

Pollution Incident Response Management Plan



Milbrae Quarry
Milbrae Quarries Pty Ltd
Quartzite Gravel Quarry
Colinroobie Road, Leeton NSW

May 2021 - Version 2

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Contents

Title page	1
Contents /Document updates	2
Introduction	3
Compliance	4
Authority and indemnity	4
When does this plan apply	4-5
Description and likelihood of hazards	5-8
Inventory of pollutants	9
Emergency response equipment	9
Personal Protective Equipment (PPE)	9
Hazardous substances	9-10
Explosives	10
Contacts	10
Quarry location and directions	11
Map	11
Communications with neighbouring residents and the local community	12
Minimising harm to persons on the premises	12
Site evacuation	12
Worker training	12-13
Testing the PIRMP	13
Availability of PIRMP	13
Roles and responsibilities	13-14
Appendix A: Incident responses	15-17
Appendix B: Log of plan tests	18

Document updates

Date	Updates
May 2021	Complete document update – update to version 2

Introduction

Milbrae Quarry is located on colinroobie Road, Leeton NSW.

The property is owned by [REDACTED] and operated by Milbrae Quarries Pty Ltd. The quarry is operated 5 days per week Monday to Friday and periodically on Saturdays which will be determined by customer demand and in compliance with Environmental Protection Licence 2278.

The site has an administration building, mechanical workshop, engineering workshop and explosive storage areas located on the premises. The site is surrounded to the north and west by hilly, virgin bushland areas. To the east and south is dry land and irrigation cropping areas, which could be impacted should a pollution incident occur at the Milbrae Quarry site.

In addition to the property itself, the following can be impacted:

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

The 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 to:

- 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 workers, identifying persons responsible for implementing it, and ensuring that the PIRMP is regularly tested for accuracy, currency and suitability.
- Ensure comprehensive and timely communication about the pollution incident is provided to those individuals/services below as necessary:

Person/Service	Contact number
Relevant company staff – head office	(02) 6953 4401
Emergency Services	000
Environmental Protection Authority	131 555
Leeton Hospital	(02) 6953 1111
SafeWork NSW	13 10 50
Fire and Rescue NSW	000
Resources and Energy NSW	(02) 6360 5333

Compliance

The operation of the Milbrae Quarry site must comply with the:
Work Health and Safety Act 2011 (WHS Act)
Work Health and Safety Regulations 2017 (WHS Regs)
Protection of the Environment Operations Act 1997 (POEO Act)
Environmental Protection Licence (EPL) NO. 12523
Any other relevant Environmental Legislation

Part 5.7A of the POEO Act requires that:

- All holders of an Environmental Protection Licence (EPL) must prepare a PIRMP.
- Licensees must keep a plan, in hard copy format, at the premises to which the EPL relates.
- Licensees must test the plan.
- 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 and Indemnity

During an emergency situation or exercise, the responsible 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 times by workers (including contractors) and visitors. These personnel shall be indemnified against civil liability resulting from practice or emergency evacuations of the site where personnel act in good faith and in the course of their duties.

When does this plan apply?

This plan must be implemented if a pollution incident occurs at the Milbrae Quarry.

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, or 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 reported 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:

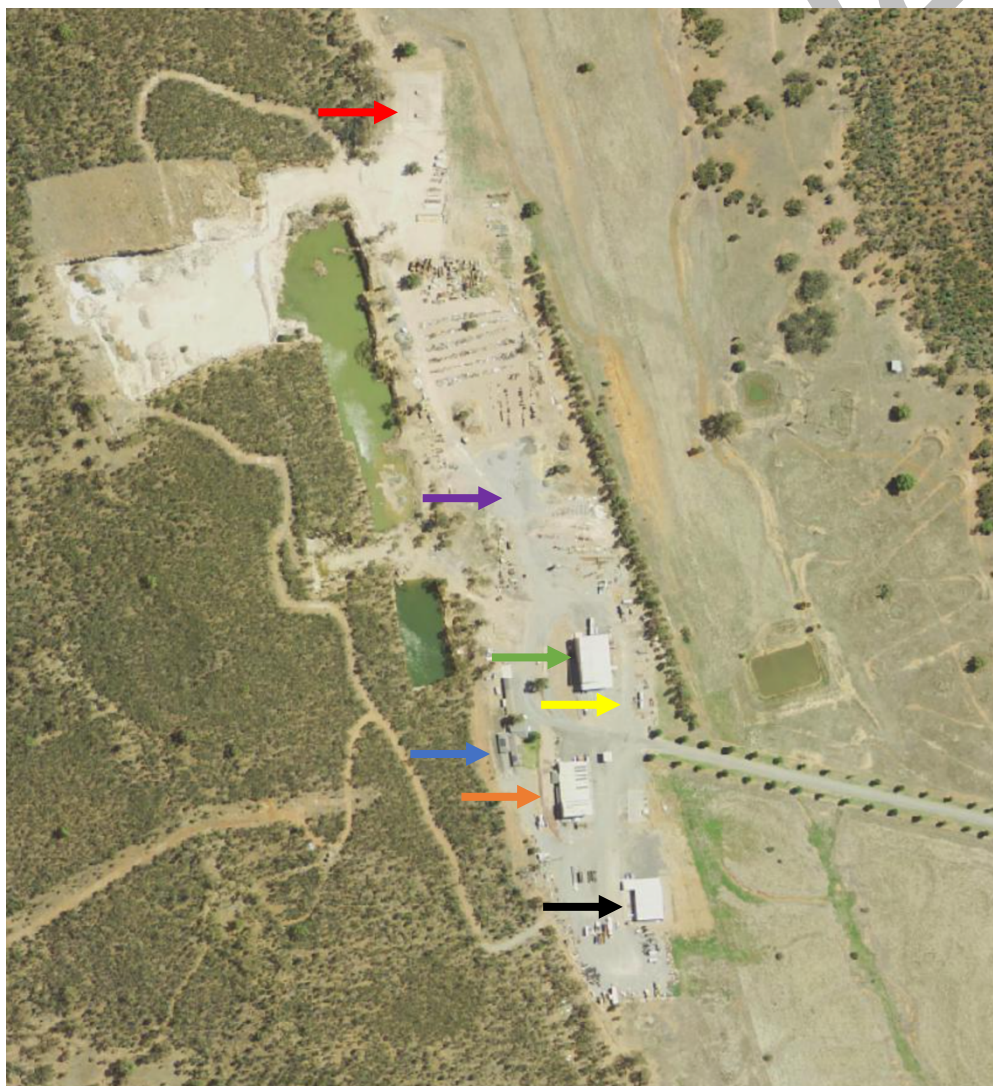
- It involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or

- 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

This quarry comprises of administration, mechanical and engineering workshops, fuel and explosives storage, mobile equipment and quarry operations:

- 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 above ground fuel storage is located at the rear of the workshop and bunded with a capacity to maintain 110% of the tank’s capacity.
- The explosives storage has a high potential to cause harm to human health.



Key:

- Administration complex
- Mechanical Workshop
- Engineering Workshop
- Quarry
- Fuel storage
- Explosives Compound
- Ammonium nitrate stores (not currently in use)



The main hazards associated with the activities undertaken at the Milbrae Quarry that have the potential for environmental impact are:

Hazard	Likelihood	Factors increasing likelihood	Controls
Diesel or other hydrocarbon spills during workshop maintenance/services, fuel delivery, uncontrolled spills from equipment/vehicles and storage tank failure with the potential to cause harm to the environment or human health	Medium/High	<ul style="list-style-type: none"> • Maintenance and services in the workshop • Fuel deliveries • Operation of mobile equipment • Damage to storage facilities • Tank integrity failure 	<ul style="list-style-type: none"> • Inductions are conducted for all workers • Site security fencing is in place, preventing unauthorised access • Firefighting equipment is located at the site including the refuelling area • Vehicle/plant maintenance shall be carried out in designated areas • Fuel storage bund wall must be maintained in good condition • Fuels and lubricants to be stored in designated areas • Maintain clean and organised work areas to help prevent accidents • Maintain vehicles and plant in accordance with manufacturers specifications, including completion of pre-starts • Regular site inspections • Spill kits shall be located in close proximity to storage areas on site and regularly inspected and maintained. Site personnel to be trained in use of spill kits
Oil spills during vehicle maintenance/services with the potential to cause harm to the environment	Medium	<ul style="list-style-type: none"> • Maintenance/service operations • Deliveries to site • Damage to storage facilities 	<ul style="list-style-type: none"> • Scheduled plant services and maintenance • Training/VoCs for the use of mobile equipment and fixed plant • Inductions are conducted for all workers • Site security fencing is in place, preventing unauthorised access • Vehicle/plant maintenance shall be carried out in designated areas



