

Botley Bypass phase 3 Environment Emergency Response Plan

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	Senior Project Manager		18.12.2024

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Terms	Definitions
Consent Infringement/ breach	Where the limits (of potential pollution) set as conditions of consents, permits or licences are exceeded or where methods of operation are not in accordance with procedures or conditions set by the regulatory authority.
Environmental Incident	An event that causes injury, damage, impact, or loss to any environmental receptor (i.e. air, water, land, wildlife, local habitat, or cultural heritage).
Environmental Hazard	An event that has the potential to cause injury, damage, impact, or loss to any environmental receptor (i.e. air, water, land, wildlife, local habitat, or cultural heritage).
Non-Compliance	Any event, activity or condition that does not comply with the Environmental Management Plan, legislation, MIMS and/or ISO 14001:2015.
Pollution	The harmful impact on the local atmospheric, aquatic or land environment caused by the release of hazardous or nuisance-causing substances; excessive noise and vibration.

1. Immediate Environmental Incident Response on Site

In the event of an environmental incident, for example a substance entering a drain or soaking into the ground, an uncontrolled release to atmosphere (in breach of permit conditions), the unexpected discovery of protected species or habitats on site or the unexpected discovery of archaeological artefacts, works will cease immediately in that location in a manner that is safe to do so. Milestone Infrastructure and all sub-contractors will take immediate action where appropriate, to prevent or

reduce environmental impact (and other impacts i.e., safety), if safe to do so.

In the event of a significant environmental incident where local arrangements cannot cope with the incident e.g. a rupture of the oil storage tank, the Site Agent/Manager shall be contacted immediately in order to escalate the incident and if required, enact the site-specific emergency procedures, as set out in the Construction Phase Health and Safety Plan.

For all those incidents which do not require the enactment of the site-specific emergency arrangements, the below process describes how an individual should respond to an environmental incident at the site.

In the event of a spill (hydrocarbons, chemicals, liquids) the following process shall be followed:

- Assess the **safety requirements** needed to manage the spill e.g., gloves, eye protection, overalls etc. Do not attempt to clean up un-identified chemical or fluid spills without wearing the correct PPE.
- Use spill kits or other means to **STOP** the pollution at its source, where safe to do so. Spillages shall not be washed into drains or ditches.
- Use spill kits or other means if required to **CONTAIN** the spillage and prevent it from entering surface or groundwaters.
- **CLEAN-UP** using appropriate spill kit equipment and personal protective clothing as necessary. If necessary, this can include the use of a specialist spillage response contractor.
- **DISPOSE** of contaminated absorbents and/or contaminated soils/waters as hazardous waste in accordance with waste management procedures and the Contract/Project Waste Plan.
- **NOTIFY** the incident to Site Agent who is responsible for notifying the incident to the Milestone Environment Advisor, providing a detailed description of the event and immediate actions taken to prevent or reduce the environmental impact (and other impacts as appropriate i.e. safety).

For the uncontrolled release of emissions to the atmosphere, the Site Agent/Manager shall immediately stop the source of the emissions where safe to do so, review mitigation techniques and work instructions immediately e.g. dust suppression.

Where a pollution incident occurs from an activity covered by an environmental permit, consent or other regulatory control, the incident will be managed in accordance with all relevant conditions imposed by the permit, and in line with the mitigation measures outlined within this plan.

For all other environmental incidents e.g. unplanned disturbance of ecology, archaeology and contaminated land etc., please refer to the Environmental Incident Action Sheets (EIAS) in Appendix A of this document.

Following the initial response, a Milestone Infrastructure led Incident Investigation will be undertaken as per Section 8, to determine the immediate and root causes of the incident.

1. Introduction

The following Emergency Response Plan is to assist in providing advice and guidance for emergency situations that may arise during the course of delivering activities relating to this contract/project.

This plan details the actions to be taken in the event of an environmental incident or emergency. It also provides a mechanism for recording incidents so trends can be identified, and action can be implemented to prevent recurrence. For a detailed scope of works refer to the Environmental Management Plan.

