

ECMP CHECKLIST INFORMATION & INSTRUCTIONS

BACKGROUND

The Environmental Compliance Management Program (ECMP) Checklist process is a due diligence process to assist project managers (refers to anyone who leads, manages or delivers a project) in meeting departmental environmental responsibilities and objectives which flow from the management of buildings, equipment and lands. The ECMP Checklist process applies to all Public Services and Procurement Canada (PSPC) and Other Government Department projects, including lease accommodation projects.

Completed ECMP Checklists are used by Environmental Services to identify where specific environmental measures, actions or inputs are required to ensure compliance with applicable environmental legislation, policies and sustainable development requirements.

The ECMP Checklist is geared towards works that have a medium to high potential for environmental or human health risks and is not exhaustive. If in doubt, submit an ECMP Checklist to Environmental Services for review.

ROLES & RESPONSIBILITIES

Project managers are responsible for completing an ECMP Checklist and sending it (via ELF mail or email) to Environmental Services.

Environmental Services will review the checklist and provide the project manager with the environmental support required.

INSTRUCTIONS

1. Use Table 1 to determine if the ECMP Checklist is required for the project under consideration.
2. If the project does not include any activities listed in Table 1, complete Part 1A & 1B of the checklist and file a copy of the checklist in the project file. Do not submit the checklist to Environmental Services.
3. If the project includes any activities listed in Table 1, complete Parts 1 - 4 of the ECMP Checklist and submit the checklist to Environmental Services.

Table 1: PSPC ECMP Checklist Activities List for Projects Requiring a Checklist

Activities primarily affecting Buildings	Activities primarily affecting Land	Activities primarily affecting Equipment
Fit-ups and retrofits of 1,000m ² or larger.	Removal and/or disturbance of vegetation.	Activities that may discharge harmful substances into the atmosphere and/or a body of water or wetland, or onto land.
Activities that may affect tenant or worker safety related to lead, asbestos, mould, radon or potable water.	Work in, on, above or within 30 meters of a body of water or wetland, or onto land.	Activities that may discharge effluents (directly or indirectly) into a sewer system.
Activities that may affect indoor air quality (temperature, humidity, carbon dioxide, VOC's, toxic fumes, off gassing etc.).	Excavation/construction in areas that contain or may contain archaeological or historical/heritage resources.	Work ¹ on a storage tank system, including work on piping, valves, secondary containment, and/or Product Transfer Areas.
Generation, disposal, transportation, and/or handling of hazardous wastes or hazardous materials or dangerous goods.	Excavating soil for purposes other than sampling, and/or on-site stockpiling.	Work ¹ on refrigeration and air conditioning systems with a refrigeration capacity of 5.4 tons or greater (19kW, 64, 828 BTU/hr, 25.5 hp) and/or halon containing fire extinguishing systems.
Construction, demolition and/or expansion of a building or structure (including major renovation).	Remediation of contaminated soil, water and/or sediments.	Electrical work involving transformers, or high voltage cables, or ballasts which may contain PCB's.
Acquisition or disposal of land and/or asset.	Work related to wastewater and/or potable water treatment systems.	
Activities taking place north of the 60 th parallel.	Taking of water (surface and/or groundwater) for purposes other than sampling.	

¹ Modifications, installations, decommissioning, removal, or temporary withdrawal from service

Please submit your ECMP Checklist or any questions you may have to the appropriate regional email address:

Pacific Region (British Columbia and Yukon):

<http://www.tbs-sct.gc.ca/dfrp-rbif/home-accueil-eng.aspx>

Western Region:
(Alberta, Saskatchewan, Manitoba, Northwest Territories and Nunavut)

<http://www.tpsgc-pwgsc.gc.ca/biens-property/sngp-npms/index-eng.html>

Ontario Region:

PWGSC.ONTECMP-LVEE.TPSGC@pwgsc-tpsgc.gc.ca

National Capital Region:

TPSGC.RCNLVEEListedeControle-NCRECMPChecklist.PWGSC@tpsgc-pwgsc.gc.ca

Atlantic Region:

PWGSC.ARCEAAChecklist-RALCEEListedecontrole.TPSGC@pwgsc-tpsgc.gc.ca

Quebec Region:

QUELVEE.QUEECMPchecklist@tpsgc-pwgsc.gc.ca



ENVIRONMENTAL COMPLIANCE MANAGEMENT PROGRAM (ECMP) CHECKLIST

PART 1A: PROJECT INFORMATION		
Project Title Little Brother dam and Percy dam access roads	WBSE R.076951.179	Date (YYYY-MM-DD) 2019-07-26
Project Location Haliburtons, Ontario	Client Parks Canada Agency (PCA)	DFRP No. ²
Project Manager Pierre Grambart	Contact Info 613-363-1770 pierre.grambart@pwgsc.gc.ca	
Estimated Contract Tender Date (YYYY-MM-DD) 2019-08-15	Estimated Project Start Date (YYYY-MM-DD) 2019-09-01	
Check applicable box related to the facility/land/structure where the project is taking place:		
<input type="checkbox"/> PSPC owned/ PSPC managed	<input type="checkbox"/> PSPC owned/ RPC ³ managed	<input type="checkbox"/> OGD owned/ PSPC managed
<input checked="" type="checkbox"/> OGD owned/ OGD managed	<input type="checkbox"/> PSPC Leased	<input type="checkbox"/> PSPC Lease to own
<input type="checkbox"/> OGD owned/ RPC managed		
<input type="checkbox"/> PSPC build to lease		
PART 1B: APPLICABILITY		
Does the project include any activities listed in Table 1: PSPC ECMP Checklist Activities List for Projects Requiring a Checklist?		
<input type="checkbox"/> No - If no, file a copy of the checklist in the project file. Do not submit the checklist to Environmental Services.		
<input checked="" type="checkbox"/> Yes - If yes, complete the remainder of the checklist and submit the checklist to Environmental Services.		
PART 2: PROJECT DESCRIPTION		
Provide specific details regarding project activities, including activities listed in Table 1 (e.g. new construction, expansion, demolition, construction, hazardous waste, removal of vegetation, proximity to water body etc.) and attach relevant documentation (investment analysis report, feasibility study, plans, photos, drawings, etc.).		
project consists of building a 0.17 km and a 1.12km access roads to access dam structures. work includes: environmental procedures, dewatering the sites, clearing and grubbing, soil stripping, rough grading, rock removal, excavating and backfilling, geotextiles, riprap, granular sub-base and base, pipe culverts and complete general clean-up.		
Project includes a PCA BIA and mitigations measures are included in the specifications. (refer to attached documents)		
PART 3: SITE DESCRIPTION		
Provide specific details regarding the site, such as, urban, rural, serviced lot, green space, wharf, bridge, distance to body of water, wetlands or to a forest or undisturbed natural area etc.		
site is set in forest. Existing access to dam is via a foopath.		
PART 4: IS THERE POTENTIAL FOR PUBLIC/ABORIGINAL CONCERNS		
<input type="checkbox"/> No		
<input checked="" type="checkbox"/> If yes , provide details of the concern.		

**AN EXTRA PAGE HAS BEEN PROVIDED TO ADD PROJECT
OR SITE DESCRIPTION INFORMATION**

² Directory of Federal Real Property: <http://www.tbs-sct.gc.ca/dfrp-rbif/home-accueil-eng.aspx>

³ Real Property Contractor

PROJECT OR SITE DESCRIPTION INFORMATION

Additional Information:

Environmental Assessment:

A Basic Environmental Impact Analysis has been completed by PCA. As per Parks Canada's Interim Directive on Impact Assessment 2015, three levels of Impact Analysis were considered:

- a. Apply Accepted Best Management Practices; or
- b. Complete a Basic Impact Analysis; or
- c. Complete a Detailed Impact Analysis.

For this project, both a & b were applied.