Pollution Incident Response Management Plan

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Table of Contents

Tables in Text

Figures in Text

Appendices

1.0 Introduction

1.1 Background

Enviroking Pty Ltd operates the Enviroking Liquid Waste Facility at 843 John Renshaw Drive, Blackhill, within the Cessnock City Council area. The facility receives, treats, and reuses liquid waste by land application and irrigation under specific exemptions, or disposes of it at landfills, sewage treatment plants, or other licensed facilities. The facility operates under an Environment Protection Licence (EPL 11180) (Appendix A) issued by the NSW Environment Protection Authority (EPA), in line with the Protection of the Environment Operations Act 1997 (POEO Act).

The requirements for a Pollution Incident Response Management Plan (PIRMP) are set out in Part 5.7A of the POEO Act and the Protection of the Environment Operations (General) Regulation 2022 (POEO(G) Regulation). This PIRMP has been prepared by SLR Consulting on behalf of Enviroking having regard to the POEO Act and POEO(G) Regulation as in force at the time of preparation. EPA guidelines have been used to inform the preparation of this PIRMP, noting that guidance material does not override legislative requirements and may be updated from time to time.

This PIRMP addresses the facility at Blackhill.. A separate 'Transport PIRMP' covers offsite use and transport of materials outside the facility.

Enviroking is dedicated to identifying environmental risks at its licensed premises and implementing effective procedures to minimise these risks. All employees are expected to actively cooperate with the PIRMP to safeguard health, safety, and the environment for themselves and others. Employees are also required to follow response priorities and report unsafe conditions to their supervisor. The plan's effectiveness will be regularly reviewed.

1.2 Scope

This PIRMP has been prepared in accordance with the requirements of Part 5.7A of the POEO Act and the POEO(G) Regulation. The scope of this plan is to address the statutory requirements for managing and responding to pollution incidents related to the activities governed by the EPL. The following sections outline how this PIRMP meets each specific requirement of the Act and Regulation:

- Duty to Prepare and Implement Pollution Incident Response Management Plans (POEO Act Section 153A)
- Information to be Included in the Plan (POEO Act Section 153C, POEO(G) Regulation (clause 72)) and the form of the information included POEO(G) Regulation (clause 71).
- Keeping of the Plan (POEO Act Section 153D)
- Testing of the Plan (POEO Act Section 153E, POEO(G) Regulation (clause 72(l))
- Implementation of the Plan during a pollution incident that causes actual or potential material harm to the environment (Section 153F)

The PIRMP focuses on minimising the risk of pollution incidents and effectively managing any that occur, ensuring the health and safety of employees, nearby neighbours, and the environment. It specifies the notification procedures for pollution incidents that cause or threaten actual or potential material harm, as defined in the POEO Act. Notification under

this PIRMP is required where there is a reasonable possibility of material harm, even if harm has not yet occurred.

In the event of a pollution incident that causes or threatens material harm to the environment, this PIRMP must be implemented immediately to manage and mitigate the impacts. The plan outlines specific responsibilities and actions to be taken promptly to address the incident.

As per Section 153C of the POEO Act, Table 1 contains all the required information included in the PIRMP, along with the relevant sections within the PIRMP where each requirement is addressed.

Table 1: Document Directory

Detail Required	Section in PIRMP
Protection of the Environment Operations Act 1997 No 156 (POEO Act)	
Part 5.7A Duty to prepare and implement pollution incident response management plans: **153C - Information to be included in plan** A pollution incident response management plan must be in the form required by the regulations and must include the following:	
a) the procedures to be followed by the holder of the relevant environment protection licence, or the occupier of the relevant premises, in notifying a pollution incident to— I. the owners or occupiers of premises in the vicinity of the premises to which the environment protection licence or the direction under section 153B relates, and II. the local authority for the area in which the premises to which the environment protection licence or the direction under section 153B relates are located and any area affected, or potentially affected, by the pollution, and III. any persons or authorities required to be notified by Part 5.7,	Section 4.0
b) A detailed description of the action to be taken immediately after a pollution incident, by the holder of the relevant EPL to reduce or control any pollution.	Section 4.6
c) The procedures to be followed for coordinating, with the authorities or persons that have been notified, any action taken in combating the pollution caused by the incident and, in particular, the persons through whom all communications are to be made.	Sections 3.1, 4.1, 4.2, 4.4, 4.5 and 4.6
d) Any other matter required by the regulations (as set out below)	
Protection of the Environment Operations (General) Regulation 2022	
Chapter 4 Pollution incident response management plans: **72 General licences—additional matters to be included in PIRMP—the Act, s 153C** For the Act, section 153C(d), the following matters must be included in a PIRMP	
a) A description of the hazards to human health or the environment associated with the activity to which the licence relates (the **relevant activity**),	Section 2.3
b) The likelihood of any such hazards occurring, including details of any conditions or events that could, or would, increase that likelihood,	Section 2.3
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,	Section 2.4
d) An inventory of potential pollutants on the premises or used in carrying out the relevant activity,	Section 2.2
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,	Section 2.2

Detail Required	Section in PIRMP
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,	Section 2.5
g) The names, positions and 24-hour contact details of those key individuals who: I. are responsible for activating the plan, and II. are authorised to notify relevant authorities under section 148 of the Act, and III. are responsible for managing the response to a pollution incident,	Section 3.3
h) The contact details of each relevant authority referred to in section 148 of the Act,	Section 4.1
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,	Section 4.5
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,	Section 4.4
k) A detailed map (or set of maps) showing:	
• the location of the premises to which the licence relates,	Figure 1
• the surrounding area that is likely to be affected by a pollution incident,	Figure 4
• the location of potential pollutants on the premises and	Figure 2
• the location of any stormwater drains on the premises,	Figure 3
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,	Section 4.0
m) The nature and objectives of any staff training program in relation to the plan,	Section 5.1
n) The dates on which the plan has been tested and the name of the person who carried out the test,	Section 5.2
o) The dates on which the plan is updated,	Section 5.2
p) the way in which the PIRMP must be tested and maintained.	Section 5.3
74(1) A PIRMP must be made readily available (a) to an authorised officer on request, and (b) to a person who is responsible for implementing the PIRMP at the premises— (i) to which the relevant licence relates, or (ii) where the activity takes place.	Section 5.4
74(2) A PIRMP must be made publicly available in the following way within 14 days after it is prepared— (a) in a prominent position on a publicly accessible website of the person who is required to prepare the PIRMP, (b) if the person does not have a website—by providing a copy of the PIRMP, without charge, to a person who makes a written request for a copy.	Section 5.4
75(1) A PIRMP must be tested— (a) routinely at least once every 12 months, and (b) if a pollution incident occurred during an activity to which an environment protection licence relates, which caused or threatened material harm to the environment, within the meaning of the Act, section 147—within 1 month of the incident occurring.	Section 5
75(2) The test must be carried out in a way to ensure the following—	Section 5

Detail Required		Section in PIRMP
(a)	the information included in the PIRMP is accurate and up to date,	
(b)	the PIRMP is capable of being implemented in a workable and effective way	

1.3 Definition

In implementing this PIRMP, the POEO definitions included in Table 2 below are applied in the event of an incident.

Table 2: Definition

Terms	Definition as defined in POEO Act 1997
Pollution	"Pollution means – water pollution, or air pollution, or noise pollution, or land pollution"
Pollution incident	"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".
Material Harm	As defined in Section 147 of the 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 $50,000 (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.

2.0 Premises Details

2.1 Site Overview

Enviroking Liquid Waste Facility, operated by Enviroking Pty Ltd, is located at 843 John Renshaw Drive, Black Hill (Lot 931 DP 816814) (see Figure 1), within the Cessnock City Council (hereafter Council) local government area. The facility receives and treats liquid waste and reuses treated waste by exempted land application and irrigation, or disposal into landfill, sewage treatment plants or other licensed facilities.

The facility is permitted to treat up to 20,000 tonnes of liquid waste per annum under the current Environment Protection License (EPL 11180) (Appendix A) and operates under development approval 07_0048 granted under section 75J of the Environmental Planning and Assessment Act 1979 (EP&A Act).

Figure 1: Site Location

Figure 2: Chemical Storage and Fire Hydrant Location on the Premises

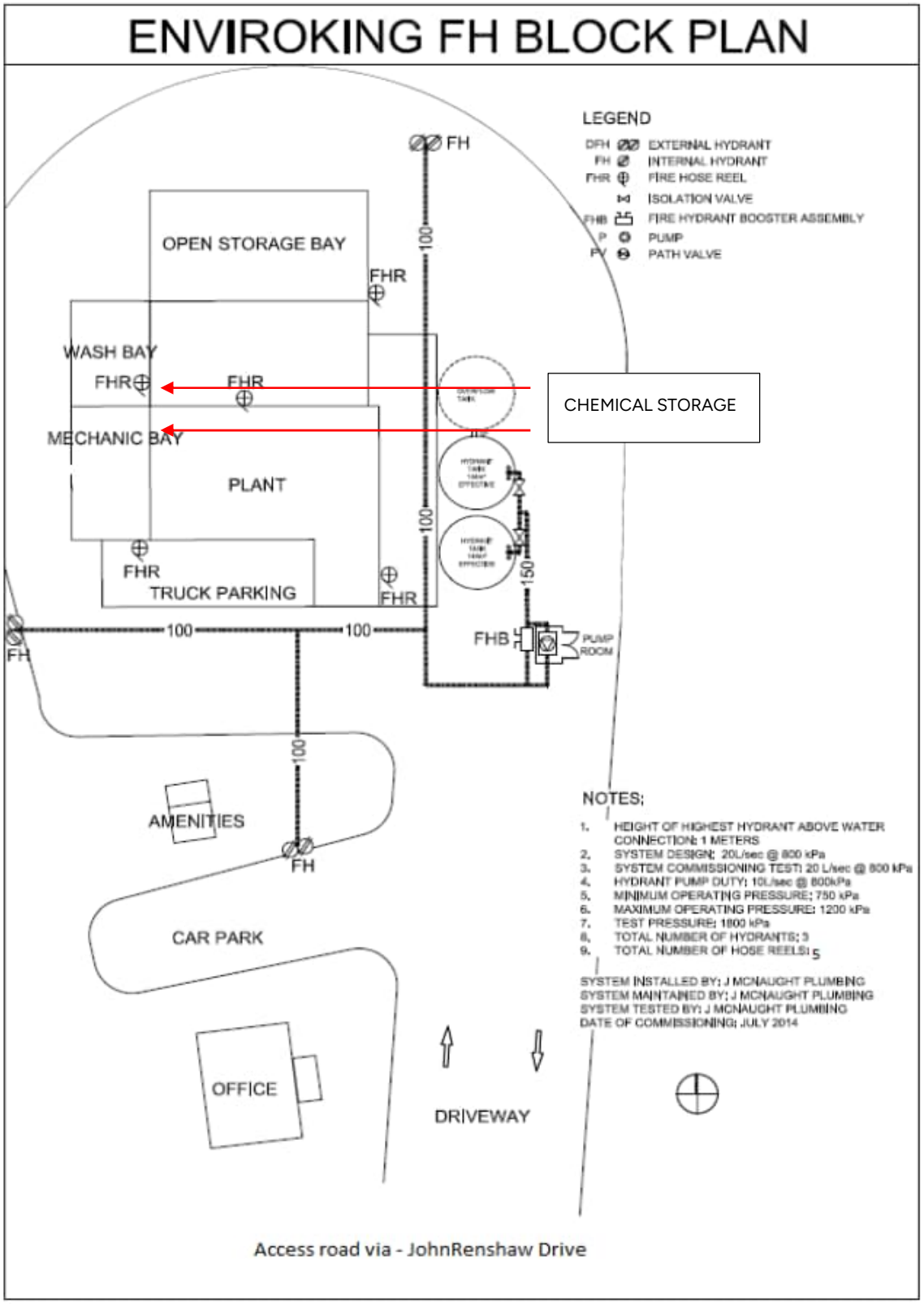


Figure 3: Location of Stormwater Drain on the Premises

2.2 Hazardous Substances and Pollutants

A summary of hazardous substances and pollutants received, stored and/or created at the site are listed in Table 3. Safety Data Sheets (SDS) for each of the materials stored on site must be available where the product is stored and within the PIRMP records.

Table 3: Hazardous Substances and Pollutants

Hazardous Substance	Unit Weight / Volume	Location On-site
Incoming wastes		
Grease trap waste	55,000L	Plant Shed
Liquid food waste	21,000L	Plant Shed
Oily waters	NIL	NIL
Water treatment chemicals		
Hydraprime	800L	Plant Shed
Hydrabond	50L	Plant Shed
Hydrafoam	100L	Plant Shed
Pallet of Hydrated Lime	120Kg	Plant Shed
Effluents & Sludges		
Treated grease trap water	45,000L	Plant Shed
Sludge	150,000L	Plant Shed
Other Materials		
Sawdust	70 m^3	Inside the back Mixing Bay
Gravel	NIL	Rear of Plant Shed

Figure 2 illustrates the Chemical and Hazardous Substances Plan for Enviroking complex.

2.3 Potential Hazard

This section addresses the requirements of Clause 72 of the Protection of the Environment Operations (General) Regulation (POEO(G) Regulation) 2022. Table 4 provides a summary of potential hazards identified at the Enviroking complex. It includes details on conditions or events that could increase the likelihood of these hazards occurring.