This plan should be read in conjunction with the following Procedures, Plans and Guidance:

- Environmental Management Plan
- Environmental Aspects and Impacts Register
- Project Fire and Emergency Plan
- Construction Environmental Management Plan
- Construction Phase Plan
- Environmental Incident Process
- Environment Incident Guidance
- Full Environment Investigation Template
- Witness Statement Guidance
- Incident Investigation and Reporting Procedure
- Environmental Incident Notification Form
- Environment Lessons Learnt Form
- Spillage Response Procedure

2. Emergency Contacts

Contact Type	Name/Area Covered	Telephone Number
Milestone Senior Project Manager	Nathan Kimber	07876 575135
Milestone Site Agent Bridge	James Ziemann	07810 335520
Milestone Project Manager Bypass & Roundabout	Jack Davis	07503 294810
Milestone Environmental Manger	Angiolina Albertini	07745 644470
Milestone Health & Safety Manger	John Bowers	07974 429706
Police	Contact Hampshire and Isle of Wight Constabulary	101
Gas Emergency No.	SGN	0800 111 999
Electricity Emergency No.	SSE	105 or 0330 303 5063
Water Emergency No.	Southern Water	0330 303 0368
Local Authority	Hampshire County Council Eastleigh Borough Council Winchester City Council	0300 5551375 023 8068 8000 01962 840222
Environment Agency National	National (report incident)	24 Hour Emergency: 0800 807 060 Floodline: 08459 881 188
Environment Agency Local	Station Road, Romsey	0370 850 6506

	SO51 7LP	
Natural England	National	0300 060 3900
Health & Safety Executive	National	Major and fatal injuries only: 0345 300 9923 24 hour duty officer: 0151 922 9235
24hr emergency spill clean-up company	Adler and Allan	0800 592 827
Optimus	All Areas	0800 028 0676

3. Roles and Responsibilities

All staff and operatives are responsible for identifying environmental incidents, where practicable implementing controls, and reporting them to the Site Agent / Project Manager. Guidance on how to deal with various environmental incidents is given in the Environmental Incident Action Sheets in Appendix A of this document.

The Senior Project Manager / Project Director has overall responsibility for environmental compliance on the Project, including the management of sub-contractors. They will, with the assistance of the Environment Team and relevant environmental specialists, ensure that suitable controls and corrective measures are applied when an environmental incident is identified. They shall also make arrangements for callout personnel to investigate and take control of out of hours environmental incidents.

The Environment Advisor is responsible for undertaking site inspections, leading on environmental incident drills, and undertaking incident investigations. They will where relevant, consult with environmental specialists and/or the Regulatory Body, and will advise the Project Manager / Project Director on the correct controls and remedial action following an environmental incident. The Environment Team will review and investigate all incidents and communicate findings to reduce the likelihood of recurrence.

4. Competence and Training

Individual training requirements will be determined based on job role, appointment role and mandatory training requirements. See MIL_FOR_HS_001.1 Appointments Matrix.

The Environmental Spill Coordinator and key members of the team will be identified and trained in the use of emergency equipment and spill kits and will be fully briefed on the actions to be taken to deal with and report an environmental incident. Training in spill response will include site-specific toolbox talks.

The Environmental Team will ensure that appropriate environmental toolbox talks on dealing with environmental incidents are highlighted for delivery. The Site Agent will ensure selected toolbox talks are regularly delivered to the directly employed and subcontract workforce.

Environmental Site Notices, posters and advisory notices dealing with environmental incidents will be displayed in the main site office notice boards, site mess facilities and stores areas.

5. Notification of Incidents

All environmental hazards and incidents shall be notified and reported in line with the MIL_GUI_ENV_003 Environmental Incident Investigation and Reporting Guidance and the MIL_VPRO_ENV_004 Environmental Incident Process.

All environmental hazards should be reported, and any lessons learnt circulated to prevent more serious incidents from occurring on site.

- On identification of an environmental hazard, where a potentially hazardous situation is identified, ensure that the area is made safe. Do not put yourself or others at risk
- Inform the Site Agent of the environmental hazard and report directly to Optimus via the hotline
- All environmental hazards will be entered onto Optimus, and will be monitored at SHEQ monthly meetings
- Feedback - It is the Site Agent responsibility to ensure that information relating to the outcome and any changes as result of the environmental hazard report are communicated to site employees

6. Arrangements for Statutory Notification

The Environmental Advisor/ Manager will, following consultation with the Sustainability Director, ensure that the appropriate regulatory authority is notified of environmental incidents where it is required by legislation and/or the contract/project.

The Project Director will make suitable and adequate arrangements for notification of pollution incidents to the Environment Agency both during and out of hours. These will include the nomination of an appropriate senior manager to be available 24 hours a day, 365 days a year, responsible for contacting the Environment Agency. The arrangements will be communicated to security staff, emergency call out staff and duty managers (where relevant).