			<ul style="list-style-type: none"> • Oils to be stored in designated areas • Oils and lubricants to be stored in designated areas • Maintain clean and organised work areas to help prevent accidents • Maintain vehicles and plant in accordance with manufacturers specifications, including completion of pre-starts • Regular site inspections • Spill kits shall be located in close proximity to storage areas on site and regularly inspected and maintained. Site personnel to be trained in use of spill kits
<p>Fire/Explosion</p>	<p>High</p>	<ul style="list-style-type: none"> • Refuelling • Explosives storage • Incompatible substances 	<ul style="list-style-type: none"> • Signage in place 'no ignition sources' where required • Procedure in place for refuelling • Refuelling shall be carried out with engine stopped and at designated bowser area • Licenced and competent drill and blast team • Planned blasts • Compliant storage of explosives-Explosives are only to be transported in 'registered explosives vehicles' and in approved safety boxes • Explosives are stored under SafeWork NSW Licence • Authorised persons only have access to explosives compound • Explosives compound is fenced and distanced from offices, workshop and quarry • Explosives control plan is held by the site and all relevant personnel are trained



			<ul style="list-style-type: none"> Fuels and lubricants shall only be transported in approved containers Maintain clean and organised work areas to help prevent accidents Fire extinguishers shall be carried in all mobile equipment and at fixed plant Incompatible substances must not be stored together
Uncontrolled release of blast fumes	High	<ul style="list-style-type: none"> Contamination of explosives Unplanned mishaps with blasting 	<ul style="list-style-type: none"> Blasting occurs as per EPA licence conditions Blasting occurs within production pit Procedures in place for blasting Designated 'safe locations' are in place for site personnel when blasting takes place
Excessive airborne dust from stockpiled materials, haul roads, processing plant	High	<ul style="list-style-type: none"> Stockpiling Crushing operations Use of haul roads Weather conditions Issues with dam pump not working effectively Water cart/dam pump out of use 	<ul style="list-style-type: none"> Water pumped up from dam pump for dust suppression Water cart on site Water sprays located on the fixed plant Regular inspection and maintenance of dust suppression and pit pump

Inventory of pollutants

- Diesel fuel
- Oils/lubricants
- Ammonium Nitrate (not currently in use, however, may be back in use in future)
- Powegel (explosive) (stored at the site/used on site when blasting occurs/transported off site when blasting at other sites)
- Detonators (stored at the site/used on site when blasting occurs/transported off site when blasting at other sites)

Emergency response equipment

Equipment for use on site:

Equipment	Location
Fire extinguisher	Located in all buildings, on mobile equipment and in Milbrae light vehicles
Spill Kit	Located at the site plant
Bundling	Diesel fuel/oil and other hazardous substance stores are banded using fixed and portable bunds

Personal protective equipment (PPE)

Milbrae Quarries has a Personal Protective Equipment Policy located within the company's Safety Management System to ensure proper selection, supply, use, replacement and maintenance and storage of all PPE. Milbrae has a responsibility to ensure that its workers are trained in the proper use of PPE and must monitor compliance.

As a basic minimum, all workers of Milbrae Quarries shall wear issued high visibility protective clothing (or a high visibility safety vest) and approved safety boots. The wearing of other approved PPE such as; hard hats, hearing protection, safety goggles/glasses, sun protection etc shall be worn in accordance with company's procedures.

Hazardous Substances

Hazardous substances are only to be stored in designated storage areas. Explosives are to be stored in the respective secured storage facilities and are not permitted to be stored anywhere else on the quarry site, unless a blast is taking place.

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 Safety Data Sheets (SDS); ensure that workers with the potential to be exposed to hazardous substances are provided with information and training on the nature of hazards; controls are to be in

place through risk assessment where exposure exists.

A copy of all relevant SDS shall be easily accessible for hazardous substances. Workers who propose to use a hazardous substance and are unfamiliar with the safe use of that substance shall refer to the SDS prior to using that substance.

All storage and use of hazardous substances shall be in accordance with the SDS. 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 on site is secured and is not left unattended. All conditions as per the Milbrae Explosives Security Plan must be in place.

