAL PERMIT AND LICENCES	24
5.	CUMULATIVE LOG OF COMPLAINTS AND REMEDIAL ACTION	24
6.	CUMULATIVE LOG OF NOTIFICATION OF SUMMONS AND	
	PROSECUTIONS	24
7.	CONCLUSION	24
AP	PENDIX 1 - SITE LAYOUT PLAN	26
AP	PENDIX 2 - THE CONTACT PERSONS, TELEPHONE NUMBERS OF KEY	
	PERSONNEL FOR DEVELOPMENT OF ECOPARK IN TUEN MUN AREA	38
		27
AP	PENDIX 3 – REVISED SITE LAYOUT PLAN FOR REFUSE COLLECTION	
	POINTS	28
AP	PENDIX 4 - ORIGINAL LANDFILL GAS FIELD MEASUREMENT	
	RECORDING SHEETS	29
ΑP	PENDIX 5 – CUMULATIVE LOG OF COMPLAINTS	33

EXECUTIVE SUMMARY

This is the forty-third monthly Environmental Monitoring and Audit (EM&A) Report for the Environmental Protection Department Contract No. EP/SP/52/06 entitled "Development of EcoPark in Tuen Mun Area 38". (Environmental Permit No. EP-226/2005/A).

This report contains the results and findings of site inspection activities and EM&A works carried out by the Environmental Team (ET) of the Works Contractor as required in the contract during January 2010.

The site activities in the reporting period mainly consisted of excavation and site formation works and construction of drainage in Phase II construction site.

Several environmental issues, such as housekeeping issues, several chemical drums were missing drip trays, dust and soil were spread over Roads A and D and the damaged wheel washing machine installed at the construction site entrance, have been identified by ET during weekly site inspections in the reporting month. Contractor has implemented some mitigation measures to address those problems as advised by ET. Some of the measures taken by the contractor were considered as effective to minimize negative impact to the environment. On-going investigation will be carried out to observe performance and effectiveness of those measures. Outstanding environmental items will be inspected in the following month.

Weekly LFG monitoring on point S3 is being carried out in the reporting month. The measurement results from ET shown in Table 3.5 were within Action and Limit Levels in accordance with EM&A manual.

There were no notifications of summons or successful prosecution during January 2010.

Planned activities for February 2010 with regard to development of EcoPark consist of:

- 1) Site formation works,
- 2) Excavation works,
- 3) Road formation works and
- 4) Construction of drainage, sewerage & water mains

1. BASIC PROJECT INFORMATION

1.1 Introduction

This is the forty-third monthly Environmental Monitoring and Audit (EM&A) Report for the Environmental Protection Department Contract No. EP/SP/52/06 entitled "Development of EcoPark in Tuen Mun Area 38". The site layout plan is shown in Appendix 1. The report was prepared by the Environmental Team, Environmental Pioneers & Solutions Limited, of the Works Contractor, Kaden Construction Limited. The report is to be submitted to the Works Contractor, the Engineer and the Environmental Protection Department for the project.

This report presents the results of the environmental monitoring of the project activities conducted during the month of January 2010. This included regular site inspections once per week for verification of implementation of the mitigation measures as recommended in the EM&A Manual and the Contractor's Environmental Management Plan (EMP).

The construction works of Phase I have already commenced in July 2006 and have been completed in November 2008.

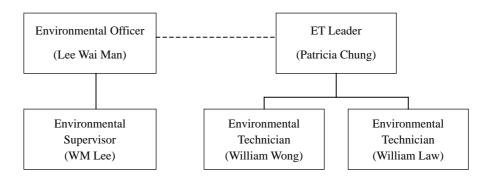
The construction works of Phase II commenced in December 2008 and is anticipated to be completed in April 2010.

The contact person and telephone number of key personnel for the captioned project are shown in Appendix 2.