The Environment Agency emergency hotline number is 0800 80 70 60.

The Environment Team will copy all communications with the regulatory authorities relating to environmental incidents to the Sustainability Director and Regional Director.

Records of telephone conversations with regulatory authorities will be maintained in site diaries and the Environment Teams inspection reports. The Operations Managers are responsible for reporting, in consultation with the relevant members of the Environment Team.

7. Dealing with the Media

There is a strict procedure within Milestone Infrastructure for handling communications in the event of a crisis or incident and it is vital that the Milestone Infrastructure Environment team is informed immediately should an incident occur that could result in publicity and cause a marked deterioration in the public image, value or operating efficiency of the company.

In the event of a crisis the media will often go directly to the site involved and will try to get any employee to comment and give information. The following rules apply:

- Refer the call or visitor at once to your Director; be as helpful as possible but explain that you are not in a position to comment, as you are not an authorised spokesperson.
- If a spokesperson is not available or cannot be reached immediately, make a written record of all calls received with the name, time, call back number and indication of subject so we can make contact later. Never elaborate on authorised external audience statements; do not speculate on cause or effect.
- Avoid open discussion in public places on a crisis which affects the company.
- Never speculate. Apart from the legal implications of liability, opinions and speculation can, for example, lead to unwarranted distress to employees or their families, as well as to others affected by the crisis, and can only serve to cause confusion. All responses will be cleared by the Milestone Infrastructure senior management and appropriate departments such as HR and Legal.
- Try to ensure that any employees within the business who are directly affected by the crisis are provided with approved information, prior to hearing or reading comment in the media.

A crisis, or an impending crisis, will become known from within the company or through the media. The media are able to gain access to information very quickly, often faster than internal sources. The objective of the press is to gain information of a higher quality and at a faster rate than their competitors. They will utilise any contacts they have to obtain information. The way Milestone Infrastructure respond, especially in the early stages of a crisis, is vitally important. Total control of information is required in order to protect the value and integrity of the company's image.

8. Investigating and Reporting

The purpose of an investigation is to identify what happened and the circumstances leading up to the incident in order to prevent it happening again – not only on site where it occurred, but also on any other construction site.

An incident investigation will be undertaken by the Environment Team as a result of an incident. This will involve gathering evidence as the first part of the investigation. Evidence is important to ensure that sufficient information is available to enable a thorough investigation of what occurred in order to prevent it happening again. The Environment Team may also need to provide evidence to an enforcing authority.

If an enforcing agency takes any photographs, samples or carries out any monitoring, a representative from the Contract/Project Team or Environment Team should also gather evidence in the same way at the same time. This might include the Environment Agency taking water, waste or soil samples, or the Local Authority Environmental Health Officer carrying out noise, vibration or dust monitoring.

Important evidence that needs to be gathered and recorded includes:

- What happened before, during and after the event
- The consequences of the incident e.g. harm, damage, intervention by an enforcing authority, breach of a consent
- Witness information and statements
- Photographs of the incident and the area affected
- Sketches showing what happened and where e.g. positions of people, plant, equipment, and environmental receptors
- Other relevant factors e.g. weather

An investigation should identify:

- What happened before, during and after the incident – this should include a precise step-by-step timeline of the sequence of events, where they happened, and who was present
- Details of instructions provided prior to and during the incident (verbal and written)
- Records of competence/training of all personnel present at the location of the incident
- Plant and equipment records, including maintenance records.
- All points of failure in methods, plans, processes, procedures, training, and communication etc.
- Immediate cause
- Underlying cause
- Root cause
- Actions to correct the incident and to prevent recurrence.

9. Incident Severity

The Severity Matrix categories are based on the following:

- **Environmental hazard** – A situation where no environmental consequences occur, but where a risk of environmental harm exists as a result of conditions on site
- **Incident** – likely to be resolved by immediate response and action in a localised area by those present at or near the incident
- **Serious Incident** – A situation causing minor environmental consequences beyond the site boundary, they are likely to require mobilisation of significant resources from the site or resources outside the worksite to respond and resolve the situation and are likely to breach Environmental Permit requirements or Environmental Regulations.
- **Very Serious Incident** – A situation likely to result in enforcement action and/or damage to our reputation and are likely to require external emergency services/regulatory authorities to respond in order to resolve the situation

Please see MIL_GUI_ENV_003 Environmental Incident Investigation and Reporting Guidance and MIL_APP_ENV_001 Appendix A - Incident Severity Matrix for full details on incident categories.

