

BEST PRACTICE MANAGEMENT	YES	NO
42 Has the licence or registration been viewed by the CEO or highest managing authority of the Licensee or registered body?	YES	NO
43 Does the Licensee or registered body have an Environmental Landfill policy?	YES	NO
44 If yes to Q 43, does the policy provide a framework for setting environmental objectives and/or targets?	YES	NO
45 Has the Licensee or registered body prepared a comprehensive Environmental Management Plan for this landfill site?	YES	NO
46 Has an environmental manager/coordinator been appointed for this landfill in writing?	YES	NO
47 Is there a specific budget for environmental management and improvement for this landfill?	YES	NO
48 Are the landfill managers and landfill attendants/contractors fully informed of their legislative obligations and liabilities?	YES	NO
49 Is environmental training provided by all employees at this facility in accordance with the Code of Practice, Rural Landfill Management	YES	NO

Thank you for participating in the North West Region Landfill Self Audit.

Please send a copy of your completed Audit to:

Landfill Self Audit  
Department of Environmental Protection  
North West Regional Office  
PO Box 836  
Karratha Western Australia 6714

Front Page Photograph:  
Landfill in NW Region, March 2002  
Photograph by Peter Smith



Department of Environmental Protection  
Water and Rivers Commission  
Amalgamating to form the Department of  
Environment, Water and Catchment Protection

OFFICE USE ONLY

NW Region  
Landfill  
Self Audit

## North West Region Landfill Self Audit

LANDFILL NAME: DATE:

LANDFILL LOT NUMBER: TIME:

LANDFILL LICENCE NUMBER: NAME OF AUDITOR:



The Landfill Self Audit is an environmental management tool for recognising and assessing environmental risk. It should be regarded as a tool that can lead to strategies that minimise risk and improve environmental performance. This audit should not be seen as an end in itself. Unless the identified weaknesses of the Landfill are acted on, the audit will be neither effective in minimising environmental impacts nor in ensuring compliance with the *Environmental Protection Act 1986*.

**For each question, circle the appropriate Rating Score.** This can be compared to the Basic Objective for the question, for the category, and for the completed audit. **Please take care to select the most appropriate score in response to each question as verification by supporting documents may be requested by the Department.**

The landfill should achieve both a minimum score of 153 and the Basic Objective score in each category, to be considered to be performing at a satisfactory level. For any assessment less than the Basic Objective specified for any question, a remedial program should be developed to improve this aspect of your environmental management program.

The final section of the audit is not formally rated, but is a guide to Best Practice in Landfill Management. If any of these questions are answered 'NO', consideration should also be given to improve this aspect of your environmental management program.

Please retain a copy of this form for your records

SITE SECURITY	Rating	Objective
<b>1 Entrance to landfill site</b>		
More than one entry point	0	
Single entry point	1	<b>1</b>
<b>2 Gates</b>		
No gates	0	
Lockable gates	1	
Gates closed and locked after hours	2	<b>2</b>
<b>3 Fencing around tipping area*</b>		
No fencing	0	
Stock fencing around tipping area	2	
Security fencing around tipping area	6	<b>2</b>
<b>4 Perimeter fencing*</b>		
No perimeter fencing	0	
Stock fencing around entire site	2	
Security fencing around entire site	4	<b>4</b>
<b>5 Supervision</b>		
None	0	
Scheduled opening hours but no supervision	3	
Scheduled opening hours and supervision	6	<b>3</b>
<b>SITE SECURITY TOTAL</b>		<b>12</b>

SAFETY	Rating	Objective
<b>6 Fire control</b>		
None	0	
Perimeter fire breaks – poorly maintained	1	
Perimeter fire breaks – well maintained; emergency contact number displayed	2	
Fire breaks between different waste disposal areas; emergency contact number displayed	4	
Fire breaks between different waste disposal areas; emergency contact number displayed; fire fighting equipment readily available	6	<b>6</b>
<b>7 Public access</b>		
Access to entire site	0	
Access to minimum working area/recycling areas only	2	
Access to transfer station/recycling area only	5	<b>2</b>

