



BYRON SHIRE COUNCIL

Infrastructure Services

Myocum Quarry

Pollution Incident Response Management Plan

Licence No. 12600

19 December 2014

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1. Introduction

1.1 Background

In response to a pollution incident that resulted in the discharge of ammonium nitrate at Orica's Kooragang Island Plant, on 22 March 2011, the NSW Environment Protection Authority (EPA) has implemented changes to relevant environment protection legislation. The new requirements were introduced in the *Protection of the Environment Legislation Amendment Act 2011* (POELA Act) in November 2011. These changes were notified to Council in January 2012. The POELA Act introduces several changes to improve the way pollution incidents are reported, managed and communicated to the general community. The POELA Act includes a new requirement under Part 5.7A of the *Protection of the Environment Operations Act 1997* (POEO Act) to prepare, keep, test and implement a Pollution Incident Response Management Plan (PIRMP) with the following relevant conditions:

- Licensees will be required to prepare pollution incident response management plans for each of their licensed activities in accordance with requirements set out in Part 5.7A of the POEO Act;
- The plans must be in the form required by the regulations;
- There are new associated offences for not preparing a plan, not keeping the plan at the premises to which it relates, not testing the plan in accordance with the regulations and not implementing the plan in the case of an incident; and
- Plans will need to be prepared and implemented by 29 August 2012.

Byron Shire Council (BSC) operates a quarry facility in Myocum under Licence 12600. As such, BSC has a duty to prepare a PIRMP for this licence.

1.2 Statement of Intent

This PIRMP provides a framework to communicate how BSC will respond to pollution incidents and emergencies at the Myocum Quarry Facility. This PIRMP has been produced to cover activities undertaken at the Myocum Quarry under Licence 12600. This document has been prepared as per the requirements set out in Part 5.7A of the POEO Act and the *POEO (General) Regulation 2009* (POEO(G) Regulation).

1.3 Purpose

The purpose of this PIRMP is to provide:

- a structure and appropriate response to a pollution incident at the Myocum Quarry Facility;
- a guide that ensures all relevant personnel (Council and contractors), emergency services personnel (police, ambulance, fire and rescue), EPA, Ministry of Health (via local Public Health Unit) and the WorkCover Authority understand and adopt a consistent approach in response to a pollution incident situation/s arising at the Myocum Quarry Facility;
- actions and procedures for personnel involved in managing an emergency response (at an operational level); and,
- a document for planning, communication and training to be implemented and regularly reviewed.

1.4 Objectives

The objectives of this PIRMP is to:

- ensure comprehensive and timely communication about a pollution incident to staff at the premises, the EPA, other relevant authorities specified in the Act (such as Council, NSW Ministry of Health, WorkCover NSW and Fire and Rescue NSW) and people outside the facility who may be affected by the impacts 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; and
- 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.

1.5 Definitions

Myocum Quarry Facility: The Myocum Quarry Facility is wholly contained within Lot 1 DP591441 (see **Figure 1**). Scheduled activities include: Crushing, Grinding or Separating Works and Extractive Industries.

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.

Industry is now required to report pollution incidents immediately to the EPA, NSW Health, Fire and Rescue NSW, WorkCover NSW and the local council. 'Immediately' has its ordinary dictionary meaning of promptly and without delay. These strengthened provisions will ensure that pollution incidents are reported directly to the relevant response agencies so they will have direct access to the information they need to manage and deal with the incident in a faster time.

Figure 1 Myocum Quarry Site Layout

2. Site Overview

2.1 Location

The Myocum Quarry Facility is located on The Manse Road, approximately one kilometre east of its intersection with Myocum Road. It is approximately six kilometres south of Mullumbimby and 12 km northwest of Byron Bay.

The site (Lot 1 DP591441) is accessed via Myocum Road that provides access to Mullumbimby, Byron Bay and the Pacific Highway. Council also operates a Landfill facility within a small section of the allotment and on the adjoining allotment (Lot 1 DP1052900). A commercial quarry (Leela Quarry) operates immediately to the north of this site and is accessed via Dingo Lane off Myocum Road.

2.2 Real Property Description

Real Property Description	Area (m ²)	Owner
Lot 1 DP591441	39,462	Byron Shire Council

2.3 Land Use

The existing quarry was designed to serve the requirements for Byron Shire Council and commenced operations over 30 years ago. Currently the quarry is operational on an irregular basis as the resources located at the site cannot be economically extracted as the quarry has reached the viable depth and the quality of gravel is lower than other suppliers. Despite this, some further extractive activities could occur from time to time to remove accessible resources and to assist in maintenance of the site. A site compound is maintained on the site along with minimal plant. A series of stormwater pond and their management is ongoing at the site.