1.2 Project Organization and Management

The Works Contractor has commissioned Environmental Pioneers & Solutions Limited as the Environmental Team, which comprises the environmental team leader and the environmental technicians to undertake the environmental monitoring and audit work for this project. The project Organization Chart of Environmental Team is shown in Figure 1.1.

Figure 1.1 Organization Chart of Environmental Team



2. SUMMARY OF WORK ACTIVITIES AND CONSTRUCTION STATUS

2.1 Works Undertaken during the Month

A summary of the site installation works in this month, with the information of locations, activities, equipment/materials and dates of occurrence, is provided by the Contractor, as shown in Table 2.1.

Table	Table 2.1 Work Activities for January 2010				
Item	Work Activities & Location	Date of Occurrence			
-	Site formation works	01 January 2010 – 31 January 2010			
2	Excavation works	01 January 2010 – 31			
		January 2010			
3	Road Formation works	01 January 2010 – 31			
		January 2010			
4	Construction of drainage	01 January 2010 – 31			
		January 2010			

	Machineries			
	Equipment/ Plant	Quantity		
1	Mobile Crane	0		
2	Excavator	6		
3	Generator	2		
4	Air Compressor	1		
5	Roller	0		
6	Loader	1		
7	Grab Lorry	0		
8	Crane Lorry	1		
9	Water Truck	1		
10	Dump Truck	1		

Remarks:

- As informed by the Contractor, most equipment is mobile at site subject to work progress.
- Refer to Appendix 1 Site layout plan for location of construction activities.

2.2 Future Key Issues

The Contractor has provided an updated construction program in Table 2.2 to show the planned activities for the coming month (February 2010). The anticipated environmental issues are summarized as follow:

Table	Table 2.2 Construction Program and Anticipated Environmental Issues				
Item	Works		Anticipated Environmental Issues		
		-	Generation of C&D waste; excavated material should be reused as much as practicable.		
		-	Dust may be generated; the wheel washing machine should be in operation.		
1	Site formation works, 1 excavation works & road works		Haul road should be sprayed regularly, by truck or sprinkler.		
		-	Stagnant water should be removed.		
			Mosquito mitigation measures should be implemented.		
		_	Landfill gas monitoring should be carried out.		
2	Construction of drainage, sewerage & water mains	-	Generation of C&D waste; excavated material should be used as much as practicable		
2		-	Dust may be generated; the wheel washing machine should be in operation		

The site inspection schedule for the next month (February 2010) is designated on 5^{th} , 12^{th} , 19^{th} and 26^{th} of February 2010.

3. STATUS OF ENVIRONMENTAL PROTECTION AND SITE INSPECTIONS

3.1 Environmental Site Inspections

Environmental site inspections are required to inspect the construction activities of the Development of EcoPark in order to ensure that appropriate environmental protection and pollution control mitigation measures are properly implemented. Regular site inspections should be carried out by the ET once per week during construction phase.

Outstanding issues at the end of December 2009 includes:

- The automatic wheel washing machine was found to be severely damaged on 18 September 2009. Contractor was reminded to manually wash the vehicles leaving the construction site before automatic wheel washing machine is repaired or replaced. The wheel washing machine shall be repaired by the end of February 2010, tentatively.
- 2) The doors for the chemical waste storage were bent and did not close and lock properly. Contractor was reminded to monitor and maintain the chemical waste storage facilities. This issue is closed on 15 January 2010.
- 3) Road A near construction site exit is covered with dirt and dust. Contractor was reminded to manually wash the vehicles leaving the construction site before the automatic wheel washing machine is repaired or replaced. Tentative closing date is 28 February 2010.
- 4) A power generator and a few drums were found without drip trays. Contractor was reminded to provide proper oil containing facilities for stationary machineries and oil drums, and monitor for any oil leakage. A drip tray is placed for the power generator on 8 January 2010. Tentative closing date is 28 February 2010.
- 5) Machine oil was spread all over a concrete slab of the machine repairing area. Contractor was reminded to have oil and grease collecting facilities in place before proceeding with any major machine repairing work. This issue is closed on 15 January 2010.