10. Control Measures for Environmental Pollution Incidents

In order to avoid the potential for environmental pollution incidents from the work activities, the following series of preventative measures will be adopted across the contract/project. Further information to be issued as follows:

- Emergency controls for fixed sites are listed in the Depot Environment Management Plans.
- Site specific emergency procedures are listed in the Construction Phase Plan and Construction Environmental Management Plans.
- Mitigation controls listed in the Generic Highways Risk Assessments and site-specific Risk Assessments.
- Site specific risks and mitigation measures included in the site induction.
- Environment Incident Action Sheets for site works to all operational staff

Management Controls

In order to avoid the potential for environmental pollution incidents from the work activities, the following series of preventative measures will be adopted.

All site personnel (including sub-contractors) will be made aware of the potential pollution hazards and risks associated with their work activities through appropriate training and briefings prepared and delivered by Milestone Infrastructure.

Contractors working on this contract/project must keep and maintain equipment and materials on site to deal with pollution incidents, including (where applicable):

- Absorbent granules;
- Absorbent mats;
- Absorbent pillows;
- Drain mats/covers;
- Pipe blockers;
- Absorbent booms;
- Plant nappies
- Pumps;
- Over drums.

Milestone Infrastructure must ensure that all those involved in emergency response are familiar with, and have access to:

- The Emergency Response Plan
- The Construction Phase Plan
- The Construction Environmental Management Plan
- Depot Environmental Management Plan (Highways Contracts)
- Spillage Response Procedure
- Information on materials, their health, safety and pollution risks;
- Appropriate spill response equipment; and,
- Training in the adoption of incident response procedures.

Drainage

All drainage elements and management plans will be implemented in line with the Environment Agency's (EA) guidance. In summary many of these measures include:

- Minimising the excessive storage of potentially polluting materials and substances where possible
- Locating the storage of potentially polluting materials and substances as far away as possible from high risk locations, such as:
 - Where there is a risk of damage by collision (e.g. From site traffic)

- Within 50m of a spring, well or borehole
- Within 20m of a watercourse, ditch or drainage channel
- Where polluting materials or substances could enter an open drain or soak into unmade ground where it could pollute groundwater
- Where a spill could run over hard ground to enter a watercourse or soak into unmade ground where it could pollute groundwater
- On roofs (materials can enter guttering, itself a pathway to the surface or groundwater environment)
- Creation of temporary drainage networks (e.g. Temporary connection into combined sewer infrastructure) during interim periods during the construction of the permanent drainage system;
- Use of silt traps used to capture suspended solids;
- Use of appropriately designed, built and maintained oil storage and refuelling facilities;
- Oil/water separators; and drainage rate control to ensure run-off does not exceed the agreed discharge rates.

A Drainage Plan identifying drainage facilities of either a permanent or temporary nature on site that could exacerbate a pollution incident will be made available at all spill kit locations to enable operatives on site to respond rapidly in sealing drainage and hence containing a spill in a manner that reduces the impact of the spill on sensitive receptors.

Hazardous Substances (Environmental)

COSHH stores are secure, bunded, non-flammable containers used to store chemicals when they are not being used. Only chemicals that have been approved to be used on Milestone Infrastructure sites are permitted to be used and stored on site.

In the event of an accidental release of a COSHH approved chemical to the environment, the accidental release measures for dealing with the spill can be found in the chemicals safety data sheets (SDS) and COSHH assessments. This information includes details of the PPE that should be worn and who should be contacted in case the chemical enters a water course. Up to date COSHH assessments to be completed and saved on the Sympol COSHH Management System.

All oil and fuel is to be stored in bunded facilities, and all tanks are clearly marked as to their contents. The bunding must provide an impermeable base and walls and adequate storage capacity in the event of a leak and comply with EA guidance. The bund must be sufficient to contain 110% of the maximum contents of any oil container of 200 Litres or more. Where more than one container is stored, the bund should be capable of storing 110% of the largest tank or 25% of the total storage capacity, whichever is the greater.

Oil containing plant and equipment will be located on hard-standing and away from drains where possible. All refuelling of minor items of equipment will take place on made ground, away from drains and any spillages will be contained and cleaned up immediately. Plant and equipment will be of good working order and used only during specified operating times.

An up-to-date record shall be maintained of all hazardous substances stored on-site, together with an indication of the maximum quantity likely to be stored. The relevant Safety Data Sheets (SDSs) and COSHH assessments for these substances, shall be made available to all site staff in advance of the works taking place.

