

# Pollution Incident Response Management Plan

27 Forthorn Place, North St Marys

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## Document Control

| Version | Date         | Amendment   |
|---------|--------------|---|
| 1       | May 2018     | Original document.  |
| 2       | June 2018    | Amendment to document.  |
| 3       | 16 July 2018 | PIRMP updated in accordance with EPA NSW audit findings dated 2 July 2018.        |
| 4       | 31 July 2018 | PIRMP updated in accordance with EPA NSW final audit findings dated 26 July 2018. |

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## 1. Scope

The following Pollution Incident Response Management Plan ('PIRMP') has been developed by Southern Oil Collections Pty Ltd ('SOC') in accordance with the relevant requirements of the *Protection of the Environment Operations Act 1997* ('the Act') and the *Protection of the Environment Operations (General) Regulation 2009* ('the Regulations').

The PIRMP has been prepared for the activities conducted under Environment Protection Licence No. 20268 at 27 Forthorn Place, North St Marys ('the Site') and is publicly available on the SOC website.

## 2. Testing and Review

The PIRMP will be tested every six (6) months and within one (1) month of any emergency (as described by the Regulations) to ensure that the information included in the PIRMP is accurate, up to date and capable of being implemented in a workable and effective manner. The Chief and Deputy Warden will be responsible for organising the relevant tests and reviews.

The test will be conducted in the form of one (1) announced and one (1) unannounced evacuation drill. Upon completion of each test, the Chief Warden will arrange a debrief with the emergency team members and create a summary report to record required corrective or preventative actions identified. In the event the PIRMP requires amendment, the new version number and relevant amendments made will be included in the document history. In addition, employees affected by non-administrative amendments made to the PIRMP will be advised of the relevant amendment/s during a toolbox talk conducted by the Chief and/or Deputy Warden.

The communications officer will replace all copies of the PIRMP on the Site with the current version within 24 hours of the amendment/s being made.

## 3. PIRMP Training

All site personnel will be provided with a copy of the PIRMP during a toolbox talk conducted by the Chief or Deputy Warden. The relevant Warden will:

- provide an overview of the PIRMP;
- require all site personnel to read the PIRMP;
- be available for any questions; and
- advise where a copy of the PIRMP can be found on site if required.

Employees will participate in scheduled refresher training every <6 Months> in the above manner or as identified in Section 2 wherein a non-administrative amendment is made to the PIRMP which may and/or will affect employees.

## 4. Key Contact Details

The following provides the contact details for the Site and relevant regulatory bodies in order to provide notification where required.

### 4.1 SOC

The following table identifies the SOC contacts at the Site and their hat identifier in the event of an emergency:

| Name           | Position   | Attributes    | Contact Details.  |
|----------------|--|---------------|---|
| Robb Wallace   | Managing Director<br>Chief Warden                      | White Helmet  | 24 hours – 0439 625 809<br><a href="mailto:robb.wallace@sor.com.au">robb.wallace@sor.com.au</a> |
| Steven Elliott | Supervisor<br>Deputy Chief Warden<br>First Aid Officer |               | 24 hours - 0438 153 887<br><a href="mailto:socsellott@gmail.com">socsellott@gmail.com</a>       |
| Michael Thomas | Warden   | Red Helmet    | N/a   |
| Colleen Gorak  | Communications Officer                                 | Yellow Helmet | N/a   |
| Michael Timms  | First Aid Officer                                      | Green Helmet  | N/a   |

In the event of an emergency, all communications must be made through Robb Wallace via the abovementioned contact details. If Robb Wallace is unavailable, all communications must be made through Steven Elliott via the abovementioned contact details. Section 10.1 and 11 also provides the responsibilities of each emergency team member in notifying and communicating with the Site personnel, neighbouring premises, emergency services, regulatory bodies and the media.

#### 4.2 Regulatory Authorities

The following table identifies the relevant regulatory authorities and contact numbers for SOC personnel to notify in an emergency:

| Regulatory Authorities                       | Contact No.       |
|--|-------------------|
| Emergency Services: police, fire & ambulance | 000 (Mobiles 112) |
| EPA NSW                                      | 131 555           |
| SafeWork NSW                                 | 131 050           |
| Ministry of Health                           | (02) 9391 9000    |
| Fire and Rescue NSW                          | 1300 729 579      |
| Penrith City Council                         | (02) 4732 7777    |

