



Environmental Protection Authority

PER/ERMP GUIDELINES

Guidelines for Preparing a Public Environmental Review/

Environmental Review and Management Programme

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These generic guidelines are provided to assist the preparation of the proponent's environmental review document.

Project specific information related to the proposal, environmental factors, impacts, management, consultation and proposed investigations are required to be outlined in the Environmental Scoping document prepared by the proponent (refer to www.epa.wa.gov.au/). The Environmental Scoping document, along with these generic guidelines, comprises the EPA-agreed project guidelines.

The environmental review document must address all elements of the agreed Environmental Scoping document and these guidelines prior to approval being given to commence the public review. Where relevant, the environmental review document must also address any requirements of the Commonwealth under the *Environment Protection and Biodiversity Conservation Act 1999* (refer to the Department of Environment and Water Resources website at www.environment.gov.au). The Commonwealth may, through bilateral agreements, delegate to the State the responsibility for conducting assessments consistent with the provisions of the agreement. The Environmental Protection Authority (EPA) expects the proponent to fully consult with interested members of the public and relevant stakeholders, and to ensure that any other key environmental factors, which may be of interest to the public and stakeholders, are addressed. The environmental review should document the results of all consultation undertaken.



Guidelines for preparing a Public Environmental Review/ Environmental Review and Management Programme

1. Overview

All environmental reviews have the objective of protecting the environment. Environmental impact assessment is deliberately a public process in order to obtain broad ranging advice. The review requires the proponent to:

- describe the proposal;
- describe the receiving environment;
- outline the potential impacts of the proposal on factors of the environment;
- identify the proposed management strategies to ensure those environmental factors are appropriately protected;
- address the principles of environmental protection; and
- demonstrate that the proposal should be judged by the EPA to be environmentally acceptable.

Throughout the assessment process it is the objective of the EPA to help the proponent to design the proposal to improve the protection to the environment. The EPA Service Unit (EPASU) administers the environmental impact assessment process on behalf of the EPA Board.

The primary purpose of the environmental review is to provide to the EPA information on the proposal within the local and regional framework, with the aim of emphasising how the proposal may impact the key environmental factors and how those impacts may be mitigated and managed so as to be environmentally acceptable.

How the proponent will outline the environmental setting of the proposal, address environmental principles and issues/factors and their management, and undertake consultation during the preparation of the environmental review are required to be described in the Environmental Scoping document.

To assist proponents, the EPA has published a series of Position Statements and associated Guidance for the Assessment of Environmental Factors which provides an indication of the EPA's views on matters of environmental importance and expectations about how to address specific factors. Proponents should ensure that they are aware of and utilise the information in these documents.

The language used in the body of the environmental review should be kept simple and concise, considering the audience includes non-technical people, and any extensive, technical detail should either be referenced or appended to the environmental review. The environmental review will form the legal basis for the Minister for the Environment's approval of the proposal and therefore the environmental review should include a description of all the main and ancillary components of the proposal.

Information used to reach conclusions should be properly referenced, including personal communications. Such information should not be misleading or presented in a way that could be construed to mislead readers. Assessments of the significance of an impact should be soundly based rather than unsubstantiated opinion, and each assessment should lead to a discussion of the management of the environmental factor.

2. Objectives of the environmental review

The objectives of the environmental review are to:

- place this proposal in the context of the local and regional environment;
- adequately describe all components of the proposal, so that the Minister for the Environment can consider approval of a well-defined project;
- provide the basis of the proponent's environmental management program, which shows that the environmental impacts resulting from the proposal, including cumulative impact, are minimised and can be acceptably managed;

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- communicate clearly with stakeholders (including the public and government agencies), so that the EPA can obtain informed comment to assist in providing advice to government; and
 - provide a document which clearly sets out the reasons why the proposal should be judged by the EPA and the Minister for the Environment to be environmentally acceptable.

3. Preparation of the environmental review document

Proponents are encouraged to maintain close contact with the EPASU project officer during the preparation of the environmental review. The environmental review should be provided to the EPASU project officer as a draft for comment. At this stage the document should have all figures produced in the final format and colours.

The proponent and EPASU project officer/Manager should agree on the time to be taken to review the draft, taking into account the level of consultation during the environmental review preparation, EPASU project officer's availability, the need for external review and any peer review arranged by the proponent. Revision of the document may be requested to ensure that it addresses all topics and issues in these guidelines, can be read by the educated layperson, contains no significant error of science and meets the required format.

