

## APPENDIX A2

# POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

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	Site Details
Client:	NSW Roads and Maritime Services
Site Name:	New England Highway Upgrade at Bolivia Hill
Revision Number:	0
ID Code:	

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## Revision History

Version	Date	Revision Details	Author	Reviewed by
A	20/03/2018	Initial for review	Angela Hampson	Gareth Davie
0	23/04/2018	For construction	Angela Hampson	Gareth Davie

## Distribution of Controlled Copies

Copy no.	Issued to	Version
1	RMS for review	Rev A
2	RMS for construction	Rev 0

## **DETAILS OF REVISION AMENDMENTS TO POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN**

### **Plan Control**

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The latest version of this Plan will be available for all Project personnel, either electronically through the site network or in hard copy in the site files.

The Project Environmental Site Representative (ESR) in conjunction with the Project Manager, will maintain, review and update this plan at least annually.

### **Amendments**

The revision number is noted in the footer of each page.

The document will be allocated a new revision number when any changes are made. When a new revision to the document is created, a notification email will be distributed to all project personnel by the Project Manager or Project Environmental Site Representative advising of the update.

The Project Manager is responsible for the implementation of the plan and will approve all amendments as detailed above.

<b>Revision</b>	<b>Date</b>	<b>Description</b>	<b>Page</b>	<b>Section</b>
A	20/03/18	Initial for review	All	All
0	23/04/18	For construction	All	All

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## 1. INTRODUCTION

This Plan has been prepared in order to guide and direct the response by The New England Highway upgrade at Bolivia Hill project. Georgiou Group Pty Ltd shall hold an Environmental Protection License (EPL) for the project.

This Pollution Incident Response Management Plan must be prepared for all Projects based in NSW that hold an Environment Protection Licence (EPL), or for any project if directed to prepare one by the EPA.

It is a requirement under Clause 98D of the POEO Amendment Regulations 2012 that certain sections of the Plan are made publicly available on the website within 14 days after being prepared and approved for issue. The sections are those that cover procedures for contacting the relevant authorities and communicating with the community.

## 2. POLLUTION INVENTORY

Road construction has by its nature a limited list of typical pollution types which require consideration. Below is a list of Polluting Substance Storages/Uses for the New England Highway Upgrade at Bolivia Hill project with the estimated Maximums stored.

Potential Pollutant	Location on Site	Type of Containment	Maximum Quantity On Site
Sediment laden surface water	All exposed areas	Excavations, sediment basins, sediment traps and bunds	N/A
Dust	All exposed areas	excavation	N/A
Chemicals - mixed	Adjacent to Site compound	Bunded container	1000L
Concrete wash out	Temporary batch plant and temporary locations, moved with the construction works	Lined sumps or skip bins	N/A

### 3. SAFETY DEVICES

Spill Kits are located at all chemical storage locations and within the supervisor’s vehicles. Fire extinguishers are located at the site compound facility, chemical storage areas and within all heavy mobile plant.

### 4. RISK ASSESSMENT

The below is a high level risk assessment summarising the hazards associated with road construction that have the potential to cause or threaten material harm to the environment as well as the pre-emptive actions to be taken to minimise or prevent any risk of harm to human health or the environment

HAZARD	Impact (Human Health and/or Environment)	Inherited Risk Level (A, B, C, D or E)	Pre-emptive Actions	Residual Risk Level (A, B, C, D or E)
Sediment laden water off site, including mud tracked onto roadways	Environment	B2	-Construction Environmental Management Plan -Soil and Water Management Plan - Environmental Work Method Statements for high risk works - Implement controls identified on ESCPs -procedures for dewatering -Inspections and monitoring completed via OneApp DHI - Environment	D2
Pollution of land or water from Hydrocarbon spills and concrete washout	Human Health and/or Environment	B2	- Plant Hazard Assessments - Daily Plant Checklists; - Environmental Work Method Statements for high risk works - Environmental Management Plan (CEMP) -Inspections and monitoring completed via OneApp DHI - Environment	D2
Generation of dust from mobile equipment / vehicles and exposed areas	Human Health and/or Environment	B2	- traffic movement on soil exposed surfaces to be no greater than 20km/h -Dust suppression to occur - trucks to cover loads -Inspections and monitoring completed via OneApp DHI - Environment	D2
Impacts to residents due to noise, vibration and visual pollution.	Human Health and/or Environment	B1	-Comply with approved hours of operation. -Comply with EPL conditions and Construction Noise and Vibration Plan - Communicate with staff and community the approved hours of work - Program high noise activities for standard construction hours and apply required respite periods. -Inspections and monitoring completed via OneApp DHI - Environment	D1