2.4 Zoning

The site is under the jurisdiction of Byron Shire Council. Zoning requirements are contained in the Byron Local Environmental Plan 2014. Zoning relevant to the proposal is:

- SP 2 Infrastructure

3. Potential Pollution Incidents

3.1 Description and likelihood of hazards

The Quarry at the time of writing is not operating as a fully functioning quarry. This is due to limited resources remaining within the bounds of the quarry. As such, activities at the site are limited generally to minor maintenance works and stormwater management. Very little plant remains on the site full time as these have been reassigned to other facilities owned by Council.

A small compound area is located approximately along the centre of the western boundary of the site. It houses a small office, site shed and a 5,000L bunded diesel tank (**Figure 1**). In general the compound area is unused and the diesel tank is kept empty. The compound area is kept locked when not in use.

On occasion, operations at the site may include quarrying activities to remove small volumes of extractable material, crush remaining small stockpiles of materials and similar materials. As such, from time to time, plant such as Dozers (up to D9size), mobile crusher, Impactor, Excavators (up to 35 ton), Loaders and Watercarts may be present on the site. In addition, the diesel tank may be filled to enable refuelling of plant onsite during works.

The site drains inwards towards three stormwater ponds located at the northern end of the site. Stormwater is pumped up-slope to two stormwater ponds adjacent to the Site Compound (**Figure 1**). Stormwater is released from the site on an as needs basis and as per conditions outlined in EPL12600, and the Quarry Environmental Management Plans as contained in the Quarry's Environmental Impact Statement (GHD, August 2001, Doc. No. DM284448).

While relatively few activities currently occur on the site, a pollution incident may still occur at the site. Such incidents are considered to be limited to vehicle accidents including plant (e.g. rollover, fire or accident), refuelling of plan, or an incident involving the 5,000L bunded Diesel fuel tank (e.g. during refilling, leakage with bund failure and/or fire). In all respects, the potential for these incidents to occur is considered minimal, however some risk is still present for their occurrence.

A hazard identification and risk assessment is detailed in the Myocum Quarry Safety Management Plan (Revision 2.0, 23 September 2014 Doc. #E2014/63476). Various Safe Work Method Statements (SWMS's) exist for the various activities that may occur on the site. For all activities that occur on

the site, hazards are reassessed and a risk analysis undertaken. Staff receive required training and/or updates of various procedures as required.

3.2 Inventory of pollutants

Chemicals/pollutants stored at the site

Very few chemicals and/or potential pollutants are kept on the site (within Site Compound, **Figure 1**). From time to time, chemicals used for weed control and minor maintenance of plant are kept on the site. An exact measure of chemicals and other pollutants at any point in time is minimal. In general, it is considered that chemicals and other pollutants stored at the quarry include:

- Oils (maintenance) and Fuels (up to 5,000L Diesel); and
- Minor Household chemicals (e.g. cleaning products, pesticides, laundry detergents).

4. Parties involved in a pollution incident response

4.1 Notification protocol

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 24-hour hotline for each authority is given when available:

Agency	Phone	Address	After hours
EPA	13 15 55	Head Office 59-61 Goulburn St Sydney NSW 2000	13 15 55
NSW Health/Ministry of Health	(02) 6620 7500	Public Health Unit – Lismore Office 31 Uralba Street Lismore NSW 2480	Environmental Health: Dial 1300 555 555 and ask for Pager 149 377 If no answer from page dial 0417 244 966 (Director) or 0407 904 280 (Assistant Director)
WorkCover NSW	13 10 50	92-100 Donnison St Gosford NSW 2250	13 10 50
Fire and Rescue NSW ¹	000	na	000

¹ Note: Fire and Rescue do not need to be contacted again if already contacted due to the incident presenting an immediate threat to human health or property.

4.1.1 Council Contact details

As Council is the Licence holder, they are not included in the above list as they are not the appropriate regulatory authority. However, as the site is owned by Council and are most likely able to respond appropriately to a pollution incident the following protocol is to be followed.

Currently, the Myocum Quarry Facility is not operating as a fully functioning quarry and as such no staff are usually present on the site. However, from time to time, some works may occur at the site to remove remaining resources, undertake maintenance and various other activities deemed necessary.

As Council operate the Byron Resource Recovery Centre (BRCC) immediately adjacent to the site, the BRCC Manager and/or Site Supervisor are the primary contact points in the event of a pollution incident at the quarry. These personnel are most likely to be already at the adjacent Resource Recovery Centre site during standard operating hours and are also the most experienced personnel at that facility to assess the incident and to determine and authorise actions. One of these personnel will be assigned or will assume the role of the Incident Supervisor.

If an incident occurs during standard operating hours (of the BRCC), Council staff will have the best opportunity to identify the incident and to report to the BRCC Manager and/or Site Supervisor. If an event occurs after-hours, it is most likely to be reported by a member of the public through Council's Emergency After Hours number (02 6622 7022). The after-hours service provider will ensure that the matter is referred to the relevant Council staff for action.

