

# Taking time to plan begins with environmental due diligence



Due diligence is used a lot in the business world. It can relate to the environment, health and safety or investing.

Due diligence is about taking all reasonable steps to prevent liabilities and minimizing our risks.

Environmentally that means taking all reasonable care to prevent discharges and adverse effects.

Due diligence is not just about taking those steps.



It is also about putting systems in place to prove that reasonable care has been taken.



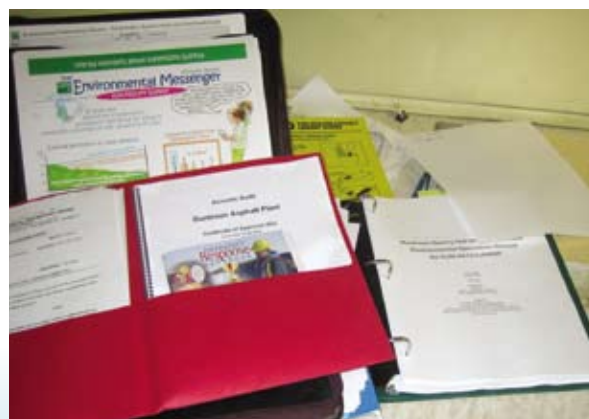
## THE MESSAGE AT WORK ▼

**A good environmental due diligence program ensures that we:**

- Design for the environment
- Train employees to work in a way that supports the environment
- Operate in a manner to reduce our impacts
- Have clear written procedures to protect the environment
- Proactively maintain our equipment to prevent failure
- Monitor our impacts and react to any changes
- Keep records of the actions we take in designing, training, operating, monitoring and maintenance
- Report environmental incidents and take steps to prevent them from recurring
- Respond to emergencies with knowledge and foresight

## EACH DAY CONSIDER ▼

- How can I work in a way that minimizes environmental risk?
- What procedures are in for my work to protect the environment?
- How can I take reasonable care to prevent environmental liabilities from my actions?
- Have I completed the inspections and records that I am responsible for?



The EARTH 1st Program sets a good foundation for due diligence. In addition, each site has its own site specific operating procedures to provide more specific advice on how to work in a way that supports its environment.



## MESSAGE TO TAKE HOME ▼

**Things that you can apply into your every day:**

- take a walk around your home and look for things that could put you at risk
- storing incompatible materials together
- furnace oil tank that is not contained
- storing hazardous materials inappropriately



Take Time to Plan  
**Our Environmental Messenger**

**DUE DILIGENCE**

**COMMIT ■ CREATE ■ PARTICIPATE**

## QUESTIONS/DISCUSSIONS

1. Where do you take reasonable care to prevent environmental liabilities?
2. Where have you taken action to minimize risk of an adverse effect?
3. What records do you keep that would help to show environmental due diligence?

*If you don't know where you are going, you might wind up someplace else.*  
Yogi Berra