

Pollution Incident Response Management Plan

Parramatta Terminal

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Part A

Background

On 29 February 2012, the duty to prepare and implement a Pollution Incident Response Management Plan (PIRMP) commenced.

This PIRMP has been prepared in accordance with the requirements set out in Part 5.7A of the Protection of the Environment Operations Act 1997 (POEO Act) and the Protection of the Environment Operations (General) Amendment (PIRMP) Regulation 2012.

Objectives of PIRMP

The objectives of these plans are to:

- Ensure comprehensive and timely communication about a pollution incident to Viva Energy employees at the Parramatta Terminal, the Environment Protection Authority (EPA), other relevant authorities specified in the Act (such as local councils, NSW Ministry of Health, WorkCover NSW and Fire and Rescue NSW) and people outside the facility who may be affected by the impact of the pollution incident.
- Minimise and control the risk of a pollution incident at the facility by requiring identification of risks and the development of planned actions to minimise and manage those risks.
- Ensure that the plan is properly implemented by trained staff, identifying persons responsible for implementing it and ensuring that the plan is regularly tested for accuracy, currency and suitability.

Information to be included in the PIRMP

The PIRMP includes the information contained in section 153C of the Protection of the Environment Legislation Amendment Act 2011 and the additional details prescribed by Section 98C of the POEO (General) Regulation 2009.

Definition of Pollution Incident

The definition of a pollution incident is:

‘Pollution incident means an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur. It includes an incident or set of circumstances in which a substance has been placed or disposed of on premises, but it does not include an incident or set of circumstances involving only the emission of any noise.’

A pollution incident is required to be notified if there is a risk of ‘material harm to the environment’, which is defined in section 147 of the POEO Act as:

- a) Harm to the environment is “material” if:
 - i. It involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or
 - ii. It results in actual or potential loss or property damage of an amount, or amounts in aggregate, exceeding \$10,000 (or such other amount as is prescribed by the regulations), and
- b) Loss includes the reasonable costs and expenses that would be incurred in taking all reasonable and practicable measures to prevent, mitigate or make good harm to the environment.

Implementation

If a pollution incident occurs in the course of an activity such that material harm to the environment is caused or threatened, Viva Energy will immediately implement the PIRMP.

PIRMP testing and review

The testing of this plan is to be carried out in such a manner as to ensure that the information included in the plan is accurate and up to date, and the plan is capable of being implemented in a workable and effective manner.

Any such test is to be carried out:

- a) Routinely at least once every 12 months, and
- b) The PIRMP is to be reviewed within one month of any pollution incident occurring.

Contact details of the relevant authorities to be notified of a pollution incident

New Pollution Incident Notification Requirements (as at 28 February 2013) - Duty to report a pollution incident causing or threatening material harm to the environment.

PARRAMATTA- Environment Protection Licence No. 660			
Order to Call ¹	Government Authority	Contact	Contact Number
1	EPA ¹	EPA Environment Hotline	131 555
2	Ministry of Health	Westmead Hospital (Public Health Unit) – daytime (as for an Environmental Health Officer)	(02) 9840 3603 (switchboard) 9840 3708
		Westmead Hospital (Public Health Unit) - after hours (ask to page the Public Health Officer)	(02) 9845 5555
3	WorkCover	24 hour contact number	13 10 50 (pick Option 1)
4	Local Council (Parramatta)	Parramatta City Council (Environmental Health Team Leader)	(02) 9806 5425
5	NSW Fire and Rescue	Zone office Metropolitan West 2- Parramatta number	(02) 9895 4600 (During Business Hours) 000 in an emergency
6	Other necessary agency ¹	For example Sydney Ports Corporation	(02) 9296 4999 (Sydney Ports)

¹Except in an emergency and NSW Fire and Rescue 000 is called first

Contact details of the local community to be notified of a pollution incident

Emergency management for residential developments is controlled by the Combat Agency (NSW Fire and Rescue and the NSW Police). Therefore, community communication will take place through the Combat Agency in the event of an incident.

