

# Pollution Incident Response Management Plan

## Gore Bay Terminal

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# Part A

## Background

On 29 February 2012, the duty to prepare and implement a Pollution Incident Response Management Plan (PIRMP) commenced.

This PIRMP has been prepared in accordance with the requirements set out in Part 5.7A of the Protection of the Environment Operations Act 1997 (POEO Act) and the Protection of the Environment Operations (General) Amendment (PIRMP) Regulation 2012.

## Objectives of PIRMP

The objectives of these plans are to:

- Ensure comprehensive and timely communication about a pollution incident by Viva Energy employees at the Gore Bay Terminal to the Environment Protection Authority (EPA), other relevant authorities specified in the Act (such as Fire and Rescue NSW, WorkCover NSW, local councils, NSW Ministry of Health) and people outside the facility who may be affected by the impact of the pollution incident.
- Minimise and control the risk of a pollution incident at the facility by requiring identification of risks and the development of planned actions to minimise and manage those risks.
- Ensure that the plan is properly implemented by trained staff, identifying persons responsible for implementing it and ensuring that the plan is regularly tested for accuracy, currency and suitability.

## Information to be Included in the PIRMP

The PIRMP includes the information contained in section 153C of the Protection of the Environment Legislation Amendment Act 2011 and the additional details prescribed by Section 98C of the POEO (General) Regulation 2009.

## 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.

## Implementation

If a pollution incident occurs in the course of an activity such that material harm to the environment is caused or threatened, Viva Energy will immediately implement the PIRMP.

## PIRMP Testing and Review

The testing of this plan 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 the plan is capable of being implemented in a workable and effective manner.

Any such test is to be carried out:

- a) Routinely at least once every 12 months, and
- b) The PIRMP is to be reviewed within one month of any pollution incident occurring.

## Contact Details of the Relevant Authorities to be notified of a Pollution Incident

**New Pollution Incident Notification Requirements (as on 6 February 2012) - Duty to report a pollution incident causing or threatening material harm to the environment.**

<b>Gore Bay Terminal - Environment Protection Licence No. 661</b>			
<b>Order to Call <sup>3</sup></b>	<b>Government Authority</b>	<b>Contact</b>	<b>Contact Number</b>
<b>1</b>	EPA <sup>1</sup>	EPA Environment Hotline	131 555
<b>2</b>	Ministry of Health	Hornsby Hospital (ask for an Environmental Health Officer)- daytime	(02) 9477 9400 (switch board)
<b>3</b>		Hornsby Hospital - after hours	(02) 9477 9123
<b>4</b>	WorkCover	24 hour contact number	13 10 50 (pick Option 1)
	Local Council (Gore Bay)	Lane Cove Council - David Wilson (Manager Environmental Health) - leave a message if after hours	(02) 9911 3613
<b>5</b>	NSW Fire and Rescue	Fire and Rescue	000
<b>6</b>	Other necessary agency <sup>2</sup>	24 hour contact number	

<sup>1</sup>Note: For overflows (with no visible oil or oil contained within the booms), please call EPA only.

<sup>2</sup>For example: Sydney Ports Corporation

<sup>3</sup>Except in an emergency and NSW Fire and Rescue is called first.

### Contact Details of the Local Community to be Notified of a Pollution Incident

Emergency management within residential locations is controlled by the Combat Agency (NSW Fire and Rescue and/or NSW Police). Therefore, community communication will likely take place via the Combat Agency in the event of a significant incident.

