



Riverstone Terminal New South Wales

Terminal Emergency Plan - Environmental

Pollution Incident Response Management Plan (PIRMP)

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1 Introduction

Auscol Pty Ltd since 2012 is part of GrainCorp Pty Ltd, an Australian company operating throughout Australia. Prior to 2012 Auscol was part of the Gardner Smith Group in 1972 built Australia's first shore-side terminal, 1977 – terminal opened in South Australia, 1980 Adelaide and in 1989 a new Terminal and Processing Complex in Brisbane was opened. Auscol Pty Ltd was incorporated in 1992. Auscol use existing terminals for the handling of their product and also operate out of their own terminals located at Riverstone NSW, Belconnen ACT. and Hazelmere W.A.

The company's aims are to supply our customers with expert advice about the collection, recycling and storage of waste cooking oils. To this end, the company provides terminal and storage facilities specifically designed for the task.

The Riverstone Terminal stores unrefined and recycled products including waste cooking oils and Vegetable Oils.

1.1 Objectives

Environmental protection is clearly an important issue. This plan identifies the hazards associated with those products, details the protective measures required and allocates responsibility for the various phases of implementation and on-going control.

The objectives of this Environmental Plan are to:

- Ensure the protection of the environment
- Ensure that the company complies with or exceeds the statutory requirements
- Ensure that the concerns of interested parties are addressed
- Provide guidelines for managers, supervisors and employees charged with environmental responsibilities
- Provide the vehicle for on-going improvements in the environmental aspects of the site
- Provide the Regulatory Authorities with clear details of the measures in place and to be taken in the future to protect the environment

To provide guidelines which may be used by:

- Company personnel charged with responsibility for control and environmental matters.
- Administering authorities for purposes of checking details of protective measures and compliance.
- Other interested parties, including company employees, to enable them to check the degree of compliance and environmental care exhibited by the company.

1.2 Regulatory Controls

The following items of legislation have been identified as having some element of control over the environmental affairs of the company:

- The Environmental Protection Act
- The Environmental Protection (Interim) Regulation
- The Building (Flammable and Combustible Liquids) Regulations 1994
- The Workplace Health & Safety Act
- The Workplace Health and Safety Regulations
- Part 5.7A of the *Protection of the Environment Operations Act 1997 (POEO Act)*
- Part 5.7A of the *Protection of the Environment Legislation Amendment Act 2011 (POELA Act)*
- The *Protection of the Environment Operations (General) Amendment (Pollution Incident Response Management Plans) Regulation 2012*
- Environment Protection License (EPL) 6926 – Transporter of waste.

- Environment Protection License (EPL) 2550 - Plant

Various other Acts and Regulations control operational activities, worker health and safety etc, which do not have direct bearing on the environment and these should be consulted in conjunction with those outlined above.

Australian Standards are frequently cross-referenced by legislation thus giving the standard named the force of law:

AS 1940	The Storage and handling of Flammable and Combustible Liquids
AS 2430	The Classification of Hazardous Areas
AS 1692	Tanks for Flammable and Combustible Liquids
AS 1851	Maintenance of Fire Protection Equipment
AS 1851.1	Portable Fire Extinguishers
AS 4801	Safety Management Systems
AS 14001	Environmental Management Systems
HB 90	Hazard and Critical Control Points (HACCP)

Amongst such Standards called up by legislation, a more detailed listing appears in the appropriate documents concerned with site safety and maintenance.

The legislation also gives the force of law to certain Codes of Practice, which impinge in part on environmental protection:

- The Australian Code for the Transport of Dangerous Goods by Road and Rail
- Code of Practice – The Selection and Use of Personal Protective Clothing
- Code of Practice - Plant

1.3 Relationship with other Management Systems

This plan for environmental control and management is an integral part of the Auscol Business Management System documentation, which forms the basis of our ISO 9001 Quality Accreditation with SAI Global Australia.

- AS 4801 Safety Management Systems
- AS 14001 Environmental Management Systems

2 Responsibilities

The following positions may be designated within the facility, and carry the outlined responsibilities with respect to the implementation and operation of the Environmental Plan, in addition to any other responsibilities arising from the nominated person's employment:

The **General Manager**, with the authority of the Board of Directors is responsible for ensuring the plan is implemented and that sufficient resources are made available for the continual improvement and successful operation of the plan.

The **National Business Manager** is responsible for the operation and environmental aspects of the Transportation pickup and delivery of company owned fleet vehicles and that of approved contractors for the same operations. All environmental issues arising from regular safety committee meetings are to be reported and the items entered into SpheraCloud.

The **State Manager** is responsible for the operation and environmental aspects of the Terminal. She is responsible for addressing any environmental issues arising from regular safety committee meetings. All actions and findings are to be reported in the meeting minutes with more significant items entered into SpheraCloud.

The **Supervisor** is responsible to the Terminal Manager for workforce activities including control of minor spills or leaks, that environmental protective measures are functioning as intended and that all personnel under their control act in an environmentally responsible manner.

An **Operator** is designated for completing Environmental checks and is also responsible for the monitoring of actioned work undertaken with respect to Environmental issues. The operator is responsible to carry out their duties in a way, which will not endanger the environment or the successful operation of this plan.

3 The Site and Environs

The site is located on the corner of Riverstone Road and Wellington Street. The site consists of approx 1000 sq metres of slightly sloping land appropriately zoned as General Industry.

Auscol is surrounded by 3 roads on the Northern side there is The Fabrication Pty Ltd

Loftus and Wellington St Riverstone

The Southern side of the site across Riverstone Road is a rail line.

3.1 Topography and Drainage

The entire Terminal site comprises concrete bunded areas. The site not in the vicinity of any waterways, all storm water drains are gravity fed to drains that are pumped into receiver tanks and removed from site by a EPA licensed transport company.

3.2 General Description of Buildings and Facilities

There is a brick administration office on the southern fence adjacent to Riverstone Road that houses a Laboratory, Lunch room, Shower and toilets.

An open process plant building constructed of steel framing houses a Melt facility and an unloading area for small tankers.

A brick constructed workshop is located on the east corner of the property.

A Steel constructed warehouse for is used for the storage of drums and bins.

All buildings are in sound condition and fitted with suitable guttering and downpipes. (See also Site Plan in Annexure A).

3.3 General Description of Operations

The site is operated for five days of the week. On occasion overtime may be worked when required by the product receipt or dispatch.