Part B

Additional matters to be included in the PIRMP

The matters to be included in the PIRMP required under section 153C (d) of the POEO Act and Section 98C of the POEO (General) Regulation 2009 are as follows:

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Clause	Text	Existing Document
98C(1)	The matters required under section 153C (d) of the Act to be included in a plan are as follows:	
98C (1) (a)	A description of the hazards to human health or the environment associated with the activity to which the licence relates (the relevant activity),	Site Wide Hazard and Effects Register (HEMP Register)
98C (1) (b)	The likelihood of any such hazards occurring, including details of any conditions or events that could, or would, increase that likelihood,	Site Wide Hazard and Effects Register (HEMP Register)
98C (1) (c)	Details of the pre-emptive action to be taken to minimise or prevent any risk of harm to human health or the environment arising out of the relevant activity,	Site Wide Hazard and Effects (HEMP Register) - Bowties, Health Risk Assessments,
98C (1) (d)	An inventory of potential pollutants on the premises or used in carrying out the relevant activity,	Dangerous Goods Manifest (Copy at Gatehouse) /MSDS Online
98C (1) (e)	The maximum quantity of any pollutant that is likely to be stored or held at particular locations (including underground tanks) at or on the premises to which the licence relates,	Dangerous Goods Manifest
98C (1) (f)	A description of the safety equipment or other devices that are used to minimise the risks to human health or the environment and to contain or control a pollution incident,	Emergency Response Plan Emergency Response Documents Facility PPE requirements Permit To Work System
98C (1) (g)	The names, positions and 24-hour contact details of those key individuals who:	
i	Are responsible for activating the plan, and	Personnel who can activate the Emergency Response Plan (ERP) are: Viva Energy Terminal Manager, or Terminal Controller on 0418 500 810 or 02 9897 8537.
ii	Are authorised to notify relevant authorities under section 148 of the Act, and	Terminal Controller on 0418 500 810 or 02 9897 8537
iii	Are responsible for managing the response to a pollution incident,	Emergency Response Plan

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Clause	Text	Existing Document
98C (1) (h)	The contact details of each relevant authority referred to in section 148 of the Act,	Emergency Response Plan (External Reporting Requirements)
98C (1) (i)	Details of the mechanisms for providing early warnings and regular updates to the owners and occupiers of premises in the vicinity of the premises to which the licence relates or where the scheduled activity is carried on,	.Emergency management within residential locations is controlled by the Combat Agency (NSW Fire and Rescue and/or NSW Police). Therefore, community communication will take place via the Combat Agency in the event of a significant incident.
98C (1) (j)	The arrangements for minimising the risk of harm to any persons who are on the premises or who are present where the scheduled activity is being carried on,	Emergency Response Plan (Health Risk Assessments, , Site Inductions, Medicals)
98C (1) (k)	A detailed map (or set of maps) showing the location of the premises to which the licence relates, the surrounding area that is likely to be affected by a pollution incident, the location of potential pollutants on the premises and the location of any storm water drains on the premises,	Refer to the Emergency Response Drawings for the Emergency Response Plan held by the main gate.
98C (1) (l)	A detailed description of how any identified risk of harm to human health will be reduced, including (as a minimum) by means of early warnings, updates and the action to be taken during or immediately after a pollution incident to reduce that risk,	Emergency Response Plan
98C (1) (m)	The nature and objectives of any staff training program in relation to the plan,	Training is covered through Emergency response exercises (MYOSH System)
98C (1) (n)	The dates on which the plan has been tested and the name of the person who carried out the test.	Refer to the cover sheet of relevant documents for document amendment history.
98C (1) (o)	The dates on which the plan is updated,	Refer to the cover sheet of relevant documents for document amendment history.
98C (1) (p)	The manner in which the plan is to be tested and maintained.	As per MYOSH schedule

CONTROLLER USE ONLY

Issue date	Document changes made and approved by owner	MoC # if change to procedure/process
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17-Feb-2015	Document reformatted	n/a
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Owner:	Trent Youlten ,Clyde and Parramatta Operations Manager	
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