Contacts

If a pollution incident occurs, the following personnel/services shall be contacted in order listed as required:

Name/Service	Contact
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.	000
Manager: [REDACTED]	[REDACTED]
Company contact: [REDACTED]	[REDACTED]
Company contact: [REDACTED]	[REDACTED]
Company head office	(02) 6953 4401
SafeWork NSW	13 10 50
Rural Fire Service	(02) 6942 1411
Resources and Energy (mineral resources)	(02) 6360 5333

If an incident occurs, a call shall be made to 000 if required, followed by the site manager or an alternate company contact immediately.

The respective manager shall then assume responsibility for responding to the incident, including contacting other responsible agencies/services as required.

Note – Law requires that contact processes are to be initiated immediately after a pollution incident occurs.

Quarry location and 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 6km's.
3. The large stone entrance on the left-hand side identifies the Milbrae Quarry entrance.
4. Follow the bitumen road to the administration and workshop buildings.

Map – location of Milbrae Quarry



Communications with neighbouring residents 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 site office and workshop complex.

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 by Milbrae management shall include:

- Air pollution incident – persons in the affected area should close windows and doors and remain inside for the duration of the incident unless 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 steps of 'action' outlined in Appendix A. Follow all instructions of the site Emergency Response Personnel in charge.

Site evacuation

In the case of an evacuation, management shall notify all personnel on site to evacuate the site to the designated Emergency Assembly Area at the front office or front entry gate. This will be communicated in the event of an emergency. Evacuations are to be in accordance with the sites Emergency Response Plan, which is accessible at site. No person shall leave the Emergency Assembly Area until instructed to do so by the supervisor/manager or delegate. Any need to evacuate shall be recorded on the Milbrae Accident/Incident report.

Worker training

Site induction –

Milbrae management are responsible for ensuring that prior to commencing work at Milbrae Quarry, all workers are inducted using the Milbrae online Rapid Global Site-Specific Induction. The purpose of the induction is to ensure that all personnel entering the site are aware of the hazards and control measures and any specific site conditions within the quarry. Workers are required to complete the induction once unless changes occur in which a new induction will then be issued.

Training in the use of emergency response equipment-

During the testing of this PRIMP workers will have the opportunity to be trained on the emergency response equipment such as; the spill kit contents and use of these items.

Formal fire extinguisher training has also been conducted.

Testing the PIRMP

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, up to date, and can be 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 workers off site.

Availability of the PIRMP

Printed copies of this plan must be available at:

- The administration office of Milbrae Quarries
- On-site at Milbrae Quarry
- A copy of the plan shall be available on the company’s website

Roles and responsibilities

Position	Responsibility
Workers including contractors	Become familiar with the contents of this plan and its location. Follow the procedures outlined in the PIRMP. Immediately report any environmental incidents or near misses to the site supervisor or second in charge. Call 000 for emergency purposes if required
Supervisors / Second in charge	Become familiar with the contents of this plan and its location. Follow the procedures outlined in the PIRMP. Immediately report any environmental incidents or near misses to the Quarry Manager or an alternate company contact outlined in this plan. Call 000 for emergency purposes if required. Conduct incident investigations as required.
Operations Manager/ HSE Representative	Authorisation of the PIRMP. Administration, maintenance and implementation of the PIRMP. Notify regulatory authorities if the incident has caused or threatens “material environmental

	<p>harm.” Putting an incident control plan in place. Conducting investigations and providing guidance on controls in line with any regulatory feedback. Notify surrounding residents if required. Put measures and controls in place to ensure the event does not occur again.</p>
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Website Version