BRCC Manager: **0427 963 884**

BRCC Site Supervisor: **0437 402 447**

If the above staff are not able to be contacted, the Works Manager is to be contacted on: **0419 252 611**

Additional contact details for Byron Shire Council include:

02 6684 1870 (Myocum Landfill direct line)

02 6626 7000 (Main office, business hours)

02 6622 7022 (Emergency After Hours number)

4.1.2 External Stakeholders

Due to the in-activity of the quarry at the time of writing, no regular visits by external stakeholders occur.

5. Pollution Incident Response Procedures

5.1 Introduction

The response actions to a pollution incident at the Myocum Quarry can be divided into various phases, namely:

- Pre-emptive actions and provision of safety equipment at the site;
- Initial Response Phase;
- Containment or Control Phase;
- Communication; and
- Review and Maintenance.

5.1.1 Pre-emptive actions

Section 3.1 has identified a number of potential pollution events that may occur at the site. In general, it is considered that the potential for these incidents to occur is minimal and if an incident occurred, it would be small in nature and easily containable. A number of appropriate management tools have been implemented to reduce the risk of occurrence.

Emergency Equipment

Some emergency equipment is available and stored on-site within the Site Compound. Hazard cones, mesh bunting and flashing lights are available at the adjacent BRRC to assist in delineating an incident area. Access to the Quarry can be controlled via two sets of gates. The quarry is accessed through the main driveway that also services the Landfill. Thereby, one set of gates are located at the front of the property (i.e. Manse Rd) and the second located at the Quarry Entrance (Refer **Figure 1**).

Regular Monitoring

Staff (when onsite) undertake a visual monitoring inspection of the Quarry. This is undertaken by an appropriately trained staff member and involves traversing the majority of the site. This inherently occurs due to the storage of a truck at the facility on a daily overnight basis. As such, the staff member undertakes checks both in the morning on collection of the vehicle and in the evening on the return of the vehicle. The Entry Gates are secured on entry and exit of the site (i.e. both morning and night). In the event that anything unusual is noted, these inspections allow staff to pre-empt incidents and introduce appropriate mitigation measures to reduce the likelihood of

pollution incidents. Staff at the adjoining BRCC also check the gates to the Quarry are secured as part of their daily monitoring (Doc. No. 1209751). During any more substantial activity at the site (e.g. crushing and removal of stockpiled material), daily checks by staff present will be incorporated into the management of these activities.

Communication

All authorised staff accessing the Quarry carry two-way radios while on-site. In addition, any staff that are working on the site also carries a mobile phone, thereby ensuring all staff are contactable during operations. After hours, the Quarry Manager, Works Manager and or appropriate BRCC staff (BRCC Manager, Site Supervisor) are to be contacted.

Stormwater Management

A stormwater collection system has been installed at the Quarry and is managed by the Sediment and Water Management Plan (S&WMP, July 2001, Doc. No. DM284448). The working Quarry face drains inwards to the lower Stormwater Holding/Sedimentation ponds (refer Figure A1, S&WMP 2001). Stormwater from the lower pond(s) is collected and pumped to the upper stormwater/sedimentation ponds adjacent the Site Compound (**Figure 1**).

Captured water is tested for various water quality parameters as per the Environment Protection Licence conditions.

As the working Quarry face drains inwards, no stormwater can leave the site without being pumped to the upper sedimentation ponds. Pumping is undertaken on an as needs basis (i.e. rainfall) and on the basis of water quality results. In this regard, water being released is assured of being of high quality and sufficient storage capacity in the upper ponds to receive rainfall without overtopping.

Traffic Control

As the quarry is usually not operational, little traffic enters the site. The Entry Gates are secured by a padlock which thereby minimises access to authorised personnel only. Planned maintenance, minor extractive activities, deliveries (e.g. fuel) and the like are managed by the Quarry Manager. Traffic management plans will be prepared and implemented based on the required works as required. The Quarry Manager utilises two way radio to guide heavy vehicles to and from the site.

Staff/Contractor Training

All staff undertake induction training on commencement and appropriate training as required.

5.1.2 Safety Equipment

Appropriate Personal Protective Equipment (PPE) is available on-site and is kept in the office and within the site shed (**Figure 1**). Spill kits are also kept on site in the site shed. Appropriate safety equipment is also stored on the adjacent BRRC and can be accessed as required. For instance, a water truck is kept on the BRRC site and is available for fire fighting purposes. Appropriate fire extinguishers are kept on-site in the Site Compound (**Figure 1**) and in appropriate locations (i.e. all earthmoving equipment and majority of vehicles).

