PIRMP - Pollution Incident Response Management Plan

Glenlee Quarry

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DIVALL'S
EARTHMOVING
BULK HAULAGE
GOULBURN

1. INTRODUCTION

1.1 Background

DENRITH PTY. LTD. Trading as Divall's Earthmoving & Bulk Haulage ("the licensee") is the holder of Environment Protection Licence No. 2685 ("the licence") issued under the *Protection of the Environment Operations Act 1997* ("the Act"). The licence authorises the carrying out of activities at MURRUMBATEMAN ROAD, MURRUMBATEMAN, NSW, 2582 ("the premises").

The Glenlee Quarry was originally granted development consent for the extraction of gravel and slate in late 1985. Extraction operations continued until the late 1990s until the impacts of potential acid mine drainage (AMD) was identified and extraction works declined. Minor extraction activities were undertaken between 2003 and 2008 after additional AMD controls were implemented. Since 2008 the site has been in a state of care and maintenance and extraction activities have only recently recommenced in 2021 when the Environment Protection Licence was transferred to Divall's.

Currently Divall's lease the Glenlee Quarry located in Murrumbateman Road, Murrumbateman NSW. The Glenlee Quarry is an open cut facility used as a supply of road base. As part of their lease agreement, Divall's are responsible for the quarry's NSW EPA (EPA) Environment Protection Licence (EPL 2685).

1.2 Reference Documents

This Plan has been developed in accordance with the following guidance documents and relevant Australian/New Zealand Standards:

- Hazardous Industry Planning Advisory Paper (HIPAP) No.1 – Emergency Planning (NSW Department Planning) January 2011;
- Work Health and Safety Act 2011 and relevant Regulations (NSW Legislation);
- SAA/SNZ HB76:2004 Dangerous Goods - Initial Emergency Response Guide (Standards Australia) 2004;
- AS 3745-2010 Planning for emergencies in facilities (Standards Australia);
- NSW Fire & Rescue Guidelines;
- Protection of the Environment Operations (General) Amendment (Pollution Incident Response Management Plans) Regulation 2012 (NSW Legislation);
- Protection of the Environment Operations Act,1997 (NSW Legislation); and

- Environmental Guidelines: Preparation of Pollution Incident Response Management Plans (NSW EPA).

2. POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

2.1 Objectives

The objectives of the PIRMP are threefold:

- To ensure timely and comprehensive communication of a pollution incident to staff, relevant authorities and all other stakeholders affected by the impacts of the pollution incident;
- To identify risks and develop actions to minimize and manage these risks; and
- To ensure the plan is implemented by trained staff and regularly tested for accuracy, currency and suitability.

Requirements for pollution incident response management plans are stipulated in the Protection of the Environment Operations (General) Amendment (Pollution Incident Response Management Plans) Regulation 2012 and Part 5.7A of the POEO Act. Part 5.7A of the POEO Act specifies:

- Information to be included in the plan (Clause 153C) including the procedures to be followed in notifying a pollution incident to the relevant people and authorities, a detailed description of action to be taken immediately after a pollution incident to reduce or control any pollution and procedures to be followed;
- The plan must be kept at the premises to which the relevant environment protection licence (EPL) relates (Clause 153D);
- Licensees must test the plan in accordance with Clause 98E of the Regulation (Clause 153E); and
- Licensees must immediately implement the plan if a pollution incident occurs in the course of an activity so that material harm to the environment is caused (Clause 153F).

Information in the plan that must be made publicly available includes:

- Procedures for contacting relevant regulatory authorities including the EPA, local council, NSW Ministry of Health, WorkCover NSW, and Fire and Rescue NSW; and
- Procedures for communicating with the community.

This information will be made readily available as follows:

- At the site where the activities are carried out; and
- On the company's website, if available.

Any personal information in the plan within the meaning of the Privacy and Personal Information Protection Act 1998 may be excluded from public exhibition.

2.2 Definition of a Pollution Incident

The *Environmental Guidelines: Preparation of pollution incident response management plans* (NSW EPA) defines a pollution incident 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."

Under the Section 148 of the POEO Act, pollution incidents causing or threatening materialharm to the environment must be notified immediately to the relevant authorities.

"Material risk of harm to the environment" is defined under Section 147 of the POEO Act as:

> *(a) harm to the environment is material if:*
>
> *(iii) It involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or 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.*

The following section provides an explanation of RHRSS's obligations under the legislation relating to the management of pollution incidents.

2.3 POEO (General) Amendment (Pollution Incident Response Management Plans) Regulation 2012

The Protection of the Environment Operations (General) Amendment (Pollution Incident Response Management Plans) Regulation 2012 specifies matters to be included in pollution incident response management plans.

The NSW EPA has also prepared “Environmental Guidelines: Preparation of Pollution Incident Response Management Plans”. This PIRMP has been prepared in accordance with the POEO Act, Regulation and the guidelines. Requirements included are:

- A description and likelihood of hazards to human health and the environment associated with the licensed activity;
- Pre-emptive actions to be taken to minimize risk of harm;
- An inventory of potential pollutants;
- A description of safety equipment and devices used to minimize risks and/or contain a pollution incident;
- 24-hour details of key site contacts and relevant authorities;
- Mechanisms used to provide early warnings to neighbours and the local community;
- Actions to minimize risk of harm should an incident occur;
- Actions to be taken during or immediately following a pollution incident;
- A detailed set of plans; and
- Staff training programs relating to implementing the plan.

Reference to existing Work Health and Safety Management Plan has been made throughout.

2.4 Who are the Glenlee Quarry

The Glenlee Quarry has been a major supplier of road base materials for more than 20 years and was used as road base materials for the Sutton overpass, located on the Federal Highway, and more recently it has been used as road base material for bitumen roads within the Yass Valley Council Shire. The rock used is a weathered, moderately hard carbonaceous mudstone that has a pronounced slatey cleavage that appears to be coincident with the bedding planes. The carbonaceous mudstone is of marine origin, thus the pyrite, that has undergone regional low-grade metamorphism (Senior 2018).

Road base materials that are currently quarried are confined to a twenty- to thirty-metre-thick weathered zone developed in the upper part of the slatey mudstones. The base of the weathered zone lies at the water table and lies at a depth of about 20 to

30m below the ground surface and more or less mirrors the topographic shape of the hill.

Forward road base reserves of the type historically mined in the quarry are estimated at around 680,000 m3, or circa 1.275 million tonnes, with another 1.1445 million m3, or 2.709 million tonnes of hard rock reserves in the approved quarry expansion envelope on site. A further expansion area to the south is estimated to contain approximately 734,000 bank cubic metres, or some 1,100,000 tonnes) of the weathered fissile mudstone and 410,000 bank cubic metres or around 615,000 tonnes of the hard quartzose sandstone, siltstone, and mudstone.

