



## Environmental Training and Awareness Checklist

The University of Queensland has developed an Environmental Management System (EMS) to manage its environmental responsibilities. As an employee/student of the University you have an obligation to follow the procedures in the EMS manual that relate to your work/study activities.

Please complete this checklist to ensure that you are aware of your responsibilities:

Topic	Employee's /Student's Initials
1. I have been shown how to access the UQ Sustainability website ( <a href="http://www.uq.edu.au/sustainability">www.uq.edu.au/sustainability</a> ) which includes the Environmental Policy and Procedures.	
2. I understand the main points of the Environmental Policy.	
3. I understand my environmental responsibilities under the <i>Environmental Protection Act 1994</i> .	
4. I am aware of the environmental programs and procedures that relate to my area of work/study. (Includes activities that relate to Air Quality, Energy, Noise, Waste, and Water.) Please list:	
5. I understand the specific environmental procedures to handle, store, and dispose of hazardous wastes that are associated with my work. (Note: You must be competent in managing and disposing of the wastes, not just aware of these procedures.) Please list:	
6. My first point of contact if an environmental incident occurs: Name: _____ Position: _____	

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor or nominee's

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please sign and forward this form to your Head of School or Centre, or nominee to be held as a record of training.