The purpose of this risk assessment was to identify the potential major hazards and/or risk(s) posed by the operation, the controls in place to effectively mitigate and/or manage these risks and the key pollution response measures. The identified hazards, along with the conditions or events that could elevate the risk, have been meticulously evaluated to ensure effective management and mitigation strategies are in place. This proactive approach is crucial for minimizing potential environmental impacts and ensuring the safety of all stakeholders.

Table 4: Hazard Likelihood

Potential Hazard and Consequence	Likelihood of Occurrence	Events that could increase likelihood
Emissions of gaseous pollutants/odour from the facility; causing impacts to human health/ comfort and the surrounding environment.	Medium	• Poor ventilation. • Weather conditions. • Operator error. • Damages to facilities.
Release of contaminated water or other pollutant to land.	Medium	• Weather conditions. • Operator error. • Damages to facilities.
Smoke (due to onsite fire) causing impact to human health.	Low	• Warm temperature poses an increased risk to site. • Combustible materials present on site. • Mixing of chemicals. • Ignition of dust. • Smoking areas on site and incorrect disposal of cigarettes.
Dust particles being released into the air and causing impact to human health	Low	• Dry and/or windy weather. • Improper unloading of materials. • Not utilising environmental controls when needed such as watering.
Releases of contaminated water or other pollutant into watercourses.	Low	• Weather conditions. • Operator error. • Damages to facilities.

2.4 Pre-Emptive Actions

Pre-emptive action to be taken to minimise or prevent a risk of harm to human health or the environment arising from potential or actual pollution events are listed in Table 5.

Table 5: Pre-Emptive Actions

Aspect	Pre-emptive Actions / Controls
Spill of Hazardous Material	• Use contracted companies for chemical delivery and pickup to reduce on-site chemical storage. • Store chemicals in lockable, weatherproof, and leak-proof containers in bunded areas. • Erect and maintain signage and information, including handling procedures and a copy of the SDS for each hazardous substance, with the chemicals. • Train staff on proper handling and spill management procedures. • Provide and maintain spill kits on-site. • Ensure all hazardous substances are clearly labelled when delivered from the supplier and stored in suitable designated storage facilities in accordance with relevant Australian Standards and codes of practice. • Regularly inspect and maintain hazardous substances storage facilities to avoid leaks, spills, and other faults.
Surface Water Contamination	• Implement Sampling Procedure • Implement a stormwater management plan. • Direct clean water runoff to retention basins and dirty stormwater runoff to sediment ponds. • Treat wastewater before discharge.

Aspect	Pre-emptive Actions / Controls
Air Quality (Smoke and Dust)	• Inspect and maintain plant and equipment to prevent dust emissions • Install fire/smoke detection systems and provide firefighting equipment. • Maintain emergency evacuation/response procedures. • Maintain site landscaping, including perimeter plantings. • Implement a strict speed limit on-site
Fuel Emissions	• Zero-idling policy • Ensure all vehicles are maintained properly
Odour Emissions	• Regularly clean and maintain stock yards to reduce odour emissions. • Promptly transfer and process meat by-products to prevent degradation • Use on-site biofilters and conduct regular inspections and maintenance of plant equipment. • Avoid long-term stockpiling of waste products on-site. • Provide a telephone complaints line for the public.
Gas Emissions	• Maintain SDS for fuels and refrigerants. • Implement site inspection and maintenance programs. • Conduct emergency evacuation/response procedures and training.
Waste Management	• Employ licensed waste contractors for waste removal. • Separate solid waste streams for disposal and record disposal details as per EPL conditions.
Noise Emissions	• Limit operational activities to approved hours and minimise noise generation. • Implement Noise Complaint Procedures and a reporting hotline during operating hours. • Instruct heavy vehicles to use designated routes and ensure plant and equipment are well-maintained. • Minimise concurrent use of mobile plant outside warehouses and/or limiting their use to the less sensitive daytime and evening periods.

2.5 Safety Equipment

A range of safety equipment is available at the Site to minimise health and safety risks during operations and in response to incidents. The inventory of on-site safety equipment, along with their descriptions, locations, and maintenance schedules, is detailed in Table 6. Where equipment is listed as N/A, risk assessment confirmed alternative controls are adequate.

Table 6: Inventory of Safety Equipment

Equipment	Description / Purpose	Location
Treatment Plant Safety Equipment		
Bunded areas	Concrete Walls & brick walls, most hardstands are bunded to prevent spillages and leaks.	Around perimeter of buildings.
Bund level alarms	None – N/A	N/A
Tank gauges	Tanks are open and clear, levels can be easily monitored., no gauges are needed.	Plant Shed
Process alarms	Fire Hydrant/Fire Hoses	Around Perimeters of Buildings.
Gas meters	None - N/A	N/A

Equipment	Description / Purpose	Location
Emergency Equipment		
Fire Sprinklers	N/A	N/A
Fire Extinguishers	Portable devices used to extinguish fires. *Serviced 6 monthly.*	Fire extinguishers are located around the perimeter of the buildings as per Fire Plan.
First Aid Kit	Medical kits containing first aid supplies used in the control and management of injuries associated with emergencies.	Plant Shed Lunch Room Office
Eye Wash Stations	*Type – Water / Diphoterine* Can be used to flush eyes free of dust or splashed liquids / chemicals.	1 x Plant Shed 1 x Unloading Area (Greasetrap)
Safety Showers	Can be used to rinse the body free of dust or splashed liquids / chemicals. *Checked weekly*	1 x Plant Shed 1 x Unloading Area Checked Weekly
SDS	All SDS are to be kept current and on site in appropriate locations (right). *Reviewed when new chemicals brought onsite or at least annually.*	Office Plant Shed Cupboard
Emergency Management Plans	Contain directions for dealing with emergencies.	Office
Site Warden Equipment	Hard hats, vests, Ear Plugs, Safety Glasses, when necessary, High Visibility Vest, Long Sleeve Clothes, Long Pants, Steel Capped Boots and Gloves.	Office
Spill Control Equipment		
Spill Kits	Contains equipment for containing, controlling and cleaning-up oil and chemical spills.	1.Located adjacent to the vehicle unloading area 2.Plant Loading Area-Front Building 3.Fire Pump House
Portable pumps and hoses	Can be used to clean up spilled liquids.	Plant Shed
Vacuum tanker	Can be used to clean up spilled liquids.	Truck Parking Area
Sawdust	Can be utilised to provide bunding and mop up spills.	In rear mixing bay
Gravel	Can be utilised to provide bunding and mop up spills.	If Available – in rear of mixing area.
Signage	Notification of Safety Equipment, Zones, and Restricted Areas.	Backlit emergency exit signs are installed within all parts of the office and treatment plant buildings. Signage indicating location of safety equipment and hazardous areas installed at relevant locations throughout the office and treatment plant buildings.
Personal Protective Equipment		
Protective clothing – chemical resistant	Chemical resistant aprons / overalls for use when handling chemicals and other hazardous substances.	In plant shed cupboard In mechanics bay cupboard

Equipment	Description / Purpose	Location
Protective clothing - general	Long leg / long sleeve hi-vis clothing for general wear when working around plant, equipment, within wastewater treatment facility.	Issued to site personnel at commencement of employment. Replaced as needed.
Protective footwear – chemical	Steel capped / steel shanked covered and water and chemical proof footwear (boots, gumboots) for use when handling chemicals and other hazardous substances.	In plant shed cupboard In mechanics bay cupboard
Protective footwear - general	Steel capped / steel shanked covered and water-resistant footwear (boots) for general wear when working around plant, equipment, within wastewater treatment facility.	Issued to site personnel at commencement of employment. Replaced as needed.
Protective gloves – chemical	Chemical resistant gloves / gauntlets for use when handling chemicals and other hazardous substances.	In plant shed cupboard In mechanics bay cupboard
Protective gloves – cuts & abrasions	Puncture / cut resistant gloves to protect hands when using hand tools or performing other work that presents risk of hand injury (cut, abrasion, pinch, puncture etc).	In mechanics bay cupboard
Protective gloves - general	Disposable latex or nitrile gloves for use when general hand protection from potentially contaminated materials is required (e.g. for use when collecting sludge or effluent samples, operating treatment plant valves, hoses etc.)	In plant shed cupboard In mechanics bay cupboard
Eye Protection - chemical	Chemical resistant glasses / goggles for use when handling chemicals and other hazardous substances. Note – glasses must include top and side shields. Goggles or full-face protection is required when handling bulk chemicals. Additional protection may be required to protect eyes and airways from fumes (see respiratory protection).	In plant shed cupboard
Eye Protection – impact / general	Impact resistant glasses or goggles to protect eyes from flying objects or dust when using hand tools or performing other work that presents risk of eye injury.	In plant shed cupboard In mechanics bay cupboard
Respiratory protection	Dust mask, full- or half- face respirator to protect airways from dusts, fumes, exhausts, vapours etc. Note – type of respiratory protection (e.g. P1, P2 mask, type of respirator canister) must be selected to be suitable to provide protection from the potential hazard. Consideration should also be given to fit, maintenance and replacement an accordance with manufacturer's specifications for use.	In plant shed cupboard In mechanics bay cupboard

Equipment	Description / Purpose	Location
	Orange Fan – exhausting fumes when desludging tanks 1 and 2.	
Hearing Protection	Earmuffs or ear plugs for use when operating plant, equipment, or other noisy work or when working within other noisy environments.	In plant shed cupboard In mechanics bay cupboard

2.6 Emergency and Fire Response Plan

An Emergency and Fire Response Plan (Appendix B) is communicated and made available to all personnel entering the premises. The Plan is based on recognised emergency management and risk management principles and complies with AS 3745 Planning for emergencies in facilities and the NSW Work Health and Safety Regulation 2017.

This PIRMP forms part of an integrated response in the event of an emergency at the facility. The PIRMP and the Emergency and Fire Response Plan will be initiated concurrently in response to fire, explosions, medical emergencies, rescue, incidents with hazardous chemicals, bomb threats, armed confrontations and natural disasters. If there is an immediate threat to life or property, 000 will be called and Fire and Rescue NSW will assume incident control on arrival. Hard copies of both documents are kept onsite for use during power or internet outages.

3.0 Management and Responsibilities

3.1 Duty to Notify

Employees and contractors working on-site are responsible for alerting Site Management to all environmental incidents or hazards, regardless of the nature or scale of the observed incident or event. A licensee is required to notify the relevant regulatory authorities of a pollution incident immediately after becoming aware of the incident if the incident causes or threatens to cause material harm to the environment.

Enviroking adopts the responsibilities as defined in Section 148 of the POEO Act. Incident notifications are categorised as:

- Duty of employee or any person undertaking an activity:

  Any person engaged as an employee or undertaking an activity must, immediately after becoming aware of any incident or potential incident, notify their relevant manager of the incident and all relevant information about it. If the employer cannot be contacted, the person is required to notify each relevant authority in accordance with the process outlined in Table 9.

  The required information includes:

  (a) the time, date, nature, duration and location of the incident,

  (b) the location of the place where pollution is occurring or is likely to occur,

  (c) the nature, the estimated quantity or volume and the concentration of any pollutants involved, if known,

  (d) the circumstances in which the incident occurred (including the cause of the incident, if known),

  (e) the action taken or proposed to be taken to deal with the incident and any resulting pollution or threatened pollution, if known,

  (f) any other relevant information.

- Duty of the employer or occupier of a premises to notify:

  An employer or occupier of the premises on which the incident occurs, who is notified (or otherwise becomes aware) of a pollution incident, must immediately notify the appropriate regulatory authority of any incident that has caused or threatens to cause material harm to the environment, including relevant information.

  For the purposes of this PIRMP, notification will occur where there is a reasonable possibility of material harm, including where harm is only potential, the full extent of harm is not yet known, or pollution remains contained onsite.. The Workplace Health and Safety (WHS) Site Manager listed in Table 7 is responsible for notification of the relevant authorities.

3.2 Material harm assessment checklist

The following checklist can be used to determine if an incident is classified as material harm according to Section 148 of the POEO Act and requires the notification procedure to be carried out.

- Has the pollutant escaped any bunded or hardstand areas?

- Has the pollutant entered, or is it likely to enter, stormwater or any waterways?
- Is the incident detectable off-site (e.g. odour, smoke, visible discharge)?
- Is there potential to impact neighbouring properties or sensitive receivers?
- Has containment failed or is it reliant on active intervention (e.g. pumping, shut-off valves)?
- Could the cost of response and clean-up exceed $50,000?

If YES to any of the above, the incident must be treated as material harm and the notification procedure must be carried out immediately.

3.3 Site Management

If an incident constitutes material harm to the environment, as defined in Section 1.3, the Enviroking Site Management listed in Table 7 will implement the PIRMP immediately.

Table 7: Site Management

Person	24-hr contact details	Responsibility
[redacted] **Managing Director**	[redacted]	• Provide adequate financial resources, qualified personnel, and training to ensure implementation of environmental management plans. • Overall business management. • Assisting in communication with relevant authorities, communities, and staff. • Activation of PIRMP immediately where an incident has caused or threatens to cause material harm to the environment. • Incident control • Managing activation & implementation of response to Environmental Incident.
[redacted] **Workplace Health and Safety (WHS) Site Manager**	[redacted]	• Notification of Authorities PIRMP immediately where an incident has caused or threatens to cause material harm to the environment • Main point of contact for agency liaison. • Notification of Neighbouring Properties. • Prepare compliance reports in conjunction with Environmental Advisor that are required as a result of the incident. • Provide environmental assistance and advice on legislative requirements for any impacts. • Ensuring all staff and contractors on site are aware of the PIRMP and adequately trained in its procedures and duty to notify / report incidents immediately. • Determination of material harm incident.
[redacted] **Plant Operator/Driver**	[redacted]	• Conduct regular checks to verify that equipment is functional and accessible.