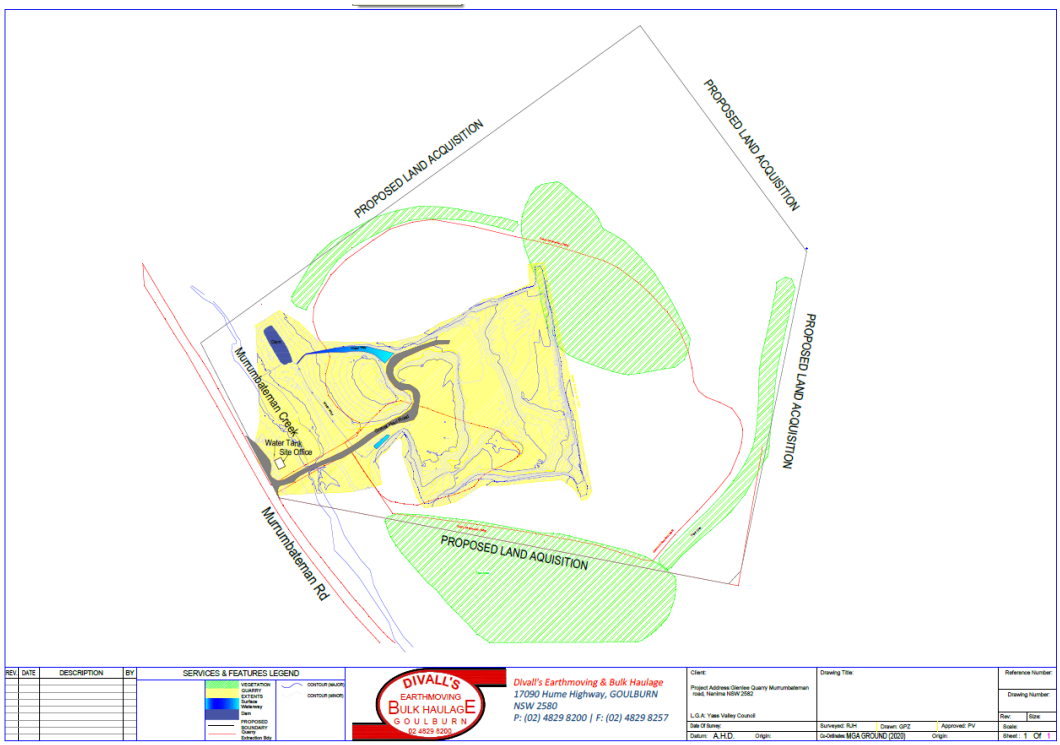


Figure 1 Glenlee Quarry Layout

2.4.1 General

DENRTIH PTY LTD is the current operators of the Glenlee Quarry an ABN 34 646 496 666.

Physical address: Murrumbateman Road, Murrumbateman NSW 2580

Current applicant contact details:

Phone: (02) 4821 4219

Email: reception@divalls.com.au

Grid reference: 350141S and 1490737E

Lot: 90/133

Elevation: 620-680 m

Local Government Area: Yass Valley Council

2.4.2 Key Personnel and their Roles and Responsabilities

Divalls Quarry Manager, key staff and regular contractors are responsible for understanding and implementing this PIRMP as appropriately identified. The PIRMP identifies the general roles and responsibilities of Glenlee employees. In addition, where permanent or regular contractors are engaged to work at the Glenlee site they shall manage any pollution incidents in accordance with this PIRMP.

Divalls Quarry Manager and Supervisors are responsible for ensuring that their staff are aware of the PIRMP and their roles where appropriate. They are also responsible for the training of their staff.

The Divalls management team is responsible for:

- Assisting with advice, reporting and response process;
- Ensuring the plan is made available to staff responsible for implementing the plan and authorized officers under the POEO ACT;
- Giving advice onto whether environmental incidents need to be reported to external agencies;
- Assisting in the notification of pollution incidents to the relevant authorities;
- Provision of maps associated with the plan;
- Assistance with implementation of response actions to pollution incidents;
- Assistance in communicating with neighbours and the local community about the plan and when incidents of a certain nature occur;
- Ensuring the training of those responsible for activating the plan;

- Testing; and
- Reviewing this plan.

2.5 Licensed Activity

In Glenlee Quarry's activities on this site are classified as scheduled activities under the Protection of the Environment Operations Act 1997 Extractive activities is included in the EPL. Glenlee Quarry is located in the middle of a Rural area with approved activity and is undertaken according to Council requirements and planning instruments/plans. Notwithstanding the above and due mainly to the fact that some of Glenlee's Activity was determined to be existing use and others continuous use, both Council and the EPA determined that Glenlee can continue to operate providing certain conditions that are complied with. If these conditions are likely to be contravened for any reason, further approvals and possible assessments could be required.

Therefore and due to the fact that the quantities of materials extracted on site could potentially be from 100,000 tonnes to 500,000 tonnes per year, it was determined by the applicant and subsequently confirmed by the EPA.

2.6 Details of Activities Conducted on site

The rock extraction method is using bulldozer scarification technology, this is achieved with the aid of a hydraulic auxiliary system where the system transmits a series of impulses to the tractor ripper rod to make it work like a pneumatic hammer and thus, increasing the capacity of the tractor to fracture rock. Such a system is understood to offer economic advantages over drilling and blasting, especially in hard separations between layers of pyrite. On special cases when is found a hard layer of pyrite area, are used excavator with hydraulic hammer attached to break up the hard rock.

Material is initially crushed in a primary mobile crusher located within the pit, which is fed by an excavator or loader. After passing through the primary crusher, the crushed material is stockpiled in a surge pile. Material in the surge pile is reclaimed and conveyed to the main processing area where it is stored on site and being dispatched off-site by trucks.

The process is a 100% dry one so there is no wastewater generated on site as a result of processing of waste materials. In addition, there is no thermal treatment of the waste on the site at any stage of the process. There are no furnaces or other heat generating equipment required as part of these activities at the site.

2.7 Environmental Management System

Glenlee Quarry has commenced establishing an Environmental Management System (EMS) that will include amongst other things regular inspections of its entire site including its perimeter to ensure that all mitigation measures are fully implemented on-site especially those that are associated with dust generation and water pollution and are maintained in an efficient and proper manner.

Furthermore, Glenlee Quarry takes all environmental aspects of all its activities seriously and works effectively and efficiently to ensure that all environmental aspects associated with their machinery are considered before any activities commence on site. Divalls has a hard-working team that monitors environmental components on-site monthly and on a weekly basis.

2.8 Work Health and Safety Commitment Statement

Glenlee Quarry has recently updated its Work Health and Safety commitment Statement to comply with current WHS requirements to meet the requirements of the Department of Health, SafeWork NSW, Council and other Government Authorities.