Appendix A: Incident responses

<p>Incident: Diesel or other hydrocarbon spills during workshop maintenance/services, fuel delivery, uncontrolled spills from equipment/vehicles and storage tank failure with the potential to cause harm to the environment or human health</p>	<p>Actions:</p> <ul style="list-style-type: none"> • Make the area safe and restrict access if required. Area should be restricted to incident response personnel. • Place any spill response items out as required to capture the release or prevent it from spreading if possible. • Follow your 'role and responsibility' (p.13) and contact relevant people/services in the 'contact details' section (p.10). • If the release of diesel is at the diesel storage tank, ensure that the bund is capturing the full volume of diesel/hydrocarbon. Contact the diesel/hydrocarbon provider to pump out contents in the bund if practical. • For release of diesel/hydrocarbon onto unsealed soil/surface water – Environmental consultants may be required to be engaged to investigate and remediate contamination. • Repair or replace the source of the spill (tank, machine components etc). • Continue to inspect the source of the spill for integrity. • Replenish contents of the spill kits as required.
<p>Evacuate:</p>	<p>Only if there is potential for fire or explosion. There must be no ignition sources in this area.</p>
<p>Communications:</p>	<p>Quarry Manager to be notified internally and will advise if further external notification is required.</p>
<p>Reporting:</p>	<p>Internal incident report to be completed. Quarry Manager will advise if further reporting is required.</p>
<p>Clean up and disposal:</p>	<p>Service provider to dispose of diesel/hydrocarbon and advise on required clean up.</p>
<p>Incident: Oil spills during vehicle maintenance/services, operations or at storage areas. Potential to cause material harm to the environment.</p>	<p>Actions:</p> <ul style="list-style-type: none"> • Make the area safe and restrict access if required. Area should be restricted to incident response personnel. • Try to identify the source of the spill (e.g. failure of bund or integrity of the oil storage drum) • Place any spill response items out as required to capture the release or prevent it from spreading if possible. • Follow your 'role and responsibility' (p.13) and contact relevant people in the 'contact details' section (p.10). • There is no risk of contamination of any waterways, however, there is risk of ground contamination of unsealed ground. • Conduct clean-up to remediate the contamination



	<ul style="list-style-type: none"> • Repair or replace the source of the spill (storage drum, bund, machine components etc). • Continue to inspect the source of the spill for integrity. • Replenish contents of the spill kits as required.
Evacuate:	No evacuation should be required.
Communications:	Quarry Manager to be notified internally.
Reporting:	Internal incident report to be completed.
Clean up and disposal:	Dispose of any waste to a licenced facility.
<p>Incident: Uncontrolled fire or explosions from chemical reactions such as when refuelling or blasting, storage of explosives or from machinery/vehicle fires</p>	<ul style="list-style-type: none"> • Follow the response procedure for ‘Fire and explosion’ in the site Emergency Control Plan. • Assess scene and provide any assistance or first aid if required and if safe to do so. DO NOT PUT YOURSELF AT RISK! • Restrict access into site and to the scene. • Direct a site personnel to contact emergency services if required and Follow your ‘role and responsibility’ (p.13) and contact relevant people in the ‘contact details’ section (p.10). • Consider whether to put out fire, depending on size of fire and risk. • Evacuate area and ensure all personnel at assembly area and are accounted for. • Ensure that all personnel are a safe distance from fire if any additional danger presents (eg Tyres that could explode, risk of explosion). • Consider wind direction and if any other nearby area is at risk (e.g. diesel storage tanks, bushland, machinery). • Provide escort and access for emergency services. • Follow directions from emergency response personnel • Do not disturb the scene – Management will complete any external reporting. • Management or external regulators will advise if the scene can be disturbed • Commence investigation. • Conduct risk assessment before re-entering incident area to ensure controls are in place for safety. • Conduct clean up and implement any required actions to make the area safe.
Evacuate:	Evacuation point is the front entry gate. Follow directions of the site personnel in charge and evacuate to this point if required and if safe to do so.
Communications:	Quarry Manager to be notified internally. Quarry Manager (or representative) will make any required external contacts or notifications.
Reporting:	Internal incident report to be completed. Quarry Manager will notify if any external investigation will take place.
Clean up and disposal:	Any clean up items should be disposed of to a licenced facility.



<p>Incident: Excessive airborne dust from stockpiled materials, haul roads, processing plant</p>	<ul style="list-style-type: none"> • workers/Visitor to notify site representative of issue immediately. • Stop the source of the dust is possible. • Dust suppression to commence immediately. • Notification to site manager to be made. • Daily monitoring to be undertaken to assess weather and site conditions. • Fix any source of the issue where possible and add additional dust suppression if required.
<p>Evacuate:</p>	<p>Only if there is any risk of fire or explosion.</p>
<p>Communications:</p>	<p>Quarry Manager to be notified internally.</p>
<p>Reporting:</p>	<p>Internal incident report to be completed. Quarry manager will notify of any further actions.</p>
<p>Clean up and disposal:</p>	<p>N/A.</p>

Website Version

