

Milbrae Quarries Pty Ltd
Quartzite Gravel Quarry
Colinroobie Road
Leeton NSW
Pollution Incident Response Management Plan
September 2012



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Pollution Incident Response Management Plan – Milbrae Quarries

Introduction

Milbrae Quarries Pty Ltd Quartzite quarry is located on Colinroobie Road, Leeton NSW. The Property is owned by C & M Woods and operated under Licence by Milbrae Quarries Pty Ltd. The quarry is only operated on an intermittent basis which is determined by customer demand and is associated with Environmental Protection Licence 2278.

Quarrying activities have been minor in recent years, however the Company's Administration complex, Mechanical and Engineering workshops and Explosives storage continue to operate from the Property.

The Administration, workshops and explosives storage areas are surrounded to the north and west by hilly virgin bushland areas and to the east and south are dry land and irrigation cropping area, which may be impacted should a pollution incident occur at the Milbrae Quarry site. It is considered highly unlikely that an environmental impact would extend beyond the property due to the distance from the boundary where the possible causes could originate from.

In addition to the property itself, the following may be impacted:-

- Landholders adjacent to the south and east of the quarry
- Downstream water courses (including adjacent landholders dams)

This Pollution Incident Response Management Plan (PIRMP) provides details of the processes which are in place in the event of a pollution incident at the Milbrae Quarry site to:-

- ensure comprehensive and timely communication about the pollution incident, is provided to;
- Relevant Company staff
- Emergency Services 000
- Environment Protection Authority 131 555
- Ministry of Health Leeton Hospital 02-6953-1111
- WorkCover NSW 13 10 50
- Fire and Rescue NSW 000
- minimise and control the risk of a pollution incident by identifying risks and developing planned actions to minimise and manage those risks;
- ensure the PIRMP is implemented by trained staff, identifying persons responsible for implementing it, and ensuring that the PIRMP is regularly tested for accuracy, currency and suitability.

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The operation of the Milbrae Quarry site must comply with the:

- Work Health and Safety Act 2011 (WHS Act)
- Work Health and Safety Regulations 2011 (WHS Regs)
- Protection of the Environment Operations Act 1997 (POEO Act)
- Environment Protection Licence No. 2278

Part 5.7A of the POEO Act requires that:

- All holders of Environment Protection Licences (EPLs) must prepare a PIRMP;
- Licensees must keep the plan, in hard copy format, at the premises to which the EPL relates;
- Licensees must test the plan; and
- 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.

Authority & Indemnity

During an emergency situation or exercises, the responsible ESR Emergency response Personnel shall have authority to issue instructions to evacuate all persons from the site and or areas. Such instructions are to be adhered to at all time by employees and visitors. These personnel shall be indemnified against civil liability resulting from practice or emergency evacuations of a site where personnel act in good faith and in the course of their duties

PRINTED COPIES OF THIS PLAN MUST BE AVAILABLE AT:

- **ADMINISTRATION OFFICE OF MILBRAE QUARRIES**
- **MECHANICAL WORKSHOP**
- **ENGINEERING WORKSHOP**

When Does this Plan Apply?

This Plan must be implemented if a pollution incident occurs at any complex within the Milbrae Quarry site on Colinroobie road.

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.

(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.

(b) Loss includes the reasonable cost and expenses that would be incurred in taking all reasonable measures to prevent, mitigate or make good harm to the environment

Description and Likelihood of Hazards

The quarry site comprises Administration, Mechanical and Engineering Workshops, fuel and explosives storages.

- The administration and engineering complexes have a minimal likelihood of contributing to an environmental impact.
- The mechanical workshop may have the potential to cause minor impacts to the environment through the escape of oils stored within the workshop or fuel spillage from a vehicle undergoing mechanical repairs.
- The aboveground fuel storage is located at the rear of the workshop and bunded with a capacity to maintain 110% of the tanks capacity
- The explosives storage has a high potential to cause harm to human health.

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The main hazards associated with the activities undertaken at the Milbrae Quarry site that have the potential to affect human health or the environment, are:

Hazard	Likelihood	Factors increasing likelihood
Injuries to persons from vehicles on site	Medium	Manoeuvring heavy plant & vehicles on site Unauthorised persons on site
Injuries to persons from falls on site, including falls from plant or vehicles	Medium	Operating and maintenance of plant & vehicle on site Unauthorised persons on site
Fuel spills during vehicle maintenance and fuel delivery with the potential to contaminate land and/or water	Medium/ High	Maintenance operations, fuel deliveries, damage to storage facilities
Oil spills during vehicle maintenance potential contamination of land and/or water	Medium/ High	Maintenance operations, deliveries to site, damage to storage facilities
Fires	High	Refuelling Explosions
Explosion	High	Contamination of explosives Unauthorised persons on site