### 5. Notification Responsibilities

The following table identifies the positions held by the emergency team and their notification responsibilities (where relevant):

| Position               | Notification Responsibilities  |
|------------------------|--|
| Managing Director      | To notify regulatory authorities i.e. the EPA where required.  |
| Chief Warden           | To notify: <ul style="list-style-type: none"> <li>▪ The relevant emergency services to attend site; and</li> <li>▪ Site manager/supervisor.</li> </ul> |
| Deputy Chief Warden    | To assist the chief warden with relevant notifications where required.   |
| Warden                 | To notify all personnel on site.   |
| Communications Officer | To notify affected neighbours.   |

## 6. Hazards and Risk

The below table identifies the possible hazards to human health or the environment associated with the activities conducted at the Site. The likelihood of the manifestation of the below hazards is low due to the preventative actions in place at the Site. The likelihood and consequence have been assessed and determined using the risk assessment table in **Attachment 1**.

| Description           | Hazard  | Risks   | Existing Controls   | Risk Score |
|-----------------------|---|---|---|------------|
| Fire and/or explosion | <ul style="list-style-type: none"> <li>▪ Weather event;</li> <li>▪ Spill, leak or escape of pollutants;</li> <li>▪ Large storage of flammable or combustibles on site;</li> <li>▪ Overhanging trees and bush; and</li> <li>▪ Hot work areas.</li> </ul>   | <ul style="list-style-type: none"> <li>▪ Medical treatment;</li> <li>▪ Permanent impairment/disabilities;</li> <li>▪ Vehicle and property damage;</li> <li>▪ Loss of operation;</li> <li>▪ Site closure;</li> <li>▪ Media coverage;</li> <li>▪ Major Fines;</li> <li>▪ Prosecution/conviction; and</li> <li>▪ Closure of neighbouring sites.</li> </ul> | <ul style="list-style-type: none"> <li>▪ Minimising fire load;</li> <li>▪ Fire alarm system;</li> <li>▪ Emergency lighting and exits;</li> <li>▪ Appropriate bunding, storage and labelling of all waste and products;</li> <li>▪ Exit/routes kept clear and free of trip hazard;</li> <li>▪ Fire and emergency equipment inspected and tested periodically by an appropriately licenced contractor;</li> <li>▪ Prior to conducting hot work, the area will be cleared, and a spotter will be utilised for the duration of the hot work; and</li> <li>▪ Testing of the PIRMP to ensure site understanding and workability.</li> </ul> | M8         |
| Spills and/or leaks   | <ul style="list-style-type: none"> <li>▪ Storage of hazardous materials on site: <ul style="list-style-type: none"> <li>○ Oil;</li> <li>○ Flammable liquid;</li> <li>○ Non-flammable chemicals;</li> <li>○ Liquid petroleum gas ('LPG'); and</li> <li>○ Contaminated water.</li> </ul> </li> <li>▪ Weather event;</li> <li>▪ Large storage of flammable or combustibles on site;</li> <li>▪ Incorrectly stored hazardous materials; and</li> <li>▪ Storage containers in poor condition.</li> </ul> | <ul style="list-style-type: none"> <li>▪ Environmental harm;</li> <li>▪ Loss of operation;</li> <li>▪ Site closure;</li> <li>▪ Media coverage;</li> <li>▪ Major Fines;</li> <li>▪ Prosecution/conviction; and</li> <li>▪ Closure of neighbouring sites.</li> </ul>  | <ul style="list-style-type: none"> <li>▪ Appropriate bunding, storage and labelling of all waste and products;</li> <li>▪ All banded areas emptied into large banded tank to prevent overflow;</li> <li>▪ Hazardous wastes are stored away from stormwater drains (locations identified on the map in <b>Attachment 1</b>).</li> <li>▪ Frequent inventory conducted utilising the gauge or observing the top of the tanks to review capacity;</li> <li>▪ Frequent observation of containers and equipment on site; and</li> <li>▪ Disposal of containers and/or equipment in poor condition.</li> </ul>                               | M8         |
| Electrical fault      | <ul style="list-style-type: none"> <li>▪ Hot work on site;</li> <li>▪ Weather event;</li> </ul>   | <ul style="list-style-type: none"> <li>▪ Fire;</li> <li>▪ Medical treatment;</li> </ul>   | <ul style="list-style-type: none"> <li>▪ Periodic servicing and maintenance by an appropriately qualified electrician; and</li> <li>▪ Weather warnings monitored.</li> </ul>  | M8         |