The prime operation includes:

- Bulk storage of fats and oils.
- Road tanker loading, unloading
- Packaging of oils from bulk tanks to 200 litre containers.
- Refining and Recycling of waste cooking oils.

The products housed on-site are distributed under arrangements made by customers and suppliers of the products. Certain products require heating during storage and a gas-fired boiler provides this.

3.4 Road Transport

Road tankers are used for delivery of products like waste cooking oils and the despatch of refined oils. Tanker loading / unloading bays are located at various points around the Terminal there is a designated loading / unloading for drums and bins.

3.5 Recycling and Clarification

Waste cooking oil is delivered to the terminal and processed by heating settling and draining of unwanted materials the clarified product is then recycled back into the feedlot industry and some Bio Fuel blending.

3.6 Packaging

Drumming of waste and refined cooking oils is carried out within the terminal and the loading of these are on the concreted area north of the main office.

Bulk tanks store the products that are refined from the recycled cooking oils, where the product is despatched or packaged as required.

3.7 Substances Handled

Products handled within the terminal area are both classified and unclassified liquids. The table below indicates their properties:

Name	Properties	Environmental Hazards
Unclassified Liquids		
Waste Cooking Oils (including Vegetable Oil,)	Flashpoint > 200°C	<ul style="list-style-type: none"> Practically non-toxic to humans (probable lethal dose 15 g/kg). Will float in slick on surface of water. Tends to cause agglomeration in soils reducing permeability. May destroy water birds and aquatic life including plankton, algae and fish

4 Environmental Concerns Significant Aspects

4.1 Emissions

In normal circumstances the operation at the Riverstone Terminal is of little environmental concern since there are no obnoxious odours emitted, no toxic fumes or liquids are emitted and the operational noise is at background or lesser levels. However, this cannot be grounds for complacency; the products we handle could damage the environment.

4.1.1 Air

Emissions to air will arise if a tank develops a leak or fracture, a pipe or valve leaks, a drum is damaged to the extent that its integrity is affected or a hose connection fails during transfer. The emission may be an environmental hazard, and depending on the source of the leak the quantity may be minor or present a major risk to the surrounding environment.

4.1.2 Water

Emissions to water are our most significant environmental hazard. They may arise through careless disposal of wastes or leakage from drums or tanks as mentioned in Section 3. The bunding around points of risk should satisfactorily capture any such release, but if the bund has been damaged, valves left open or the bund is partially filled already there is a distinct risk of the release from a tank overwhelming the bund and entering the drains and thence to the river.

4.1.3 Noise

Pumps, vehicles, including forklift trucks being used in the normal manner, will generate noise on site. It is considered that this noise is slightly less than the background levels for the area. On this basis, noise emissions are discounted as an environmental threat since all vehicles and pumps are serviced regularly and any defects rectified before the unit returns to service.

4.1.4 Wastes

The operation generates several types of waste – normal office wastes consisting of paper and some wrapping materials, and industrial waste consisting of broken pallet boards, old wrappings, sludge from the drain pits.

There is no waste or storm water release from the site, all wastes that cannot be satisfactorily recycled on site are removed to an appropriate disposal point under contract arrangements.

4.1.5 Transport

Product arrives at the site by road tankers. Where appropriate such transport is carried out under the *Australian Code for the Transport of Dangerous Goods by Road and Rail*, by qualified transporters. Where these codes are not applicable, competent carriers trained in the movement of the products will carry out the transport task.

Auscol Company drivers are trained in environmental aspects and carry spill kits in their vehicles. The drivers carry out vehicle checks and report any deficiencies to the National Operations Manager.

4.1.6 Soils

Release of product to the soil is considered an unlikely event since it could only occur in the event of massive leakage overflowing the site. All operational areas are bunded.

5 Active and Passive Controls

5.1 Identification of Key Elements

The three areas of primary environmental concern air, water and soils, may be adversely affected by a loss of containment and a failure to recognise the need for corrective action. The tables on the following pages identify the key elements of environmental concern, the objectives, strategies and actions needed to ensure proper control together with the persons responsible for initiating action and the requisite reporting and review.

5.2 Countermeasures

Effective countermeasures and prudent planning can successfully prevent any of the incidents outlined from occurring. Given that the probabilities are for small leaks / spills, major leaks or spills and fire in descending order the following countermeasures are introduced in reverse sequence.

5.2.1 Fire Precautions

As experienced and prudent operators of terminal facilities, the company ensures that all fire equipment is:

- Provided as required by Australian Standards.
- Maintained to the requirements of the Standards.
- Fire Precautions include NO SMOKING rules, the use of a Safe Work Permit System for sub-contractors working on site and good housekeeping practices.
- The site is securely fenced.
- Emergency evacuation procedures.

5.2.2 Containment

All areas where product is pumped, decanted or in any way free to atmosphere are to be fully banded. All valves, hoses, pumps and pipes are, as far as is practicable, to be sited where any leakage will be contained by a bund and inspected as outlined for signs of leakage.

Operators are to report all deficiencies of the containment system to the Terminal Manager, who will issue instructions to rectify the problem and prevent recurrence.

These precautions apply also to minor spill or leaks. Additionally all pipes, valves, pumps, drummed product and tanks are to be checked prior to use. Minor spills are to be cleaned up immediately using the spill kits provided.

