

Heron Island Research Station (HIRS) Environmental Non-Conformance + Corrective Measures

1. Objectives

- Determine effective systems to deal with non-conforming activities; and
- Integrate with The University of Queensland's Property and Facilities Division ISO-9001 quality systems as far as non-conformance and corrective measures are concerned.

2. Identification of non-conformance

Non-conforming activities will be identified through:

- Environmental Audits;
- Environmental Communication Program HIRS (see Management System – Section 13C of HIRS EMS Manual); and
- Quality System Procedure (ISO-9001) for the Administration, Feedback/Corrective and Preventive Action Systems {see P&F Work Instruction PF-A/W27.0}

3. Corrective Measures

Many of the HIRS issues that are dealt with by the Property and Facilities Division may fall under the broad umbrella of environmental management. The Division has a quality system procedure to deal with reporting, feedback, corrective and preventive action systems {see Work Instruction PF-/A/W27.0}.

3.1 HIRS and University Schools and Centres

The HIRS Station Manager will liaise with University staff, contractors and independent operations, and visitors, in order to ascertain the degree and extent of non-compliance with the EMS;

The HIRS Station Manager or their environmental delegates are responsible to implement changes necessary to correct non-conforming activities.

3.2 Minor and Major Works (ISO-9001)

If corrective action requires major works for non-conforming activities, the Property and Facilities Quality System Procedure - Construction - Procedure for Project Management will be followed {PF-PM/P1.0}.

4. Follow Up

A follow up audit may be necessary in order to ensure that all measures to minimise environmental impacts have been implemented. Should a follow up audit take place, the Environmental Engineer will advise the interested parties about the conformity status of the activity.