Site inspections for Phase II construction site were conducted on 8th, 15th, 22nd and 29th of January 2010.

A detailed checklist of each site inspection together with comments, relevant photos and maps have been filed and kept.

The findings and results of site inspections are provided in Table 3.1:

Table 3.1 Summary of Site Inspections for Phase II construction site during January 2010					
Date	Date Observations Advice from ET Action taken		Closing Date		
11 September 09 to 31 January 10	The automatic wheel washing machine malfunctioned on 11 September and found to be severely damaged on 18 September 2009.	Contractor was reminded to repair the automatic wheel washing machine and instruct workers to properly wash wheels of construction vehicles by hand.			
18 September 09 to 08 January 10	The doors for the chemical waste storage were bent and did not close and lock properly.	Contractor was reminded to monitor and maintain the chemical waste storage facilities and properly to ensure the storage facilities are secured.	Contractor appointed a worker to fix the doors again.	15 January 10 (Please refer to Fig. 1)	
09 October 09 to 31 January 10	Road A near construction site exit is covered with dirt and dust.	Contractor is reminded to manually wash the vehicles leaving the construction site before the automatic wheel washing machine is repaired or replaced.	Contractor reminded to instruct drivers and workers to manually wash wheels of vehicles until further notice.	To be followed in the next reporting month. (Tentative closing date: 28 February 2010)	
11 December 09 to 31 January 10	Roads A and D are covered with dirt and dust.	manually wash the vehicles leaving the construction site before the automatic wheel washing machine is repaired or replaced.	Contractor reminded to instruct drivers and workers to manually wash wheels of vehicles until further notice.	To be followed in the next reporting month. (Tentative closing date: 28 February 2010)	
24 December 09 to 31 January 10	A few oil containers are found near the chemical drum storage cabinet without a drip tray.	Contractor was reminded to place chemical containers on a drip tray or inside the chemical drum storage cabinet immediately after use.	Contractor used drip trays to place used chemical drums.	To be followed in the next reporting month. (Tentative closing date: 28 February 2010)	
11 December 09 to 08 January 10	A pile of waste wood and board was observed in the middle of Lot 9.	to improve the housekeeping practice on site and properly dispose of C&D waste.	Contractor took action to remove and disposed of the pile of wood and board.	15 January 10 (Please refer to Fig. 2)	
24 December 09	A power generator was found without a drip tray.	Contractor was reminded to provide proper oil containing facilities for stationary machineries and monitor for any oil leakage.	Contractor took action to place a drip tray for the power generator.	08 January 10 (Please refer to Fig. 3)	

Table 3.1 Summary of Site Inspections for Phase II construction site during January 2010					
Date	Observations	Advice from ET	Action taken	Closing Date	
to	Muddy water from manual wheel washing was observed to flow into storm drains on Road A.	Contractor was reminded to clean wheels of construction vehicles inside the construction site to prevent muddy water from flowing outside the construction site.	Contractor took immediate action to instruct workers to stop immediately and move the vehicle back into construction site before continue to wash.	15 January 10 (Please refer to Fig. 4)	
18 December 09	Food containers and general waste was scattered in Lot 8.	Contractor was reminded to provide proper rubbish disposal bins for workers and remind workers to maintain proper housekeeping.	Contractor took action to order workers to collect the general waste.	24 December 09 (Please refer to Fig. 5)	
18 December 09 to 08 January 10	Machine oil was spread all over a concrete slab of the machine repairing area.	Contractor was reminded to have oil and grease collecting facilities in place before proceeding with any major machine repairing work. Contractor was also reminded to properly collect and dispose of the contaminated concrete.	Contractor took action to remove the contaminated concrete slab.	15 January 2010 (Please refer to Fig. 6)	
31 December 09 08 January 10	The connecting pipe on a water pump is cracked and water is spilled on the surrounding walls, resulting mud collected in the excavation pit.	Contractor was reminded to treat accumulated water properly to meet requirements specified in the issued discharge license, if appropriate.	Contractor took action to replace the cracked pipe and constructed a soak away point to treat the muddy water in the excavation pit.	15 January 2010 (Please refer to Fig. 7)	
•		Contractor was reminded to re-install hoardings and wraps to prevent dirt and dust being brought outside of the construction site by wind.		To be followed in the next reporting month. (Tentative closing date: 28 February 2010)	
15 January 10	Oil leakage on ground was found all around the machine workshop	Contractor was reminded to have oil and grease collecting facilities in place before proceeding with any major machine repairing work. Contractor was also reminded to properly collect and dispose of the contaminated concrete.	Contractor took action to remove the contaminated concrete and soil.	22 January 2010 (Please refer to Fig. 8)	

