



VERIFICATION OF YOUR MONITORING PROGRAM

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The following points will help you fulfil the environmental monitoring and auditing requirements for the management of your landfill.

1. Prepare a risk assessment (RA) and environmental monitoring program (MP) for your licensed operations. In the meantime, follow your existing monitoring program.
2. Based on your current environmental auditing program, use the following table to determine your next steps.

Option	Environmental auditing program	Action	Guidance
1	If your site <ul style="list-style-type: none"> • has a regular environmental audit program already in place, and • the next 53V environmental audit is due before 30 June 2011 	Ask the environmental auditor to review your RA and verify your MP as part of your next 53V environmental audit.	Appendix 5 of the <i>Landfill licensing guidelines</i> outlines the steps to be taken by an environmental auditor during verification of the monitoring program.
2	If your site <ul style="list-style-type: none"> • has a regular environmental audit program already in place, and • the next 53V environmental audit scheduled <i>after</i> 30 June 2011 	Engage an environmental auditor to review your RA and MP. The auditor should verify your MP in a letter addressed to your EPA client relationship manager. Verification of the MP must be completed by 30 June 2011. Perform the 53V environmental audit as scheduled.	
3	If your site does not have a current or regular environmental audit program in place	Engage an environmental auditor to perform a 53V environmental audit. <ul style="list-style-type: none"> • If the 53V environmental audit is completed before 30 June 2011, ask the auditor to review your RA and verify your MP as part of the audit. • If the 53V environmental audit is not completed before 30 June 2011, engage an environmental auditor to review your RA and verify your MP in a letter addressed to your EPA client relationship manager. Verification of the MP must be completed by 30 June 2011.	Appendix 6 in the <i>Landfill licensing guidelines</i> specifies the required scope of each landfill operation environmental audit. Appendix 5 of the <i>Landfill licensing guidelines</i> outlines the steps to be taken by an environmental auditor during verification of the monitoring program.

3. Information required as part of your next APS includes:
 - Details of the environmental auditor engaged to i) verify your monitoring program and ii) conduct your 53V environmental audit (if appropriate).
 - The audit frequency determined by your RA and outlined in your verified MP.
 - Any recommendations set by the environmental auditor for your monitoring program.
 - Any recommendations from your 53V environmental audit set by the environmental auditor (if the audit has been carried out).
 - Environmental audit report date and reference (CARMs) number (if the audit has been carried out).

Please note that EPA approval of the audit scope is not required, nor is a courtesy copy of the audit scope. However, the audit scope must be consistent with that specified in Appendix 6 in the *Landfill licensing guidelines (EPA publication 1323)*. The environmental auditor should also have a documented, detailed audit plan.

In the coming months EPA Victoria will update the *Landfill licensing guidelines* to reflect the above information.