

Pollution Incident Response Management Plan

FOR

G & T Logistics Pty Ltd
Burkes Earthmoving & Haulage
Sand and Quarry Products

3389 Oberon Road, Bathurst – Via Saltwater Creek

[Located 8km from Kelso on the Oberon Road]

Contents

Introduction.....	2
When does this Plan Apply?.....	3
Description and Likelihood of Hazards.....	3
Pre-emptive Actions to be taken.....	4
Inventory of Pollutants.....	7
Contact Details.....	8
Communicating with Neighbours and the Local Community.....	9
Minimising Harm to Persons on the Premises.....	9
Map.....	10
Actions to be taken during or immediately after a Pollution Incident.....	11
Staff Training.....	11
Availability of Plan.....	11
Testing the Plan.....	12

Introduction

(G & T Logistics Pty Ltd) Burkes Earthmoving & Haulage – Sand and Quarry Products is located at 3389 Oberon Road, Bathurst – Via Saltwater Creek. The processing plant is operated on a semi-permanent basis. Staff of G & T Logistics – Sand and Quarry Products visit the site to undertake processing of quarry product and carry out routine maintenance on operational equipment.

This pollution Incident Response Management Plan (PIRMP) provides details of the processes which are in place in the event of a pollution incident at the Processing Plant to:

- Ensure comprehensive and timely communication about the pollution incident, is provided to;
 - Relevant Burkes Earthmoving & Haulage – Sand & Quarry Products Staff
 - The Environment Protection Authority (EPA)
 - Other relevant authorities specified in legislation (including the NSW Ministry of Health, WorkCover NSW, and Fire & Rescue NSW)
 - Bathurst Regional Council, and
 - People outside the facility who may be affected by the impacts of the pollution;
- Minimise and control the risk of a pollution incident by identifying risks and developing planned actions to minimise and manage those risks;
- Ensure the PIRMP is implemented by trained staff, identifying persons responsible for implementing it, and ensuring that PIRMP is regularly tested for accuracy, currency and suitability.

The operation of the Quarry must comply with the;

- Work Health and Safety Act 2011 (WHS Act)
- Work Health and Safety Regulation 2011 (WHS Regs)
- Protection of the Environment Operations Act 1997 (POEO Act)
- Environment Protection Licence No. 2231 G & T Logistics (EPL 2231)

Part 5.7 of the POEO Act requires that:

- All holders of Environment Protection Licences (EPLs) must prepare a PIRMP;
- Licensees must keep the plan, in hard copy format, at the premises to which the EPL relates;
- Licensees must test the plan; and
- If a pollution incident occurs in the course of an activity so that material harm to the environment is caused or threatened, licensees must immediately implement the plan.

PRINTED COPIES OF THIS PLAN MUST BE AVAILABLE AT:

- **OFFICE OF MANAGER – G & T LOGISTICS PTY LTD**
- **SITE OFFICE – Burkes Earthmoving & Haulage, Sand & Quarry Products.**

When does this Plan Apply?

This plan must be implemented if a pollution incident occurs at Burke's Earthmoving & Haulage – Sand and Quarry Products.

Elements of the Plan may also be applicable if a safety incident or noise emissions occur at the site.

The definition of a pollution incident is:

pollution incident means an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur. It includes an incident or set of circumstances in which a substance has been placed or disposed of on premises, but does not include an incident or set of circumstances involving only the emission of any noise.

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.

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 of property damage of an amount, or amounts in aggregate, exceeding \$10,000.

Description and Likelihood of Hazards

The main hazards associated with the activities undertaken at the processing plant that have the potential to affect human health or the environment, are;

Hazard	Likelihood	Factors increasing likelihood
Injuries to persons from vehicles / plant on site	LOW	Un-Authorised persons on site
Injuries to persons from falls on site, including falls into water	LOW	Un-Authorised persons on site
Hydrocarbon spills during vehicle / plant maintenance and re-fuelling causing contamination of land and/or water.	LOW	Operations on site
Fires in vehicles / plant	LOW	Operations on site
Dust from operations	VERY LOW	Operations on site Windy conditions Low soil moisture
Noise from operations	LOW	Operations on site
Discharge of turbid water to waterways	VERY LOW	Pump out of accumulated Storm Water

Pre-emptive Actions to be Taken

Pre-emptive actions to be taken to minimise or prevent any risk of harm to human health or the environment include:

Hazard	Pre-emptive action to minimize risk
<p>Injuries to persons from vehicles/plant on site</p>	<p>Maintain fencing and access controls to prevent unauthorised access.</p> <p>Ensure adequate warning signage at perimeter of processing plant.</p> <p>If unauthorised persons are found on site, work should be stopped and persons escorted from the site.</p> <p>Ensure all personnel (including supervisor) are inducted into the site by the Manager.</p> <p>High Visibility clothing to be worn at all times.</p> <p>Keep non-essential personnel clear of work area.</p> <p>Machinery to be equipped with reversing alarms, revolving flashing light and roll-over protection system (if required).</p> <p>Plant operator must ensure ignition is turned off and hand brake is engaged.</p> <p>Vehicles to be parked on flat surface.</p> <p>Bucket of loader must be placed on the ground.</p> <p>Personnel shall remain outside the working distance of plant when operating, and no less than 20m away.</p> <p>Before approaching plant, personnel shall wave hands in the air to gain the operators' attention.</p> <p>Personnel shall maintain eye contact with the operator when approaching and ensure the operator has lowered the bucket and placed the machine in "idle" mode before approaching.</p>

Hazard	Pre-emptive action to minimize risk
Injuries to persons from falls on site, including falls into water	<p>Maintain fencing and access controls to prevent unauthorised access.</p> <p>Ensure adequate warning signage at perimeter of processing plant.</p> <p>If unauthorised persons are found on site, work should be stopped and persons escorted from the site.</p> <p>Periodic site inspections when site is unoccupied.</p> <p>Site to be kept clear of materials and debris.</p> <p>Personnel to wear approved footwear.</p> <p>Personnel shall be aware of uneven surfaces and proceed with care.</p> <p>Personnel shall keep clear of the water body and not enter the water.</p> <p>Personnel shall not stand close to edges where potential exists to fall into water.</p>
Hydrocarbon spills during vehicle / plant maintenance and refueling causing contamination of land and/or water	<p>Refueling shall be carried out in a designated bund area.</p> <p>Fuels and lubricants shall not be stored on site – to be delivered as required.</p> <p>Maintain clean and organized work areas to help prevent accidents.</p> <p>Maintain vehicles and plant in accordance with manufacturer's specifications.</p> <p>Spill kit/s shall be located in the workshop and on the exterior wall of the workshop bay.</p> <p>Personnel shall be trained in the use of spill kits.</p>
Fires in vehicles / plant	<p>Refueling shall be carried out in a designated bund area.</p> <p>Fuels and lubricants shall not be stored on site – to be delivered as required.</p> <p>Maintain clean and organized work areas to help prevent accidents.</p> <p>Maintain vehicles and plant in accordance with manufacturer's specifications.</p> <p>Fire extinguishers shall be located in various areas around the site.</p>
Dust from operations	<p>Limit drop heights when loading trucks from stockpile.</p> <p>Use water cart when necessary to keep materials and roads wet to control dust. To avoid runoff, water cart should only be used to dampen material.</p> <p>Cover all loads during transport.</p>

Hazard	Pre-emptive action to minimize risk
Noise from operations	<p>Personnel shall be trained in hearing protection.</p> <p>Hearing protection to be worn when exposed to excessive noise.</p> <p>Visually inspect plant and equipment for defects.</p> <p>Job rotation to be employed to avoid excessive exposure.</p>
Discharge of turbid water to waterways	<p>Allow water in void to settle prior to discharge to storm water.</p> <p>Do not discharge water immediately following rainfall events.</p> <p>Undertake periodic pump out to avoid any possibility of uncontrolled discharge.</p>

Inventory of Pollutants

- No potentially polluting chemicals are stored on site.
- Fuels and lubricants are not stored on site and are delivered as required.

Safety Equipment

Equipment for Use on Site

Equipment	Location
Spill Kit (Qty 2)	<ol style="list-style-type: none"> 1. Workshop 2. External wall of Workshop Bay
Fire Extinguisher (Qty 5)	<ol style="list-style-type: none"> 1. Weigh Bridge 2. Break Room 3. 2 x Workshop 4. Electrical Room
Water Pump (Qty 4 Fixed) (Qty 1 Mobile)	<ol style="list-style-type: none"> 1. 2 x Dam 2. 2 x Storage Tank 3. 1 x Mobile

Personal Protective Equipment (PPE)

G & T Logistics – Burkes Earthmoving & Haulage – Sand & Quarry Products has a Protective Equipment Policy to ensure the proper selection, supply, use, replacement, maintenance and storage of PPE, to ensure people are instructed and trained in its use and to monitor its use.