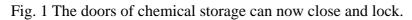




Fig. 2 Piles of waste wood and boards were temporality stored at centralized collection location for further disposal from the site.



Fig. 3 A drip tray was placed for the power generator.



Fig. 4 Muddy water from wheel washing no longer flow into the storm drains.



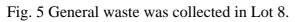




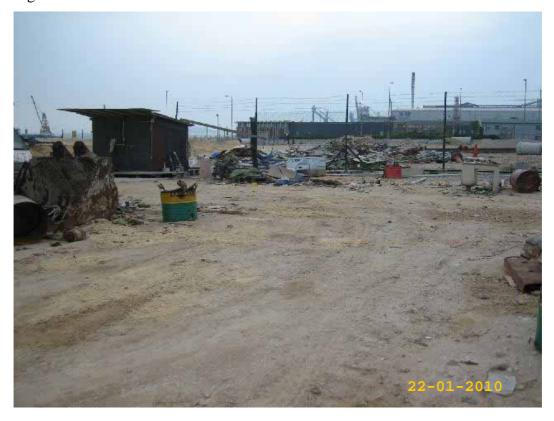
Fig. 6 Contaminated concrete slab was removed.



Fig. 7 Soak away point was constructed to treat the muddy water in the excavation pit.



Fig. 8 Contaminated concrete and soil was removed.



3.2 Air Dust

Excavation work is being carried out in Phase II construction site. Dust problem may be arisen when stockpiles of excavated materials are not enclosed, covered or dampened during dry or windy conditions. Dust suppression measures such as water spraying have been observed in the reporting month.

As observed during inspection in the reporting month, many of the stockpile materials have been used for backfilling. Contractor was reminded to continue routine dust suppression measures such as regular water spraying on site.

3.3 Noise

The major noise source was vehicle movement and machinery in the EcoPark. Since the nearby NSRs were remote, the noise impact was minimal. There was no specific observation noted regarding noise issue. The Contractor has obtained the Construction Noise Permit on 19 Jan 2010 and it will be expire on 18 Jul 2010.

3.4 Surface Water Quality

Since there was no water discharge at manhole, the Contractor removed the silt curtain installed at discharge point on 4 April 2007, as agreed by the Engineer's Representative. Muddy water was observed at discharge point for Phase I construction site on 14 August 2009. The contractor was reminded to consider using a slit curtain if the discharge continues. As informed by Engineer's Representative, there was no direct water discharge at manhole in Phase II construction site. No muddy water discharge is expected.

Chemical toilets (1 nos.) have been provided in Phase II construction site by a licensed contractor, of which sewage generated is collected every three to five days without causing contamination on surface water. The Effluent Discharge License was issued to

the Contractor on 20 November 2006.

The temporary storage tank was used to store the effluent of aerobic wastewater treatment system and the stored effluent was pumped away regularly. As checked by the ET, there was no effluent discharge into the storm water drain. To avoid any sewage overflow, frequent checking is required after the commencement of Phase II construction works.

The automatic wheel washing machine was found to be severely damaged on 18 September 2009. Contractor was reminded to manually wash the vehicles leaving the construction site before automatic wheel washing machine is repaired or replaced. ET will continue to monitor in the coming month on this issue. Contractor shall repair the damaged automatic wheel washing machine by February 2010.