<b>LIKELIHOOD</b>	Almost Certain	<b>A</b>	High	High	Extreme	Extreme	Extreme	<div style="background-color: red; color: white; padding: 2px;">Do not proceed, re-evaluate controls - <b>Extreme risk</b></div> <div style="background-color: orange; color: black; padding: 2px;">Seek Site Mgt Authorisation - <b>High Risk</b></div> <div style="background-color: yellow; color: black; padding: 2px;">Manage by routine procedures - <b>Moderate risk</b></div> <div style="background-color: lightgreen; color: black; padding: 2px;">Manage by routine procedures - <b>Low risk</b></div>
	Likely	<b>B</b>	Moderate	High	High	Extreme	Extreme	
	Occasional	<b>C</b>	Low	Moderate	High	Extreme	Extreme	
	Unlikely	<b>D</b>	Low	Low	Moderate	High	Extreme	
	Rare	<b>E</b>	Low	Low	Moderate	High	High	
			<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	
			Insignificant	Minor	Moderate	Major	Catastrophic	
<b>CONSEQUENCE</b>								

\*When assessing risk, maximum reasonable **consequence** should always be established prior to assessing likelihood.

Consequence Rating	Insignificant	Minor	Moderate	Major	Catastrophic
People	Report Only, No Injury	FAI	Recordable Injury (MTI, RWI, Minor LTI)	Severe Lost Time Injury	Fatality/Multiple Fatalities
Environment	No environmental impact / localised	Minimal impact / reversible impacts / onsite	Short term loss / reversible impacts	Medium term loss (years) / reversible impacts	Long term irreversible impacts
Plant/Property	<\$5K	\$5K - \$20K	\$20K - \$100K	\$100K - \$500K	>\$500K
Community	Complaint at once resolved / no media enquiry	Small no. Of Complaints / low cost / local community media attention	Repeated complaints from same area, state/ media interest	Community discontent & impact on viability of business/ National media attention	Complete loss of trust/social unrest/dissention & likely closure of business/ National media attention
Legal Compliance	Minor breach not attracting regulatory body	Issue resulting in notice / fine	Prosecution & penalty or fine	Prosecution, suspension of operating licence/criminal conviction	Prosecution/ loss of operating licence or closure of operations/ imprisonment

Likelihood		Description	Example
<b>Almost Certain</b>	<b>A</b>	Is expected to occur in most circumstances/Common or repeating occurrence	Multiple occurrences within a month
<b>Likely</b>	<b>B</b>	Will occur in most circumstances	Multiple occurrences within a year
<b>Occasional</b>	<b>C</b>	Could occur infrequently	1-10 year event
<b>Unlikely</b>	<b>D</b>	May occur/improbable	10-100 year event
<b>Rare</b>	<b>E</b>	Only in exceptional circumstances, practically impossible	100+ year event

## 5. POLLUTION SCENARIOS AND COMMUNICATION TO NEIGHBOURS

The following table lists the mechanisms to be followed in the event that a pollution incident has the potential to impact the surrounding community.

Pollution Scenario	Potential impacts	Early Warning Actions
Hydrocarbon and chemical spills	Water quality issues if spill enters waterway Community complaints	In extreme cases contact neighbours via doorknock process and ask them to avoid use of the water until further notice.  For larger spills coordinate with Combat agency.
Soils and erosion	Water quality issues if spill enters waterway Community complaints	In extreme cases contact neighbours via doorknock process and ask them to avoid use of the water until further notice
Dust	Air quality issues Loss of amenity Community complaints	In extreme cases contact neighbours via doorknock process and ask them to close windows and doors and stay inside until further notice
Noise	Loss of amenity Community complaints	Not required under PIRMP. Communicate with neighbours on as needs basis as per CNVMP

## 6. NOTIFICATION

The Environmental Site Representative or Project Manager will make a decision based on RMS Environmental Incident Classification and Reporting Procedure what level of notification and callout is initially required for the incident.

