



Pollution Incident Response Management Plan

Gunnedah Quarry Products Pty Ltd



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Contents

1. Overview
2. Authority & Indemnity
3. Pollution Incident Response Personnel (IRP)
4. Procedure In the Event of a Major Chemical or Petroleum Product Incident
5. The immediate emergency actions
6. Notification Protocol for Regulatory Authorities
7. Training
8. Site Plan
9. Identification of Potential Hazards to the Environment or Human Health
10. Actions to be taken during or immediately after a pollution incident
11. Community Notification Strategy: Who Will Be Notified?
12. Maximum Quantity & Inventory of Potential Pollutants

Pollution Incident Response Management

1. Overview

Under the NSW Protection of the Environment (General) Amendment (Pollution incident response management plans) Regulation 2012, several changes to the Protection of the Environment Operations Act 1997 (POEO Act) were introduced, including a new requirement that holders of an Environment Protection Licence are required to prepare, implement and test pollution-incident management plans for each of their licensed activities.

There will be a structured group of people (IRP = Incident Response Personnel) delegated to take command on the declaration of a pollution incident in the site. They will facilitate the safe and orderly implementation of pollution incident procedures within the site.

The Pollution Incident Response Management Plan (PIRMP) has been produced as a guide for use on the site and establishes the administrative structure and procedures for the handling of pollution incidents at the premises. The procedures can only be a guide, as any incident will have peculiarities that require some changes to suit the circumstances of that incident.

However, the basic instructions for advising of a pollution incident and the conduct of authorised officers during a pollution incident will not vary.

2. Authority and Indemnity

During emergency situations or exercises, the responsible IRP shall have authority to issue instructions to evacuate all persons from the site and/or areas. Such instructions are to be adhered to at all times by all employees and visitors. These personnel shall be indemnified against civil liability resulting from practice or emergency evacuation of a site where personnel act in good faith and in the course of their duties.

3. Pollution Incident Response Personnel

Incident Response Personnel (IRP)	Name
Incident Coordinator	Operations Manager: Bruce MacKellar 0428 657 444
Deputy Incident Coordinator	Site Foreman: Steve Keech 0428 239 124
Community Liaison	Tim MacKellar 0438 614 856

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Responsibilities:- All employees must be familiar with the relevant requirements of this procedure.

Incident Response Personnel (IRP) must ensure that:

- The names of designated pollution incident response staff, are communicated to the WHS Manager.
- Training (including the induction of new staff) is organised and conducted.
- Pollution Incident Response Management Plans are kept up to date.
- A minimum of one training drill per year is conducted onsite, and the details are documented.

The WHS Manager is responsible for:

- Developing and maintaining this procedure and related documents.
- Developing and conducting training sessions for Site Foreman & quarry staff
- Providing the initial Pollution Incident Response Management Plan.
- Advising the Site Foreman of the implementation of this procedure.

Once the system is implemented the Site Foreman is responsible for:

- Monitoring the development of Pollution Incident Response Management Plan.
- Organising a minimum of one Incident Response drill yearly.
- Monitoring the implementation of this procedure, collecting information from Evacuation drills feedback, with suggestions for improvements and updates for the Pollution Incident Response Manual

4. Procedure In the Event of a Major Chemical or Petroleum Product Incident

The Gunnedah Quarry Products site has been designed with bunded areas to contain any spills onsite or uses bunded containers for the storage of liquids. Any small spills are contained into the specific area and cleaned up with appropriate spill kits

A Pollution Incident at Mary's Mount Quarry could occur from a number of different causes; fire, earthquake, structural fault, leakage of petroleum products or chemicals and others.

There are a number of ways a major chemical spill could occur;

1. Bund and tank rupture.
2. Mobile machinery incident.
3. Vandalism where containers are ruptured.
4. Natural disaster.

There are two types of major chemical or petroleum product spills to be included:

1. Onsite: where all the spillage is controlled by the bund system.
2. Offsite: where the spillage flows offsite onto adjoining properties and/or water channels.

