



Timor  
Resources

**Operating Management System  
Environmental Management Plan - Drilling Activity  
PSC TL-OT-17-08  
Appendix F - Monitoring and Inspection Schedules  
Doc No: TR-HSE-PLN-011**

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**ENVIRONMENTAL MANAGEMENT PLAN (EMP)  
DRILLING ACTIVITY  
PSC TL-OT-17-08**

**APPENDIX F - MONITORING AND INSPECTION  
SCHEDULES**



**TR-HSE-PLN-00-000-011**



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## MANAGEMENT APPROVAL

POSITION TITLE	NAME	SIGNATURE	DATE
Chief Executive Officer	Suellen Osborne		29/12/20
GM Exploration	Jan Hulse		29/12/20

## DISTRUBUTION LIST

AUTHORITY/COMPANY'S NAME	DATE	REVISION
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## ACRONYMS

CMP/CMT	Crisis Management Plan/Crisis Management Team
EIA	Environmental Impact Assessment
EMP	Environmental Management Plan
IMP/IMT	Incident Management Plan/ Incident Management Team
HSE	Health Safety Environment
OMS	Operating Management System
OSCP	Oil Spill Contingency Plan
SERP/SERT	Site Emergency Response Plan/ Site Emergency Response Team
SMIT	Senior Management Inspection Tour
TR	Timor Resources



## **1 INTRODUCTION**

### **1.1 CONTEXT**

Timor Resources Pty Ltd (TR) acquired onshore PSC No.: TL-OT-17-08 in Suai Municipality on 7 April 2017. The licence covers 1445.2 km<sup>2</sup>, comprising 1,057.8 km<sup>2</sup> onshore and 387.4 km<sup>2</sup> in the near offshore to an average distance of 7km from the coastline, which is 64km long, and up to 34.5 km inland.

### **1.2 PURPOSE**

This project was determined to require a Category A Licence under Decree Law No. 5/2011.

The TR Inspection Schedules fulfil a requirement under the Environmental Impact Assessment (EIA) and Environmental Management Plan (EMP). The EIA identified potential impacts from the project and various plans have been developed to supplement the EIS and EMP. The schedules presented here detail monitoring and inspection schedules covering environmental and operational activities, as well as assigning responsibilities to ensure these schedules are implemented.

This document is an appendix to the EMP – Appendix E. More details on operational inspection and audit can be found in the TR Inspection and Audit Standard TR-HSE-STD-00-000-010\_1.

### **1.3 SCOPE**

This document will address environmental and operational inspections for the PSC: TL-OT-17-08 drilling programme.

## **2 MONITORING AND INSPECTION SCHEDULES**

The internal monitoring and inspection regime provide a systematic documented process for confirming:

- Environmental performance against the requirements identified in the EIA and EMP.
- Operational performance against the TR Operating Management System (OMS).

Regular schedules for EMP monitoring and operations inspections will assist line managers and superintendents/supervisors identify areas of non-compliance with Company Policy and Timor Leste law and focus on corrective action aimed at improved performance.



## 2.1 ENVIRONMENTAL MANAGEMENT PLAN MONITORING SCHEDULE

The EIA and EMP are focused on achieving and demonstrating sound environmental performance by managing the impacts of activities. Performance is measured by establishing a monitoring schedule as shown in Table 1.

