**ENVIRONMENTAL INSPECTION ACCORDING TO ART. 32 OF LAW ON INSPECTION SUPERVISION**

**INSTALLATION: *name, A/B IPPC code, town, location***

**CHECKLIST – NON/ROUTINARY/CONTROL INSPECTION**

***A/B-IPPC PERMIT NUMBER XXXXX***

***Issued on xxxx, according to the Law of Environment (part XII)***

**IMPORTANT PRELIMINARY INFORMATION**:

The following checklist is a template that can be used by inspectors to prepare their own checklist during the preparation of the inspection to a winery. The Best Available Techniques (**BATs**) which have been **included in this template belong mainly to the** BAT Reference Document (**BREF**) **for Food, Drink and Milk Industries (FDM)**. **If a BAT** is mentioned in the template which **does not belong to that BREF**, **the name of the** corresponding **BREF is provided**.

The other BREF mentioned is on Waste Treatment Industries. See more information about these BREF documents and this kind of installations in the Factsheet for wineries prepared by the Twinning project supporting SEI, which is available in SEI’s website, <http://www.sei.gov.mk> , in the section “Documents & links”.

This template of checklist is meant to provide a structure for a homogeneous definition of inspection checklists.

The present checklist includes the following boxes, providing examples of relevant topics to be checked:

**GENERAL DATA**

General elements of management

Communication duties

**SECTORIAL TOPICS**

Air emissions

Waste water

Waste

Energy consumption and efficiency

**LIST OF POLLUTANTS TO BE ASSESSED**

**GENERAL DATA**

|  |  |
| --- | --- |
| **Date of Inspection** |  |
| **Type of Inspection** | 🞏 Routinary 🞏 Non Routinary 🞏 Control (follow-up) |
| **Field of inspection** | 🞏 Integrated (all environmental impacts checked)  🞏 Partial (specify laws checked) |
| **Name of Company** |  |
| **Location of the plant** |  |
| **Legal address** |  |
| **Industrial activity[[1]](#footnote-1)** | **Wine Production (wineries)** |
| **Permit (number, date and title)** |  |
| **Permit holder** |  |
| **Telephone** |  |
| **E-mail** |  |
| **Contact person for integrated permit-related issues** |  |
| **Representative competent authority** |  |

**ADMINISTRATIVE ORGANISATION / INTERNAL CONTROL**

| **TOPIC: GENERAL ELEMENTS OF MANAGEMENT** | | | | |
| --- | --- | --- | --- | --- |
| **Topic** | **What does the permit /National law say** | **What do the BREFs say** | **What to check** | **What has been observed** |
| Presentation of the current state of the plant by the operator by means of layout and drawings |  | BREF: Waste treatment industries  BAT 24b (p. 518) | 1. Check whether any modification of the plant occurred which has not been authorized. 2. Check the drainage infrastructure and whether it is connected with the overall drainage system of the installation. |  |
| Environmental Management System (EMS) |  | BREF FDM (Food, Drink and Milk Industries)  Use an environmental management system (4.1.1 – p. 211 & 5.1.1 – p. 594) | 1. Check the implementation of a structured EMS. In case the installation is EMAS or ISO14001, check validity of the certificate. Interview with operator to assess the application of the procedures. Check whether the proposed EMS contains specific procedures/ benchmarking of  * Energy efficiency and energy conservation measures * Water conservation measures * Emissions to air * Discharges to water * Consumption of water * Generation of waste.  1. Check whether a mass balance (for all process units) is prepared |  |
| Training of personnel |  | Foreseen in the EMS | Check the existence and execution of a Training Plan on environmental topics (relevant to the installation). |  |
| Management of accidents/incidents |  | BREF FDM  Develop and implement an emergency plan (4.6 – p. 479) | Check how incidents have been managed: procedures in place, register of events, follow-up actions to repair/correct:   * Any spillage of untreated waste water into river/lake? * Failure or malfunction of waste water treatment plant? |  |
| Register of Maintenance |  | Foreseen in the EMS | Check the presence of a Register where the operator takes note of maintenance services occurred in the plant. |  |
| xxxx |  |  |  |  |
| xxxx |  |  |  |  |

