Appendix 1

Plan Preparation Checklist and Certification

Appendix 1 - Plan Preparation Checklist & Certification

The Environmental Management Plan Requirements guidelines state that the following checklist must be completed and supplied to the Department with an Environmental Management Plan (EMP) and Sub-plans. *(Note: the items marked as NA are not required to be included in the Sub-plan).*

Requirement	Plan Reference	Yes/No/NA
Document preparation and endorsement		
Has the Plan been prepared in consultation with all relevant stakeholders? (Section 3.1)	NA	NA
Have the views of the relevant stakeholders been taken into consideration, have appropriate amendments been made to the Plan and does the Plan clearly identify the location of any changes? (Section 3.1)	NA (included in relevant Sub-plans)	NA
Has the Plan been certified on behalf of the proponent? (Section 3.2)	Appendix 1	Yes
Version content		
Does the Plan include the required version control information? (Section 2.3)	Before Table of Contents	Yes
Does the Plan reference the project description as required in Section 2.4?	Section 1.1	Yes
Does the Plan identify the components of the project to which it applies (i.e. scope)? (Section 2.5).	Section 1.2	Yes
Does the Plan describe the proponent's Environmental Management System (EMS), and identify how the Plan relates to other documents required by the conditions of consent? (Section 2.6)	Section 3.0	Yes
Does the Plan identify continuous improvements processes from the EMS that will be adopted? (Section 2.6)	Section 3.0	Yes
Does the Plan include (unaltered) all the conditions of consent to the addressed by the Plan and identify where in the Plan each requirement has been addressed? (Section 2.7.1)	Section 2.2	Yes
Have all other additional approvals been identified? Has appropriate information been provided regarding how each additional approval is relevant? (Section 2.7.2)	Section 2.1	Yes
Have all relevant guidelines, policies and standards been identified, including details of how they are relevant? (Section 2.7.3)	NA	NA
Has the project's organisational structure been included? (Section 2.8)	Section 4.0	Yes
Are the roles and responsibilities of key positions or personnel (including any specialists required by the conditions of consent) outlined? (Section 2.8)	Section 4.0	Yes
Is the process that will be adopted to identify and analyse the environmental risks included? (Section 2.9)	Section 5.0	Yes
Does the Sub-plan identify the relevant sections of the EIA documents that contain the assessment of the matter/s addressed by the Plan? (Section 2.10)	NA (included in relevant Sub-plans)	NA (included in relevant Sub-

Requirement	Plan Reference	Yes/No/NA
Have all further studies required to support mitigating measures been identified and included? (Section 2.11)	NA (included in relevant Sub-plans)	NA (included in relevant Sub-plans)
Have project hold points been identified and included? (Sections 2.7.2 and 2.12)	NA (included in relevant Sub-plans)	NA (included in relevant Sub-
Have all mitigation measures from conditions of consent been included unaltered? (Section 2.13)	NA (included in relevant Sub-plans)	NA (included in relevant Sub-
Have any new mitigation measures been written in committed language and all relevant information included? (Section 2.13)	NA (included in relevant Sub-plans)	NA (included in relevant Sub-
Have the tools that will be used to communicate Plan requirements to project personnel been included? (Section 2.14)	Section 12.0	Yes
Is an environmental inspection program described as required? (Section 2.15.1)	Section 6.1	Yes
Are relevant details of environmental monitoring that will be carried out included? (Section 2.15.2)	Section 6.2	Yes
Is a compliance monitoring and reporting program (or similar) referenced? (Section 2.15.3)	NA (included in relevant Sub-plans)	NA (included in relevant Sub-plans)
Is an independent auditing program referenced? (Section 2.16)	Section 10.2	Yes
Are project status notification protocols that comply with conditions included? (Section 2.17.1)	NA (not required by consent)	NA (not required by consent)
Does the Plan reference a Community and Stakeholder Engagement Plan (or similar) or include community and stakeholder engagement actions (if required)? (Section 2.17.2)	Section 11.0	Yes
Does the document include the incident notification and reporting protocols that comply with the relevant conditions of consent? (Section 2.17.3)	Section 7.3	Yes
Does the document identify the project person or position that is responsible for deciding whether an occurrence is an incident? (Section 2.17.3)	Section 7.0	Yes
Does the document describe corrective and preventative action protocols that address the requirements? (Section 2.18)	Section 13.0	Yes
Does the document identify training and awareness programs as required? (Section 2.19)	Section 12.0	Yes
Does the document include details of a document review and revision process that complies with the requirements? (Section 2.20)	Section 13.0	Yes
Does the document include details of public availability requirements? (Section 2.21)	Section 11.0	Yes

Document Certification Form	
Project Name	Haerses Road Quarry
Project Application Number	DA 165-7-2005
Proponent	Dixon Sand (No.1) Pty Ltd
Document Title	Haerses Road Quarry Environmental Management Strategy
Document Version	V4
Date of Issue	12/06/2026

Haerses Road Quarry Environmental Management Strategy has been prepared by Project Environmental Services Pty Ltd in response to conditions of consent Schedule 5 Condition 1, DA 165-7-2005 for the Haerses Road Quarry. Subsequent reviews and changes to the Environmental Management Strategy have been made on behalf of Dixon Sand (No. 1) Pty Ltd.

I am authorised to and have reviewed the document on behalf of Dixon Sand (No. 1) Pty Ltd.

I certify that the Haerses Road Quarry Environmental Management Strategy:

- has been prepared in accordance with the relevant condition/s and the Department's Environmental Management Plan
- adequately identifies and addresses all relevant conditions of consent
- has been prepared in accordance with relevant requirements of the conditions of consent regarding stakeholder consultation.

Name of Certifier	Hunny Churcher
Position	Environment Officer
Company	Project Environmental Services
Date	12/06/2026