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July 2026

Pollution Incident Response Management Plan

Kooragang Recycling



Version 15: July 2026



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Document Control Sheet

Version	Date	Prepared by	Approved By	Revision Details
1	20 Aug 2012	[REDACTED]	[REDACTED]	Document Created
2	15 Apr 2013	[REDACTED]	[REDACTED]	Document control sheet added, Format Changes, Added additional maps & Updated staff contact details
3	26 Aug 2014	[REDACTED]	[REDACTED]	Contact details updated
4	11 Sep 2015	[REDACTED]	[REDACTED]	Contact details updated, updated maps and storage items, updated incident response measures, formatted pages
5	2 Aug 2016	[REDACTED]	[REDACTED]	Updated site contact details
6	2 Aug 2017	[REDACTED]	[REDACTED]	Updated site contact details
7	2 Aug 2018	[REDACTED]	[REDACTED]	Updated site contact details
8	8 Jul 2019	[REDACTED]	[REDACTED]	Updated site contact details
9	22 Jun 2020	[REDACTED]	[REDACTED]	Update site contact details
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13	20 Aug 2024	[REDACTED]	[REDACTED]	Update site contact details and transfer of document into the new template. Risks or the new tank included into the PIRMP document
14	8 Aug 2025	[REDACTED]	[REDACTED]	Updated formatting of document
15	July 2026	[REDACTED]	[REDACTED]	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	July 2026	12 Months	July 2027



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1. Purpose

The purpose of the Kooragang Recycling Pollution Incident Response Management Plan (PIRMP) is to:

- Provide direction to the staff at Kooragang Recycling in responding to pollution incidents.
- Ensure timely and accurate communication about a pollution incident is provided to staff at the premises and Boral senior management.
- Ensure communication is undertaken with external agencies such as the Environment Protection Authority (EPA) and other relevant authorities specified in the Protection of the Environment Legislation Amendment Act (POELA Act) (including Newcastle City Council, Safework NSW, and Fire and Rescue NSW) and persons outside the operations who may be affected by the impacts of a pollution incident (such as industrial, commercial and residential neighbours and other members of the community).
- Minimise and control the risk of a pollution incident occurring as a result of activities at Kooragang Recycling 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.

A hard copy of the PIRMP is to be kept in the Kooragang Recycling Site Office. A soft copy of the PIRMP is made available online at www.boral.com.au/about/environmental-reporting.

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).
- A PIRMP must be in the form required by the regulations and must include the information detailed in the POEO Act (section 153C) and the General Regulation (section 72 and section 73).
- Licensees must keep the PIRMP at the premises the environment protection licence relates to, or where the relevant activity takes place (Section 153D of the POEO Act) and make certain parts of the PIRMP available on a publicly accessible website of the licensee.
- Licensees must test their PIRMP in accordance with the regulations (section 153E of the POEO Act and section 75 of the General Regulation).
- Licensees must implement their PIRMP immediately if a pollution incident occurs that causes or threatens material harm to the environment (as defined in section 147 of the POEO Act) (section 153F of the POEO Act).



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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. Notification is required even where ‘harm to the environment is caused only in the premises where the pollution incident occurs.

Kooragang Recycling is required to report non-trivial pollution incidents immediately to

- EPA,
- Fire and Rescue NSW,
- Safework NSW and
- the local council (Newcastle City Council)

4. Scope

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

5. Site Layout

The location of the site and overall site layout is shown in **Appendix A**.

6. Potential Site Risks and Polluting Substances

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

- Fugitive Dust Emissions from plant areas, stockpiled materials, exposed operational and non-operational areas and trafficable areas.
- Chemical Storage / Handling



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- Spills of liquids (e.g. diesel, oil) potentially leaving the site.
- Explosion and Fire / Smoke
- Uncontrolled release of water from site water management system

The site operates a diesel bunded above ground storage tank of 4,000L capacity. It's location is marked in **Figure 2 in Appendix A**.

