Appendix L

Site Inspection Proforma

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Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

WEEKLY ENVIRONMENTAL INSPECTION CHECKLIST

Inspection Date: 4/4/2023 **Inspected by:** ET: Howard Chan WSD: Mr. C. K. Chu
Contractor: Mr. Kan Ma IEC: /
Inspection Time: 09:30-10:30

Weather							
Condition	☐ Sunny	☑ Fine	☐ Overcast	☐ Drizzle	☐ Rain	☐ Storm	☐ Hazy
Temperature	24 C		**Humidity**	☑ High	☐ Moderate	☐ Low	
Wind	☐ Calm	☑ Light	☐ Breeze	☐ Strong			

		N/A	Yes	No	Photo/Remarks
0.00	**General**				
0.01	Is the current Environmental Permit displayed conspicuously at all vehicle site entrances/exits for public's information at any time?	☐	☑	☐	
0.02	Is ET Leader's log-book kept readily available for inspections?	☐	☑	☐	
1.00	**Construction Dust**				
1.01	Are dusty materials, such as excavated materials, building debris and construction materials, and exposed earth surface properly covered to prevent dust emission?	☐	☑	☐	
1.02	Are screenings, enclosures, water spraying or vacuum cleaning devices provided to dusty construction works for dust suppression?	☑	☐	☐	
1.03	Are fumes or smoke emitting plants or construction activities shielded by a screen?	☐	☑	☐	
1.04	Are wheel-washing facilities with high-pressure water jets provided at all site exits?	☑	☐	☐	
1.05	Is wheel-washing provided to all vehicles leaving the site?	☑	☐	☐	
1.06	Are road section near the site exit free from dusty material?	☐	☑	☐	
1.07	Are all main haul roads inside the site paved or sprayed with water to minimize dust emission during vehicle movement?	☑	☐	☐	
1.08	Are water spraying provided immediately prior to any loading or transfer of dusty materials?	☑	☐	☐	
1.09	Are covers provided to all dump trucks carrying dusty materials when entering and leaving the site?	☐	☑	☐	
1.10	Are the working areas for uprooting of trees, shrubs, or vegetation or the removal of boulders, poles, pillars sprayed with water to maintain the entire surface wet?	☑	☐	☐	
1.11	Is exposed earth properly treated within six months after the last construction activity on site?	☐	☑	☐	
1.12	Does the operation of plants on site free form dark smoke emission?	☐	☑	☐	
1.13	Are vehicles travelling at speed not exceeding 15km/hr within the site?	☑	☐	☐	
1.14	Are stock of more than 20 bags of cement or day PFA covered or sheltered on top and 3 sides?	☐	☐	☑	002

Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

		N/A	Yes	No	Photo/Remarks
1.15	Are de-bagging, batching and mixing processes of bagged cement carried out in sheltered areas?	☐	☐	☑	002
1.16	Are hoarding of at least 2.4m high provided along the site boundary adjoining areas accessible by the public?	☑	☐	☐	
1.17	Is open burning prohibited?	☐	☑	☐	
2.00	**Construction Noise (Airborne)**				
2.01	Are quiet plants adopted on site?	☐	☑	☐	
2.02	Are the PMEs operating on site well-maintained to minimize the generation of excessive noise?	☐	☑	☐	
2.03	Are plants throttled down or turned off when not in use?	☐	☑	☐	
2.04	Are the plants known to emit noise strongly in one direction oriented to face away from NSRs?	☑	☐	☐	
2.05	Are moveable barriers provided to screen NSRs from plant or noisy operations?	☑	☐	☐	
2.06	Are silencers, mufflers and enclosures provided to plants?	☑	☐	☐	
2.07	Are the hoods, cover panels and inspection hatches of PMEs closed during operation?	☐	☑	☐	
2.08	Are purposely-built site hoarding construction with appropriate materials provided along the site boundary?	☑	☐	☐	
2.09	Are noisy operation properly scheduled to minimize exposure and cumulative impacts to nearby sensitive receivers?	☐	☑	☐	
2.10	Are valid noise emission label(s) affixed to all hand-held breakers operating on site?	☑	☐	☐	
2.11	Are valid noise emission label(s) affixed to all air compressors operating on site?	☑	☐	☐	
2.12	Are all construction noise permit(s) applied for percussive piling work?	☑	☐	☐	
2.13	Are construction noise permit(s) applied for general construction works during restricted hours?	☐	☑	☐	
2.14	Are valid construction noise permit(s) displayed at all vehicular exits?	☐	☑	☐	
3.00	**Water Quality**				
3.01	Is effluent discharge license obtained for wastewater discharge from site?	☐	☑	☐	
3.02	Is effluent discharged according to the effluent discharge license?	☐	☐	☑	003, 001
3.03	Is wastewater discharge from site properly treated prior to discharge?	☐	☐	☑	003, 001
3.04	Are perimeter channels provided to intercept storm runoff from outside the site?	☑	☐	☐	
3.05	Are sand/silt removal facilities such as sand/silt traps and sediment basins provided to remove sand/silt particles from runoff?	☐	☐	☑	001, 003, 004
3.06	Is surface runoff diverted to sedimentation facilities?	☑	☐	☐	

Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

		N/A	Yes	No	Photo/Remarks
3.07	Is the drainage system properly maintained?	☑	☐	☐	
3.08	Are construction works carefully programmed to minimize soil excavation works during rainy seasons?	☑	☑	☐	
3.09	Are exposed soil surface protected by paving as soon as possible to reduce the potential of soil erosion?	☑	☐	☐	
3.10	Are temporary access roads protected by crushed gravel?	☑	☐	☐	
3.11	Are exposed slope surface properly protected?	☑	☐	☐	
3.12	Is trench excavation avoided in the wet season as far as practicable, or if necessary, backfilled in short sections after excavation?	☑	☐	☐	
3.13	Are open stockpiles of construction materials on site covered by tarpaulin or similar fabric during construction?	☐	☑	☐	
3.14	Is runoff from wheel-washing facilities avoided?	☑	☐	☐	
3.15	Is oil leakage or spillage prevented?	☐	☑	☐	
3.16	Are there any measures to prevent the release of oil and grease into the storm drainage system?	☑	☐	☐	
3.17	Are the oil interceptors/ grease traps properly maintained?	☑	☐	☐	
3.18	Are debris and rubbish generated on site collected, handled and disposed of properly to avoid them entering the streams?	☐	☑	☐	
3.19	Are all fuel tanks and storage areas provided with locks and be sited on sealed areas, within bunds of capacity equal to 110% of the storage capacity of the largest tank?	☐	☑	☐	
3.20	Are tanks, containers, storage area bunded and the locations locked as far as possible from the sensitive watercourse and stormwater drains?	☐	☑	☐	
3.21	Are sufficient chemical toilets provided on site to handle sewage from construction work force?	☐	☑	☐	
3.22	Are sewage disposal and toilet maintenance of the portable chemical toilets provided by the licensed contractors?	☐	☑	☐	
3.23	Is concrete washing water properly collected and treated prior to discharge?	☑	☐	☐	
4.00	**Waste Management**				
4.01	Is a trip-ticket system implemented to monitor the disposal of C&D and solid wastes at public filling facilities and landfills?	☐	☑	☐	
4.02	Is a recording system implemented to record the amount of wastes generated, recycled and disposed of?	☐	☑	☐	
4.03	Is chemical waste separated from other waste and collected by a licensed chemical waste collector?	☑	☐	☐	
4.04	Are trip tickets for chemical waste disposal available for inspection?	☑	☐	☐	
4.05	Is chemical waste reused and recycled on site as far as practicable?	☑	☐	☐	

Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

		N/A	Yes	No	Photo/Remarks
4.06	Are all containers for chemical waste properly labelled?	☑	☐	☐	
4.07	Is drip tray provided for chemical storage?	☐	☑	☐	
4.08	Is chemical waste storage area used solely for storage of chemical waste and properly labelled?	☑	☐	☐	
4.09	Are incompatible chemical wastes stored in different areas?	☑	☐	☐	
4.10	Is the chemical waste storage area enclosed on at least 3 sides and adequately ventilated?	☐	☑	☐	
4.11	Is an impermeable floor and bunding, of capacity to accommodate 110% of the volume of the largest container or of 20% by volume of the chemical waste stored in that area, whichever is the greatest, provide?	☐	☑	☐	
4.12	Are a routine cleaning and maintenance programme implemented for drainage systems, sump pits, and oil interceptors?	☐	☑	☐	
4.13	Are sufficient general refuse disposal/collection points provided on site?	☐	☑	☐	
4.14	Is general refuse disposed of properly and regularly?	☐	☑	☐	
4.15	Are appropriate measures adopted to minimize windblown litter and dust during transportation of waste?	☐	☑	☐	
4.16	Are individual collectors for aluminum cans, plastic bottles and packaging material and office paper provided to encourage waste segregation?	☐	☑	☐	
4.17	Are C&D wastes sorted on site?	☐	☑	☐	
4.18	Are C&D waste disposed of properly?	☐	☑	☐	
4.19	Are unused C&D materials or chemicals recycled or reused to reduce the quantity of waste?	☐	☑	☐	
4.20	Are public fill and C&D waste reuse on site as far as practicable to avoid disposal off-site?	☐	☑	☐	
4.21	Are the construction materials stored properly to minimize the potential for damage or contamination?	☐	☑	☐	
4.22	Is a dumping license obtained to deliver public fill to public filling areas?	☐	☑	☐	
5.00	**Landscape and Visual**				
5.01	Are Is site hoarding provided?	☑	☐	☐	
5.02	Are vegetation disturbance minimized or soil protected to reduce potential soil erosion?	☑	☐	☐	
5.03	Is construction light oriented away from the sensitive receivers?	☑	☐	☐	
5.04	Is grass hydroseeding provided to slopes as soon as the completion of works?	☑	☐	☐	

Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

		N/A	Yes	No	Photo/Remarks
5.05	Are damages to trees outside site boundary due construction works avoided?	☐	☑	☐	
5.06	Is excavation works carried out manually instead of machinery operation within 2.5m vicinity of any preserved trees?	☑	☐	☐	
5.07	Are the retained and transplanted tree(s) properly protected and in good conditions?	☐	☑	☐	
5.08	Are surgery works carried out for damaged trees?	☑	☐	☐	
6.00	**Ecology**				
6.01	Is site runoff properly treated to prevent any silly runoff?	☐	☐	☑	D01, D03
6.02	Are silt trap installed and well-maintained?	☑	☐	☐	
6.03	Are stockpiles properly covered to avoid generating silty runoff?	☐	☑	☐	
6.04	Are construction works restricted to works area which are clearly defined?	☐	☑	☐	
7.00	**Overall**				
7.01	Is the EM&A properly implemented in general?	☐	☑	☐	

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Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

Remark / Follow up of Observation(s) and Non-compliance(s) of Last Weekly Site Inspection:

Observation:

O01: Water in trench should be treated before discharge. (Shek Kok Road Roundabout)

O02: The gratting machine should be covered on top and 3 side during the cement mixing work to reduce dust emission. (SKR ~~Roundabout~~ P.t.D1)

O03: Direct discharge of muddy water should not be allowed, the Contractor was required to treated all the wastewater and the discharge should by complied with the discharge licence standard. (SKR ~~Roundabout~~ P.t.D1)

