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May 2026

# Pollution Incident Response Management Plan

Grafton Quarry



Version 15: May 2026

## Document Control Sheet

Version	Date	Prepared by	Approved By	Revision Details
01	20 Aug 2012	██████████	██████████	Document Created
02	21 Nov 2012	██████████	██████████	Document control sheet added Format Changes Added additional maps Chemical volumes stored onsite added Power Company Phone No updated
03	19 Nov 2013	██████████	██████████	Updated staff contact details Replaced reference map to reduce file size Added Immediate reporting contact sheet Updated ref. to Incident reporting SOP
04	25 Sep 2015	██████████	██████████	Updated staff contact details Formatting Changes Updated reference to HSEQ SOP Updated Risk Matrix to 5x5
05	19 Sep 2016	██████████	██████████	Updated Contact Details
07	11 Sep 2018	██████████	██████████	Updated Contact Details
08	9 Aug 2019	██████████	██████████	Updated Contact Details
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15	26 May 2026	██████████	██████████	Updated references, personnel contact details and updated the plan in line with EPA's updated PIRMP Guidelines.

Current Ver.	Date Implemented	PIRMP Test Schedule	Date for Next Review
15	May 2026	12 Months	May 2027

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## 1. Purpose

The purpose of the Grafton Quarry Pollution Incident Response Plan is to:

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

## 2. Legislative Requirements

Part 5.7A of the POEO Act requires all licensees to prepare, keep, test and implement a PIRMP. Chapter 4 of the General Regulation sets out the specific information a licensee must include in their PIRMP. In summary, the requirements are:

- All holders of environment protection licences must prepare a pollution incident response management plan (section 153A, POEO Act).
- The plan must include the information detailed in the POEO Act (section 153C) and be in the form required by the POEO(G) Regulation (clause 98B).
- Licensees must keep the plan at the premises to which the environment protection licence relates (section 153D, POEO Act).
- Licensees must test the plan in accordance with the POEO(G) Regulation (clause 98E).
- if a pollution incident occurs in the course of an activity so that material harm to the environment is caused or threatened, licensees must immediately implement the plan (section 153F, POEO Act)

### 3. Definition of Pollution Incident

The definition of a pollution incident is:

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

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

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

Grafton Quarry is required to report pollution incidents immediately to the EPA, Fire and Rescue NSW, WorkCover NSW and the local council.

### 4. Scope

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

### 5. Potential Polluting Substances

Potential environmental pollutants are summarised in a site risk register titled **Grafton Quarry Environmental Aspects and Impacts Register**. This document considers; Aspect, Impact, Controls and Improvements for the sites known environmental hazards in the following areas:

- a. Fugitive Dust Emissions from plant areas, stockpiled materials, exposed operational and non-operational areas and trafficable areas.
- b. Chemical Storage / Handling
- c. Spills of liquids (e.g. diesel, oil) potentially leaving the site.
- d. Explosion and Fire / Smoke
- e. Uncontrolled release of sediment laden water from site

The site operates a diesel bunded above ground storage tank of 5,500L capacity and a 2,500L above ground waste oil tank. Their locations are marked in **Figure 2 in Appendix 1**.

Packaged goods and other small containers of chemicals are stored in the Oil Storage shed. Location marked in **Figure 2 in Appendix 1**.

Each Hazardous Substance/Dangerous Good has an associated Safety Data Sheet (SDS) which contains a description of the hazards to both human health and the environment. A current register of SDS's are available through the intranet application; ChemAlert. Safety data sheets are displayed in all areas which use or store products of this nature. Supporting signposting is also displayed where required.

Hazardous Substances and Dangerous Goods are managed onsite in line with standard operating procedure

for Hazardous Substances and Dangerous Goods, which addresses;

- f. Determining the level of risk via;
  - i. SDS
  - ii. Product labelling
  - iii. Hazardous Substances and Dangerous Goods register
  - iv. Risk Assessments
- g. Controlling the risk via;
  - i. Purchasing controls
  - ii. Storage Handling and transportation
    - 1. Storage Cabinets
    - 2. Transporting and handling Hazardous substances and Dangerous Goods
  - iii. PPE
  - iv. Dangerous Goods Manifest
  - v. Dangerous Goods Inspections
  - vi. Hazardous Substance Inspections
  - vii. Appropriate waste disposal
  - viii. Spill prevention and management.