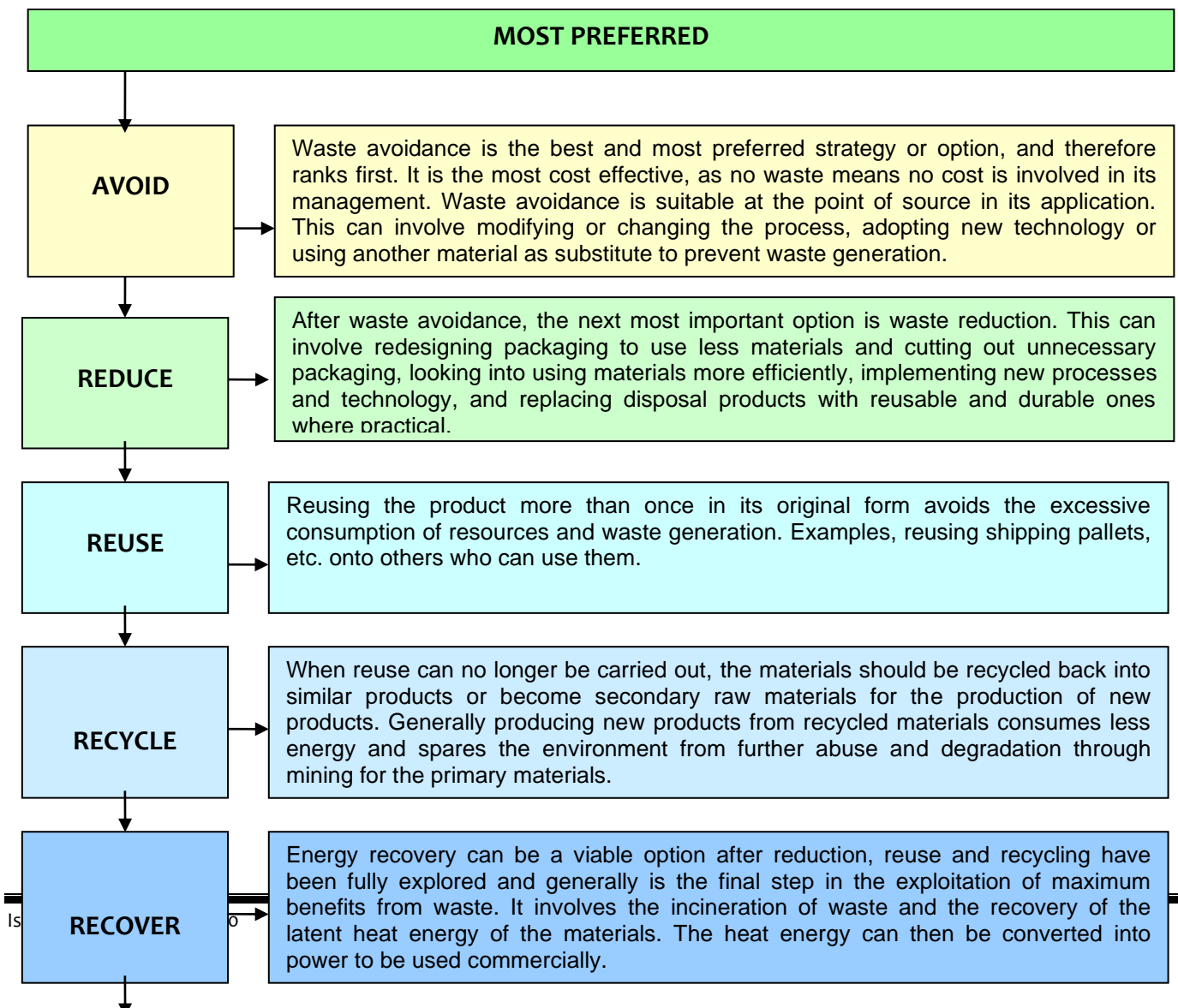
5.2.3 Emergency Planning

Plans have been drawn up for handling emergencies on-site and for those having off-site implications. The plans are exercised at intervals and reviewed after any incident in which either plan was activated. Plans have been drawn up for handling emergencies on-site and for those having off-site implications. The plans are exercised at intervals and reviewed after any incident in which either plan was activated. A separate document has been prepared which outlines Terminal Emergency Procedures.

5.2.4 Environmental Hierarchy of Controls

The waste management hierarchy concept can be viewed as a straightforward set of management plans for waste. The hierarchy sets forth several waste management strategies or options according to importance and preference in a descending order.

The aim is to extract the maximum practical benefits from the products and manage waste in the best possible manner, so that the minimum amount of waste is generated.



6 Emissions

6.1 Emissions to Air

		Remarks
Objectives	No measurable emission of chemical vapours, noxious odours or excessive flue gases	To meet the requirements of the Environmental Protection Act (Clean Air Act until repealed)
Management Strategy	<ul style="list-style-type: none"> Minimise period product exposed to atmosphere. No leaks remain undetected. Prompt clean up of any spill or leak. Clean burn of boiler gas. 	As above
Tasks / Actions	<ul style="list-style-type: none"> Supervisor / Managers to ensure all personnel aware of issues and all operators to ensure work carried out with aims in mind. Operators to ensure all incoming packaged goods are leak free and regular checks of goods in store. Form 31.02 is to be completed when any storm water is being released and approved by Terminal Supervisor 	
Performance Indicator	No noticeable odours on-site. No visible emission from boiler stack. No product left on ground after spills or leaks.	
Frequency	a) Ongoing checks for odours. b) Ongoing check of boiler stack. c) Ongoing check of all bunded areas for signs of leaks.	
Responsible Person	a) All personnel b) All operators c) Terminal Supervisor	
Reporting & Review	All incidents reported to State Manager.	All leaks or spills recorded in Incident Log held and reviewed by Terminal Manager as per Corrective Action System SpheraCloud.
Corrective Action	<ul style="list-style-type: none"> Investigate source and rectify. If unable to stop odour or leak close down offending unit and contact Operations Supervisor for further instructions. Leaking drums to be re-drummed or placed in oversize recovery drums to await collection by owner or disposal through re-cycling. 	Terminal Manager to investigate any incident promptly as per SpheraCloud.

6.2 Emissions to Water

		Remarks
Objectives	<ul style="list-style-type: none"> No emissions except clear rainwater to river end outlets. 	To meet requirements of Environmental Protection Act (Clean Waters Act).
Management Strategy	<ul style="list-style-type: none"> Ensure bunding adequate and that all potential major leak areas are bunded. Continual awareness of need for clean work practices, inspection of bund and leak / spill potential points. 	Staff training sessions to include awareness of results of product entering river.
Tasks / Actions	<ul style="list-style-type: none"> Terminal Manager to ensure all areas where significant spills or leaks could occur is bunded. Operators to ensure clean work practices, bunds check for filling with rainwater, signs of leaks, etc. All pipes, valves and hoses to be examined periodically. 	
Performance Indicator	<ul style="list-style-type: none"> Zero contaminants at outlets. No visible contamination. No leak or spill to remain undetected. 	
Frequency	<ul style="list-style-type: none"> Monthly check of bunds, ongoing work practices. 	
Responsible Person	<ul style="list-style-type: none"> Bund checks by Operators. Overview by Terminal Manager. All personnel to follow clean working practices. 	
Reporting & Review	All incidents recorded in Incident Log and reviewed by State Manager.	
Corrective Action	<ul style="list-style-type: none"> Investigate and rectify causes. Where cause cannot be rectified immediately report to Terminal Manager for further instructions. 	State Manager to investigate any incident promptly as per SpheraCloud.