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Pre-emptive Actions to be taken

Pre-emptive actions to be taken to minimise or prevent any risk of harm to human health or the environment include:

Hazard	Pre-emptive action to minimise risk
Injuries to persons from vehicles and plant manoeuvring on site	<p>Workers and visitor induction warning of manoeuvring vehicles.</p> <p>Visitors should remain in the company of a Company representative</p> <p>If unauthorised persons are found on site, persons should be escorted from the site.</p> <p>High visibility clothing to be worn at all times.</p> <p>Keep non-essential personnel clear of work areas.</p> <p>Machinery to be equipped with reversing alarms, revolving flashing light and roll over protection system (if required).</p> <p>Plant operator must ensure ignition is turned off and hand brake engaged.</p> <p>Vehicle to be parked on flat surface if possible.</p> <p>Bucket of excavator/ loader must be placed on the ground.</p> <p>Before approaching plant, personnel shall wave hands in the air to gain the operator's attention.</p> <p>Personnel shall maintain eye contact with the operator when approaching and ensure operator has lowered the bucket and placed the machine in "idle" mode before approaching.</p>
Hazard	Pre-emptive action to minimise risk
Injuries to persons from falls on site, including falls from plant	<p>Maintain barriers and access controls to prevent unauthorised access.</p> <p>Ensure adequate warning signage at dangerous locations.</p> <p>If unauthorised persons are found on site, persons should be escorted from the site.</p> <p>Periodic site inspections when site unoccupied.</p> <p>Site to be kept clear of materials & debris.</p> <p>Workers to wear approved footwear.</p> <p>Workers shall be aware of uneven surfaces and proceed with care.</p> <p>Workers should maintain 3 point contact when accessing plant.</p> <p>Use access equipment, ie boom lift where possible whilst working on machinery</p> <p>Maintain sound footing whilst working at heights on machinery</p>

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Hazard	Pre-emptive action to minimise risk
<p>Fuel spills during vehicle maintenance and fuel delivery with the potential to contaminate land and/or water</p>	<p>Vehicle/plant maintenance shall be carried out in the designated areas.</p> <p>Maintain fuel storage bunding wall in good condition</p> <p>Fuels and lubricants to be stored in designated areas.</p> <p>Maintain clean and organised work areas to help prevent accidents.</p> <p>Maintain vehicles and plant in accordance with manufacturer's Specifications.</p> <p>Spill kit shall be located in close proximity to storage area on site and regularly inspected and maintained.</p> <p>Personnel shall be trained in use of spill kits.</p>
<p>Fires in vehicles</p>	<p>Refuelling shall be carried out with engine stopped and at designated bowser area</p> <p>Fuels and lubricants shall only be transported in approved containers</p> <p>Maintain clean and organised work areas to help prevent accidents.</p> <p>Explosives are only to be transported in "registered explosives vehicle" and in approved safety boxes</p> <p>Fire extinguishers shall be carried in plant.</p>
<p>Explosion</p>	<p>Fuels and lubricants shall only be transported in approved containers</p> <p>Maintain clean and organised work areas to help prevent accidents.</p> <p>Explosive storage bunkers and compound to be locked at all time and alarm system activated.</p> <p>Explosives are only to be transported in "registered explosives vehicle" and in approved safety boxes.</p> <p>Don't transport prohibited mixed substances of explosives in same vehicle</p> <p>Fire extinguishers shall be carried in plant.</p>

Inventory of Pollutants

- Diesel fuel
- Oils/Lubricants
- Ammonium Nitrate
- Powegel (explosive)
- Detonators

Safety Equipment

Equipment for Use on Site

Equipment	Location
Spill Kit	Workshop
Fire Extinguisher	Located in all buildings and carried in all vehicles and plant
Bunding	Diesel Fuel storage is bunded
Security System with Back to Base Monitoring	Explosives Storage

Personal Protective Equipment (PPE)

Milbrae Quarries has a Personal Protective Equipment Policy located within the Company's Safety Management Plan to ensure the proper selection, supply, use, replacement, maintenance and storage to ensure people are instructed and trained in its use and to monitor its use.

As a basic minimum all employees of Milbrae shall wear issued protective clothing, approved safety boots, high visibility clothing and or a high visibility safety vest. The wearing of other approved PPE such as hearing protection, safety goggles, sun protection etc shall be worn in accordance with the Company's Safety Management Plan.

Hazardous Substances

Hazardous substances are only to be stored in designated storage areas. Explosives are to be stored in respective secured storage facilities.

The following provisions apply if hazardous substances are brought onto the site for operational purposes or storage.