The Environmental Site Representative or Project Manager will immediately notify the authorities listed in the below table of pollution incidents on or adjacent to the site where material harm to the environment is caused or threatened. That is, environmental harm or potential harm to the health or safety of human



beings (from environmental hazards) or to ecosystems that is not trivial; or that result in actual or potential loss or property damage of an amount over \$10,000.

EMERGENCY CONTACT / ORGANISATION	CONTACT DETAILS
EPA Pollution Hotline	131 555
NSW Fire and Rescue	000 (EMERGENCY) 1300 729 579 (NOT AN EMERGENCY)
NSW Ministry of Hunter New England Health District	02 4921 3000
WorkCover Authority	131 050
Tenterfield Shire Council	02 6736 6000
Glen Innes Severn Council	02 6730 2300

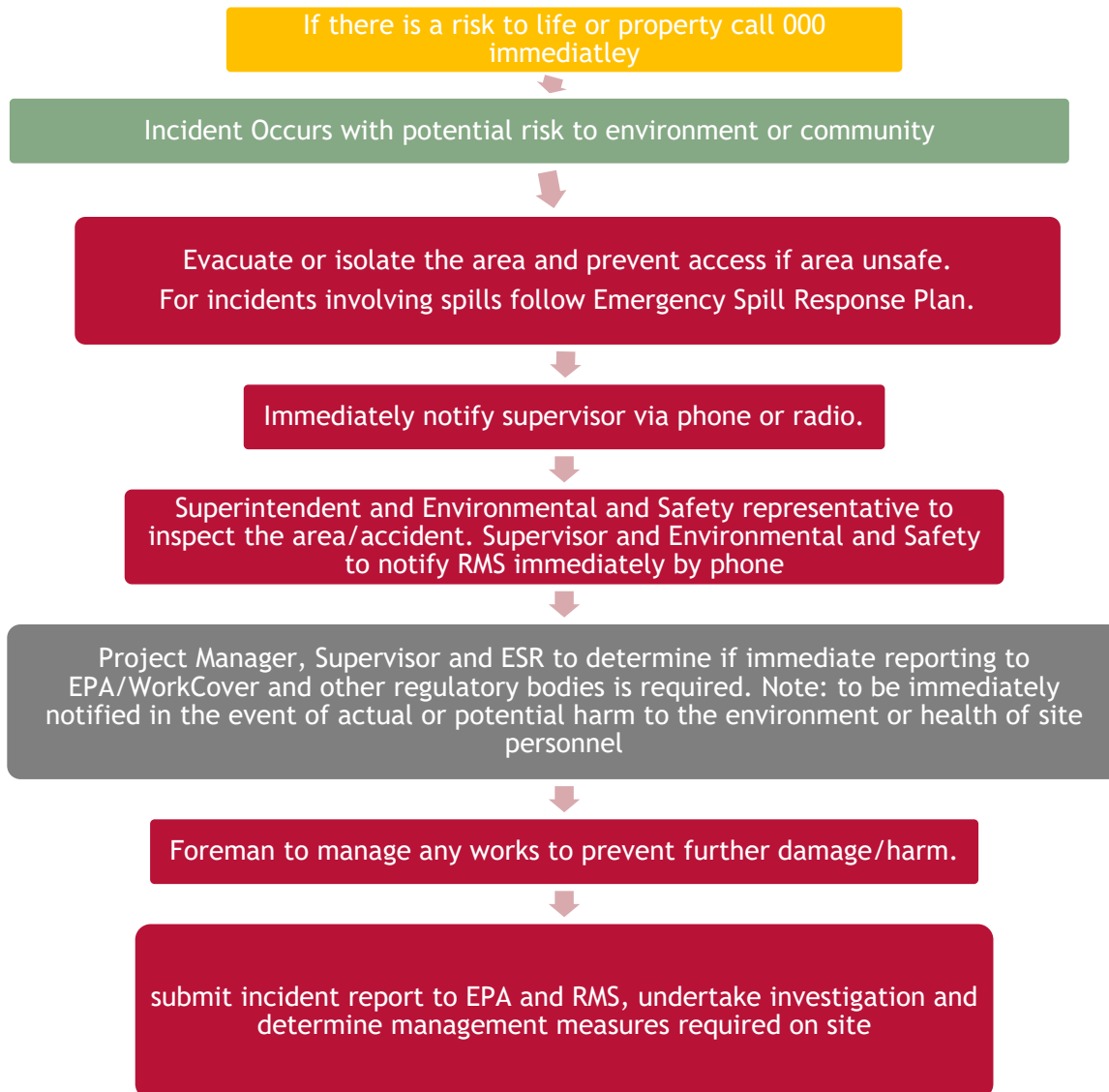
## 7. INCIDENT INVESTIGATION

In the event of an environmental incident, RMS’s Environmental Incident Classification and Reporting Procedure will be implemented. All incident investigations shall include the following basic elements:

- identify the cause of the incident;
- identify the necessary corrective action(s);
- identify personnel responsible for carrying out corrective action(s);
- implement or modifying controls necessary to avoid repetition;
- Record any changes in written procedures required

Advising the environmental authority (i.e. EPA) of the investigation findings and corrective actions associated with any reportable pollution events

## 8. INCIDENT RESPONSE PROCEDURE FLOWCHART



## 9. REVIEW AND TESTING

Review and Testing of the Plan will be integrated into other emergency and incident testing and training programs.