6.3 Emissions to Soils

		Remarks
Objectives	No emissions to enter soils.	To meet requirements of Environmental Protection Act.
Management Strategy	Ensure all work involving product transfers carried out in impervious and bunded areas.	Staff awareness and safe task practices.
Tasks / Actions	<ul style="list-style-type: none"> • Statel Manager to ensure all work carried out in safe areas. • Operators to ensure clean working practices. • Routine checking of bunds pipes and valves. • Operators to ensure that only vehicles which are free of oil or distillate leaks to be parked on gravel area. 	
Performance Indicator	No visible evidence of soil staining or pooling of oils or other products.	
Responsible Person	All personnel general awareness. Terminal Manager for routine check.	
Reporting & Review	Record incident in Incident Log and reviewed by Terminal Manager.	
Corrective Action	Investigate cause and rectify as required. If immediate rectification is not possible, report to National Business Manager for further instruction.	State Manager r to investigate any incident promptly in SpheraCloud.

7 Monitoring - Routine Activities

7.1.1 Bunds

Operators are to inspect the bunded areas under their control as required by the bund checklists and prior to operational daily activities.

7.1.2 Storm water

Drains on site discharge to a pit located near each separate bund, all wastes are removed from site by contracted EPA Licensed. No releases to the sewer systems permitted. Form 31.02 is to be completed when any storm water is being released and approved by Terminal Supervisor.

7.1.3 Spills, Leaks or other Un-scheduled Product Releases

All such incidents are to be recorded in the Incident Log by either the Operator involved or the State Manager. A description of the incident including the duration of the incident, the estimated or actual quantity of product which escaped and if any product entered the drains or the river shall be recorded as part of investigation.

7.1.4 Boiler Operation

Any malfunction of the burner system leading to abnormal discharges from the boiler stack is to be reported immediately to the State Manager. Action to rectify the situation or close down the boiler will be detailed by the State Manager.

7.1.5 Reporting and Recording

Reports and records of monitoring activities, as outlined below, are to be examined by the State Manager. Items of concern are entered into the incident log. More significant items are entered into the TAR.

7.1.6 Terminal Checklists

The Terminal checklists include various inspections on the condition of the following items which may impact the environment:

- Bunds
- Drains
- Tank and Pipework
- 6 monthly hose inspections

The State Manager is responsible for actioning items which may be identified.

7.1.7 Audit of System

The Environmental Management Plan is audited yearly as a means of ensuring that the plan is valid, is being obeyed and the company complies in all respects with all relevant statutory requirements.

The Audit procedure is as for that undertaken for all other procedures within the company's Business Management System, and reports and conclusions are to be incorporated within the normal reporting structure.

8 Training

All personnel are fully trained in their duties. Ongoing refresher training is carried out and extra training sessions are held when a new and different substance is to be housed.

A training competency is a written assessment and undertaken by all operators employed by Auscol. (Annexure D contains a copy of the training elements required). The module has the specific objective of ensuring that all personnel are aware of the importance of their role in ensuring conformance with Environmental Policy and the Environmental Plan.

The Training includes:

- An explanation of the potential significant impacts arising from the Terminal's operations
- The role of the individuals and the improvements they can bring about

- The potential consequences of thoughtless or deliberate acts in terms of the effects on the company's continuing operation of the site.

9 Pollution Incident Response Management Plan (PIRMP)

9.1 Purpose and Background

Under GrainCorp's Emergency Management System, detailed emergency response procedure is already in place for the classification and management of incidents, across GrainCorp operational sites. Under the provisions of Part 3A 98B(2) of the *Protection of the Environment Operations (General) Amendment (Pollution Incident Response Management Plans) Regulation 2012*, to allow for the integration of requirements into existing plans in respect to pollution incident response, requirements under POEO legislation have been integrated into these existing plans where appropriate.

This document has been designed as a reference to existing emergency response plans and associated procedure. It also details additional supplementary site specific information as required under the POEO legislation, in respect to the relevant Environment Protection Licence (EPL) holder.

9.2 Scope

This PIRMP covers GrainCorp's Auscol (Riverstone) Terminal. This plan applies to all activities, products and services on the site over which Auscols has operational control.

9.3 Legislative Requirements

Specific legislative requirements for the development and implementation of this PIRMP are provided in the following table.

Part 5.7A of the <i>Protection of the Environment Operations Act 1997 (POEO Act)</i>
Part 5.7A of the <i>Protection of the Environment Legislation Amendment Act 2011 (POELA Act)</i>
The <i>Protection of the Environment Operations (General) Amendment (Pollution Incident Response Management Plans) Regulation 2012</i>
Environment Protection License (EPL) 1296

9.4 Terms and Definitions

9.4.1 Definition of a pollution incident

A *pollution incident* means an incident or set of circumstances during or as a consequence of which there 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 a premises, but it does not include an incident or set of circumstances involving only the emission of any noise.

9.4.2 Abbreviations

Abbreviation	Explanation
EPA	Environment Protection Authority
PIRMP	Pollution Incident Response Management Plan
POEO Act	Protection of the Environment Operations Act 1997
POELA Act	Protection of the Environment Legislation Amendment Act 2011
CLM Act	Contaminated Land Management Act 1997
EPL	Environment Protection License
ERP	Emergency Response Plan

EMS

Environmental Management System

9.5 Notification of a Pollution Incident

9.5.1 What must be notified

A pollution incident is required to be immediately notified if there is a risk of ‘material harm to the environment’, defined under 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 or 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.

9.5.2 Responsibility to notify

Under Section 148 of the POEO Act, the following people have a duty to notify a pollution incident occurring in the course of an activity that causes or threatens material harm to the environment:

- The person carrying on the activity;
- An employee or agent carrying on the activity;
- An employer carrying on the activity;
- The occupier of the premises where the incident occurs.

Once determined that the incident causes or threatens material harm to the environment, notification must be given immediately, ie. promptly and without delay, after the person becomes aware of the incident.

9.5.3 Emergency Response

If a pollution incident occurs, all necessary action should be taken to minimise the size and any adverse effects of the release. If the incident presents an immediate threat to human health or property, Fire and Rescue NSW, the NSW Police and the NSW Ambulance Service should be contacted first for emergency assistance (phone 000). The other response agencies must still be contacted after that to satisfy notification obligations.

