

NEWSLETTER

June 2016



Welcome to this Newsletter from Graham A Brown & Associates (GABA). In this edition we describe some of the interesting environmental audits that we have completed in recent months, and provide an update for our expanding **Intelex** software business, as well as providing information on our ongoing training programs. Please contact us if we can be of assistance with any of these capabilities.

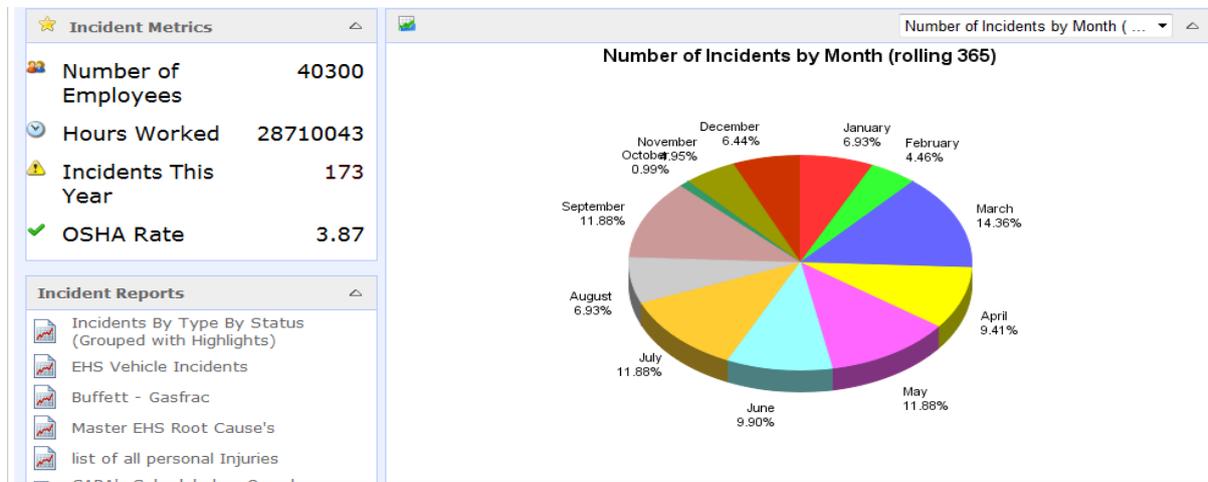
Best wishes,



Graham Brown
Principal

For those who are not familiar with Intelex, Canadian-based Intelex Technologies Inc. provides a complete set of software solutions for managing safety, health, environment, quality (SHEQ) and risk. Intelex has over 1000 clients and 1,000,000 users worldwide, including a number of Australian government, industry and not-for-profit organisations. GABA is the Australasian agent for Intelex. Because GABA are SHEQ and risk and compliance consultants and practitioners, we are in an excellent position to assist clients with their selection of the correct Intelex applications and assist with their implementation.

INTELEX UPDATE



GABA is the Australasian Alliance Agent for Canadian-based Intellex Technologies Inc. www.intellex.com who provide software solutions for managing safety, health, environment, quality (SHEQ) and risk. Intellex has over 1000 clients and 1,000,000 users worldwide, including a number of Australian government, industry and not-for-profit organisations. Intellex solutions empower organisations to improve business performance, mitigate organisation-wide risk and ensure sustained compliance with internationally accepted standards.



GABA has recently expanded its Intellex capabilities and will shortly expand its sales and technical support teams even further. We provide the technical services, software configuration and training to Australasian Intellex clients. GABA has been associated with Intellex since it was first established in 1992.

An increasing number of Australasian-based organisations are seeking proposals from GABA for provision and implementation of Intellex software through requests for information, proposals and tenders. We have Intellex sales consultants on staff who can assist prospective clients with the correct choice of the applications that will provide the most cost-effective solution to their needs, and technical personnel who can configure the applications to meet the users' requirements.

The Intellex Platform is the backbone of the entire Intellex system and provides the core functionality common to all Intellex solutions. There are almost 100 applications available to manage health and safety, environment and quality, and an organisation needs to choose only those that are applicable to their requirements. Further applications can be added at any time as the needs arise.

Australasian organisations that have used Intellex include those listed below (some may no longer use Intellex generally through mergers, acquisitions or other changed circumstances). Why not join this prestigious group by contacting our Intellex sales consultants on (02) 4927 8500 or email Intellex@grahamabrown.com.au.

- Australian Red Cross
- Blackmores
- Bright Star Corp (Brighton Logistics P/L)
- Casella Wines
- Cliffs Natural Resources
- Continental

- Coregas
- Department of Climate Change and Energy Efficiency
- Department of Environment (Commonwealth)
- Industrial Galvanizers
- Lion Pty Ltd
- Logan City Council
- Logan Water
- Macquarie Generation
- McJunkin Redman Corporation
- Melbourne Water
- Mundella Foods
- Qantas
- SAHMRI (South Australian Health & Medical Research Institute)
- Sapphire Coast Buslines
- Sydney Airport Corporation
- Territory Generation
- Unity Water
- Volvo Commercial Vehicles Australia

AUDIT UPDATE

GABA has been privileged to be appointed to carry out a number of interesting mandatory and voluntary environmental compliance and systems audits in recent months. Graham Brown was Lead Auditor or the sole auditor in all cases. We conducted our engagements in accordance with the international standard AS/NZS ISO 19011:2014 *Guidelines for auditing management systems* and *Post-Approval Guidelines – Independent Audits*, NSW Department of Planning and Environment, July 2015 (the NSW Guidelines), as applicable. Here is a snapshot of these audits.

