



Building something great

May 2024

Pollution Incident Response Management Plan

Carrington Asphalt



Version 8: July 2024



**Building
something
great**

Document Control Sheet

Version	Date	Prepared by	Approved By	Revision Details
01	27 Aug 2018			Document created
02	24 May 2019			Update contact details
03	4 July 2019			Update risk table, contact details and document formatting
04	28 July 2020			Update PIRMP drill details Update site contacts Updates to reflect EPA PIRMP Guidelines March 2020 Incidents grouped according to type and response.
05	26 July 2021			Update PIRMP drill details
06	30 July 2022			Update site contacts
07	26 July 2023			Update site contacts
08	8 July 2024			Updated site contacts Transferred to new Boral template

Current Ver.	Date Implemented	PIRMP Test Schedule	Date for Next Review
08	August 2024	12 Months	August 2025



**Building
something
great**

Contents

1.	Purpose.....	3
2.	Legislative Requirements	3
3.	Definition of Pollution Incident	4
4.	Scope	4
5.	Site Layout	4
6.	Potential Polluting Substances	5
7.	Roles and Responsibilities	8
8.	Internal Pollution Incident Reporting	9
9.	External Pollution Incident Reporting	10
10.	Pollution Incident Authority Contact List.....	11
11.	Incident Response Training	12
12.	PIRMP Audit	12
13.	PIRMP Review	13
	APPENDIX 1 – RISK ASSESSMENT on POTENTIAL IMPACTS.....	14
	APPENDIX 2 – PIRMP RESPONSE ACTIONS.....	17
	APPENDIX 3 – CARRINGTON ASPHALT LOCATION MAP.....	24
	APPENDIX 4 – CARRINGTON ASPHALT FACILITIES.....	25
	APPENDIX 5 – SITE COMPONENTS	26
	APPENDIX 6 – CARRINGTON ASPHALT – MAP OF AFFECTED AREAS.....	27
	APPENDIX 7 – POLLUTION INCIDENT NOTIFICATION LOG.....	28



**Building
something
great**

1. Purpose

The purpose of the Carrington Asphalt Pollution Incident Response Plan is to:

- Provide direction to the staff at Carrington Asphalt in responding to pollution incidents.
- Ensure timely communication about a pollution incident is provided to staff at the premises, the Environment Protection Authority (EPA), other relevant authorities specified in the Protection of the Environment Legislation Amendment Act (POELA Act) (including Newcastle Council, NSW Ministry of Health, Work Cover NSW, and Fire and Rescue NSW) and persons outside the operations who may be affected by the impacts of a pollution incident.
- Minimise and control the risk of a pollution incident at Carrington Asphalt by identifying key risks and planned actions to minimise and manage those risks.
- Detail the training requirements for this plan, identifying persons responsible for implementing it, and ensuring that the plan is regularly tested for accuracy, currency and suitability.

A hard copy of the PIRMP is to be kept on the site environmental board in the Carrington Asphalt Main Office.. A soft copy of the PIRMP and EPL 21003 is made available online at www.boral.com.au/about/environmental-reporting.

2. Legislative Requirements

The specific requirements for a PIRMP are set out in Part 5.7A of the POEO Act and the Protection of the Environment Operations (General) Regulation 2009 (POEO(G) Regulation). In summary, this provision requires the following:

- All holders of environment protection licences must prepare a pollution incident response management plan (section 153A, POEO Act).
- The plan must include the information detailed in the POEO Act (section 153C) and be in the form required by the POEO(G) Regulation (clause 98B).
- Licensees must keep the plan at the premises to which the environment protection licence relates (section 153D, POEO Act).
- Licensees must test the plan in accordance with the POEO(G) Regulation (clause 98E).
- 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 (section 153F, POEO Act)



**Building
something
great**

3. Definition of Pollution Incident

The definition of a pollution incident is:

“A 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 it 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 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.

Carrington Asphalt is required to report non-trivial pollution incidents immediately to the EPA, NSW Health, Fire and Rescue NSW, WorkCover NSW and the local council.

4. Scope

This PIRMP must be followed by employees, contractors and visitors of Carrington Asphalt, to assist in the early response to and reporting of a pollution incident.

5. Site Layout

The location of the site and overall site layout is shown in Appendix 3 to 6.



Building something great

6. Potential Polluting Substances

The table below is an inventory of potential pollutants kept on the premises. This inventory provides a description of the main hazards to human health and the environment, an assessment of the likelihood of the hazards occurring and also includes the current controls and safety equipment and/ or pre-emptive actions in place to minimise or prevent risk of harm to human health or the environment.