9.5.4 Contaminated Land

Persons whose activities have contaminated land and owners of land who become aware, or ought reasonably to be aware, that the land has been contaminated must notify the EPA as soon as practicable after becoming aware of the contamination, if the contamination meets certain criteria. The duty to notify is a requirement under section 60 of the *Contaminated Land Management Act 1997* (CLM Act).

9.6.0 Reference Documentation

The following existing internal plans and procedure documentation underpin this PIRMP.

Document
Terminal Emergency Plan
Terminal Environmental Plan
Incident Emergency Response Plans – Annex C
Incident Notification and Escalation Flow Chart

9.7 Description of Potential Hazards Environmental Concerns Significant Aspects

Refer to Sect 4.0 describes the potential hazards related to the Riverstone operations.

An *environmental hazard* is a term for any situation or state of events which poses a threat to the surrounding environment. Incident types and associated hazards are detailed in Annex 3.

Other pre-emptive actions taken to minimise the likelihood of potential environmental hazards include:

- The implementation of a site-specific Environmental Management System (EMS);
- Onsite inductions for employees, contractors and suppliers;
- Monthly environmental inspections.

9.7.1 Inventory of Potential Pollutants

An inventory of all chemicals is maintained under the Business Management system, and audits are undertaken onsite. There are no underground storage facilities at the Riverstone Terminal site. Chemical storage locations are detailed on Appendix 1.

The Site Manifest details the products stored on site.

9.7.2 Safety Equipment

Under GrainCorp's Safety Management Program and 'Zero Harm for Life' campaign, Personal Protection Equipment (PPE) requirements are in place for all Terminal Operations for all employees, contractors, visitors and transport operators. Minimum PPE includes high visibility clothing, enclosed footwear, hard hats and safety glasses. Other onsite safety-related equipment includes:

- Onsite safety sign-in and inductions for all employees, contractors and suppliers
- Gas monitoring meters where required;
- Alarm systems;
- Emergency stop/shut down and alarm points;
- Chemical wash stations/showers;
- Spill kits;
- Online MSDS Register;
- Appropriate process and chemical identification signage;
- First aid facility and kits;
- Restricted chemical access.

9.7.3 Notification Procedure and Contact Details

Incident notification is detailed under the following sections of existing ERPs. Refer to these procedures to determine what information is required to be immediately reported to authorities in the event of a pollution incident.

If, under application of internal incident classification procedures, an environmental incident is determined to have caused or threatened material harm to the environment at the GrainCorp Riverstone site, the following internal and external stakeholders must be contacted immediately, in alignment with internal notification and escalation procedures.

Firstly, call 000 if the incident presents an immediate threat to human health or property. Fire and Rescue NSW, the NSW Police and the NSW Ambulance Service are the first responders, as they are responsible for controlling and containing incidents. If the incident does not require an initial combat agency, or once the 000 call has been made, notify the relevant authorities in the following order.

- the EPA, if it is not the ARA
- the WorkCover Authority

- the local authority if this is not the ARA
- Fire and Rescue NSW.

Complying with these notification requirements does not remove the need to comply with any other obligations for incident notification, for example, those that apply under other environment protection legislation or legislation administered by WorkCover.

9.7.4 Internal and External Notification Contact Details

Refer to Annex E: Emergency Telephone Numbers – Auscol NSW

9.7.5 Communicating with the Local Community

Communication and updates regarding pollution incidents will be undertaken in accordance with existing procedure as detailed in existing ERPs. provide information for communicating with neighbours and the local community, dependent upon the nature and scale of an incident. In the event of a notifiable incident, the appropriate emergency response plan and associated external communication process will be deployed.

9.7.6. Immediate Neighbours

In response to the introduction of changes to 5.7 of the POEO Act, and as part of this PIRMP, in the event of a notifiable pollution incident, and dependent upon nature and scale, immediate neighbouring properties will be notified, under the direction of Emergency Services with immediate response information.

9.7.7 Minimising harm to persons on premises

At all times minimising harm to persons shall be a priority. In addition to information provided detail of evacuation points are provided in , Appendix 1. Riverstone Terminal.

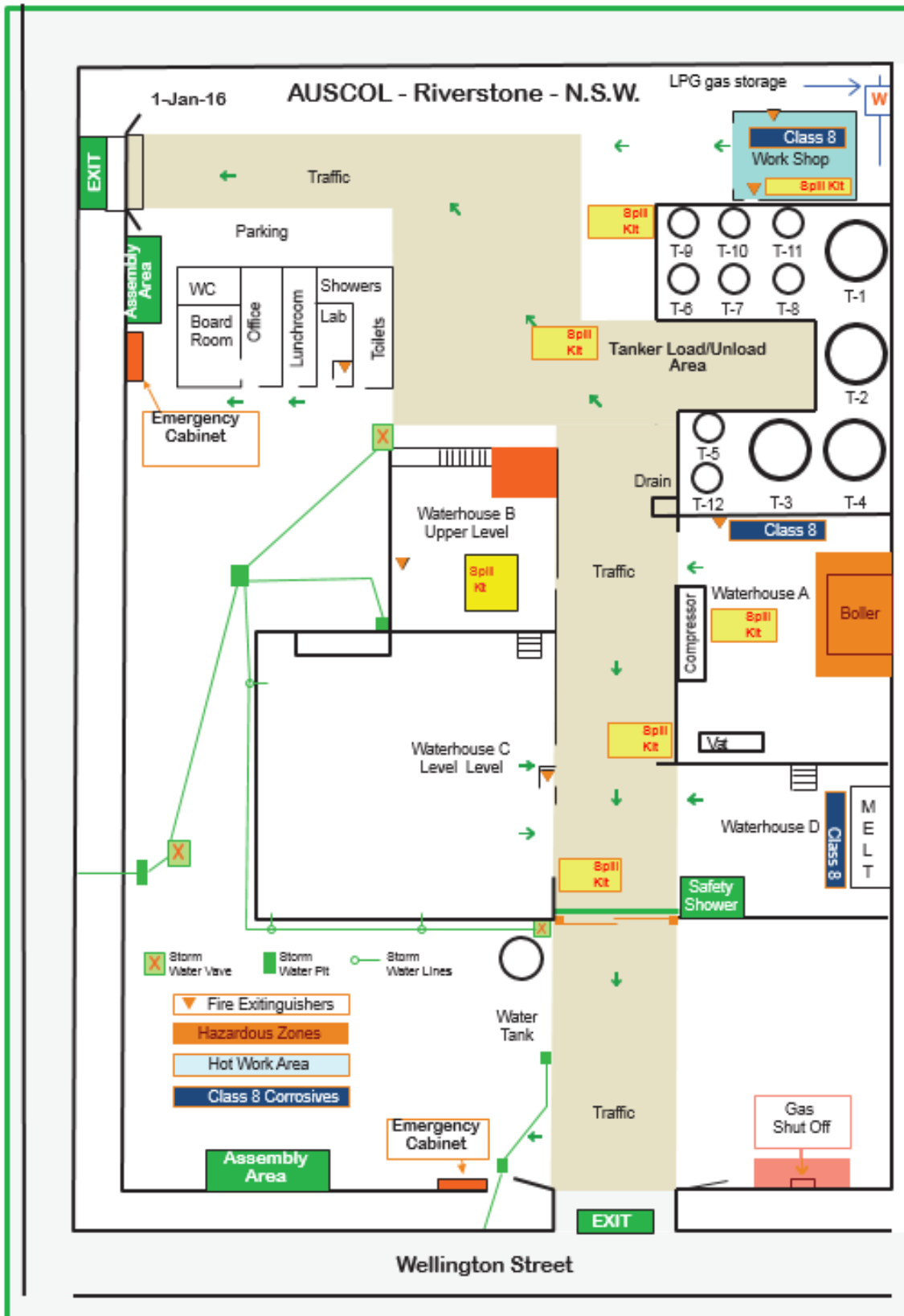
9.7.8 Actions to be taken during or immediately after a pollution incident