Hardcopies are available at relevant locations and in offices around the site. Electronic copies are maintained on the system and made available as required.

This PIRMP has been prepared so that it is easily integrated into the BMS. At the time of writing, the PIRMP had been prepared to cover the activities under the existing EPL 2685. This document has the same focus. The PIRMP can also be read as a standalone document as references to relevant manuals, procedures and work instructions have been provided throughout.

The list of plans is a dynamic one and will be updated by the proponent following the introduction of any additional activities, expansion of existing activities or even changes

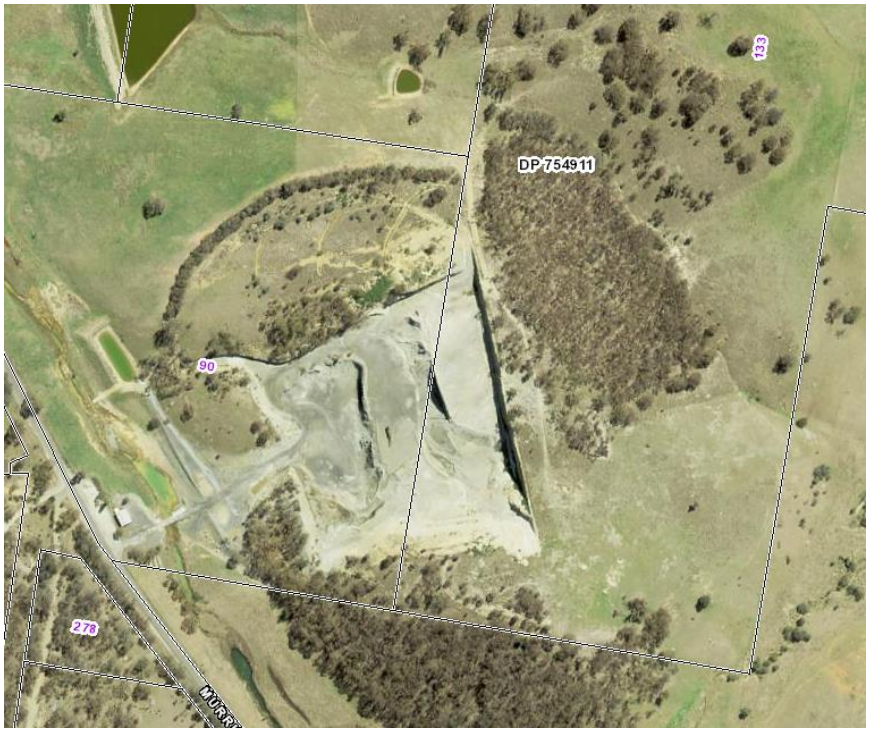
to existing activities since at this stage it is unknown what additional documents the authorities may require.

Furthermore, Glenlee Quarry takes all environmental aspects of all projects seriously and works effectively and efficiently to ensure that all potential environmental issues are considered before any works commence on site. Glenlee has a hard-working team that monitors environmental components on-site and on its other civil works-related sites on a weekly and sometimes daily basis as well depending of the specifics of each project. The use of external environmental consultants also allows RHRSS to have detailed environmental management plans created and edited when required for the duration of the project. Glenlee EMP allows for constant on site and in office audits and reviews.

To give the reader a better understanding of the potential impact on the surrounding environment, Figure 1-1 shows the location of the site in the Regional context and Figure 1- 2 shows the location of the site in the local context with LOTs and DPs.

Figure 1-1: Location of the Site in the Regional Context

Figure 1-2: Site Location in the Local Context including Lots and DPs



3. HAZARDS AND RISKS

3.1 Inventory of Potential Pollutants

Table 2-1 lists the potential pollutants on the site, their location, source and approximate quantity if relevant.

Table 2-1: Potential Pollutants

Potential Pollutant	Source/s	Location	Approximate Quantity
Liquid Chemicals	Diesel Tank	Spills of liquid chemicals inside the bund or building	Insignificant
Non-clean Water	Heavy rain	Extraction area	Unknown
Dust	Waste Processing/ Stockpiles	Working area	Unknown

Detailed maps are included in Attachment 3 which includes also a comprehensive site layout that shows the locations of all features of the plant including locations of the different processes where the above pollutants are likely to be generated.

3.2 Hazards to Human Health and The Environment

The main hazards associated with the activities at the site include:

3.2.1 Spills

- Spills of liquid chemicals including fuel from vehicles could occur during delivery of incoming loads or through damaged equipment. This could lead to the pollution of nearest waterways. This presents a very low risk due to the currently implemented water pollution mitigation measures as well as the fact that the diesel tank is under cover and fully bunded and ,
- Spills can cause stormwater contamination if not mitigated. Stormwater impacts could cause introduction of pollutants into waterways, which could potentially cause some ecological impacts.

3.2.2 Fires

- The risk of fire is associated with the generation of fumes or sparks and the combustible materials which may ignite accidentally during activities. Smoking (if procedures on site are not followed with regards to a ban on smoking) can also initiate a fire on site,
- Fire can cause high releases of toxic combustion products from the site, if not mitigated. If the atmospheric/weather condition does not allow dispersion of fire combustion emissions, then it is possible for these emission clouds to be brought down to ground level and cause potential health effects to the nearest premises occupied by persons. Stormwater contamination is also a possibility if fire-fighting water is not contained through the use of appropriate controls and procedures.

3.2.3 Explosions

- Explosions can cause physical impact to persons affected by the shockwave released from this event. The severity of the shockwave is dependent upon the amount of materials involved in causing the explosion.

3.2.4 Non-clean water

- Non-clean water could be generated for a very short period of time during heavy rainfall, if the working area is not free of dust or if materials are stockpiled outside the bunded areas,
- Non-clean water could also be generated from dirty truck wheels while entering and/ or leaving the site during rain events,
- Non-clean acidic water in large quantities could pollute waters if it is not captured and/or treated prior to leaving the site.

3.2.5 Dust

- The risk of dust generation on site is mainly related to the waste processing, stockpiling, crushing and screening activities. If the dust minimization measures are not implemented on site by the occupier, dust may cause health problems for people including employees and visitors. Dust is unlikely to cause any health impact on residents due to the distances from the dust generating activities to these residents. All dust is minimized by using the watercart, water hoses and water tank,
- Traffic within the external areas of site may also generate dust but this is a minor concern and should not pose a great impact on human health or the environment.

3.2 Risk Assessment

For the purposes of this plan, risk can be evaluated using the following three (3) tables:

HOW AN EVENT IS LIKELY TO OCCUR?