LIST OF POLLUTING SUBSTANCE STORAGES/USES AT SITE: INITIAL ASSESSMENT (all Chemicals listed in this sheet are to be subjected to a risk assessment)							
Site Name: Carrington Asphalt					Responsible Person: Site Manager		Date: 20/02/2023
Name / description	Covered under Haz Chemicals/MSDS?	Amount stored	Location of storage	Map reference	Need for early warning ¹	Current controls	See Risk Ass & PIRMP Response Action
CHEMICALS/FUELS/LUBRICANTS (raw materials and products which can cause pollution)							
Bitumen	Class 9	2 * 55,000 L 1 * 48,000 L	Bitumen Storage Tanks	Ref No #2	N/A	<ul style="list-style-type: none"> • PMP • Training • Spill Kits • SOP • Inductions • Fire Fighting Equipment • Security 	Incident #1-3
Diesel	Class 1	30,000 L	Diesel Storage Tank	Ref No #2	N/A	<ul style="list-style-type: none"> • Double Skinned Tank • PMP • Training • Spill Kits • Inductions • Fire Fighting Equipment • Security 	Incident #3

¹ Early warnings relate to informing neighbours who may be affected by the emission of this substance. If this substance is of a type and quantity which may reach neighbours then early warning assessment of actions is required to be undertaken.



**Building
something
great**

LIST OF POLLUTING SUBSTANCE STORAGES/USES AT SITE: INITIAL ASSESSMENT (all Chemicals listed in this sheet are to be subjected to a risk assessment)							
Site Name: Carrington Asphalt					Responsible Person: Site Manager		Date: 20/02/2023
Name / description	Covered under Haz Chemicals/MSDS?	Amount stored	Location of storage	Map reference	Need for early warning ¹	Current controls	See Risk Ass & PIRMP Response Action
Oils/Solvents	Class 3	800 L	Toluene	Ref No #32	N/A	<ul style="list-style-type: none"> • Bunding • PMP • Training • Flammable Cabinet • Spill Kits • Inductions • Fire Fighting Equipment • Security 	Incident #1
Lubricants, Gases	Class 2	Variable	Maintenance Workshop	Ref No #2	N/A	<ul style="list-style-type: none"> • Fire Extinguishers • Concrete Floor • Enclosed Shed • Containment Cages and Cabinets 	Incident #1
Oils/Fuel	Class 3	Variable	Plant and Equipment (Workshop area)	Ref No #2	N/A	<ul style="list-style-type: none"> • PMP • Training • Spill Kits • SOP • Inductions • Fire Fighting Equipment • Security 	Incident #1



Building something great

LIST OF POLLUTING SUBSTANCE STORAGES/USES AT SITE: INITIAL ASSESSMENT (all Chemicals listed in this sheet are to be subjected to a risk assessment)							
Site Name: Carrington Asphalt					Responsible Person: Site Manager		Date: 20/02/2023
Name / description	Covered under Haz Chemicals/MSDS?	Amount stored	Location of storage	Map reference	Need for early warning ¹	Current controls	See Risk Ass & PIRMP Response Action
MATERIALS (eg stockpiles, silos, bulk solids etc)							
Aggregate Stockpiles	N/A	Variable	Dedicated on site	Ref No #2	N/A	<ul style="list-style-type: none"> Water sprinklers Contained bays with roofing Bob cat sweeper Maintain manageable levels Security 	Incident #4
AQUEOUS (eg dams, wastewater tanks, other water storage area)							
First Flush System	N/A	Variable	site	Ref No #2	N/A	<ul style="list-style-type: none"> Design capacity Audits and Inspections Oily water separator 	Incident #3
SUBSTANCES IN PROCESSES (substances which could be emitted from operational process i.e. treatment plants, vehicles etc.)							
Mobile Plant (BORAL)	Class 3	2 x FEL's 1 x mobile screen 1 x Bobcat 1x forklift	Variable Locations	N/A	N/A	<ul style="list-style-type: none"> Spill Kits Pre start checks PMP Training 	Incident #3
Traffic Areas (dust, chem. leaks & loss)	N/A	N/A	On-site	N/A	N/A	<ul style="list-style-type: none"> Training Water cart Spill Kits 	Incident #3, 4



Building something great

7. Roles and Responsibilities

Position	Responsibility
<i>Employees and Contractors</i>	<p>Following the procedures outlined in the PIRMP and related documents.</p> <p>Immediately alerting Supervisor or Team Leader of any environmental incidents or near-misses.</p>
<i>Team Leaders / Front Line Supervisors</i>	<p>Following the procedures outlined in the PIRMP and related documents.</p> <p>Immediately alerting Site Manager or, in case of their unavailability, Environmental Representative or Environment Manager of any potentially material environmental incidents or near-misses.</p> <p>Conducting incident investigations.</p>
<p><i>Site / Operations Manager</i> <i>and/or</i> <i>Site Environmental Business Partner</i> <i>and/or</i> <i>Environment Manager</i></p>	<p>Authorisation of the PIRMP.</p> <p>Administration, maintenance and implementation of the PIRMP.</p> <p>Assessing whether the incident is non-trivial and has caused or threatens “material environmental harm” and communicate details to management.</p> <p>Provide direction and advice on incident response</p> <p>Coordinate communication to neighbours through Stakeholder Relations Manager</p> <p>Ensuring that investigations are undertaken to a level corresponding to the level of risk and impact.</p>
<i>HSE Regional Manager and/or Regional Environment Manager</i>	<p>Make a determination as to whether the incident (as defined in section 147 of the POEO Act) is non-trivial and therefore reportable to external agencies</p> <p>Inform Executive General manager and Group management of Notification to External Agencies</p> <p>Undertake notifications as defined in PIRMP Authorise notifications to public and/or media following GRPHSEQ-2-02</p>



Building something great

8. Internal Pollution Incident Reporting

Any pollution incident satisfying the material harm threshold must be immediately reported to relevant statutory authorities by either the Site/Operations Manager, or Environment Manager.