A summary of the above safety equipment is provided below:

Type	Use	Location
Personal Protective Equipment (PPE)	Personal protection against fumes, smoke, noise, eye irritations, skin irritations	Office and Site Shed
Spill Kit	Clean up of liquid spills (e.g. fuels, oils, chemicals)	Site Shed
Water Truck	Suppress dust, combating fires	Within adjacent Resource Recovery Centre
Fire Extinguishers	Combating fires	Office, all Plant

5.2 Actions to be Taken During or Immediately After a Pollution Incident

5.2.1 Initial Response Phase

While the Quarry remains partially operational, it is most likely staff from the adjacent Resource Recovery site will be first on the scene during a pollution incident. However, Quarry staff maybe present as the incident may occur during daily monitoring or during other planned maintenance activities.

Council staff from either the Myocum Quarry or the Byron Resource Recovery Centre responding to the incident shall need to determine the type of incident. Individuals first at the scene are to report the pollution incident to

either the BRRC Manager or the Site Supervisor. (For after-hours reports, the Works Manager, BRRC Manager and/or Site Supervisor will be contacted as per Section 4.1.).

One of these individuals (or a delegate, if required) will attend the scene to make an immediate initial assessment (after ensuring all personnel are safe at all times putting in any containment actions required to prevent the pollution incident from spreading further) before calling for Emergency Services assistance.

An initial visual assessment of the incident scene will determine the actions to be implemented and be directed to:

- Saving lives;
- Attending to any injured persons;
- Isolating the location;
- Preventing or extinguishing fires;
- Identifying additional hazards;
- Determining the actions necessary to prevent further threat to human life, property or environment;
- Calling for appropriate help (i.e. Emergency services, Council, EPA, NSW Health, WorkCover, Fire and Rescue) – refer Section 4 for details.

An Incident Assessment Checklist (**Appendix A**) is to be used to assist in assessing the situation and to record necessary information that is to be provided to the EPA and other authorities (refer Section 4.1) as per the requirements of Section 150 of the POEO Act.

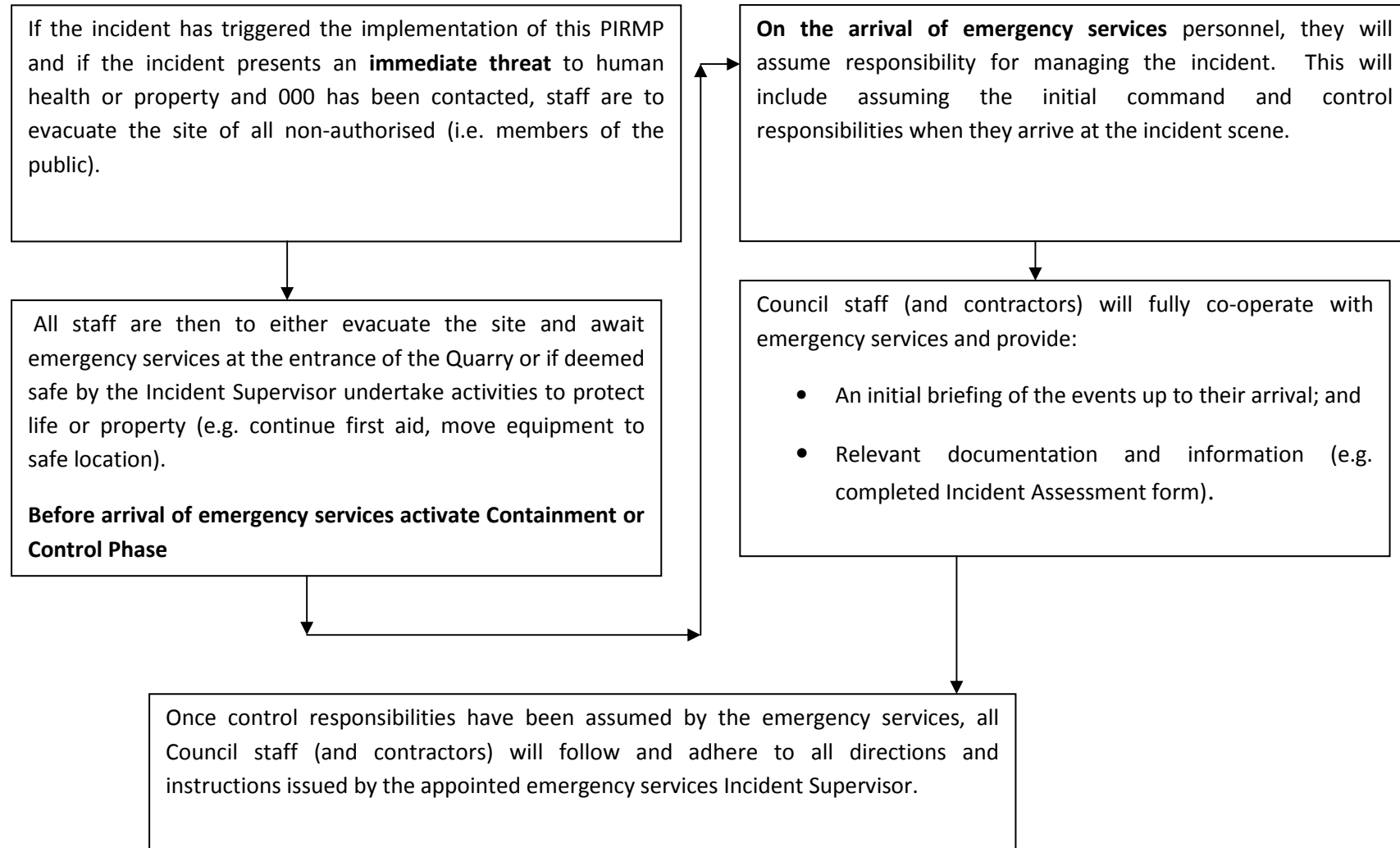
An initial assessment of a pollution incident by a suitably trained staff member using the Incident Assessment Checklist will allow the incident to be classified and appropriate actions implemented. Incidents can be classified into 3 stages, namely:

Priority 1: Immediate; indicating **very high risk/critical to human health and the environment whereby pollutants will enter the environment** (e.g. via waterways or airborne). The incident is immediate and threatening and immediate disruption of normal operations of the landfill will occur. This PIRMP is to be actioned immediately;

Priority 2: indicating **medium to high risk to human health and the environment whereby pollutant(s) are likely to enter the environment** (e.g. via waterways or airborne). The incident is likely to cause disruption to the operations at the BRRC. Implementation of this PIRMP may be required if containment procedures fail. Close monitoring of the incident and containment procedures required and actioning of this PIRMP immediately, if required.

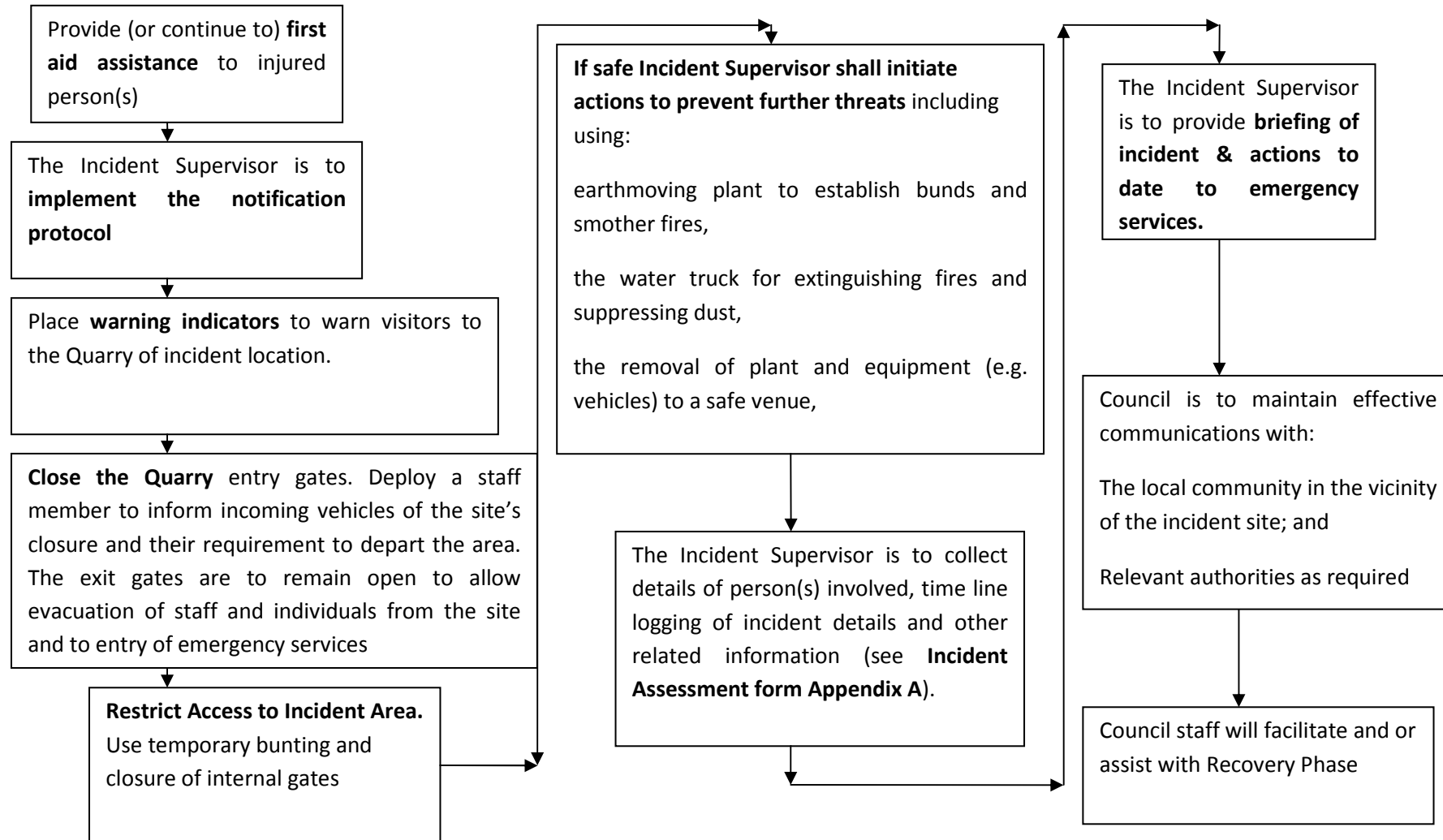
Priority 3: indicating **low to medium risk to human health and the environment whereby pollutant(s) may enter the surrounding environment** (e.g. via waterways or airborne). Incident is unlikely to disrupt the operation of the BRRC and can be managed under normal site incident response procedures. This PIRMP is unlikely to be implemented.