| Description             | Hazard  | Risks   | Existing Controls   | Risk Score |
|-------------------------|---|---|---|------------|
|                         |   | <ul style="list-style-type: none"> <li>▪ Permanent impairment/disabilities;</li> <li>▪ Vehicle and property damage;</li> <li>▪ Loss of operation;</li> <li>▪ Site closure;</li> <li>▪ Media coverage;</li> <li>▪ Major Fines;</li> <li>▪ Prosecution/conviction; and</li> <li>▪ Closure of neighbouring sites.</li> </ul> | <ul style="list-style-type: none"> <li>▪ Test and tagging</li> </ul>  |            |
| Roads / paths           | <ul style="list-style-type: none"> <li>▪ Permeability of surfaces;</li> <li>▪ Weathering; and</li> <li>▪ Heavy vehicle and/or container movement.</li> </ul>  | <ul style="list-style-type: none"> <li>▪ Environmental harm;</li> <li>▪ Loss of operation; and</li> <li>▪ Prosecution/conviction.</li> </ul>  | <ul style="list-style-type: none"> <li>▪ Frequent observation of land and property condition; and</li> <li>▪ Hardstand sealed.</li> </ul>   | L5         |
| Plant / Vehicles        | <ul style="list-style-type: none"> <li>▪ Hydraulic press oil</li> <li>▪ The use of plant/vehicles with or near hazardous materials or dangerous goods;</li> <li>▪ Untrained drivers;</li> <li>▪ Unsupervised personnel; and</li> <li>▪ Site overpopulated with waste received.</li> </ul> | <ul style="list-style-type: none"> <li>▪ Environmental harm;</li> <li>▪ Medical treatment;</li> <li>▪ Permanent impairment/disabilities;</li> <li>▪ Loss of operation;</li> <li>▪ Site closure;</li> <li>▪ Major fines; and</li> <li>▪ Prosecution/conviction.</li> </ul>   | <ul style="list-style-type: none"> <li>▪ Training on how to use hydraulic press</li> <li>▪ Licenced and trained forklift drivers</li> <li>▪ Frequent observation of the site to ensure all vehicle transit areas are clear and sufficient for the size of the area; and</li> <li>▪ Appropriate bunding, storage and labelling of all waste and products.</li> </ul> | M8         |
| Manufacturing Processes | <ul style="list-style-type: none"> <li>▪ Temperatures and pressures the goods are subjected to; and</li> <li>▪ Untrained personnel.</li> </ul>  | <ul style="list-style-type: none"> <li>▪ Environmental harm;</li> <li>▪ Medical treatment;</li> <li>▪ Permanent impairment/disabilities;</li> <li>▪ Loss of operation;</li> <li>▪ Site closure;</li> <li>▪ Major fines; and</li> <li>▪ Prosecution/conviction.</li> </ul>   | <ul style="list-style-type: none"> <li>▪ All relevant site personnel are trained in appropriately utilising the filter press.</li> </ul>  | L5         |
| Theft / break           | <ul style="list-style-type: none"> <li>▪ Vandalism;</li> <li>▪ Unauthorised equipment use; and</li> <li>▪ Spill/leak.</li> </ul>  | <ul style="list-style-type: none"> <li>▪ Vandalism;</li> <li>▪ Vehicle/property damage;</li> <li>▪ Environmental harm; and</li> <li>▪ Loss of operation.</li> </ul>   | <ul style="list-style-type: none"> <li>▪ Fence surrounding site perimeter with lockable gate; and</li> <li>▪ Circuited alarm system with 24 hour monitoring by an external security company.</li> </ul>   | M8         |

**Attachment 2** provides a map of the Site to identify the exits in the event an emergency occurs from a hazard as listed above.

## 7. Inventory of Pollutants

EPL no. 20268 authorises the Site to accept hazardous wastes for the purpose of processing and treatment. As the waste types are hazardous, they are also considered possible pollutants in the event of a spill or leak. In addition to the hazardous wastes accepted, the Site also utilises hazardous products in conducting the licenced activities.

The below table identifies the pollutants on the Site, the contaminants in the pollutants and where possible, the maximum quantity of each pollutant to be stored on site:

| Pollutant         | Contaminant Type     | Maximum Quantity (L)           |
|-------------------|----------------------|--------------------------------|
| Waste Oil         | Oil/Flammable Liquid | 7000 - tank capacity           |
| Oily Water        | Non-flammable        | 3000 - tank capacity           |
| Waste Oil Filters | Oil/Flammable Liquid | Approx. 50 x 240L wheelie bins |

The following products are also utilised in conducting the licenced activities. The below amounts are an estimate of stock usually on hand at any one time:

- 3 x 20L degreaser products;
- 10 x 500mL spray paint products; and
- 1 x 5L thinner product.