A detailed record of the testing of the Plan will be prepared after each testing of the plan is undertaken. If the test identifies any shortcomings in the Plan, especially the implementation of the spill response procedures, the Plan will be corrected or appropriate non-conformance actions will be undertaken. Records of the testing will be retained onsite and be made available to the EPA on request

As required by POEO (General) Regulation 2009 98E this Plan will be tested and updated according to the following:

- routinely at least once every 12 months, and
- within 1 month of any pollution incident occurring in the course of an activity to which the licence relates so as to assess, in the light of that incident, whether the information included in the plan is accurate and up to date and the plan is still capable of being implemented in a workable and effective manner

## 10. EMERGENCY CONTACTS

EMERGENCY CONTACTS - LOCAL		
	NAME/LOCATION	PHONE NUMBER (S)
NSW POLICE	Tenterfield Police Station 94 Molesworth Street, Tenterfield	000 02 6736 1144
Fire & Rescue NSW		000
NSW Rural Fire Service (Report a fire)	Northern Tablelands RFS 3 Francis Street Tenterfield	000 6736 4150
NSW State Emergency Service		132 500
ENVIRONMENTAL PROTECTION AUTHORITY	Pollution Reporting / environmental incident reports.	131 555 All other enquiries 02 9995 5555
EMERGENCY CONTACT FOR CLIENT	TBA	TBA
LOCAL HOSPITAL	Tenterfield District Hospital 1 Naas St, Tenterfield	02 6739 5200
SAFEWORK NSW		13 10 50
EMERGENCY CONTACTS - GSJV		
	NAME	PHONE NUMBER(S)
PROJECT MANAGER and COMMUNITY RELATIONS MANAGER	Gareth Davie (24 hour contact)	0418 761 543
SITE SUPERVISOR / EMERGENCY RESPONSE TEAM LEADER	Russell Bruns (24 hour contact)	0429 004 868
PROJECT ENGINEER	Paul Goodger	0419 805 827
SITE OFFICE	Pyes Creek Croad, Bolivia, NSW	No landline