Where the proposal is subject to the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999*, the environmental review should also address requirements under that Act. These can be obtained from www.environment.gov.au.

When the EPA is satisfied with the standard of the environmental review document it will provide a written sign-off to the proponent, giving approval to advertise the document for public review. The review document should not be advertised for release before written approval is received.

Following approval to release the review for public comment, the final environmental review document should be provided to the EPASU project officer in both hard copy and electronic form, including figures and spatial data in the required format.

The EPA encourages proponents to prepare and publish the environment review and appendices in electronic format (CD and on the internet), although there remains the requirement for printed copies of the document. This should be discussed with the EPASU project officer early in the preparation of the environmental review document.

4. Contents of the environmental review document

The environmental review document should include an executive summary, introduction and at least the following:

4.1 The proposal

General requirements

The environmental review document should provide a comprehensive description of the proposal including its location (address and certificate of title details where relevant). Specific matters requiring attention are:

- the identification of the proponent and proposal location;
- justification and objectives for the proposed development;
- the legal framework, including existing zoning and environmental approvals, and decision making authorities and involved agencies; and
- alternatives considered, including location options.

Brief description of the proposal which is the subject of these guidelines

A description of the proposal and location, in sufficient detail to enable readers to clearly understand the nature and scale of the proposal, and to support later discussion of impacts. This should include an outline of the various components of the proposal (including how this proposal relates to other operations or proposals).

Spatial data on the proposal and its location should be provided in the form of both hard copy maps and in accordance with the electronic requirements set out in the Referral Form, available on www.epa.wa.gov.au.

Key characteristics of the proposal

The Minister's statement will bind the proponent to implementing the proposal in accordance with any technical specifications and key characteristics¹ in the environmental review document. It is important therefore, that the level of technical detail in the environmental review, while sufficient for environmental assessment, does not bind the proponent in areas where the project is likely to change in ways that have no environmental significance.

Include a description of the key components of the proposal, including the nature and extent of works proposed. This information must be summarised in the form of a table, an example of which follows:

Table 1: Key characteristics (example only)

Element	Description
Life of project (mine production)	< 5 yrs (continual operation)
Size of ore body	682 000 tonnes (upper limit)
Depth of mine pit	less than 30m
Water table depth	50m below ground surface
Area of disturbance (including access)	100 hectares
Mine operation	Daylight hours only, Monday to Friday
List of major components <ul style="list-style-type: none"> • pit • waste dump • infrastructure (water supply, roads, etc) 	refer 'Plans, specifications, charts' section immediately below for details of map requirements
Ore mining rate <ul style="list-style-type: none"> • maximum 	<ul style="list-style-type: none"> • 200 000 tonnes per year
Solid waste materials <ul style="list-style-type: none"> • maximum 	<ul style="list-style-type: none"> • 800 000 tonnes per year
Water supply <ul style="list-style-type: none"> • source • maximum hourly requirement • maximum annual requirement 	<ul style="list-style-type: none"> • XYZ borefield, ABC aquifer • 180 cubic metres • 1 000 000 cubic metres
Fuel storage capacity and quantity used	50 000 litres; 300 000 litres per year

Plans, specifications, charts

Provide adequately dimensioned plans showing clearly the location and elements of the proposal which are significant from the point of view of environmental protection. Locate and show dimensions (for progressive stages of development, if relevant) of all relevant components of the proposal.

Only those elements of plans, specifications and charts that are significant from the point of view of environmental protection are of relevance here.

Always include:

¹ Changes to the key characteristics of the proposal following final approval would require assessment of the change. Depending on the significance of the change, it would be assessed under either s45C if the environmental impacts are not significant, or section 46 or section 38 if the change is significant. Changes to other aspects of the proposal are generally inconsequential and can be implemented without further assessment. It is prudent to consult with the Department of Environment and Conservation about changes to the proposal.

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- a map showing the proposal in the local context - an overlay of the proposal on a base map of the main environmental constraints;
 - a map showing the proposal in the regional context; and, if appropriate,
 - a process chart / mass balance diagram showing inputs, outputs and waste streams.

The plan/s should include contours, north arrow, scale bar, legend, grid coordinates, the source of the data, and a title. The dates of any aerial photos should be shown. Mapping should be provided in electronic form to meet the following specifications:

- Datum: GDA94
- Projection: Geographic (latitude/longitude) or Map Grid of Australia (MGA)
- Format: Arcview shapefile (...shp), Arcinfo coverages, Microstation or AutoCAD (.dgn, .dwg, .dxf.)