O04: Sedimentation Tank should be cleaned at a regular basis and ensure the wastewater treatment facilities were functioned properly (SKR ~~Roundabout~~ P.t.D1)

Reminder:

R01: General refuse shall be collected and disposed of properly (SKR Roundabout)

Signatures:

ET Representative	Contractor's Representative	WSD's Representative	IEC's Representative
(Name: Howard Chan)	(Name: Kan Ma)	(Name: CHAU CHEUK KI)	(Name:)

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Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

WEEKLY ENVIRONMENTAL INSPECTION CHECKLIST

Inspection Date: 12/4/2023 Inspected by: ET: Howard Chan WSD: Mr. K.C. Tse
Inspection Time: 09:30 - 10:30 Contractor: Mr. Ken Ma IEC:

Weather							
Condition	☑ Sunny	☐ Fine	☐ Overcast	☐ Drizzle	☐ Rain	☐ Storm	☐ Hazy
Temperature	24 °C		Humidity	☐ High	☑ Moderate	☐ Low	
Wind	☐ Calm	☑ Light	☐ Breeze	☐ Strong			

		N/A	Yes	No	Photo/Remarks
0.00	**General**				
0.01	Is the current Environmental Permit displayed conspicuously at all vehicle site entrances/exits for public's information at any time?	☐	☑	☐	
0.02	Is ET Leader's log-book kept readily available for inspections?	☐	☑	☐	
1.00	**Construction Dust**				
1.01	Are dusty materials, such as excavated materials, building debris and construction materials, and exposed earth surface properly covered to prevent dust emission?	☐	☑	☐	
1.02	Are screenings, enclosures, water spraying or vacuum cleaning devices provided to dusty construction works for dust suppression?	☐	☑	☐	R04
1.03	Are fumes or smoke emitting plants or construction activities shielded by a screen?	☑	☐	☐	
1.04	Are wheel-washing facilities with high-pressure water jets provided at all site exits?	☑	☐	☐	
1.05	Is wheel-washing provided to all vehicles leaving the site?	☑	☐	☐	
1.06	Are road section near the site exit free from dusty material?	☐	☑	☐	
1.07	Are all main haul roads inside the site paved or sprayed with water to minimize dust emission during vehicle movement?	☑	☐	☐	
1.08	Are water spraying provided immediately prior to any loading or transfer of dusty materials?	☑	☐	☐	
1.09	Are covers provided to all dump trucks carrying dusty materials when entering and leaving the site?	☐	☑	☐	
1.10	Are the working areas for uprooting of trees, shrubs, or vegetation or the removal of boulders, poles, pillars sprayed with water to maintain the entire surface wet?	☑	☐	☐	
1.11	Is exposed earth properly treated within six months after the last construction activity on site?	☐	☑	☐	
1.12	Does the operation of plants on site free form dark smoke emission?	☐	☑	☐	
1.13	Are vehicles travelling at speed not exceeding 15km/hr within the site?	☐	☑	☐	
1.14	Are stock of more than 20 bags of cement or day PFA covered or sheltered on top and 3 sides?	☐	☑	☐	

Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

		N/A	Yes	No	Photo/Remarks
1.15	Are de-bagging, batching and mixing processes of bagged cement carried out in sheltered areas?	✓			
1.16	Are hoarding of at least 2.4m high provided along the site boundary adjoining areas accessible by the public?	✓			
1.17	Is open burning prohibited?		✓		
2.00	**Construction Noise (Airborne)**				
2.01	Are quiet plants adopted on site?		✓		
2.02	Are the PMEs operating on site well-maintained to minimize the generation of excessive noise?		✓		
2.03	Are plants throttled down or turned off when not in use?		✓		
2.04	Are the plants known to emit noise strongly in one direction oriented to face away from NSRs?	✓			
2.05	Are moveable barriers provided to screen NSRs from plant or noisy operations?	✓			
2.06	Are silencers, mufflers and enclosures provided to plants?	✓			
2.07	Are the hoods, cover panels and inspection hatches of PMEs closed during operation?		✓		
2.08	Are purposely-built site hoarding construction with appropriate materials provided along the site boundary?	✓			
2.09	Are noisy operation properly scheduled to minimize exposure and cumulative impacts to nearby sensitive receivers?	✓			
2.10	Are valid noise emission label(s) affixed to all hand-held breakers operating on site?	✓			
2.11	Are valid noise emission label(s) affixed to all air compressors operating on site?	✓			
2.12	Are all construction noise permit(s) applied for percussive piling work?	✓			
2.13	Are construction noise permit(s) applied for general construction works during restricted hours?		✓		
2.14	Are valid construction noise permit(s) displayed at all vehicular exits?		✓		
3.00	**Water Quality**				
3.01	Is effluent discharge license obtained for wastewater discharge from site?		✓		
3.02	Is effluent discharged according to the effluent discharge license?		✓		
3.03	Is wastewater discharge from site properly treated prior to discharge?		✓		203
3.04	Are perimeter channels provided to intercept storm runoff from outside the site?	✓			
3.05	Are sand/silt removal facilities such as sand/silt traps and sediment basins provided to remove sand/silt particles from runoff?		✓		
3.06	Is surface runoff diverted to sedimentation facilities?	✓			

Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

		N/A	Yes	No	Photo/Remarks
3.07	Is the drainage system properly maintained?	☐	☑	☐	
3.08	Are construction works carefully programmed to minimize soil excavation works during rainy seasons?	☐	☑	☐	
3.09	Are exposed soil surface protected by paving as soon as possible to reduce the potential of soil erosion?	☑	☐	☐	
3.10	Are temporary access roads protected by crushed gravel?	☑	☐	☐	
3.11	Are exposed slope surface properly protected?	☑	☐	☐	
3.12	Is trench excavation avoided in the wet season as far as practicable, or if necessary, backfilled in short sections after excavation?	☐	☑	☐	
3.13	Are open stockpiles of construction materials on site covered by tarpaulin or similar fabric during construction?	☐	☑	☐	
3.14	Is runoff from wheel-washing facilities avoided?	☑	☐	☐	
3.15	Is oil leakage or spillage prevented?	☐	☑	☐	
3.16	Are there any measures to prevent the release of oil and grease into the storm drainage system?	☐	☑	☐	
3.17	Are the oil interceptors/ grease traps properly maintained?	☑	☐	☐	
3.18	Are debris and rubbish generated on site collected, handled and disposed of properly to avoid them entering the streams?	☐	☑	☐	
3.19	Are all fuel tanks and storage areas provided with locks and be sited on sealed areas, within bunds of capacity equal to 110% of the storage capacity of the largest tank?	☐	☑	☐	
3.20	Are tanks, containers, storage area bunded and the locations locked as far as possible from the sensitive watercourse and stormwater drains?	☐	☑	☐	
3.21	Are sufficient chemical toilets provided on site to handle sewage from construction work force?	☐	☑	☐	
3.22	Are sewage disposal and toilet maintenance of the portable chemical toilets provided by the licensed contractors?	☐	☑	☐	
3.23	Is concrete washing water properly collected and treated prior to discharge?	☑	☐	☐	
4.00	**Waste Management**				
4.01	Is a trip-ticket system implemented to monitor the disposal of C&D and solid wastes at public filling facilities and landfills?	☐	☑	☐	
4.02	Is a recording system implemented to record the amount of wastes generated, recycled and disposed of?	☐	☑	☐	
4.03	Is chemical waste separated from other waste and collected by a licensed chemical waste collector?	☑	☐	☐	
4.04	Are trip tickets for chemical waste disposal available for inspection?	☑	☐	☐	
4.05	Is chemical waste reused and recycled on site as far as practicable?	☑	☐	☐	

Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

		N/A	Yes	No	Photo/Remarks
4.06	Are all containers for chemical waste properly labelled?	☐	☑	☐	
4.07	Is drip tray provided for chemical storage?	☐	☑	☐	
4.08	Is chemical waste storage area used solely for storage of chemical waste and properly labelled?	☑	☐	☐	
4.09	Are incompatible chemical wastes stored in different areas?	☑	☐	☐	
4.10	Is the chemical waste storage area enclosed on at least 3 sides and adequately ventilated?	☐	☑	☐	
4.11	Is an impermeable floor and bunding, of capacity to accommodate 110% of the volume of the largest container or of 20% by volume of the chemical waste stored in that area, whichever is the greatest, provide?	☐	☑	☐	
4.12	Are a routine cleaning and maintenance programme implemented for drainage systems, sump pits, and oil interceptors?	☐	☑	☐	
4.13	Are sufficient general refuse disposal/collection points provided on site?	☐	☑	☐	
4.14	Is general refuse disposed of properly and regularly?	☐	☑	☐	
4.15	Are appropriate measures adopted to minimize windblown litter and dust during transportation of waste?	☐	☑	☐	
4.16	Are individual collectors for aluminum cans, plastic bottles and packaging material and office paper provided to encourage waste segregation?	☐	☑	☐	
4.17	Are C&D wastes sorted on site?	☐	☑	☐	
4.18	Are C&D waste disposed of properly?	☐	☑	☐	
4.19	Are unused C&D materials or chemicals recycled or reused to reduce the quantity of waste?	☐	☑	☐	
4.20	Are public fill and C&D waste reuse on site as far as practicable to avoid disposal off-site?	☐	☑	☐	
4.21	Are the construction materials stored properly to minimize the potential for damage or contamination?	☐	☑	☐	
4.22	Is a dumping license obtained to deliver public fill to public filling areas?	☐	☑	☐	
5.00	**Landscape and Visual**				
5.01	Are Is site hoarding provided?	☑	☐	☐	
5.02	Are vegetation disturbance minimized or soil protected to reduce potential soil erosion?	☐	☑	☐	
5.03	Is construction light oriented away from the sensitive receivers?	☑	☐	☐	
5.04	Is grass hydroseeding provided to slopes as soon as the completion of works?	☑	☐	☐	

Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

		N/A	Yes	No	Photo/Remarks
5.05	Are damages to trees outside site boundary due construction works avoided?	☐	☑	☐	
5.06	Is excavation works carried out manually instead of machinery operation within 2.5m vicinity of any preserved trees?	☑	☐	☐	
5.07	Are the retained and transplanted tree(s) properly protected and in good conditions?	☐	☑	☐	R02
5.08	Are surgery works carried out for damaged trees?	☑	☐	☐	
6.00	**Ecology**				
6.01	Is site runoff properly treated to prevent any silly runoff?	☐	☑	☐	
6.02	Are silt trap installed and well-maintained?	☑	☐	☐	
6.03	Are stockpiles properly covered to avoid generating silty runoff?	☐	☑	☐	
6.04	Are construction works restricted to works area which are clearly defined?	☐	☑	☐	
7.00	**Overall**				
7.01	Is the EM&A properly implemented in general?	☐	☑	☐	

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Remark / Follow up of Observation(s) and Non-compliance(s) of Last Weekly Site Inspection:

Reminder:

R01: The Contractor was reminded to display the NRMM Label on the excavator. (WPR1)

R02: The Contractor was reminded to properly protect the retained trees at WPR1.

