

<b>Specialised Sand &amp; Soil Pty Ltd</b>			
<b>Pollution Incident Response Management Plan</b>			
Revision Date: 26/09/19	Revision Due: 26/09/20	Issue: 1	Page 1 of 9
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## 1.0 Purpose

This Pollution Incident Response Management Plan (PIRMP) has been prepared, to address the requirements of the Protection of the Environment Operations Act 1997, specifically Part 5.7A of the Act, and to ensure compliance with Specialised Sand & Soil Environmental Protection Licence 13140, and all legal and other requirements.

The purpose of the PIRMP is to ensure that pollution incidents and impacts which have the potential to occur during activities associated with the operation of Specialised Sand & Soil Pty Ltd quarry site at 312 Pitnacree Rd, East Maitland, are prevented or minimised so that no significant harm occurs to human health and the environment. This plan provides details of management procedures to be implemented if a pollution incident does occur.

For the purpose of this plan, a pollution incident is defined by the NSW Office of Environment and Heritage (OEH) as:

*‘ 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 it does not include an incident or set of circumstances involving only the emission of any noise. ’*

This Plan also describes how materials shall be handled and stored on site in accordance with applicable Safety and Environmental Legislation.

## 2.0 Scope

The scope of this management plan is to provide:

- Procedures to be followed by the licence holder or occupier of the premises in notifying pollution incidents to appropriate personnel, authorities, and regulatory bodies
- Detailed description of the action to be taken, immediately after a pollution incident by the licence holder to reduce or control any pollution
- Procedures to be followed for co-ordinating any action taken in combating the pollution caused by the incident (with appropriate personnel, authorities, and regulatory bodies), and the communication pathways that need to be utilised in order to do this

This management plan applies to all sites and personal at Specialised Sand & Soil Pty Ltd.

### **3.0 Legal and Other Requirements**

All activities carried out on site must comply with the following licences, legislation, regulations and guidelines relevant to the notification and management of environmental pollution.

- *Environmental Protection Licence 13140 – East Maitland Premises*
- *Protection of the Environment Operations Act, 1997 (POEO Act)*
- *Protection of the Environment Operations (Waste) Regulation, 2005*
- *Protection of the Environment Legislation Amendment, 2011*
- *Environmentally Hazardous Chemicals Act, 1985 (NSW)*
- *Storage and Handling Dangerous Goods Code of Practice (Work Cover 2005)*
- *Storage and Handling Liquids: Environmental Protection – Participant’s Manual (DECC 2007)*
- *Soils and Construction: Managing Urban Stormwater (Landcom 2004)*
- *Relevant Australia/New Zealand Standards*
- *Material Safety Data Sheets applicable to materials stored on site*

By adhering to the requirements set out in the above mentioned legislation, regulations and guidelines, this will aid in preventing or minimising the release of pollution into the environment.

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## 4.0 Identification of Potential Pollution Hazards & Risk Assessment

The following risk matrix and table has been developed to:

- Identify site specific hazards that may result in a pollution incident occurring;
- Assess the likelihood of an incident occurring as a result of a particular hazard;
- Assess the likely degree of impact if an incident occurs; and
- Outline preventative management actions to be implemented in order to control, minimise or avoid impacts.

<b>RISK ASSESSMENT MATRIX</b>					
<b><u>LIKELIHOOD</u></b>					
<b>A-</b> Almost Certain ( <i>is expected to occur</i> ) <b>B-</b> Likely ( <i>will probably occur</i> ) <b>C-</b> Possible ( <i>may occur at some point</i> ) <b>D-</b> Unlikely ( <i>could occur but doubtful</i> ) <b>E-</b> Rare ( <i>may occur but highly unlikely</i> )					
<b><u>CONSEQUENCE</u></b>					
<b>1 -</b> Catastrophic ( <i>critical unmanageable impacts</i> ) <b>2 -</b> Major ( <i>intense, manageable impacts</i> ) <b>3 -</b> Moderate ( <i>serious impacts, easily managed</i> ) <b>4 -</b> Minor ( <i>minor management action required</i> ) <b>5 -</b> Insignificant ( <i>impacts requiring no treatment</i> )					
<b><u>MATRIX</u></b>					
<b>Consequence</b>					
Likelihood	1	2	3	4	5
<b>A</b>	Extreme	Extreme	High	Med	Low
<b>B</b>	Extreme	High	High	Med	Low
<b>C</b>	Extreme	High	Med	Low	Low
<b>D</b>	High	Med	Med	Low	Low
<b>E</b>	High	Med	Low	Low	Low