LIKELIHOOD

Level	Descriptor	Description
A	**Almost Certain**	The event is expected to occur in most circumstances.
B	**Likely**	The event will probably occur in most circumstances.
C	**Possible**	The event should occur at some time.
D	**Unlikely**	The event could occur at some time.
E	**Rare**	The event may occur only in exceptional circumstances.

IF IT DOES OCCUR, WHAT ARE THE WORST-CASE SCENARIO CONSEQUENCES?

CONSEQUENCES OR IMPACT

Likelihood/Consequence	Risk Class
The hazard has the potential to: ▪ Permanently disable or kill ▪ Cause major damage to the structure ▪ Have significant impact on the surrounding population and environment	1H
The hazard has the potential to: ▪ Temporarily disable or seriously injure ▪ Cause minor damage to the structure ▪ Breach the site boundary and pollute local environment	2M
The hazard has the potential to: ▪ Cause minor injury ▪ Be contained within the site boundary	3L

Use the information above to find risk level.

Risk Score Calculator		Consequences				
		Disaster	Very Serious	Major	Substantial	Minor
Likelihood	Almost Certain	1H	1H	1H	2M	2M
	Likely	1H	1H	2M	2M	2M
	Possible	1H	2M	2M	2M	3L
	Remotely Possible	2M	2M	2M	3L	3L
	Practically Impossible	2M	3L	3L	3L	3L

Table 2-2 provides a risk assessment of the potential hazards that could occur at the site using the above figure. The level of risk is relevant if the controls are not in place. This highlights the importance of the control measures and that site management ensure these are applied and in working order.

Table 2-2: Hazard and Likelihood Risk Assessment, and Control Measures

Site Name: Glenlee Quarry				**Responsible person:** Site Manager	**Date: Aug/2022**
Hazard/ Incident	**Description of Hazard / Incident leading to hazard**	**Level of impact**	**Likelihood**	**Risk**	**Control Measures / Corrective Action**
Spills	Spills of chemicals including fuel could occur: • During the receipt, transfer, and other normal activities; • As a result of damaged equipment.	Minor	Remotely Possible	3L	Bunding and roofing of all chemical storage areas, as well as the workshop area, Hazchem Spill kits areprovided at high risk locations, Emergency Response Procedures. Spills Procedure, Regular site inspections/audits and good housekeeping procedures. Installation of oil/water separator in a strategic location.
Fires	Risk of a fire occurring on site is a result of: • Improper use or storage of any fuels kept on site; • Ignition of combustible materials stored on site; • Electrical faults; • Arson or natural causes.	Substantial	Remotely Possible	2M	Depending on the nature of the odd jobs that are undertaken, a number of potential hazards may result that may include fires. Immediate action needs to be taken to segregate and contain the materials that are the cause of that potential, away from the processing areas. Fire-fighting equipment (such as fire extinguishers) is provided on site, No smoking policy will is enforced on site, Emergency Response Procedures, Evacuation Procedure.

Site Name: Glenlee Quarry				Responsible person: Site Manager	Date: Aug/2022
Hazard/ Incident	**Description of Hazard / Incident leading to hazard**	**Level of impact**	**Likelihood**	**Risk**	**Control Measures / Corrective Action**
Explosions	Risk of explosion would be from: • Improper use or storage of dangerous goods; • Combustible gas release; • Ignition of combustible materials stored on site.	Very Serious	Remotely Possible	2M	Fire-fighting equipment (such as fire extinguishers of various types) is provided on site, No smoking policyon site, Emergency Response Procedures, EvacuationProcedure.
Non-Clean Water	Non-clean water could be generated after heavy rainfall and as a result of dirty vehicle wheels and underbodies	Minor	Possible	3L	Based on the last 8 years of operations, the much-improved water management system has been proven satisfactory in preventing water pollution. Additional water pollution mitigation measures havebeen implemented on site to minimize non-clean waterfrom leaving the site prior to being treated to acceptable standards. All vehicles must not have dirty wheels or underbodies especially while leaving the site.
Dust	Dust could be generated on site during waste processing, stockpiling and screening activities. Dust could also be generated from the traffic within the external areas of the site.	Minor	Possible	3L	Implementation of dust mitigation measures should assist in minimising the generation of dust. Most dust generated during the different processing steps is managed by the use of water sprinklers, hoses and a mobile water-cart. Environmental inspections are carried out to identify situations or activities that may pose environmental harm and be able to control measures as quickly as possible. The inspection may cover the entire site or just a specific area. Enforcement of traffic management within the site will assist in preventing the generation of dust from the traffic.

DIVALL'S
EARTHMOVING
BULK HAULAGE
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Glenlee Quarry - TARP Trigger Action Response Plan

Created in 22/09/2023
Reviewed 9/2024

Quarry Manager:
Ritchie Mason

Site team:
Tony Poidevin

Environment: Tracy Fry
Phone: 0459298206

RESPONSE ACTIONS/CONTROLS

Normal State No rain forecast No rain in preceding week **No discharge from site**	**Level 1 Triggers** Light scattered showers forecast or received in preceding week (<50mm rainfall forecast over 5 days) **Unlikely to discharge from site)**	**Level 2 Triggers** Frequent showers forecast 50mm Rain received in preceding 5 days **Site likely to pump out to Irrigation area**	**Level 3 Triggers** Frequent moderate to heavy Showers forecast Rain greater than 80mm in less than 5 days **Site likely to discharge**
• Reasonably expected dry conditions in day to day operations. • Limestonetraps are in good condition. • No flows into the Dam, no discharge. • No cause for action, routine management activities to be continued.	• Forecast rainfall likely to initiate minor flows to Limestone traps. • Rainfall is likely to be fully contained in quarry area and the Limestone traps with no offsite discharge • Maximum residence times are probable due to minor inflows and low volumes held in to the dam	• Residual saturation of ground and road surfaces evident. • Ensure possible surface runoff (Point 7) is running towards the Dam • Water level in dam is above the star picket mark • Moderate risk of discharge acid water limits close to Water Management Plan requirements	• High likelihood of acid water discharge from Dam
• Weekly Site Inspections.	• Ensure site inspections are undertaken • Ensure drainage and sediment controls are in place • Stormwater management controls (V-drain are clean of debris) • Inspection of work area to include update of water management status with rain forecast	• Daily/regular monitoring of real-time water level • Review weather forecast for rain predicted	• Follow PIRMP if "reportable" discharges or spills occur. • Communicate to the Environmental Department if the site is discharging.
• Ensure that maintenance activities are completed as scheduled in the Environmental Management Plan. • Continue to use dam water for dust suppression and water cart operations. • Ensure that monthly water sampling is performed.	• Daily check of sediment and erosion controls and drainage pathways • Monitor the use of water cart for dust suppression • Report any areas of concern • Ensure the pump is working. (hire if required). • Ensure the pipes and rotating sprinklers are available and operable.	• Pre-start and end of shift checks of all sedimentation and erosion controls. (Report to PMP book) • Monitor limestone traps are working well for performance, clean repair where/when required • Report any areas of concern • Arrange for the dam to be on safety level following rain events within 5 days	• Consider adding erosion controls in areas with high water flow. • Continuously monitor the performance of existing controls, and clean or repair them as needed, which may include desilting or the placement of new materials such as limestone or crushed concrete. • Ensure the pump is running and the irrigation systems are functioning to prevent any discharge.
• Inspect Dam and sediment controls during environmental inspections • Ensure daily monitoring of weather • Ensure PH check weekly as Required on Point 2 (Dam) • Ensure the bag of Lime powder is available	• Provide advice to the site as required • Meet any reporting requirements • Spread the Agriculture Lime powder along the Stormwater V-drain in case of Low PH (< 3,0)	• Provide advice to Quarry manager as required • Organise sample containers for water to be taken if the site is about to discharge.	• Provide guidance on the control of any water still leaving site. • Meet reporting requirements • Review with Quarry Manager performance of site and controls post-event • Organise for water samples to be taken • Review weather forecast for rain predicted on a regular basis.