Internal incident management procedures, including the Notification and Escalation Flowcharts and ERPs (Level One, Two and Three) provide detailed procedure as to immediate action to be undertaken during or immediately after an incident, dependent upon type and classification.

Document	Reference
Incident Notification and Escalation Flow Chart	Complete Flowchart
Site Emergency Response Plan	Entire Plan
Site Terminal Emergency Plan	Entire Plan

Annexures

Annex A: Site Plan – Riverstone



Annex B: Spill Kits

While each terminal may have a different requirement for their specific site the fundamentals for spill control will be designated by the Terminal **Supervisor**. The Terminal **Supervisor** will be responsible for determining the following:-

- The type of material for the spill kit relative to the types of products stored e.g. flammable or Class 8,
- The quantity of spill kits to be used in a particular area of the site,
- The location of the spill kits in relation to site activities,
- The replenishment of used items within the spill kit,
- The amount of buffer stock on hand,
- Who is responsible for checking and reporting the status of the spill kits?



Spill Kit Contents

As a guide a general spill kit should contain the following items:-

Note: For dangerous goods refer to the class type for appropriate absorbent materials.

20 - 30	430x480mm Hazchem Absorbent Pad
4 Bags	Absorbent material
2	1.2m x 75mm Hazchem Absorbent Boom
2	3m x 75mm Hazchem Absorbent Boom
10	Contaminated Waste Bags
2 pair	Chemical Resistant Gloves
1 Roll	Barrier tape.
4	Splash Goggles
1	660L Mobile Bin
1 Roll	Packing Tape

Other practical tools to use with a spill kit.

- Squidgy for moving product and degreaser.
- Shovel for clean up.
- Broom for clean up.
- Buckets or pails for removal.

Annex C: Emergency Procedures

EMERGENCY PROCEDURES General Instructions in the event of a: SPILL	
IF THIS HAPPENS:	DO THIS:
Small Spill or Leak (Less Than 20 Liters)	<ol style="list-style-type: none"> 1. Shut down all operations in the vicinity of the spill/leak 2. Try to locate and correct the source of the spill/leak 3. Cover the spill with suitable absorbent material from spill kit. Ensure that you are wearing the correct PPE 4. Remove the saturated absorbent to a safe place 5. Record in incident log
Large Spill/Leak in the Terminal	<ol style="list-style-type: none"> 1. Shut down all operations in the vicinity of the spill/leak 2. Stop all road tanker and process operations as applicable 3. Stop flow of product from source if possible 4. Ensure bund valves are closed 5. Ensure inlets to storm water interceptor is closed 6. Immediately notify Terminal Supervisor of problem 7. Terminal Supervisor is to assume the role of Incident Controller 8. Incident Controller is to notify emergency services if assistance is required 9. If required, prepare emergency equipment only if you are certain it is safe to do so. 10. Assist in recovery of product as directed
Large Spill/Leak to the River	<ol style="list-style-type: none"> 1. Shut down all operations in the vicinity of the spill/leak 2. Stop all operations 3. Stop flow of product from source if possible 4. Immediately notify Terminal Supervisor of problem 5. Terminal Supervisor assumes role of Incident Controller 6. Incident Controller is to notify the General Manager and request assistance as required 7. Incident Controller is to notify EPA Ph. 131 555 (02) 9995 5555 8. Assist in recovery of product as directed
<p>General Environmental Controls</p> <ul style="list-style-type: none"> ▪ Monitoring of Bund area valves and contents. ▪ Spill kit location for easy quick access at loading areas. ▪ Report any usage of spill kits for refilling. ▪ Appropriate PPE used for the products handled. ▪ Storm water valves to remain closed unless authorised to open by Supervisor. ▪ Report any incidents, near misses to Management for corrective action. ▪ Permit system to describe any special assessment requirements. ▪ Keep all drains and pits clear of debris. 	

Annex C: Emergency Procedures

EMERGENCY PROCEDURES

General Instructions in the event of Excessive Noise

IF THIS HAPPENS:	DO THIS:
Extreme Excessive Noise	<ul style="list-style-type: none"> ▪ Immediate investigation of noise emission. ▪ If Safe to do so shut down offending operation / equipment ▪ Use hearing Protection to enter areas that have excessive noise levels. ▪ After shut down implement repairs, replacement or admin controls. ▪ Enter incident into SpheraCloud.
Complaints	<p>Internal:</p> <ul style="list-style-type: none"> ▪ Terminal Supervisor to investigate the source and implement corrective action. ▪ Follow up review with all staff as to the outcome. <p>External:</p> <ul style="list-style-type: none"> ▪ Terminal Supervisor to investigate the source and implement corrective action. ▪ Stop activity if due to breakdown and it is safe to do so. ▪ Inform the external parties of actions taken. ▪ Record any communications with external parties. ▪ Enter incident into the SpheraCloud.
<p>General Controls for Noise.</p> <ul style="list-style-type: none"> ▪ Elimination: Does the activity need to be done? ▪ Substitution: Can other equipment be used that has less noise emissions. ▪ Engineering: Modify or repair the equipment to an acceptable noise level. ▪ Administration: Control the timing of the operation to a time that has less impact on the community placement of any warning signs for operations. <p style="padding-left: 40px;">Monitoring of site operations with noise level tests.</p> <ul style="list-style-type: none"> ▪ PPE : Issue appropriate hearing protection for areas of operation. <p style="padding-left: 40px;">Record findings in the incident log for any low level nuisance noise. For any excessive noise levels that need addressing put into SpheraCloud</p> <p>EPA Ph. 131 555 (02) 9995 5555</p>	

