



## National Cement Factory

**Code****SNP-EHS-08****Classification****Pertains to**

- Policy

- Manual

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C**Subject****Land**

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- Procedure

- Work  
instruction

No

Yes

Yes

No

No

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Manager**Title** General ManagerYes ☐No ☐**Date and  
signature** 26/04/2019**Date and  
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### 1.0 SUMMARY

	Title	Page
1.0	Land Policy	1
2.0	PURPOSE	1
3.0	SCOPE	2
4.0	DEFINITIONS, TERMINOLOGIES AND ABBREVIATIONS	2
5.0	REFERENCES	2
6.0	RESPONSIBILITY	2
7.0	PROCEDURE	3
8.0	RELATED DOCUMENTATION	4
9.0	ATTACHMENTS AND FORMS	4
10.0	REVISION HISTORY	4
11.0	DISTRIBUTION	4

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## **1.0 Summary**

This policy/ Procedure describes the steps how NCF ensure that Land usage for NCF operations is free from potential land-use conflict; the definition of these areas should follow accepted frameworks, for example UNESCO Heritage Sites or International Union for Conservation of Nature (IUCN) categories.

NCF Land Policy is publicly available on NCF website.

## **2.0 PURPOSE**

The purpose of this procedure is to ensure that land is assessed for any contamination.

## **3.0 SCOPE**

This procedure is applicable to the NCF.

## **4.0 DEFINITIONS, TERMINOLOGIES AND ABBREVIATIONS:**

**EAD:** Environmental Agency – Abu Dhabi

**EHS:** Environment, Health and Safety

**MSDS:** Material Safety Data Sheet

**QSSE:** Quality, Safety, Security and Environment

## **5.0 REFERENCES**

ISO 14001:2004

## **6.0 RESPONSIBILITIES**

### **6.1 Top Management**

- Ensure that no contamination of the land is there due to the release from the plant activities and take decisions for reducing the land contamination if any.
- Ensure that the environmental aspects and impacts assessment is done for every activity

### **6.2 Maintenance Manager**

- Ensure safe disposal of liquid, gaseous, solid and hazardous wastes via sound environmental practices to minimize impacts on environment.

### **6.3 QSSE Manager**

- Report to the top management any activities impacting the environment
- Monitor all environmental parameters

### **6.4 Quality Control Manager**

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- Optimization of use of chemicals to ensure the minimization of pollution.
- Keep all MSDS details and ensure that they are available for perusal in the intranet and the relevant MSDS are available in the place of use.

#### **6.5 Stores Keeper**

- Safe storage of chemicals and other products.
- Collection and disposal of packaging material in consultation with QSSE Manager.
- Safe storage of waste material and identify those which can be sent back to the Supplier for recycling
- Safe storage and disposal of scrap and maintain records of the same

#### **6.6 Procurement Team**

- Ensure that always chemicals purchased are accompanied with MSDS.

#### **6.7 All NCF Employees**

- Bring up EHS concerns to the attention of their direct Supervisors.
- Be vigilant in work area, identify and report to their Supervisors about imminent dangers / hazards / concerns to environment, health and safety.
- Always follow the standard operations control procedures so as to avoid any activity which might lead to EHS incidents / nonconformities.
- Follow sound environmental health and safety practices on and off duty.

#### **6.8 Contractor**

- Contribute to reduce the impact on the land
- Follow and implement the applicable standards and laws regarding environmental protection

### **7.0 PROCEDURE**

It is assessed that land pollution due to the plant operations could happen in the following ways.

#### **7.1 Oil/Chemical Spillages**

##### **Spill Containment**

Contain the spill using the following methods:

- If possible use the secondary containment structure, i.e. bund and sump and ensure that secondary containment valves are in the closed position.
- On land, construct dams or ditches and / or scatter absorbents or sand to absorb the spill.
- On concrete or metal work surfaces, scatter absorbents or sand to absorb the spill. If feasible, hydrocarbon spills may be routed to an oil water separator or sump.

##### **Spill Cleanup**

- Spill shall be cleaned up by an adequate method.

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- The spilled material may be pumped to drums or other storage for treatment or disposal ensuring that the incompatible materials (e.g. acid with caustic) are never mixed together.
- Metal containers must not be used for acid or caustic wastes.
- In case of contaminated materials from Land, Concrete and Metal Work Surfaces collect them in drums or sacks.
- From water, use skimmers, pumps or absorbents to recover the spilled material and store recovered material in drums or other storage vessels such as temporary holding tanks and label it.
- Request the external services of a spill response team from the neighbouring industrial area, if required.

#### Disposal of Contaminated Material

- Close and label the drums, sacks or storage vessel with the name of the contaminated material and the date.
- Transfer storage containers to the designated waste storage area.

### 7.2 Waste

To ensure the proper disposal waste, a waste management procedure has been established.

### 7.3 Water

To minimize the effects of any kind of release of polluted water to the land, adequate control measure has been established.

### 8.0 RELATED DOCUMENTATION

None

### 9.0 ATTACHMENTS AND FORMS

All records related to the land

### 10.0 REVISION HISTORY

Version	Date	Description of change / commentary
1	13/12/09	Initial version
2	02/04/2017	Added ATTACHMENTS AND FORMS section. Updated to reflect changes in the organization structure.
3	26/04/2019	Adding Summary

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