

**DARRYL MCCARTHY
CONSTRUCTIONS PTY LTD**

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**Pollution Incident Response
Management Plan**

for

**Sunnyside Crushing,
Screening and Servicing
Facility, via Tenterfield**

Prepared by:



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IMPORTANT DEFINITIONS

Authority	For this plan, authority means a regulatory or other government or public authority.
Alert Phase	Means that stage of a pollution incident that is undertaken once it is established that the incident could escalate to a notifiable incident.
Call Out Phase	Means the stage of a pollution incident that is undertaken once the incident is deemed notifiable under the <i>Protection of the Environment Operations Act 1997</i> .
Clean Up Phase	Means the stage of a pollution incident that is undertaken once the area has been declared safe. This involves clean-up and environmental stabilisation.
Coordination	Means the bringing together of agencies and individuals to ensure effective emergency or rescue management, but does not include the control of agencies and individuals by direction.
Direction	A command given to control the situation.
Hazard	Any source, situation or condition of potential damage, harm or adverse health effects on someone, something or the environment under certain conditions.
Hazardous Material	Means anything that, when produced, sourced, moved, used or otherwise dealt with, and without adequate safeguards to prevent it from escaping, may result in / cause injury or death, damage to property or environmental harm.
Material Harm to the Environment	In accordance with the definition provided by Clause 147 of the <i>Protection of the Environment Operations Act 1997</i> , harm to the environment is material if: <ul style="list-style-type: none"> (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).
Notifiable Incident	A pollution incident which occurs in the course of an activity so that material harm to the environment is caused or threatened.
Pollution Incident	An incident resulting in the spillage, leakage or emission of a material which occurs in the course of an activity so that material harm to the environment is threatened. 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.
Response	The process of addressing the effects of an incident and providing immediate relief for affected persons or the environment.
Source of Risk	In this plan, means a situation or condition with potential for loss or harm to people, property or the environment and has the same meaning as "hazard".
Stand By Phase	Means the stage of a pollution incident that is undertaken once it is established that the incident will more than likely escalate to a notifiable incident.
Stand Down Phase	Means the stage of a pollution incident that is undertaken once it is established that the incident has been controlled and no support services are required.

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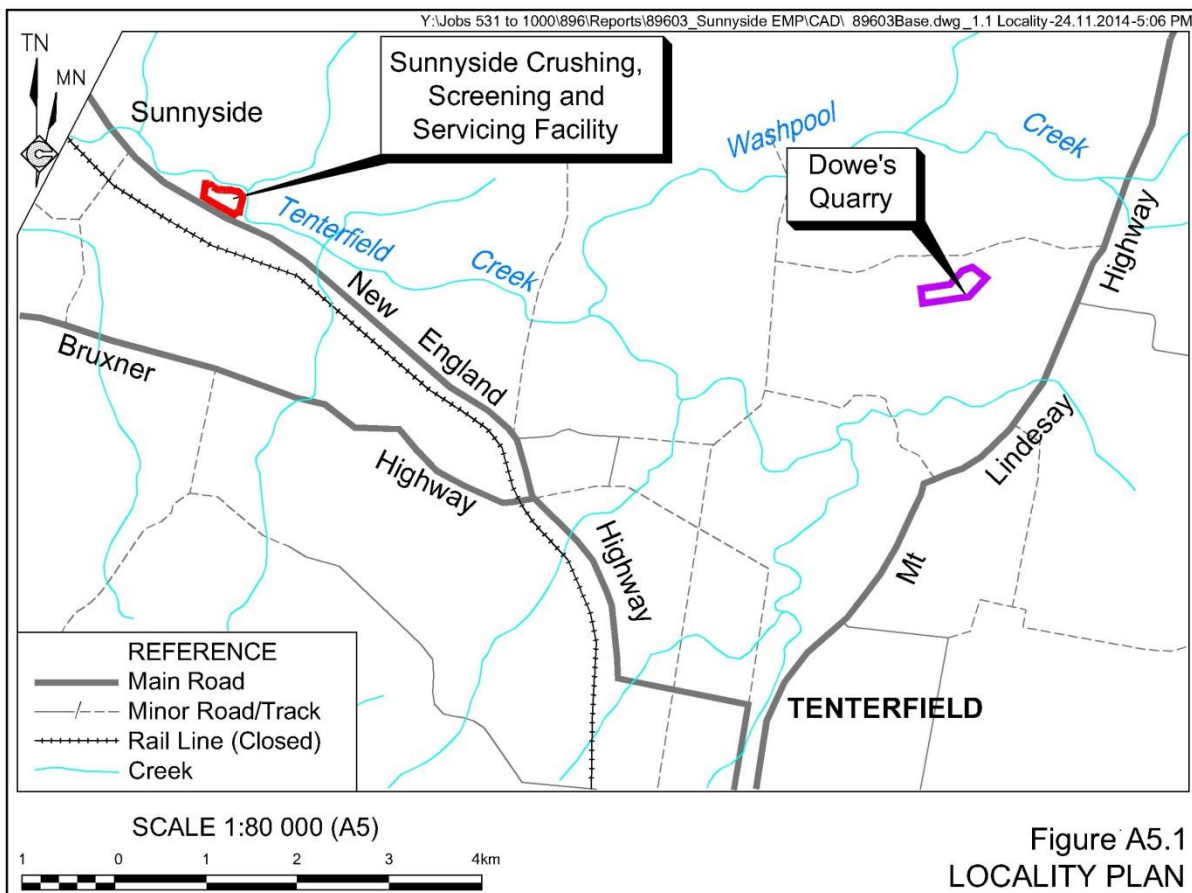
1. INTRODUCTION