Person	24-hr contact details	Responsibility
		• Ensure the availability and maintenance of pollution response equipment, such as spill kits, and personal protective equipment (PPE).
[redacted] **Environmental Advisor**	Sydney Environmental and Soil Laboratory Pty Ltd [redacted]	• Notification of Authorities. • Notification of Neighbouring Properties. • Prepare compliance reports in conjunction with WHS Site Manager that are required as a result of the incident. • Provide environmental assistance and advice on legislative requirements for any impacts. • Ensuring all staff and contractors on site are aware of the PIRMP and adequately trained in its procedures and their duty to report incidents immediately.

The personnel listed above are available 24 hours per day and are responsible for:

- Activating the PIRMP
- Notifying relevant authorities
- Managing the response to a pollution event

If an actual or potential incident that threaten or causes material harm occurs, the Site Management will immediately initiate the PIRMP (refer to Section 4.0 for Incident Notification and Response actions).

3.4 General Roles and Responsibility

Table 8 lists general roles within the organisation and their broader responsibilities related to the PIRMP.

Table 8: General Roles and Responsibility

Role	Responsibility
All employees and contractors	• Ensure familiarity, implementation, and compliance with this plan. • Support commitments to site environmental management and compliance. • Work in a manner that will not harm the environment or others. • Report all environmental incidents, potential incidents, complaints, or inappropriate practices immediately to the Site Manager.

4.0 Incident Management

4.1 Immediate Notification

If a pollution incident occurs that causes or threatens to cause material harm to the environment (as defined in s147), Enviroking must immediately implement this PIRMP (s153F) and notify each relevant authority without delay (s148)."

If there is an immediate threat to life or property:

1. An emergency will be declared
2. Fire and Rescue (000) will be contacted first
3. Emergency and Fire Response Plan will be enacted (see Appendix B)
4. Immediate notification under this PIRMP is required where there is a reasonable possibility of material harm, including where harm is only potential, the full extent of harm is not yet known, or pollution remains contained onsite.

Upon identification of a pollution incident that causes or threatens material harm to the environment, all relevant authorities listed in Table 9 must be notified immediately and without delay, in accordance with Section 148 of the POEO Act. Notification must occur as soon as practicable after becoming aware of the incident and must not be delayed gathering further information.

Table 9 lists the contact details and the order of the regulatory authorities that must be notified immediately in the event of a pollution incident at the site. Enviroking will provide the following information to agencies:

(a) the time, date, nature, duration and location of the incident,

(b) the location of the place where pollution is occurring or is likely to occur,

(c) the nature, the estimated quantity or volume and the concentration of any pollutants involved, if known,

(d) the circumstances in which the incident occurred (including the cause of the incident, if known),

(e) the action taken or proposed to be taken to deal with the incident and any resulting pollution or threatened pollution, if known,

(f) any other relevant information

Table 9: Regulatory Authorities Contact Details

Relevant Authority	Key Contact	Notification Process	Contact order
Emergency Contact			
Emergency Services NSW Police NSW Fire and Rescue NSW Ambulance	000 131 444 (02) 9265 2999 (02) 9320 7777	To be contacted **first** if the incident presents an immediate threat to human health or property and emergency services are required.	1 (if required)

Relevant Authority	Key Contact	Notification Process	Contact order
NSW Environment Protection Authority (EPA)	131 555 info@environment.nsw.gov.au	To be contacted immediately (after emergency services if required). This will result in the incident being recorded and the appropriate person being contacted. Record the EPA event ID provided as it is required for other notifications.	2
NSW Safe Work	131 050 contact@safework.nsw.gov.au	Select option for notification of reportable incident. Provide EPA event record ID if requested. Record notification reference number if provided.	3
Cessnock City Council After hours emergencies	(02) 4993 4100 (02) 4940 7816	Contact customer service. Record notification reference number if provided.	4
Additional Contacts (if required)			
Maitland Hospital	(02) 4939 2000	Contact customer service and record notification reference number if provided.	
John Hunter Hospital	(02) 4921 3000		
East Maitland Fire Services	(02) 4934 7494		
Rural Fire Services	(02) 4991 1733		
Maitland Police Station	(02) 4934 0200		
Hunter Water Emergency	1300 657 000		
Ausgrid Emergency (24 hours)	13 13 88		
State Emergency Services	132 500		
Department of Primary Industries	(02) 4931 6656		

4.2 Notification under Development Consent 07_0048 (DPHI)

In addition to the notification requirements under Section 148 of the *Protection of the Environment Operations Act 1997*, the following obligations apply under the Development Consent 07_0048 granted under the *Environmental Planning and Assessment Act 1979*. The Department of Planning, Housing and Infrastructure (DPHI) must be notified within 24 hours of detecting the occurrence of any incident that causes, or may cause, harm to the environment. Notification must also be made to any other relevant agencies as required. A written report must be provided to DPHI (and any other notified agencies) within 6 days of the initial notification.

4.3 Actions During a Pollution Incident

During an actual or potential pollution incident, Enviroking will respond immediately to prevent or reduce any adverse environmental impact. Actions taken during Pollution Events will be completed in accordance with the Site Emergency Plan and generally involve undertaking the following steps without delay:

1. Ensure personal safety.
2. Where possible and safe to do so, immediate action should be taken to prevent, stop, contain and/or minimise the environmental impact of the incident. This could include but is not limited to use of spill kits, shutdown of equipment, use of firefighting equipment and stormwater shut off.
3. Undertake notification procedure immediately including notifying the relevant agency and the community if required in accordance with Section 4.4.
4. Undertake investigation into the cause of the incident, gathering information and photos.
5. Assess need for additional (response) controls and remedial works.
6. Review information from investigation and identify ongoing actions.
7. Ongoing consultation with agencies or stakeholders.

The PIRMP will be activated where an incident has caused or threatens to cause material harm to the environment, in accordance with the POEO Act. The Managing Director is responsible for coordinating the PIRMP procedure once the PIRMP is triggered and The WHS Site Manager is responsible for ensuring that staff members working in critical areas are trained appropriately.

All staff are instructed to notify management of any actual or potential environmental incident and take immediate action (where it is safe to do so) to prevent, contain and/or minimise the environmental impact of the incident

It is imperative that an honest assessment of the situation is carried out and documented to minimise the potential for similar events in the future.

On this basis, every environmental incident is to be recorded on the Environmental Incident Report contained within Appendix C. A copy of the completed form should be sent to the contacted authorities and be maintained for at least four years.

4.4 Minimising Harm

All staff and contractors must complete an induction and training before working on-site. The induction covers procedures for preventing pollution incidents, notification processes, incident management, and post-incident actions. Training records are kept on-site and maintained in accordance with site procedures.

During a pollution incident, minimising harm to persons on-site is the top priority. If evacuation is necessary, actions will follow based on the Emergency Evacuation Diagram within the premises.

In the event of an evacuation:

- The Site Manager contacts emergency services if needed.
- The Site Manager (or their nominee) coordinates with emergency services.

- Employees stop work immediately and move to the nearest emergency assembly area, staying there until instructed otherwise.
- The Site Manager conducts a roll call.
- Employees return to work only after the Site Manager gives the all-clear.

Staff are informed of Emergency Assembly Areas through inductions, signage, and ongoing training. Key aspects of the PIRMP will be shared with staff and contractors. The PIRMP will be tested annually, as detailed in Section 5.2.

4.5 Community Notification

In the event of an actual or potential pollution incident, Enviroking has established the following processes for contacting the local community and for providing early warnings and regular updates.

1. **Consultation with Regulatory Authorities**
    - Site Manager will consult with regulatory authorities to determine if the community should be notified. Community notification must be undertaken where offsite impacts that could affect the community occur. Consultation will not delay immediate early warnings to properties at highest risk (see Communication Zones below).
    - The most appropriate communication strategy will be discussed with the authorities (e.g., media release, direct contact with potentially impacted individuals). The Managing Director will coordinate messaging with EPA/FRNSW and Council to ensure consistent advice.
2. **Determining the Response and Notification Process**
    - All aspects of the pollution event will be considered, such as the type and extent of pollution.
    - Notification strategies may include door knocking, letter drops, phone calls, SMS, or email (where contact details are available), and notifications via social and mass media, as appropriate.
3. **Identified Properties**
    - Notification of neighbouring properties as identified in Figure 4 shall be undertaken at the determination of Site Management. Determination will be risk based on considering materiality of the event, incident type and prevailing conditions. An internal site document contains the relevant contact details for surrounding community members in case notification is required or directed by a regulatory authority.

Figure 4: Nearby Receptor

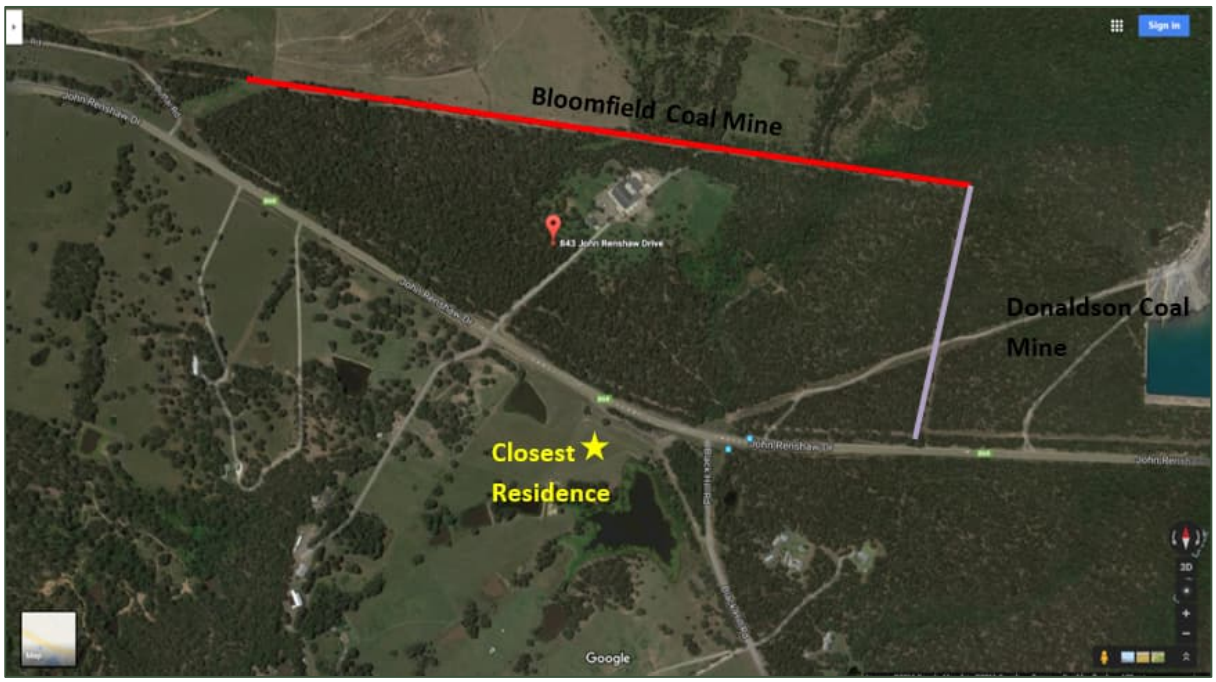


Table 10 provides a risk-based notification strategy based on communication zones. Some properties have been identified nearby that may be impacted should a pollution event occur. Upon identification, during and following a pollution incident, the following actions must be taken.

Table 10: Risk Based Notification Strategy

Stakeholders	Notification Method	Information to be provided	Contact details
High Risk (Residents of the immediate area)			
Residents within 1km radius	Call immediately and if unanswered leave a message Updates: follow up phone calls to all landholders who may have been notified by the initial early warning. *Note: if no contact has been made within an hour, visit the resident's property if possible to inform of the incident*	Practical actions to be taken to minimise the risk of harm to health and property (this can include closing windows and doors and remaining inside to avoid emissions, avoiding using water from creeks/rivers or groundwater depending on the type of incident) Ensure ongoing information and updates will be provided accordingly	If contact details have been provided – refer to internal site doc for details
Industrial, commercial, residential or community premises within the immediate vicinity of the site	Call immediately and if unanswered leave a message Updates: follow up phone calls to all landholders who may have been	Practical actions to be taken to minimise the risk of harm to health and property (this can include closing windows and doors and remaining inside to avoid emissions,	Contact sites via their details provided most likely on a website or maps

Stakeholders	Notification Method	Information to be provided	Contact details
	notified by the initial early warning.	avoiding using water from creeks/rivers or groundwater depending on the type of incident) Ensure ongoing information and updates will be provided accordingly	Refer to site contact register if applicable
Moderate Risk (The broader community (nearby residents beyond those immediately adjacent to the Site and users of the surrounding road network)			
Residents further than 1km from site	Contact within 24hrs via information sheets or newsletters, media statements or any other strategy as deemed necessary	Inform of incident and what has been or will be done to mitigate any further impacts Ensure ongoing information and updates will be provided accordingly	Contact residents via their details provided most likely on a website or maps Contact via media or news outlet Refer to site contact register if applicable
Industrial, commercial, residential or community premises further from 1km of the site	Contact within 24hrs via information sheets or newsletters, media statements or any other strategy as deemed necessary	Inform of incident and what has been or will be done to mitigate any further impacts Ensure ongoing information and updates will be provided accordingly	Contact sites via their details provided most likely on a website or maps Contact via media or news outlet Refer to site contact register if applicable
Low Risk (Unaffected residents, industrial, commercial, residential or community premises outside of the broader community)			
Unaffected residents, industrial, commercial, residential or community premises outside of the broader community	Contact with 3 days via email, newspaper advertisement, letterbox drop of email notifications, on-site signage, website or text messages	Inform of incident and what has been or will be done to mitigate any further impacts Ensure ongoing information and updates will be provided accordingly	Broad broadcast provided, personal information not necessary

4. Actions During and Following a Pollution Incident

- Notification of Neighbouring Properties: Based on risk, considering the materiality of the event, incident type, and prevailing conditions, Site Manager will determine if and how to notify neighbouring properties.