Road A near waterfront was covered with dirt and dust, due to construction vehicles using the exit without any wheel washing facilities. Contractor was reminded to properly fence off the site entrances and exits without any wheel washing facilities.

Several chemical drums were found without drip trays. Contractor was reminded to provide drip trays for stationary machineries and chemical containers or store the chemical containers in the proper storage area immediately after use.

3.5 Visual and Landscape Impact

Hoarding was erected at the site egress and aligned along the site boundary along Lung Mun Road. Hoardings were specially designed to be movable for future re-use in other locations.

3.6 Waste / Chemical Waste

The Contractor implemented visual inspection and distributed flyers/ notices to ensure all dump trucks have mechanical covers closed when leaving EcoPark site.

Separate waste collection bins were made available for collecting aluminum cans, waste paper and plastic bottles etc. The Contractor has provided the revised site layout plan for refuse collection points as shown in Appendix 3.

Waste dumpsters were used for the collection and storage of general waste. Temporary storage areas for waste metals and waste tires were established in Phase I construction site. For Phase II construction site, a designated refuse collection point has been established and location is shown in Appendix 3.

Excavated materials are reused as back-fill material to balance cut and fill and hence reduce the generation of materials. Surplus materials are returned to stock in centralized area with suitable protective measures. The Contractor was reminded to comply with the requirements and conditions for disposal at public fill facility and all oversized aggregates should be crushed to less than 250mm before delivering to the public fill.

Materials are recycled and re-used at site as much as practicable to minimize waste generation. Timbers are recycled to make temporary tools and assess ladders etc. Excavated rocks, concrete and asphalts are stored for future re-use in land formation and structural construction etc.

Registered waste collectors will be arranged to collect and transport the wastes whenever necessary.

Table 3.4 provides a summary table of waste disposal in January 2010. The Contractor has been reminded to keep good record at site in order to have a clear presentation of waste disposal.

Table 3.4 Summary of Waste Disposal in January 2010					
Type of Waste	Disposal Site	Quantity	Remarks		
General Waste	WENT Landfill	22 tonnes	-		
Inert C&D Material	Public Fill Facility	0 tonnes	-		

3.7 Landfill Gas

Measurement results are summarized in Table 3.5. All results are within the Action / Limit Levels in accordance with the EM&A Manual, as shown in Table 3.6.

Table 3.5 Summary of LFG Measurement for January 2010						
Sampling Location	Date of Measurement	Sampling Time	Weather Condition	Methane (CH ₄) %LEL	Carbon Dioxide (CO ₂) %LEL	Oxygen (O ₂)
	1	1		T	T	
S 3	8 January 10	11:32	Overcast	0.00%	0.00%	21.6
S 3	15 January 10	11:21	Sunny	0.00%	0.00%	21.2
S3	22 January 10	11:24	Overcast	0.00%	0.00%	21.0
S 3	29 January 10	11:07	Sunny	0.00%	0.00%	21.0
	•			•		

Table 3.6 Ac	ction Levels, Limit Levels and	Event and Action Plan for LFG (From EM&A	
Manual)			
Parameter	Level	Action	
Oxygen	Action Level < 19% O ₂	Ventilate trench/ void to restore O ₂ to >19%	
	Limit Level < 18% O ₂	Stop works	
		Evacuate personnel/prohibit entry	
		Increase ventilation to restore O_2 to > 19%	
Methane	Action Level >10% LEL	Post "No Smoking" signs	
(CH ₄)		Prohibit hot works	
, ,		Increase ventilation to restore CH ₄ to <10%	
		LEL	
	Limit Level >20% LEL	Stop works	
		Evacuate personnel/prohibit entry	
		Increase ventilation to restore CH ₄ to <10%	
		LEL	
Carbon	Action Level >0.5% CO ₂	Ventilate to restore CO ₂ to < 0.5%	
Dioxide	Limit Level >1.5% CO ₂	Stop works	
(CO_2)		Evacuate personnel/prohibit entry	
		Increase ventilation to restore CO ₂ to < 0.5%	

4. SUMMARY OF ENVIRONMENTAL PERMIT AND LICENCES

ET has checked with the Contractor for the status of all environmental permits and licenses for this project as at January 2010, which is summarized in Table 4.1. ET will follow the application process of the outstanding permits / licenses and will provide suitable assistance whenever appropriate.