3.3 Summary of Safety Systems

As mentioned above, a number of important safety features have been incorporated into the design and operation of the Site to reduce the possibility of such hazardous events from happening or minimize their impacts in terms of potential effects on human health and the surrounding environment.

3.3.1 Spill Control Equipment

Due to the nature of the majority of dangerous goods kept on the site, a quantity of dry soda ash is kept on site. This soda ash is mainly used for liquid spills. Spill kits are also provided at high risk and strategic locations at the site including:

- The dangerous goods store room/workshop, and
- Within the main active working area.

Spill kits contain Spill Mats, Absorbent materials, Shovels, Knife Valves.

In addition to the above, the site has several tonnes of highly absorbent dry materials stored on site at all times as part of its normal activities. These materials could also be used to contain any liquid chemical spills.

3.3.2 Fire Fighting Equipment

Portable fire extinguishers have been provided for fighting purposes in accordance with the requirements of the Building Code of Australia (BCA) and relevant Australian Standards. All Divalls equipment are equipped with a fire extinguisher.

Table 2-3: Fire Fighting Equipment

Equipment Description	Quantity
Fire Extinguisher EBE	1

3.3.3 Personal Protective Equipment (PPE)

Personal protective equipment available to employees includes:

- Coveralls,
- Eye Protection,
- High Visibility shirts,
- Safety Boots;
- Various Gloves,

4. NOTIFICATION OF POLLUTION INCIDENTS

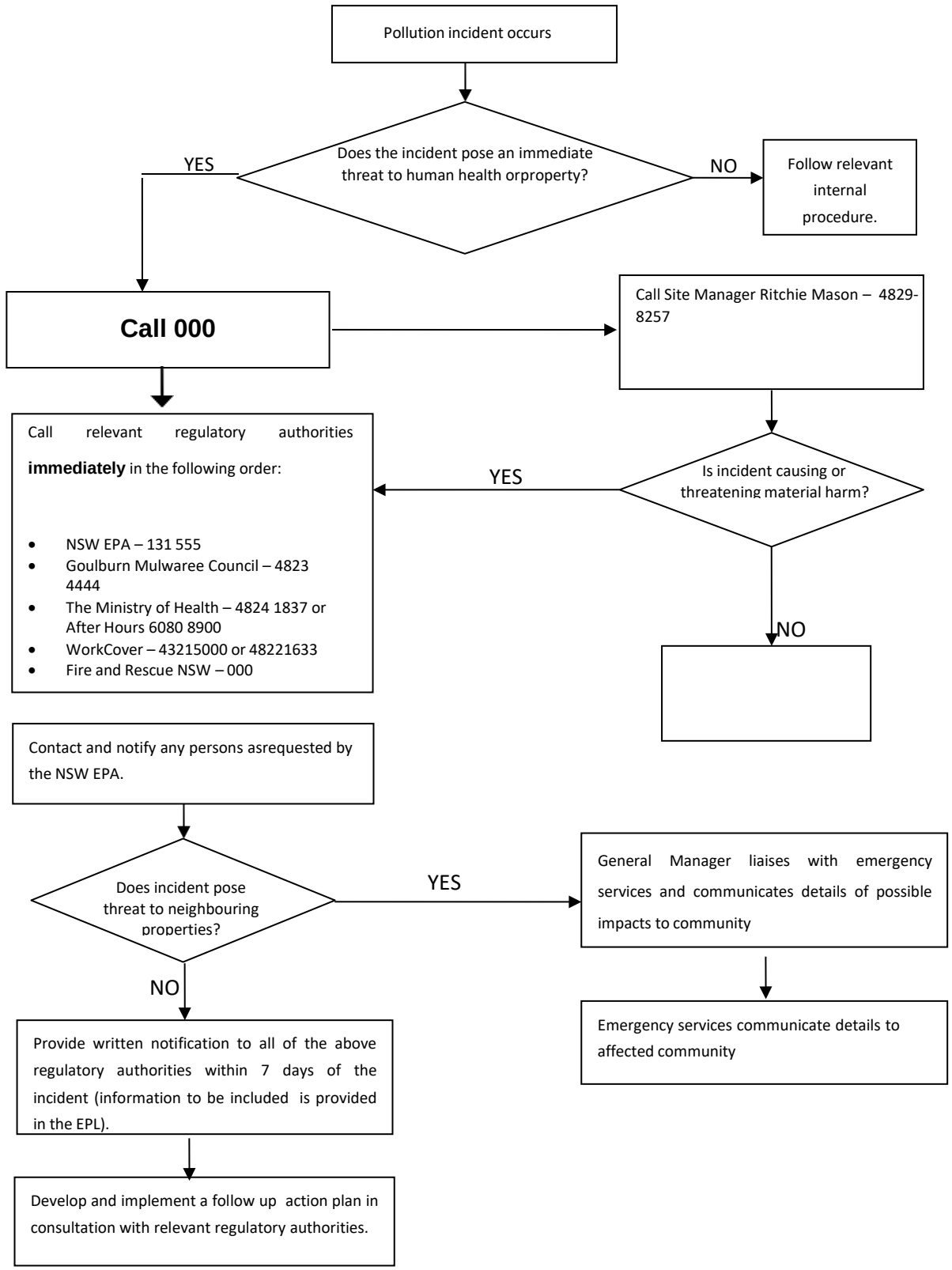
A pollution incident that occurs in the course of an activity so that material harm to the environment is caused or threatened must be notified. This section details how, when and who needs to be notified. The Pollution Incident Response Procedure provides a step by step of how to notify a pollution incident and provides relevant documentation that needs to be maintained by the relevant person/s. The latest version of HSE.10 - Reporting and Investigation of Accidents and Incidents must be followed.