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

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;

- Determining the level of risk via;
 - SDS
 - Product labelling
 - Hazardous Substances and Dangerous Goods register
 - Risk Assessments
- Controlling the risk via;
 - Purchasing controls
 - Storage Handling and transportation
 - Storage Cabinets
 - Transporting and handling Hazardous substances and Dangerous Goods
 - PPE
 - Atmospheric Monitoring and Health Surveillance
 - Hazardous Substance Inspections
 - Appropriate waste disposal
 - Spill prevention and management.



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7. 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 Depot 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 / Depot Manager</i> <i>and/or</i> <i>Site Environmental Business Partner</i> <i>and/or</i> <i>Environment Manager</i>	<p>Authorisation of the PIRMP.</p> <p>Administration, maintenance and implementation of the PIRMP.</p> <p>Assessing whether the incident is non-trivial and has caused or threatens “material environmental harm” and communicate details to management.</p> <p>Provide direction and advice on incident response</p> <p>Coordinate communication to neighbours through Stakeholder Relations Manager</p> <p>Ensuring that investigations are undertaken to a level corresponding to the level of risk and impact.</p>
<i>Environment Manager</i>	<p>Make a determination as to whether the incident (as defined in section 147 of the POEO Act) is non-trivial and therefore reportable to external agencies</p> <p>Inform Executive General manager and Group management of Notification to External Agencies</p> <p>Undertake notifications as defined in PIRMP Authorise notifications to public and/or media</p>



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8. 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 personnel must be contacted immediately:

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]

4. The Site 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 11**.
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.



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9. 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 Business Support) about the incident must prepare a Notification Log (a suitable form is attached) with the details of time of notifications and the person who took 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.



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10. 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
Newcastle City Council	02 4974 2000 (Monday to Friday, 8.00am - 5.00pm) or via the website – pollution incident reporting
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)	132 701
NSW Office of Water	02 8838 7885
Bush Fire Control Officer	1800 049 933
Poisons Information Centre	131 126
Hunter Water	1300 657 000
Ausgrid (powerline emergencies)	13 13 88



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11. Notification of Neighbours

Communication with the local community may also be undertaken depending on the circumstances of the pollution incident. Kooragang Recycling 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.
- Door Knock

The initial notification should be brief and contain only a description of the environmental threat together with instructions what to do. E.g.

- We are experiencing elevated dust emissions from the site. Please keep your doors and windows closed until further notice.
- Due to a diesel spillage onto a street from the site, a cleanup operation is being organised. Please be watchful for road closures in relation to this operation.

A follow up information on the resolution of emergency situation would be timely conducted also on the phone. If required, further information would be disseminated by means of a letterbox drop.

12. Incident Response Training

Kooragang Recycling 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.

13. 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.



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14. 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

Kooragang Recycling 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:

Version Tested	Description of Drill	Date
V10	Spill and Contact Details	8/6/2022
V11	Desktop Review and confirmation of immediate notification numbers	4/07/2023
V12	Desktop review of document	09/08/2024
V13	Desktop review of document	08/08/2025
V14	Release of water from site	2/07/2026