5. Notification Methodology

- Immediate Contact: Neighbours at risk of downstream or flow-on impacts will be contacted immediately during an incident.
- Early Warnings: Same-day telephone notifications will be given to landholders who may be affected within the next 24 hours.
- Updates: Follow-up phone calls will be made to all landholders who received initial early warnings.

6. Broad Community Updates

- Updates will be provided to the broader local community in affected areas via information sheets or newsletters, the Enviroking website, media statements, or other appropriate strategies.
- Information provided will include:
    - Type of incident
    - Type of pollutant
    - Prevailing winds
    - Magnitude of the emission
    - Likelihood of the pollutant reaching ground level
    - Potential impacts on sensitive receptors, local landholders, and the community
    - Site contact details
    - Advice or recommendations based on the incident type and scale

4.6 Actions Following a Pollution Incident

In the event following a pollution incident, a detailed incident investigation will be completed as soon as practicable by the Site Manager (or delegate) and a report will be sent to the Enviroking Managing Director.

A detailed incident report will be sent to the EPA and relevant agencies where required under the POEO Act or at the request of a regulatory authority, which outlines the following:

- date, time, and nature of the pollution incident.
- identifying the cause (or likely cause) of the pollution incident.
- describing what action has been taken to date.
- describing proposed measures to address the pollution incident and prevent recurrence.

Enviroking will also participate in any external investigation processes conducted by regulatory authorities, if required.

Within a month following a pollution incident, the PIRMP will be reviewed and tested where required. Enviroking will continue to liaise with the relevant authorities to reduce the likelihood of incident recurrence.

All staff and contractors will receive the necessary refresher training where relevant, and the key outcomes of the incident investigation will be reported to staff and contractors as part of continuous improvement.

Table 11 details actions to be taken following particular types of pollution incidents.

Table 11: Actions Following Particular Incident

Type of Pollution	Action During	Action After
Air Pollution incident	Cease the activity causing the odour. Shut doors and close building	• Future activities to take weather into account. (temperature / wind direction) • Pick an appropriate time for loading & mixing. • Review Broad Brush Risk Assessment (BBRA).
Water Pollution incident	Cease the activity causing the spill immediately	• Use vacuum tanker to cleanup affected liquid. Use bucket tractor / bobcat to create ground bunding and contain further runoff. • Review BBRA.
Land Pollution incident	Cease the activity causing the spill immediately	• Use vacuum tanker to cleanup excess liquid. • Use bucket tractor / bobcat to create ground bunding and contain further runoff. • Use spill kits to absorb any material and/or saw dust. • Transfer absorbed material into storage/drying area in plant for treatment and processing for land fill. • Review BBRA.

5.0 Training, Testing and Communication

5.1 Training

All staff and employees will be trained on the contents, process, and requirements of the PIRMP. The objective of this training is to inform employees of the PIRMP and ensure all staff and contractors are aware of the key steps required to respond to and manage a pollution incident. As a minimum, the following will be undertaken:

- Staff and Employees will be informed of the PIRMP, its role and its function within site inductions.
- Specific training will be provided to key personal, detailing methods of incident notification and response as well as responsibilities under the PIRMP.

Training will be delivered through one or more of the following ways: inductions, toolbox talks, formal site training, exercises.

Refresher training will be provided within 30 days of the following:

- Pollution Incident
- PIRMP Tests
- PIRMP Updates / Revisions

5.2 Testing

The Site Manager will coordinate PIRMP testing to ensure the plan's accuracy, currency, and effective implementation. Routine testing will be conducted annually or within one month of any pollution incident and can be carried out through the following methods:

- Debriefing following incident response.
- Simulated environmental emergency.
- Desktop simulations working through an incident scenario.

When testing the PIRMP Enviroking should debrief with personnel who participated in the test. This involves asking the following questions:

- What worked?
- What would we do the same next time?
- What would we do differently next time?
- What needs did we identify? (e.g. staff training, safety procedures, additional equipment).

Records documenting the testing dates and the names of the staff members who conducted the testing will be maintained. The test register can be found in Table 12 below.

Table 12: Test Register

Dated Tested	Tested By	Details of Test / Review	Findings / Issues Identified
18/08/14	Enviroking	Staff meeting to implement changes with the plant bunding upgrade.	All staff trained and shown examples on site

Dated Tested	Tested By	Details of Test / Review	Findings / Issues Identified
07/05/15	Enviroking	Emptied full semi load of clean water (24,000Litres) into receival area to simulate a spill.	Spill completely controlled within bunding. Noted 1 sump slower to clear. Cleaning schedule put in place on run sheets for C Lodge
26/04/16	Enviroking	Review plan completed after small spill in back bunding area.	Plan followed and still relevant. Review showed new Storm water sump requires shutoff valve. Now installed.
23/05/16	Enviroking	Staff meeting to advise changes to parking arrangement in bunding area and new shutoff valve.	All staff given refresher training in PIRMP and shown examples on site.
15/11/17	Enviroking	Emptied 5,000 litres of clean dam water onto concrete area in front of drying area to simulate an oily water spill.	Spill completely controlled within bunding and captured in the Storm water shutoff/sump enabling vacuum truck to pump out and clean area.
24/05/19	Enviroking	Emptied full semi load of treated grease trap water (21,000) into the receival area to simulate a spill.	Spill completely controlled within bunding area.
08/12/20	Enviroking [redacted]	Tested the stormwater shut-off valve near the workshop/wash bay. Simulated spill of 10,000 litres of dam water was carried out in front unloading area to assess the valve's functionality and response effectiveness.	No issues were identified. Immediate Actions: Drivers unloading in the area were informed about the location and function of the stormwater shut-off valve.
13/12/21	Enviroking [redacted]	Simulated a spill during the unloading of a truck. Discharged 8,000 litres of grease trap waste back into the sludge pit to assess containment and response measures.	No issues were identified. Immediate Actions: Conducted a thorough hose-down and cleanup of the area following the test to ensure it was restored to its original condition.
03/11/22	Enviroking [redacted]	Simulated a spill in the ramp area. Activated the pump to evaluate its effectiveness in minimising the rate of discharge and reducing the extent of the spill.	Identified that the two main sumps in the ramp area were blocked. Pumped out the blockage and cleared the pipework to restore functionality.
31/10/23	Enviroking [redacted]	Conducted a simulation of a spill in the unloading area. Prior to the simulation, the sumps were pumped out and performed effectively during the test.	No issues were identified. The sumps performed effectively during the simulation. However, it was noted that regular maintenance and upkeep of the sumps were required to maintain

Dated Tested	Tested By	Details of Test / Review	Findings / Issues Identified
			optimal performance and prevent potential blockages.
13/12/24	Enviroking [redacted]	A spill simulation was carried out in the unloading area. Before the test, the sumps were pumped out and functioned efficiently during the exercise.	No issues were identified. The sumps performed effectively during the simulation.
7/11/2025	Enviroking	A spill event in the unloading/loading area on the right-hand side of the plant was simulated. The scenario tested site response procedures, personnel roles, communication protocols and spill containment controls.	The test was completed successfully within approximately 10 minutes, with spill capture and clean up actions performed as planned. The simulation demonstrated that existing controls, including the drainage layout and access to spill response equipment, functioned effectively. No offsite impacts were identified and no corrective actions were required.

5.3 Review

Reviews will be undertaken regularly to ensure the PIRMP is current and fit for purpose. Reviews will be coordinated by the Site Manager with the following objectives:

- Identify and consider changes to site (infrastructure, processes, practices).
- Identify and consider changes to the strategic and statutory context (DPHI Guidance).
- Identify and consider changes to ownership / development status of neighbouring properties.
- Identify and consider opportunities for improvement in the Plan.

PIRMP Reviews will be undertaken on event and time-based triggers.

Event Based

Events which may trigger a review of this Plan, or its associated documents include:

- Activating the PIRMP (within 30 days).
- Completing PIRMP Testing (within 30 days).
- Change of operations including significant increase of production capacity, significant new plant and equipment is installed or upgraded and when the layout of the site is changed (e.g., relocation of a chemical storage area), requiring a new risk assessment (prior to operation of the change).
- Modification/Improvement to site processes (prior to operation of the change).

Time Based

As a minimum, the PIRMP will be reviewed every 12 months and recorded in the Test Register, located in Table 12.

PIRMP Revisions

Where PIRMP Reviews identify elements that require the PIRMP to be updated, revisions will be undertaken within 30 days of completing the review. The version number and date of the PIRMP is to be updated within the revision record and documented within the Test Register.

5.4 Availability of the PIRMP

A copy of this PIRMP will be kept in written and electronic form at Enviroking and will be made readily available onsite at all times to personnel responsible for implementing the PIRMP and to any authorised officer (as defined in the POEO Act), upon request. To ensure access during power or internet outages, hard copies are maintained at the Office reception and the Plant Shed control desk.

The PIRMP will be made publicly available within 14 days after it is prepared or updated by placing the public version on Enviroking's publicly accessible website. If the website is unavailable, a copy will be provided without charge to any person who makes a written request. The public version includes procedures for contacting relevant authorities and for communicating with neighbours and the community; personal information.

6.0 References

NSW EPA, Environment Protection Licence (EPL 11180), 2013

NSW Protection of the Environment Operations Act 1997 (POEO Act)

NSW Department of Planning, Project Approval 07_0048, 2010

NSW Environmental Planning and Assessment Act 1979 (EP&A Act)

Emergency and Fire Response Plan, Enviroking, 2023

Sampling Procedures, SLR Consulting, 2024

Appendix A: Environment Protection Licence – 11180

Environment Protection Licence

Licence - 11180

Licence Details	
Number:	11180
Anniversary Date:	23-October

Licensee
ENVIROKING PTY LTD
843 JOHN RENSHAW DRIVE
BLACK HILL NSW 2322

Premises
SLUDGE KING
843 JOHN RENSHAW DRIVE
BLACK HILL NSW 2322

Scheduled Activity
Waste Processing (non-thermal treatment)
Waste Storage

Fee Based Activity	Scale
Non-thermal treatment of hazardous and other waste	> 0 T treated
Waste storage - hazardous, restricted solid, liquid, clinical and related waste and asbestos waste	> 0 T stored

Region
Waste & Resources - Waste Management
59-61 Goulburn Street
SYDNEY NSW 2000
Phone: (02) 9995 5000
Fax: (02) 9995 5999
PO Box A290 SYDNEY SOUTH
NSW 1232

Environment Protection Licence

Licence - 11180

Environment Protection Licence

Licence - 11180

Information about this licence

Dictionary

A definition of terms used in the licence can be found in the dictionary at the end of this licence.

Responsibilities of licensee

Separate to the requirements of this licence, general obligations of licensees are set out in the Protection of the Environment Operations Act 1997 ("the Act") and the Regulations made under the Act. These include obligations to:

- ensure persons associated with you comply with this licence, as set out in section 64 of the Act;
- control the pollution of waters and the pollution of air (see for example sections 120 - 132 of the Act); and
- report incidents causing or threatening material environmental harm to the environment, as set out in Part 5.7 of the Act.

Variation of licence conditions

The licence holder can apply to vary the conditions of this licence. An application form for this purpose is available from the EPA.

The EPA may also vary the conditions of the licence at any time by written notice without an application being made.

Where a licence has been granted in relation to development which was assessed under the Environmental Planning and Assessment Act 1979 in accordance with the procedures applying to integrated development, the EPA may not impose conditions which are inconsistent with the development consent conditions until the licence is first reviewed under Part 3.6 of the Act.

Duration of licence

This licence will remain in force until the licence is surrendered by the licence holder or until it is suspended or revoked by the EPA or the Minister. A licence may only be surrendered with the written approval of the EPA.

Licence review

The Act requires that the EPA review your licence at least every 5 years after the issue of the licence, as set out in Part 3.6 and Schedule 5 of the Act. You will receive advance notice of the licence review.

Fees and annual return to be sent to the EPA

For each licence fee period you must pay:

- an administrative fee; and
- a load-based fee (if applicable).

Environment Protection Licence

The EPA publication "A Guide to Licensing" contains information about how to calculate your licence fees. The licence requires that an Annual Return, comprising a Statement of Compliance and a summary of any monitoring required by the licence (including the recording of complaints), be submitted to the EPA. The Annual Return must be submitted within 60 days after the end of each reporting period. See condition R1 regarding the Annual Return reporting requirements.

Usually the licence fee period is the same as the reporting period.

Transfer of licence

The licence holder can apply to transfer the licence to another person. An application form for this purpose is available from the EPA.