This Pollution Incident Response Management Plan (the Plan) has been prepared by R.W. Corkery & Co Pty Limited, in accordance with Section 153A of the *Protection of the Environment Operations Act 1997* (POEO Act), on behalf of Darryl McCarthy Constructions Pty Ltd (DMcC) for the Sunnyside Crushing, Screening and Servicing Facility (“the facility”).

The facility is located 8km north of Tenterfield and approximately 8km southeast of the village of Wallangara (see **Figure A5.1**). The facility has been operational since 1978 and is used for:

- crushing and screening a range of hard rock materials imported to the facility;
- storage and stockpiling of a range of crushed and imported products;
- servicing the fleet of DMcC’s highway trucks and earthmoving equipment; and
- administration for the DMcC business.

The facility commenced operation in 1978, i.e. prior to the introduction of the NSW *Environmental Planning and Assessment Act 1979* which requires development consents for the activities on the site. Operations commenced in accordance with the provisions of the *Town and Country Planning (General Interim Development) Ordinance*, which, at that time, would have been licenced by the then State Pollution Control Commission.



This Plan has been prepared in conjunction with an *Environmental Management Plan* and an application for an Environment Protection Licence (EPL). The crushing and screening component of the facility has now reached the threshold limit for DMcC to require an EPL, i.e. processing of 30 000t/annum of materials.

The Sunnyside Crushing, Screening and Servicing Facility occupies 8.1ha area referred to throughout this document as “the facility site”. **Figure A5.2** displays the boundary of the facility site, as fenced, together with the indicative boundaries of the three lots, namely Lot 1 DP 596953, Lot 205 DP 722457 and Lot 7301 DP 1145949. The northern and eastern boundaries of the facility site are set back along the boundary of Tenterfield Creek. **Figure A5.3** displays the facility site layout including the locations of infrastructure such as buildings, plant and the weighbridge as well as the other relevant components such as the sediment dams, storage or stockpile areas.

Lot 1 DP 596953 and Lot 205 DP 722457 are owned by DMcC and Lot 7301 DP 1145949 is Crown Land administered by NSW Trade and Investment (Local Land Services). DMcC holds a licence for the occupation and use of Lot 7301 DP 1145949.

