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Pollution Incident Response Management Plan

STOCKTON SAND QUARRY

Version Twelve: 20th June 2023



DOCUMENT CONTROL SHEET

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1. PURPOSE

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

- Provide direction to the staff at Stockton Sand Quarry in responding to pollution incidents at the Stockton Sand 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 Port Stephens City Council, NSW Ministry of Health, 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 Stockton Sand 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

The specific requirements for a PIRMP are set out in Part 5.7A of the POEO Act and the Protection of the Environment Operations (General) Regulation 2009 (POEO(G) Regulation). In summary, this provision requires the following:

- 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:

“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.

Stockton Sand Quarry is now required to report pollution incidents immediately to the EPA, NSW Health, Fire and Rescue NSW, WorkCover NSW and the local council.

4. SCOPE

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

5. POTENTIAL POLLUTING SUBSTANCES

The main hazards to human health and the environment at Stockton Sand Quarry are included in the following table.

LIST OF POLLUTING SUBSTANCE STORAGES/USES AT SITE: INITIAL ASSESSMENT

(all Chemicals listed in this sheet are to be subjected to a risk assessment)

Site Name: Stockton Quarry					Responsible Person: Quarry Manager		Date: 20/06/23
Name / description	Covered under Haz Chemicals/MSDS?	Amount stored	Location of storage	Map reference	Need for early warning ¹	Current controls	See Risk Ass & PIRMP Response Action Below
CHEMICALS/FUELS/LUBRICANTS (raw materials and products which can cause pollution)							
Diesel	Class 3	4 500 ltrs	Diesel Storage Area	Ref No #1	N/A	<ul style="list-style-type: none"> • Bunding • PMP • Training • Spill Kits • SOP • Inductions • Fire Fighting Equipment • Security 	Incident #1-2
Oils/Solvents	Class 3	Packaged goods up to 500 ltrs Waste Oil up to 500 ltrs	Oil Storage Shed at Workshop	Ref No #2	N/A	<ul style="list-style-type: none"> • Bunding • PMP • Training • Flammable Cabinet • Spill Kits • Inductions • Fire Fighting Equipment • Security 	Incident #3
Lubricants, Gases	Class 2	Variable	Maintenance Workshop	Ref No #2	N/A	<ul style="list-style-type: none"> • Fire Extinguishers • Concrete Floor • Enclosed Shed • Containment Cages and Cabinets 	Incident #3
Oils/Fuel	Class 3	Variable	Plant and Equipment (Workshop)	Ref No #2	N/A	<ul style="list-style-type: none"> • PMP • Training • Spill Kits 	Incident #2

¹ Early warnings relate to informing neighbours who may be affected by the emission of this substance. If this substance is of a type and quantity which may reach neighbours then early warning assessment of actions is required to be undertaken.

			area)			<ul style="list-style-type: none"> • SOP • Inductions • Fire Fighting Equipment • Security 	
MATERIALS (eg stockpiles, silos, bulk solids etc)							
Sand dunes – natural occurrence no environmental risk	N/A	Variable	Dedicated on site	N/A	N/A	<ul style="list-style-type: none"> • Mine Operating Plan 	N/A
AQUEOUS (eg dams, wastewater tanks, other water storage area)							
Erosion control	N/A	Variable - catchment	Haul road	N/A	N/A	<ul style="list-style-type: none"> • Controlled run off system 	N/A
SUBSTANCES IN PROCESSES (substances which could be emitted from operational process i.e. treatment plants, vehicles etc)							
Name / description	Covered under Haz Chemicals/MSDS?	Amount stored	Location of storage	Map reference	Need for early warning ²	Current controls	See Risk Ass & PIRMP Response Action Below
Mobile Plant (onsite) BORAL	Class 3	Up to 10 MP on site	Dedicated on site	Ref No #3 / 6	N/A	<ul style="list-style-type: none"> • Spill Kits • Pre start checks • PMP • Training 	Incident #5
Mobile Plant Contractor/visitor	Class 3	Variable	Variable Locations	Ref No #3 / 6	N/A	<ul style="list-style-type: none"> • Spill Kits • Training • Inductions 	Incident #6
Car Parking up to 20 vehicles	Class 3	Variable	Site Office	Ref No #4	N/A	<ul style="list-style-type: none"> • Spill Kits • Training 	Incident #7
Traffic Areas (dust, chem. leaks & loss)	Class 3	N/A	Dedicated on site	Ref No #6	N/A	<ul style="list-style-type: none"> • Training • Water cart • Spill Kits 	Incident #4