Other logistics

- timing and staging of project; and
- ownership and liability for other aspects related to the proposal, such as waste during transport, disposal operations and long-term disposal (where appropriate to the proposal).

4.2 The environment

Provide a description of the existing environment in a local and regional context, with an emphasis on those aspects that may affect or be affected by the proposal, including:

- key ecosystem processes;
- biodiversity;
- existing site condition; and
- other environmental issues that may be constraints or fatal flaws to the proposal.

4.3 Environmental factors and principles

The environmental review should focus on the key or more significant environmental issues and the environmental factors associated with these issues. The EPA has often combined several factors which have clear relationships into environmental issues or broadly interpreted a single factor to encompass a range of related impacts. These may be significant in a local, regional or cumulative context. Where this occurs, it is important that the factors are still identified.

The identification of key issues and key environmental factors for the proposal must be incorporated into the proponent's Environmental Scoping document and agreed by the EPA.

The EPA has prepared a *Guide to Preparing an Environmental Scoping Document* and a *Guide to EIA Environmental Principles, Factors and Objectives* to assist proponents of proposals being formally assessed. These guides are available at www.epa.wa.gov.au.

The environmental factors should be addressed within the environmental review document for the public to consider and make comment to the EPA. The EPA is required to address key environmental factors in its report to the Minister for the Environment.

Reference to relevant Position Statements and demonstration of compliance with associated Guidance for the Assessment of Environmental Factors should be included in the discussion about environmental issues/ factors.

The EPA expects the proponent to fully consult with interested members of the public and take due care in ensuring all other key environmental factors, which may be of interest to the public, are addressed.

Additional environmental factors may be identified during the preparation of the environmental review. These should be addressed in the PER/ERMP. On-going consultation with the EPA and other relevant agencies is recommended. The EPASU can advise on the recommended EPA objective for any new environmental factors raised. Minor matters which can be readily managed as part of normal operations for the existing operations or similar projects may be briefly described.

The EPA will expect to see a discussion of the extent to which best practice will be applied to the proposal and also an explanation of how the principles of environmental protection have been given attention, where appropriate.

Discussion under each environmental issue/factor should include:

- a description of where this factor fits into the broader environmental / ecological context (only if relevant - may not be applicable to all factors);
- a clear definition of the area of assessment for this factor;
- the EPA objective for this factor;
- a description of what is being affected - why this factor is relevant to the proposal and how is it significant;
- a description of how this factor is being affected by the proposal - the predicted extent of impact;
- a straightforward description or explanation of any relevant standards / regulations / policy;
- environmental evaluation - does the proposal apply best practice and does it meet the EPA's objective as defined above;
- if not, what environmental management is proposed to ensure the EPA's objective is met; and
- predicted outcome.

The proponent should provide a summary table of the above information for all environmental factors, under the three categories of biophysical, pollution management and social surroundings as shown in Table 2:

Table 2: Environmental factors and management (example only)

Environmental Factor	EPA Objective	Existing environment	Potential impact	Environmental management	Predicted outcome
BIOPHYSICAL					
vegetation	To maintain the abundance, diversity, geographic distribution and productivity of flora at species and ecosystem levels through the avoidance or management of adverse impacts and improvement in knowledge	Reserve 34587 contains 45 ha of community type 20b and 34 ha of community type 3b	Proposal avoids all areas of community types 20b and 3b	Surrounding area will be fully rehabilitated following construction	Community types 20b and 3b will remain untouched Area surrounding will be revegetated with seed stock of 20b and 3b community types
POLLUTION MANAGEMENT					

Dust	To ensure that emissions do not adversely affect the environment or health, welfare and amenity of people and nearby land uses by meeting statutory requirements and acceptable standards	Light industrial area - three other dust producing industries in close vicinity Nearest residential area is 800 metres	Proposal may generate dust on two days of each working week.	Dust Control Plan will be implemented	Dust can be managed to meet EPA's objective
SOCIAL SURROUNDINGS					
Visual amenity	To ensure that aesthetic values are considered and that measures are adopted to reduce visual impacts on the landscape as low as reasonably practicable.	Area already built-up	This proposal will contribute negligibly to the overall visual amenity of the area	Main building will be in 'forest colours' and screening trees will be planted on road	Proposal will blend well with existing visual amenity and the EPA's objective can be met