Hazard	Potential pollution incident & conditions influencing likelihood of occurrence	Likelihood of incident occurring	Consequence of incident	Proposed Actions - Pre-emptive Actions (avoid impact) - Control Actions (minimise impact)
		Risk		
Chemical Storage (Workshop)	<p><i>Polluting Incident</i></p> <ol style="list-style-type: none"> <li>Chemical spill to land/water from fuel/oil/grease tanks</li> <li>Chemical spill to land/water from chemical containers/oil drums</li> </ol> <p><i>Influencing Conditions</i></p> <ul style="list-style-type: none"> <li>Chemical not stored correctly</li> <li>Poor maintenance in workshop</li> <li>Impact/damage to tank/bunding releasing chemical</li> </ul>	<ol style="list-style-type: none"> <li>E (Rare)</li> <li>D (Unlikely)</li> </ol>	<ol style="list-style-type: none"> <li>2 (Major)</li> <li>3 (Moderate)</li> </ol>	<p><i>Pre-emptive Actions</i></p> <ul style="list-style-type: none"> <li>EPA approved bunding containment installed for all tanks / containers</li> <li>Spill kits located on site</li> <li>Regular inspections</li> <li>Correct refuelling procedures</li> <li>Site induction for all employees/contractors</li> </ul> <p><i>Incident Control Actions</i></p> <ul style="list-style-type: none"> <li>Stop release at source</li> <li>Contain release using spill kits or earth bunding</li> <li>Follow incident response procedure outline in Section 7</li> <li>Remove contaminated material from site by licenced contractor/facility</li> </ul>
Main water storage dam (stormwater)	<p><i>Polluting Incident</i></p> <ol style="list-style-type: none"> <li>Dam wall collapse releasing sediment laden water off site</li> <li>Sediment laden water released from weir</li> </ol> <p><i>Influencing Conditions</i></p> <ul style="list-style-type: none"> <li>Poor construction / maintenance of dam</li> <li>Machine impacting dam wall</li> <li>Dam not treated correctly prior to release</li> <li>Storm event exceeding design capacity</li> </ul>	<ol style="list-style-type: none"> <li>E (Rare)</li> <li>C (Possible)</li> </ol>	<ol style="list-style-type: none"> <li>2 (Major)</li> <li>4 (Minor)</li> </ol>	<p><i>Pre-emptive Actions</i></p> <ul style="list-style-type: none"> <li>Daily monitoring of water level, regular inspections</li> <li>Dam wall maintenance as required</li> </ul> <p><i>Incident Control Actions</i></p> <ul style="list-style-type: none"> <li>Cease flow of water into dam and repair pond wall when practical to do so</li> <li>Monitor water quality of discharge as per EPL conditions (weekly samples taken during discharge)</li> <li>Follow incident response procedure outline in Section 7</li> </ul>
Waste materials	<p><i>Polluting Incident</i></p> <ul style="list-style-type: none"> <li>Contamination of land/water</li> </ul> <p><i>Influencing Conditions</i></p> <ul style="list-style-type: none"> <li>Poor waste management / storage</li> </ul>	C (Possible)	3 (Moderate)	<p><i>Pre-emptive Actions</i></p> <ul style="list-style-type: none"> <li>Regular inspections</li> <li>All waste removed from site by licenced contractor</li> <li>Spill kits located on site</li> </ul> <p><i>Incident Control Actions</i></p> <ul style="list-style-type: none"> <li>Stop release at source</li> <li>Control release of waste via spill kits/earth bund</li> </ul>