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## 6. Roles and Responsibilities

Position	Responsibility
<i>Employees and Contractors</i>	<p>Following the procedures outlined in the PIRMP and related documents.</p> <p>Immediately alerting Supervisor or Team Leader of any environmental incidents or near-misses.</p>
<i>Team Leaders / Front Line Supervisors</i>	<p>Following the procedures outlined in the PIRMP and related documents.</p> <p>Immediately alerting Site/Quarry Manager or, in case of their unavailability, Environmental Representative of any potentially material environmental incidents or near-misses.</p> <p>Conducting incident investigations.</p>
<p><i>Site / Operations Manager</i> <i>and/or</i> <i>Site Environmental Business Partner</i> <i>and/or</i> <i>Senior Environmental Business Partner</i></p>	<p>Authorisation of the PIRMP.</p> <p>Administration, maintenance and implementation of the PIRMP.</p> <p>Assessing whether the incident has caused or threatens “material environmental harm” and, if so, immediately notifying all Appropriate Regulatory Authorities.</p> <p>Ensuring that investigations are undertaken to a level corresponding to the level of risk and impact.</p>

External Review

## 7. Internal Pollution Incident Reporting

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

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

Until further notice the following procedure needs to be followed:

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

Name	Function	Phone number	Mobile number
██████████	████████████████████	██████████	██████████
██████████	████████████████████	██████████	██████████
██████████	████████████████████		██████████
██████████	████████████████████		██████████
██████████	████████████████████	██████████	██████████
██████████	████████████████████		██████████

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

## 8. External Pollution Incident Reporting

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

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

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

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

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

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

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

## 9. Pollution Incident Authority Contact List

Government Authority – Compulsory Notifications	Emergency Notification Phone Number
EPA – Environment Line	131 555
Fire and Rescue NSW (FRNSW)	<b>000</b> or <u>1300</u> 729 579 if not an emergency
Clarence Valley Council	6643 0200
WorkCover Authority of NSW	131 050 Company ABN asked: 51 000 187 002
Government Authority – ring if relevant	Emergency notification phone number
Police & Ambulance	000
Roads and Maritime Services (road spills)	13 17 00
NSW Office of Water	1300 081 047 (BH)
Bush Fire Control Officer	Clarence Valley Control Centre: 02 6644 5135 (BH)
Poisons Information Centre	13 11 26
Essential Energy (power line emergencies)	13 20 80

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

- Direct phone contact with any local residents directly impacted by the pollution incident.
- Letter Box drops of incident information and site contacts to local residents impacted by the pollution incident.
- The inclusion of incident details within the relevant Quarry Community Newsletter

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

## 10. Incident Response Training

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

Training or information will be provided on the following;

- The contents and intent of this PIRMP,

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

## **11. PIRMP Audit**

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

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

- Simulated environmental emergency, or
- Desktop simulations.

## 12. PIRMP Review

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

The objectives of a review are:

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

### A) EVENT BASED

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

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

### B) TIME BASED

Grafton Quarry will review this management plan routinely every 12 months. The Plan review will include:

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

Reviews of the PIRMP are summarised below:

Test Date	Version Tested	Incident Test Details	Drill Team Lead
14/04/2025	V12	Desktop Review of PIRMP	██████████
26/05/2026	V13	Desktop Review of PIRMP & Site Inspection	████████████████████