Public register and access to monitoring data

Part 9.5 of the Act requires the EPA to keep a public register of details and decisions of the EPA in relation to, for example:

- licence applications;
- licence conditions and variations;
- statements of compliance;
- load based licensing information; and
- load reduction agreements.

Under s320 of the Act application can be made to the EPA for access to monitoring data which has been submitted to the EPA by licensees.

This licence is issued to:

ENVIROKING PTY LTD
843 JOHN RENSHAW DRIVE
BLACK HILL NSW 2322

subject to the conditions which follow.

Environment Protection Licence

Licence - 11180

1 Administrative Conditions

A1 What the licence authorises and regulates

A1.1 This licence authorises the carrying out of the scheduled activities listed below at the premises specified in A2. The activities are listed according to their scheduled activity classification, fee-based activity classification and the scale of the operation.

Unless otherwise further restricted by a condition of this licence, the scale at which the activity is carried out must not exceed the maximum scale specified in this condition.

Scheduled Activity	Fee Based Activity	Scale
Waste Processing (non-thermal treatment)	Non-thermal treatment of hazardous and other waste	> 0 T treated
Waste Storage	Waste storage - hazardous, restricted solid, liquid, clinical and related waste and asbestos waste	> 0 T stored

A2 Premises or plant to which this licence applies

A2.1 The licence applies to the following premises:

Premises Details
SLUDGE KING
843 JOHN RENSHAW DRIVE
BLACK HILL
NSW 2322
PART LOT 931 DP 816814
THAT PART OF LOT 931 DP 816814 OUTLINED IN RED ON THE PLAN TITLED "PLAN SHOWING PROPOSED BUSINESS AREA ON PART OF LOT 931 DP 816814" PREPARED BY DAVID CANT SURVEYORS AND DATED 1 FEBRUARY 2013, WHICH WAS RECEIVED BY THE EPA ON 3 APRIL 2013.

A3 Information supplied to the EPA

A3.1 Works and activities must be carried out in accordance with the proposal contained in the licence application, except as expressly provided by a condition of this licence.

In this condition the reference to "the licence application" includes a reference to:
a) the applications for any licences (including former pollution control approvals) which this licence replaces under the Protection of the Environment Operations (Savings and Transitional) Regulation 1998; and
b) the licence information form provided by the licensee to the EPA to assist the EPA in connection with the issuing of this licence.

2 Limit Conditions

L1 Pollution of waters

L1.1 Except as may be expressly provided in any other condition of this licence, the licensee must comply with section 120 of the Protection of the Environment Operations Act 1997.

L2 Waste

L2.1 The licensee must not cause, permit or allow any waste to be received at the premises, except the wastes expressly referred to in the column titled "Waste" and meeting the definition, if any, in the column titled "Description" in the table below.
Any waste received at the premises must only be used for the activities referred to in relation to that waste in the column titled "Activity" in the table below.
Any waste received at the premises is subject to those limits or conditions, if any, referred to in relation to that waste contained in the column titled "Other Limits" in the table below.
This condition does not limit any other conditions in this licence.

Code	Waste	Description	Activity	Other Limits
K110	Grease trap waste	As defined in Schedule 1 of the POEO Act, as in force from time to time.	Waste storage Waste processing (non-thermal treatment)	Refer to Condition L2.2
J120	Waste oil/hydrocarbons mixtures/emulsions in water		Waste storage Waste processing (non-thermal treatment)	Refer to Condition L2.2
NA	General or Specific exempted waste	Waste that meets all the conditions of a resource recovery exemption under Clause 51A of the Protection of the Environment Operations (Waste) Regulation 2005	As specified in each particular resource recovery exemption	Refer to Condition L2.2
NA	Waste	Any waste received on site that is below licensing thresholds in Schedule 1 of the POEO Act, as in force from time to time	-	NA

L2.2 The Licensee must not process more than 20,000 tonnes per year in total of waste.

L3 Potentially offensive odour

L3.1 No condition of this licence identifies a potentially offensive odour for the purposes of section 129 of the Protection of the Environment Operations Act 1997.

Note: Section 129 of the Protection of the Environment Operations Act 1997, provides that the licensee must not cause or permit the emission of any offensive odour from the premises but provides a defence if the emission is identified in the relevant environment protection licence as a potentially offensive odour and the odour was emitted in accordance with the conditions of a licence directed at minimising odour.

3 Operating Conditions

O1 Activities must be carried out in a competent manner

O1.1 Licensed activities must be carried out in a competent manner.
This includes:
a) the processing, handling, movement and storage of materials and substances used to carry out the activity; and
b) the treatment, storage, processing, reprocessing, transport and disposal of waste generated by the activity.

O2 Maintenance of plant and equipment

O2.1 All plant and equipment installed at the premises or used in connection with the licensed activity:
a) must be maintained in a proper and efficient condition; and
b) must be operated in a proper and efficient manner.

O3 Emergency response

O3.1 The licensee must maintain, and implement as necessary, a current emergency response plan for the premises. The licensee must keep the emergency response plan on the premises at all times. The emergency response plan must document systems and procedures to deal with all types of incidents (e.g. spills, explosions or fire) that may occur at the premises or that may be associated with activities that occur at the premises and which are likely to cause harm to the environment. If a current emergency response plan does not exist at the date on which this condition is attached to the licence, the licensee must develop an emergency response plan within three months of that date.

O4 Processes and management

O4.1 The licensee must ensure that any liquid and/or non liquid waste for processing, storage, resource recovery or disposal at the premises is assessed and classified in accordance with the DECC Waste Classification Guidelines as in force from time to time.

O4.2 The licensee must ensure that waste identified for recycling is stored separately from other waste.

O4.3 In accordance with consent condition 7 of Project Approval 07_0048, all waste water is to be stored in the approved storage areas and there is to be no irrigation of wastewater at the Premises.

O5 Waste management

O5.1 All above ground tanks containing material that is likely to cause environmental harm must be bunded or have an alternative spill containment system in place.

O5.2 The licensee must ensure that suitable measures (eg. high/low alarms, control valves with interlock control, one way valves) are installed on all tanks, ponds or clarifiers and associated pipes and hoses to prevent the spillage of material that could cause harm to the environment.

4 Monitoring and Recording Conditions

M1 Monitoring records

M1.1 The results of any monitoring required to be conducted by this licence or a load calculation protocol must be recorded and retained as set out in this condition.

M1.2 All records required to be kept by this licence must be:
a) in a legible form, or in a form that can readily be reduced to a legible form;
b) kept for at least 4 years after the monitoring or event to which they relate took place; and
c) produced in a legible form to any authorised officer of the EPA who asks to see them.

M1.3 The following records must be kept in respect of any samples required to be collected for the purposes of this licence:
a) the date(s) on which the sample was taken;
b) the time(s) at which the sample was collected;
c) the point at which the sample was taken; and
d) the name of the person who collected the sample.

M2 Recording of pollution complaints

M2.1 The licensee must keep a legible record of all complaints made to the licensee or any employee or agent of the licensee in relation to pollution arising from any activity to which this licence applies.

M2.2 The record must include details of the following:
a) the date and time of the complaint;
b) the method by which the complaint was made;
c) any personal details of the complainant which were provided by the complainant or, if no such details were provided, a note to that effect;
d) the nature of the complaint;
e) the action taken by the licensee in relation to the complaint, including any follow-up contact with the complainant; and
f) if no action was taken by the licensee, the reasons why no action was taken.

M2.3 The record of a complaint must be kept for at least 4 years after the complaint was made.

M2.4 The record must be produced to any authorised officer of the EPA who asks to see them.

M3 Telephone complaints line

M3.1 The licensee must operate during its operating hours a telephone complaints line for the purpose of receiving any complaints from members of the public in relation to activities conducted at the premises or by the vehicle or mobile plant, unless otherwise specified in the licence.

M3.2 The licensee must notify the public of the complaints line telephone number and the fact that it is a complaints line so that the impacted community knows how to make a complaint.

M3.3 The preceding two conditions do not apply until 3 months after:
a) the date of the issue of this licence or
b) if this licence is a replacement licence within the meaning of the Protection of the Environment Operations (Savings and Transitional) Regulation 1998, the date on which a copy of the licence was served on the licensee under clause 10 of that regulation.

5 Reporting Conditions

R1 Annual return documents

R1.1 The licensee must complete and supply to the EPA an Annual Return in the approved form comprising:
a) a Statement of Compliance; and
b) a Monitoring and Complaints Summary.
At the end of each reporting period, the EPA will provide to the licensee a copy of the form that must be completed and returned to the EPA.

R1.2 An Annual Return must be prepared in respect of each reporting period, except as provided below.

R1.3 Where this licence is transferred from the licensee to a new licensee:
a) the transferring licensee must prepare an Annual Return for the period commencing on the first day of the reporting period and ending on the date the application for the transfer of the licence to the new licensee is granted; and
b) the new licensee must prepare an Annual Return for the period commencing on the date the application for the transfer of the licence is granted and ending on the last day of the reporting period.

R1.4 Where this licence is surrendered by the licensee or revoked by the EPA or Minister, the licensee must prepare an Annual Return in respect of the period commencing on the first day of the reporting period and ending on:
a) in relation to the surrender of a licence - the date when notice in writing of approval of the surrender is given; or
b) in relation to the revocation of the licence - the date from which notice revoking the licence operates.

R1.5 The Annual Return for the reporting period must be supplied to the EPA by registered post not later than 60 days after the end of each reporting period or in the case of a transferring licence not later than 60 days after the date the transfer was granted (the 'due date').

R1.6 The licensee must retain a copy of the Annual Return supplied to the EPA for a period of at least 4 years

after the Annual Return was due to be supplied to the EPA.

R1.7 Within the Annual Return, the Statement of Compliance must be certified and the Monitoring and Complaints Summary must be signed by:
a) the licence holder; or
b) by a person approved in writing by the EPA to sign on behalf of the licence holder.

R1.8 A person who has been given written approval to certify a certificate of compliance under a licence issued under the Pollution Control Act 1970 is taken to be approved for the purpose of this condition until the date of first review of this licence.

Note: The term "reporting period" is defined in the dictionary at the end of this licence. Do not complete the Annual Return until after the end of the reporting period.

Note: An application to transfer a licence must be made in the approved form for this purpose.

R2 Notification of environmental harm

R2.1 Notifications must be made by telephoning the Environment Line service on 131 555.

R2.2 The licensee must provide written details of the notification to the EPA within 7 days of the date on which the incident occurred.

Note: The licensee or its employees must notify all relevant authorities of incidents causing or threatening material harm to the environment immediately after the person becomes aware of the incident in accordance with the requirements of Part 5.7 of the Act.

R3 Written report

R3.1 Where an authorised officer of the EPA suspects on reasonable grounds that:
a) where this licence applies to premises, an event has occurred at the premises; or
b) where this licence applies to vehicles or mobile plant, an event has occurred in connection with the carrying out of the activities authorised by this licence,
and the event has caused, is causing or is likely to cause material harm to the environment (whether the harm occurs on or off premises to which the licence applies), the authorised officer may request a written report of the event.

R3.2 The licensee must make all reasonable inquiries in relation to the event and supply the report to the EPA within such time as may be specified in the request.

R3.3 The request may require a report which includes any or all of the following information:
a) the cause, time and duration of the event;
b) the type, volume and concentration of every pollutant discharged as a result of the event;
c) the name, address and business hours telephone number of employees or agents of the licensee, or a specified class of them, who witnessed the event;
d) the name, address and business hours telephone number of every other person (of whom the licensee is aware) who witnessed the event, unless the licensee has been unable to obtain that information after

making reasonable effort;
e) action taken by the licensee in relation to the event, including any follow-up contact with any complainants;
f) details of any measure taken or proposed to be taken to prevent or mitigate against a recurrence of such an event; and
g) any other relevant matters.

R3.4 The EPA may make a written request for further details in relation to any of the above matters if it is not satisfied with the report provided by the licensee. The licensee must provide such further details to the EPA within the time specified in the request.

6 General Conditions

G1 Copy of licence kept at the premises or plant

G1.1 A copy of this licence must be kept at the premises to which the licence applies.

G1.2 The licence must be produced to any authorised officer of the EPA who asks to see it.

G1.3 The licence must be available for inspection by any employee or agent of the licensee working at the premises.