In the event of a major spillage, or contamination to personnel, the following procedure shall be followed:

1. The area shall be evacuated at once.
2. Consult with the Managing Director and Operations Manager for the MSDS of the spilled chemical or petroleum, if applicable.
3. If flammable, spray a mist of water over the spill
4. If non-flammable and water based consult with the Operations Manager and Site Supervisor to which holding tank the liquid can be pumped.

5. The immediate emergency actions are as follows:

- a. Treat any persons that may be contaminated by washing with large amounts of water and removing contaminated clothing.

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- b. Inform the Managing Director.
- c. Determine the identity of the substance(s) and obtain their Material Data Safety Sheets

- Isolate the affected area by erecting a temporary barricade or using caution tape to prevent other persons entering the area.
- Do not attempt to decontaminate the area; leave this to the staff that have been trained to deal with the situation.
- In the case of fire, every effort must be made to prevent undue spreading of contamination. However, firefighting must take precedence over the control of contamination if safe to do so.
- Normal work must not be resumed until the Site Foreman and Managing Director are satisfied that it is safe.

6. Notification Protocol for Regulatory Authorities

The Regulatory Authorities are to be contacted immediately, when a pollution incident occurs. The pollution incident is defined as:

A pollution incident is required to be notified if there is a risk of 'material harm to the environment', which is defined in section 147 of the POEO Act as:

(a) *harm to the environment is material if:*

(i) *it involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or*

(ii) *it results in actual or potential loss or property damage of an amount, or amounts in aggregate, exceeding \$10,000 (or such other amount as is prescribed by the regulations), and*

(b) *loss includes the reasonable costs and expenses that would be incurred in taking all reasonable and practicable measures to prevent, mitigate or make good harm to the environment.*

If the incident presents an immediate threat to human health or property... Call 000

Fire and Rescue NSW, the NSW Police and the NSW Ambulance Service are the first responders, as they are responsible for controlling and containing incidents.

If the incident does not require an initial combat agency, or once the 000 call has been made, notify the relevant authorities in the following order. The 24-hour hotline for each authority is given when available:

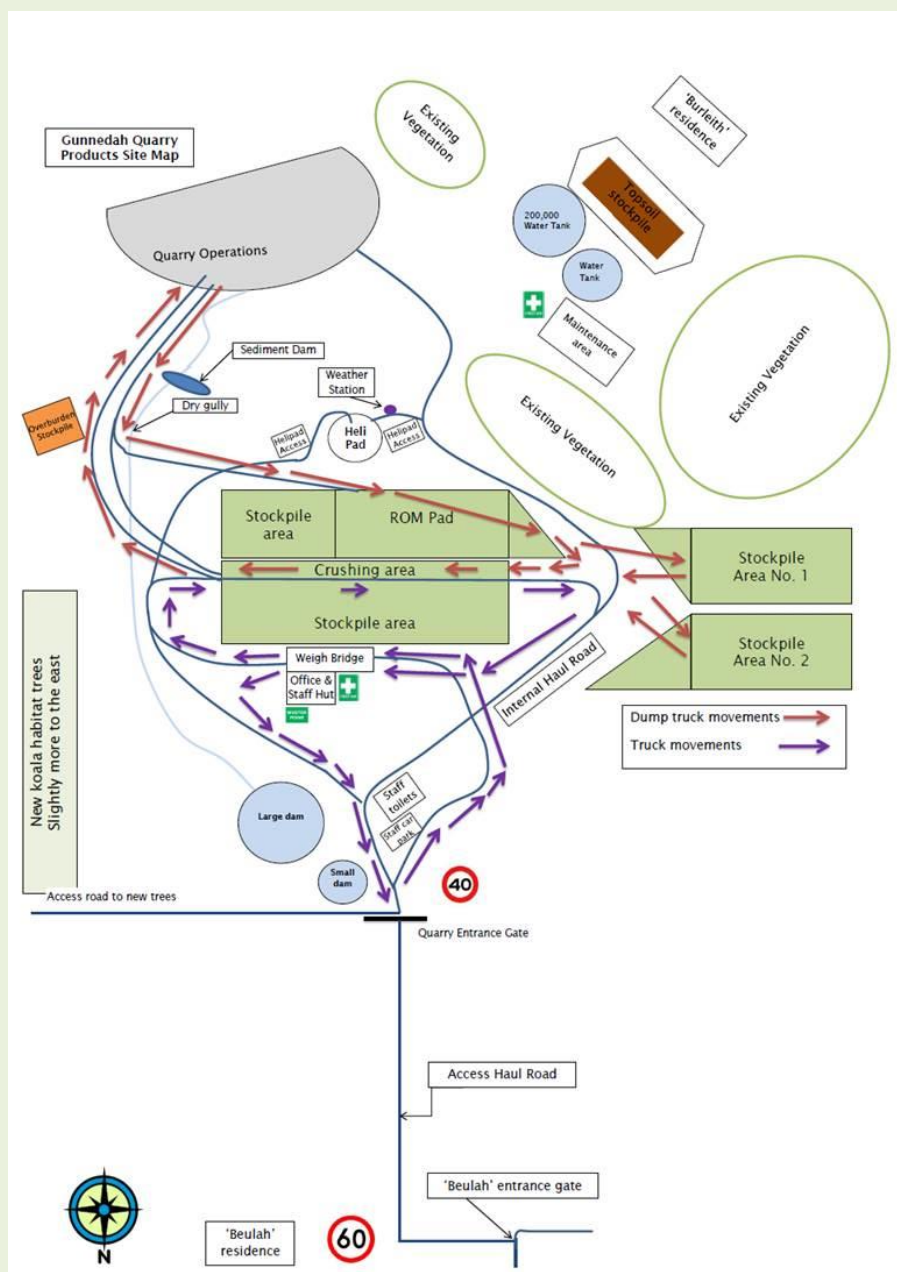
- | | |
|---|-------------|
| 1. NSW Environmental Protection Authority (EPA) | 131 555 |
| 2. Gunnedah Shire Council | 6740 2100 |
| 3. The Ministry of Health via the local Public Health Unit – Tamworth | 6767 7700 |
| 4. The Work Cover Authority | 131 050 |
| 5. Fire and Rescue NSW | 1300 729579 |

Note: If the situation warranted calling 000 as a first point of notification, you do not need to ring Fire and Rescue NSW again

7. Training

1. All personnel onsite will be trained in this PIRMP.
2. The training documentation will be filled out and filed onto the training register.
3. Each update of training will occur if the PIRMP is modified or yearly whichever is required.
4. The training will be conducted by the Site Foreman

8. Site Plan - Quarry Site Map



9. Identification of Potential Hazards to the Environment or Human Health

1. Oil &/or Grease spill
2. Diesel spill
3. Storm Water (suspended solids)
4. Toilet block leakage
5. Dust (airborne particles)

10. Actions to be taken during or immediately after a pollution incident

If it is suspected that an incident may cause material environmental harm the Pollution Incident Management Response Plan will be executed. This plan is based on seven phases:

1. Assess
2. Notify
3. Stop
4. Contain
5. Mitigate

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6. Clean up
7. Review

Details of the requirements and responsibilities for each phase are explained below.

1. Assess

- Identify the severity, risks, and extent of the incident
- What is the substance emitted?
- What are its properties?
- Is there a risk to health and safety?
- Do you have the necessary PPE to manage the emission?
- What is the nature of the surrounding area?
- What is the volume of the emission
- If the emission has the potential to cause material harm, execute the next phase of the plan (Notify)

2. Notify

- Contact key individuals responsible for activating and managing plans (nominated site representatives)
- Individuals authorised to notify and coordinate relevant authorities (nominated site representatives)
- Contact Relevant Authorities
- **If the incident presents an immediate threat to human health or property... Call 000**
- Fire and Rescue NSW, the NSW Police and the NSW Ambulance Service are the first responders, as they are responsible for controlling and containing incidents.