## APPENDIX 1 – RISK ASSESSMENT on POTENTIAL IMPACTS

Hazard and Likelihood Risk Assessment and Corrective Control Measures								
Name / ref of pollutant/ chemicals	Description of Hazard / Incident leading to hazard	Consequence	Likelihood	Risk	Impact on neighbours <sup>1</sup>	Control Measures Corrective Action Coverage under other Plans	Responsible Person	Action Date
<b>Diesel</b>	<b>Incident #1</b> Uncontrolled loss of Diesel or other hydrocarbon based products that could result in material harm to the environment or human health	1	1	L	N/A	Consequence: (Incidental): Failure resulting in loss of all or substantial volume of tanks would be captured entirely by existing primary bund with no release to soil or water.  Likelihood: (Rare): Tanks are located in a dedicated bund. Due to the location of the tank damage is unlikely to occur from external equipment. In addition tanks are maintained in good structural integrity with low risk of failure through corrosion.	As per PIRMP action plan	When required
<b>Product stockpiles</b>	<b>Incident #2</b> Excessive airbourne dust from stockpiled material, mobile plant or traffic areas causing material harm to the environment or significant impact to the community.	1	3	L	Y	Consequence: (Incidental): Excessive dust from stockpile during high winds causing nuisance to surrounding area.  Likelihood: (Possible): Stockpiles are maintained to a manageable level on a monthly basis. Use of water sprinklers and water cart onsite during windy periods. Site has wind break/dust walls surrounding site.	As per PIRMP action plan	When required
<b>Sediment Dams</b>	<b>Incident #3</b> Uncontrolled release of sediment laden water from storages causing material harm to the environment	2	2	L	N/A	Consequence: (Minor): Catastrophic failure of one or more sediment pits are likely to result in off-site impacts to water courses which would predominantly reduce water quality over a short period of time. As such, impact to the environment/human health is not considered to be significant.  Likelihood: (unlikely): Pits are frequently monitored and inspected for levels and integrity.  <b>Note:</b> For PIRMP purposes overflow events during extreme wet weather will be reported under POEO Licence obligations and not Immediate Reporting.	As per PIRMP action plan	When required

<sup>1</sup> If the incident may impact on neighbours then it will need to trigger the early warnings assessment and actions

## APPENDIX 2 – PIRMP RESPONSE ACTIONS

### Incident No 1

	<p><b>Uncontrolled loss of Diesel or other hydrocarbon based products that could result in material harm to the environment or human health</b></p> <p>Actions Required:</p> <ul style="list-style-type: none"> <li>• Contact all relevant people/department (refer to Immediate Reporting Contact Sheet)</li> <li>• Ensure bunds are capturing full volume of diesel</li> <li>• Ensure bund integrity is sound throughout the entire period of incident (i.e. periodic inspections)</li> <li>• Contact service provider (Caltex No. 1800033111 or Transpacific 02 96007185) to pump-out bund contents</li> <li>• Area to be restricted to Incident Response Personnel</li> <li>• Ensure spill kit available for any release from bund</li> <li>• If any release from bund onto unsealed soil/surface water - Environmental Consultants to be engaged to investigate and remediate contamination.</li> <li>• Repair/replace tanks</li> <li>• Refuel tanks</li> </ul> <p>Inspect bund for ongoing serviceability</p>
<b>Alarm raising</b>	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
<b>Emergency Controller</b>	<ul style="list-style-type: none"> <li>• Quarry Manager</li> <li>• Call service provider (Quarry Manager)</li> <li>• Spill Kit manager (Supervisor)</li> <li>• Periodic inspections and update reporting of site and bund (Quarry Manager)</li> </ul>
<b>Scale of incident</b>	Incident would be restricted to Diesel storage area with minimal external impact, however, potential for bund overflow or failure may result in soil and surface water contamination that will require specialist investigation/remediation.
<b>Evacuate</b>	Only if fire or explosion potential exists. Quarry Manager and any advice provided by Fire Dept as part of attendance after immediate notification.
<b>Communications</b>	<p>Internal:</p> <ul style="list-style-type: none"> <li>• Quarry Manager</li> <li>• Environment Manager &amp;/or HSE Advisor</li> </ul> <p>External mandatory:</p> <ul style="list-style-type: none"> <li>• Immediate Reporting Contact Sheet to be used</li> </ul> <p>External non-mandatory: N/A</p>
<b>Rescuer / respondent + safety checks</b>	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
<b>Rescue + First Aid</b>	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
<b>Clean up and Waste disposal</b>	Service Provider to dispose of diesel and advise on required clean-up.
<b>Reporting and re-preparedness</b>	<p>See</p> <ul style="list-style-type: none"> <li>• Incident Reporting, Investigation and Action Management Protocol</li> <li>• Spill Management Model Protocol</li> </ul>