R03: The Contractor was reminded that muddy water in trench should be treated before discharge. (WPR1)

R04: The Contractor was reminded to provide screeing for excavation works for dust suppression. (WPR1)

Signatures:

ET Representative	Contractor's Representative	WSD's Representative	IEC's Representative
(Name: Howard Chan)	(Name: Ken Ma)	(Name: Ast. KA CHUN AU I (G))	(Name:)

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Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

WEEKLY ENVIRONMENTAL INSPECTION CHECKLIST

Inspection Date: 21/04/2023 **Inspected by:** ET: Grace Wong WSD: Mr. Mr Wai Tak
Inspection Time: 14:00 - 15:30 Contractor: Ken Ma IEC: /

Weather

Condition	☐ Sunny	☑ Fine	☐ Overcast	☐ Drizzle	☐ Rain	☐ Storm	☐ Hazy
Temperature	25 °C		**Humidity**	☐ High	☐ Moderate	☐ Low	
Wind	☑ Calm	☐ Light	☐ Breeze	☐ Strong			

		N/A	Yes	No	Photo/Remarks
0.00	**General**				
0.01	Is the current Environmental Permit displayed conspicuously at all vehicle site entrances/exits for public's information at any time?	☐	☑	☐	
0.02	Is ET Leader's log-book kept readily available for inspections?	☐	☑	☐	
1.00	**Construction Dust**				
1.01	Are dusty materials, such as excavated materials, building debris and construction materials, and exposed earth surface properly covered to prevent dust emission?	☐	☑	☐	
1.02	Are screenings, enclosures, water spraying or vacuum cleaning devices provided to dusty construction works for dust suppression?	☐	☑	☐	
1.03	Are fumes or smoke emitting plants or construction activities shielded by a screen?	☑	☐	☐	
1.04	Are wheel-washing facilities with high-pressure water jets provided at all site exits?	☑	☐	☐	
1.05	Is wheel-washing provided to all vehicles leaving the site?	☑	☐	☐	
1.06	Are road section near the site exit free from dusty material?	☐	☑	☐	
1.07	Are all main haul roads inside the site paved or sprayed with water to minimize dust emission during vehicle movement?	☑	☐	☐	
1.08	Are water spraying provided immediately prior to any loading or transfer of dusty materials?	☑	☐	☐	
1.09	Are covers provided to all dump trucks carrying dusty materials when entering and leaving the site?	☐	☑	☐	
1.10	Are the working areas for uprooting of trees, shrubs, or vegetation or the removal of boulders, poles, pillars sprayed with water to maintain the entire surface wet?	☑	☐	☐	
1.11	Is exposed earth properly treated within six months after the last construction activity on site?	☑	☐	☐	
1.12	Does the operation of plants on site free form dark smoke emission?	☐	☑	☐	
1.13	Are vehicles travelling at speed not exceeding 15km/hr within the site?	☑	☐	☐	
1.14	Are stock of more than 20 bags of cement or day PFA covered or sheltered on top and 3 sides?	☑	☐	☐	

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Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

		N/A	Yes	No	Photo/Remarks
1.15	Are de-bagging, batching and mixing processes of bagged cement carried out in sheltered areas?	☑	☐	☐	
1.16	Are hoarding of at least 2.4m high provided along the site boundary adjoining areas accessible by the public?	☑	☐	☐	
1.17	Is open burning prohibited?	☐	☑	☐	
2.00	**Construction Noise (Airborne)**	☐	☐	☐	
2.01	Are quiet plants adopted on site?	☐	☑	☐	
2.02	Are the PMEs operating on site well-maintained to minimize the generation of excessive noise?	☐	☑	☐	
2.03	Are plants throttled down or turned off when not in use?	☐	☑	☐	
2.04	Are the plants known to emit noise strongly in one direction oriented to face away from NSRs?	☑	☐	☐	
2.05	Are moveable barriers provided to screen NSRs from plant or noisy operations?	☐	☑	☐	
2.06	Are silencers, mufflers and enclosures provided to plants?	☑	☐	☐	
2.07	Are the hoods, cover panels and inspection hatches of PMEs closed during operation?	☐	☑	☐	
2.08	Are purposely-built site hoarding construction with appropriate materials provided along the site boundary?	☑	☐	☐	
2.09	Are noisy operation properly scheduled to minimize exposure and cumulative impacts to nearby sensitive receivers?	☑	☐	☐	
2.10	Are valid noise emission label(s) affixed to all hand-held breakers operating on site?	☑	☐	☐	
2.11	Are valid noise emission label(s) affixed to all air compressors operating on site?	☑	☐	☐	
2.12	Are all construction noise permit(s) applied for percussive piling work?	☑	☐	☐	
2.13	Are construction noise permit(s) applied for general construction works during restricted hours?	☐	☑	☐	
2.14	Are valid construction noise permit(s) displayed at all vehicular exits?	☐	☑	☐	
3.00	**Water Quality**	☐	☑	☐	
3.01	Is effluent discharge license obtained for wastewater discharge from site?	☐	☑	☐	
3.02	Is effluent discharged according to the effluent discharge license?	☐	☑	☐	
3.03	Is wastewater discharge from site properly treated prior to discharge?	☐	☑	☐	
3.04	Are perimeter channels provided to intercept storm runoff from outside the site?	☑	☐	☐	
3.05	Are sand/silt removal facilities such as sand/silt traps and sediment basins provided to remove sand/silt particles from runoff?	☐	☑	☐	
3.06	Is surface runoff diverted to sedimentation facilities?	☑	☐	☐	

Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

		N/A	Yes	No	Photo/Remarks
3.07	Is the drainage system properly maintained?	☐	☑	☐	
3.08	Are construction works carefully programmed to minimize soil excavation works during rainy seasons?	☐	☑	☐	
3.09	Are exposed soil surface protected by paving as soon as possible to reduce the potential of soil erosion?	☐	☑	☐	
3.10	Are temporary access roads protected by crushed gravel?	☑	☐	☐	
3.11	Are exposed slope surface properly protected?	☑	☐	☐	
3.12	Is trench excavation avoided in the wet season as far as practicable, or if necessary, backfilled in short sections after excavation?	☑	☐	☐	
3.13	Are open stockpiles of construction materials on site covered by tarpaulin or similar fabric during construction?	☐	☑	☐	
3.14	Is runoff from wheel-washing facilities avoided?	☑	☐	☐	
3.15	Is oil leakage or spillage prevented?	☐	☐	☑	Obs 1
3.16	Are there any measures to prevent the release of oil and grease into the storm drainage system?	☐	☑	☐	
3.17	Are the oil interceptors/ grease traps properly maintained?	☑	☐	☐	
3.18	Are debris and rubbish generated on site collected, handled and disposed of properly to avoid them entering the streams?	☐	☑	☐	
3.19	Are all fuel tanks and storage areas provided with locks and be sited on sealed areas, within bunds of capacity equal to 110% of the storage capacity of the largest tank?	☐	☑	☐	
3.20	Are tanks, containers, storage area bunded and the locations locked as far as possible from the sensitive watercourse and stormwater drains?	☐	☑	☐	
3.21	Are sufficient chemical toilets provided on site to handle sewage from construction work force?	☐	☑	☐	
3.22	Are sewage disposal and toilet maintenance of the portable chemical toilets provided by the licensed contractors?	☐	☑	☐	
3.23	Is concrete washing water properly collected and treated prior to discharge?	☑	☐	☐	
4.00	**Waste Management**				
4.01	Is a trip-ticket system implemented to monitor the disposal of C&D and solid wastes at public filling facilities and landfills?	☐	☑	☐	
4.02	Is a recording system implemented to record the amount of wastes generated, recycled and disposed of?	☐	☑	☐	
4.03	Is chemical waste separated from other waste and collected by a licensed chemical waste collector?	☑	☐	☐	
4.04	Are trip tickets for chemical waste disposal available for inspection?	☑	☐	☐	
4.05	Is chemical waste reused and recycled on site as far as practicable?	☑	☐	☐	

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		N/A	Yes	No	Photo/Remarks
4.06	Are all containers for chemical waste properly labelled?	☐	☑	☐	
4.07	Is drip tray provided for chemical storage?	☐	☑	☐	R03
4.08	Is chemical waste storage area used solely for storage of chemical waste and properly labelled?	☐	☑	☐	
4.09	Are incompatible chemical wastes stored in different areas?	☐	☑	☐	
4.10	Is the chemical waste storage area enclosed on at least 3 sides and adequately ventilated?	☐	☑	☐	
4.11	Is an impermeable floor and bunding, of capacity to accommodate 110% of the volume of the largest container or of 20% by volume of the chemical waste stored in that area, whichever is the greatest, provide?	☐	☑	☐	
4.12	Are a routine cleaning and maintenance programme implemented for drainage systems, sump pits, and oil interceptors?	☐	☑	☐	
4.13	Are sufficient general refuse disposal/collection points provided on site?	☐	☑	☐	
4.14	Is general refuse disposed of properly and regularly?	☐	☑	☐	
4.15	Are appropriate measures adopted to minimize windblown litter and dust during transportation of waste?	☐	☑	☐	
4.16	Are individual collectors for aluminum cans, plastic bottles and packaging material and office paper provided to encourage waste segregation?	☐	☑	☐	
4.17	Are C&D wastes sorted on site?	☐	☑	☐	
4.18	Are C&D waste disposed of properly?	☐	☑	☐	
4.19	Are unused C&D materials or chemicals recycled or reused to reduce the quantity of waste?	☐	☑	☐	
4.20	Are public fill and C&D waste reuse on site as far as practicable to avoid disposal off-site?	☐	☑	☐	
4.21	Are the construction materials stored properly to minimize the potential for damage or contamination?	☐	☑	☐	R04
4.22	Is a dumping license obtained to deliver public fill to public filling areas?	☐	☑	☐	
5.00	**Landscape and Visual**				
5.01	Are Is site hoarding provided?	☑	☐	☐	
5.02	Are vegetation disturbance minimized or soil protected to reduce potential soil erosion?	☑	☐	☐	
5.03	Is construction light oriented away from the sensitive receivers?	☑	☐	☐	
5.04	Is grass hydroseeding provided to slopes as soon as the completion of works?	☑	☐	☐	

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		N/A	Yes	No	Photo/Remarks
5.05	Are damages to trees outside site boundary due construction works avoided?	☐	☑	☐	
5.06	Is excavation works carried out manually instead of machinery operation within 2.5m vicinity of any preserved trees?	☑	☐	☐	
5.07	Are the retained and transplanted tree(s) properly protected and in good conditions?	☐	☑	☐	
5.08	Are surgery works carried out for damaged trees?	☑	☐	☐	
6.00	**Ecology**				
6.01	Is site runoff properly treated to prevent any silly runoff?	☐	☑	☐	
6.02	Are silt trap installed and well-maintained?	☑	☐	☐	
6.03	Are stockpiles properly covered to avoid generating silty runoff?	☐	☑	☐	
6.04	Are construction works restricted to works area which are clearly defined?	☐	☑	☐	
7.00	**Overall**				
7.01	Is the EM&A properly implemented in general?	☐	☑	☐	

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Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

Remark / Follow up of Observation(s) and Non-compliance(s) of Last Weekly Site Inspection:

Observation

O01 : The Contractor should prevent the oil leakage of generator in Y to Y1

Reminder

R01 The Contractor should replace "NRMM label on excavators in Y to Y2

R02 The Contractor should replace NRMM label on generator in pit O

R03

The generator should be stored in drip tray in Y to Y2

R04 : The contractor should conduct daily cleaning.