² Early warnings relate to informing neighbours who may be affected by the emission of this substance. If this substance is of a type and quantity which may reach neighbours then early warning assessment of actions is required to be undertaken.

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 or Environment Manager of any potentially material environmental incidents or near-misses.</p> <p>Conducting incident investigations.</p>
<i>Site / Operations Manager and/or Site Environmental Coordinator and/or Environment Manager</i>	<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>

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 Environment Manager.

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 BCM personnel must be contacted **immediately**:

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

4. The Quarry Manager or in case of their unavailability one of the Senior Management personnel listed above, is to **immediately** notify all Appropriate Regulatory Authorities specified in Section 4.3.
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 must be informed promptly of the fact of immediate notification to the Authorities. This includes environmental personnel listed above, as well as James Collings, Lloyd Wallace and Scott Carter.

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 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:

- location and time of the pollution incident
- type of the incident (spill, fire, unlicensed harmful discharge, etc)
- assessed level of incident gravity: "it seems to be..." (e.g. "a relatively minor spill"; "major fire", "explosion limited to one building", etc.)
- 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 but early indications are that this is not always the case.

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)	1300 729 579
Port Stephens Council	4980 0255
Public Health Unit (Hunter) – Hunter New England Health	HealthLink (24 hr)- 1800 063 635 Head Office- Newcastle- 4921 3000
SafeWork NSW	13 10 50 Boral ABN if asked: 51 000 756 507
Government Authority - ring if relevant	Emergency notification phone number
Roads and Maritime Services (road spills)	132 701
Police & Ambulance	000
NSW Office of Water	8838 7885
Bush Fire Control Officer	1800 049 933
Poisons Information Centre	131 126
Ausgrid (power line emergencies)	13 13 88

Communication with the local community may also be undertaken depending on the circumstances of the pollution incident. Stockton Sand 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

Stockton Sand 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

12.1. 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

12.2. TIME BASED

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

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

APPENDIX 1.

RISK ASSESSMENT on POTENTIAL IMPACTS

Hazard and Likelihood Risk Assessment and Corrective Control Measures								
Site: Stockton Quarry			Responsible Person: Quarry Manager/Supervisor			Review Date: 20 th June 2023		
Name / ref of pollutant/ chemicals	Description of Hazard / Incident leading to hazard	Consequence	Likely hood	Risk	Impact on neighbours ³	Control Measures Corrective Action Coverage under other Plans	Responsible person	Action date
Diesel/Oils/Solvents	Incident #1 Uncontrolled loss of Diesel or other hydrocarbon based products that could result in material harm to the environment or human health	1	2	L	N	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: (Unlikely): Due to location within bunds, damage to tanks 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
Traffic areas (dust)	Incident #2 Excessive airborne dust from stockpiled material, mobile plant or traffic areas causing material harm to the environment	2	2	L	Y	Consequence: (Minor): Excessive dust from haul roads and exposed areas of site during high winds causing nuisance to surrounding area. Likelihood: (Unlikely): Haul roads are maintained to a manageable level on a daily basis. Use of onsite water cart onsite during windy periods.	As per PIRMP action plan	When required

³ If the incident may impact on neighbours then it will need to trigger the early warnings assessment and actions

	or significant impact to the community								
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EXTERNAL VERSION

APPENDIX 2.