Waste Management

Waste is to be segregated and stored in appropriate, covered, containers which will be clearly marked as to their contents. The containers are to be located away from drains and where possible on impermeable surfaces. Further guidance is covered in MIL_GUI_ENV_004 Waste Management Guidance.

Spill Kits

Milestone Infrastructure staff and those working on behalf of Milestone Infrastructure will carry suitable spill kits on site to cater for the range of possible pollution risks identified during the contract/project. Smaller kits will also be provided for mobile plant, equipment, and oil containers when taken to remote areas of the site.

Spill kits are to be situated in front of all refuelling areas and the Site Agents/ Project Manager are responsible for checking and maintaining stock levels. Spill kits and refuelling areas are shown on the site/layout compound plan in the DEMP/CEMP.

As a minimum each spill kit must be able to contain approximately 120 litres. Based on this each spill kits should contain:

- 60 Absorbent pads
- 4 Socks
- 8 Pillows
- 1 Pair of gloves
- 2 Bags and ties

All operational vehicles carry a mobile spill kit which should be able to contain approximately 25 litres. Based on this, each spill kit should contain the following as a minimum:

- 20 Absorbent pads
- 2 Socks
- 1 Pair of gloves
- 2 bags and ties

Responsible personnel must be suitably trained in the use of spillage response equipment and materials. If any equipment requires special training to use it, the contact details of staff members who are trained in its use will be available on site.

11. Environmental Incidents Offsite

Milestone Infrastructure has an obligation towards proper management of environmental incidents occurring off-site that relate to works or activities associated with this contract/project:

Mud on the Road

In the event of mud on the road being discovered or reported, the Site Agent shall make the area safe and protect drains from silt. An approved Road Sweeper supplier shall be used to clean the area and unblock drains if required. An incident report should be submitted to Optimus and the Environment team informed.

Spills during transport to/ from site

As a minimum, arrangements shall include alerting the contract/project Environment Advisor.

In the event that the spill is significant which the local arrangements cannot cope, the Local Emergency Services and Local Authority shall be contacted to support the emergency response. Milestone Infrastructure shall take responsibility for informing the emergency services and Local Authority in this case.

The Site Agent shall brief grab wagon drivers, flat bed drivers or equivalent, on the spill procedure in the event of a spill during delivery to site which includes how to notify Milestone Infrastructure of an incident. It is expected that contractors vehicles (or vehicles on their behalf) will have spill kits available to respond to spills and drivers be competent in the stop, contain notify process.

Fly tipping

As a minimum Milestone Infrastructure shall respond by immediately reporting the incident to the Local Authority and putting arrangements in place to recover and dispose of the waste in line with the waste duty of care. Further guidance is covered in MIL_VPRO_ENV_022 Fly Tipped Waste Process.

Appendix A Environment Incident Action Sheets (EIAS)

These documents support the Contract/Project Emergency Response Plan

In the event of an environmental incident please refer to the relevant Environmental Incident Action Sheet.

- EIAS 01 – Fuel, oil or chemical spill to watercourse or drainage system
- EIAS 02 – Silty runoff to watercourse or drainage system
- EIAS 03 – Fuel, oil or chemical spill to ground
- EIAS 04 – Fuel, oil or chemical spill to highway
- EIAS 05 – Unexpected discovery of contaminated land
- EIAS 06 – Discovery of potential asbestos containing material
- EIAS 07 – Unexpected discovery of protected species, invasive species or habitat
- EIAS 08 – Uncontrolled release of dust
- EIAS 09 – Complaint due to construction noise
- EIAS 10 – Enforcement action by LPA / EHO / EA / Police
- EIAS 11 – Flooding of worksite
- EIAS 12 – Unexpected archaeological discovery outside planned archaeological works
- EIAS 13 – Fly tipping
- EIAS 14 – Illegal disposal of Waste
- EIAS 15 – Spill of Emission Reduction Solutions (ERS) - Ad Blue
- EIAS 16 - Spill of Bitumen Emulsion

The following action sheets are given as an initial guide to incident response on site. Actions and notifications should include but are not limited to those listed within the tables.