Environment Protection Licence

Licence - 11180

Dictionary

General Dictionary

3DGM [in relation to a concentration limit]	Means the three day geometric mean, which is calculated by multiplying the results of the analysis of three samples collected on consecutive days and then taking the cubed root of that amount. Where one or more of the samples is zero or below the detection limit for the analysis, then 1 or the detection limit respectively should be used in place of those samples
Act	Means the Protection of the Environment Operations Act 1997
activity	Means a scheduled or non-scheduled activity within the meaning of the Protection of the Environment Operations Act 1997
actual load	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
AM	Together with a number, means an ambient air monitoring method of that number prescribed by the *Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales.*
AMG	Australian Map Grid
anniversary date	The anniversary date is the anniversary each year of the date of issue of the licence. In the case of a licence continued in force by the Protection of the Environment Operations Act 1997, the date of issue of the licence is the first anniversary of the date of issue or last renewal of the licence following the commencement of the Act.
annual return	Is defined in R1.1
Approved Methods Publication	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
assessable pollutants	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
BOD	Means biochemical oxygen demand
CEM	Together with a number, means a continuous emission monitoring method of that number prescribed by the *Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales.*
COD	Means chemical oxygen demand
composite sample	Unless otherwise specifically approved in writing by the EPA, a sample consisting of 24 individual samples collected at hourly intervals and each having an equivalent volume.
cond.	Means conductivity
environment	Has the same meaning as in the Protection of the Environment Operations Act 1997
environment protection legislation	Has the same meaning as in the Protection of the Environment Administration Act 1991
EPA	Means Environment Protection Authority of New South Wales.
fee-based activity classification	Means the numbered short descriptions in Schedule 1 of the Protection of the Environment Operations (General) Regulation 2009.
general solid waste (non-putrescible)	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997

Environment Protection Licence

Licence - 11180

flow weighted composite sample	Means a sample whose composites are sized in proportion to the flow at each composites time of collection.
general solid waste (putrescible)	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environmen t Operations Act 1997
grab sample	Means a single sample taken at a point at a single time
hazardous waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
licensee	Means the licence holder described at the front of this licence
load calculation protocol	Has the same meaning as in the Protection of the Environment Operations (General) Regulation 2009
local authority	Has the same meaning as in the Protection of the Environment Operations Act 1997
material harm	Has the same meaning as in section 147 Protection of the Environment Operations Act 1997
MBAS	Means methylene blue active substances
Minister	Means the Minister administering the Protection of the Environment Operations Act 1997
mobile plant	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
motor vehicle	Has the same meaning as in the Protection of the Environment Operations Act 1997
O&G	Means oil and grease
percentile [in relation to a concentration limit of a sample]	Means that percentage [eg.50%] of the number of samples taken that must meet the concentration limit specified in the licence for that pollutant over a specified period of time. In this licence, the specified period of time is the Reporting Period unless otherwise stated in this licence.
plant	Includes all plant within the meaning of the Protection of the Environment Operations Act 1997 as well as motor vehicles.
pollution of waters [or water pollution]	Has the same meaning as in the Protection of the Environment Operations Act 1997
premises	Means the premises described in condition A2.1
public authority	Has the same meaning as in the Protection of the Environment Operations Act 1997
regional office	Means the relevant EPA office referred to in the Contacting the EPA document accompanying this licence
reporting period	For the purposes of this licence, the reporting period means the period of 12 months after the issue of the licence, and each subsequent period of 12 mo nths. In the case of a licence continued in force by the Protection of the Environment Operations Act 1997, the date of issue of the licence is the first anniversary of the date of issue or last renewal of the licence following the commencement of the Act.
restricted solid waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
scheduled activity	Means an activity listed in Schedule 1 of the Protection of the Environment Operations Act 1997
special waste	Has the same meaning as in Part 3 of Schedule 1 of the Protection of the Environment Operations Act 1997
TM	Together with a number, means a test method of that number prescribed by the *Approved Methods for the Sampling and Analysis of Air Pollutants in New South Wales*.

Environment Protection Licence

Licence - 11180

TSP	Means total suspended particles
TSS	Means total suspended solids
Type 1 substance	Means the elements antimony, arsenic, cadmium, lead or mercury or any compound containing one or more of those elements
Type 2 substance	Means the elements beryllium, chromium, cobalt, manganese, nickel, selenium, tin or vanadium or any compound containing one or more of those elements
utilisation area	Means any area shown as a utilisation area on a map submitted with the application for this licence
waste	Has the same meaning as in the Protection of the Environment Operations Act 1997
waste type	Means liquid, restricted solid waste, general solid waste (putrescible), general solid waste (non-putrescible), special waste or hazardous waste

Mr Mitchell Bennett

Environment Protection Authority

(By Delegation)

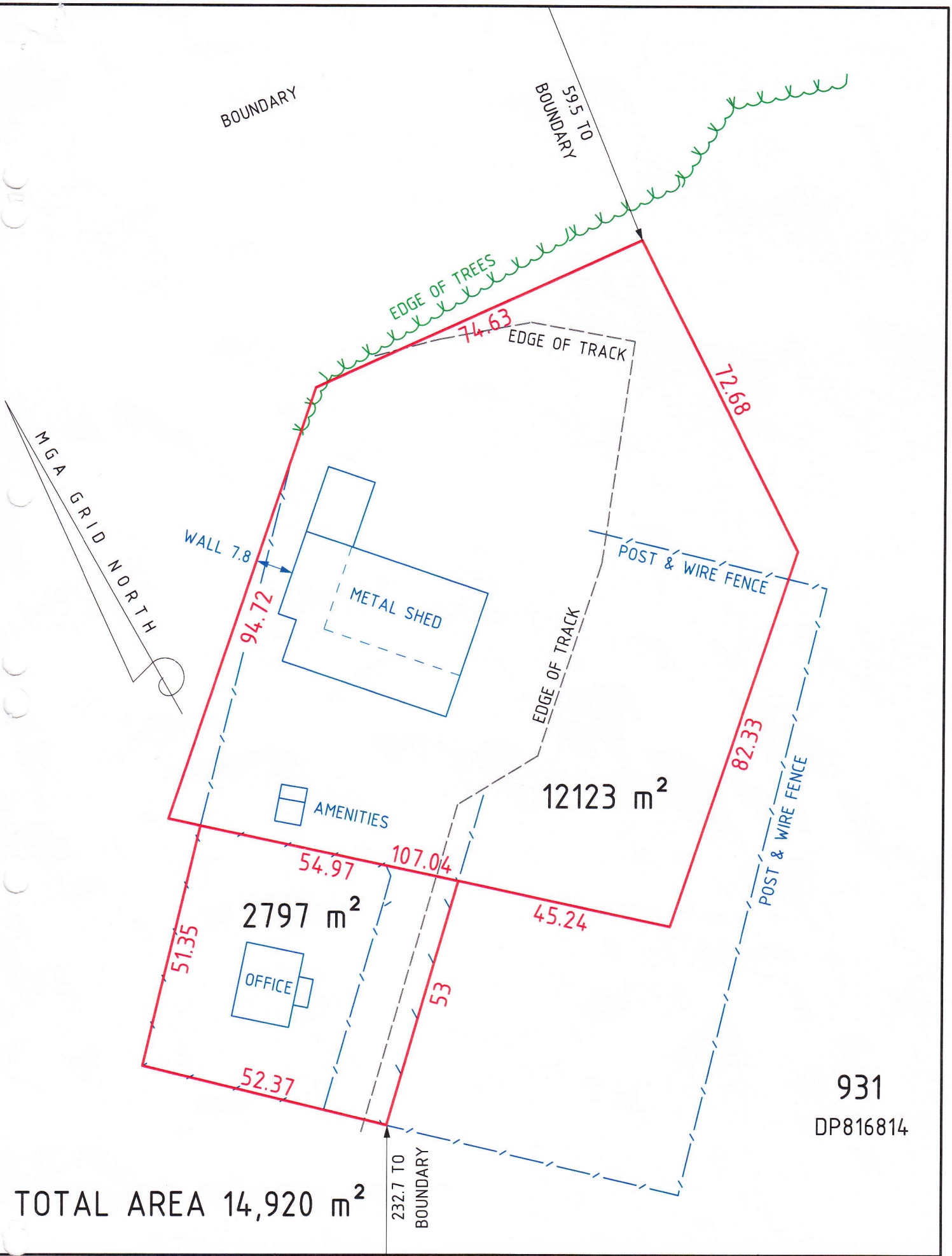
Date of this edition: 23-October-2000

Environment Protection Licence

Licence - 11180

End Notes

1	Licence transferred through application 140581, approved on 05-Jul-2001, which came into effect on 23-Oct-2000.
2	Licence varied by notice 1013115, issued on 29-Nov-2001, which came into effect on 24-Dec-2001.
3	Licence varied by notice 1037428, issued on 28-May-2004, which came into effect on 22-Jun-2004.
4	Licence varied by notice 1044777, issued on 22-Feb-2005, which came into effect on 19-Mar-2005.
5	Licence varied by notice 1051243, issued on 08-Nov-2005, which came into effect on 03-Dec-2005.
6	Licence varied by notice 1057339, issued on 01-May-2006, which came into effect on 01-May-2006.
7	Licence varied by notice 1068428, issued on 16-Apr-2007, which came into effect on 16-Apr-2007.
8	Condition A1.3 Not applicable varied by notice issued on <issue date> which came into effect on <effective date>
9	Licence varied by notice 1093977, issued on 21-Nov-2008, which came into effect on 21-Nov-2008.
10	Licence varied by Correction to EPA Region data record., issued on 28-Jun-2010, which came into effect on 28-Jun-2010.
11	Licence varied by notice 1503914 issued on 01-Mar-2012



David Cant
SURVEYORS
Unit 3 479 High St PO Box 418 Maitland 2320
Ph (02) 4934 5011 Fax (02) 4934 5022

PLAN SHOWING PROPOSED BUSINESS AREA ON PART OF LOT 931 DP816814
843 JOHN RENSHAW DRIVE, BLACK HILL
Client Enviroking

Ref. 04-143d Black Hill
Date 1/02/2013
Scale 1:1000 (A4)
Revision 1

Appendix B: Emergency and Fire Response Plan

Emergency and Fire Response Plan

January 2023

Enviroking Pty Ltd
843 John Renshaw Drive
Black Hill
NSW 2322

Version 9

Emergency and Fire Response Plan

PREPARED BY:

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DOCUMENT CONTROL

Reference	Status	Date	Prepared	Checked	Authorised	Changes Made
	Version 1	May 2012	Enviroking		[redacted]	
	Version 2	October 2013	SLR (Chris Jones)	[redacted]		
	Version 3	October 2016	Enviroking	[redacted]		
	Version 4	November 2017	Enviroking	[redacted]		
	Version 5	November 2018	Enviroking	[redacted]		
	Version 6	October 2019	Enviroking	[redacted]		
	Version 7	July 2020	Enviroking	[redacted]		
	Version 8	August 2022	Enviroking	[redacted]		
	Version 9	September 2022	SLR Consulting	[redacted]		
	Version 10	January 2023	Enviroking	[redacted]		Spill response added

For all EMERGENCIES

Ambulance
Fire
Police

000 or from Mobiles 112

CONVEY THE FOLLOWING:
1. Give your name and Company name,
2. The location you are calling from,
3. The nature of the emergency, the assistance you require and the location/direction of the emergency.

IF SOMEBODY IS INJURED:
1. PHONE THE AMBULANCE ON 000 (112 IF FROM A MOBILE TELEPHONE) AND GIVE CLEAR DIRECTIONS HOW TO GET TO WHERE YOU AND/OR THE INJURED PERSON ARE.
2. A FIRST AIDER SHOULD PERFORM SURVIVAL FIRST AID (AS APPROPIATE).

REMEMBER YOUR **D, R, A, B, C, D**:
» ENSURE THERE IS NO **D**ANGER TO YOURSELF, THE CASUALTY OR OTHERS.
» ASSESS THE CASUALTY FOR A **R**ESPONSE.
» ENSURE A CLEAR **A**IRWAY TO THE CASUALTY'S LUNGS.
» CHECK IF THE CASUALTY IS **B**REATHING?
» IF THE CASUALTY IS NOT BREATHING, PERFORM **C**ARDIO-PULMONARY RESUSCITATION.
» APPLY A **D**EFRIBULATOR (IF AVAILABLE).

3. ATTEND TO OTHER INJURIES IF YOU CAN.
4. MAKE COMFORTABLE UNTIL HELP ARRIVES.
5. DO NOT GIVE FOOD OR DRINK.

IMPORTANT CONTACT DETAILS

Director – [redacted]
Staff Next of Kin: On file at office

Ambulance: 000 (Mobile 112)
Maitland Hospital: (02) 4939 2000
John Hunter Hospital: (02) 4921 3000

Fire: 000 (Mobile 112)
East Maitland Fire station: (02) 4934 7497
Rural Fire Services: (02) 4991 1733

Police: 000 or 112
Maitland Police Station: (02) 4934 0200

EPA: 131 555
Cessnock City Council After hours emergencies: (02) 4940 7816
Hunter Water Emergency number: 1300 657 000
Ausgrid Emergency number: 13 13 88 (24 hours)
State Emergency Services: 132 500
WorkCover: 131 050
Dept of Primary Industries: (02) 4931 6656

1 INTRODUCTION

Enviroking Liquid Waste Facility, operated by Enviroking Pty Ltd, is located at 843 John Renshaw Drive, Blackhill (Lot 931 DP 816814), within the Cessnock City Council (*here after Council*) local government area. The facility receives and treats liquid waste and reuses treated waste by exempted land application and irrigation, or disposal into landfill, sewage treatment plants or other licensed facilities.

The facility was designed and constructed to treat a minimum of 15,000 tonnes of liquid waste per annum, which was granted by an Environment Protection License (EPL), by the NSW EPA. Council granted consent in November 1998 and restricted the facility to treat only 5,000 tonnes per year.

In August 2010, Enviroking was granted an EPL (EPL 11180) to expand the facility to treat up to 20,000 tonnes of liquid waste per annum. The development will involve the following:

- An extension of the existing building to house the proposed treated effluent tanks, including bunding, workshop and truck wash bay area;
- An awning and extension to the existing building to cover the main access to the building and to enclose the existing sludge pit and provide cover over the existing truck receival pit; and
- Upgrading the ventilation systems within the treatment building.

2 SCOPE AND OBJECTIVES

The key objectives for emergency and fire response for Enviroking are summarised below:

- Identification of bushfire hazards;
- Put controls in place to effectively manage bushfire risks;
- Ensure employees and contractors are responsible for bushfire management.