GENERAL MANAGEMENT	Rating	Objective
<b>38 Site plan as per licence conditions</b>		
No plan prepared	0	
Site plan prepared and submitted to the Department	5	<b>5</b>
<b>39 Rehabilitation</b>		
Cells not rehabilitated effectively	0	
Cells graded (to direct surface water runoff)	2	
Cells graded and capped	4	
Cells graded, capped and revegetated	7	<b>7</b>
<b>40 Closure plan</b>		
No closure plan prepared	0	
Closure plan prepared and approved by the Director Department of Environmental Protection	7	<b>7</b>
<b>41 Monitoring and reporting*: Annual monitoring report on; required data, assessment of data, measures taken to control pests/vermin, number and severity of fires on-site, dust control measures, windblown waste control measures, number and types of complaints, waste minimisation strategies, and landfill management improvement initiatives.</b>		
No annual monitoring report prepared	0	
Annual monitoring report prepared and submitted to relevant Department of Environmental Protection regional office	10	<b>10</b>
<b>GENERAL MANAGEMENT TOTAL</b>		<b>29</b>
<b>OVERALL RATING</b>		<b>193</b>

\* If your rating is less than the objective for any of these questions, you are in breach of the Rural Landfill Regulations and should not achieve an overall satisfactory result from the audit.

**0 – 152      < 79%      POOR**

**153 – 173      79 – 89%      SATISFACTORY**

**174 – 193      > 89%      GOOD**

<b>31 Monitoring bores (as determined by hydrogeological survey)</b>		
No bores, or bores in place but no monitoring	0	
Bores in place; intermittent sampling/monitoring	3	
Bores in place; regular sampling/monitoring	10	
No bore monitoring required (must have received 6 for Q 29)	10	<b>10</b>
<b>LEACHATE PROTECTION AND WATER POLLUTION PROTECTION TOTAL</b>		<b>49</b>
<b>APPEARANCE</b>	<b>Rating</b>	<b>Objective</b>
<b>32 General appearance of landfill site</b>		
Poor	0	
Satisfactory	1	
Good	3	<b>1</b>
<b>33 Litter control</b>		
No control	0	
Some control; bund/litter screens but litter in and around landfill site	1	
Good control; bund/litter screens and no litter around landfill site	3	<b>3</b>
<b>34 Odour</b>		
Offensive	0	
Mild	1	
None	3	<b>1</b>
<b>35 Visual buffer screening</b>		
Site exposed to houses/roads	0	
Site screened from most angles	1	
Site fully screened (or not applicable)	3	<b>3</b>
<b>APPEARANCE TOTAL</b>		<b>8</b>
<b>SITE FACILITIES</b>	<b>Rating</b>	<b>Objective</b>
<b>36 Machinery on site</b>		
No machinery	0	
One all-purpose machine	2	
Machine specifically designed for compacting	4	<b>2</b>
<b>37 Transport vehicle washdown facilities</b>		
None	0	
Basic facilities provided	1	
Appropriately designed facilities available; hard stand apron collection, containment and drainage system, collection and treatment facilities and wastewater reduction and reuse procedures followed	4	<b>4</b>
<b>SITE FACILITIES TOTAL</b>		<b>6</b>

<b>8 Signage and directions</b>		
None	0	
Poor	1	
Satisfactory (e.g. hours of operation, on-site directions, unauthorised fire lighting penalties, contact telephone number, fees, list of materials not accepted, nearest site which accepts prohibited materials, list of materials collected for recycling)	2	
Good (as above and including directions to specific areas of disposal)	4	<b>2</b>
<b>SAFETY TOTAL</b>	<b>10</b>	
<b>SITE MANAGEMENT</b>	<b>Rating</b>	<b>Objective</b>
<b>9 Roads (external)</b>		
Dirt track – well maintained	1	
Aggregate enhanced track – poorly maintained	1	
Aggregate enhanced track – well maintained	2	
Sealed all-weather roads	4	<b>2</b>
<b>10 Roads (internal)</b>		
Dirt track – poorly maintained	0	
Dirt track – well maintained	1	<b>1</b>
<b>11 Tipping face: Working face/trench*</b>		
No control; working face too wide and/or waste spread over a wide area	0	
Wide working face but somewhat controlled	2	
Working face 30 – 40 m wide; reasonably controlled	4	
Working face 30 m wide x 2 m high; well controlled	6	<b>6</b>
<b>12 Tipping face: Frequency of cover*</b>		
None	0	
Weekly	2	
Several times per week or as often as specified in licence or regulations	4	
Daily	6	<b>4</b>
<b>13 Tipping face: Depth of cover material*</b>		
No cover	0	
As specified in licence or regulations	4	<b>4</b>
<b>14 Tipping face: Cover material stockpile*</b>		
None	0	
Sufficient material for 1 week’s cover	2	
Sufficient material for 2 week’s cover	4	<b>4</b>