The location of pollutants on the Site are identified on the map in **Attachment 2**.

## 8. Safety Equipment

The Site maintains sufficient safety equipment such as:

- Emergency lighting to assist in navigating the Site in the event of an emergency;
- Firefighting equipment to extinguish fires;
- Emergency eye wash basin and shower;
- Spill kits to appropriately contain localised spills; and
- Personal Protective Equipment ('PPE') for all personnel to utilise to prevent harm.

### 8.1 Spill Kits

There are three (3) spill kits available on the Site in readily accessible locations as identified on the map in **Attachment 2** and contain the following:

- Absorbent materials i.e. kitty litter (extra pallet on site in the event of a large spill);
- Absorbent socks;
- Drain wardens are in place, however spares are kept on site;
- Brooms; and
- Shovels.

The emergency evacuation plan (**Attachment 2**) identifies the location of spill kits on the Site.

### 8.2 PPE

The following PPE is available on the Site in readily accessible locations as identified on the map in **Attachment 2**:

- Impermeable gloves;
- Earmuffs; and
- Safety glasses.

Site personnel are also required to wear long sleeve shirts, long trousers and steel cap work boots. Additional stocks of shirts and trousers are available on site if required.

In addition to the above PPE, all emergency team personnel are equipped with a coloured hard hat to adorn during an emergency event. The hats are located in a readily accessible place as chosen by the relevant person.

### **8.3 Firefighting Equipment**

Hoses, reels and extinguishers are installed on the Site to assist in extinguishing of small fires. The equipment is tested periodically by an appropriately licenced contractor.

The emergency evacuation plan (**Attachment 2**) identifies the location of fire hose reels, fire extinguishers and fire blankets on the Site.

### **8.4 Emergency Lighting**

Emergency lighting is installed to assist in identifying the emergency exits to ensure a safe and quick evacuation. The emergency lighting is tested periodically by an appropriately licenced contractor.

## **9. Small Incident**

In the event of a small fire, explosion, spill or leak that can be safely contained and controlled by the Site, site personnel will utilise the fire equipment and/or the spill kits as required.

### **9.1 Fire**

Site personnel will follow the below steps in the event of a small fire:

1. Adorn appropriate PPE;
2. Ensure any surrounding drain wardens are secured;
3. Utilise the fire extinguishers, hoses and blankets as required to extinguish small, localised fires;
4. Spread absorbent on and around the firefighting water and/or extinguishing foam used;
5. Clean up any remaining spillage; and
6. Place all contaminated PPE in an appropriate receptacle for disposal.

Notification will be made immediately to the Chief and/or Deputy Warden in order to appropriately assess the situation and determine if further action and/or notification is required. If required, Section 11 will be followed.

If the fire becomes uncontainable, the steps identified in Section 10 will be followed.

### **9.2 Spill / Leak**

The site personnel will follow the below steps in the event of small spill:

1. Adorn appropriate PPE;
2. Place absorbent socks around the spill;
3. Ensure any surrounding drain wardens are secured;
4. If leakage, ascertain the location;
5. Spread absorbent on and around the spill / leakage;
6. Shovel the contaminated absorbent into an appropriate receptacle for disposal;
7. Clean up any remaining spillage; and
8. Place all contaminated PPE in an appropriate receptacle for disposal.

Notification will be made immediately to the Chief and/or Deputy Warden in order to appropriately assess the situation and determine if further action and/or notification is required. If required, Section 11 will be followed.

If the spill / leak becomes uncontainable, the steps identified in Section 10 will be followed.

If there is a leak, the Chief and/or Deputy Warden will make immediate arrangements to fix, replace and/or dispose of the relevant equipment.

## **10. Large Incident**

In the event of a large fire, explosion, spill or leak that is unable to be safely contained and controlled by the Site, the below identifies the emergency team responsibilities and the notification and communication steps to liaise with emergency services and affected neighbours.