3 EMERGENCY RESPONSE POLICY

The management of Enviroking Pty Ltd is committed to identifying the major sources of environmental risk at the licensed premises, identifying and implementing procedures to minimise such risk.

In implementing the elements of the Emergency Response Policy Enviroking Pty Ltd will:
Identify potential hazards and assess the risks.

- Control potential hazards through identification and risk analysis.
- Develop and maintain safe working procedures and programs.
- Provide a continual program of education, training, information and instruction whereby employees follow correct response priorities:
- Ensure personal safety and that of other work colleagues and visitors
- Notify Emergency Response Officer or Management
- Take steps to contain or minimise the impact of the incident according to safety procedures only where safety is not compromised.
- Ensure the correct authorities are informed.
- Provide adequate resources to facilitate this policy and programs.
- Implement an audit and review compliance program.

All levels of supervision will be responsible in the areas of their control for:

- The implementation and enforcement of this policy and the Health, Safety and Environmental Management Plan.
- Compliance with Environment Protection Licences and legislation.
- To ensure the safety of employees, contractors, subcontractors and others who may be affected at the workplace.

All employees are required to co-operate with the Emergency Response policy and procedures to ensure the health & safety of themselves and others in the workplace. It is also their duty to comply with response priorities and practices and to report any unsafe condition to their supervisor.

All contractors and subcontractors engaged to perform work on the organisation's premises or locations are required, as part of their contract, to comply with the Emergency Response Policy, procedures and programs of the organisation.

Enviroking Pty Ltd is committed to the implementation of this policy and will review its effectiveness regularly.

4 SAFETY AND EMERGENCY PROCEDURES

4.1 Introduction

Located approximately 500 meters west from Black Hill Road on John Renshaw Drive BLACK HILL, Enviroking Pty Ltd is a liquid waste transport and processing facility.

A map of the Enviroking Pty Ltd to date showing locations, road access and support services capability is presented in **Appendix 1.**

4.2 Emergency Definition

An emergency is an unexpected event that poses a threat to life, property or the environment and requires immediate action to prevent or limit such a threat. The Emergency Response Procedures set out the minimum procedures that should be undertaken by personnel acting on behalf of Enviroking.

In the event that the emergency escalates and cannot be contained by Enviroking Staff, emergency services will be contacted immediately.

4.3 Classification of Emergencies

In the event of an emergency, the Person-in-Charge will classify the situation under the category of Minor, Serious or Major. An emergency must be reported immediately to Emergency services, Management and if required EPA and WorkCover.

Minor Emergency - A minor emergency is one that can be satisfactorily handled by company personnel and does not affect or threaten parties beyond the scope of the direct operations.

Serious Emergency - A serious emergency is one that has implications beyond the control of staff. It would generally involve parties outside the direct scope of the operations including Government Agencies and outside contractors.

Major Emergency - A major emergency is an incident having major safety, environmental, Governmental, economic or public welfare implications.

4.4 Injury to Personnel

In the event of serious injury, it is crucial to notify Ambulance service immediately and Workcover NSW. It is also important that the next of kin of the injured are promptly notified, as detailed below.

NOTIFICATION SHALL ONLY BE MADE BY THE DIRECTOR.

Notification may be given along the lines of the following:

“An accident has occurred at the (location) and your (relationship), (name), has been injured and taken to the (name) hospital, at (location) for treatment. The hospitals/doctor’s details (name, telephone number and area code). We will keep you informed of further details as they are received.”

If a very serious injury has occurred, no notification should be given to the next of kin.

Notification should be made by a member of the Police Force on advice from the doctor.

Under no circumstances are names to be released before the next of kin have been notified.

4.5 Investigating and reporting

In the case of an emergency involving a fatality, serious injury or significant damage to property or the environment, the director will visit the site and investigate the incident. Government agency representatives will also carry out investigations into the extent and causes of the situation and they are to be afforded full co-operation in the performance of their duties.

It is important to not disturb the site unless absolutely necessary for safety or environmental reasons.

Reports required by government regulations shall be promptly prepared and submitted.

Statutory reports must be prepared with care, reporting facts only and expressing no opinions as to cause.

4.6 Fire

The Person-in-Charge is to be informed immediately of any fire around the property. Minor fires may be dealt with by using Enviroking fire-fighting equipment. Any fire that threatens property must be notified to the Fire Brigade.

4.7 Spills / Environmental pollution

Enviroking operates a liquid waste recycling facility whereby there are potential for spillages of waste material during the course of transportation to and from site, unloading or during land

application. The following measurements are taken to reduce the risks of spillages:

• All waste material and treated wastes are transported in sealed tankers, so the risk of spillages during transport is considered to be acceptably low;

• The unloading areas are covered and bunded to contain any spillages during unloading; and

• Once within the treatment building, all wastes are contained within sealed tanks.

However, spillages of liquid waste are considered as potential environmental impact risk and a spillage procedure/response process is crucial to manage the emergency spill.

4.8 Spill Response

In the event of a spill or environmental pollution incident on site the step by step process as per the PIRMP is followed:

Step 1: Emergency response – Ensure personnel are safe

Step 2: Emergency response – Contain the incident where possible

Step 3: Notify the Director - as listed in 3.6.1

Step 4: Director – If the pollution incident meets the definition in section 2

Step 5: Director – will notify the required authorities in section 3.6.2

For further information surrounding response to a Pollution Incident please refer to the Pollution and Incident Response Management Plan (PIRMP) and Section 7 of Waste Management Plan.

4.9 General Safety

In general appropriate safety clothing must be worn at all times including a minimum of; hard hats, safety glasses, long sleeve shirts, long trousers and steel toe safety foot wear. Observe all safety signs such as “No Smoking” and “No Unauthorised Entry”.

These are placed for the safety of all personnel. All visitors are to be made aware of safety regulations.

5 EMERGENCY PROCEDURES

5.1 General

As part of Enviroking's Health, Safety and Environment Policy, Enviroking is committed to the health and safety of its people by providing a safe and healthy work place.

The **Person-in-Charge** is responsible for:

- Informing all personnel entering the Plant area of safety requirements and the need for enforcing safety standards.
- Ensuring that operations are carried out in a safe working environment and in accordance with good practice as well as any applicable specific regulations.
- Improving competence and efficiency through training and emergency drills.

Following are procedures for certain specific situations. It is impossible to cover every situation; however, the guidelines should be followed where possible. The main theme running through the procedures is communication and reporting. As soon as possible after an emergency situation develops, contact the next person in the chain of command.

5.2 Reports

5.2.1 Reporting of Death and Serious Injury

Serious injury means an injury that requires immediate attention by a medical practitioner.

Where a person dies or suffers a serious injury:

- A report of the death or injury immediately to an Inspector of Workcover if associated with operational activities
- A report in writing giving full particulars of the death or injury and all related circumstances are to be transmitted to the appropriate regulator within the requested period after the occurrence of the death or injury.

5.2.2 Written Records of Death and Injury

A record is to be kept of each injury, whether or not a serious injury is suffered. These records shall include:

- Particulars of the injury;
- The circumstances leading to the occurrence of the injury; and
- The treatment (if any) given to the injured person and the name of each medical practitioner (if any) consulted in relation to the injury.

5.2.3 Reporting Serious Damage

Serious damage to property means:

- The loss or destruction of property with a value exceeding $50,000;
- Damage to property, the repair of which would cost an amount exceeding $50,000; or
- The loss or destruction of any property, or any damage to property, by reason of which any person dies or suffers serious injury.

Where a serious damage to property occurs:

- A report of each occurrence is immediately to be made to the appropriate regulatory Inspector; and
- A report in writing of such occurrence is to be submitted to the regulator within 5 days of the incident occurring, specifying:

i. the date, time and place of such occurrence;
ii. particulars of the damage;
iii. the events so far as they are known or suspected that caused or contributed to the occurrence;
iv. particulars of repairs carried out or proposed to be carried out to damaged property; and
v. measures taken, or to be taken, to prevent a possible re-occurrence.

5.3 General Evacuation

A condition may arise requiring a general evacuation of all or non-essential personnel. The reasons for such an evacuation are varied but may be due to fire, explosion or well blow out. The duties relating to Casualty Evacuation should be read and followed in conjunction with these notes. The situations are very similar but with an increase in magnitude of potential consequences.

Table 1: Job Title and Duties during Evacuation

Job Title	Duties	
Person in Charge	1	Administer immediate first aid
	2	Determine need for medical assistance and/or evacuation
	3	Liaise with Ambulance personnel or local doctors
	4	Prepare patient for medical evacuation
	5	If incident occurred on public property advise Police, if on private land consider advising Police.
	6	If required, accompany patient to hospital.
	7	Ensure any necessary personal effects accompany patients, eg. Medications and ID.
	8	Advise and liaise with Head of Operations
	9	At earliest possible time, obtain complete description of accident and fill out accident report.
Ambulance personnel/ Doctor	1	Advise Person-in-Charge on treatment and necessity for evacuation.
	2	If situation warrants, travel on evacuating vehicle to supervise patient handling.
	3	Meet vehicle on arrival and arrange care and/or transfer as necessary.
Head of Operations	1	Advise and liaise with appropriate Government officials, including Police, DPI, DWE or WorkCover, DECC, or other bodies eg. Fire Brigade
	2	Advise and liaise with Director and keep fully informed.
	3	If necessary, arrange for next of kin to be notified via normal Police procedures.
	4	Undertake corrective measures where applicable to prevent repeat of accident.
Company Director	1	Ensure emergency contacts have been notified and necessary steps taken.
	2	Liaise with Government Departments as appropriate.
	3	Notify legal counsel and Insurers, as appropriate.

5.4 Plant / Office fire

Any fire is a serious situation that requires immediate corrective action. With appropriate wind conditions, a fire within the plant can spread rapidly and present a threat to life and property.

The key to containing a plant fire is to isolate the problem area, if possible.

The **Person-in-Charge** should ensure that fire brigade are contacted and that personnel know and understand their duties.

Table 2: Job Title and Duties during Office Fire

Job Title	Duties	
All Personal	1	On discovery of a fire that threatens a site, raise the alarm.
	2	Inform the Head of operations and give location, type and extent of fire.
	3	Shut down all equipment not required to fight the fire. Move trucks and equipment away from the plant or area on fire.
	4	Fight fire with appropriate fire equipment only if safe to do so.
Head of Operations	1	Direct visitors, contractors and service personnel to appropriate area. Ensure all persons are accounted for.
	2	Advise Fire Brigade &/or Rural fire service
	3	Assist in fighting fire if safe to do so
	4	Determine need for additional services or complete evacuation.
Company Director	1	Ensure emergency contacts have been notified.
	2	Liaise with government departments as appropriate: EPA, Work cover, Ministry of health.
	3	Contact Insurance broker regarding damage and possible claim.

As Enviroking Pty Ltd processes no flammable liquid waste the risk of fire or explosions are minimal (**Table 3**).

Table 3: Management Strategy for Flammable Liquids

Management Strategies	Responsibility
› All flammable products are to be stored in a safe area away from workshop.	All personnel
› All fire extinguishers will be maintained and checked. › All machinery shall be maintained and operated to comply with relevant fire safety standards. › Defective machinery shall be shut down until the defect is rectified and the machine made safe for operations.	Safety Officer and Director All personnel

5.5 Bushfire

Any fire is a serious situation that requires immediate corrective action.

With appropriate wind conditions, a bush fire close to site can spread rapidly and present a threat to life and property not only at its location, but also in the nearby areas.

The key to containing a site fire is to isolate the problem area in the form of long grass and scrub and then shut in the affected site at risk, so as to minimise damage from the fire.

Table 4: Bushfire Duties

Job Title	Duties	
All Personal	1	On discovery of a fire that threatens a site, raise the alarm.
	2	Inform the Head of operations and give location, type and extent of fire.
	3	Shut down all equipment not required to fight the fire. Put trucks and equipment in shed if safe to do so.
	4	Shut all doors on the buildings were possible and evacuate via your nearest exit.
	5	Fight fire with appropriate fire equipment only if safe to do so.
Head of Operations	1	Direct visitors, contractors and service personnel to appropriate area. Ensure all persons are accounted for.
	2	Advise Fire Brigade &/or Rural fire service
	3	Determine need for additional services or complete evacuation.
Company Director	1	Ensure emergency contacts have been notified.
	2	Liaise with government departments as appropriate: EPA, Work cover, Ministry of health.
	3	On complete evacuation all personal are accounted for.
	4	Contact Insurance broker regarding damage and possible claim.

In regard to bushfire risk, the management objective is to reduce the threat of bushfires to personnel, third parties, property and the environment.

Table 5: Bushfire Strategies

Management Strategies	Responsibility
› The induction program shall inform personnel of the required bushfire management procedures. › Enviroking shall maintain regular liaison with local emergency services organisations. › Enviroking shall organise property maintenance and cleanups to limit the spread of fires.	Safety Officer and Director
› All vehicles shall carry fire extinguishers. › A water tank, fire extinguishers and general safety gear is used for site operational work. In addition, 2 x 150,000 litre water tanks are available at the right side of the plant shed for dedicated use for firefighting and the Rural Fire Services. › All machinery shall be maintained and operated to comply with relevant fire safety standards.	Safety Officer and Director All personnel

Management Strategies	Responsibility
› Defective machinery shall be shut down until the defect is rectified and the machine made safe for operations. › The event of a fire shall be limited through the employment of fire prevention mechanisms.	

