

The Environmental Impact Report

🕒 EST. 6 MINUTE READING TIME

Alongside the safety documents, *Apollo* prepares an **Environmental Impact Report** for the job: an estimate of the greenhouse gas emissions and the material flows the works produce, written for the party that commissioned them. It is a standalone document you can send on its own, and it is built from a table in the [builder](#) that you can edit like any other section.

The report exists because the people who send us work increasingly have to account for it. Insurers, councils and larger asset owners report their own emissions, and the work they pay a contractor to carry out counts towards those figures. Handing them a report that names its sources and grades its own confidence is worth more to them than a headline number, and it is something most contractors cannot produce at all.

The Environmental Impact Section

The section sits with the safety sections in the builder and works the same way, with its own count, its own **Notes / Assumptions / Description** field, and a row for every quantity the report accounts for.

Each row carries what it is, how much of it there was, and the emission factor applied to it:

- **Item** - the material, movement, activity or waste stream. Start typing and *Apollo* offers matching entries from our factor catalogue, which fills the rest of the row for you.
- **Stage** - which part of the job's life the row belongs to: **A1-A3 Product** for making the materials, **A4 Transport** for getting them to site, **A5 Construction** for site plant, power and crew travel, and **C1-C4 End of life** for what was stripped out and where it went. These are the stages the international standard uses, so the numbers slot straight into the recipient's own reporting.
- **Qty. and Unit** - how much, in whatever the factor is measured against.
- **Factor** - the kilograms of CO2e released per unit.
- **Source** - where that factor came from, so every figure on the finished report can be traced.
- **Grade** - how good the underlying data is, from **A** down to **D**.
- **Destination** - for anything removed from site, where it went. Anything other than landfill or cleanfill counts as diverted.
- **Hazardous** - tick this for asbestos, lead paint or treated timber, which print in their own table with their assessment and receiving facility.
- **Basis** - a short note on where the quantity came from, which prints under the row so the reader can judge it.
- **kg CO2e** - worked out for you from the quantity and the factor. It is not editable, so a corrected factor can never leave a stale figure behind it.

Beneath the table, a summary shows the running footprint, the estimate band, the share of removed material kept out of landfill, and the split across the four stages. It updates as you edit, so you can see what a correction does before you publish.

Where the Rows Come From

When *Apollo* creates a plan it fills this section in for you. Anything the linked *Domino* quote can evidence comes across directly - the materials quoted, the skips, the waste tonnages. Crew travel comes from the Work Breakdown Structure, since the programme already knows how many people are on site and for how long, and delivery mileage comes from the real driving distance between the office and the property.

Where a quoted line is priced in a different unit from the factor, *Apollo* still creates the row but leaves the quantity blank rather than converting it for you, and drops the row's grade. That is deliberate: an invented quantity in a document sent to an insurer is worse than a missing one.

You can also use **Generate** on the section at any time to have *Apollo* propose the rows a quote cannot see - plant hours, site power, skip movements - which arrive marked as estimates for you to check.

Note: review the seeded rows before publishing. They are a starting point drawn from the quote and the programme, not a measured record, and the person publishing the report is the one standing behind its figures.

Improving the Numbers

The **Grade** on each row decides how confident the finished report says it is. Grades run from **A**, a factor taken from a specific product's own declaration, down to **D**, an estimate. The report works out its published estimate band from these, weighted by how much each row contributes, so replacing a **D** on your largest row with a real figure from a weighbridge docket or a supplier narrows the band on the front page. Rows with small numbers barely move it.

Water and Site Discharge

Water is recorded in the site configuration rather than the table, because on a reinstatement job it is rarely metered and a made-up figure would undermine the rows above it. Record where site water came from, any metered reading you do have, and the sediment and discharge controls in place, and the report states them as they are.

The Finished Report

The report publishes alongside the safety documents whenever you use **Publish SSSP**, and appears as its own row in the [publish drawer](#). It is deliberately kept out of the **Combined H&S Pack** - it goes to a different reader for a different reason, so it travels on its own.

It opens with the material the job moved: what was delivered to site against what was removed, and how much of what was removed was kept out of landfill. The greenhouse gas figure follows, with its estimate band and the standard and factor sources it was built from. After that come the tables behind it, stage by stage, then the waste and hazardous material, the water statement, the reduction actions the job actually achieved, and a method section setting out what is included, what is excluded, and how confident the whole thing is.

Emissions avoided by diverting material from landfill are shown separately and never subtracted from the total. The reported figure stays gross, because that is the number the recipient needs if they are folding it into their own reporting.

If a figure in the finished report looks wrong, correct the row in the builder and regenerate rather than editing the document, so what you hand out always matches what is in the plan. If something will not generate, or a material you use often is missing from the catalogue, get in touch at support@samconsulting.co.nz.