EIAS 01	
Incident:	Fuel, oil or chemical spill to watercourse or drainage system
Action:	1. STOP work and CONTAIN spill 2. Establish nature of substance spilled, considering personal safety before beginning any action to stop or clean up spillage. Use appropriate PPE e.g. gloves. 3. Identify the source of spillage and stop flow immediately. Switch of sources of ignitions. 4. Prevent spillage spreading by diverting the flow, creating a dam with earth or blocking drains. 5. Locate the nearest spill kit and use absorbent booms, pads as appropriate to soak up the spillage. 6. Do not wash spillage into drains and do not use detergents, as this will make things worse. 7. Call in emergency response team if required to remove spillage. 8. Collect all used spill kit materials and contaminated soil for disposal as hazardous waste. 9. Record on Optimus (<i>except if from call out</i>) 10. Replace spill kits used.
Notification:	NOTIFY • Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) • Environment Advisor (07745644470) • Environment Agency where spillage is likely to enter controlled water (0800 80 70 60) • Sewerage undertaker where spillage is likely to enter sewers or drains (Southern Water - 0330 303 0368) • Optimus (0800 028 0676) • Emergency response contractors – 0800 592 827
Severity Rating:	Serious Incident, Very Serious Incident
What might this look like?	

EIAS 02	
Incident:	Silty runoff to watercourse or drainage system
Action:	1. STOP work and contact Site Agent immediately. 2. Identify cause of silty runoff and stop flow where possible and safe to do so e.g. dewatering of excavations. 3. Block drains, create settlement ponds to enable settlement of solids, establish silt fence and / or place straw bales to filter runoff. 4. Establish controlled discharge allowing for settlement of solids and filtration using straw bales or silt fencing as appropriate. 5. Record on Optimus.
Notification:	NOTIFY • Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) • Environment Advisor (07745644470) • Environment Agency where a large volume of silty runoff has entered or is likely to enter controlled water (0800 80 70 60) • Sewerage undertaker where a large volume of silty runoff has entered or is likely to enter sewers or drains (Southern Water - 0330 303 0368) • Optimus (0800 028 0676)
Severity Rating:	Incident, Serious Incident, Very Serious Incident
What might this look like?	

EIAS 03	
Incident:	Fuel, oil or chemical spill to ground
Action:	1. STOP work and contact Site Agent immediately. 2. Establish nature of substance spilled, considering personal safety before beginning any action to stop or clean up spillage. Use appropriate PPE e.g. gloves. 3. Identify the source of spillage and stop flow immediately. Switch of sources of ignitions. 4. Prevent spillage spreading by diverting the flow, creating a dam with earth or blocking drains. 5. Locate the nearest spill kit and use absorbent booms, pads and granules as appropriate to soak up the spillage. 6. May require excavation of contaminated soil 7. Do not wash spillage into drains and do not use detergents, as this will make things worse. 8. Call in emergency response team if required to remove spillage. 9. Collect all used spill kit materials and contaminated soil for disposal as hazardous waste. 10. Record on Optimus (<i>except if from call out</i>) 11. Replace any spill kit used.
Notification:	NOTIFY • Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) • Environment Advisor (07745644470) • Environment Agency where spillage is likely to enter controlled water or large spillage in groundwater protection zone (0800 80 70 60) • Sewerage undertaker where spillage is likely to enter sewers or drains (Southern Water - 0330 303 0368) • Optimus (0800 028 0676) • Emergency response contractors – 0800 592 827
Severity Rating:	Incident, Serious Incident, Very Serious Incident
What might this look like?	

EIAS 04	
Incident:	Fuel, oil or chemical spill to highway
Action:	1. STOP work and contact Site Agent immediately. 2. Establish nature of substance spilled and risk of road traffic accident, considering personal safety before beginning any action to stop or clean up spillage. Use appropriate PPE and traffic management. 3. Identify the source of spillage and stop flow immediately. Switch of sources of ignitions. 4. Prevent spillage spreading by diverting the flow or blocking drains. 5. Locate the nearest spill kit and use absorbent booms, pads and granules as appropriate to soak up the spillage. 6. Do not wash spillage into drains and do not use detergents, as this will make things worse. 7. Call in emergency response team if required to remove spillage. 8. Collect all used spill kit materials and contaminated soil for disposal as hazardous waste. 9. Record on Optimus (<i>except if from call out</i>) 10. Replace any spill kit used. 11. Contact duty or on call agent to make a decision on when to open the road
Notification:	NOTIFY • Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) • Environment Advisor (07745644470) • Environment Agency where spillage is likely to enter controlled water or large spillage in groundwater protection zone (0800 80 70 60) • Sewerage undertaker where spillage is likely to enter sewers or drains (Southern Water - 0330 303 0368) • Optimus (0800 028 0676) • Emergency response contractors – 0800 592 827
Severity Rating:	Incident, Serious Incident, Very Serious Incident
What might this look like?	