In cases where “material harm” level cannot be immediately assessed or insufficient information comes to hand on the severity of the incident, the general advice is to err on the side of caution and notify the Relevant Authorities with a qualification that the situation could not yet be fully assessed.

Until further notice the following procedure needs to be followed:

1. When a pollution incident occurs, a person who has become aware of it must immediately bring it to the attention of his/her immediate Supervisor or Manager.
2. If necessary, first ring “000” for Emergency Services.
3. At least one of the following personnel must be contacted immediately:

Name	Function	Phone number	Mobile number

4. The Site Manager or in case of his unavailability one of the Senior Management personnel listed above, is to immediately notify all Appropriate Regulatory Authorities specified in Section 9.
5. In borderline situations, where the exceedance of the trigger level of “material harm” of a pollution incident may not be clear, a quick assessment including consultation with Boral environmental personnel should be undertaken to help the decision whether to notify or not.
6. Boral’s Senior Management including environmental team members must be informed promptly of the fact of immediate notification to the Authorities.



**Building
something
great**

9. External Pollution Incident Reporting

As the legislation requires that notification must be done immediately upon becoming aware of the pollution incident, it is unlikely that a detailed picture will be available for reporting. Notwithstanding, it seems that some of the Government Authorities prepared a detailed questionnaire which is being filled in at the time of this initial notification. Under the stress of incident handling it could be easy to provide a hasty, inaccurate estimate of the situation when answering these questions.

Therefore, the notification should be restricted to the facts known and nothing should be assumed or guessed. The details will be provided to the asking Authority later when more information comes to hand.

The initial notification should include as much of the following information (if known) as possible:

- i. location and time of the pollution incident**
- ii. type of the incident (spill, fire, unlicensed harmful discharge, etc)**
- iii. assessed level of incident gravity: “it seems to be...” (e.g. “a relatively minor spill”; “major fire”, “explosion limited to one building”, etc.)**
- iv. whether the Emergency Services have been required to attend.**

Unless known for a fact, the answers to other questions should be politely deferred until a better assessment of the situation can be made.

The Boral person who is responsible for notifying the Authorities (Site/Operations Manager or Environment Manager) about the incident must prepare a Notification Log (a suitable form is attached) with the details of time of notifications and the persons who took to the call. The Authorities are expected to log the calls.

Notification of all Appropriate Government Authorities (at least 5 entities) may take considerable time. Delays may be experienced connecting to the right person or no contact may be possible after hours. All such instances should be recorded in the Notification Log.



Building something great

10. Pollution Incident Authority Contact List

Government Authority – Compulsory Notifications	Emergency Notification Phone Number
EPA – Environment Line	131 555
Fire and Rescue NSW (FRNSW)	1300 729 579
Newcastle City Council	4974 2000
Public Health Unit (Hunter) – Hunter New England Health	HealthLink (24 hr.)- 1800 063 635 Head Office- Newcastle- 02 4921 3000
SafeWork NSW	13 10 50 Company ABN if asked: 51 000 187 002
Government Authority – ring if relevant	Emergency notification phone number
Police & Ambulance	000
Roads and Maritime Services (road spills)	132 701
NSW Natural Resources Access Regulator	1800 633 362
Bush Fire Control Officer (Maitland)	02 4015 0000
Poisons Information Centre	131 126
Endeavour Energy (power line emergencies)	13 10 03

Communication with the local community may also be undertaken depending on the circumstances of the pollution incident. Carrington Asphalt would consider the following options for providing Early Warning and ongoing information to the community on pollution incidents:

- Direct phone contact with any local residents directly impacted by the pollution incident.
- Letter Box drops of incident information and site contacts to local residents impacted by the pollution incident.

The Stakeholder Relations Manager can assist in the process of communicating with the community, as per the Stakeholder Engagement Plan for the site.



**Building
something
great**

11. Incident Response Training

Carrington Asphalt will implement the Pollution Incident Response Management Plan by training or providing information to relevant employees and contractors in relevant areas of the Plan.

Training or information will be provided on the following;

- The contents and intent of this PIRMP,
- The roles and responsibilities of site staff in relation to this PIRMP
- Spill response procedures;
- General environmental awareness; and / or
- Hazardous materials awareness.

Site inductions for visitors and sub-contractors also advise individuals to report any environmental incidents or spills to site supervisors and key personnel immediately. Key site personnel and supervisors participate in PIRMP Tests which are used as practical training and can also be used to identify any potential gaps or areas for improvement for the PIRMP. A summary of the PIRMP Drills undertaken at Carrington Asphalt is shown below.