Annex C: Emergency Procedures

EMERGENCY PROCEDURES

General Instructions in the event of

AIR EMISSIONS

IF THIS HAPPENS:	DO THIS:
Extreme Excessive Air, Dust, Smoke, Odours, Vapours	<ul style="list-style-type: none"> ▪ Immediate investigation of air emission. ▪ If Safe to do so shut down offending operation / equipment ▪ Use PPE – Appropriate respirator to enter areas that have excessive exposure levels. ▪ After shut down implement repairs, replacement or admin controls. ▪ Enter incident into the SpheraCloud.
Complaints	<p>Internal:</p> <ul style="list-style-type: none"> ▪ Terminal Supervisor to investigate the source and implement corrective action. ▪ Follow up review with all staff as to the outcome. ▪ External: Supervisor / Supervisor to investigate the source and implement corrective action. ▪ Stop activity if due to breakdown and it is safe to do so. ▪ Inform the external parties of actions taken. ▪ Record any communications with external parties. ▪ Enter incident into the SpheraCloud.
<p>General Controls for Air Emissions:</p> <ul style="list-style-type: none"> ▪ Elimination: Does the activity need to be done? ▪ Substitution: Can other equipment be used that has less noise emissions. ▪ Engineering: Modify or repair the equipment to an acceptable exposure level. ▪ Administration: Control the timing of the operation to a time that has less impact on the community placement of any warning signs for operations. <p style="padding-left: 40px;">Operators to have appropriate product training for potential leaks to atmosphere.</p> <p style="padding-left: 40px;">Monitoring of site operations with air emission level tests for the appropriate release.</p> <ul style="list-style-type: none"> ▪ PPE : Issue appropriate respirator protection for areas of operation. <p>Record findings in the incident log for any low level air emissions. For any excessive emissions levels that need addressing put into SpheraCloud.</p> <p>EPA Ph. 131 555 (02) 9995 5555</p>	

Annex C: Emergency Procedures

EMERGENCY PROCEDURES

General Instructions in the event of:

Water Release

IF THIS HAPPENS:	DO THIS:
Emergency Release of Storm Water	<p>From rain buildup there may be a requirement for release of storm water to the environment.</p> <ul style="list-style-type: none"> ▪ Management authority for release. ▪ Visual inspection of pit and drains prior to release. ▪ If clear and no residues on water then release to the environment. ▪ If not clear then remove any residues until clear then release. ▪ Check the outlet if available to confirm no contamination. ▪ Record open & close times and visual inspection times in the incident log book. ▪ Release and monitor at all time while the valve is open. ▪ Take a sample of the water released. ▪ Twice a year the sample must be tested externally for analysis.
Complaints	<p>Internal:</p> <ul style="list-style-type: none"> ▪ Terminal Supervisor to investigate the source and implement corrective action. ▪ Follow up review with all staff as to the outcome. <p>External:</p> <ul style="list-style-type: none"> ▪ Terminal Supervisor to investigate the source and implement corrective action. ▪ Stop activity if due to breakdown and it is safe to do so. ▪ Inform the external parties of actions taken. ▪ Record any communications with external parties. ▪ Enter incident into the SpheraCloud.
<p>General Controls for Water Release:</p> <ul style="list-style-type: none"> ▪ Rain water to be controlled for release by bunding for storage tank areas, loading areas and process areas. ▪ Contractor activities to identify soil erosion and run off to the environment. ▪ Storm water drains to signposted and locked with signage for Management Authorisation. ▪ Releases to the environment to be under full monitoring of the activity. ▪ Drains and gutters to be kept cleaned. ▪ Bund area reports to be actioned for any observations requiring improvements. ▪ Reuse rain water where practicable. ▪ EPA Ph. 131 555 (02) 9995 5555 	

Annex C: Emergency Procedures

EMERGENCY PROCEDURES GENERAL INSTRUCTIONS IN THE EVENT OF WASTE

**IF THIS
HAPPENS:**

DO THIS:

The waste generated at a Auscol site is in relation to the customer supplied products therefore as a result there is little produced by the terminal.

It is a very low likelihood that an emergency will be initiated from a waste related incident..

Waste release to the Environment

- Immediate investigation of waste release.
- For general solid waste clean site for disposal.
- If Safe to do so use appropriate supplied container.
- Use PPE – to clean up then implement repairs, replacement or admin controls.
- Enter incident into **SpheraCloud**.

All prescribed waste to be kept separate for licensed pick up and disposal.

Waste Controls

For General Waste:

- All waste to be place in containers that are appropriate for the type of waste.
- All containers to be kept closed to avoid pests, odours, and waste being blown out of the container.
- Waste tracking to confirm EPA Licensed approval.

For Prescribed Waste:

- To be handled as per operating instructions.
- Oils, Fuels and Rags to be disposed of by EPA Licensed contractor.
- Customer supplied product waste under control of customer but also must be disposed of by licensed contractor.
- Waste tracking to confirm EPA Licensed approval.
- All documentation to be checked and records kept.