### 10.1 Emergency Personnel Responsibilities

The below table clearly identifies the responsibilities of each emergency team member during and after an emergency.

| Position   | Responsibilities During Emergency   | Responsibilities After Emergency  |
|--|---|---|
| Managing Director/Chief Warden<br>– Robb Wallace | <ul style="list-style-type: none"> <li>▪ Activate PIRMP;</li> <li>▪ Ascertain nature of emergency;</li> <li>▪ Notify the relevant emergency services and request their attendance (if necessary);</li> <li>▪ Assess the safety and suitability of the primary assembly area;</li> <li>▪ Commence and co-ordinate an evacuation of the site;</li> <li>▪ Obtain evacuation results from Wardens;</li> <li>▪ Liaise with emergency services and provide all necessary information;</li> <li>▪ Notify all site personnel and emergency team once the emergency has passed as per advice from emergency services.</li> </ul>   | <ul style="list-style-type: none"> <li>▪ Control entry to building;</li> <li>▪ Delegate tasks to emergency team (as required);</li> <li>▪ Provide notification to emergency team of any actions required by emergency services and/or a regulatory body;</li> <li>▪ Authorise re-entry after site is declared safe by appropriate authorities;</li> <li>▪ Conduct an emergency debriefing once normality is restored; and</li> <li>▪ Where required, notify and liaise with relevant regulatory bodies within 24 hours of the emergency/pollution event; and</li> <li>▪ Continue management of response to incident as identified in Section 11.</li> </ul> |
| Deputy Warden<br>– Steven Elliott                | <ul style="list-style-type: none"> <li>▪ Activate PIRMP if Chief Warden unavailable;</li> <li>▪ Ascertain nature of emergency;</li> <li>▪ Assist Chief Warden with duties;</li> <li>▪ If Chief Warden absent, assume duties of Chief Warden;</li> <li>▪ Assist with evacuation of site.</li> </ul>  | <ul style="list-style-type: none"> <li>▪ Assist Chief Warden with duties;</li> <li>▪ If Chief Warden absent:               <ul style="list-style-type: none"> <li>○ assume duties of Chief Warden; and</li> <li>○ make contact with the Chief Warden to notify of the emergency incident.</li> </ul> </li> </ul>  |
| Warden   | <ul style="list-style-type: none"> <li>▪ Ascertain nature of emergency and ensure Chief Warden and/or Deputy Warden is aware;</li> <li>▪ Activate the nearby alarm and assist in directing site personnel to the designated assembly area;</li> <li>▪ If evacuation is declared:               <ul style="list-style-type: none"> <li>○ Check site for remaining occupants;</li> <li>○ Obtain visitor logbook, roll call sheets and emergency contacts list from reception – make way to designated assembly point;</li> <li>○ Obtain results of search from Wardens; and</li> <li>○ Conduct roll call for all site personnel and visitors.</li> </ul> </li> </ul>  | <ul style="list-style-type: none"> <li>▪ Assist in maintaining order at evacuation assembly point;</li> <li>▪ Await instructions from Chief Warden; and</li> <li>▪ Attend debriefing once normality is restored.</li> </ul>   |
| Communications Officer                           | <ul style="list-style-type: none"> <li>▪ Call neighbours in the vicinity to notify them of the emergency (if emergency could affect their occupants and/or property) and advise of the following:               <ul style="list-style-type: none"> <li>○ The nature of the emergency;</li> <li>○ The location of the emergency in comparison to their premises; and</li> <li>○ Whether emergency services have been called.</li> </ul> </li> <li>▪ Provide updates of the emergency within 24 hours of initial notification;               <ul style="list-style-type: none"> <li>○ In the event the emergency continues after 24 hours, updates must be provided every 24 hours thereafter.</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>▪ Assist in maintaining order at evacuation assembly point;</li> <li>▪ Await instructions from Chief Warden;</li> <li>▪ Attend debriefing once normality is restored; and</li> <li>▪ Call neighbours to notify them that the emergency has been appropriately managed and no longer poses a risk to their premises.</li> </ul>   |

## 11. Notification and Communication

The relevant emergency team member must provide notification, where required, and liaise with relevant persons that may be affected by or have an interest in an emergency at the Site.

### 11.1 Emergency Services

The Chief and/or Deputy Warden (as required) will liaise with the emergency services at the Site to:

- Provide details regarding the location, nature, type and size of the emergency event on site;
- Confirm all site personnel have been evacuated from site and accounted for;
- Advise which businesses in the vicinity have been advised of this incident;
- Provide access to the emergency information box on site;
- Advise if any other emergency services have been requested to attend;
- Discuss and assist with the isolation and/or shut down of utility lines such as electricity and gas on site; and
- Undertake emergency control actions as directed by emergency services.

The Managing Director will conduct any further investigation, response and/or reporting where required by the emergency services with the assistance of the Deputy Warden.

### 11.2 Neighbouring Premises

A table identifying the neighbouring businesses of the Site is provided in **Attachment 3** to assist the Communications Officer in making contact in the event of an emergency. Once all site personnel have been evacuated from the Site, the Communications Officer will telephone and/or attend the relevant businesses. Updates will be provided to the relevant businesses within 24 hours of initial contact.