Test Date	Version Tested	Incident Test Details	Drill Team Lead
12/08/2024	V7	Desktop Review of PIRMP	
09/05/2023	V6	Review of Immediate Notification Protocols as part of the Internal Environmental Audit	
20/07/2022	V5	Review of PIRMP and contact details	
02/08/2021	V4	Loss of product due to filling bitumen tank	
27/07/2020	V3	Diesel Fuel Spill	

12. PIRMP Audit

The objectives of an audit are to maintain compliance with this plan. Internal audits of this Plan will be undertaken every 3 years.

Routine testing of the plan will be conducted annually, and can be completed through the following methods:

- Simulated environmental emergency, or
- Desktop simulations.



**Building
something
great**

13. PIRMP Review

Revisions are to be coordinated by the Site Manager and Environmental Representative.

The objectives of a review are:

- To maintain compliance with the statutory requirements, and
- To identify opportunities for improvement in the Plan, and reduce the risk to human health and the environment.

A) EVENT BASED

Events which may trigger a review of this Plan or its associated documents include:

- Within 1 month of reporting to the nominated parties in accordance with the plan, after a pollution incident, or
- Modification/Improvement to the system.

B) TIME BASED

Carrington Asphalt will review this management plan routinely every 12 months. The Plan review will include:

- This Document, and
- Legislation, Approval and Licence changes.

APPENDIX 1 – RISK ASSESSMENT on POTENTIAL IMPACTS

Hazard and Likelihood Risk Assessment and Corrective Control Measures								
Name / ref of pollutant/ chemicals	Description of Hazard / Incident leading to hazard	Consequence	Likelihood	Risk	Impact on neighbours ²	Control Measures Corrective Action Coverage under other Plans	Responsible Person	Action Date
Bitumen	Incident #1 Uncontrolled loss of Diesel or other hydrocarbon based products that could result in material harm to the environment or human health	Minor (2)	Unlikely (2)	L	N/A	Consequence: (Minor): Failure resulting in loss of all or substantial volume of tanks would be unlikely due to the consistency of bitumen. Fire risk associated with uncontained bitumen Likelihood: (Unlikely): Due to location, damage to tanks is unlikely to occur from external equipment. In addition, tanks are maintained in good structural integrity with low risk of failure through corrosion. Fire risk associated with uncontained bitumen Residual Risk Assessment = Minor (2) Vs Rare (1) = LOW (2)	As per PIRMP action plan	When required
	Incident #2 Significant loss of bitumen during filling operations resulting in material harm to the environment. Risk to environment: fire risk associated with uncontained bitumen causing smoke and fire impacts Risk to human health: Inhalation of smoke, fire risk to loss of life.	Minor (2)	Unlikely (2)	L	N/A	Consequence: (Minor): Failure resulting in loss/leakage from fuelling or re-fuelling from hose, nozzle or plant/equipment would be captured by spill response kit with minimal release to soil. Fire risk associated with uncontained bitumen Likelihood: (Rare): Due to location and viscosity of material a significant loss while re-fuelling and fuelling is unlikely to occur. Hoses and refuelling equipment are maintained with low risk of failure. Fire risk associated with uncontained bitumen. Residual Risk Assessment = Minor (2) Vs Rare (1) = LOW (2)	As per PIRMP action plan	When required

² If the incident may impact on neighbours then it will need to trigger the early warnings assessment and actions



Building something great

Hazard and Likelihood Risk Assessment and Corrective Control Measures

Name / ref of pollutant/ chemicals	Description of Hazard / Incident leading to hazard	Consequence	Likelihood	Risk	Impact on neighbours ²	Control Measures Corrective Action Coverage under other Plans	Responsible Person	Action Date
Diesel/Oils/Solvents	Incident #3 Significant loss of diesel, oils or solvents inside bund and/or spill tray during delivery and/or use resulting in material harm to the environment Risk to environment: hydrocarbons smothering aquatic and plant life, decreases in water quality Risk to human health: contamination of waterbodies.	Minor (2)	Unlikely (2)	L	N/A	Consequence: (Incidental): Failure resulting in loss of oils/solvents from packaged goods would be captured entirely by existing primary bund with no release to soil or water. Likelihood: (Unlikely): Due to location within the bund, spillage during delivery and use is unlikely to occur. In addition hoses and decanting equipment are maintained in good structural integrity with low risk of failure. Residual Risk Assessment = Incidental (1) Vs Unlikely (2) = LOW (2)	As per PIRMP action plan	When required
Airborne Dust	Incident #4 Excessive dust from RAP crushing/ processing operations or surface dust from mobile plant that leaves the site resulting in material harm to the environment or health concerns to community Risk to environment: dust smothering aquatic and plant life Risk to human health: risk of ingestion of fines via respiration. Site is rated as Tier 3 (lowest) site for respirable crystalline silica	Incidental (1)	Unlikely (2)	L	Potential impacts increased in dry, hot windy conditions	Consequence: (Incidental): The nature of RAP and the bitumen content reduces the potential for dust generation while crushing. Water sprays are also used. Site is sealed to reduce dust emissions. Likelihood: (Unlikely): It is rare that dust would leave the site due to controls and that crushing is carried out on a campaign basis. Dust suppressed with sprays, operations can be restricted in high wind periods. Residual Risk Assessment = Incidental (1) Vs Unlikely (1) = LOW (2)	As per PIRMP action plan	When required