Ensure that hazardous substances used at Milbrae are provided with labels and Material Safety Data Sheets (MSDS); ensure that employees with the potential to be exposed to a hazardous substance are provided with information and training on the nature of hazards; provide for an assessment of the risk and control of exposure to hazardous substances.

A copy of all relevant MSDS shall be kept in close proximity to the storage area of the hazardous substance. Employees who propose to use a hazardous substance and are unfamiliar with the safe use of that substance shall refer to the MSDS prior to using that substance.

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All storage and use of hazardous substances shall be in accordance with the MSDS. All hazardous substances will be stored in their original containers with the label intact at all times and hazardous substances of prohibited mixed classes shall not be stored together

Explosives

Hazardous substances of prohibited mixed classes shall not be transported or stored together.

Explosives storage areas are to be locked at all times and the alarm monitoring system activated

Contact Details

If a pollution incident occurs, the following organisations shall be contacted in the order listed.

1. 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.
2. Call your respective manager or if unavailable contact

Company Office	02-6953-4401
Brett Woods	0427-252-022
Michael Pygram	0408696-830
3. Environment Protection Authority 131 555
4. WorkCover 13 10 50
5. Rural Fire Service (02)-6964-1144
6. Department of Trade & Investment (mineral resources) (02)-6391-3100

Calls 1 and 2 shall be made by the Supervisor or another staff member on site immediately the incident occurs.

The respective site Manager shall then assume responsibility for responding to the incident, including contacting other responsible agencies.

Note, that the law requires that this contact process should be initiated immediately after a pollution incident occurs.

Actions to be taken during or immediately after a Pollution Incident

- Address the immediate cause of the incident.
- Identify any injured persons, ensure their immediate safety and render first aid.
- Commence contact process set out above.
- Cooperate with emergency services attending the site.
- Responsible manager to assume control.
- Responsible manager to record incident and develop and implement incident response plan.
- Responsible manager to develop communications with supervisors and staff

Quarry Location & Directions

In the event of an emergency the following directions should be relayed to the Emergency Service personnel to assist them in a timely arrival at the emergency location.

1. Travel from Leeton along Brobenah road to the intersection of Colinroobie road
2. Turn right and follow Colinroobie road for approximately 6Klm's
3. Large stone entrance on the left hand side identifies the Milbrae Quarry entrance
4. Follow bitumen road to the Administration and workshop buildings

Communicating with Neighbours and the Local Community

There are no immediate neighbours adjacent to the quarry that would be placed at immediate risk with the nearest neighbour approximately 1.5 kilometres from the Milbrae office and workshop complexes.

In the event of a pollution incident occurring at the quarry, Milbrae Management will arrange for direct contact with the owners and occupiers of nearby properties who could potentially be affected by an incident.

Advice to be provided to neighbours shall include:

- Air Pollution incident – persons in the affected area should close windows and doors and remain inside for the duration of the incident or instructed to vacate.
- Likelihood of explosion – persons to evacuate the area and keep clear of Milbrae site.
- Contaminated water runoff – persons should avoid using or entering water in downstream waterways

Minimising Harm to Persons on the Premises

The risk of harm to persons on the premises shall be minimised by implementing the preventive actions to minimise risk set out above.

Site Evacuation

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An emergency assemble area is on the left of the entrance exit road adjacent to the Engineering Workshop and shall be complied with in accordance with Milbrae's Emergency Response Plan (copy located in each building). In case of an evacuation the Supervisor shall notify all persons on site to evacuate the site. Persons shall not leave the assembly point until instructed to do so by the Supervisor. Any need to evacuate shall be recorded on the Milbrae Accident/Incident report.