PIRMP RESPONSE ACTIONS

Incident No 1

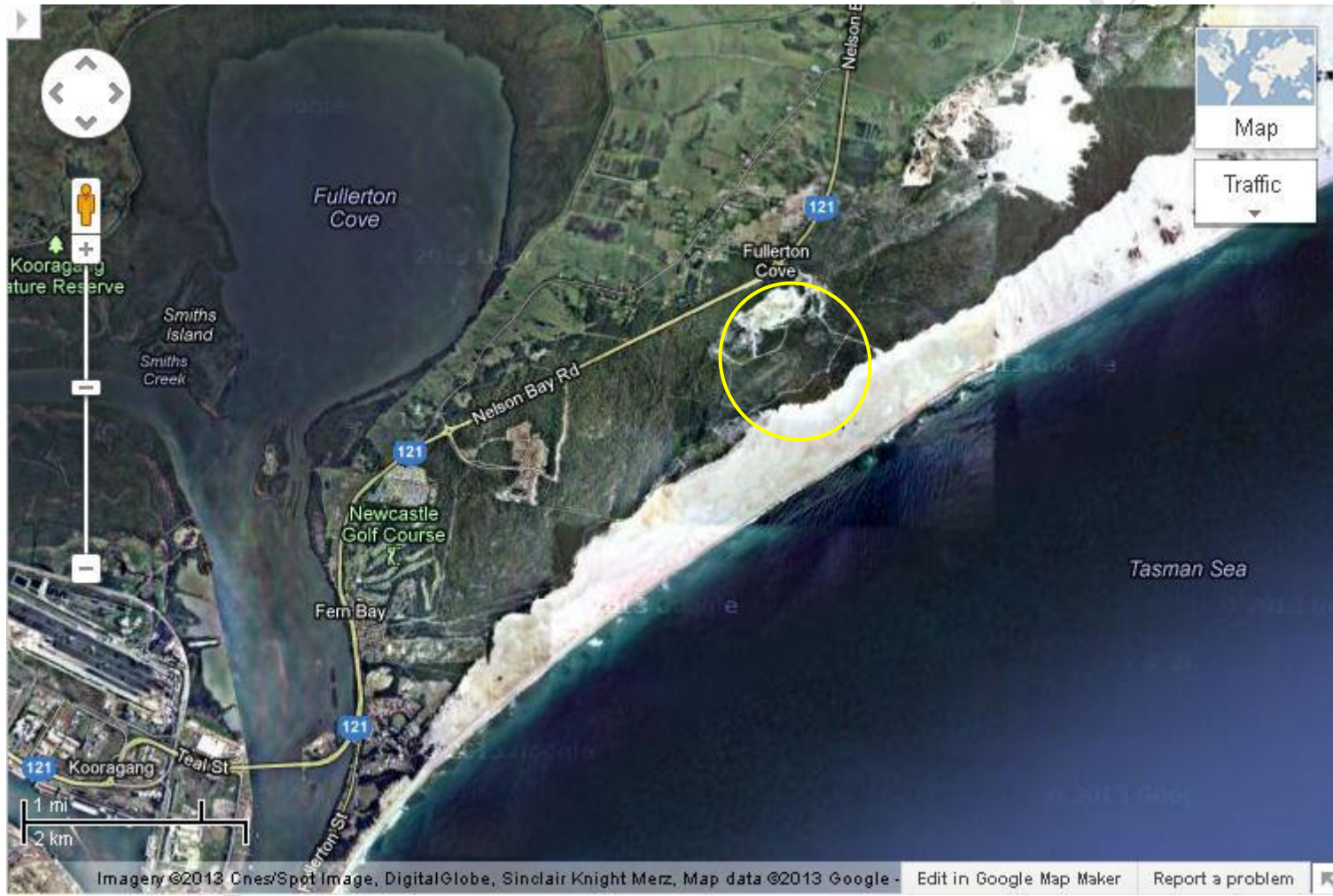
Incident #1	<p>Uncontrolled loss of Diesel or other hydrocarbon based products that could result in material harm to the environment or human health</p> <p>Actions Required:</p> <ul style="list-style-type: none"> • Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) • Ensure bunds are capturing full volume of diesel • Ensure bund integrity is sound throughout the entire period of incident (i.e. periodic inspections) • Contact service provider (Australian Waste Oil – 02 4932 0488 or 1800 056 600) to pump-out bund contents • Area to be restricted to Incident Response Personnel • Ensure spill kit available for any release from bund • Spill to be contained and treated as required. Equipment to be isolated and further investigation and / or repairs conducted in a timely manner. • Inspect bund for ongoing serviceability
Alarm raising	Any personnel involved or witnessing incident - report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Quarry Manager • Call service provider (Quarry Manager) • Spill Kit manager • Periodic inspections and update reporting of site and bund (Quarry Manager)
Scale of incident	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.
Evacuate	Only if fire or explosion potential exists. Quarry Manager and any advice provided by Fire Dept as part of attendance after immediate notification.
Communications	<ul style="list-style-type: none"> • Internal: Quarry Manager • Environmental Business Partner / WHS Business Partner <p>External mandatory:</p> <ul style="list-style-type: none"> • Immediate Reporting Contact Sheet to be used <p>External non-mandatory: N/A</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Service Provider (Australian Waste Oil – 02 4932 0488 or 1800 056 600) to dispose of diesel and advise on required clean-up.
Reporting and re-preparedness	<p>See</p> <ul style="list-style-type: none"> • GRP-HSEQ-3-02 Incident Reporting Investigation and Action Management • GRP-HSEQ-8-07 Spill Management