CLIENT: Confidential

LOCATION: Confidential

TYPE OF AUDIT: Gap analyses of existing certified management systems against ISO 14001:2015 and ISO 9001:2015 standards.

AUDIT TEAM: Graham Brown

AUDIT HIGHLIGHTS: The objective of the analyses was to ascertain the current state of the client's EMS and QMS and provide recommendations to enable them to further develop their systems to meet the requirements of the standards. The client exports thermal and metallurgical coal from 12 mines to ports around the world. The terminal operates around the clock and has a name plate capacity of 85 Mtpa. The 2015 standards have introduced a number of important changes including their conformance to a new ISO high level structure on which all future management system standards are to be based. The client was found to be in a rather unique situation because of its ownership and other factors. It was found to have only one customer, whose customers in turn were the 12 coal mines serviced by the client. There was only one product, the maintenance of a viable operational coal terminal which was owned by the client's customer; and there was only one service, the transfer of coal from trains to the ships, which included storage of the coal. The client was in a good position to meet the requirements of the 2015 standards by the

time they are to be recertified, and recommendations for improvement were made, including considering the broader context of the client's operations such as the Coal Chain (which the client manages), suppliers and the community.

CLIENT: ELGAS Sydney LPG Cavern 
LOCATION: Port Botany, Sydney
TYPE OF AUDIT: Independent Mandatory Environmental Compliance Audit
AUDIT TEAM: Graham Brown, Allan Kemp

AUDIT HIGHLIGHTS: Elgas operates the Elgas Sydney LPG Cavern located at Port Botany, New South Wales. Construction of the Cavern and associated facilities took place between 1996 and 2000. The Elgas Sydney LPG Cavern is a major LPG supply facility in NSW. It is an unlined rock storage cavern mined out of the Hawkesbury Sandstone, with a top elevation of -124 mAHD and a bottom elevation of -135 mAHD. This ensures pressure of the surrounding groundwater remains in excess of gas pressure in the cavern, containing the propane. The cavern volume is obtained by four parallel, unlined galleries, which are 14 m wide, 11 m high and about 230 m in length. They are interconnected at the upper and lower level by smaller connection galleries (5.5 m by 5.5 m) which allow the interconnection of the vapour and liquid phase of the LPG. The cavern has a storage capacity of 65,000 tonnes of LPG stored under pressure. The Cavern receives LPG, in the form of liquefied propane, from LPG ship discharges via the Bulk Liquids Berth at Port Botany. The propane is stored in the underground caverns on site, and then loaded out either by road tanker, ship, or pipeline. The Terminal operates 365 days of the year, 24 hours per day. The Elgas Sydney LPG Cavern, which is a unique facility, was found to be substantially in compliance with the Planning Approval and Environmental Protection Licence, there were no non-compliances and some recommendations for improvement were made.

CLIENT: National Ceramic Industries Australia (NCIA) 
LOCATION: Rutherford, Hunter Valley, NSW
TYPE OF AUDIT: Independent Mandatory Environmental Compliance Audit
AUDIT TEAM: Graham Brown, Air Quality Management Expert (Aleks Todoroski), Noise Expert (Stephen Kozakiewicz)

AUDIT HIGHLIGHTS: NCIA produces ceramic tiles for the Australian market. NCIA produced its first tile in March 2004 and has established a customer network Australia wide. The Company has since expanded its operations to a production capacity of 6 million m² per year. Its manufacturing plant is the largest producer of ceramic tiles in Australia. NCIA manufactures ceramic wall and floor tiles from a mixture of clay, white granite, rhyolite and glazes. The facility operates 24 hours per day, 7 days per week, and approximately 330 days per annum. The operation currently comprises one spray drier, a clay mill, two tile production lines and two kilns, representing the first two of eight approved operational stages. The timeline for construction of the remaining stages (i.e. stages three to eight) is dependent upon market demand and remains uncertain. It was noted that many of the requirements of the current Project Approval are required prior to commencement of construction of the next stage of the approved operation (i.e. stages three to eight). As commencement of construction of the next stage of the approved operation had not yet commenced, these conditions have not yet been activated and were assessed as NT (Not Triggered) under the NSW Guidelines. Several non-compliances with Approval conditions were identified and recommendations were made for improvement.