Building something great

Hazard and Likelihood Risk Assessment and Corrective Control Measures

Name / ref of pollutant/ chemicals	Description of Hazard / Incident leading to hazard	Consequence	Likelihood	Risk	Impact on neighbours ²	Control Measures Corrective Action Coverage under other Plans	Responsible Person	Action Date
Mobile Plant	Incident #5 Significant hydraulic hose or fuel tank failure resulting in material harm to the environment Risk to environment: hydrocarbons smothering aquatic and plant life, decreases in water quality Risk to human health: contamination of waterbodies	Minor (2)	Unlikely (2)	L	N/A	Consequence: (Incidental): Failure from fuel tank or hydraulic hoses would be maintained to a small localised area on site. Likelihood: (Rare): Hose or fuel tank failure from mobile plant would be minimal as prestart and regular maintenance programs are in place to capture and prevent such occurrences. Spills kits are also maintained and available in various areas. Inductions for all contractors demonstrating their accountabilities and responsibilities for reporting environmental incidents. Residual Risk Assessment = Incidental (1) Vs Rare (1) = LOW (1)	As per PIRMP action plan	When required
Sediment laden stormwater	Incident #6 Uncontrolled release of sediment laden water from storage dams causing material harm to the environment Risk to environment: suspended solids smothering aquatic and plant life, decreases in water quality Risk to human health: rapidly increasing water levels could present safety risk for downstream receivers	Minor (2)	Unlikely (2)	L	N/A	Consequence: (Minor): Failure of one or more water capture and storage dams are likely to result in off-site impacts to water courses which would predominantly reduce water quality over a short period of time. As such, impact to the environment/human health is not considered to be significant. Likelihood: (Rare): Dams and water retention infrastructure are frequently monitored and inspected for levels and integrity. Residual Risk Assessment = Minor (2) Vs Rare (1) = LOW (2) Note: For PIRMP purposes overflow events during extreme wet weather will be reported under POEO Licence obligations and not Immediate Reporting.	As per PIRMP action plan	When required



Building something great

APPENDIX 2 – PIRMP RESPONSE ACTIONS

Incident No 1

Incident #1	<p>Catastrophic failure of above ground bitumen tanks resulting in material harm to the environment</p> <p>Actions Required:</p> <ul style="list-style-type: none"> • Shutdown of processes and equipment associated with the spill if safe to do so • Activation of any associated storm water shut-off valves to isolate • Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) • Ensure spill management devices capture full volume of bitumen • Contact service provider (Caltex No. 1800033111 or Transpacific 02 96007185) to pump-out bund contents • Area to be restricted to Incident Response Personnel • Ensure spill kit available for any release from containment • If any release onto unsealed soil/surface water - Environmental Consultants to be engaged to investigate and remediate contamination. • Repair/replace tank • Refuel tank
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Site Manager • Call service provider (Site Manager) • Spill Kit manager (Site Manager) • Periodic inspections and update reporting of site and spill kits stocks (Site Manager)
Scale of incident	Incident would be restricted to bitumen storage area with minimal external impact due to substance viscosity. Soil contamination is unlikely, as the site is sealed.
Evacuate	Only if fire or explosion potential exists. Site Manager and any advice provided by Fire Dept. as part of attendance after immediate notification.
Communications	<p>Internal:</p> <ul style="list-style-type: none"> • Site Manager • WS Business Partner or E Manager <p>External mandatory:</p> <ul style="list-style-type: none"> • Immediate Reporting Contact Sheet to be used <p>External non-mandatory: N/A</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan or Fire Department as part of Immediate Reporting



**Building
something
great**

Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Service Provider to dispose of bitumen and advise on required clean-up.
Reporting and re-preparedness	See SOPs: <ul style="list-style-type: none">• Incident Notification SOP (GRP-HSEQ-3-02)

Public Version



Building something great

Incident No 2

Incident #2	<p>Loss of product due to filling from bitumen tanks that could result in material harm to the environment or human health.</p> <p>Actions Required:</p> <ul style="list-style-type: none"> • Shutdown of processes and equipment associated with the spill if safe to do so • Activation of any associated storm water shut-off valves to isolate • Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) • Ensure bunds are capturing full volume of emulsion • Ensure bund integrity is sound throughout the entire period of incident (i.e. periodic inspections) • Contact service provider (Caltex No. 1800033111 or Transpacific 02 96007185) to pump-out bund contents • Area to be restricted to Incident Response Personnel • Ensure spill kit is available for any release from bund • If any release from bund onto unsealed soil/surface water, Environmental Consultants are to be engaged to investigate and remediate contamination. • Repair/replace tank • Refuel tank • Inspect bund for ongoing serviceability
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Site Manager • Call service provider (Site Manager) • Spill Kit manager (Site Manager) • Periodic inspections and update reporting of site and spill kits stocks (Site Manager)
Scale of incident	Incident would be restricted to bitumen storage area with minimal external impact due to substance viscosity. Soil contamination is unlikely, as the site is sealed.
Evacuate	Only if fire or explosion potential exists. Site Manager and any advice provided by Fire Dept. as part of attendance after immediate notification.
Communications	<p>Internal:</p> <ul style="list-style-type: none"> • Site Manager • WS Business Partner or E Manager <p>External mandatory:</p> <ul style="list-style-type: none"> • Immediate Reporting Contact Sheet to be used <p>External non-mandatory: N/A</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan or Fire Department as part of Immediate Reporting



