

Weekly Environmental Log Sheet



Week Commencing: _____

Item	Assessment requirement	Day	Time	Name	Wind strength	Wind direction	Visual Check	Olfactory Check	Other Comments
1	<p>An assessment of emissions shall be undertaken at least daily during process operations ensure that final releases are free from visible emissions, smoke and offensive odour.</p> <ul style="list-style-type: none"> ➤ In the assessment of smoke emissions, use the Ringelmann smoke chart below. Write the shade of the smoke in the 'visual check' box. ➤ For the olfactory check, can you smell smoke emissions. Write Yes if you can or No if you cant. 	Mon							
		Tue							
		Wed							
		Thur							
		Fri							
		Sat							
		Sun							

Item	Assessment requirement	Assessment	Day	Name	Other Comments
2	<p>The following checks are running operational items and to not replace any formal checklist supplied by the manufacturer for routine maintenance.</p>	<p>Does the fuel silo have capacity? Check the silo windows for remaining space</p>			
		<p>Have ash bins been emptied? Swap the ash bins when full and allow to cool before disposing of the ashes to waste</p>			
		<p>Is the ceramic filter working OK? Check for normal bypass or errors</p>			
		<p>Is the boilerhouse tidy? The area must be clean and tidy at all times</p>			

Ringlemann smoke chart:	Notes & comments:
<p>Smoke emissions must be no darker than shade 1 of the Ringlemann smoke chart.</p>	

Any problems to be reported to Machine Shop Supervisor without delay. Return sheet to Environmental & Quality Manager at the end of each week.

Maintenance Manager sign off:

Name: _____

Signature: _____

Date: _____

Production Manager sign off:

Name: _____

Signature: _____

Date: _____