

“SUGGESTED ENVIRONMENTAL ACTION PLAN FORMAT”

Date

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In compliance with the Recommendations in the Environmental Inspection Report issued to (Name of Company), on (Date), by (Name of Inspector), the following courses of action have been undertaken or are planned to be implemented in order to rectify the deficiencies noted based on the PEZA Environment inspection Report:

FINDINGS	ACTIONS TAKEN	TIMEFRAME

(Note: Use additional sheets, if necessary)

Prepared by:

PCO / Company Representative

Noted by:

Company's Managing Head