**NB:** the Communications Officer will make contact with the St Mary's Indoor Sports & Recreation Centre first where required.

**Attachment 4** provides a map of the abovementioned businesses and their proximity to the Site.

### 11.3 Regulatory Bodies

The Managing Director will liaise with regulatory bodies i.e. the EPA within 24 hours of a pollution incident occurring to provide the following information:

- Time, date, nature, duration and location of the incident;
- The location of the place where pollution is occurring or is likely to occur;
- The nature, the estimated quantity or volume and the concentration of any pollutants involved (if known);
- The circumstances in which the incident occurred (including the cause of the incident, if known); and
- The action taken or proposed to be taken to deal with the incident and any resulting pollution or threatened pollution, if known.

If any of the abovementioned information is not known at the time of the notification, the Managing Director will provide further information as soon as possible after it becomes known. The Managing Director will also conduct any further investigation, response and/or reporting where required by a regulatory body with the assistance of the Deputy Warden.

### 11.4 Media

The Managing Director will liaise with media outlets regarding an emergency event where deemed appropriate.

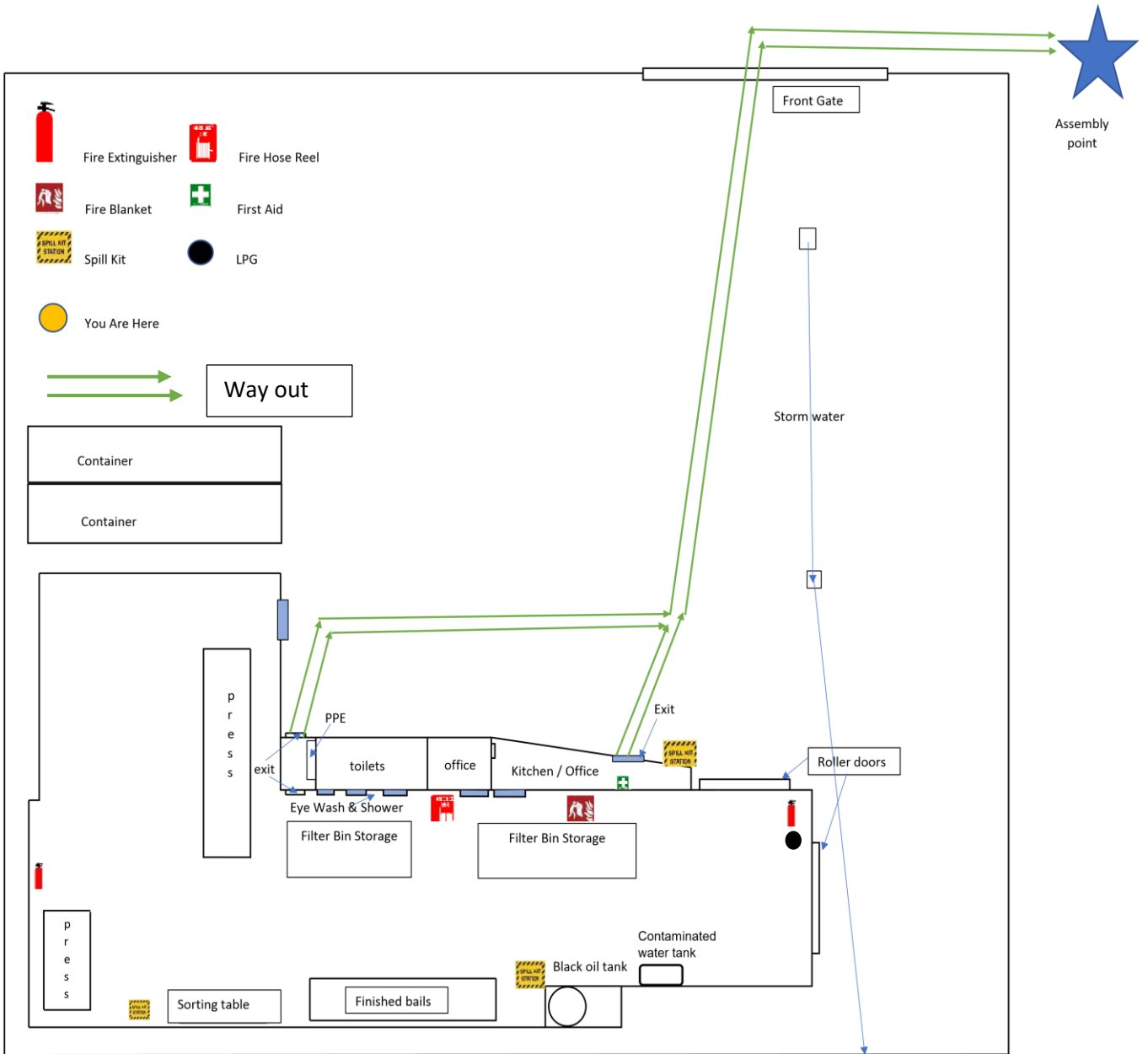
Attachment 1 – Risk Assessment Matrix

| CONSEQUENCES (C) |                | INJURY  | ENVIRONMENT   | PROPERTY / VEHICLE / PLANT DAMAGE   | BUSINESS & REPUTATION   | COMPLIANCE  |   |   |         |                |
|------------------|----------------|---|---|---|---|---|---|---|---------|----------------|
| 5                | Catastrophic   | Major Severity                                | <ul style="list-style-type: none"> <li>Fatality or impairment</li> <li>Permanent disability</li> </ul>  | <ul style="list-style-type: none"> <li>Major environmental harm causing significant damage requiring ongoing remediation</li> </ul>   | <ul style="list-style-type: none"> <li>Long-term site closure</li> </ul>  | <ul style="list-style-type: none"> <li>Long term loss of operation or production for more than 28 days</li> <li>Losses \$51,000 or greater</li> <li>Repeated adverse publicity or media attention</li> </ul>  | <ul style="list-style-type: none"> <li>Prosecution and conviction</li> <li>Significant fines</li> </ul>   |   |         |                |
| 4                | Major          |   | <ul style="list-style-type: none"> <li>Requires medical treatment including return to work plan and suitable duties</li> <li>Results in a full shift or more of lost time off work</li> </ul> | <ul style="list-style-type: none"> <li>Incident resulting in an offsite release – remediation required with no long term effects</li> <li>Breach of licence condition</li> </ul>    | <ul style="list-style-type: none"> <li>Damage greater than \$100,000</li> <li>Vehicle / plant rollover</li> <li>Vehicle / plant write off</li> <li>Hitting / pulling power lines</li> <li>Failure of steering</li> <li>Failure of brakes</li> </ul> | <ul style="list-style-type: none"> <li>Loss of operation or production 8 – 28 days than</li> <li>Losses \$50,000 - \$20,000</li> <li>Adverse publicity or media attention</li> <li>Breach of contract</li> <li>Potential for numerous complaints</li> </ul> | <ul style="list-style-type: none"> <li>Major breach of legislative requirement</li> <li>Possibility of prosecution or fines</li> <li>Obligation to report incident or legislative requirement breach to regulator</li> <li>Investigation by regulator</li> </ul>      |   |         |                |