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				<ul style="list-style-type: none"> <li>- Follow incident response procedure outline in Section 7</li> <li>- Waste materials to be removed from site by licenced contractor</li> <li>- Any contaminated land to be remediated and removed from site by licenced contractor</li> </ul>
Mobile plant	<i>Polluting Incident</i> <ul style="list-style-type: none"> <li>- Release of fuel/oil from plant</li> </ul> <i>Influencing Conditions</i> <ul style="list-style-type: none"> <li>- Damage to plant due to collision</li> <li>- Fuel cart malfunction, break in hose</li> <li>- Poor maintenance</li> </ul>	B (Likely)	4 (Minor)	<i>Pre-emptive Actions</i> <ul style="list-style-type: none"> <li>- Regular maintenance</li> <li>- Spill kits located on site</li> </ul> <i>Incident Control Actions</i> <ul style="list-style-type: none"> <li>- Control release of fuel/oil using spill kit or earth bund</li> <li>- Follow incident response procedure outline in Section 7</li> <li>- Remove contaminated material from site by licenced contractor</li> </ul>
		Medium		
Water pumping equipment	<i>Polluting Incident</i> <ul style="list-style-type: none"> <li>- Release of fuel/oil into dam</li> <li>- Release of sediment laden water off site</li> </ul> <i>Influencing Conditions</i> <ul style="list-style-type: none"> <li>- Pump malfunction / break in hose</li> <li>- Spillage during refuelling</li> <li>- Poor maintenance</li> </ul>	C (Possible)	3 (Moderate)	<i>Pre-emptive Actions</i> <ul style="list-style-type: none"> <li>- Daily monitoring, regular inspections</li> <li>- Correct refuelling procedure</li> <li>- Regular maintenance</li> </ul> <i>Incident Control Actions</i> <ul style="list-style-type: none"> <li>- Cease operation of pump</li> <li>- Control release of sediment/fuel/oil using spill kit or earth bund</li> <li>- Follow incident response procedure outline in Section 7</li> <li>- Remove contaminated material from site by licenced contractor</li> </ul>
		Medium		
Dust generation	<i>Polluting Incident</i> <ul style="list-style-type: none"> <li>- Significant release of dust from site operations</li> </ul> <i>Influencing Conditions</i> <ul style="list-style-type: none"> <li>- Extreme weather conditions</li> <li>- Excessive machinery movements</li> <li>- Poor maintenance of haul roads</li> <li>- Inadequate use of water cart</li> </ul>	C (Possible)	4 (Minor)	<i>Pre-emptive Actions</i> <ul style="list-style-type: none"> <li>- Monitor weather conditions and cease works or modify operations when significant dust is visible leaving site</li> <li>- Maintain haul roads in good condition</li> </ul> <i>Incident Control Actions</i> <ul style="list-style-type: none"> <li>- Water Haul roads</li> </ul>
		Low		
		Low		

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## 5.0 Pollutant Inventory

Table 2 – Pollutants kept on premises

<b>Pollutant</b>	<b>Quantity</b>	<b>Location</b>	<b>Controls (spill kits, bunding etc.)</b>
Diesel	400 L	Mobile / Ute	spill kits x 1
Oils (Drums)	40 L	Workshop	EPA approved pallet bunds, spill kits x 1
Grease (Cartridges)	5 kg	Workshop / Plant	Secured in lockable containers, waste cartridges removed from site by licenced contractor
Herbicide	20L Round-up	Workshop / office	Chemicals stored in approved containers in a tub with absorbent material in the base. Spill equipment and MSDS contained in office

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## 6.0 Pollution Incident Response Contact Details