Incident No 2

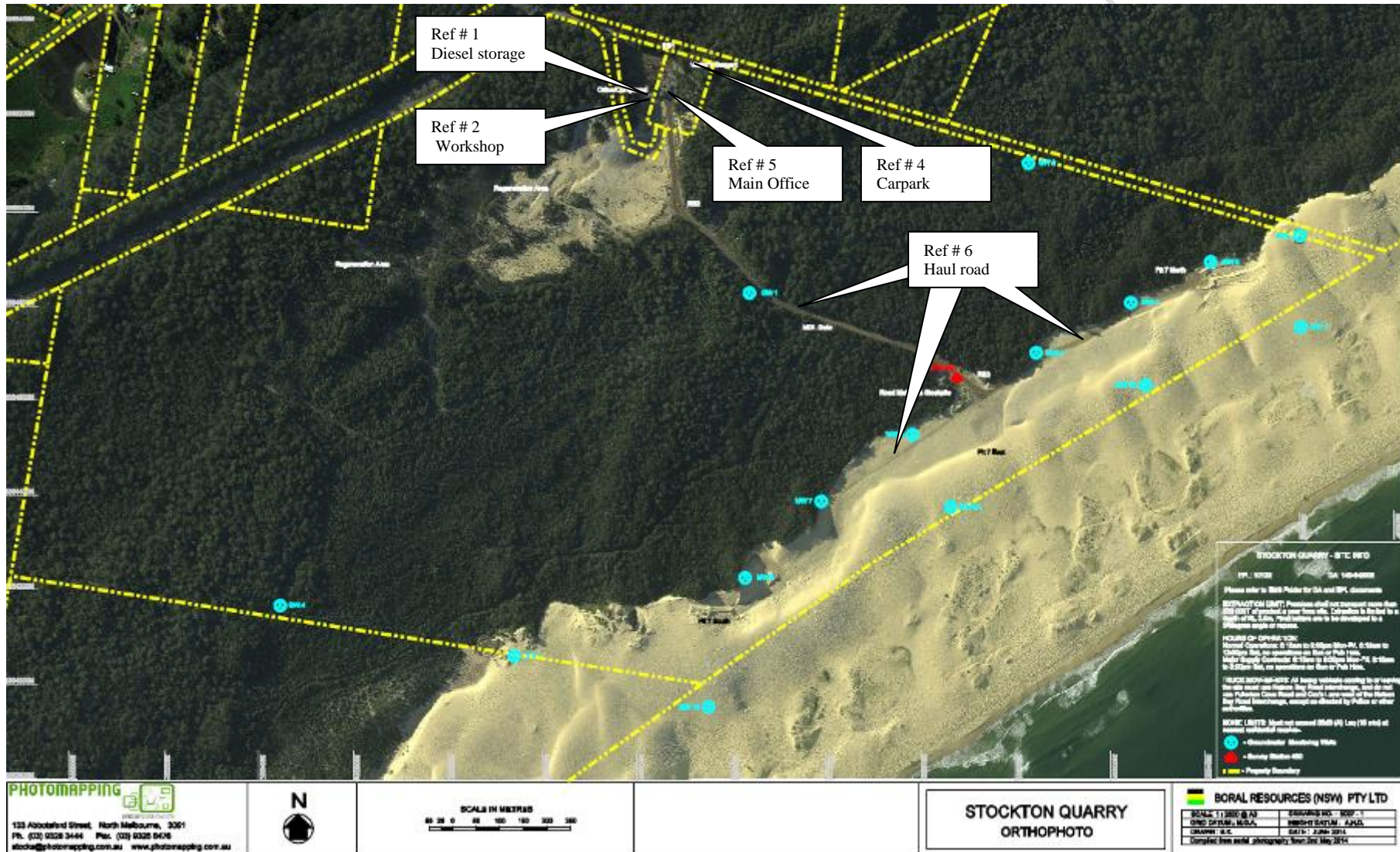
Incident #2	<p style="color: red;">Excessive airborne dust from haul roads, mobile plant or traffic areas causing material harm to the environment or significant impact to the community</p> <p>Actions Required:</p> <ul style="list-style-type: none"> • Employees, Contractor/Visitor to notify site representative of issue immediately. (induction) • Daily monitoring to be undertaken to capture whether and site conditions • Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) • Dust suppression activity to commence immediately on unsealed roads & dusty areas as required
Alarm raising	Any personnel involved or witnessing incident - report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Quarry Manager • Quarry Manager to instruct site personnel (Quarry Manager)
Scale of incident	Incident would be localised to the area with minimal external impact.
Evacuate	N/A
Communications	<p>Internal:</p> <ul style="list-style-type: none"> • Quarry Manager <p>External mandatory:</p> <ul style="list-style-type: none"> • Immediate Reporting Contact Sheet to be used if required <p>External non-mandatory: N/A</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting. Site to consider use of dust masks and ensuring mobile equipment protects site personnel