4.4 Principles

The proponent should provide a table showing how consideration has been given to the principles of environmental protection, as shown in Table 3:

Table 3: Consideration given to principles (example only)

Principle	Relevant Yes/No	If yes, consideration
<p>1. <i>The precautionary principle</i> Where there are threats of serious or irreversible damage, lack of full scientific certainty should not be used as a reason for postponing measures to prevent environmental degradation. In application of this precautionary principle, decisions should be guided by –</p> <p>(a) careful evaluation to avoid, where practicable, serious or irreversible damage to the environment; and</p> <p>(b) an assessment of the risk – weighted consequences of various options.</p> <p>(c)</p>	No	Investigations required to provide sufficient information to address potential environmental impacts.
<p>2. <i>The principle of intergenerational equity</i> The present generation should ensure that the health, diversity and productivity of the environment is maintained and enhanced for the benefit of future generations.</p>	Yes	See 3. Information on long-term emissions, greenhouse gas emissions, with respect to Guidance Statement No. 12.
<p>3. <i>The principle of the conservation of biological diversity and ecological integrity</i> Conservation of biological diversity and ecological</p>	Yes	Flora and fauna surveys to be undertaken. DRF, TECs etc. to be checked. Quantity

integrity should be a fundamental consideration.		of vegetation loss.
<p>4. <i>Principles relating to improved valuation, pricing and incentive mechanisms</i></p> <p>(1) Environmental factors should be included in the valuation of assets and services.</p> <p>(2) The polluter pays principles – those who generate pollution and waste should bear the cost of containment, avoidance and abatement.</p> <p>(3) The users of goods and services should pay prices based on the full life cycle costs of providing goods and services, including the use of natural resources and assets and the ultimate disposal of any waste.</p> <p>(4) Environmental goals, having been established, should be pursued in the most cost effective way, by establishing incentive structure, including market mechanisms, which enable those best placed to maximise benefits and/or minimise costs to develop their own solution and responses to environmental problems.</p>	No	
<p>5. <i>The principle of waste minimisation</i></p> <p>All reasonable and practicable measures should be taken to minimise the generation of waste and its discharge into the environment.</p>	Yes	To be addressed in EMP.

4.5. Environmental management

The EPA expects the proponent to have in place an environmental management system (EMS) appropriate to the scale and impacts of the proposal, including provisions for performance review and a commitment to continuous improvement.

The system may be integrated with quality and health and safety systems and should include the following elements:

- environmental policy and commitment;
- planning of environmental requirements;
- implementation of environmental requirements;
- measurement and evaluation of environmental performance; and
- review and improvement of environmental outcomes.

A brief description of the environmental management system should be included in the environmental review documentation. If appropriate, the documentation can be incorporated into a formal environmental management system (such as AS/NZS ISO 14001). Public accountability should be incorporated into the approach on environmental management.

The environmental management program (EMP) is the key document of an environmental management system. The EMP should provide plans to manage the key environmental factors, define the performance objectives, describe the resources to be used, outline the operational procedures and outline the monitoring and reporting procedures which would demonstrate the achievement of the objectives. If the level of assessment is ERMP, the EPA expects the proponent to prepare the EMP for public review at the same time as the environmental review document.

5. Public consultation

A description of the public participation and consultation activities undertaken by the proponent in preparing the environmental review should be provided. It should describe the activities undertaken, the dates, the groups/individuals involved and the objectives of the activities. Cross-reference should be made with the description of environmental management of the factors which should clearly indicate how community concerns have been addressed. Those concerns which are dealt with outside the EPA process can be noted and referenced.

6. Conclusion

The environmental review document should indicate the proponent's view of the environmental costs and benefits of the proposal. This should be a synthesis of the preceding relevant information and aim to show how the proposal would achieve an overall net environmental benefit.

When presenting this synthesis, the proponent should note that the proponent's own commercial arrangements and aspects such as employment opportunities, including economic benefits that might accrue as a result of these, are not matters that the EPA can consider in its assessment.

Where relevant, the implications of the adoption in the proposal design and operation of best practicable measures to minimise environmental impacts should be mentioned. Proponents should also note how the proposal addresses the object and Principles set out in s4A of the EP Act.

Proponents are also requested to outline the basis upon which they believe the EPA should conclude that the proposal is environmentally acceptable.

7. Availability of the environmental review

The EPA expects the proponent to provide copies of the PER/ERMP for distribution free of charge to the EPA, EPASU and relevant government agencies, local governments, libraries and other organisations.