5.2.2 Emergency Services Response Phase



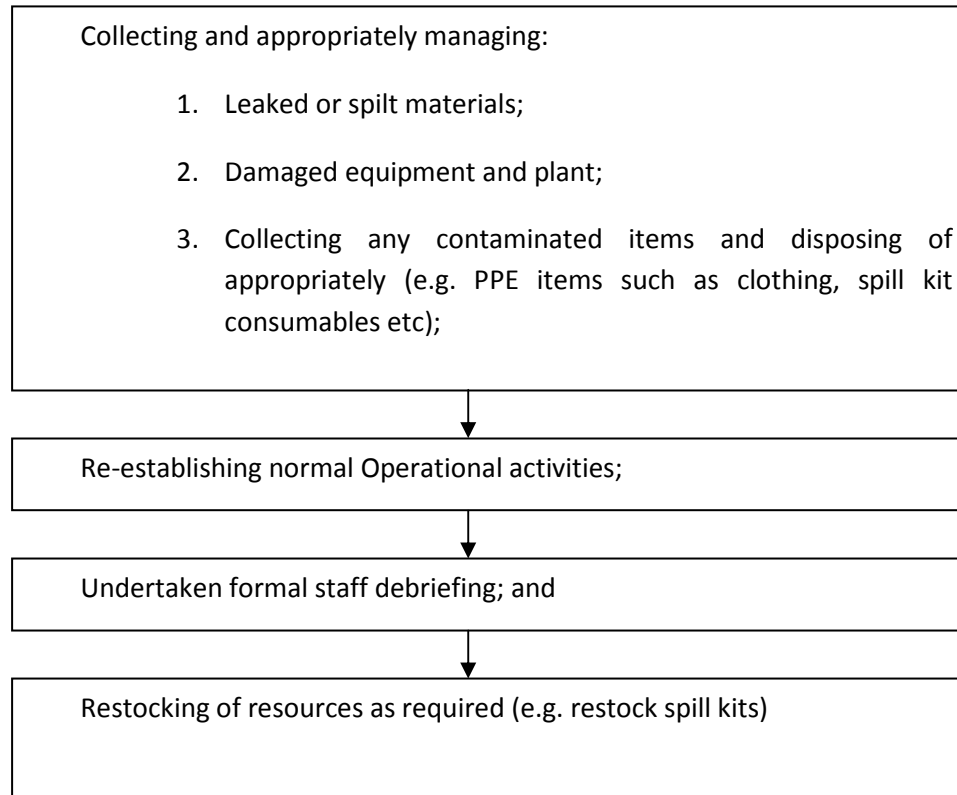
5.2.3 Containment or Control Phase

Having completed the initial assessment of the incident and before the emergency services arrive (if contacted), additional resources and actions should be directed towards the following:



5.2.4 Recovery Phase

The recovery phase will focus on:



5.3 Communicating with neighbours and the local community

Communication with neighbours and the local community will follow procedures outlined in the *Communications Procedure of the Myocum Landfill Environmental Management System* and Council's *Community Liaison Strategy Myocum Landfill* (Doc. No. 1232995). In the event of a pollution incident, an assessment of the requirement to notify neighbours and/or the local community will occur. **The requirement to communicate is determined on the level of risk, being:**

Priority 1: Immediate; indicating very high risk/critical to human health and the environment whereby pollutants will enter the environment (e.g. via waterways or airborne). Contact neighbours directly as soon as possible and implement an isolation procedure of the area. Local community informed by BSC media release

Priority 2: Indicating medium to high risk to human health and the environment whereby pollutant(s) are likely to enter the environment (e.g. via waterways or airborne). Close monitoring of the incident and containment procedures required and actioning of this PIRMP immediately, if required. Precautions such as staying inside is recommended and/or avoiding contact. Immediate neighbours contacted directly and local community informed by local media.