As a basic minimum all employees of G & T Logistics – Burke's Earthmoving & Haulage shall wear protective clothing, approved safety boots, high visibility clothing and or a high visibility safety vest. The wearing of other approved PPE such as hearing protection, safety goggles, sun protection etc. shall be in accordance with duties performed.

Hazardous Substances

No hazardous substances are to be stored on site. The following provisions apply if hazardous substances are brought onto the site for operational purposes.

Ensure that hazardous substances used on site are provided with labels and Material Safety Data Sheets (MSDS); ensure that employees with the potential to be exposed to a hazardous substance are provided with information and training on the nature of hazards; provide for and assessment of the risk and control of exposure to hazardous substances.

A copy of all relevant MSDS for the processing plant are to be on site and accessible to all staff exposed to hazardous substances.

All storage and use of hazardous substances shall be in accordance with the MSDS. All hazardous substances will be stored in their original containers with the labels intact at all times. Hazardous substances of prohibited mixed classes shall not be stored together and or be stored in lunch rooms, container sheds or offices.

Contact Details

If a pollution incident occurs, the following organisations shall be contacted in the order listed.

1. Call **000** if the incident presents an immediate threat to human health or property. Fire and Rescue, the NSW Police and the NSW Ambulance Service are the first responders, as they are responsible for controlling and containing incidents.
2. Call Bathurst Regional Council - **6333 6111**
3. Environmental Protection Authority – phone Environmental Line on **131 555**
4. Ministry of Health – Public Health Unit
Bathurst Office – **6339 5601 or 0428 400526**
(ask for Public Health Officer on call)
5. WorkCover NSW **13 10 50**
6. Fire and Rescue NSW **000**

Calls 1 and 2 shall be made by the Supervisor or another staff member on site immediately following the incident occurring.

The responsible Manager shall then assume responsibility for responding to the incident, including contacting all other agencies.

Note that the law requires that this contact process should be initiated immediately after a pollution incident occurs.

Communicating with Neighbours and the Local Community

The contact details for the immediate neighbours of the processing plant are:

Name	Phone
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In the event of a pollution incident occurring at the processing plant, Manager will arrange for direct contact with the owners and occupiers of nearby premises that may be affected by the incident.

If the pollution incident has implications for the wider community, G & T Logistics will advise community members' via media notification.

Advice to be provided to the community shall include;

- Air Pollution incident – persons in the affected area should close windows and doors and remain inside for the duration of the incident.
- Contaminated water runoff – persons should avoid using or entering water downstream creeks.

Minimising Harm to Persons on the Premises

G & T Logistics staff shall advise Manager prior to entering the site.

The only persons authorised to be on site shall be G & T Logistics staff engaged in processing operations, or other persons under the immediate supervision of G & T Logistics staff.