EIAS 05	
Incident:	Unexpected discovery of contaminated land
Action:	1. STOP work and contact Site Agent immediately 2. Establish nature of contaminated material and risk to personal safety before implementing control measures to prevent the escape of contamination. 3. Control measures may involve backfilling or covering the excavation or the use of absorbent spill kit materials. 4. Fence the affected area off and signpost to indicate "Contaminated Area – No Unauthorised Access". 5. Record on Optimus. 6. Agree requirements for continuing works in the area and hazardous waste disposal with the Area Manager and the Environment Advisor.
Notification:	NOTIFY • Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) • Environment Advisor (07745644470) • Environment Agency (0800 80 70 60) and Local Authority Environmental Health Officer where significant risk of pollution from contaminated land • Optimus (0800 028 0676)
Severity Rating:	Incident, Serious Incident
What might this look like?	

EIAS 06	
Incident:	Discovery of potential asbestos containing material (ACM)
Action:	1. STOP work and contact Site Agent immediately 2. Establish nature of contaminated material and risk to personal safety before implementing control measures to prevent the escape of contamination. 3. Fence the affected area off and signpost to indicate "Contaminated Area – No Unauthorised Access". 4. Record on Optimus. 5. Call in licensed asbestos contractor to sample potential ACM. 6. Develop method statement for removal and disposal to licensed facility if confirmed to be asbestos.
Notification:	NOTIFY • Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) • Environment Advisor (07745644470) • Environment Agency (0800 80 70 60) and Local Authority Environmental Health Officer where significant risk of pollution from contaminated land • Optimus (0800 028 0676)
Severity Rating:	Incident, Serious Incident
What might this look like?	

EIAS 07	
Incident:	Unexpected discovery of protected species, invasive species or habitat
Action:	STOP work and contact Site Agent immediately - Contact Ecologist to agree working methods and mitigation measures that may be required before recommencing work. - Record on Optimus. - Work may only restart with authorisation of the Environmental Team
Notification:	NOTIFY - Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) - Environment Advisor (07745644470) - Ecologist (Simon Mason Simon.mason@hants.gov.uk) - Natural England if advised by Ecologist - Optimus (0800 028 0676)
Severity Rating:	Incident, Serious Incident, Very Serious Incident depending on the degree of disturbance
What this might look like?	

EIAS 08	
Incident:	Uncontrolled release of dust
Action:	STOP work and contact Site Agent immediately. - Damp down working area before recommencing work. - Review working methods to ensure best practicable means is being used. - Review weather forecasts to confirm whether additional control measures are required. - Record on Optimus.
Notification:	NOTIFY - Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) - Environment Advisor (07745644470) - Local Authority Environmental Health Officer if significant release of dust outside site boundary - Optimus (0800 028 0676)
Severity Rating:	Incident, Serious Incident, Very Serious Incident
What might this look like?	

EIAS 09	
Incident:	Complaint due to construction noise
Action:	1. STOP work and contact Site Agent immediately. 2. Review working hours and method statement, machinery and investigate potential for improvement. 3. Record on Optimus.
Notification:	NOTIFY • Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) • Environment Advisor (07745644470) • Local Authority Environmental Health Officer (Eastleigh: 023 5068 8000, Winchester: 01962 868159) • Optimus (0800 028 0676)
Severity Rating:	Incident
What might this look like?	

EIAS 10	
Incident:	Enforcement action by LPA / EHO / EA / Police
Action:	STOP work and contact Site Agent immediately. - Contact Environment Team. - Do not restart work until agreement has been reached with enforcing authority
Notification:	NOTIFY - Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) - Environment Advisor (07745644470) - Optimus (0800 028 0676)
Severity Rating:	Incident, Serious Incident, Very Serious Incident
What might this look like?	

EIAS 11	
Incident:	Flooding of worksite
Action:	1. STOP work and contact Site Agent immediately. 2. Consider personal safety before attempting to access flooding worksite. 3. Remove potentially polluting materials from worksite e.g. fuel, oils, chemicals and cement. 4. Remove floating materials from work area e.g. timber. 5. Remove plant and equipment from work area. 6. Use floating booms to contain and absorb any floating contaminants. 7. Do not pump contaminated water out of area as flooding recedes, contain and use spill kit to absorb pollutants before pumping or removal by vacuum tanker. 8. Record on Optimus.
Notification:	NOTIFY • Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) • Environment Advisor (07745644470) • Environment Agency if significant flooding or pollution of watercourse (0800 80 70 60) • Optimus (0800 028 0676)
Severity Rating:	Incident, Serious Incident, Very Serious Incident
What might this look like?	