CLIENT: University of Wollongong (UOW)
LOCATION: Wollongong NSW
TYPE OF AUDIT: Review of the EMS against ISO 14001:2004
AUDIT TEAM: Graham Brown



AUDIT HIGHLIGHTS: The objective of the analysis was to ascertain the current state of UOW's EMS and provide an action plan to enable UOW to further develop their system to meet the requirements of the standard. The EMS is not intended to be certified against ISO 14001:2004 or the revised ISO 14001:2015. There is considerable documentation relating to the EMS, including an Environmental Policy approved by the University Council, an EMS Manual, an Environmental Management Plan 2014-2016 and other documentation and records to operate and control processes that relate to UOW's high priority environmental aspects. It was found that the EMS, while substantial, is not fully developed or implemented in a number of areas. A number of gaps and opportunities for improvement were identified in this Gap Analysis, which can readily be addressed in order to bring the EMS in line with the requirements of the standard. Importantly it was found that documentation exists in other UOW systems, such as WHS, that could be adapted for the purposes of EMS, or that could be modified to incorporate environmental requirements.

OUR AUDIT CAPABILITY

The brief summaries above demonstrate GABA's ability to conduct a wide variety of independent mandatory and voluntary SHEQ audits. Contact us if you require an independent environment, WHS or quality audit to be carried out or to include us on your audit team.

TRAINING UPDATE



Trainee energy auditors during a practical exercise

GABA has provided a wide range of public and in-house training workshops throughout Australia, the Middle East, SE Asia and the Pacific Islands over more than 20 years. Market requirements change from time-to-time and so does the training that we offer. The photo above shows electrical consultants that were trained as energy auditors by GABA throughout Australia for Schneider Electric in 2014-2015. Our current planned training programs are outlined below, however additional training can be provided on request, including speciality training for in-house groups.

Environmental Auditor Certification Workshops

Many recipients of this Newsletter will be familiar with GABA's training capabilities and our training programs. Our **Environmental Auditor Certification Workshops** remain popular as public and in-house courses which are accredited by Exemplar Global. Successful completion of the course enables participants to apply to Exemplar Global for certification as an environmental auditor, providing they have fulfilled the additional requirements (see <http://exemplarglobal.org/certification/personnel-certification/environmental-systems/environmental-management-system-auditor/>). Our available public courses for the second half of 2016 are:



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| Perth | 5th - 8th September | EACW1606 |
| Brisbane | 10th - 13th October | EACW1607 |
| Newcastle | 7th - 10th November | EACW1608 |

To register for an EACW, click on <http://www.grahamabrown.com.au/training-events/.aspx?pageID=22499&eventID=1083>.

Making the Transition to ISO14001:2015

GABA is also conducting one-day **Making the Transition to ISO14001:2015** training as public and in-house courses. ISO 14001:2004 has been revised and ISO 14001:2015 *Environmental management systems – Requirements with guidance for use* was published on 15 September 2015. The revised standard is based on a new “high level structure” which is to be adopted by all new and revised ISO standards, and is a significant change from ISO 14001:2014.

Organisations certified to ISO 14001:2004 have until 31 August 2018 or their next recertification (whichever is the sooner) to transition to ISO 14001:2015. After 1 September 2018 no ISO 14001:2004 certificates will be recognised or issued. This course is designed to help organisations make the transition to the 2015 standard. It is presented as an IEMA Certified course and you will receive an IEMA certificate on completion of the course. IEMA is the Institute of Environmental Management and Assessment, based in the UK, with over 15,000 members in 95 countries. This IEMA course has been developed in consultation with Martin Baxter, IEMA's Chief Policy Advisor, who led the UK delegation to the international working group in the development of ISO 14001:2015.



Graham A Brown & Associates is an IEMA Registered Training Centre.



INTELEX Training

Every Intalex installation includes a training component, which may include one or more of the following training types.

System Administration Training: GABA provides training on each of the configured INTELEX applications; system administration; configurable reports; dashboards & scorecards; and home pages included in the INTELEX solution.

Train-the-Trainer Training: GABA provides training on each of the configured INTELEX applications and configurable reports to one or more in-house trainers who can then train additional users as required.

End User Classroom Training: GABA provides on-site training on the configured INTELEX applications to a maximum of 10 attendees per session.

End User Online Training: GABA provides web-based training on each of the INTELEX configured applications to a maximum of 50 attendees per session.

Training Videos: GABA can assist with the creation of English language training videos on the INTELEX Applications and Platform each approximately 5-10 minutes in length.

Training Materials: GABA creates custom guides or one-page-lessons on the INTELEX Applications and Platform.

App Builder: GABA provides Application Build 1-4 and Application Builder Advanced training courses on the basics of App Builder (making field-level changes, modifying existing workflow etc).

INTELEX

Intelex Community: Intelex is taking our commitment to customer engagement to the next level with the new Intelex Community. The site is an online collaborative portal, built to help Intelex clients connect with other EHS and Quality professionals around the world and share everything from best practices for safer workplaces to industry trends and regulatory changes.

In the new Community, clients can log in and ask product questions, submit ideas for changes, etc. They are also able to interact with EHSQ practitioners and experts (General EHSQ users) to ask or answer EHSQ questions, learn best practices, pitch ideas, share general posts, learn about upcoming industry-related events and publish peer resources.

Intelex Clients have exclusive access to questions and ideas about the Intelex platform as well as access to technical help, training documents and courses.

