



ANNEX E4

EVENT AND ACTION PLAN FOR AIR
QUALITY

Annex E4 *Event and Action Plan for Air Quality*

Event	Action			
	ET	IEC	ER	Contractor
Action level exceedance for one sample	1. Identify source, investigate the causes of exceedance and propose remedial measures; 2. Inform IEC and ER; 3. Repeat measurement to confirm finding; 4. Increase monitoring frequency to daily.	1. Check monitoring data submitted by ET; 2. Check Contractor's working method.	1. Notify Contractor.	1. Rectify any unacceptable practice; 2. Amend working methods if appropriate.
Action level exceedance for two or more consecutive samples	1. Identify source; 2. Inform IEC and ER; 3. Advise the ER on the effectiveness of the proposed remedial measures; 4. Repeat measurements to confirm findings; 5. Increase monitoring frequency to daily; 6. Discuss with IEC and Contractor on remedial actions required; 7. If exceedance continues, arrange meeting with IEC and ER; 8. If exceedance stops, cease additional monitoring.	1. Check monitoring data submitted by ET; 2. Check Contractor's working method; 3. Discuss with ET and Contractor on possible remedial measures; 4. Advise the ET on the effectiveness of the proposed remedial measures; 5. Supervise Implementation of remedial measures.	1. Confirm receipt of notification of failure in writing; 2. Notify Contractor; 3. Ensure remedial measures properly implemented.	1. Submit proposals for remedial to ER within 3 working days of notification; 2. Implement the agreed proposals; 3. Amend proposal if appropriate.

Event	Action			
	ET	IEC	ER	Contractor
Limit level exceedance for one sample	1. Identify source, investigate the causes of exceedance and propose remedial measures; 2. Inform ER, Contractor and EPD; 3. Repeat measurement to confirm finding; 4. Increase monitoring frequency to daily; 5. Assess effectiveness of Contractor's remedial actions and keep IEC, EPD and ER informed of the results.	1. Check monitoring data submitted by ET; 2. Check Contractor's working method; 3. Discuss with ET and Contractor on possible remedial measures; 4. Advise the ER on the effectiveness of the proposed remedial measures; 5. Supervise implementation of remedial measures.	1. Confirm receipt of notification of failure in writing; 2. Notify Contractor; 3. Ensure remedial measures properly implemented.	1. Take immediate action to avoid further exceedance; 2. Submit proposals for remedial actions to IEC within 3 working days of notification; 3. Implement the agreed proposals; 4. Amend proposal if appropriate.
Limit level exceedance for two or more consecutive samples	1. Notify IEC, ER, Contractor and EPD; 2. Identify source; 3. Repeat measurement to confirm findings; 4. Increase monitoring frequency to daily; 5. Carry out analysis of Contractor's working procedures to determine possible mitigation to be implemented; 6. Arrange meeting with IEC and ER to discuss the remedial actions to be taken; 7. Assess effectiveness of Contractor's remedial actions and keep IEC, EPD and ER informed of the results; 8. If exceedance stops, cease additional monitoring.	1. Discuss amongst ER, ET, and Contractor on the potential remedial actions; 2. Review Contractor's remedial actions whenever necessary to assure their effectiveness and advise the ER accordingly; 3. Supervise the implementation of remedial measures.	1. Confirm receipt of notification of failure in writing; 2. Notify Contractor; 3. In consultation with the IEC, agree with the Contractor on the remedial measures to be implemented; 4. Ensure remedial measures properly implemented; 5. If exceedance continues, consider what portion of the work is responsible and instruct the Contractor to stop that portion of work until the exceedance is abated.	1. Take immediate action to avoid further exceedance; 2. Submit proposals for remedial actions to IEC within 3 working days of notification; 3. Implement the agreed proposals; 4. Resubmit proposals if problem still not under control; 5. Stop the relevant portion of works as determined by the ER until the exceedance is abated.