Signatures:

ET Representative	Contractor's Representative	WSD's Representative	IEC's Representative
(Name: Grace Wong)	(Name: Ken Ma)	(Name: [illegible])	(Name:)

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Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

WEEKLY ENVIRONMENTAL INSPECTION CHECKLIST

Inspection Date: 25/4/2023 **Inspected by:** ET: Howard Chan WSD: Mr. Alex Wan
Contractor: Mr. Han Ma IEC: Mr. Louis Kwan
Inspection Time: 14:15 - 15:15

Weather							
Condition	☐ Sunny	☐ Fine	☐ Overcast	☐ Drizzle	☑ Rain	☐ Storm	☐ Hazy
Temperature	23 °C		**Humidity**	☑ High	☐ Moderate	☐ Low	
Wind	☐ Calm	☑ Light	☐ Breeze	☐ Strong			

		N/A	Yes	No	Remarks
0.00	**General**				
0.01	Is the current Environmental Permit displayed conspicuously at all vehicle site entrances/exits for public's information at any time?	☐	☑	☐	
1.00	**Construction Dust**				
1.01	Are dusty materials, such as excavated materials, building debris and construction materials, and exposed earth surface properly covered to prevent dust emission?	☐	☑	☐	
1.02	Are screenings, enclosures, water spraying, or vacuum cleaning devices provided to dusty construction works for dust suppression?	☑	☐	☐	
1.03	Are fumes or smoke emitting plants or construction activities shielded by a screen?	☑	☐	☐	
1.04	Are wheel-washing facilities with high-pressure water jets provided at all sites exits?	☑	☐	☐	
1.05	Is wheel-washing provided to all vehicles leaving the site?	☑	☐	☐	
1.06	Are road section near the site exit free from dusty material?	☐	☐	☑	R03
1.07	Are all main haul roads inside the site paved or sprayed with water to minimize dust emission during vehicle movement?	☑	☐	☐	
1.08	Are water spraying provided immediately prior to any loading or transfer of dusty materials?	☑	☐	☐	
1.09	Are covers provided to all dump trucks carrying dusty materials when entering and leaving the site?	☑	☐	☐	
1.10	Are the working areas for uprooting of trees, shrubs, or vegetation or the removal of boulders, poles, pillars sprayed with water to maintain the entire surface wet?	☑	☐	☐	
1.11	Is exposed earth properly treated within six months after the last construction activity on site?	☐	☑	☐	
1.12	Does the operation of plants on site free form dark smoke emission?	☐	☑	☐	
1.13	Are vehicles travelling at speed not exceeding 15km/hr within the site?	☑	☐	☐	
1.14	Are stock of more than 20 bags of cement or day PFA covered or sheltered on top and 3 sides?	☑	☐	☐	
1.15	Are de-bagging, batching and mixing processes of bagged cement carried out in sheltered areas?	☑	☐	☐	
1.16	Are hoardings of at least 2.4m high provided along the site boundary adjoining areas accessible by the public?	☑	☐	☐	
1.17	Is open burning prohibited?	☐	☑	☐	

Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

		N/A	Yes	No	Remarks
2.00	**Construction Noise (Airborne)**				
2.01	Are quiet plants adopted on site?	☐	☑	☐	
2.02	Are the PMEs operating on site well-maintained to minimize the generation of excessive noise?	☐	☑	☐	
2.03	Are plants throttled down or turned off when not in use?	☐	☑	☐	
2.04	Are the plants known to emit noise strongly in one direction oriented to face away from NSRs?	☑	☐	☐	
2.05	Are moveable barriers provided to screen NSRs from plant or noisy operations?	☑	☐	☐	
2.06	Are silencers, mufflers and enclosures provided to plants?	☑	☐	☐	
2.07	Are the hoods, cover panels and inspection hatches of PMEs closed during operation?	☐	☑	☐	
2.08	Are purposely-built site hoarding construction with appropriate materials provided along the site boundary?	☑	☐	☐	
2.09	Are noisy operation properly scheduled to minimize exposure and cumulative impacts to nearby sensitive receivers?	☑	☐	☐	
2.10	Are valid noise emission label(s) affixed to all hand-held breakers operating on site?	☑	☐	☐	
2.11	Are valid noise emission label(s) affixed to all air compressors operating on site?	☑	☐	☐	
2.12	Are all construction noise permit(s) applied for percussive piling work?	☑	☐	☐	
2.13	Are construction noise permit(s) applied for general construction works during restricted hours?	☐	☑	☐	
2.14	Are valid construction noise permit(s) displayed at all vehicular exits?	☐	☑	☐	
3.00	**Water Quality**				
3.01	Is effluent discharge license obtained for wastewater discharge from site?	☐	☑	☐	
3.02	Is effluent discharged according to the effluent discharge license?	☐	☑	☐	R02
3.03	Is wastewater discharge from site properly treated prior to discharge?	☐	☑	☐	R02
3.04	Are perimeter channels provided to intercept storm runoff from outside the site?	☑	☐	☐	
3.05	Are sand/silt removal facilities such as sand/silt traps and sediment basins provided to remove sand/silt particles from runoff?	☑	☐	☐	
3.06	Is surface runoff diverted to sedimentation facilities?	☑	☐	☐	
3.07	Is the drainage system properly maintained?	☐	☑	☐	R04, Q01
3.08	Are construction works carefully programmed to minimize soil excavation works during rainy seasons?	☑	☐	☐	
3.09	Are exposed soil surface protected by paving as soon as possible to reduce the potential of soil erosion?	☐	☑	☐	
3.10	Are temporary access roads protected by crushed gravel?	☑	☐	☐	
3.11	Is trench excavation avoided in the wet season as far as practicable, or if necessary, backfilled in short sections after excavation?	☐	☑	☐	