EIAS 12	
Incident:	Unexpected archaeological discovery outside planned archaeological works
Action:	1. STOP work and contact Site Agent immediately. 2. Notify Environmental Team. 3. Agree mitigation requirements with Archaeologist prior to restarting work. 4. Record on Optimus.
Notification:	NOTIFY • Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) • Environment Advisor (07745644470) • Archaeologist (HCC 0370 779 8025) • Optimus (0800 028 0676)
Severity Rating:	Incident, Serious Incident, Very Serious Incident
What this might look like?	

EIAS 13	
Incident:	Fly tipping (on Milestone Infrastructure work site/depot)
Action:	1. NOTIFY Site Agent immediately. 2. Contact Environment Advisor to arrange disposal of fly tipped material and agree immediate control measures. 3. Ensure site is secured to prevent recurrence. 4. Record on Optimus.
Notification:	NOTIFY • Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) • Environment Advisor (07745644470) • Optimus (0800 028 0676)
Severity Rating:	Incident, Serious Incident
What might this look like?	

EIAS 14	
Incident:	Suspected illegal disposal of waste
Action:	1. NOTIFY Site Agent immediately. 2. Contact Environment Advisor so that full Duty of Care check / waste audit can be carried out on supplier / subcontractor. 3. Record on Optimus.
Notification:	NOTIFY • Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) • Environment Advisor (07745644470) • Optimus (0800 028 0676)
Severity Rating:	Serious Incident, Very Serious Incident
What this might look like?	

EIAS 15	
Incident:	Spill of Emission Reduction Solutions (ERS) - Adblue
Action:	1. STOP work and CONTAIN spill. 2. Do not attempt to wash down or add water. ERS is soluble in water. 3. Consider personal safety before beginning any action to stop or clean up spillage. Use appropriate PPE e.g. gloves. 4. Identify the source of spillage and stop flow immediately. Switch of sources of ignitions. 5. Prevent spillage spreading by diverting the flow, creating a dam or blocking drains. Note: this substance will not be captured by interceptors so any outfalls will need to be isolated and arrangements made to cleanse the interceptor. 6. Locate the nearest spill kit and use absorbent booms, pads and granules as appropriate to soak up the spillage. 7. Do not wash spillage into drains and do not use detergents, as this will make things worse. 8. Call in emergency response team if required to remove spillage. 9. Collect all used spill kit materials and contaminated soil for disposal as hazardous waste. 10. Record on Optimus. 11. Replace any spill kits/granules used.
Notification:	NOTIFY • Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) • Environment Advisor (07745644470) • Environment Agency where spillage is likely to enter controlled water (0800 80 70 60) • Sewerage undertaker where spillage is likely to enter sewers or drains (Southern Water - 0330 303 0368) • Optimus (0800 028 0676) • Emergency response contractors – 0800 592 827
Severity Rating:	Incident, Serious Incident, Very Serious Incident

EIAS 16	
Incident:	Spill of Bitumen Emulsion
Action:	1. STOP work and CONTAIN spill. - Do not attempt to wash down or add water. - Consider personal safety before beginning any action to stop or clean up spillage. Use appropriate PPE e.g. gloves. - Identify the source of spillage and stop flow immediately. Block sources of ignitions. - Prevent spillage spreading by diverting the flow, creating a dam or blocking drains. - Locate the nearest sand to soak up the spillage. - Do not wash spillage into drains and do not use detergents, as this will make things worse. - Call in emergency response team if required to remove spillage. - Collect all contaminated soil for disposal as waste. - Record on Optimus. - Replace any sand used.
Notification:	NOTIFY - Site Agent: James Ziemann 07810 335520 (Bridge) Jack Davis 07503 294810 (Bypass & Roundabout) - Environment Advisor (07745644470) - Environment Agency where spillage is likely to enter controlled water (0800 80 70 60) - Sewerage undertaker where spillage is likely to enter sewers or drains (Southern Water - 0330 303 0368) - Optimus (0800 028 0676) - Emergency response contractors 0800 592 827
Severity Rating:	Incident, Serious Incident, Very Serious Incident
What might this look like?	