Table 4.1 Summary of Environmental Permits/Licences						
Description	License / Permit No.#	Date of Issue	Date of Expiry	Status/Remarks		
Environmental Permit	EP-226/2005/A	9-Sept-2005		Issued		
Registration of Waste Producer	5111-421-K2869-02	27-Jul-2006		Issued		
Construction Noise Permit	GW-RW0012-10	19-Jan-2010	18-Jul-2010	Issued		
Effluent Discharge Licence	EP760/421/011762/I	20-Nov-2006	1-Dec-2011	Issued		

5. CUMULATIVE LOG OF COMPLAINTS AND REMEDIAL ACTION

The cumulative log of complaints is referred in Appendix 5.

6. CUMULATIVE LOG OF NOTIFICATION OF SUMMONS AND PROSECUTIONS

No notification of summons and no prosecutions occurred during January 2010.

7. CONCLUSION

There is no summon nor prosecutions reported during January 2010.

Several environmental issues, such as the housekeeping issues, several chemical drums were missing drip trays, dust and soil were spread over Roads A and D and the damaged wheel washing machine installed at the construction site entrance, have been identified by ET during weekly site inspections in the reporting month. Contractor has implemented some mitigation measures to address those problems as advised by ET. Some of the measures taken by the contractor were considered as effective to minimize negative impact to the environment. On-going investigation will be carried out to

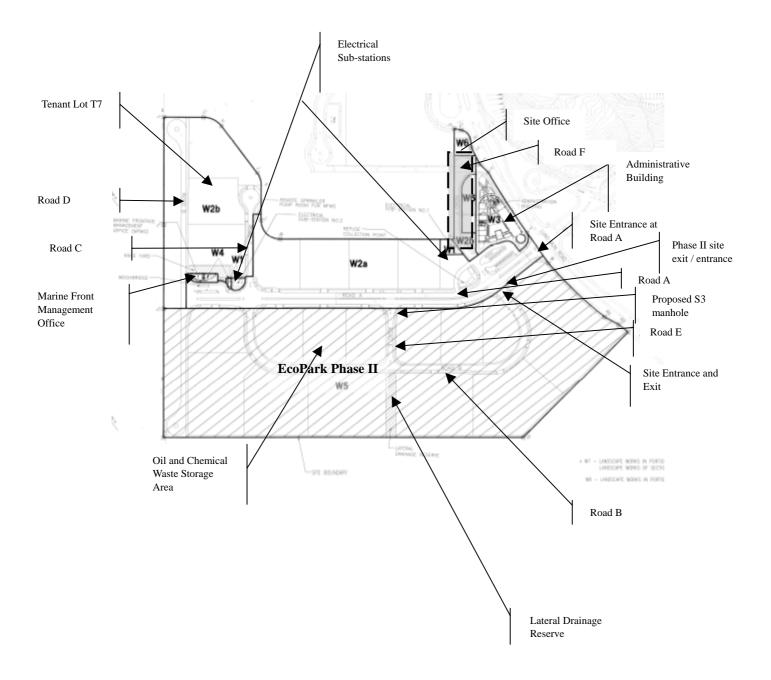
observe performance and effectiveness of those measures. Outstanding environmental items will be inspected in the following month.

The Contractor has been using the waste management and record system including allocation of waste storage areas and the trip ticket system as proposed in the Environmental Management Plan.

