Walk

The Walk-round checklist will:

- Help you identify all the business.
- Ask key questions to he
- Ensure your business is management.

The key areas for environmenta hazardous materials, business

Only answer questions that a

Audit details:

Name of business	
Site/location	
Walk-round checklist	
conducted by:	
Date of walk-round	
checklist:	

Current awareness, monitorir

Do you monitor any of the fol					
	Never	A			
Energy					
Water					
Waste &					
recycling					
Travel					
Paper					
consumption					

tal impact within your

e for legal compliance data for environmental

vater, waste, transport, and health.

isiness.

es:

regularly?						
Quarterly	Monthly	Weekly (or more)				

Do you ra		emplo	yee	e aw	are		c/consumption of any of the	
Energy		Wate	r	П	W		Hazardous materials	
Paper use		Trave			Pi			
Have you saving lig						Λ	e following areas: energy ners etc?	
		Yes	lf	yes,	, wl			
Energy								
Water								
Waste								
Travel						V		
Paper								
Procuren	nent							
Have you Yes No	If y	eived a	any	gra se sp	ec		ation of saving measures?	
								2

Current management of your Do you have an environmenta Yes If yes, what are the No If yes, how is your communicated: What training (if any) has bee to make them aware of their environmental responsibilitie Trained If trained, pleas None Do you carry out environmen No audits? If yes, how Annually Monthly Weekly often? Does your business release a ne air, Yes No land, or water? (e.g. exhaust fumes, chemica the pollutant(s) If yes, what measures have y impact? Do you have an environmenta es No so?

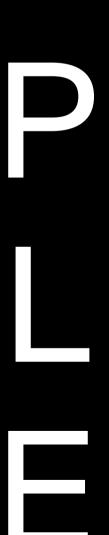
Have you ever your business					rs a oke	bout	Yes		No	
health & safety	/).	, j				•				·
If yes, specify:										
Do you have a	busi	ness cont			Yes				No	
Energy:										
Tick the main t	VNAS	of energy			ess:					
Electricity	урез	Gas					Wood pellets			
Propane		Petrol					LPG			
Gas oil Lubricants		Industria			el		Napht Aviati			
Lubricants		Coking			eı		spirits			
Petroleum		Refinery								
coke		fuels		VA						
Onsite		Specify:		V						
renewable										
energy Other		Specify:								
Other	ш,	opechy.								
Water:										
Do you discha	rge a	ny materia			ate	r, into tl	he foll	owin	ıg?	
Surface water		Gre] F	Public s	ewers	*		
systems		sys								
*materials other	r than	uncontam			ge.					
			•							
										4

Specialist waste: Do you store or dispose of ar Asbestos Chemical wastes Brake fluid Printer toner ssings Healthcare wastes, e.g. s Electrical equipment con ponents such as cathode ray tubes or lead solder, e.g. c visions. Fluorescent light tubes, e bulbs Lead-acid batteries Oils, including oily sludge **Pesticides** Solvents, e.g. aerosols Fuels & oils. Do you use/store any hazardo Yes | 🔲 | Please specify mate dous materials? How do you contro No Please go to next q Waste: Do you do any of the followin Audit/record waste haterials **Reuse materials** naterials thorisation certificates Use authorised waste carriers Require a license for disposa waste Have an EA permit

Use the table below to help id

USE	the table below to	
	Waste description	methodo by contaken
		of ger
<u></u>	General waste	
yclin	Paper and cardboard	
General / Recycling	Plastic, cans, glass	
	Confidential waste	
	Printer/ toner cartridges	
Ф	Fluorescent tubes and bulbs	
Hazardous waste	Electrical and electronic items	
sne	Batteries	
ardo	Waste chemicals/oils	
Haz	Hygiene/sanitary waste (+	
	nappies) Other	
	Other	

eams:					
ner	Collection frequency	Main contractor: (e.g.) Viridor, Biffa, District Council, Other / state (please include license number)			



Travel:

Do you use any of the follow
Fleet vehicles
Public transport
Cycling
A travel plan
Regular vehicle checks
Alternatives to travel (e.g. vio
work

Biodiversity:

Do y	ou h	ave, on site:
Wild	life h	abitats/features
Is bi	odive	ersity considered in
Yes		Please specify:
No		

's vehicles
ansport
cle/speed monitoring
ise/idle reduction
ing, home/tele/remote
l species
management of the site?

1. Re-read your checklist an were negative.

2. Are any of these actions of most important ones and set

Checklist report
Issue requiring attention

e.g. Energy, Waste, Water
Need to increase employee
environmental awareness.
e.g Hazardous materials &
storage
Solvent spillage requires risk
assessment and a spill kit

hat you could not answer, or ed to address? Prioritise the

By (Name and date)	Complete
R. Woods 01/03/11	
K. Richards 01/02/11	
	R. Woods 01/03/11