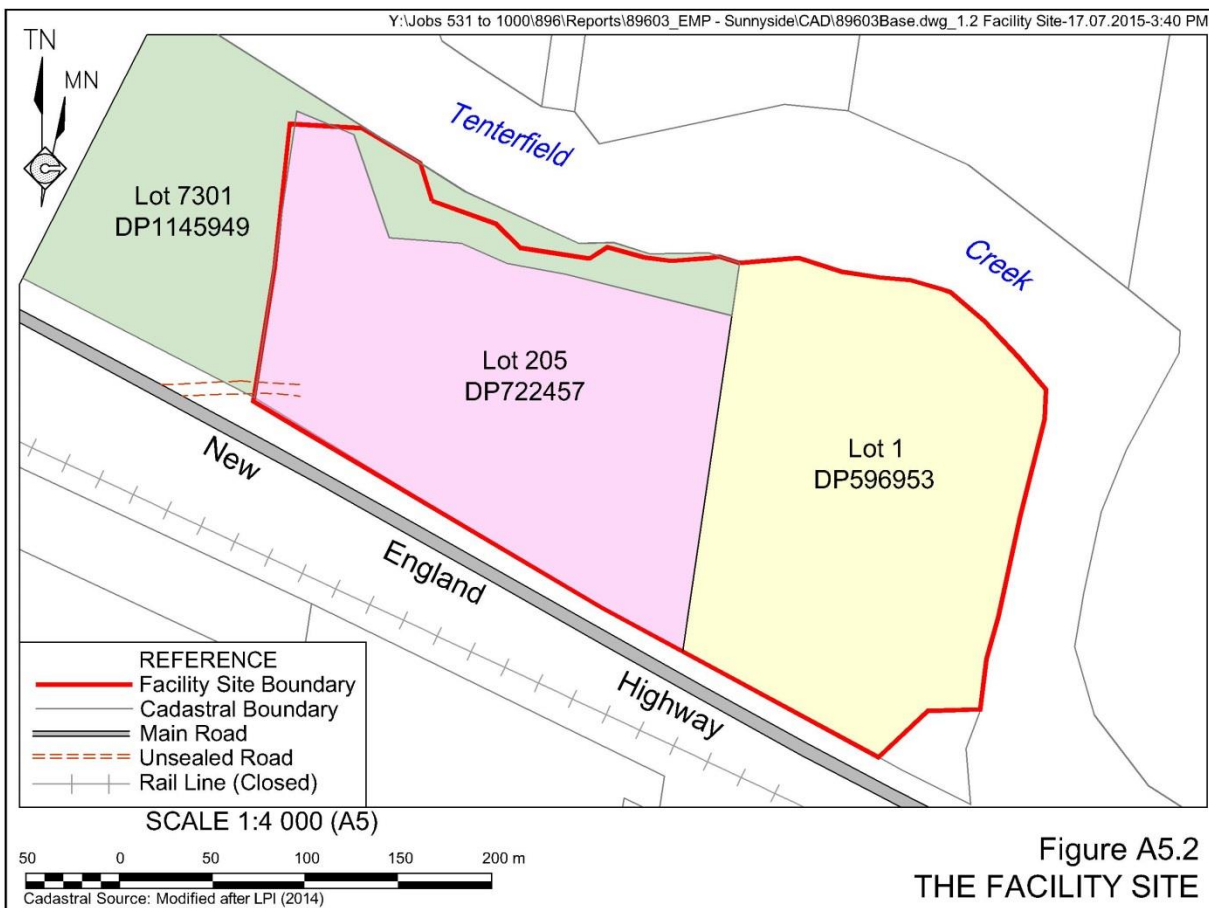




Figure A5.3
FACILITY SITE LAYOUT

2. LEGAL REQUIREMENTS

The Plan has been prepared to satisfy the requirement of Part 5.7A of the POEO Act and the *Protection of the Environment Operations (General) Regulation 2009* (POEO(G) Reg). In summary, Part 5.7A of the POEO Act requires that the following information be provided within the PIRMP.

- The Plan must include the information required by Section 153C of the POEO Act, namely:
 - (a) the procedures to be followed in notifying a pollution incident to:
 - (i) neighbouring landowners or occupiers, and
 - (ii) the local authority(ies) for the area affected, or potentially affected, by the pollution, and
 - (iii) any other persons or authorities as required by Section 148 (8) of the POEO Act:
 - (b) a detailed description of the action to be taken, immediately after a pollution incident, to reduce or control any pollution,
 - (c) the procedures to be followed for co-ordinating, with the authorities or persons that have been notified, any action taken in combating the pollution caused by the incident and, in particular, the persons through whom all communications are to be made, and
 - (d) the specific requirements of Clause 98C of the POEO(G) Regs.
- The Plan must be kept at the facility.
- The Licensee must test the Plan in accordance with Clause 98E of the POEO(G) Regs.
- The Plan must be immediately implemented should a pollution incident occur in the course of an activity such that material harm to the environment is caused or threatened.

In order that the specific requirements of Clause 98C of the POEO(G) Reg are included in the Plan, it has been prepared in accordance with the environmental guidelines *Preparation of Pollution Incident Response Management Plans 2012* issued by the EPA in March 2012 (EPA, 2012).

3. PLAN MANAGEMENT AND KEY CONTACT DETAILS

Table A5.1 identifies the names, position titles and 24-hour contact details of those key individuals who are responsible for activating the plans and managing the response, authorising the notification of relevant authorities, and managing the response to a pollution incident.

Table A5.1
Key Contact Details and Responsibilities

Name	Position	24 Hour Contact	Role / Responsibility
Morgan Hamilton	Environmental Manager	0429 893 405	Responsible for activating emergency plans and contacting relevant authorities
Jon Little	Quarry Manager	0409 551 217	Responsible for activating emergency plans and contacting relevant authorities

Relevant authority under Section 148 of the POEO Act means any of the authorities identified in **Table A5.2**.

Table A5.2
Relevant Government Authorities

Authority	Contact Details
Appropriate Regulatory Authority (Environment Protection Authority)	02 6773 7000 (Armidale Office) 13 15 55 (Environment Line)
Tenterfield Shire	02 6736 6000
NSW Health – (Hunter New England Local Health District)	1800 063 635
The WorkCover Authority,	13 10 50
Fire and Rescue NSW (Emergencies only).	000
Local Fire and Rescue NSW.	02 6376 3835 – Tenterfield

4. OBJECTIVES AND OUTCOMES

Table A5.3 presents the objectives and key performance outcomes nominated by the Licensee for the Plan.