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Map

Location of Milbrae Quarries



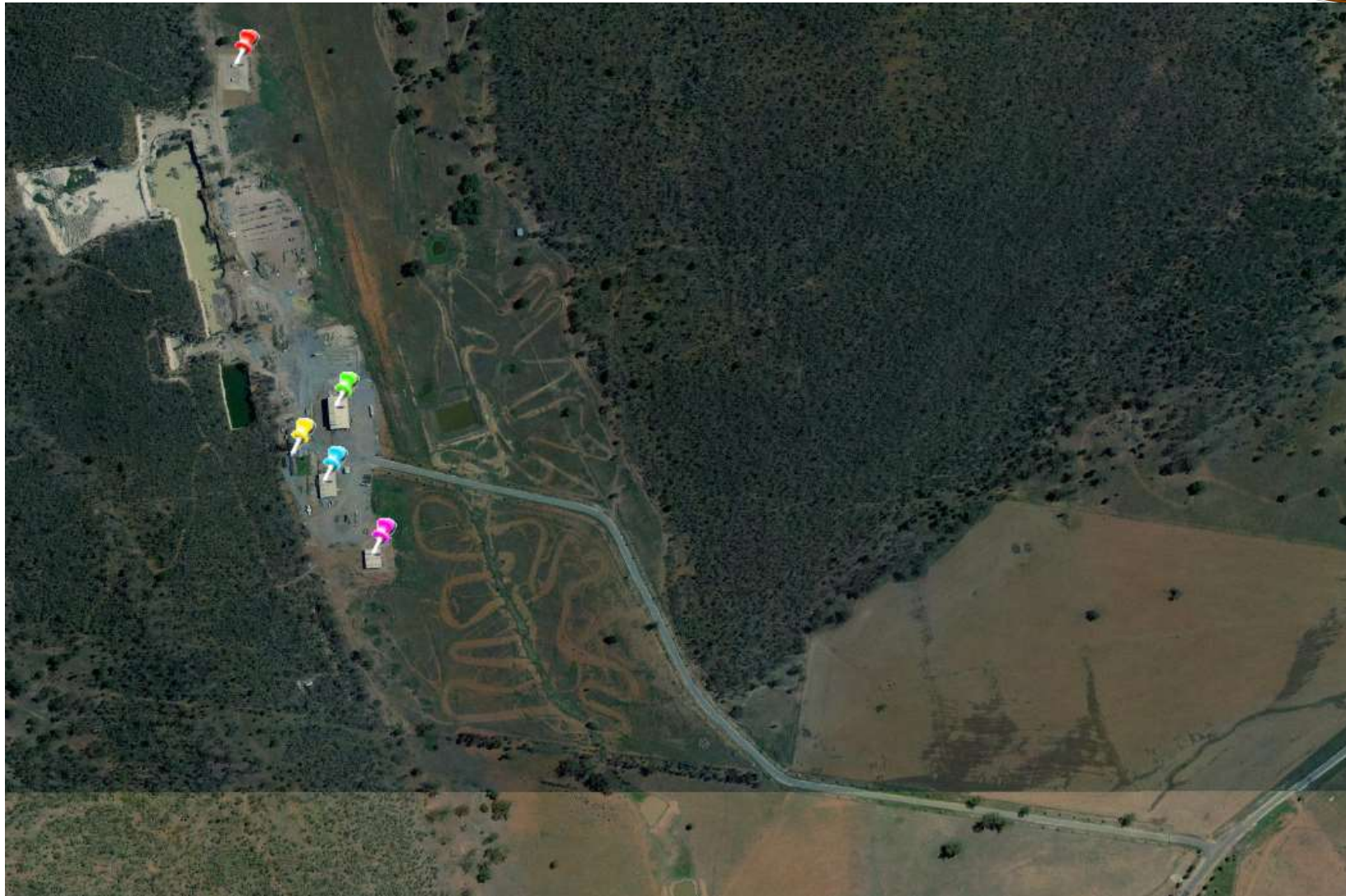
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Legend

- Purple - Ammonium Nitrate store
- Blue – Mechanical Workshop
- Yellow - Office Complex
- Green - Engineering Workshop
- Red - Explosives Compound

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Legend

- Purple - Ammonium Nitrate store
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Staff Training

Site Induction

Milbrae Management are responsible for ensuring that prior to commencing work at the Milbrae Quarry site, all workers are inducted using the Milbrae's Employees Induction form. The purpose of the Induction is to ensure that all personnel entering the quarry complex are aware of the hazards and control measures within the quarry. Workers only need to undertake the induction once unless conditions change in the quarry to such an extent that a new Induction of all persons is required.

Training of Operational Staff

Safety Training Profiles have been developed for all staff positions.

Employees should only undertake tasks for which they have received appropriate training or accreditation or have been deemed competent under Milbrae's Competency system.

Employees required to operate plant and equipment shall be appropriately trained and deemed competent or licensed to operate the item of plant or equipment safely.

A record of appropriate qualifications, competencies and licences of employees will be maintained by Milbrae's Human Resources personnel.

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Availability of Plan

Printed copies of the current version of this plan shall be available at:

- ADMINISTRATION OFFICE OF MILBRAE QUARRIES
- MECHANICAL WORKSHOP
- ENGINEERING WORKSHOP
- A COPY OF THE PLAN SHALL BE AVAILABLE ON THE COMPANY'S WEBSITE

Testing the Plan

PIRMPs must be tested routinely at least once every 12 months. This testing is to be carried out in such a manner as to ensure that the information included in the plan is accurate and up to date, and that the plan is capable of being implemented in a workable and effective manner.

This plan shall be routinely tested by:

1. Conducting an incident response and evaluation drill at the site based on a possible incident scenario.
2. Simulating the communications process required as part of the incident response, including the roles of Milbrae staff off site.

A written evaluation of these tests shall be undertaken, and records of these evaluations shall be retained by the Milbrae WHS Officer