Table 3 - Specialised Sand & Soil Staff

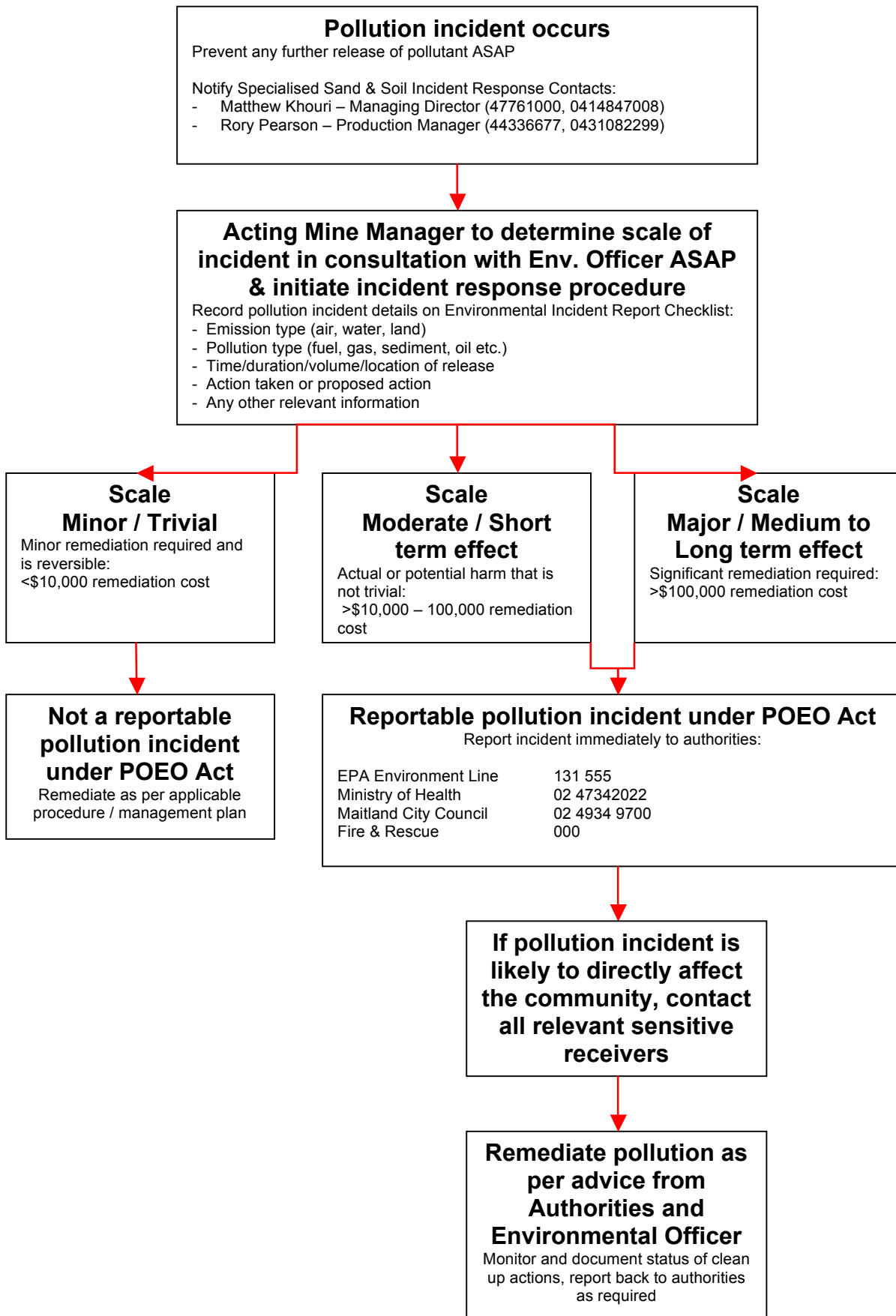
<b>Name</b>	<b>Position</b>	<b>Contact Number</b>
Matthew Khouri	Managing Director	Office - 02 4776 1000 Mobile – 0414 847008 (24hrs)
Rory Pearson	Production Manager	Office - 02 4933 6677 Mobile –0431 082299 (24hrs)

Table 4 - Authorities

<b>Name</b>	<b>Location</b>	<b>Contact Number</b>
EPA (Environment Line)	-	131 555
Work Cover	-	13 10 50
Fire & Rescue	-	000
Maitland City Council	Maitland	02 4934 9700

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## 7.0 Pollution Incident Response Procedure & Actions Flow Chart





## **8.0 Training, Plan Testing & Review**

All staff, visitors and contractors coming on to site will be briefed on their responsibilities under this plan as part of site induction requirements, with a copy of this plan provided to all personnel during the induction.

The incident response and action flow chart (Section 7) will also be made available as a notice posted at appropriate locations around the site office and workshop area.

Annual testing and review of this plan is to be undertaken, which would involve two components. The first component will involve a desktop review of the plan components to ensure all details are up to date and still relevant to site operations. The second component will involve a practical exercise with all relevant site staff, in the form of a toolbox training exercise on the implementation of the response procedure (flow chart in Section 7 of this plan).

This plan would be tested and reviewed annually on an on-going basis, within 12 months of the latest approved revision date.

## **9.0 Site Plans**