Weekly LFG monitoring on point S3 is being carried out in the reporting month. The measurement results from ET shown in Table 3.5 were within Action and Limit Levels in accordance with EM&A manual.

The ET will continue to implement the environmental monitoring & audit programme in accordance with the EM&A Manual and Environmental Permit requirement.

APPENDIX 1 - SITE LAYOUT PLAN



APPENDIX 2 - THE CONTACT PERSONS, TELEPHONE NUMBERS OF KEY PERSONNEL FOR DEVELOPMENT OF ECOPARK IN TUEN MUN AREA 38

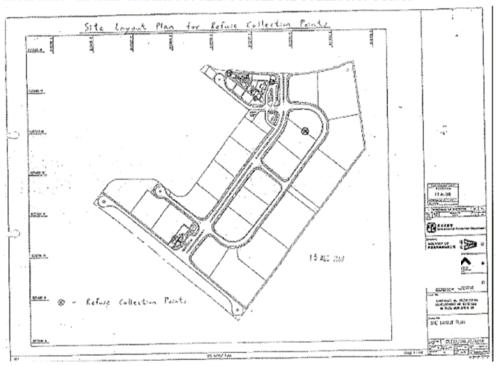
Company/Department	Name	Position	Telephone	
		Independent		
Scott Wilson Ltd.	Harold Insley	Environmental	2410 3858	
		Checker		
Scott Wilson Ltd.	Mr. Andy	Resident	6111 9703	
Scott Wilson Ltd.	Cheung	Engineer	0111 9703	
Scott Wilson Ltd.	Mr. T W Wong	Inspector	6111 9705	
	14 H 14 D 1	Project	9193 8680	
Kaden Construction Limited	Mr. K M Book	Manager		
Kaden Construction Limited	Mr. Stephen	Section Agent	9071 7657	
Raden Construction Limited	Leung	Section Agent		
Environmental Pioneers & Solutions	Miss. Patricia	Environmental	2965 0888	
Limited	Chung	Team Leader	2903 0000	
Environmental Pioneers & Solutions	Mr. William	Environmental	2965 0818	
Limited	Wong	Technician	2903 0818	
Environmental Pioneers & Solutions	Mr. William	Environmental	2965 0882	
Limited	Law	Technician	2903 0882	

APPENDIX 3 – REVISED SITE LAYOUT PLAN FOR REFUSE COLLECTION POINTS

Development of EcoPark in Tuen Mun Area 38

Contract No. EP/SP/52/06 EM&A Report No. 30 (December 2008)

APPENDIX 3 - REVISED SITE LAYOUT PLAN FOR REFUSE COLLECTION POINTS



19

APPENDIX 4 - ORIGINAL LANDFILL GAS FIELD MEASUREMENT RECORDING SHEETS

Environmental Pioneers and Solutions Limited

Contract No.: EP/SP/52/06 - Development of EcoPark in Tuen Mun Area 38

Landfill Gas Monitoring - Field Measurement Recording Sheet

Date of Monitoring:

Weather condition:

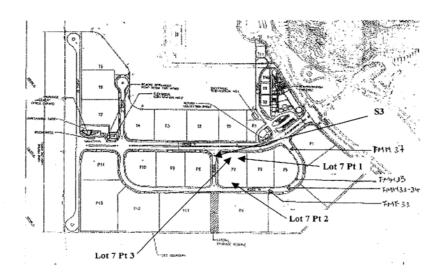
Monitoring performed by:

William (Aw)

Monitoring instrument:

Instruments	Model: GEM 2000	Last calibration:	03 April 2009
Instruments	S/N: GM-08793106	Next calibration:	02 April 2010

				Results		
Location	Time	Methane (CH ₄) %	Carbon Dioxide (CO ₂) %	Oxygen (O ₂) %	Bal. Gas %	Baro. Pressure %
S3	11:32	60.0	00-0	21-6	78.4	30.16