6 RESPONSIBILITIES, TRAINING AND DRILLS

6.1 General

The Director is responsible for the implementation of this Emergency Response Plan. Resources shall be obtained and maintained to provide the level of protection required by this plan. As a minimum,

- All personnel shall understand the requirements of this Plan;
- All personnel shall be trained in basic first aid and firefighting techniques;
- All personnel shall understand the detail of all emergency response procedures; and
- The Person-in-Charge of any works shall be competent in all of the above requirements as they apply to the works.

The Director shall ensure all personnel are appropriately trained and that drills of the emergency response procedures are performed.

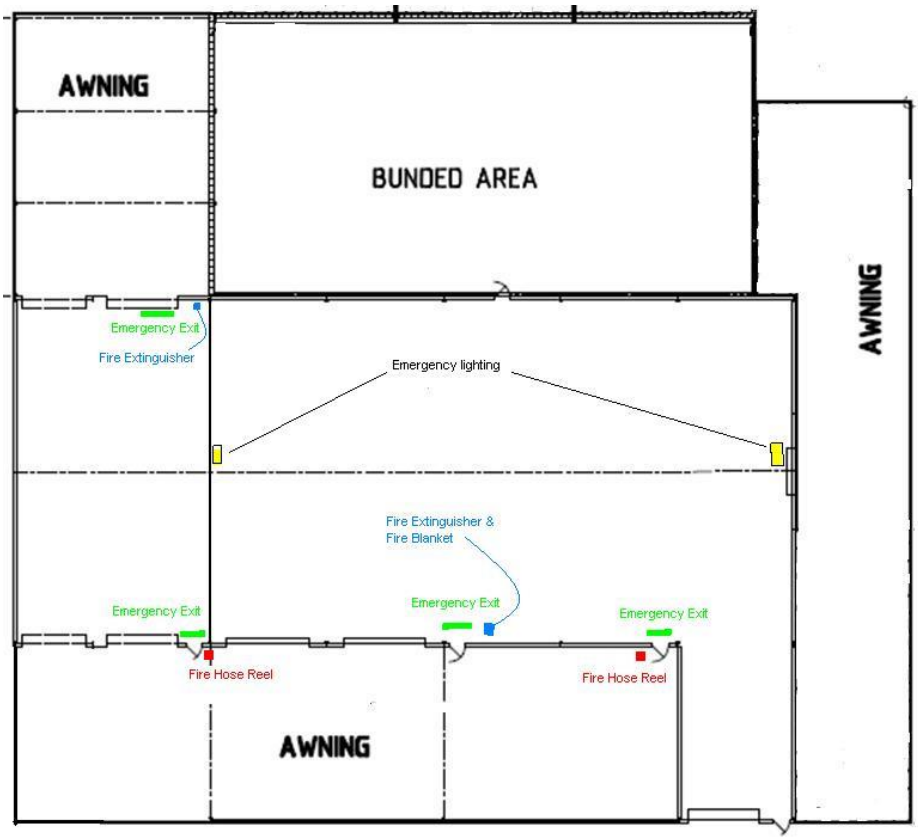
Regular drills will be carried out to refresh knowledge of emergency equipment and procedures.

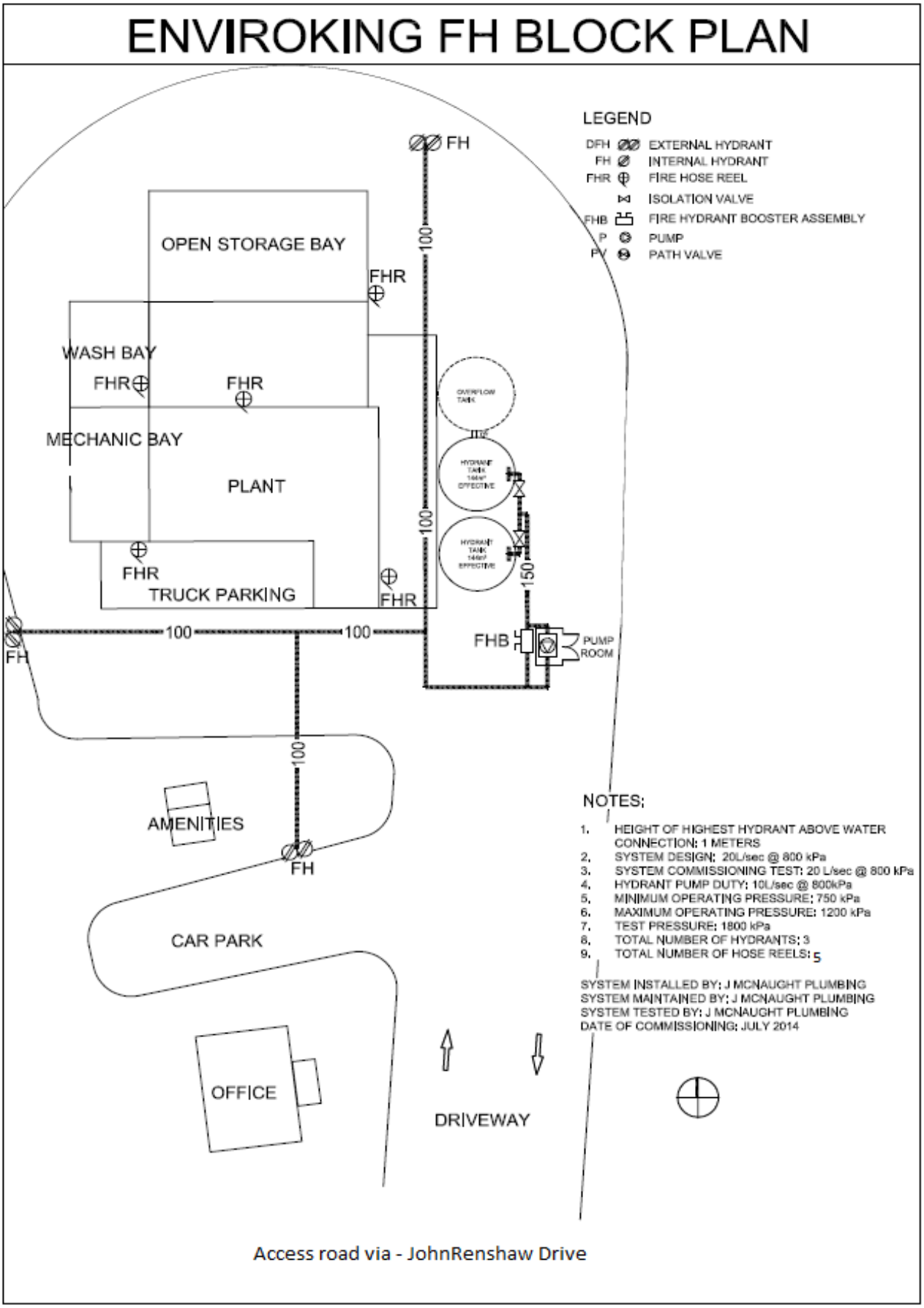
6.2 Review

The Director shall ensure that this Emergency Response Plan is reviewed:

- After each and every drill;
- After any emergency situation; and
- Every year.

7 APPENDICES




ENVIROKING FH BLOCK PLAN
LEGEND
DFH EXTERNAL HYDRANT
FH INTERNAL HYDRANT
FHR FIRE HOSE REEL
ISOLATION VALVE
FHB FIRE HYDRANT BOOSTER ASSEMBLY
P PUMP
PV PATH VALVE
FH
OPEN STORAGE BAY
FHR
WASH BAY
FHR
FHR
MECHANIC BAY
PLANT
FHR
TRUCK PARKING
FHR
100
100
100
150
100
100
FH
FHB
PUMP ROOM
AMENITIES
FH
CAR PARK
OFFICE
DRIVEWAY
NOTES;
1. HEIGHT OF HIGHEST HYDRANT ABOVE WATER CONNECTION: 1 METERS
2. SYSTEM DESIGN; 20L/sec @ 800 kPa
3. SYSTEM COMMISSIONING TEST: 20 L/sec @ 800 kPa
4. HYDRANT PUMP DUTY: 10L/sec @ 800kPa
5. MINIMUM OPERATING PRESSURE: 750 kPa
6. MAXIMUM OPERATING PRESSURE: 1200 kPa
7. TEST PRESSURE: 1800 kPa
8. TOTAL NUMBER OF HYDRANTS: 3
9. TOTAL NUMBER OF HOSE REELS: 5
SYSTEM INSTALLED BY: J MCNAUGHT PLUMBING
SYSTEM MAINTAINED BY: J MCNAUGHT PLUMBING
SYSTEM TESTED BY: J MCNAUGHT PLUMBING
DATE OF COMMISSIONING: JULY 2014
Access road via - JohnRenshaw Drive

Appendix C: Environmental Incident Report Form

Environmental Incident Report

This report is to be completed for all environmental incidents associated with Enviroking.

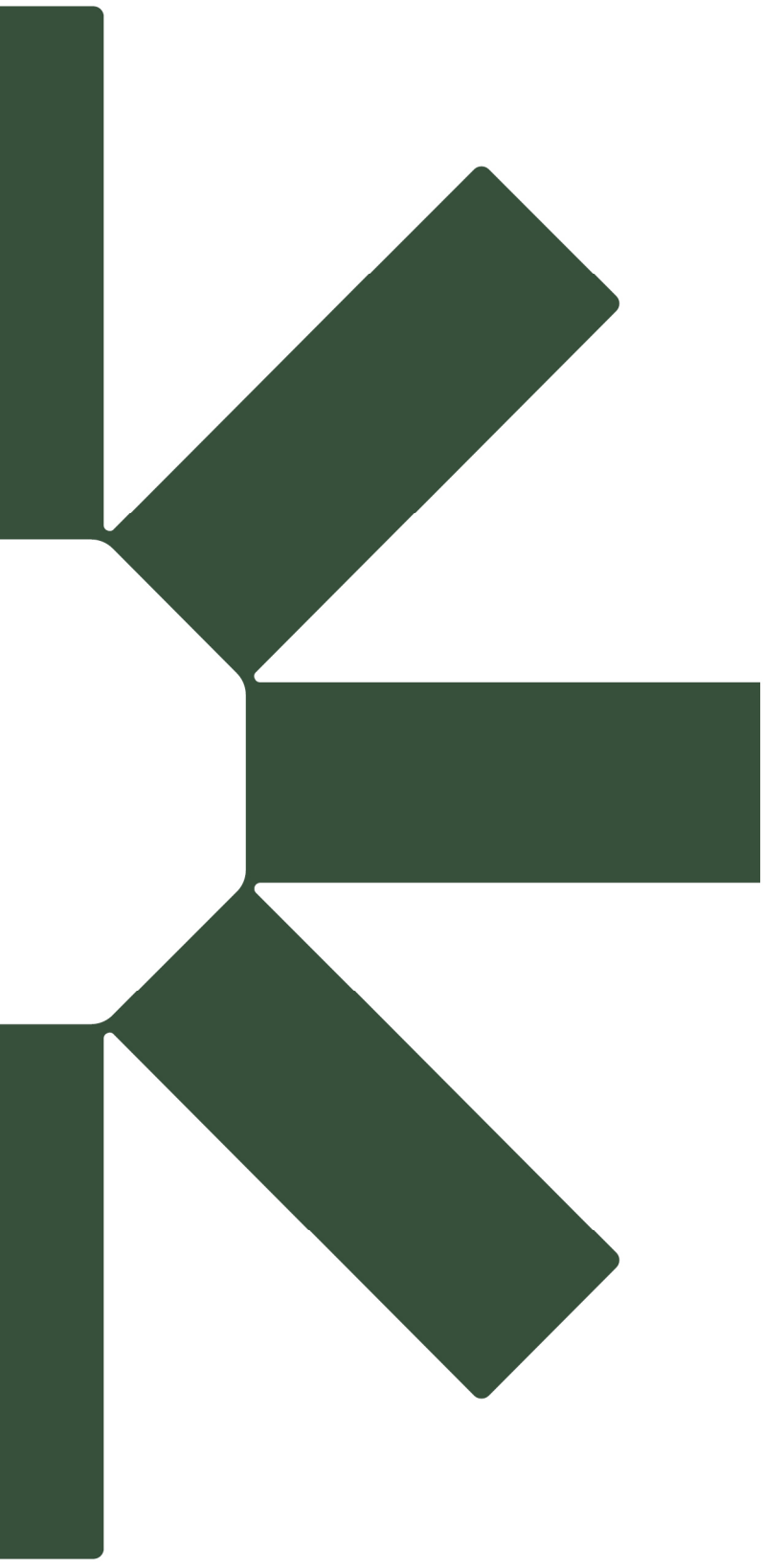
INCIDENT SUMMARY	
Date of Incident:	**Time of Incident:**
Duration of Incident:	
Location of the Incident:	
Description of Incident:	
Incident Reported by:	

INCIDENT SUMMARY	
Responsible Supervisor:	
Immediate Actions:	

INCIDENT INVESTIGATION	
Further Actions Required (mitigation measures, preventative measures)	
Has this incident had an impact to the community?	

INCIDENT NOTIFICATION	
Was the EPA required to be notified? If so details?	
Were Staff and Contractors Notified?	

INCIDENT REPORT SIGN OFF
Person Reporting the Incident: Name (print): Date: Signature: Time:
Supervisor: Name (print): Date: Signature: Time:



Making Sustainability Happen