

## Appendix 16.1

### Sample Template for Interim Notification

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 :