Table A5.3
Objectives and Key Performance Outcomes

Objectives	Key Performance Outcomes
(a) Minimise and control the risk of a pollution incident at the facility by identifying hazards, calculating risks and the developing pre-emptive measures and action plans to minimise and manage those risks.	(i) All identified preventative, management and mitigation measures implemented.
(b) Ensure that the Plan is properly implemented by trained staff, identifying persons responsible for implementing it.	(ii) All persons responsible for implementation of the Plan have been identified and understand relevant responsibilities.
(c) Ensure that the Plan is regularly tested for accuracy, currency and suitability.	(iii) Arrangements for the annual review, testing, evaluation and maintenance of the Plan are developed and implemented.
(d) Ensure comprehensive and timely communication about a pollution incident to staff at the facility, the Environment Protection Authority (EPA), other relevant authorities and people outside the facility who may be affected by the impacts of the pollution incident.	(iv) All warning systems for people at the facility, the relevant agencies and the public implemented in the event of a pollution incident identified in the Plan as requiring notification.

5. POLLUTION HAZARDS

5.1 DESCRIPTION OF HAZARDS

A **hazard** is any source, situation or condition of potential damage, harm or adverse health effects on someone, something or the environment under certain conditions. A pollution hazard relates to the source, situation or condition in which spillage, leakage or emission of a hazardous material causes harm or adverse effects (to individuals as health effects, to organizations as property or equipment losses, or to the environment).

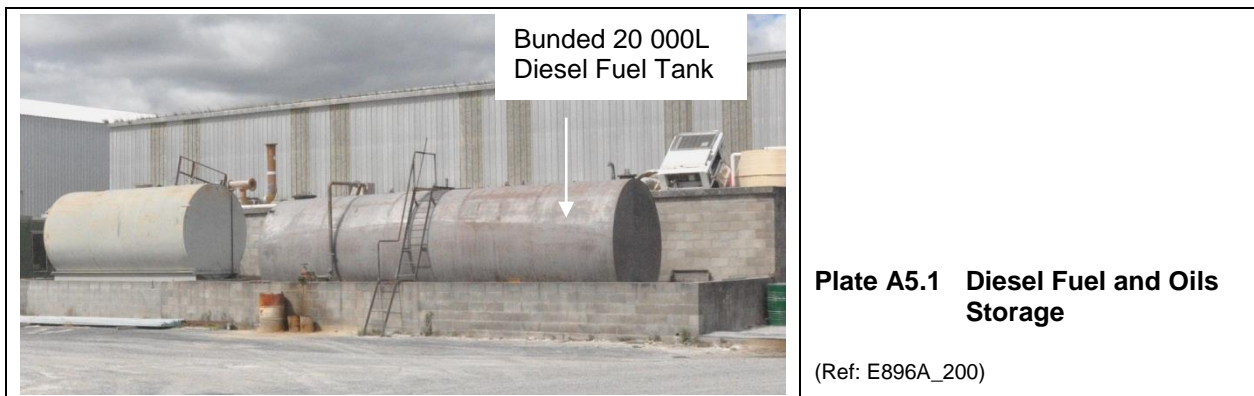
5.2 INVENTORY OF POTENTIAL POLLUTANTS

Table A5.4 provides an inventory of the chemicals and potential pollutants currently stored at the facility, as well as the classification, method of delivery, storage location and maximum quantity of each chemical or potential pollutant. **Figure A5.3 (Item S)** identifies the storage locations for diesel and oils within the current layout of the facility and **Plate A5.1** displays the current bunded hydrocarbon tanks the arrangement of these in this location.

Table A5.4
Inventory of Pollutants

Chemical / Product Name	Classification	Delivery Method	Storage Location ¹	Maximum Quantity
Hydraulic Oil	Dangerous Goods	Road – ad hoc	Self-bunded Container	200L drums
Lubricant	Dangerous Goods	Road – ad hoc		200L drums
Grease	Dangerous Goods	Road – ad hoc		20L drums
Diesel	Hazardous	Road – under licence	Diesel Storage Bund	20 000L

Note 1: see **Figure A5.3** and **Plate 1**



5.3 POLLUTION HAZARD IDENTIFICATION

On the basis of the pollutant inventory and activities to be undertaken at the facility, the primary pollution hazards are as follows.

- Diesel storage, transfer and use.
- Storage and use of oils, greases and lubricants.
- Sedimentation of Tenterfield Creek.
- Excessive emissions of dust.