The following is a simple flowchart detailing how to respond to a pollution incident.

4.1 When to Notify?

The flowchart included in Figure 3-1 below, provides an excellent guide to relevant RHRSS personnel to determine when to notify an incident.

Figure 3-1: Notification of a Pollution Incident



4.2 Who to Notify

If the incident presents an immediate threat to human health or property:

CALL 000

Fire and Rescue NSW, the NSW Police and the NSW Ambulance Service

If the incident does not present an immediate threat, or once the initial 000 call has been made: Notify the relevant authorities in the following order:

NSW EPA – Environment Line 131 555 Yass Valley Council – 02 6226 1477

Ministry of Health Goulburn – 4824 1837 or After Hours 6080 8900

SafeWork NSW on 4321 5000 or 4822 1633 (SafeWork NSW will ask for the ABN) Fire and Rescue NSW – 000

Notify other persons as required by the EPA.

4.2 What to Notify?

Section 150 of the POEO Act specifies relevant information about a pollution incident to be givenas follows:

(a) the time, date, nature, duration and location of the incident,

(b) the location of the place where pollution is occurring or is likely to occur,

(c) the nature, the estimated quantity or volume and the concentration of any pollutantsinvolved, if known,

(d) the circumstances in which the incident occurred (including the cause of the incident,if known),

(e)the action taken or proposed to be taken to deal with the incident and any resultingpollution or threatened pollution, if known,

(f) other information prescribed by the regulations.

The above information is that known to the informant notifying the incident at the time it is notified. If further information becomes known after notification, this information needs to be notified immediately after it becomes known.

4.3 Contacts

Site and other related personnel with specific responsibilities for incident response and management need to be contacted in the event of an incident. This section also provides the full contact details of the relevant regulatory authorities.

4.3.1 Emergency Service Contacts

Table 3-1 includes contact details for all emergency services to facilitate the process in immediate action, if and when an incident occurs.

Table 3-1: Emergency Services

Organization	Contact Phone Number
Ambulance	000
Fire Brigade	000
Police	000
NSW EPA	13 15 55
Yass Police Station	6226-9399
Murrumbatemam Fire Brigade	0419 899 979
Murrumbatemam Health Hub	4827 3111
EPA Environment Line	13 15 55
Dangerous Goods Licensing Hotline	13 10 50
SafeWork NSW	13 10 50
DPI (NSW Fisheries)	02 6391 3100
WIRES	1300 094 737
Yass Valley Council	02 6226 1477
Ministry of Health – Goulburn	02 4824 1837 or After Hours 6080 8900
Sydney Catchment Authority	1800 061 069
Telstra	1800 307 516
Energy Australia	13 34 66
Gas (AGL)	13 12 45
Dial before you dig	1100

4.3.2 Site Contacts

This section contains the names, positions and 24-hour contact details of those key individuals who:

(i) are responsible for activating the plan, and

(ii) are authorised to notify relevant authorities under section 148 of the Act, and

(iii) are responsible for managing the response to a pollution incident.

Table 3-2 lists the key individuals and their responsibilities. These key individuals are listed in order of who to contact in the event of a pollution incident at the site.

Table 3-2: Emergency Site Contact Details

Position	Name	Organisation	Phone
Quarry Operations Manager	Ritchie Mason	DENRITH PTY LTD	0497298201
WHS Manager	Tracy Fry	DENRITH PTY LTD	0459298206
Managing Director	Andrew Divall	DENRITH PTY LTD	0427298200

4.3.3 Regulatory Authorities Contacts

The contact details of each relevant authority referred to in section 148 of the Act that are relevant to this site include:

- NSW EPA – Environment Line 13 15 55
- Yass Valley Council – 6226 1477
- Ministry of Health (Goulburn) – 4824 1837 or After Hours 6080 8900
- SafeWork NSW on 13 10 50 (SafeWork will ask for the ABN)
- Fire and Rescue NSW – 000

4.3.4 Closest Residential Area

The closest residential zoned areas have been identified in Table 3-3 and are shown in Figure 3-2.

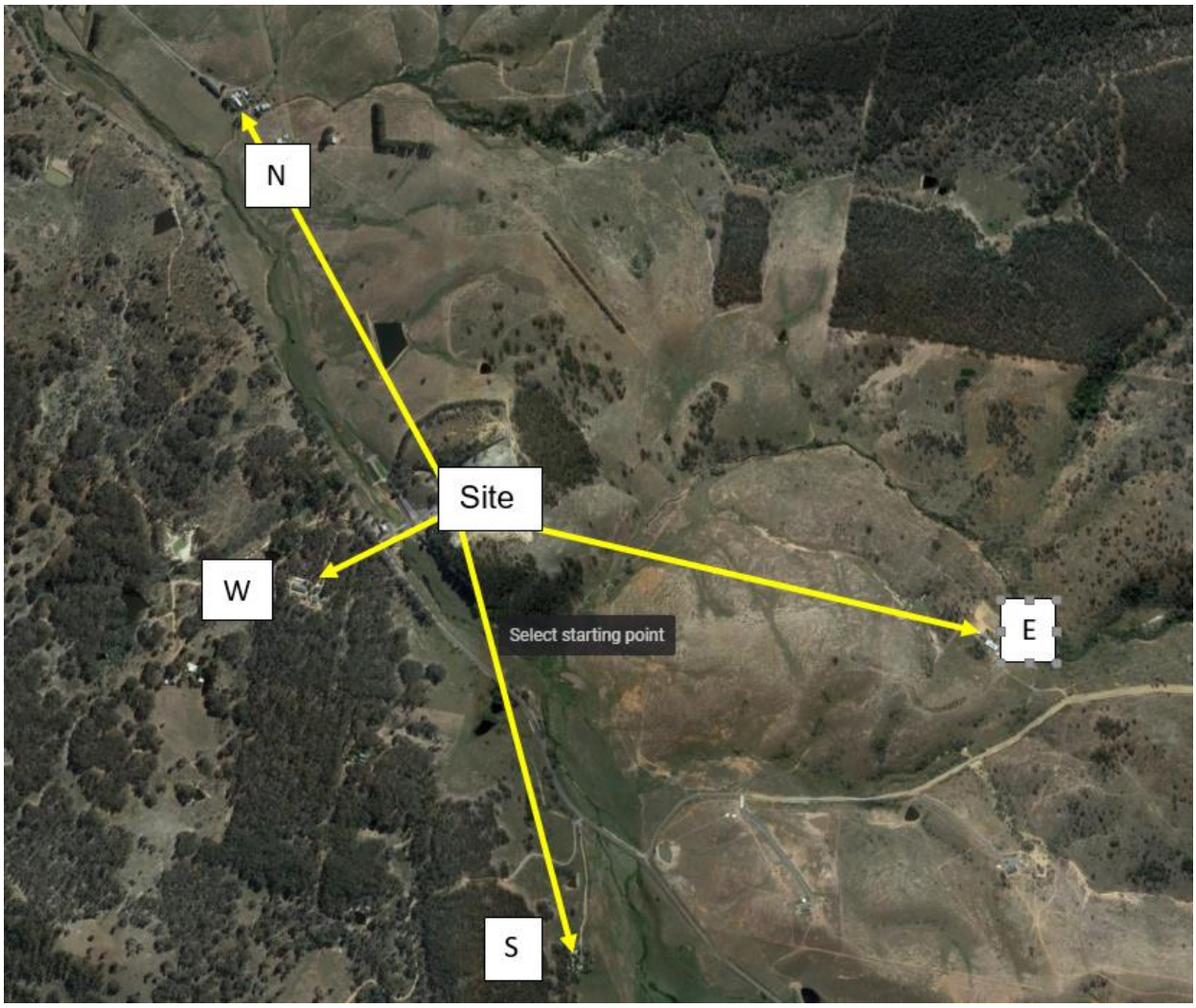
Table 3-3: Distances to Closest Residential Zoned Areas