If the incident does not require an initial combat agency, or once the 000 call has been made, notify the relevant authorities in the following order. These are the relevant contact numbers:

- | | |
|---|-------------|
| 1. NSW Environmental Protection Authority (EPA) | 131 555 |
| 2. Gunnedah Shire Council | 6740 2100 |
| 3. The Ministry of Health via the local Public Health Unit – Tamworth | 6767 7700 |
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| 5. Fire and Rescue NSW | 1300 729579 |

Note: If the situation warranted calling 000 as a first point of notification, you do not need to ring Fire and Rescue NSW again

3. Stop

- Stop the source of the emission
- Ensure that necessary emergency materials are on hand to control large remissions

- Examples of actions to stop emissions:

1. Restore drums to upright position
2. Close open valve causing spill
3. Isolate feed line
4. Plug the leak
5. Construct an earthen bund

4. Contain

- Utilise barriers (absorbent booms, banks of soil or any other safe objects) or spill absorbent to prevent the emission from spreading.

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- When an emission is on a hard surface use appropriate absorbent materials ie absorbent granules or sand from the spill kit
- The main priority is to prevent the emitted material from discharging off site

5. Mitigate

- Implement environmental controls downstream of pollution source to prevent & minimise further impact to receiving environment
- Example: A fuel spill discharged into the quarry dam. Mitigation controls to ensure this spill is not spread may include ensuring water cart does not fill from affected dam or if the dam is dry, then to remove the effected soil etc

6. Clean Up

- Clean up and remedial actions to restore the environment
- Disposal of pollutants in accordance with regulations

7. Review

- Conduct an investigation into the event and assist the EPA and investigators with external enquiries
- Test the effectiveness of Pollution Incident Response Management Plan annually and one month after the incident to ensure controls are replenished.

11. Community Notification Strategy: Who Will Be Notified?

All community stakeholders that may be affected by a spill will be notified. These include:

- Neighbouring rural property owners
- General public within the vicinity of the site:
 1. Motorists
 2. Farmers located within the area

When Will the Community be notified?

If a spill presents a significant risk of causing material harm to persons, property, and/or the environment to an area that is not trivial, any community stakeholders within these areas will be notified at the earliest convenience.

How Will the Community be notified?

When it has been established that a community stakeholder is at risk from a spill that has the potential to cause material harm the following process will be implemented:

1) Community stakeholders will be contacted immediately after the relevant authorities have been contacted by telephone (or face to face if this is not possible).

2) Stakeholders will be advised of recommended actions that can be taken to prevent or minimise material harm e.g. evacuate area, shut all doors and windows.

3) After the spill has been contained and managed by key personnel and authorities, subsequent communication will be undertaken by the Community Liaison Manager. These may include:

- Follow up telephone calls and/or face to face contact
- Meetings with stakeholders
- Written correspondence containing updates in regards to safety and environmental concerns associated with the pollution incident

List of Local Residents and Contact Details (within 1 kilometre of quarry)

1. Max & Marlene Swain
2. Peter & Judy Lee
3. Max & Linda Lee

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12. Maximum Quantity & Inventory of Potential Pollutants

Name of Potential Pollutant	Maximum Volume Held Onsite	Location
1. Diesel	14,000 litres	Self bunded tank in production area
2. Engine Oil	200 litres	200 litre drum beside shipping container
3. Transmission oil	200 litres	200 litre drum beside shipping container
3. Sump Oil	0 litres	Removed off sight via Hino service truck
4. Grease	60 kilos	In 20 kilo drums inside shipping container & tubes within the container
5. Toilet block	2000 litres	North west of crib hut
6. Stormwater	8 mg/lts	Dam at entrance of quarry site