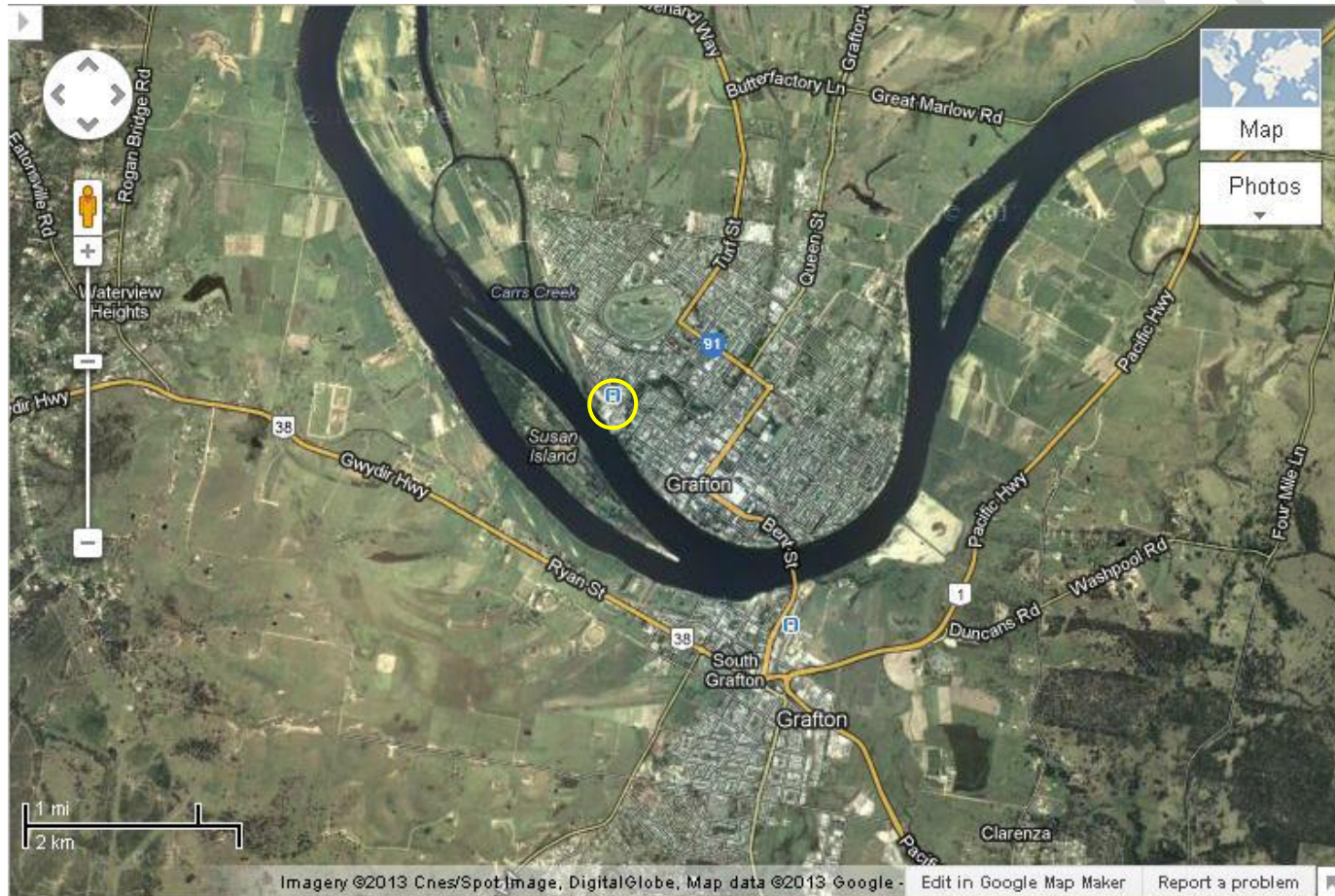
## Incident No 2

<b>Incident #2</b>	<p>Excessive airborne dust from stockpiled material, mobile plant or traffic areas causing material harm to the environment or significant impact to the community.</p> <p>Actions Required:</p> <ul style="list-style-type: none"> <li>• Employees, Contractor/Visitor to notify site representative of issue immediately. (induction)</li> <li>• Daily monitoring to be undertaken to assess weather and site conditions</li> <li>• Contact all relevant people/department (refer to Immediate Reporting Contact Sheet)</li> <li>• Dust suppression activity to commence immediately on stockpiles</li> </ul>
<b>Alarm raising</b>	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
<b>Emergency Controller</b>	<ul style="list-style-type: none"> <li>• Quarry Manager</li> <li>• Call service provider (Quarry Manager)</li> <li>• Spill Kit manager (Supervisor)</li> <li>• Periodic inspections and update reporting of site and bund (Quarry Manager)</li> </ul>
<b>Scale of incident</b>	Incident would be localised to the area surrounding stockpile area, with minimal external impact.
<b>Evacuate</b>	Only if fire or explosion potential exists. Quarry Manager and any advice provided by Fire Dept as part of attendance after immediate notification.
<b>Communications</b>	<p>Internal:</p> <ul style="list-style-type: none"> <li>• Quarry Manager</li> <li>• Environment Manager &amp;/or HSE Advisor – Enviro Representative</li> </ul> <p>External mandatory:</p> <ul style="list-style-type: none"> <li>• Immediate Reporting Contact Sheet to be used</li> </ul> <p>External non-mandatory: N/A</p>
<b>Rescuer / respondent + safety checks</b>	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
<b>Rescue + First Aid</b>	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
<b>Clean up and Waste disposal</b>	Service Provider to dispose of diesel and advise on required clean-up.
<b>Reporting and re-preparedness</b>	<p>See</p> <ul style="list-style-type: none"> <li>• Incident Reporting, Investigation and Action Management Protocol</li> <li>• Air Management Model Protocol</li> </ul>