**Table 1 - Monitoring Schedule as determined under the EIA and EMP**

Timing and Frequency	Monitoring/ Performance Indicator	Aspect	Responsible Person / Function
Pre-Spud/ Induction	Driver training Defensive driving	Traffic	Operations Manager
	Local Recruitment Programme	Community	Country Manager
	OSCP/SERP/IMP/CMP Drills	Operational leaks and spills/Worst Case spill	HSE Officer
Continuous as required	Grievance/ Complaints records	All	Community Affairs Officer
	New recruit Training and Induction	Community	Community Affairs Officer
	Local Community Education and Awareness Programme	Community	Community Affairs Officer
	OSCP/SERP/IMP/CMP	Operational leaks and spills/Worst Case spill	HSE Officer
Each Tour 12 hourly	Perimeter drain oil trap	Surface Water Groundwater Liquid Effluents	Drilling Contractor
	Regular checking and cleaning of oil, fuel and waste spills	Surface Water Groundwater Operational leaks and spills	Drilling Contractor
Daily	Adherence to Traffic Management Procedure	Traffic	Operations Manager
	Journey Management	Traffic	Operations Manager
	Speed Monitoring	Traffic	Operations Manager
	Dust management	Air Quality	Civils contractor for construction / decommissioning  Drilling Contractor
	Fuel Consumption	Air Quality	Transport Contractor  Drilling Contractor
	Monitor water usage	Water Supply	Drilling Contractor
	Cuttings volumes recorded	Solid Wastes	Drilling Contractor
	Rig wastes recorded, manifested and tracked	Solid Wastes	Drilling Contractor
	Camp wastes recorded, manifested, tracked	Solid Wastes	Camp Boss
Weekly	Regular Inspection of road culverts and rig drainage system	Soil Surface Water Operational leaks and spills	Operations Manager
Monthly	Engine and generator service records	Traffic Air Quality	Operations Manager



Timing and Frequency	Monitoring/ Performance Indicator	Aspect	Responsible Person / Function
	Adherence to Site Civils Construction Procedure	Soil	Civils Construction Engineer
	Particulates Monitoring	Air Quality	Civils Construction Engineer  Drilling Contractor for rig emissions/  Transport contractor for service vehicles
	Inspection of sewage system	Surface Water	Drilling Contractor Camp Boss
	Monthly water management report	Water Supply	Operations Manager
	All wastes: Monthly Summary report	Solid Wastes	Operations Manager
	Noise monitoring at fence and sensitive receptors	Noise	Operations Manager

## 2.2 OPERATIONS INSPECTION SCHEDULE

Inspection is defined as ***“a planned tour of a work place to visually check for compliance with procedures and safe working practices”***.

Planned inspections are primarily a line management responsibility carried out according to a predetermined program. They enable the line management to systematically inspect all its areas of responsibility using site specific inspection checklists. The primary objective of inspections is to identify any hazards in the workplace or to the environment, confirm that critical items are in place and functional, and that all work is being conducted according to approved practice.

Planned inspections will also be carried out by the HSE Officer with respect to all HSE equipment as used in operations. This will include equipment which is available and used on a daily basis, and that used specifically in emergency situations.

### 2.2.1 Planned General Inspections (Weekly)

Site Supervisors/Camp Boss will complete a Planned General Inspection of their site, at least every week. Substandard conditions will be reported in a Corrective Action Record (CAR) (See Non-Conformance: Corrective and Preventative Action Standard: TR-GEN-STD-00-000-010\_2) and will be forwarded to the Operations Manager and the HSE Officer.

All contractors will be included in the Planned General Inspection Schedule.



### **2.2.2 Operations Manager Inspections (Monthly)**

The Operations Manager will conduct a General Inspection at least every month with the HSE Officer. These inspections will examine progress on all outstanding issues resulting from the weekly site Planned General Inspections and will include all contractor activities.

Substandard conditions will be reported in a Corrective Action Record (CAR) and will be forwarded to General Manager Exploration.

### **2.2.3 Senior Management Inspection Tour (Quarterly)**

Senior Management representatives (CEO and General Managers) will conduct a formal Senior Management Inspection Tour (SMIT) of all locations at least every quarter. The SMIT is not necessarily intended to be comprehensive inspection to identify substandard conditions, but more to demonstrate leadership. This support is given by discussing with site personnel the results of inspections and any problems associated with addressing previously identified deficiencies or weaknesses.

Management will also use the SMIT to promote the OMS, and to demonstrate TR Commitment. General housekeeping and physical conditions will always be assessed and take the opportunity to give commendation wherever merited.