<b>15 Tipping face: Covering material technique*</b>		
No cover	0	
Top only	4	
Top and face covered, creating complete cell; no waste left exposed	10	<b>10</b>
<b>16 Pests and vermin*</b>		
Vermin present on face; significant fly problem	0	
Evidence of vermin; many flies	1	
No evidence of vermin; few flies	3	<b>3</b>
<b>17 Buffer distance: Internal zone*</b>		
Less than 35 m to boundary of adjacent property	0	
35 m or more to boundary of adjacent property	3	<b>3</b>
<b>18 Buffer distance: Primary zone*</b>		
Less than 150 m to a dwelling of highest potential adverse impact (e.g. private residence)	0	
More than 150 m to a dwelling of highest potential adverse impact	3	<b>3</b>
<b>19 Dust control*</b>		
No control; nuisance dust	0	
Dust somewhat controlled; some problems	2	
Effective dust control; no visible dust leaving the site	3	<b>3</b>
<b>SITE MANAGEMENT TOTAL</b>		<b>43</b>
<b>WASTE MANAGEMENT</b>	<b>Rating</b>	<b>Objective</b>
<b>20 Waste separation</b>		
None	0	
Separation of garden and domestic waste only	1	
Separation of garden, domestic, recyclable, inert and hazardous wastes	6	<b>1</b>
<b>21 Objectionable waste*</b>		
Carcasses, animal parts or medical waste exposed	0	
Objectionable waste well covered	5	<b>5</b>
<b>22 Asbestos waste – disposal compliance*</b>		
Not managed as per licence conditions or regulations	0	
Managed as per licence conditions or regulations (or not applicable)	10	<b>10</b>
<b>23 Clinical waste – disposal compliance*</b>		
Not managed as per licence conditions or regulations	0	
Managed as per licence conditions or regulations (or not applicable)	10	<b>10</b>

<b>24 Liquid waste – disposal compliance*</b>		
Not licensed for disposal	0	
Licensed for disposal	2	
Licensed for disposal; appropriately designed facilities (e.g. meets minimum criteria for acceptance of a non-synthetic lining for non-hazardous waste containment; appropriate drainage, containment, collection and treatment systems; appropriate collection and management of dried waste) (or not applicable)	10	<b>10</b>
<b>WASTE MANAGEMENT TOTAL</b>		<b>36</b>
<b>LEACHATE PROTECTION AND WATER POLLUTION PROTECTION</b>	<b>Rating</b>	<b>Objective</b>
<b>25 Cell lining*</b>		
None	0	
Cells lined as per licence conditions or regulations	5	
Cells lined as per licence conditions or regulations; leachate collection system fitted	10	<b>5</b>
<b>26 Cell liner protection*</b>		
Not applicable; no cell lining	0	
Liner present but unprotected; exposed	2	
Liner present; partly exposed	2	
Liner present and fully covered/protected	3	<b>3</b>
<b>27 Stormwater control*</b>		
No stormwater control	0	
On-site stormwater controlled and diverted away from filled areas	5	
On-site stormwater controlled and collected in sedimentation ponds	7	<b>5</b>
<b>28 Surface water*</b>		
Less than 100 m from boundary of filled area to natural or artificial waterbody or watercourse	0	
100 m or more to surface water	10	<b>10</b>
<b>29 Groundwater and hydrogeology</b>		
No knowledge of hydrogeology of the landfill area	0	
Hydrogeological survey completed	2	
Hydrogeological survey completed and documented; report sent to relevant Department of Environmental Protection regional office	6	<b>6</b>
<b>30 Protection of ground and surface water</b>		
No undisturbed distance between base of disposal area and highest level of groundwater	0	
2 – 3 m undisturbed distance between base of disposal area and highest level of groundwater	2	
Greater than 3 m undisturbed distance between base of disposal area and highest level of groundwater	10	<b>10</b>