### Incident No 3

<b>Incident #3</b>	<p style="color: red;"><b>Uncontrolled release of sediment laden water from storages causing material harm to the environment</b></p> <p>Actions Required:</p> <ul style="list-style-type: none"> <li>• Contact all relevant people/department (refer to Immediate Reporting Contact Sheet)</li> <li>• Ensure bund integrity is sound throughout the entire period of incident (i.e. periodic inspections)</li> <li>• Contact local neighbours if going to be inundated by water</li> <li>• Area to be restricted to Incident Response Personnel</li> <li>• If any release from site onto unsealed soil/surface water - Environmental Consultants to be engaged to investigate and remediate contamination if any</li> <li>• Contact local contractor to rebuild dams immediately</li> </ul>
<b>Alarm raising</b>	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
<b>Emergency Controller</b>	<ul style="list-style-type: none"> <li>• Quarry Manager</li> <li>• Call service provider (Quarry Manager)</li> <li>• Periodic inspections and update reporting of site and bund (Quarry Manager)</li> </ul>
<b>Scale of incident</b>	Catastrophic failure of one or more sediment pits are likely to result in off-site impacts to water courses which would predominantly reduce water quality over a short period of time. As such, impact to the environment/human health is not considered to be significant.
<b>Evacuate</b>	Only if flood potential exists. Quarry Manager and any advice provided by Fire Dept as part of attendance after immediate notification.
<b>Communications</b>	<p>Internal:</p> <ul style="list-style-type: none"> <li>• Quarry Manager</li> <li>• Environment Manager &amp;/or HSE Advisor – Enviro Representative</li> </ul> <p>External mandatory:</p> <ul style="list-style-type: none"> <li>• Immediate Reporting Contact Sheet to be used</li> </ul> <p>External non-mandatory: N/A</p>
<b>Rescuer / respondent + safety checks</b>	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
<b>Rescue + First Aid</b>	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
<b>Clean up and Waste disposal</b>	Consultants to be contacted to advise on required clean-up.
<b>Reporting and re-preparedness</b>	<p>See</p> <ul style="list-style-type: none"> <li>• Incident Reporting, Investigation and Action Management Protocol</li> <li>• Water Management Model Protocol</li> </ul>