**Building
something
great**

Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Service Provider to dispose of bitumen and advise on required clean-up.
Reporting and re-preparedness	See SOPs: Incident Notification SOP (GRP-HSEQ-3-02)

Public Version



Building something great

Incident No 3, 5 and 6

Incident #3, 5 & 6	<p>Uncontrolled loss of Diesel or other hydrocarbon products, sediment laden water or packaged goods that could result in material harm to the environment or human health.</p> <p>Actions Required:</p> <ul style="list-style-type: none"> • Shutdown of processes and equipment associated with the spill if safe to do so • Activation of any associated storm water shut-off valves to isolate • Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) • Ensure bunds and/or spill trays are capturing full volume of oil/solvents • Ensure bund integrity is sound throughout the entire period of incident (i.e. periodic inspections) • Prevent any material leaving site or entering the stormwater system • Contact service provider (Caltex No. 1800033111 or Transpacific 02 96007185) to pump-out bund contents • Area to be restricted to Incident Response Personnel • Ensure spill kit available for any release from bund • Inspect bund for ongoing serviceability
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Site Manager • Call service provider (Site Manager) • Spill Kit manager (Site Manager) • Periodic inspections and update reporting of site and spill kits stocks (Site Manager)
Scale of incident	Incident would be restricted to immediate area with minimal external impact. However, potential for bund overflow or failure may result in soil and surface water contamination that will require specialist investigation/remediation.
Evacuate	Only if fire or explosion potential exists. Site Manager and any advice provided by Fire Dept. as part of attendance after immediate notification.
Communications	<p>Internal:</p> <ul style="list-style-type: none"> • Site Manager • WS Business Partner or E Manager <p>External mandatory:</p> <ul style="list-style-type: none"> • Immediate Reporting Contact Sheet to be used <p>External non-mandatory: N/A</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate



**Building
something
great**

	Reporting
Clean up and Waste disposal	Service Provider to dispose of bitumen and advise on required clean-up.
Reporting and re-preparedness	See SOPs: Incident Notification SOP (GRP-HSEQ-3-02)

Public Version



Building something great

Incident No 4

Incident #4	<p>Excessive airborne dust causing material harm to the environment or significant impact to community</p> <p>Actions Required:</p> <ul style="list-style-type: none"> • If crushing or surface dust from mobile plant is causing significant dust emissions that is leaving site and is likely to cause material harm to the environment or significant impacts to the community, operation shall cease • Employees, Contractor/Visitor to notify site representative of issue immediately • Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) • Dust suppression activity to commence immediately at the source of the dust, if it has not been previously • Daily monitoring to be undertaken to assess weather and site conditions
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Site Manager • Call service provider (Site Manager) • Spill Kit manager (Site Manager) • Periodic inspections and update reporting of site and spill kits stocks (Site Manager)
Scale of incident	Incident would be localised to the area surrounding stockpile area, with minimal external impact.
Evacuate	Only if fire or explosion potential exists. Site Manager and any advice provided by Fire Dept as part of attendance after immediate notification.
Communications	<p>Internal:</p> <ul style="list-style-type: none"> • Site Manager • WS Business Partner or E Manager <p>External mandatory:</p> <ul style="list-style-type: none"> • Immediate Reporting Contact Sheet to be used <p>External non-mandatory: N/A</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Service Provider to dispose of diesel and advise on required clean-up.
Reporting and re-preparedness	See Incident Notification SOP (GRP-HSEQ-3-02)