5.4 POLLUTION HAZARD ASSESSMENT

In order to develop and implement pre-emptive actions for pollution hazards, the likelihood of occurrence and any circumstances in which the likelihood may be increased should be identified. **Table A5.5** provides the definitions used to classify the likelihood of a pollution hazard resulting in a pollution incident.

Table A5.5
Qualitative Likelihood Rating

Level	Descriptor	Description
A	Almost Certain	Is expected to occur in most circumstances.
B	Likely	Will probably occur in most circumstances.
C	Possible	Could occur.
D	Unlikely	Could occur but not expected.
E	Rare	Occurs only in exceptional circumstances.

DMcC has completed an assessment of the pollution hazards present at the facility, the relevant sources, situations or conditions that would result in pollution and the existing (pre-emptive) controls that are in place to reduce the likelihood of a pollution incident. **Table A5.6** presents the results of this assessment.

Table A5.6
Identified Pollution Hazards of the Facility

Page 1 of 2

Hazard	Source, Situation or Condition Resulting in Pollution	Potential Impacts	Likelihood	Pre-emptive Controls	Safety Equipment
Diesel Delivery, Storage, Transfer and Use	Spillage of diesel during transfer	Should there be a large diesel spill, it can penetrate soil and contaminate groundwater. Diesel floats on water and may affect oxygen transfer and damage organisms.	C	<ul style="list-style-type: none"> • Diesel is delivered to the facility by a reputable contractor who adopts industry best practices to prevent any spillage during the transfer of diesel from the road tanker to the on-site diesel tank or the containerised generator. • Diesel is stored according to Australian Standards 1940 – 1993. This includes provisions for fire prevention, barriers and bunds, ventilation considerations and appropriate signage. 	<ul style="list-style-type: none"> • PPE provided according to the MSDS. • Spill kits (limestone grit).

Table A5.6 (Cont'd)
Identified Pollution Hazards of the Facility

Hazard	Source, Situation or Condition Resulting in Pollution	Potential Impacts	Likelihood	Pre-emptive Controls	Safety Equipment
Diesel Delivery, Storage, Transfer and Use (Cont'd)	Spillage of diesel during transfer (Cont'd)	As above.	As above.	<ul style="list-style-type: none"> Transfer is undertaken by appropriately trained site personnel at all times in accordance with Darryl McCarthy Constructions Pty Ltd instructions. 	As above
	Tank leak / rupture resulting in spillage.	As above.	D	<ul style="list-style-type: none"> Product stored according to Australian Standards 1940 - 1993. This includes provisions for fire prevention, barriers and bunds, ventilation considerations and appropriate signage. 	As above
	Leakage / spillage of diesel from vehicle		D	<ul style="list-style-type: none"> Regular vehicle inspections. Refuelling confined to the area adjacent to the bowser. 	
Storage of Oils, Greases and Lubricants	Tank leak / rupture resulting in spillage.	As above.	D	<ul style="list-style-type: none"> Unopened containers are stored within main workshop. Opened drum containers are stored either on drum trolleys or bunded pallets. 	As above.
Sedimentation of Tenterfield Creek	Rainfall runoff over disturbed ground may displace and carry elevated concentrations of solids to Tenterfield Creek.	Elevated sediment loads can reduce oxygen levels of watercourses, inhibit plant growth and cause impacts upon aquatic habitats. Resettled sediment may generate dust as a result of wind erosion.	C	<ul style="list-style-type: none"> Five sediment containment dams are located in various strategic positions within the facility site to enable capture, storage and removal of sediment where necessary (see Figure A5.3). 	None Required
Excessive emissions of dust	Dust resulting from operational activities or from wind-produced lift off.	Excessive dust emissions may impact air quality amenity of nearby residences.	C	<ul style="list-style-type: none"> Operational controls related to dust management are applied, as necessary, to limit dust emissions. These include water spraying of materials being processed and internal roads. 	None Required

5.5 PRE-EMPTIVE ACTIONS

The pre-emptive mitigation and management measures that are adopted within the facility site to prevent or minimise the occurrence of pollution incidents are identified in **Table A5.6**.

5.6 SAFETY EQUIPMENT AND OTHER MANAGEMENT

The following identifies the safety equipment and other management measures that are used to minimise the risks to human health or the environment and to contain or control a pollution incident, as required.

- **Diesel Storage:** constructed and maintained in accordance with Australian Standards 1940 – 1993.
- **Spill kits:** contain limestone grit, gloves, safety goggles (for safe work), and disposable bags (for removing hydrocarbon-stained waste). All personnel are provided with training in the correct use of these items.
- **Personal Protective Equipment:** requirements are enforced and include the following standard facility PPE when transferring diesel into vehicles or equipment.
 - Eyewear (safety glasses).
 - Gloves.
 - Shoes (Steel-capped and sturdy).
- **Training:** is provided to ensure that all employees receive the education and training required to perform their daily tasks in a safe and productive manner. Training includes pollution incident response management training.
- **Inductions:** are held for new employees and include instructions as to safe work practices when using or managing potential pollutants.
- **Material Safety Data Sheets (MSDS):** are placed as laminated copies with the chemicals. Electronic copies are retained in the administration office.