| **TOPIC: COMMUNICATION DUTIES** | | | | |
| --- | --- | --- | --- | --- |
| **Topic** | **What does the permit /National law say** | **What do the BREFs say** | **What to check** | **What has been observed** |
| Self-monitoring report |  | Foreseen in the EMS | Check the correct delivery to the Competent Authority of the self-monitoring report. Check results of the monitoring. |  |
| Incidents/Emission Limit Values (ELVs) |  |  | Check if the operator communicates incidents and exceedances of ELVs to the competent authority. |  |
| Installation changes |  |  | Check that the operator asked for authorization for making changes to the installation, as specified in legislation. |  |
| xxxx |  |  |  |  |
| xxxx |  |  |  |  |
| xxxx |  |  |  |  |
| xxxx |  |  |  |  |

**SECTORIAL TOPICS**

| **TOPIC: AIR EMISSIONS** | | | | |
| --- | --- | --- | --- | --- |
| **Topic** | **What does the permit /National law say** | **What do the BREFs say** | **What to check** | **What has been observed** |
| Pollution abatement systems |  | BREF FDM  Optimal use of air abatement equipment (4.4.3.1 – p. 349) | Check the records of the air pollution monitoring devices to detect any fluctuations of air emissions release |  |
| Pollution abatement systems |  |  | Concentration and quantity of contaminants before and after the treatment.  Duration of operation daily/annually (h) |  |
| Air emission continuous monitoring |  |  | Check the programme of maintenance and calibration of the air emission measurements equipment |  |
| Sampling points |  |  | Check correctness of sampling points according to EU standards |  |
| Dust |  |  |  |  |
| Odour |  | BREF FDM  Apply local exhaust ventilation and scrubbing (4.4.3. – p. 347-353) if necessary | Check whether exhaust systems and wet scrubbing are installed in the overall air collection/treatment system (in case of odour problems) |  |
| Greenhouse gases |  |  |  |  |

| **TOPIC: NOISE AND VIBRATION** | | | | |
| --- | --- | --- | --- | --- |
| **Topic** | **What does the permit /National law say** | **What do the BREFs say** | **What to check** | **What has been observed** |
| Noise |  | BAT 5.1 point 3  BAT 5.1.4.12 | Presence of equipment/devices to abate noise emission |  |
| xxxx |  |  |  |  |
|  |  |  |  |  |

| **TOPIC: WASTE WATER** | | | | |
| --- | --- | --- | --- | --- |
| **Topic** | **What does the permit /National law say** | **What do the BREFs say** | **What to check** | **What has been observed** |
| Pollution abatement systems |  | BREF on BAT for Waste Treatment Industries  Install secondary (biological) and, if possible, tertiary waste water treatment plant (4.7.4 – p. 493 & 4.7.5 – p. 494) | 1. Check whether a biological WWTP is installed 2. Check the records (kept by operator) concerning the total waste water quantity (m3/day) and the concentration of contaminants after final treatment (exit of own WWTP – entrance to municipal WWTP) 3. Check the level of treatment applied in the municipal WWTP (tertiary treatment?) |  |
| Water use conservation measures |  | BREF FDM  Reduction of the water quantities used: a water consumption level of 0.35 – 1 m3/hl of beer produced is suggested (3.3.11.1 – p. 203 & 5.2.9.1 – p. 607) | 1. Check whether metering devices are installed at the major water supply devices 2. Check whether a mass balance has been prepared (focus on water use) 3. Check to which extent any water recycling measures are applied (e.g. cask rinse water to be used for cooling purposes or for conveyor belt washing) |  |
|  |  |  |  |  |