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		N/A	Yes	No	Remarks
3.12	Are exposed slope surface properly protected?	✓			
3.13	Are open stockpiles of construction materials on site covered by tarpaulin or similar fabric during construction?		✓		
3.14	Is runoff from wheel-washing facilities avoided?	✓			
3.15	Is oil leakage or spillage prevented?			✓	003
3.16	Are there any measures to prevent the release of oil and grease into the storm drainage system?		✓		
3.17	Are the oil interceptors/ grease traps properly maintained?	✓			
3.18	Are debris and rubbish generated on site collected, handled and disposed of properly to avoid them entering the streams?		✓		
3.19	Are all fuel tanks and storage areas provided with locks and be sited on sealed areas, within bunds of capacity equal to 110% of the storage capacity of the largest tank?		✓		
3.20	Are tanks, containers, storage area bunded and the locations locked as far as possible from the sensitive watercourse and stormwater drains?		✓		
3.21	Are sufficient chemical toilets provided on site to handle sewage from construction work force?		✓		
3.22	Are sewage disposal and toilet maintenance of the portable chemical toilets provided by the licensed contractors?		✓		
3.23	Is concrete washing water properly collected and treated prior to discharge?	✓			
4.00	**Waste Management**				
4.01	Is a trip-ticket system implemented to monitor the disposal of C&D and solid wastes at public filling facilities and landfills?		✓		
4.02	Is a recording system implemented to record the amount of wastes generated, recycled and disposed of?		✓		
4.03	Is chemical waste separated from other waste and collected by a licensed chemical waste collector?	✓			
4.04	Are trip tickets for chemical waste disposal available for inspection?	✓			
4.05	Is chemical waste reused and recycled on site as far as practicable?	✓			
4.06	Are all containers for chemical waste properly labelled?	✓	✓		
4.07	Is drip tray provided for chemical storage?			✓	003
4.08	Is chemical waste storage area used solely for storage of chemical waste and properly labelled?		✓		
4.09	Are incompatible chemical wastes stored in different areas?	✓			
4.10	Is the chemical waste storage area enclosed on at least 3 sides and adequately ventilated?		✓		
4.11	Is an impermeable floor and bunding, of capacity to accommodate 110% of the volume of the largest container or of 20% by volume of the chemical waste stored in that area, whichever is the greatest, provide?		✓		
4.12	Is a routine cleaning and maintenance programme implemented for drainage systems, sump pits, and oil interceptors?			✓	R04

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		N/A	Yes	No	Remarks
4.13	Are sufficient general refuse disposal/collection points provided on site?	☐	☑	☐	
4.14	Is general refuse disposed of properly and regularly?	☐	☑	☐	
4.15	Are appropriate measures adopted to minimize windblown litter and dust during transportation of waste?	☐	☑	☐	
4.16	Are individual collectors for aluminum cans, plastic bottles and packaging material and office paper provided to encourage waste segregation?	☐	☑	☐	
4.17	Are C&D wastes sorted on site?	☐	☑	☐	
4.18	Are C&D waste disposed of properly?	☐	☑	☐	
4.19	Are unused C&D materials or chemicals recycled or reused to reduce the quantity of waste?	☐	☑	☐	
4.20	Are public fill and C&D waste reuse on site as far as practicable to avoid disposal off-site?	☐	☑	☐	
4.21	Are the construction materials stored properly to minimize the potential for damage or contamination?	☐	☑	☐	
4.22	Is a dumping license obtained to deliver public fill to public filling areas?	☐	☑	☐	
5.00	**Landscape and Visual**				
5.01	Are Is site hoarding provided?	☑	☐	☐	
5.02	Are vegetation disturbance minimized or soil protected to reduce potential soil erosion?	☐	☑	☐	
5.03	Is construction light oriented away from the sensitive receivers?	☑	☐	☐	
5.04	Is grass hydroseeding provided to slopes as soon as the completion of works?	☑	☐	☐	
5.05	Are damages to trees outside site boundary due construction works avoided?	☐	☑	☐	
5.06	Are excavation works carried out manually instead of machinery operation within 2.5m vicinity of any preserved trees?	☑	☐	☐	
5.07	Are the retained and transplanted tree(s) properly protected and in good conditions?	☐	☑	☐	R01
5.08	Are surgery works carried out for damaged trees?	☑	☐	☐	
6.00	**Ecology**				
6.01	Is site runoff properly treated to prevent any silly runoff?	☐	☑	☐	
6.02	Are silt trap installed and well-maintained?	☑	☐	☐	
6.03	Are stockpiles properly covered to avoid generating silty runoff?	☐	☑	☐	
6.04	Are construction works restricted to works area which are clearly defined?	☐	☑	☐	
7.00	**Overall**				
7.01	Is the EM&A properly implemented in general?	☐	☑	☐	

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Contract No.: 13/WSD/16 Mainlaying in Tseung Kwan O

Remark / Observation(s) / Recommendation and Non-compliance(s) of Weekly Site Inspection:

observation

O01: Manhole should be covered and sheltered to prevent silt runoff getting into drainage system. (Location B).

O02: Chemical container should be stored with drip tray. (Location B)

O03: Oil ~~leakage~~ stain was observated at location B near the excavator. the Contractor was required to prevent oil leakage from the excavator and clean the oil stain.

Reminder:

R01: The Contractor was reminded to establish tree protection zone to protect the retained trees at location B.

R02: Rainwater in trench shall be treated before discharge. (Location B)

R03: The Contractor was reminded to keep the site exit free of dust. (Location B).

R04: The Contractor was reminded to clear the rubbish and leaves at the storm drain (Location B).

Signatures:

ET Representative	Contractor's Representative	WSD's Representative	IEC's Representative
(Name: Howard Chan)	(Name: Ken Ma)	(Name: Alex Kwong)	(Name: Louis Kwan)