6. POLLUTION INCIDENT MANAGEMENT

6.1 POLLUTION INCIDENT PREPARATION

Table A5.7 presents the general responsibilities and actions required to be undertaken and implemented by key facility personnel, throughout the ongoing operation of the facility (i.e. prior to any incident occurring at the facility).

Table A5.7
General Responsibilities and Actions

Position	General Responsibilities and Actions
Quarry Manager	<ul style="list-style-type: none"> • Ensure adequate resources are available to enable implementation of the Plan. • Ensure employees are competent in the implementation of the Plan through appropriate training and awareness programs. • Ensure visitors and contractors are inducted and aware of emergency management procedures. • Ensure that all accidents, incidents and potential incidents are appropriately investigated. • Ensure Plan evaluation and continual improvement is implemented. • Ensure that the Plan is reviewed and tested every 12 months. • Ensure a hard copy of the Plan is retained onsite.
Administration Manager – Gary De-Clara (0411 223 107)	<ul style="list-style-type: none"> • In the absence of the Quarry Manager , assume or delegate responsibilities.
All facility Personnel	<ul style="list-style-type: none"> • Ensure incident training is undertaken and responsibilities understood.

6.2 POLLUTION INCIDENT RESPONSE (GENERAL MANAGEMENT AND ACCOUNTABILITY)

Should an incident occur at the facility, **Table A5.8** presents the responsibilities and actions of the key workforce personnel in response to an incident.

Table A5.8
Key Responsibilities and Actions

Position	Key Responsibilities and Actions
Quarry Manager	<ol style="list-style-type: none"> 1. Ensure available resources are available to implement the Plan, e.g. mobile equipment, spill kits, water supply, and personnel. 2. Ensure adequate resources are available to undertake clean-up. 3. As soon as aware, assess hazards generated by incident and respond accordingly i.e. remove plant and machinery, if safe to do so. 4. Inspect incident site of potential pollution incident. 5. If not initiated by mobile plant operators, initiate spill response, e.g. use of spill containment materials from spill kit, turn-off source of leak. 6. Advise appropriate facility personnel of the incident (or ensure notification is undertaken by delegated personnel). 7. Ensure that perimeters are established and access to the incident site is controlled. 8. Determine the priority of actions of employees until agencies and emergency services arrive. 9. Monitor the identified incident. 10. Maintain communication with the delegated supervisor of incident management to ensure progression from identification, action, notification and clean-up is appropriate. 11. Complete the appropriate notification (of emergency services, regulatory authority, other relevant authorities and landowners) (see Section 6.3). 12. Direct the clean up of the incident and assess and identify when the affected area(s) is/are safe. 13. Approve the implementation of additional or escalated response measures where necessary to do so. 14. Provide owners and occupiers of land updates of any incidents affecting their land as required (see Section 6.3). 15. Ensure Incident Report Form completed and actioned. 16. Give direction for a de-briefing and review of the notification, response management and evacuation procedures of the Plan. 17. Coordinate and manage de-briefing and review the implications of the incident.
Administration Manager – Gary De-Clara (0411 223 107)	<ol style="list-style-type: none"> 1. In the absence of the Quarry Manager, assume or delegate responsibilities.
All facility Personnel	<ol style="list-style-type: none"> 1. As soon as aware, advise the Quarry Manager or Environmental Manager of a pollution incident. 2. Instigate initial spill response, e.g. use of spill containment materials from spill kit, turn off source of leak, as necessary to control and spill. 3. Follow instructions provided by the Quarry Manager or Environmental Manager. 4. Evacuate the site as instructed, if required. 5. Undertake spill response under instruction from Quarry Manager or Environmental Manager. 6. As required, complete and submit an Incident Report Form. 7. Attend incident de-briefing and review as directed by the Quarry Manager or Environmental Manager.

6.1 INCIDENT NOTIFICATION

Table A5.9 presents the notification protocol, developed with reference to “*Protocol for industry notification of pollution incidents*”¹, to be followed in the event that a notifiable pollution incident occurs.