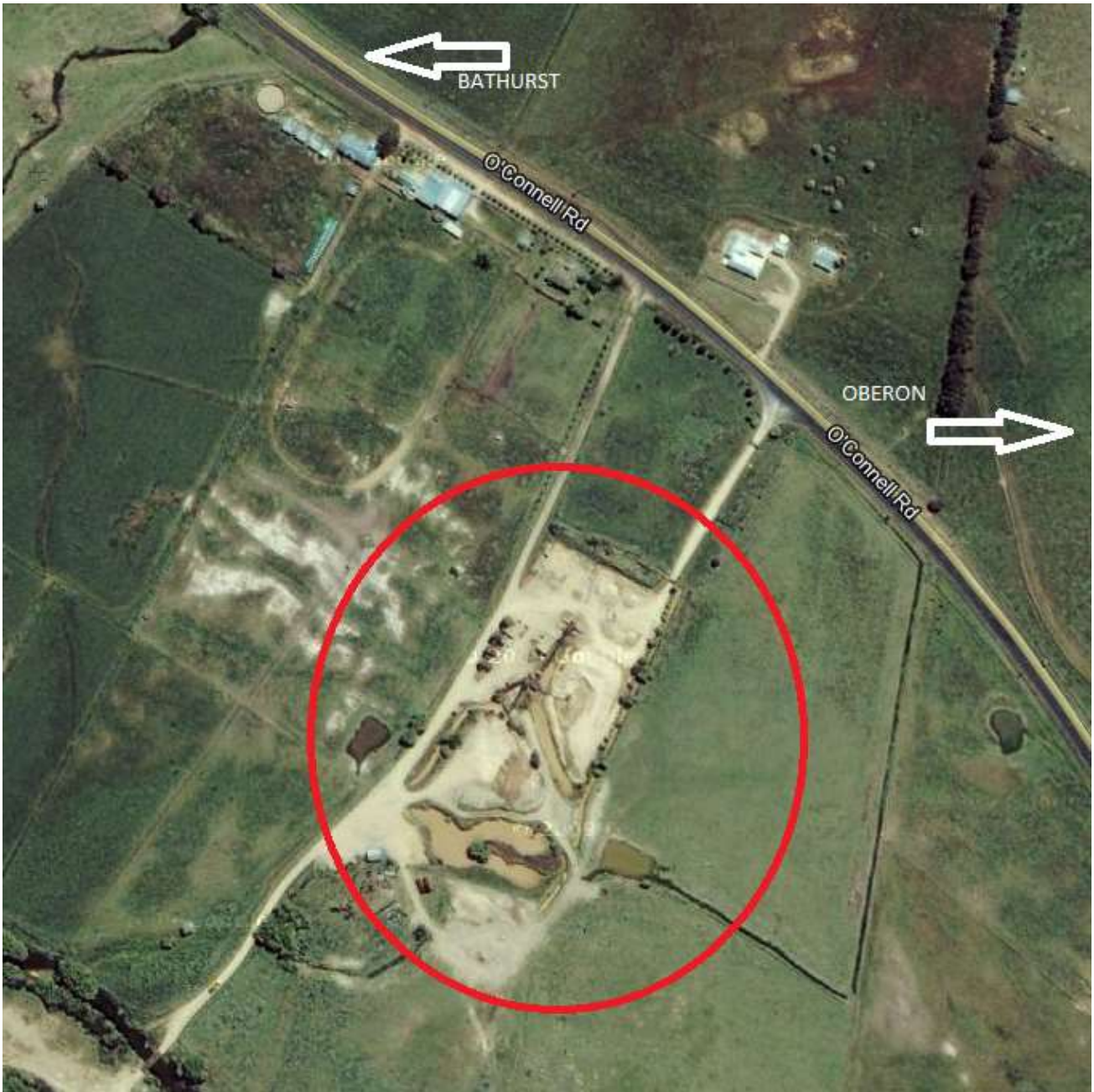
The risk of harm to persons on the premises shall be minimised by implementing the preventative actions to minimise risk set out above.

Site Evacuation

As part of the site induction, the site Supervisor shall establish an evacuation and emergency assembly point at the site entrance. In case of an evacuation the Supervisor shall notify all persons on site to evacuate the site. Persons shall not leave the assembly point until instructed to do so by the Supervisor. Any need to evacuate will be recorded on the Incident /Injury Register Form.

Map

Location of (G & T Logistics Pty Ltd) Burkes Earthmoving & Haulage – Sand & Quarry Products



Actions to be taken during or immediately after a Pollution Incident

- Address the immediate cause of the incident.
- Identify any injured persons, ensure their immediate safety and render first aid.
- Commence contact process set out on page 8.
- Cooperate with emergency services attending the site.
- Responsible Manager to assume control.
- Responsible Manager to record incident and develop and implement incident response plan.
- Responsible Manager to develop communications plan.

Staff Training

Site Induction

The Manager is responsible for ensuring that prior to work being undertaken at the processing plant, all personnel entering the site have received and Induction. This shall be in accordance with G & T Logistics Employee Induction. The purpose of the Induction is to ensure that all personnel entering the processing plant are aware of hazards and control measures within the processing plant. Persons need only undertake Induction once unless conditions change in the processing plant to such an extent that a new Induction of all persons is required. The Manager shall ensure a register is maintained of all persons Inducted into the processing plant.

Training of Operational Staff

Employees should only undertake tasks for which they have received appropriate training or accreditation or have been deemed competent by Management.

Employees required to operate plant and equipment shall be appropriately qualified, competent, licenced or trained to operate the item of plant or equipment safely and competently.

Availability of Plan

Printed copies of the current version of this plan shall be available at;

- OFFICE OF MANAGER – G & T LOGISTICS PTY LTD
- SITE OFFICE – Burkes Earthmoving & Haulage, Sand & Quarry Products.

Testing the Plan

PIRMPs must be tested routinely at least one every 12 months. This testing is to be carried out in such a manner as to ensure that the information in the plan is accurate and up to date, and that the plan is capable of being implemented in a workable and effective manner.

This plan shall be routinely tested by;

1. Conducting an incident response and evaluation drill at the site based on a possible scenario.
2. Simulating the communications process required as part of the incident response, including the roles of G & T Logistics staff off site.

A written evaluation of these tests shall be undertaken, and records of these evaluations shall be retained by the Manager.