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APPENDIX A: SITE LOCATION

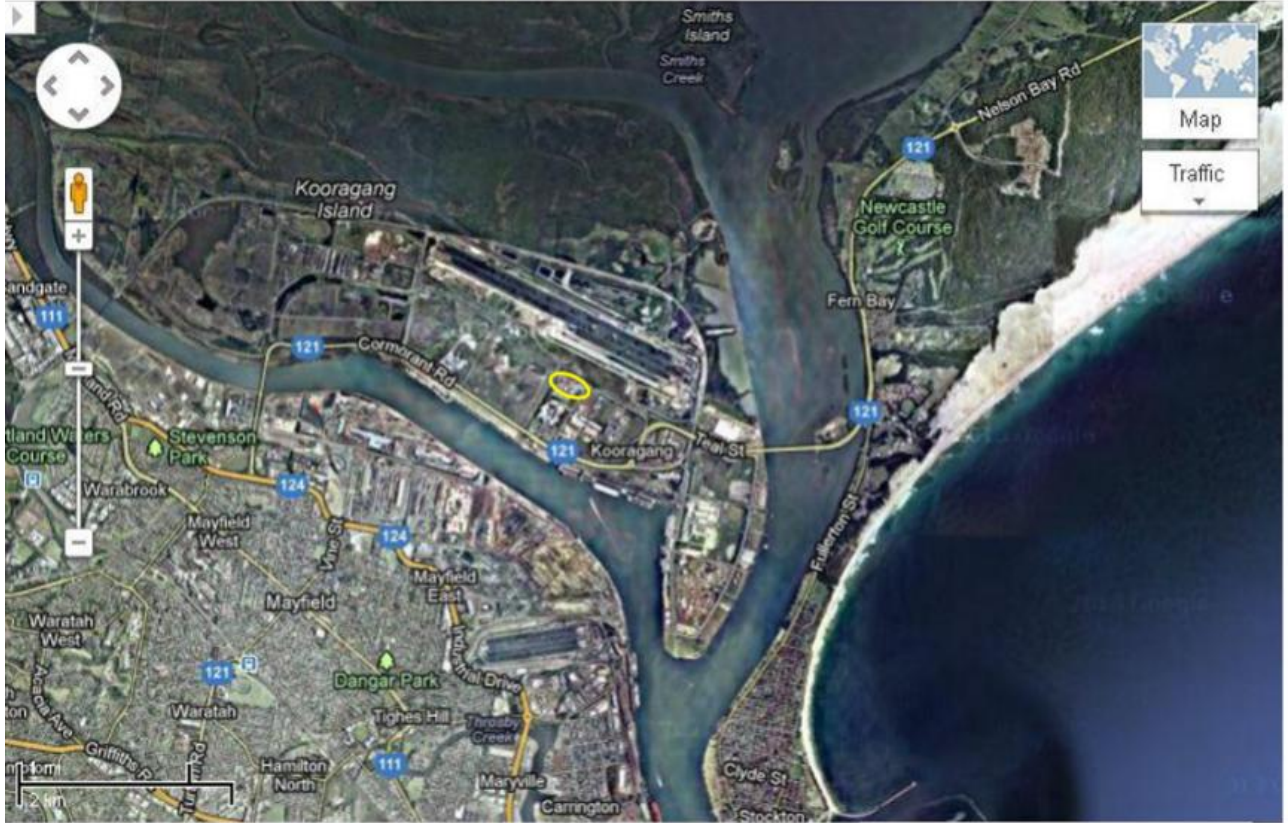


Figure 1: SITE LOCATION

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Figure 2: SITE LAYOUT

External



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Figure 3: MAP OF AFFECTED AREAS

External



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APPENDIX B: PIRMP RESPONSE ACTIONS

Incident No 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 (Caltex No. 1800033111 or Transpacific 02 96007185) to pump-out bund contents • Area to be restricted to Incident Response Personnel • Ensure spill kit available for any release from bund • If any release from bund onto unsealed soil/surface water - Environmental Consultants to be engaged to investigate & remediate contamination. • Repair/replace tanks • Refuel tanks <p>Inspect bund for ongoing serviceability</p>
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Site Manager • Call service provider (Site Manager) • Spill Kit manager (Supervisor) • Periodic inspections and update reporting of site and bund (Site 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. Site Manager and any advice provided by Fire Dept. as part of attendance after immediate notification.
Communications	<p>Internal:</p> <ul style="list-style-type: none"> • Site Manager • Environmental Manager NSW / ACT and Local Environmental 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 or Fire Department as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Service Provider to dispose of diesel and advise on required clean-up.
Reporting and re-preparedness	<p>See</p> <ul style="list-style-type: none"> • Incident Reporting, Investigation and Action Management Protocol • Spill Management Model Protocol