## Part B

### Matters to be Included in the PIRMP

The matters to be included in the PIRMP required under section 153C (d) of the POEO Act and Section 98C of the POEO (General) Regulation 2009 are as follows:

Gore Bay		
Clause	Text	Existing Document – available in the Controlled Document Management System (CDMS)
98C(1)	The matters required under section 153C (d) of the Act to be included in a plan are as follows:	
98C (1) (a)	A description of the hazards to human health or the environment associated with the activity to which the licence relates (the relevant activity),	Site Wide Hazard and Effects Register Clyde and Gore Bay (HEMP Register)
98C (1) (b)	The likelihood of any such hazards occurring, including details of any conditions or events that could, or would, increase that likelihood,	Site Wide Hazard and Effects Register Clyde and Gore Bay (HEMP Register)
98C (1) (c)	Details of the pre-emptive action to be taken to minimise or prevent any risk of harm to human health or the environment arising out of the relevant activity,	Site Wide Hazard and Effects Register Clyde and Gore Bay (HEMP Register) - Bowties, Health Risk Assessments, Pre-Incident Plans
98C (1) (d)	An inventory of potential pollutants on the premises or used in carrying out the relevant activity,	Dangerous Goods Database/MSDS Online and MSDS Register
98C (1) (e)	The maximum quantity of any pollutant that is likely to be stored or held at particular locations (including underground tanks) at or on the premises to which the licence relates,	Dangerous Goods Manifest
98C (1) (f)	A description of the safety equipment or other devices that are used to minimise the risks to human health or the environment and to contain or control a pollution incident,	Personal Protective Equipment (PPE) Procedure. Emergency Response Plan Pre-Incident Plans, Emergency Response Documents
98C (1) (g)	The names, positions and 24-hour contact details of those key individuals who:	
i	Are responsible for activating the plan, and	Personnel who can activate the Emergency Response Plan (ERP) are: <b>Viva Energy Terminal Manager</b> on 0481007834 <b>or Terminal Controller</b> on 0406663128
ii	Are authorised to notify relevant authorities under section 148 of the Act, and	<b>Terminal Controller</b> on 0406663128
iii	Are responsible for managing the response to a pollution incident,	Viva Energy Incident Management Team as per Emergency Response Plan
98C (1) (h)	The contact details of each relevant authority referred to in section 148 of the Act,	Emergency Response Plan (External Reporting Requirements)

<b>Gore Bay</b>		
<b>Clause</b>	<b>Text</b>	<b>Existing Document – available in the Controlled Document Management System (CDMS)</b>
98C (1) (i)	Details of the mechanisms for providing early warnings and regular updates to the owners and occupiers of premises in the vicinity of the premises to which the licence relates or where the scheduled activity is carried on,	The ERP provides notification information of near neighbours in the event of an emergency at the site.  Emergency management for residential developments is controlled by NSW Fire and Rescue and the NSW Police
98C (1) (j)	The arrangements for minimising the risk of harm to any persons who are on the premises or who are present where the scheduled activity is being carried on,	Emergency Response Plan, Health Risk Assessments, PPE Procedure, Site Inductions, Medicals
98C (1) (k)	A detailed map (or set of maps) showing the location of the premises to which the licence relates, the surrounding area that is likely to be affected by a pollution incident, the location of potential pollutants on the premises and the location of any stormwater drains on the premises,	Refer to the Emergency Response Drawings held at the EOC
98C (1) (l)	A detailed description of how any identified risk of harm to human health will be reduced, including (as a minimum) by means of early warnings, updates and the action to be taken during or immediately after a pollution incident to reduce that risk,	Emergency Response Plan
98C (1) (m)	The nature and objectives of any staff training program in relation to the plan,	Training is covered through Pre Incident Plan review, First Intervention Team (FIT) Training Days, Operator Training Days, Incident Command Training, and Emergency Operations Centre (EOC) Training for Viva Energy Incident Management Training. Also, refer to the Drill Plan.
98C (1) (n)	The dates on which the plan has been tested and the name of the person who carried out the test,	Refer cover sheet of relevant documents for document amendment history
98C (1) (o)	The dates on which the plan is updated,	Refer cover sheet of relevant documents for document amendment history
98C (1) (p)	The manner in which the plan is to be tested and maintained.	Refer GBT's annual emergency response exercise and training program, which is used as the basis for exercising the emergency response plan.