Government Agency Notification

Table A5.9
Government Agency Notification Protocol

Trigger	Agency	Timing	Contact Details
An incident that presents an immediate threat to human health or property.	Fire and Rescue NSW NSW Police NSW Ambulance Service	Immediately	Call 000
An incident that does not require an initial combat agency or following initial contact with emergency services.	1. Environment Protection Authority	Immediately (or following emergency service contact)	Environment Line 131 555
	2. NSW Health		1800 063 635
	3. WorkCover Authority		Phone 13 10 50
	4. Tenterfield Shire Council		(02) 6736 6000
Note: Complying with these notification requirements does not remove the need to comply with any other obligations for incident notification, for example, those that apply under other environment protection legislation or legislation administered by WorkCover.			

Landowner and Neighbour Notification

Figure A5.4 and **Table A5.10** identify the neighbouring landowners and notification protocol to be followed in the event that a notifiable pollution incident occurs. The landowners identified in **Table A5.10** have been identified as they share an adjacent boundary to the facility site or are located within a 500m radius of the facility site boundary. This 500m radius has been deemed appropriate due to the relative lack of potential contaminants and the ability to these contaminants to affect residences outside this zone. Any land adjacent to Tenterfield Creek within 500m upstream and downstream of the facility site has also been included in **Table A5.10**.

¹ <http://www.environment.nsw.gov.au/pollution/notificationprotocol.htm>

Table A5.10
Landowner Notification Protocol

Reference*	Landowner	Contact Details	Notification Procedures
2	JR & BJ Brown		<ol style="list-style-type: none"> 1. If the pollutant has, or has the potential to impact either directly or indirectly on any surrounding property, call the landowner(s) to advise them of the incident and alert them as to any potential hazards or impacts on livestock, if appropriate. 2. Establish the most appropriate incident response and any associated hazards. Nominate a realistic schedule for implementation of incident response and clean-up. 3. Following completion of the incident clean up and stand down phases, contact the respective landowner to confirm the incident is over. Request feedback on incident management. 4. Provide advice on request regarding any procedural improvements relevant to the incident.
3	Granacad Pty Limited		
4	The State of NSW		
6	BJ Holley, KJ Copelin		
7	JH Pool, J Lennox		
8	T. Mollemans, KA Maguire		
9	SR McConville		
10	JG & BG Paynter		
NA: Contact details held at facility			
Note *: see Figure A5.4			