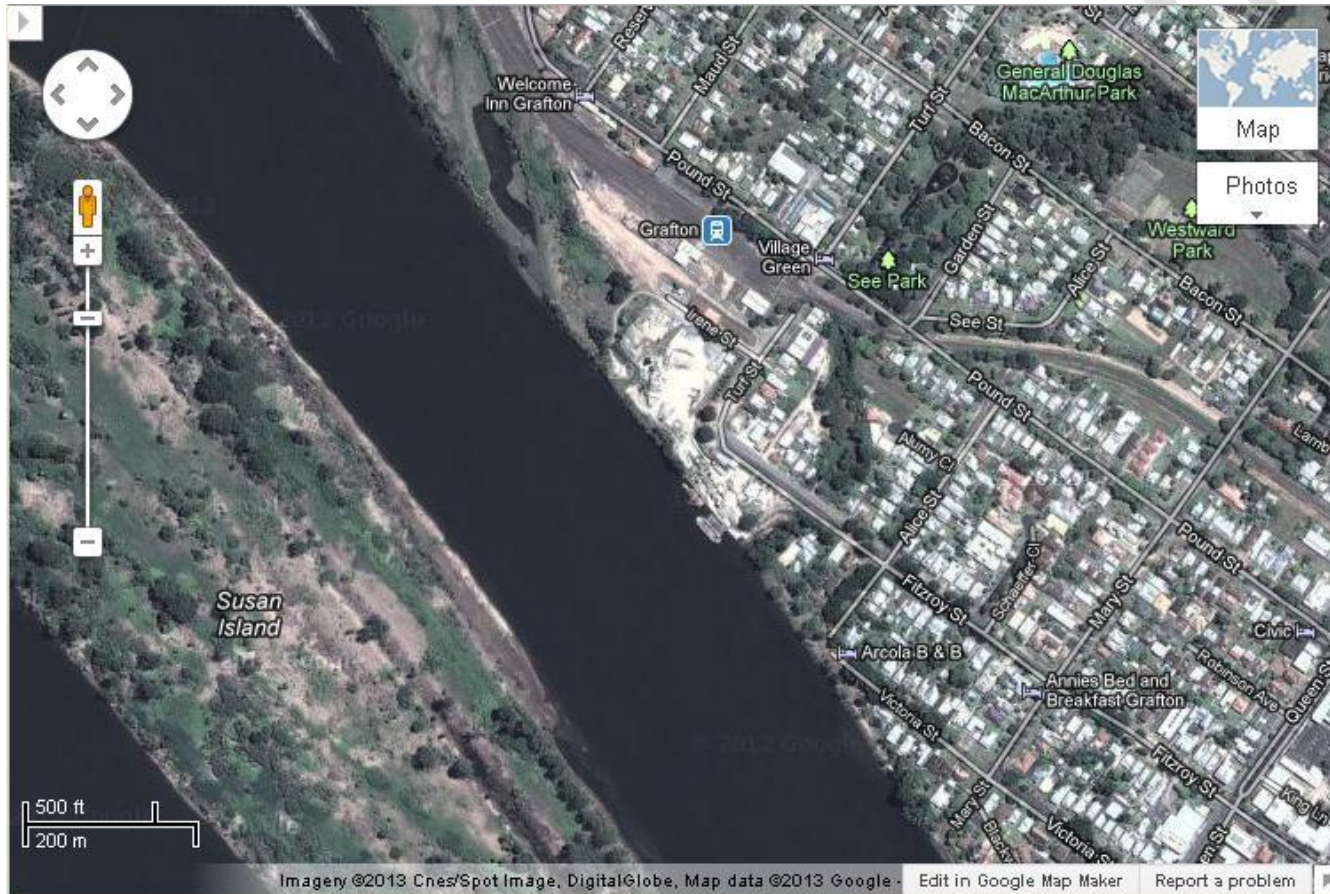
### APPENDIX 3 – GRAFTON QUARRY LOCATION MAP



## APPENDIX 4 – GRAFTON QUARRY REFERENCE MAP



## APPENDIX 5 – GRAFTON QUARRY – MAP OF AFFECTED AREAS





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**APPENDIX 6 – POLLUTION INCIDENT NOTIFICATION LOG**

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

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



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

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

**Grafton Quarry – Immediate Reporting Contact Sheet**

INTERNAL NOTIFICATIONS			
Name	Function	Phone number	Mobile number
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]		[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]		[REDACTED]

EXTERNAL NOTIFICATIONS	
Government Authority - compulsory notifications	Emergency notification phone number
EPA – Environment Line	131 555
Fire and Rescue NSW (FRNSW)	<b>000</b> or <u>1300</u> 729 579 if not an emergency
Clarence Valley Council	6643 0200
WorkCover Authority of NSW	131 050 Company ABN asked: 51 000 187 002

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