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Incident No 2

	<p>Excessive airborne dust from stockpiled material, mobile plant and 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 assess weather and site conditions • Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) <p>Dust suppression activity to commence immediately on stockpiles</p>
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Site Manager • Call service provider (Site Manager) • Periodic inspections and update reporting of site and surrounding area (Site Manager)
Scale of incident	Incident would be localised to the area surrounding stockpile area, with minimal external impact.
Evacuate	Only if fire or explosion potential exists. Site Manager and any advice provided by Fire Dept. as part of attendance after notification.
Communications	<p>Internal:</p> <ul style="list-style-type: none"> • Site Manager • Environmental Manager NSW / ACT and / or Environmental 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 or Fire Department as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Service Provider to dispose of diesel and advise on required clean-up.
Reporting and re-preparedness	<p>See</p> <ul style="list-style-type: none"> • Incident Reporting, Investigation and Action Management Protocol • Air Management Model Protocol



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Incident No 3

	<p>Uncontrolled release of water from site Water Management System causing material harm to the environment</p> <p>Actions Required:</p> <ul style="list-style-type: none"> • Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) • Ensure bund integrity is sound throughout the entire period of incident (i.e. periodic inspections) • Contact local neighbours if going to be inundated by rise of water • Area to be restricted to Incident Response Personnel • If any release from site onto unsealed soil/surface water - Environmental Consultants to be engaged to investigate and remediate contamination if any • Contact local contractor to rebuild dams immediately
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Site Manager • Call service provider (Site Manager) • Periodic inspections and update reporting of site and system (Site Manager)
Scale of incident	Catastrophic failure of one or more components of the water management system 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.
Evacuate	Only if flood potential exists. Site Manager and any advice provided by Fire Dept. as part of attendance after immediate notification.
Communications	<p>Internal:</p> <ul style="list-style-type: none"> • Site Manager • Environmental Manager NSW / ACT and Environmental 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 or Fire Department as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Consultants to be contacted to advise on required clean-up.
Reporting and re-preparedness	<p>See</p> <ul style="list-style-type: none"> • Incident Reporting, Investigation and Action Management Protocol • Water Management Model Protocol



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Incident No 4

	<p>Excessive smoke as a result of infrastructure or equipment fire causing significant and unexpected 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) Who: Site Manager or delegate • Emergency response plan to be activated as necessary including firefighting if possible or calling Emergency Services Who: Warden • Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) Who: Warden
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Site Supervisor
Scale of incident	Incident would be localised to the area with external impact due to smoke
Evacuate	Only if fire or explosion potential exists. Advice to be provided by Fire Dept as part of attendance after immediate notification. No external evacuation required unless potential for explosion or for expansion of the fire, or if wind has the potential to carry smoke to neighbouring residences.
Communications	<p>Internal:</p> <ul style="list-style-type: none"> • Site Manager • Environmental Manager NSW / ACT and / or Environmental Business Partner <p>External mandatory:</p> <ul style="list-style-type: none"> • Immediate Reporting Contact Sheet to be used <p>External non-mandatory:</p> <ul style="list-style-type: none"> • Contact neighbours affected (will be dependent on wind direction). The environmental representative is to be consulted as to which neighbours will be affected by a particular wind direction.
Rescuer / respondent + safety checks	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Burnt and damaged materials to be disposed externally and recycled if possible.
Reporting and re-preparedness	<p>See SOPs:</p> <ul style="list-style-type: none"> • Incident Reporting, Investigation and Action Management Protocol • Review of PIRMP • Review of relevant Management plan • Reporting as per Conditions of consent • Reporting as per EPL



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APPENDIX C: 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				
SafeWork NSW				
Other:				
Other:				
Summary of initial communication:				



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Person undertaking notification (Name/Function):		
Date and time when additional information becomes 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				
Fire and Rescue NSW				
Local Council				
SafeWork NSW				
Other:				
Other:				
Summary of additional communication				



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Kooragang Recycling – 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]

EXTERNAL NOTIFICATIONS	
Government Authority - compulsory notifications	Emergency notification phone number
EPA – Environment Line	131 555
Fire and Rescue NSW (FRNSW)	1300 729 579
Newcastle City Council	<u>02 4974 2000</u> (Monday to Friday, 8.00am - 5.00pm) or via the website – pollution incident reporting
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.