As mentioned previously, the EPA encourages copies of the environmental review documentation to be distributed through electronic means (CD and internet), but a number of printed copies will also be required. The specific number of copies required, the type of copy, and the means of distribution, are invariably case-specific and should be agreed with the EPASU Project Officer/Manager during the early stages of preparation of the environmental review document.

Example of distribution requirements:

		Hard copy format	CD format
Supplied to EPA for:			
	Library/Reading Room	2	5
	EPA Members	5	-
	EPASU	3	2
	Minister	1	-
Distributed by Proponent to:			
Government Departments	Department of Environment and Conservation Regional Office	1	1
	Department of Water	2	1
	Department of Industry and Resources	2	1
	Department of Indigenous Affairs	1	1
Local Government Libraries	Shire	2	-
	J S Battye Library	3	-
	Shire Library	2	-
Others	Local Libraries	2	-
	Conservation Council of WA	1	-
	Australian Conservation Foundation	1	-

	Interest Groups	1	-
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Attachment 1

The first page of the proponent's environmental review document must be the following invitation to make a submission, with the parts in square brackets amended to apply to each specific proposal. Its purpose is to explain what submissions are used for and to detail why and how to make a submission.

It is the EPA that is inviting submissions. Therefore the Invitation should be distinguishable from the Proponent's environmental review document. This is achieved by printing the Invitation on different coloured paper (from the environmental review document) and ensuring that no Proponent identifiers, such as name or logos, appear on the Invitation, including in headers and footers.

Invitation to make a submission

The Environmental Protection Authority (EPA) invites people to make a submission on this proposal. Both electronic and hard copy submissions are most welcome.

[The proponent] proposes [brief description of proposal]. In accordance with the *Environmental Protection Act 1986* (EP Act), a [Public / Environmental Review / and Management Programme (PER/ ERMP)] has been prepared which describes this proposal and its likely effects on the environment. The PER/ ERMP is available for a public review period of [4] weeks from [date] closing on [date].

Comments from government agencies and from the public will help the EPA to prepare an assessment report in which it will make recommendations to government.

Why write a submission?

A submission is a way to provide information, express your opinion and put forward your suggested course of action - including any alternative approach. It is useful if you indicate any suggestions you have to improve the proposal.

All submissions received by the EPA will be acknowledged. Submissions will be treated as public documents unless provided and received in confidence, subject to the requirements of the *Freedom of Information Act 1992* (FOI Act), and may be quoted in full or in part in the EPA's report.

Why not join a group?

If you prefer not to write your own comments, it may be worthwhile joining a group interested in making a submission on similar issues. Joint submissions may help to reduce the workload for an individual or group, as well as increase the pool of ideas and information. If you form a small group (up to 10 people) please indicate all the names of the participants. If your group is larger, please indicate how many people your submission represents.

Developing a submission

You may agree or disagree with, or comment on, the general issues discussed in the PER/ ERMP or the specific proposal. It helps if you give reasons for your conclusions, supported by relevant data. You may make an important contribution by suggesting ways to make the proposal more environmentally acceptable.

When making comments on specific elements of the PER/ ERMP:

- clearly state your point of view;
- indicate the source of your information or argument if this is applicable;
- suggest recommendations, safeguards or alternatives.

Points to keep in mind

By keeping the following points in mind, you will make it easier for your submission to be analysed:

- attempt to list points so that issues raised are clear. A summary of your submission is helpful;
- refer each point to the appropriate section, chapter or recommendation in the PER/ ERMP;

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- if you discuss different sections of the [PER/ ERMP](#), keep them distinct and separate, so there is no confusion as to which section you are considering;
 - attach any factual information you may wish to provide and give details of the source. Make sure your information is accurate.

Remember to include:

- your name;
- address;
- date; and
- whether and the reason why you want your submission to be confidential.

Information in submissions will be deemed public information unless a request for confidentiality of the submission is made in writing and accepted by the EPA. As a result, a copy of each submission will be provided to the proponent but the identity of private individuals will remain confidential to the EPA.

The closing date for submissions is: [\[date\]](#)

The EPA prefers submissions to be made electronically using one of the following:

- the submission form on the EPA's website: www.epa.wa.gov.au/submissions.asp;
- by email to submissions.eia@dec.wa.gov.au;
- by email to the officer first.second@dec.wa.gov.au.