<b>ENVIRONMENTAL MANAGER</b>	Glen Bolton	0428 949 019
<b>ENVIRONMENTAL SITE REPRESENTATIVE</b>	Angela Hampson	0439 986 824
<b>SAFETY MANAGER</b>	Jerry Cockburn	0437 403 821
<b>HEAD OFFICE</b>	Level 3, 53 Berry Street, North Sydney	02 8072 3610
<b>MEDIA &amp; COMMUNICATIONS ADVISOR</b>	As appointed by CMED below	
<b>CRISIS MANAGEMENT EXECUTIVE DIRECTOR</b>	Rob Monaci	0439 735 236
<b>RADIO COMMUNICATION</b>		
<b>GENERAL COMMUNICATION</b>	TBA	
<b>OTHER WORKS COMMUNICATION</b>	TBA	
<b>EMERGENCY COMMUNICATION</b>	TBA	
<b>OTHER</b>	TBA	
<b>Project Name -</b>		
<b>Physical Address - New England Highway, Bolivia Hill, NSW</b>		
<b>Site Compound - Pyes Creek Road, Bolivia, NSW</b>		
<b>When speaking to any of the above Emergency contacts tell them</b> <ul style="list-style-type: none"> <li>• Nature of the emergency</li> <li>• Address</li> <li>• Your name</li> </ul>		

## 11. SPILL RESPONSE PROCEDURE

Clean-up of Spills/ Leaks Procedure	
<b>Description:</b>	<p>This procedure provides guidance for clean-up of chemical spills and leaks and establishes minimum requirements and performance for employees when responding to spills.</p> <p>A 'Spill/ Leak' is defined as an unintentional release of a chemical/fuel/oil, which does not leave the site. It includes spillages to soil and hard surfaces.</p> <p>This procedure is only to be followed for spills where:</p> <ul style="list-style-type: none"> <li>• the identity of the spilled material is known</li> <li>• sufficient resources (personnel and equipment) are on-site to contain and clean-up the spilled material.</li> </ul>
<b>Risks/issues:</b>	Chemical/fuels/oils spills may cause harm to workers health and the environment if not managed and cleaned up appropriately.
Steps To Follow	
1 ASSESS THE SITUATION	
<p>Before clean-up, assess the potential risk to your safety, the safety of those working around you, and the environment.</p> <p>Depending of the type and quantity of material spilled, determine if it can be deal with by (an) individual(s) or if you need external assistance (i.e. Fire brigade – refer to emergency contact list if needed).</p> <p>Advise or alert the other personnel so they can assist you if necessary.</p> <p>STOP the source of the spill if it is SAFE to do so.</p>	
2 SECURE	
<p>Make the site safe for all personnel and the general public.</p> <p>Monitor and control access where the spill occur (i.e. tape, barrier) in order to prevent personnel from being contaminated and the contamination from being spread by traffic movement.</p>	
3 Personal Protective Equipment	
<p>Prior to any clean-up, consult the relevant MSDS for the chemical/fuel/oil to determine the required personal protective equipment.</p> <p>No clean-up work should occur without the correct personal protective equipment.</p>	
4 CONTAIN	

Contain the spill using the spill response equipment in the spill kit such as spill booms, drain covers and bunding.

#### **5 CLEAN UP**

Once the spill is contained, convert it to a solid by absorption.

Use the appropriate absorbing pads or absorbent (according to the type of material spilled) to soak up the spill by placing them over the liquid.

Remove the saturated pads and replace as necessary. On porous surfaces, sprinkle loose absorbent over the spill and broom through until surface appears dry.

Recover any free liquid into purpose built tankers if possible

#### **6 DISPOSE**

Place the spent absorbent in the appropriate disposal bags and seal them.

The contaminated material placed in the disposal bags must not contain free liquids in order to be disposed in a normal bin. If free liquids are observed, additional absorbent materials should be used.

Refer to the MSDS for appropriate clean-up. Correctly dispose of contaminants off-site using a licensed contaminated waste disposal contractor or place in trade waste, if applicable.

Contaminated soil should be removed to an appropriate facility following consultation with the ESR (Refer to WEMP)

#### **7 REPORT**

Notified the ESR and Project Manager.

The ESR is responsible for notifying the appropriate agencies and groups

Document the incident using the Incident Investigation Report form.

#### **8 RESTOCK**

Order and replace used up personal protective equipment and absorption materials in the spill kits