| **TOPIC: SOIL AND GROUNDWATER** | | | | |
| --- | --- | --- | --- | --- |
| **Topic** | **What does the permit /National law say** | **What do the BREFs say** | **What to check** | **What has been observed** |
| Rainwater |  | (BREF “[Common Waste Water and Waste Gas Treatment/ Management Systems in the Chemical Sector](http://eippcb.jrc.ec.europa.eu/reference/cww.html)”)  Process water should be segregated from rainwater and other water effluent, to allow reuse or recycling, as well as to minimise the amount of waste water which requires treatment, the installation of a roof over certain process areas, loading and unloading bays, etc.  Prevention of uncontrolled effluents from the site, such as contaminated rainwater.  Rainwater from production areas is collected either in sumps on the spot or in other central facilities (e.g. emergency storage tanks or lagoons) to allow inspection and then a decision is to be made on whether to discharge it directly to the receiving water or to a waste water treatment facility. | Existence of systems to separate and treat first flush rainwater from later rainfall |  |
| Tank bunds |  | (BREF “Emissions from Storage”)  Design a tank farm bund (or dike) to contain large spills, such as that caused by a shell rupture or a large overfill. The bund consists of a wall around the outside of the tank (or tanks) to contain any product in the unlikely event of a spill personnel both on and off-site.  The volume is normally sized to accommodate the contents of the largest tank within the bund. | Presence of tank bunds to contain spills from storage tanks and drums of waste, to prevent soil contamination in case of leakage. |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

| **TOPIC: WASTE** | | | | |
| --- | --- | --- | --- | --- |
| **Topic** | **What does the permit /National law say** | **What do the BREFs say** | **What to check** | **What has been observed** |
| Collection / Storage |  |  |  |  |
| Waste generated |  |  | Waste classification (according to national list of waste)  EWC category: 02 07  Check the records (kept by the operator) concerning the quantity of each waste/by-product (kg/day) |  |
| Disposal / recycling |  | BREF FDM  Prunings, grape stalks and marcs can be used for composting. BAT 5.1 point 5.4 & 5.6  ΒΑΤ 5.1.4.9,points 1 & 3 (p. 597) | Check the disposal/recycling route:   1. Disposal (where are they disposed of – municipal landfill?) 2. Recycling ((according to applicable national waste legislation)  * Are they transported to other facilities for re-use/ recycling? * Waste management team present? |  |

| **TOPIC: ENERGY CONSUMPTION/EFFICIENCY** | | | | |
| --- | --- | --- | --- | --- |
| **Topic** | **What does the permit /National law say** | **What do the BREFs say** | **What to check** | **What has been observed** |
|  |  | BREF FDM  Monitoring of the major energy consumption sources, process optimisation/innovation, analysis of production processes (4.1.6 – p. 228) | Check whether a mass balance is prepared (focus on energy management) and any energy efficiency measures are applied |  |
|  |  |  |  |  |
|  |  |  |  |  |

**LIST OF POLLUTANTS TO BE ASSESSED[[2]](#footnote-2)**

| **Air emission pollutants** | **Waste water pollutants** |
| --- | --- |
| SO2 | Organohalogen compounds |
| Other S compounds | Organophosphorus compounds |
| NOx | Organotin compounds |
| Other N compounds | Substances / mixtures possessing carcinogenic/mutagenic properties |
| CO | Persistent hydrocarbons and persistent and bio accumulative organic toxic substances |
| VOC | CN |
| Metals | Metals |
| Metals compounds | Metals compounds |
| Fine particulate matter | As |
| Asbestos suspended particulates | As compounds |
| Asbestos fibres | Biocides |
| Cl | Suspended solids X |
| Cl compounds | Nitrates X |
| F | Phosphates X |
| F compounds | BOD5  X |
| As | COD X |
| As compounds |  |
| CN |  |
| Substances / mixtures possessing carcinogenic/ mutagenic properties |  |
| Polychlorinated dibenzodioxins |  |
| Polychlorinated dibenzofurans |  |

1. Define the kind and code of industrial activity according to the Annex I and II of the Ordinance 89/05 [↑](#footnote-ref-1)
2. This list is not meant to be exhaustive; it lists common pollutants that it is usually worth to detect. Pollutants relevant to this sector are marked (X) [↑](#footnote-ref-2)