| 3                | Moderate       |   | <ul style="list-style-type: none"> <li>Requires medical treatment including return to work plan and suitable duties</li> <li>Less than full shift lost time off work</li> </ul>               | <ul style="list-style-type: none"> <li>Release contained to SOC site which requires remediation but no long term effects</li> <li>Breach of SOC environmental procedures</li> </ul> | <ul style="list-style-type: none"> <li>Damage within \$50,000 - \$100,000</li> <li>Vehicle has to be towed</li> </ul>   | <ul style="list-style-type: none"> <li>Loss of operation or production for 2 -7 days</li> <li>Losses \$5,001 - \$19,000</li> <li>Adverse publicity or media attention likely</li> <li>Potential breach of contract</li> <li>External complaints</li> </ul>  | <ul style="list-style-type: none"> <li>Breach of legislative requirement</li> <li>Little potential for fines</li> <li>Potential for investigation by regulator</li> </ul>   |   |         |                |
| 2                | Minor          |   | Minor Severity  | <ul style="list-style-type: none"> <li>Requires medical treatment but returns to work on full duties within 24 hours</li> <li>First aid treatment</li> </ul>                        | <ul style="list-style-type: none"> <li>Small release contained and managed with little risk of environmental harm</li> </ul>  | <ul style="list-style-type: none"> <li>Damage up to \$50,000</li> <li>Any damage that requires insurance assessment</li> </ul>  | <ul style="list-style-type: none"> <li>Loss of operation or production for 1 day or less</li> <li>Losses \$5,000 or less</li> <li>Low risk of adverse publicity or media attention</li> <li>Breach of contract unlikely</li> <li>Possibility of complaints</li> </ul> | <ul style="list-style-type: none"> <li>Minor breach of legislative requirement</li> <li>Possibility of fine unlikely</li> </ul> |         |                |
| 1                | Insignificant  |   |   | <ul style="list-style-type: none"> <li>Self-treatment of injury</li> <li>No injury</li> </ul>   | <ul style="list-style-type: none"> <li>No or minimal risk of environmental harm</li> </ul>  | <ul style="list-style-type: none"> <li>Superficial damage</li> </ul>  | <ul style="list-style-type: none"> <li>No or minimal impact to business</li> <li>No or minimal risk of complaints</li> </ul>  | <ul style="list-style-type: none"> <li>No or minimal risk of breach of legislative requirement</li> </ul>                       |         |                |
| LIKELIHOOD (L)   |                | Likelihood Description                        | Frequency   | RISK TABLE  | R = C x L   | Insignificant 1   | Minor 2   | Moderate 3  | Major 4 | Catastrophic 5 |
| A                | Almost Certain | Will occur in almost all circumstances        | Once a week   |   | A Almost certain  | M11   | H16   | H20   | E23     | E25            |
| B                | Likely         | Will probably occur                           | Once a month  |   | B Likely  | M7  | M12   | H17   | H21     | E24            |
| C                | Possible       | Might occur at some time                      | Once in 6 months  |   | C Possible  | L4  | M8  | M13   | H18     | H22            |
| D                | Unlikely       | Slight possibility of occurrence at some time | Once in 12 months   |   | D Unlikely  | L2  | L5  | M9  | M14     | H19            |
| E                | Rare           | May occur in exceptional circumstances        | Once in 5 years   |   | E Rare  | L1  | L3  | L6  | M10     | M15            |