Recycling

- Avoid
- Reduce
- Reuse
- Recycle
- Recover
- Treatment and Disposal
(Least Preferred)

- Avoid printing of unnecessary documents/emails.
- Re-use the reverse side of paper.
- Separate paper/cardboard waste for recycling.
- Metal recycling by a metal recycler.
- Report any wastage to management for action.
- Keep records of waste amounts for disposal.
- Minimize the amount of energy usage by good supervision.
- **EPA Ph. 131 555 (02) 9995 5555**

Annex C: Emergency Procedures

EMERGENCY PROCEDURES

General Instructions In The Event Of A:

TRANSPORT INCIDENT

IF THIS HAPPENS:	DO THIS:
Transport Incident Product Release	<ul style="list-style-type: none"> ▪ Immediately stop operation. ▪ Advise others by radio for assistance. ▪ If safe to do so contain the incident. ▪ Implement External Emergency Response for dangerous goods over 200ltrs. ▪ Close down vehicle access to the area. ▪ Use barriers to redirect traffic to other areas. ▪ Implement appropriate emergency response procedure e.g. Spill, Emissions, Noise, Land etc.
Complaints	<p>Internal:</p> <ul style="list-style-type: none"> ▪ Terminal Supervisor to investigate the incident and implement corrective action. ▪ Implement recommendations from investigations. ▪ Follow up review with all staff as to the outcome. <p>External:</p> <ul style="list-style-type: none"> ▪ Stop the transport activity if it is safe to do so. ▪ Terminal Supervisor to investigate the Transport Incident and implement corrective action. ▪ Inform the external parties of actions taken. ▪ Record any communications with external parties. ▪ Inform customers if they are affected. ▪ Enter incident into SpheraCloud
<p>General Controls for Transport Incident.</p> <ul style="list-style-type: none"> ▪ Transport Driver inductions and where appropriate applicable training for the driver. ▪ Transport driver to wear appropriate PPE for the operation. ▪ Auscol vehicles to have a spill kit for emergency use. ▪ Road tanker inspections for product compatibility, signage, tanker safety compliance e.g. fall protection, no leaks, no visible damage, no breakdown during loading. ▪ Report any observations to the Manager / Supervisor for action on non compliance. ▪ Record findings in the incident log for any observations. ▪ Terminal Supervisor for issues that need addressing put into SpheraCloud. ▪ EPA Ph. 131 555 (02) 9995 5555 	

Annex C: Emergency Procedures

EMERGENCY PROCEDURES GENERAL INSTRUCTIONS IN THE EVENT OF A: SOIL CONTAMINATION

IF THIS HAPPENS:	DO THIS:
Small Land Spill or Leak (Less Than 20 Liters)	<ul style="list-style-type: none"> ▪ Shut down all operations in the vicinity of the spill/leak ▪ Try to locate and correct the source of the spill/leak ▪ Cover the spill with suitable absorbent material from spill kit. Ensure that you are wearing the correct PPE ▪ Remove the saturated absorbent to a safe place ▪ Remove affected soil to waste facility. ▪ Record in incident log
Large Land Spill/Leak in the Terminal	<ul style="list-style-type: none"> ▪ Shut down all operations in the vicinity of the spill/leak ▪ Stop all road tanker and ship operations as applicable ▪ Stop flow of product from source if possible ▪ Ensure bund valves are closed ▪ Ensure inlets to storm water interceptor is closed ▪ Immediately notify Duty Officer or Terminal Supervisor of problem ▪ Duty Officer or Terminal Supervisor is to assume the role of Incident Controller ▪ Incident Controller is to notify emergency services if assistance is required ▪ If required, prepare fire fighting monitors for dousing of foam only if you are certain it is safe to do so. ▪ Assist in recovery of product as directed ▪ Remove affected soil to waste facility.
Large Land Spill/Leak to land and the River	<ul style="list-style-type: none"> ▪ Shut down all operations in the vicinity of the spill/leak ▪ Stop flow of product from source if possible ▪ Immediately notify Terminal Supervisor of problem ▪ Terminal Supervisor assumes role of Incident Controller ▪ Incident Controller is to notify Mutual Aid Group and request assistance as required ▪ Incident Controller is to notify. EPA Ph. 131 555 (02) 9995 5555 ▪ Assist in recovery of product as directed ▪ Remove affected soil to waste facility.
<p>General Environmental Controls</p> <ul style="list-style-type: none"> ▪ Monitoring of Bund area valves and contents. ▪ Spill kit location for easy quick access at loading areas. ▪ Report any usage of spill kits for refilling. ▪ Appropriate PPE used for the products handled. ▪ Storm water valves to remain closed unless authorised to open by Supervisor. ▪ Report any incidents, near misses to Management for corrective action. ▪ Permit system to describe any special assessment requirements. ▪ Keep all drains and pits clear of debris. 	

Annex D: Training Module

Training Element	Relevant Section in this Plan	Competency Required
Responsibilities for Environmental controls:- Manager Supervisors Operators	Sect 2 Responsibilities	Competency Assessment
Environmental concerns for:- Water, General waste, Noise, Air Emissions, Soil Contamination.	Sect 4 Environmental Concerns	Competency Assessment
Location of Terminal:- Drains, Strom water, Separator pits, Spill kits.	Site drawings Terminal inspection Terminal site maps where listed.	Competency Assessment. Practical description of location.
Authority and control of locked drains and valves.	State Manager guidelines. Routine Activities	Competency Assessment
Management Strategy for:- Air, Water, Soil.	Sect. 6.0 Emissions	Competency Assessment
Action on spill response:- PPE correctly identified, Control of spill, Record of incident SpheraCloud	Product Safety Assessments Product Safety Cards MSDS SpheraCloud	Competency Assessment
Administration: Location of Environmental Plans Location of Emergency Plans	Terminal Emergency Plan Terminal Environmental Plan	Competency Assessment. Practical description of location.

Annex E: Emergency Telephone Numbers – Auscol NSW

EMERGENCY SERVICES CONTACT

Company Name	Phone Bus. Hours	After Hours	Facsimile Number
Fire, Police, Ambulance	000	000	
State Emergency Service	132 500	0242516111	
Company Doctor, Akbal Jamesheed	02 9627 2135		

NEIGHBOURING SITES AND COMMUNITY

Company Name	Phone Bus. Hours	After Hours	Facsimile Number
The Fabrication Pty Ltd	0438821839	0438821839	
Gas Supply	132462	132334	1800 065 420
Electricity Origin	1300658783		1800 065 420
Water CWW	132090		1300 362 092
EPA	(02) 9995 5555	131 555	02 9995 5999
Work cover	13 10 50		1300 651 387
Hawkesbury Council	02 45604444		02 4587 7740

AUSCOL CUSTOMER CONTACTS

Company Name		After Hours	Facsimile Number
Graincorp	Jeremy Melloy	0421 050 194	

AUSCOL STAFF CONTACTS

Name	Position	Phone Bus Hours	After Hours
Nigel Lotz	General Manager		0418 747 787
Michael McGuire	National Business Manager		0429 809 481
Kylie Green	Terminal Supervisor		0437 926 125