Direction	Distance from Middle of Site (m)	Comments
N	1040	In addition to the protection provided to this residential area due to distance and bushland, there is a main Road (Murrumbateman Road) next the site and the residential area. This should be sufficient to provide adequate attenuation for potential noise and dust impacts

E	1.300	The existing bushland and the large distance to any residential area in this direction provide adequate attenuation for potential noise and dust impacts
S	1,100	The existing bushland and the large distance to any residential area in this direction provide adequate attenuation for potential noise and dust impacts
W	230	The existing bushland in this direction provide adequate attenuation for potential noise and dust impacts. Road noise on an adjacent main road would most likely generate higher noise levels at this residential area

N= North – S= South – E= East – W= West SE= South East – NE= North East

NEE= North East East – SEE= South East East



5. MINIMISING RISK OF HARM

This section details the actions to be taken immediately following a pollution incident including pre-emptive actions, use of safety equipment, early warning mechanisms and reducing the risk of harm.

5.1 Pre-Emptive Actions

A number of pre-emptive actions would be implemented to prevent or minimize any risk of harm to human health or the environment depending on the type, nature and scale of the incident.

5.1.1 General Pre-emptive Actions

General pre-emptive actions could include but are not limited to the following:

- Provision and use of spill containment kits and spill response equipment,
- Closing stormwater cut off valves, if available, and/or use existing stormwater management system/mitigation measures,
- Use of fire-safety equipment,
- Actions in response to results of any air emission monitoring,
- Dust mitigation measures are implemented on site at all times in accordance with the site's management system.

Mitigation measures that can be classified as other pre-emptive actions include:

- The use of danger tags and out-of-service tags, to prevent any person from using dangerous and faulty equipment on site respectively,
- Employees, visitors and contractors are required to undergo a site induction and competency test that would identify potential pollutants, hazards, safety equipment & procedures and how to respond in the event of a pollution incident, along with other safety and emergency information. This will apply to all above people if they are entering active working areas or workshop,
- Signs will be affixed to different structures on site identifying potential hazards. This could include non-smoking areas and designated smoking areas, and
- Signs will be affixed to different structures on site identifying spill kits, first aid kits, fire extinguishers and fire hydrants.

Response actions for dealing with pollution incidents are also included in the site's Work Health & Safety Management Plan as well as this document.

5.1.2 Specific Pre-Emptive Actions

The specific pre-emptive actions that should be taken for the specific type of hazards are included in Table 4-1. Table 4-1 includes also the following details:

- Hazard/Incident
- External Release
- Neighbours Impacted/Extent of Impact
- Communication Methods
- Early Warnings
- Pre-emptive Actions and Other Control Measures

5.2 Safety Equipment

Procedures and plans relating to safety, emergency response and spill response equipment include:

1. Work Health & Safety Management Plan,
2. Pollution Incident Response Management Plan,
3. Environmental Management System, and
4. Other procedures that could be required by the authorities.

Emergency and spill safety equipment are located in the following areas on site:

- Emergency spill response kits are located at Shed of the site,
- Spill response kits are for both internal and external spills.

5.3 Early Warning Mechanisms

For any incident that has a risk on human health or the environment external to the site, early warnings and regular updates will be provided to any premises or neighbouring facility or resident likely to be affected. This would be undertaken by key staff members.

A variety of communication mechanisms are available to provide early warnings and regular updates depending on the type, scale and nature of the incident, including:

- Website,
- Telephone calls and emails,
- Direct or indirect communication with Community,
- Letterbox drops,
- Door knocking, and
- Other: _____

Specific information would be provided to potentially affected premises via the above avenues to minimize the risk of harm as appropriate to the circumstances. Table 4-1 includes specific early warnings and pre-emptive actions for each potential risk.

Table 4-1: Early Warnings and Pre-emptive Actions

Site Name: Glenlee Quarry				**Responsible person:** Site Manager	**Date: Aug/2022**
Hazard/Incident	**External Release**	**Neighbours Impacted/ Extent of Impact**	**Communication Methods Early Warnings**	**Pre-emptive Actions and Other Control Measures**	
Fumes	Air	Unlikely impact on adjacent properties	For minor uncontrolled fume releases, internal communications are established to stop, minimize and isolate the cause of the fumes. For large uncontrolled fume releases, internal and external communications, and early warnings should be established during the incident. This may include notifications to EPA, Fire Brigade, police and adjacent properties.	Pre-emptive actions undertaken include: • Site induction with competency test, and • Contractors Work Planning Form. Physical controls and measures in place include: • Early detection by operators and staff, and • Fire-fighting equipment & training. Corrective actions include: • Emergency Response Plan, • Evacuation Plan, • Incident Reporting Procedure, and • Identify source and rectify problem promptly.	
Spills	Air, Waterways	Typically negligible offsite, however major spills would have potential to impact on local air quality and nearby waterways.	Communication and early warnings can only be established after the incident has occurred, and would be conducted via telephone to EPA, and/or police. Premises adjacent to the site would also be alerted via visits by key employees or	Pre-emptive actions undertaken include: • Site induction with competency test, and • Contractors Work Planning Form. Physical controls and measures in place include: • Early detection by operators and staff, • Diversion drains and/or internal management system, • Oil/water separator installed in strategic location, and • Spill kits located in high risk areas.	