Colour Legend

| Colour | Requirement  |
|--------|--|
| Green  | Controls must be reviewed at least every three (3) years or after an accident/incident.  |
| Yellow | Relevant Safe Work Method Statement <u>must</u> be in place and reviewed by operators before any work can commence.  |
| Orange | Review control measures and ensure the risk cannot be controlled any further. Any further controls must be actioned as soon as is practicable. A plan documenting the deadlines and accountability is required.<br>Relevant Safe Work Method Statement <u>must</u> be in place and reviewed by operators before any work can commence. |
| Red    | Immediate or urgent action required. Any work must stop and review of control measures <u>must</u> take place.<br>No work can be performed with this level of risk.  |

### Attachment 2 Site Map



### Attachment 3 – Neighbouring Premises Details

| Business Name                              | Business Type                              | Address              | Contact No.  |
|--|--|----------------------|--------------|
| St Marys Indoor Sports & Recreation Centre | Sports complex                             | 20 Forthorn Place    | 02 9623 5523 |
| BP   | Petrol station                             | 76 Glossop Street    | 02 9623 0558 |
| Jayco Sydney                               | Campervan and caravan dealer               | 63-67 Glossop Street | 02 9623 1971 |
| Jax Tyres                                  | Tyre shop                                  | 81 Glossop Street    | 02 9623 9400 |
| KCDR Drivetrains                           | Balancing and equipment services           | 77 Glossop Street    | 02 9679 7747 |
| JCE Car Sales                              | Used car dealer                            | 81/85 Glossop Street | 02 9673 6211 |
| Al-Rida Community Welfare Association      | Community welfare association              | 2/14 Forthorn Place  | 02 8678 0282 |
| Ink Solutions                              | Invitation printing services               | 10 Forthorn Place    | 02 9833 9077 |
| The Word Christian Mission                 | Christian church                           | 13 Forthorn Place    | 02 8807 7712 |
| The Paint People                           | Paint shop                                 | 8 Forthorn Place     | 02 9833 0008 |
| V&V Transmission Pty Ltd                   | Transmission shop                          | 12 Forthorn Place    | 02 9833 7643 |
| ABL Tile & Bathroom Centre                 | Tile store                                 | 18 Forthorn Place    | 02 9623 0499 |
| Buy Sell & Trade Quality Cars              | Used car dealer                            | 87 Glossop Street    | 02 9623 1077 |
| Inca (Flight) Co Pty Ltd                   | Expert and veterinary supplies transporter | 22 Forthorn Place    | 02 9833 5528 |
| Active Steel Pty Ltd                       | Steel distributor                          | 79 Forrester Road    | 02 9673 3422 |
| Speedway Petroleum                         | Petrol station                             | 91 Glossop Street    | 02 9623 1112 |
| New Age Caravans                           | Caravan dealer and repairer                | 97 Glossop Street    | 02 9623 1120 |