Building something great

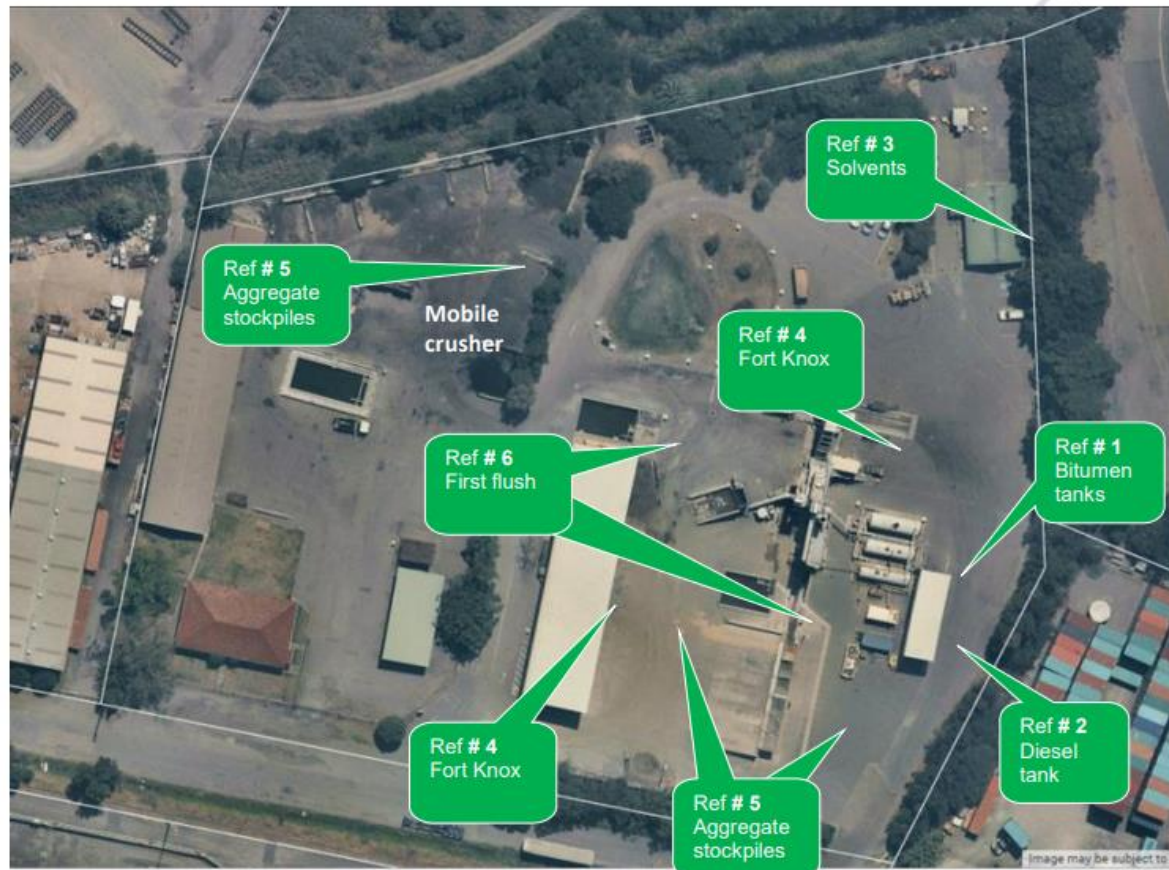
APPENDIX 3 – CARRINGTON ASPHALT LOCATION MAP





Building something great

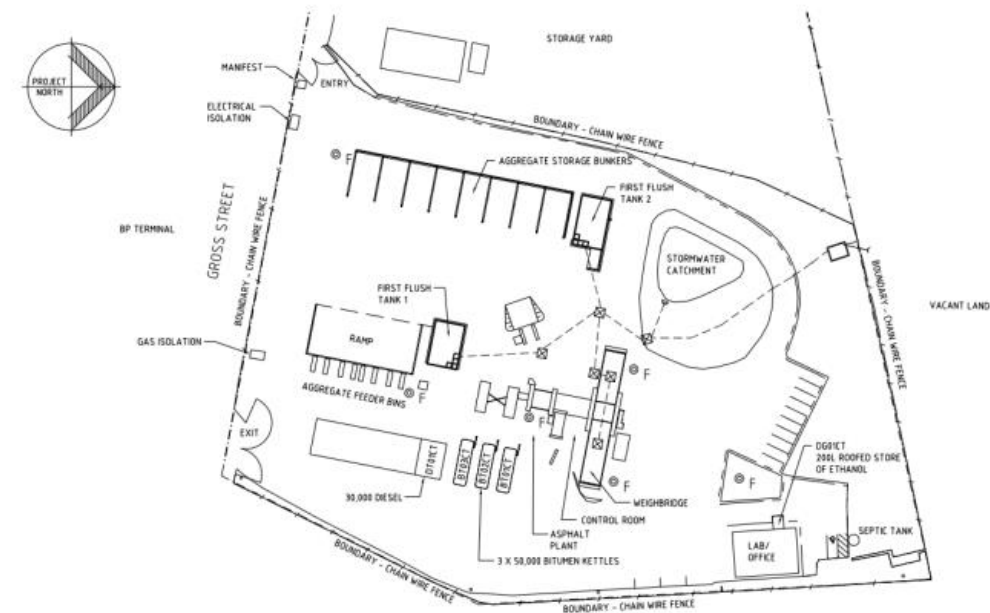
APPENDIX 4 – CARRINGTON ASPHALT FACILITIES





Building something great

APPENDIX 5 – SITE COMPONENTS



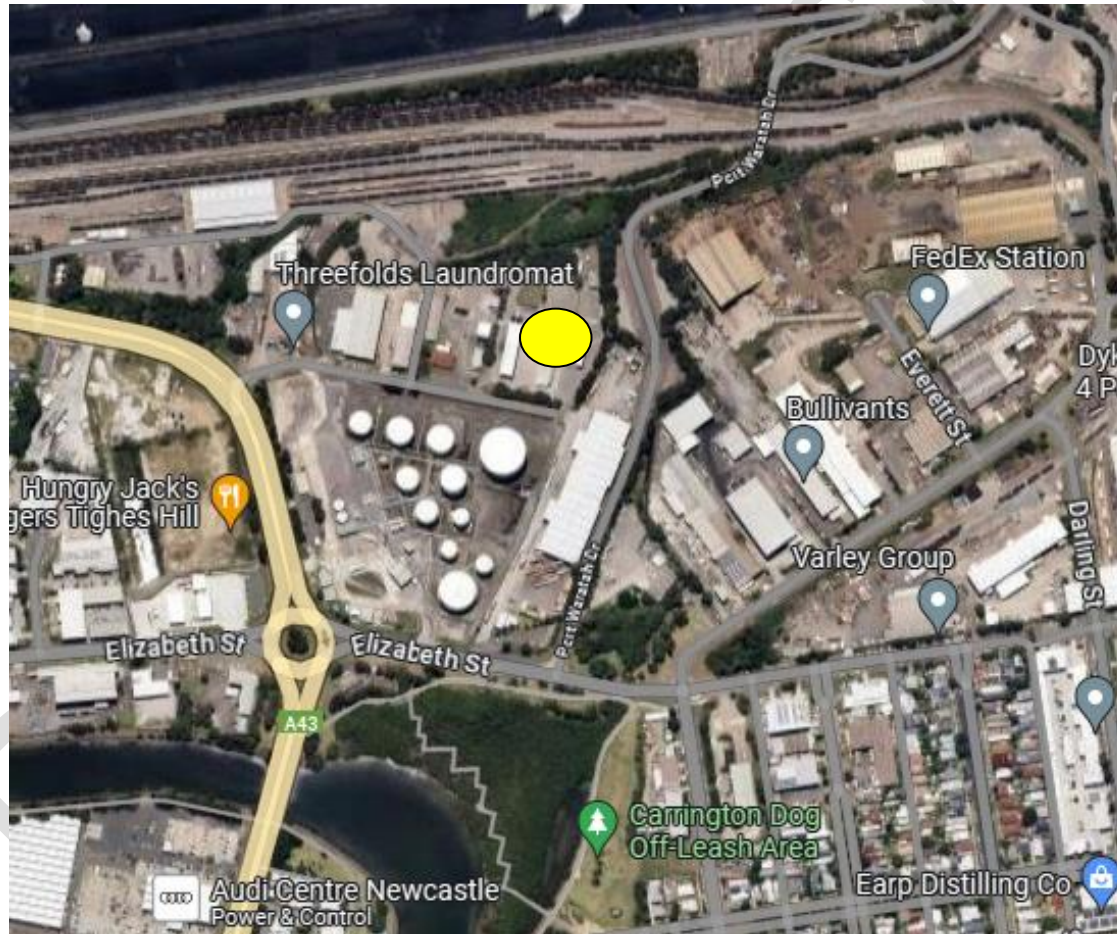
LEGEND	
	FIRE EXTINGUISHER/HYDRANT
	STORMWATER PIT
	UNDERGROUND STORMWATER PIPE

STORAGE YARD PORT WARATAH DRIVE **CARRINGTON ASPHALT PLANT**
GROSS STREET, CARRINGTON
 SCALE 1:1000 (A4)
 APRIL 2016, REVISION A.



Building something great

APPENDIX 6 – CARRINGTON ASPHALT – MAP OF AFFECTED AREAS





**Building
something
great**

APPENDIX 7 – POLLUTION INCIDENT NOTIFICATION LOG

Person undertaking notification (Name/Function):			
Date and time when first become aware of the incident:			
Incident type:			
Comments:			

Initial immediate notification log				
Appropriate Regulatory Authority	Time of call	Respondent's name/function	Approximate call duration	Comments
EPA				
Public Health Unit				
Fire and Rescue NSW				
Local Council				
SafeWork NSW				
Other:				
Other:				
Summary of initial communication:				



Building something great

Person undertaking notification (Name/Function):		
Date and time when additional information become available:		
Comments:		

Immediate notification of further pertinent information (if applicable)				
Appropriate Regulatory Authority	Time of call	Respondent's name/function	Approximate call duration	Comments
EPA				
Public Health Unit				
Fire and Rescue NSW				
Local Council				
SafeWork NSW				
Other:				
Other:				
Summary of additional communication				



**Building
something
great**

Carrington Asphalt – Immediate Reporting Contact Sheet

INTERNAL NOTIFICATIONS			
Name	Function	Phone number	Mobile number

EXTERNAL NOTIFICATIONS	
Government Authority - compulsory notifications	Emergency notification phone number
EPA – Environment Line	131 555
Fire and Rescue NSW (FRNSW)	1300 729 579
Newcastle City Council	4974 2000
Public Health Unit (Hunter) – Hunter New England Health	HealthLink (24 hr.)- 1800 063 635 Head Office- Newcastle- 02 4921 3000
SafeWork NSW	13 10 50 Company ABN if asked: 51 000 187 002

NOTE: A full listing of contact phone numbers of other potentially relevant government agencies is included in the PIRMP.