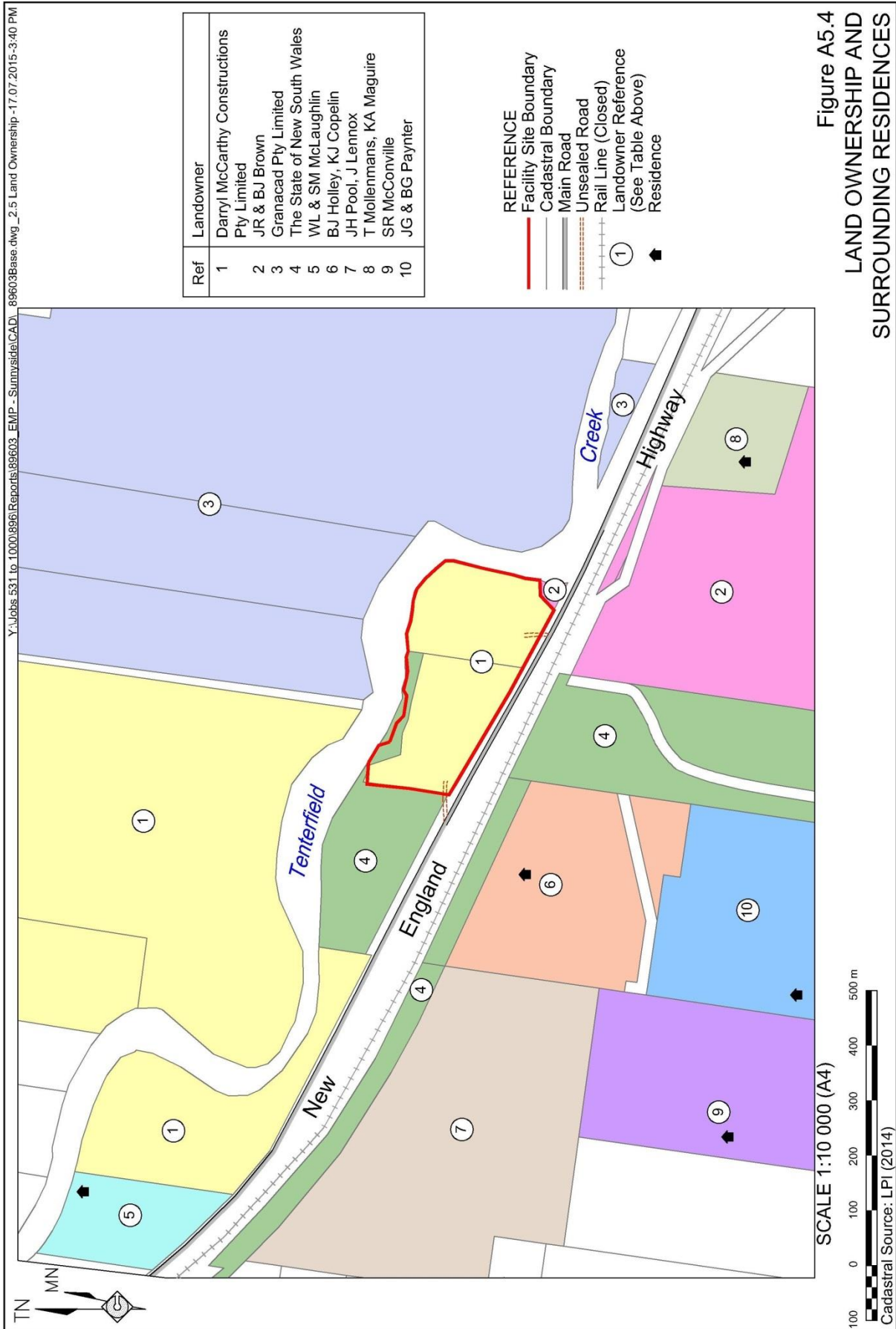


Figure A5.4
LAND OWNERSHIP AND
SURROUNDING RESIDENCES

7. WORKFORCE TRAINING

Training of staff will be undertaken during the induction or re-induction process with additional specific training, related to the Plan and implementation of any emergency and/or incident response procedures will also include the following.

- Awareness of hydrocarbons and other chemicals used on the site and how they impact the environment.
- Correct storage and handling of hydrocarbons and chemicals.
- Refuelling procedures.
- Awareness of surface water and dust emission controls and management measures including the operation and maintenance of these.
- Pollution incident management, in particular spill response, including roles and responsibilities when responding to an incident.
- Incident reporting requirements.
- Evacuation procedures.

The Environmental Manager will be responsible for ensuring the appropriate training is included in the induction of new employees/contractors and re-inductions for current employees/contractors. The training program would be reviewed every 12 months to ensure all requirements are current.

8. PLAN EVALUATION, TESTING, TRAINING AND REVIEW

8.1 EVALUATION AND CONTINUAL IMPROVEMENT

Within 14 days of a pollution incident response (including testing of the Plan) a de-briefing of all relevant personnel will be undertaken to determine the lessons learned from the incident.

- The de-briefing will include a meeting with the relevant personnel involved in the incident to collate any comments, issues and views on any changes that could be implemented to improve the procedures within the Plan.
- The Quarry Manager will be responsible for the co-ordination of any de-briefing following a pollution response incident.

All information and comments compiled from the debriefing will be assessed and reviewed to determine the areas of improvement and the updating and implementation of new procedures to improve the outcomes of any pollution incident response for the facility.

- All personnel will be responsible for recommending any improvements to the Operations Manager.
- The Operations Manager will be responsible for the approval of the recommended improvements.
- All personnel will be responsible for the implementation of the recommended improvement and continual improvement in performance at the facility.

8.2 TESTING

The Plan will be tested at least once every 12 months to determine whether the plan is accurate and up-to-date and is capable of being implemented in a workable and effective manner in the event of an actual incident. Testing of the Plan will involve a desktop simulation of a pollution event within a tool box meeting. The desktop simulation will involve all personnel and require identification of appropriate spill response materials, notification requirements and accuracy of information related to the landowner and surrounding landowners and contacts.

The date and attendance at the desktop simulation will be confirmed by way of an attendance log. Confirmation of Plan Testing will be included in each Annual Return submitted to the EPA.

The Quarry Manager is responsible for the annual testing of the Plan.

8.3 COMPETENCY TRAINING

All personnel shall undergo pollution incident response management awareness training as part of the site induction program. The following areas will be covered in the induction:

- Awareness of all hydrocarbons stored and used on site and how they impact the environment.
- Correct storage and handling of hydrocarbons.

- Refuelling procedures.
- Awareness of dust emission controls and the need for regular review of their effectiveness.
- Awareness of surface water controls and management measures including the operation and maintenance of these.
- Pollution incident management, including roles and responsibilities when responding to an incident.
- Evacuation procedures.
- Incident reporting requirements.

The Environmental Manager is responsible for ensuring the appropriate training is included in the induction and revised every 12 months to ensure skills are updated.

8.4 REVIEW

The Plan will be reviewed and updated, if required:

- after each test or actual operation;
- in the event that deficiencies are identified;
- as roles and responsibilities of personnel change;
- on addition of a new hazardous material to the facility;
- on identification of an additional potential incident at the facility;
- in the event of legislative changes; and/or
- every three years.

The Environmental Manager is responsible for the Plan review.