

**APPENDIX 13A
SAMPLE TEMPLATE FOR INTERIM NOTIFICATION**

Sample Template for Interim Notification 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: _____