			by the police.	Corrective actions include: • Spill Response procedures, • Emergency Response Plan, • Evacuation Plan, • Incident Reporting Procedure, and • Identify source and rectify problem promptly.
Fires	Air, waterways	Depend on size of incident. Major fires would impact on the adjacent properties. Minor and localized fires would have minimal impact and would be dealt with by the operator.	For developing fires, telephone to fire brigade, EPA and police. If required, visits to potentially affected residences would be conducted by the police or by key RHRSS's employees to provide necessary warnings. For instantaneous and uncontrolled fires, communication and early warnings can only be established during the incident, and would be conducted via telephone to fire brigade, EPA, and police. Premises adjacent to the site would also be alerted via visits by key employees or by the police.	Pre-emptive actions undertaken include: • Site induction with competency test, • Contractors Work Planning Form, and • No smoking policy. Physical controls and measures in place include: • Early detection by operators and staff, • Firefighting equipment & training, • Oil/water separator installed, and • Diversion drains and/or internal management system Corrective actions include: • Emergency Response Plan & procedures, • Evacuation Plan, • Incident Reporting Procedure, and • Identify source and rectify problem promptly.
Fires	Air, waterways	Depend on size of incident. Major fires would impact on the adjacent properties. Minor and localized fires would have minimal impact and	For developing fires, telephone to fire brigade, EPA and police. If required, visits to potentially affected residences would be conducted by the police or by key RHRSS's employees to provide necessary warnings. For instantaneous and	Pre-emptive actions undertaken include: • Site induction with competency test, • Contractors Work Planning Form, and • No smoking policy. Physical controls and measures in place include: • Early detection by operators and staff, • Firefighting equipment & training, • Oil/water separator installed, and

		would be dealt with by the operator.	uncontrolled fires, communication and early warnings can only be established during the incident, and would be conducted via telephone to fire brigade, EPA, and police. Premises adjacent to the site would also be alerted via visits by key employees or by the police.	• Diversion drains and/or internal management system Corrective actions include: • Emergency Response Plan & procedures, • Evacuation Plan, • Incident Reporting Procedure, and • Identify source and rectify problem promptly.
Non-clean Acid Water	Waterways	Depend on size of incident. Adjacent properties would be the worst affected.	Hazard/incident is slow to occur. Communication and early warnings can only be established after the hazard/incident has occurred, and would be conducted via telephone EPA, and Goulburn Mulwaree Council. Premises downstream of the site would also be alerted via visits by key employees.	Pre-emptive actions undertaken include: • Site induction with competency test, • Contractors Work Planning Form, and • No smoking policy. Physical controls and measures in place include: • Early detection by operators and staff, • Diversion drains and/or internal management system. Corrective actions include: • Spill Response procedures, • Incident Reporting Procedure, and • Identify source and rectify problem promptly.

Dust	Nearby properties	Provided that all dust control mitigation measures are fully implemented onsite, there shouldnot be any dustemitted to adjoiningproperties.	Communication and early warnings would be established after the hazard/incident has occurred, and would be conducted via telephone to EPA and Goulburn Mulwaree Council. Premises adjacent to the site would also be alerted viavisits by key employees.	Pre-emptive actions undertaken include: • Site induction with competency test, • Contractors Work Planning Form, and • Dust controls are monitored regularly. Physical controls and measures in place include: • Early detection by operators and staff, and • Dust mitigation measures implemented. Corrective actions include: • Emergency Response Plan, • Incident Reporting Procedure, and • Identify source and rectify problem promptly.

6. STAFF TRAINING

Key personnel with responsibilities relating to the notification of pollution incidents and the implementation of the PIRMP need to undertake training in the following aspects:

- What constitutes a pollution incident that requires notification and that it needs to be notified "immediately";
- Definitions of "pollution incident", "material risk of harm", and "immediately";
- New responsibilities in relation to notification of a pollution incident; and
- Notification of a pollution incident procedure as picture **3-1 Notification of a Pollution Incident** i.e.: when to notify, who to notify, what to notify.

These staff members would also need to be aware of their specific responsibilities in relation tothe Pollution Incident Response Management Plan.

7. TESTING OF PLAN

Pollution Incident Response Management Plans must be tested routinely every 12 months and within one month of any pollution incident that warrants reporting.

Testing of the PIRMP could be incorporated with the testing of other related plans and needs to ensure:

- Information in the plan is accurate and up to date; and
- The plan is capable of being implemented in a workable and effective manner.

Testing must cover all components of the plan including the effectiveness of staff training. This is undertaken as follows:

- Annual review of PIRMP and other related plans standard procedures to ensure all information is accurate and up to date; and
- Regular drills.

Records of drills and reviews are maintained including:

- The dates on which the plan has been tested and updated;
- The name of the person/s who carried out the test/drill/review; and
- If a drill is undertaken, the details of what was tested, how effective the drill was and any changes required to the plan / procedures.

8. RECORD OF REVISION

Edition / Revision	Date	Section	Page	Revision Details
Version 1.0	9/2022			Original
Version 1.1	9/2023	All		Complete Review
Version 1.2	9/2024	All		Complete Review Update risk assessment section to align with BMS

8.1 DISTRIBUTION LIST

No	User	Position	Issue Date	Hard / Soft
01	Tracy Fry	WHS Manager	9/2022	Soft
02	Dane Graham	EPA	9/2022	Soft
03				
04				
05				

ATTACHMENTS

CHEMICALS

Site: Glenlee Quarry | **Client:** Denrith Pty Ltd

Product / Substance / Chemical Name	Hazardous / Non Hazardous	Dangerous Goods Code	UN Number	Maximum Quantity	Type of Application	Risk Assessment (Class 1,2 or 3)	Control(s) based on the risk class
Grease	Non Haz.	N/A	N/A	10 tubes	Lubricating plant	3	Use gloves during the application
Hydraulic Oil	Non Haz.	N/A	N/A	200 litres	Plant	3	Use gloves during the application
Engine Oil	Non Haz	N/A	N/A	200 litres	Plant	3	Use gloves during the application
Diesel	Hazardous	N/A	N/A	1000 litres	Plant	2	Use gloves during the application. Ensure adequate ventilation. Use eye protection if risk of splashes.
Unleaded Petrol	Hazardous	N/A	N/A	100 litres	Light Vehicles	2	Use gloves during the application. Ensure adequate ventilation. Use eye protection if risk of splashes.

Class 1: (High Risk) – Does the substance and its associated hazards have the potential to kill, or cause permanent disability, eg lung disease?

Class 2: (Medium Risk) – Does the substance and its associated hazards have the potential to cause a serious injury, or illness, which will temporarily disable, eg Dermatitis?

Class 3: (Low Risk) – Does the substance and its associated hazards have the potential to cause a minor injury, which would not disable, eg mild skin rash?

Detailed Glenlee Quarry Layout – Murrumbateman Road - Murrumbateman – NSW

A	Quarry Entry	**D**	Stockpile Area
B	Office & Amenities	**E**	Extraction Area
C	Non-Clean Water DAM		Waterway