



- Flora surveys
- Vegetation mapping
- Ecological research
- Vegetation monitoring
- Threatened species assessments
- Management plans and strategies
- Technical reviews

Matt Dell has 23 years of experience in botany and ecology including 15 years as a consultant. He is a recognised expert on the flora of south-eastern Australia.

Matt has managed numerous biodiversity assessment projects and has consulted as a principal to government and the private sector for the past ten years. He has experience with ecological research design and analysis, GIS, workshop facilitation and is a member of a government scientific advisory committee. Matt has an excellent track record with:

- Delivering high quality work
- Occupational health and safety
- Management of large and small projects



Health and Safety

Matt Dell works independently on most project work. On occasion dellbotany engages other staff or sub-contractors to assist with elements of a project e.g. field assistance. As such, operating systems of dellbotany are relatively simple compared with a company employing staff. Matt however has more than 10 years of consulting experience as a senior or principal staff member of companies with 15–100 staff. He has considerable training and experience in assessing safety risks including consulting as a staff member under ISO accredited environment, safety and quality systems. Today, Matt ensures the highest standards of health and safety for his own projects including mandatory compliance with reviewed safety and communications plans. Some professional development services provided by dellbotany involve the use of volunteer workers. Volunteer Workers Insurance is maintained for these personnel and associated activities are typically less than five days per year. During his consulting career, Matt has enjoyed an accident free work environment with no lost work time due to a diligent personal approach to health and safety.

The following policies apply to Matt Dell, staff and sub-contractor's engaged on dellbotany projects.

- All projects are subject to a Safe Work and Environment Methods Statement (SWEMS), which is reviewed and approved by the client prior to commencing project work. The SWEMS is reviewed daily by field staff and amended if required in response to change in conditions or circumstances. The SWEMS may include a emergency management plan depending on the nature of the project. All personal protective equipment required for a project is stipulated in the SWEMS.
- Staff, sub-contractors or volunteers working on dellbotany projects will undertake tasks and behave in a manner which is safe to themselves and others. Hazards which may cause injury or death will be identified, documented, discussed and controlled with the aim to ensure personnel are aware of these hazards and associated risk is reduced as far as practicable. All personnel are required to communicate any safety issues or concerns as they are identified; these will be considered in a revised plan. dellbotany will comply with relevant health and safety legislation and gov. policy as well as those specified in relevant permits. All health and safety incidents or near misses will be documented using a standard procedure.
- Sub-contractors working for dellbotany must hold current public liability (\$20 million) and professional indemnity (\$5 million) insurance.
- When engaged as a sub-contractor, Matt Dell will comply with the policies and procedures of the client company (or other entity) including inductions and the maintenance of required health and safety standards. Matt Dell will be subject to all rights of a sub-contractor under relevant laws, as well as those in addition provided by company sub-contractor agreements. Matt Dell does not provide services to companies whose policies or actions are found to be unlawful.
- Personnel working on dellbotany projects maintain a zero blood alcohol level during work hours. Sub-contractors found to exceed a zero blood alcohol level will be prevented from continuing services for dellbotany.
- Volunteers assisting with professional development training and other tasks will be insured for personal accidents, within the limits of the Product Disclosure Statement and Policy Wording and as specified on the certificate. Public liability insurance held by M. Dell applies to volunteer workers and other members of the public. Registered volunteer and M. Dell are covered under M. Dell's public liability insurance for any action undertaken by a volunteer which is found to have led to a claim by a third party. It is required that health, safety and other policies of training activities are followed and promoted to others to minimise risk to public safety and property. dellbotany aims for zero incidents of personal accident, property damage or environmental harm.
- Harassment of any kind or other unwelcome behavior involving staff, sub-contractors, volunteers, clients or members of the public is not tolerated. Staff, sub-contractors and volunteers are required to report any incidents or encouraged to communicate other concerns to Matt Dell as soon as possible. Offensive or aggressive behavior is not tolerated under any circumstances.
- The client, land managers and/or property owners will be notified at the start and end of fieldwork. Contact phone number, emergency contact and details of fieldwork including locations will be left with the land manager/property owner prior to entering a work area. Contact will be made with a project contact at a designated time each day and upon return to accommodation where required. A Garmin InReach and UHF radios will

be carried on remote fieldwork to monitor truck traffic and for backup communication in the absence of mobile phone reception. A Garmin InReach will time stamp locations at regular interval during all remote fieldwork. These logs will be accessible online by a designated office person, as part of a communication plan.

- Activities involving bus transport is undertaken with Bus Operator Registration RO008281.
- Matt Dell undertakes first aid training every 2 years. He is trained in the safe use of 4WD vehicles, chain saws and heavy rigid vehicles. Sub-contractors are required to maintain relevant training relevant to their duties (minimum first aid) and will supply evidence of this prior to undertaking work.
- Vehicles used by dellbotany will be maintained in a roadworthy condition at all times, and be fitted with necessary safety equipment as required (on a per project basis e.g. safety lights, UHF radio).

Environment

dellbotany and its staff / sub-contractors operate under the following environment policy:

- All surveys are undertaken with necessary State government permits for the survey and collection of flora and fauna. This includes a general collecting permit for public land plus National Park permits where required. Collection of plant material is limited to the minimum necessary for maintaining high standards of data collection and analysis. Sub-contractors undertaking fauna surveys do so in accordance with relevant ethics approval.
- Activities undertaken by dellbotany are done so with due diligence to avoid breach of any environmental legislation.
- Survey activities are undertaken to prevent adverse impacts to natural areas. Potential environmental impacts relevant to activities will be controlled to a negligible or zero level. dellbotany follows Leave No Trace principles and field staff pack-in and pack-out all materials.
- Motor vehicle use is minimised as part of all work. Motor vehicles are not required for commuting to and from the principal place of office work. The use of vehicles for fieldwork varies depending on the project. Four-wheel drive vehicles are used only when required for access to off-road areas e.g. farmland, 4WD tracks and similar. Commuting for other purposes is done by small 2WD vehicle or via public transport.
- dellbotany avoids the use of harmful chemicals for field work. Vehicle tyres, footwear and other equipment in contact with soil are sterilized with F10sc or PhytoClean, to prevent the spread of plant and animal pathogens in sensitive areas. MSDSs are carried for these chemicals and they are used within labelled specifications.
- All reporting and mapping products are supplied to clients in electronic formats. The use of office paper is limited to contract copies or SWEMS which require hard copies to be stored. Recycled (post consumer) office paper is used if required for these situations.
- Matt Dell is accredited in undertaking habitat hectares assessments.

dellbotany strives to ensure that the health, safety and quality standards of its clients are followed or exceeded.



Matt Dell (Senior Consultant Botanist)