Environmental Pioneers and Solutions Limited

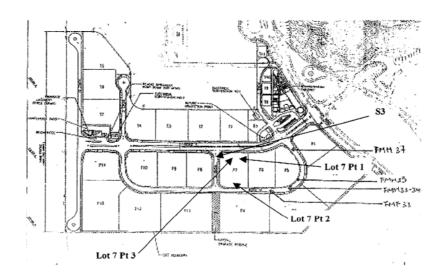
Contract No.: EP/SP/52/06 - Development of EcoPark in Tuen Mun Area 38

Landfill Gas Monitoring - Field Measurement Recording Sheet

Monitoring instrument:

	Model: GEM 2000	Last calibration:	03 April 2009
Instruments	S/N: GM-08793106	Next calibration:	02 April 2010

Location				Results		
	Time	Methane (CH ₄) %	Carbon Dioxide (CO ₂) %	Oxygen (O ₂) %	Bal. Gas %	Baro. Pressure %
S3	11:21	00-0	00.0	21.2	78.8	30.23



Environmental Pioneers and Solutions Limited

Contract No.: EP/SP/52/06 - Development of EcoPark in Tuen Mun Area 38

<u>Landfill Gas Monitoring - Field Measurement Recording Sheet</u>

Date of Monitoring: 22 Jan 2010

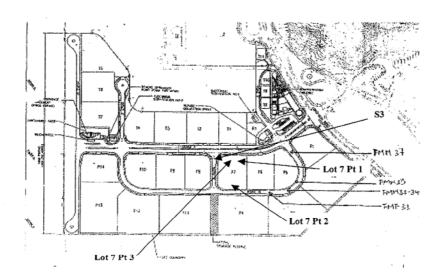
Weather condition: 0ver(ast

Monitoring performed by: Chung Ret Sugar

Monitoring instrument:

	Model: GEM 2000	Last calibration:	03 April 2009
Instruments	S/N: GM-08793106	Next calibration:	02 April 2010

				Results		
Location	Time	Methane (CH ₄) %	Carbon Dioxide (CO ₂) %	Oxygen (O ₂) %	Bal. Gas %	Baro. Pressure %
S3	1124	00.0	0.00	21.0	78.9	30.16



Environmental Pioneers and Solutions Limited

Contract No.: EP/SP/52/06 - Development of EcoPark in Tuen Mun Area 38

Landfill Gas Monitoring - Field Measurement Recording Sheet

Date of Monitoring: 29 Jan 2010

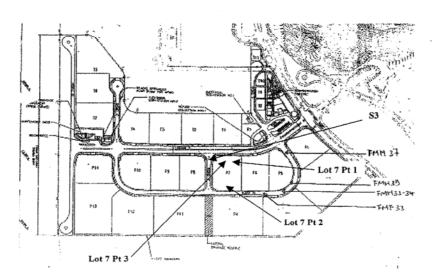
Weather condition: Sunny

Monitoring performed by: Chung Rui Suon

Monitoring	instrument:	

_	Model: GEM 2000	Last calibration:	03 April 2009
Instruments	S/N: GM-08793106	Next calibration:	02 April 2010

				Results		
Location	Time	Methane (CH ₄) %	Carbon Dioxide (CO ₂) %	Oxygen (O ₂) %	Bal. Gas %	Baro. Pressure %
S3	1107	00,0	00.0	21.0	78.9	30.12



APPENDIX 5 – CUMULATIVE LOG OF COMPLAINTS

CUMULATIVE LOG OF COMPLAINTS

Environmental Parameters	No. of Outstanding Complaints	_	Cumulative no. of complaints received since the commencement of project
Air	0	0	2
Noise	0	0	0
Water	0	0	0
Waste	0	0	0
Total	0	0	2

DETAILS OF COMPLAINTS AND REMEDIAL ACTIONS

Log Ref.	Date of Compliant received	Location	Complainant /Date	Details of Complaint	Investigation /Mitigation Action	Investigated by/ Date
-	-	-	-	-	-	-