Alternatively, submissions can be

- posted to: Chairman, Environmental Protection Authority, Locked Bag 33, CLOISTERS SQUARE WA 6850, Attention: [\(Project Officer\)](#); or
- delivered to the Environmental Protection Authority, Level 4, The Atrium, 168 St Georges Terrace, Perth, Attention: [\(Project Officer\)](#); or
- faxed to (08) 6467 5562.

If you have any questions on how to make a submission, please ring the EPA assessment officer, [xxxxxx](#) on 6467 [xxxx](#).

Attachment 2

Advertising the environmental review

The proponent is responsible for advertising the release and arranging the availability of the environmental review document in accordance with the following guidelines:

Format and content of the advertisement

The EPASU should approve the format and content of the advertisement before it appears in the media. For joint State-Commonwealth assessments, the Commonwealth also has to approve the advertisement. The advertisement should be consistent with the attached example (Attachment 3).

Note that the EPASU project officer's name should appear in the advertisement.

Size

The size of the advertisement should be two newspaper columns (about 10 cm) wide by about 14 cm long. Dimensions less than these would be difficult to read.

Location

The approved advertisement should appear in the news section of the Saturday or Monday edition of the main daily paper (*The West Australian*), and in the news section of the main local paper.

Timing

Within the guidelines already given, it is the proponent's prerogative to set the time of release, although the EPASU should be kept informed. The advertisement should appear at the commencement of the public review period. For PERs with a review period in excess of 4 weeks and for ERMPs, the same advertisement should appear again two weeks prior to the closure of the public review period. The advertisement should not go out before the report is actually available to the public, or the review period may need to be extended.

Throughout the public review period, the document should be freely available for distribution in both CD and hard copy forms and as a download from the proponent's website. If the document is unavailable during the review period, the submissions period will need to be extended to reflect the delays.

Attachment 3 Example of the newspaper advertisement

Proponent Name

Public Environmental Review/ Environmental Review and Management Programme

TITLE OF PROPOSAL

(Public Review Period: [date] to [date])

[Proponent] is planning to [brief description of proposal].

A Public Environmental Review (PER)/ Environmental Review and Management Programme (ERMP) has been prepared by the company to examine the environmental effects associated with the proposed development, in accordance with Western Australian Government procedures. The PER/ERMP describes the proposal, examines the likely environmental effects and the proposed environmental management procedures.

[Proponent] has prepared a project summary which is available free of charge from the company's office address. The PER/ERMP is available for examination on the following web site – www.xxxxxxxx.com.au.

Copies of the PER/ERMP may be purchased for [\$10] from:

Company Name

Street

Suburb/Town WA Postcode

Telephone: (08) 9xxx xxxx

A CD version of the PER/ERMP can be obtained from the above address.

Copies of the PER/ERMP will be available for examination at:

- Department of Environment and Conservation
Library/Reading Room
4th Floor, The Atrium
168 St Georges Terrace
PERTH WA 6000
- Department of Environment and Conservation Regional/District Office - if appropriate
[address]
- [Local Authority] public libraries

Public submissions close on DATE

The EPA prefers submissions to be made electronically using one of the following:

- the submission form on the EPA's website: www.epa.wa.gov.au/submissions.asp;
- by email to submissions.eia@dec.wa.gov.au;
- by email to the officer first.second@dec.wa.gov.au.

Alternatively submissions can be

- posted to: Chairman, Environmental Protection Authority, Locked Bag 33, CLOISTERS SQUARE WA 6850, Attention: (Project Officer); or
- delivered to the Environmental Protection Authority, Level 4, The Atrium, 168 St Georges Terrace, Perth, Attention: (Project Officer); or
- faxed to (08) 6467 5562.

If you have any questions on how to make a submission, please ring the EPA assessment officer, xxxxxx on 6467 xxxx.

Attachment 4 Air quality and air pollution guide:

The Department of Environment and Conservation (DEC) is frequently required to review assessments of the air quality impact of existing or proposed sources of air pollutants. This often occurs in the course of individuals or companies meeting their obligations under the *Environmental Protection Act 1986* (the EP Act), notably environmental impact assessment under Part IV of the EP Act or in relation to Works Approvals and Licences under Part V of the EP Act. Guidance notes have been prepared to provide an understanding of the DEC's expectations with respect to air quality modelling. These may be found at

<http://portal.environment.wa.gov.au/pls/portal/url/item/DCF0AF7CDA113864E03010AC6E055303>