Priority 3: indicating low to medium risk to human health and the environment whereby pollutant(s) may enter the surrounding environment (e.g. via waterways or airborne). Incident is unlikely to disrupt the operation of the Quarry and can be managed under normal site incident response procedures. This PIRMP is unlikely to be implemented. Some precautions to avoid contact may be recommended in the short term.

5.4 Minimising harm to persons on the premises

All staff and contractors at the Myocum Quarry and BRRRC undergo as part of their induction a review of all Safety procedures. Information provided to staff and contractors is detailed in Council's Myocum Quarry Safety Management Plan (Revision 2.0, 23 September 2014 E2014/63476). In addition, staff received required training in various Safe Work Method Statements relating to the activities to be undertaken at the site.

In the event of a pollution incident, the BRRRC Site Manager/Supervisor will assess the situation to determine actions to be taken including the need to evacuate the site if required. While unlikely, individuals from the general public may also be at the site at the time of the incident and procedures will be followed to ensure these individuals are evacuated.

6. Review and Maintenance of PIRMP

6.1 Staff Training

The aims and objectives of the training component are as follows:

- **Individuals** - understand pollution incident procedures, their roles and responsibilities and how to activate them in an pollution incident situation
- **Multi-agency teams** – response teams have a detailed understanding of their roles, how to support each other, mobilise and work together to resolve the pollution incident
- **Council** (organisational level) – response procedures are common and understood by Council to ensure a clear understanding of the importance of the pollution incident procedures.

Training for the implementation of this PIRMP will be combined with other necessary training by Quarry staff as detailed in the Myocum Quarry Safety Management Plan. Training will also include notification of this PIRMP to contractors when applicable with appropriate inclusion of these individuals into on-site training. At the time of writing, the quarry is partially operational and as such few Council staff attend the site and no contractors regularly attend the site. If the circumstances change, appropriate training will be provided.

Training is anticipated to be undertaken in a number of formats throughout a 12 month period including a formal training session including a simulated pollution incident, in-field training for clean-up procedures and tool box sessions. Training will also involve regular contractors to the site (if applicable). Training will incorporate requirements for testing and reviewing the PIRMP.

Training for external multi-agency teams (e.g. emergency services) will be undertaken by notification of the existence of this PIRMP through the Local and District Emergency Management Committees. Regular meetings are held by these Committees through the year and Council has representation on both Committees. Two documents of note are produced through these committees, namely the Local Disaster Plan and the District Disaster Plan. These Plans address training by a range of agencies and through notification of this PIRMP at a committee level, any training of relevant agencies will be identified.

6.2 Testing of the PIRMP

The PIRMP will be initially tested and thereafter on an annual basis during the life of Licence 12600. Testing will be by way of desktop simulations and practical exercises and drills undertaken at the Quarry site. The latter being combined with staff training.

The PIRMP will also be tested within one month following any pollution incident occurring. Records of testing will be recorded on the form provided in **Appendix B**.

6.3 Review of PIRMP

The PIRMP will be reviewed by Council every 12 months in conjunction with the aforementioned training and testing components. The PIRMP will be updated as required. PIRMP revisions will be recorded on the form provided in **Appendix C** and revision number updated on front cover.

Appendices

Appendix A – Incident Assessment Form

INCIDENT ASSESSMENT FORM

IS = Incident Supervisor (Council), S = Staff, C = Contractors BM = BRRC Manager, Timing (Phase): IR =Initial Response, ES = Emergency Services; C = Containment; R = Recovery

Item	Management Issue	Actions Strategy	Reference Document	Timing *	Position Responsible	Verification (name, date and signature)
1. Initial Response Phase						
1.1	Provide short description of Incident - including Nature, and Location. Circle relevant incident: a) Leachate b) Fire c) Stormwater d) Noise e) Dust f) Odour g) Other	<p>Location - record of the place where pollution incident is occurring or is likely to occur (i.e. record possible migration path, as best possible)</p> <p>Nature - record estimated quantity or volume and concentration of any pollutants involved (if known)</p>	PIRMP	IR	IS	

Item	Management Issue	Actions Strategy	Reference Document	Timing *	Position Responsible	Verification (name, date and signature)
		<p align="center">Mark Location as best possible on Figure 1 (attached).</p>				
1.2	Perform Risk Assessment to prioritise incident Actions are guide only	<ul style="list-style-type: none"> ▪ List chemicals/materials/pollutants (if possible) 	PIRMP, MSDS	IR	IS, S	
1.3	Determine Quantity of spilled material (best estimate) in kg or litres		PIRMP	IR	IS, S	
1.4	Assess Hazard/s	<ul style="list-style-type: none"> ▪ Consider Hazard to human health, and the environment 	PIRMP, MSDS	IR	IS	