Clean up and Waste disposal	N/A
Reporting and re-preparedness	<p>See</p> <ul style="list-style-type: none"> • GRP-HSEQ-3-02 Incident Reporting Investigation and Action Management • GRP-HSEQ-8-06 Air Management

APPENDIX 3.

STOCKTON SAND QUARRY LOCATION MAP



APPENDIX 4. STOCKTON SAND QUARRY REFERENCE MAP



APPENDIX 5.

STOCKTON SAND QUARRY – MAP OF AFFECTED AREAS + CONTACTS



1. Castle Quarry products
21 Cox's Lane
Fullerton Cove
0439 468 716

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				
Public Health Unit				
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:		

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

APPENDIX 7.

Stockton Sand Quarry PIRMP- Immediate Reporting Contact Sheet

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

External Reporting:	
Emergency Services / Government Authority	Emergency notification phone number
EPA – Environment Line	131 555
Fire and Rescue NSW (FRNSW)	1300 729 579
Port Stephens Council	4980 0255
Public Health Unit (Hunter) Hunter New England Health	HealthLink (24 hr)- 1800 063 635 Head Office- Newcastle- 02 4921 3000
SafeWork NSW	13 10 50 Company ABN if asked: 51 000 187 002

Refer to the Stockton Sand Quarry PIRMP for other potentially relevant contact numbers