Item	Management Issue	Actions Strategy			Reference Document	Timing *	Position Responsible	Verification (name, date and signature)
1.5	Consider MSDS's	<ul style="list-style-type: none"> Re-evaluate hazard in terms of MSDS and provide assessment results 			PIRMP, MSDS	IR	IS	
1.6	<p>Evaluate the RISK and determine if the pollution incident is very high, medium to high or low to medium pollution risk and whether trivial or not.</p> <p>Circle appropriate risk category:</p>	<p>PRIORITY 1</p> <p>Implementation of PIRMP required;</p> <p>If incident is immediate and threatening for human health:</p> <ul style="list-style-type: none"> Dial 000 	<p>PRIORITY 2</p> <p>Implementation of PIRMP may be required, monitor pollution incident.</p> <p>If containment efforts fail, implement PIRMP</p>	<p>PRIORITY 3</p> <p>Unlikely PIRMP is to be implemented,</p> <p>Monitor pollution incident and containment activities</p>	PIRMP	IR	IS	
2 Emergency Services Response Phase								
2.1	<p>Clear affected area of personnel/individuals</p> <p>Circle Yes or No</p>	<p>Yes</p> <p>No; If no explain why</p>			PIRMP	ES	IS, S, C	

Item	Management Issue	Actions Strategy			Reference Document	Timing *	Position Responsible	Verification (name, date and signature)
2.2	Determine if evacuation of Myocum Quarry is necessary Circle Yes or No If No, record personnel or individuals remaining on site and for what purpose (e.g. assisting in containment activities)	If Yes Implement Emergency Evacuation Plan.	No Name:	Purpose:	PIRMP	ES	IS	
2.3	Check individuals for injuries including contamination Circle Yes or No	Yes No			PIRMP	ES	IS	
2.4	If required: Administer First Aid, Decontaminate individuals (minimum 15 mins in Emergency Shower). Dial 000	Name	Contact Details	Not Applicable	PIRMP	ES	IS	

Item	Management Issue	Actions Strategy			Reference Document	Timing *	Position Responsible	Verification (name, date and signature)
2.5	Contact EPA and other authorities of incident	Implement Notification Protocol (see section 4.1)			PIRMP	ES	IS, S	
2.6	Record all information regarding incident in preparation for arrival of Emergency Services	Ensure all RELEVANT sections are completed			PIRMP	ES	IS, S	
2.7	Provide Incident Report to Emergency Services	Where incident report is incomplete explain status to emergency services and complete report ASAP after incident.			PIRMP	ES	IS, S	
3. Containment or Control Phase								
3.1	Determine appropriate actions to isolate/contain pollutants (if safe to do so)	Describe actions taken 1. 2. 3.			PIRMP	CP	IS, S	

Item	Management Issue	Actions Strategy			Reference Document	Timing *	Position Responsible	Verification (name, date and signature)
		4.						
3.2	Contact relevant Council staff/contractor for assistance	Name:	Role:	PIRMP	CP	IS, S		
3.3	Monitor containment works	Monitoring Personal	Time and Date	Outcome/ Notes	PIRMP	CP	S, C	

Item	Management Issue	Actions Strategy			Reference Document	Timing *	Position Responsible	Verification (name, date and signature)
3.4	Establish Secure Zone	Mark up secure zone on Site Plan (Appendix A).			PIRMP	CP	S, C	
3.5	Assign tasks to personnel	Tasks	Personnel		PIRMP	CP	IS	
3.6	Specify equipment and tools for clean-up including PPE	Tools Used	Equipment Used		PIRMP	CP	S, C	

Item	Management Issue	Actions Strategy		Reference Document	Timing *	Position Responsible	Verification (name, date and signature)
3.7	Locate and control spilt material Neutralise and/or adsorb material	Include any relevant notes		PIRMP	CP	S, C	
4. Recovery Phase							
4.1	Prepare residue for removal Verify area clear of contaminant Decontaminate reusable equipment	Volume of residual spoil	Location of disposal point	PIRMP	RP	S, C	
4.2	Debrief personnel involved	Name	Position	PIRMP	RP	IS	

Item	Management Issue	Actions Strategy	Reference Document	Timing *	Position Responsible	Verification (name, date and signature)
4.3	Complete Incident Report Circle Yes or No	Yes No.	PIRMP	RP	IS	

To be completed by the Incident Supervisor (BRRM Manager or Site Supervisor)

Name: _____ Signature: _____ Date: _____

(Incident Supervisor; Landfill Manager or Site supervisor)

Figure 1 Myocum Quarry Site Layout Plan

Appendix B – Record of Testing PIRMP

Appendix C – Revisions of PIRMP

Revision Number	Revision Date	Details	Prepared By	Reviewed By
001	December 2012	Pollution Incident Response Management Plan - Myocum Quarry, Version 001, September 2012	Dr Melissa Van Zwieten,	Warren Burgess
002	December 2014	Pollution Incident Response Management Plan – Myocum Quarry, Version 002, December 2014	Tim Fitzroy	Kristian Penrose

Appendix D – PIRMP Flowchart

