POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

DJ & LJ Norman ATF The Norman Family Trust
T/a 1800 Pooman
57 Christmas Bells Road
Coffs Harbour

Revised March 2023
A mock drill was performed by those on site at the time: David Norman & Lana Strevens – March 2023

Industry is now required to report pollution incidents immediately to all regulatory bodies

Call 000 if the incident presents an immediate threat human health or property

If the incident does not require and initial combat agency, or once 000 call has been made, notify David Norman to contact the following agencies in the following order.

98C(1)(g) Onsite Contacts

Owner David Norman should be contacted immediately 0418 655 157

98C(1) (h) Relevant authorities notification instructions	Phone Number
In case of immediate threat to human health or the environment	
Phone Fire & Rescue	000
David Norman will make the following calls	
EPA	131555
NSW Ministry of Health (Lismore)	6620 7500
Work Cover	131050
Coffs Harbour City Council	6648 4000
If there is no immediate threat to human health or the environment	
David Norman will make the following calls	
EPA	131555
Work Cover	131050
NSW Ministry of Health (Lismore)	6620 7500
Coffs Harbour City Council	6656 7000
Fire & Rescue NSW	6648 4000
(Pollution Incident Notification Hotline)	1300729579

POEO (General) Regulation 2009

A Pollution incident means an incident which is occurs that as a result introduces harmful substances or products into the environment. Under NSW regulations pollution incidents are to be reported immediately to all regulatory bodies.

The following covers the POEO(general) Regulation 2009's sections 98(a) to 98(p). These sections deal with the hazard, likelihood, pre-emptive actions providing appropriate control measure to proven or minimise these risks and actions to be followed in the case of an incident occurring.

DJ & LJ Norman ATF The Norman Family Trust T/a 1800 Pooman undertakes the activities of liquid waste removal and disposal.

The most likely environmental emergencies encountered include :

1) Spill that reaches a storm water drain, sewer.
Sources may include but are not limited to :
- Unprocessed grease trap waste
- Processed grease trap waste from Treatment plant
- Chemical spill

2) Gas Explosion or Fire.
The sources may include but not limited to: -
- Gas Tank

3) Air Emissions.
The sources may include but not limited to
- Truck decanting of grease waste
- Processing of grease waste

This plan also considers both air and water based pollution incident impacts. Overall considerable design and written environment management systems are in place to effectively minimise the likelihood and impact of a pollution incident. However, such incidents despite the best design and management can occur. Such accidental events are covered in the Plan by the use of incident response methods.

This plan includes site specific issues in the operation undertaken in the treatment of grease waste such as storage of hazardous chemicals and the use and storage of non-hazardous chemicals.

The risk assessment and control measures processes includes impact on neighbours and crosses over with safety risk assessment processes.

This also includes an inventory of pollutants or expected quantities of pollutants likely to be stored. The pollutant types include grease trap waster, hazardous chemicals as under the workplace Health and Safety legislation and non-hazardous chemicals.

98C(1)(a) Hazard Assessment / (b) Likelihood Assessment / (c) Pre-emptive Action

Aspect/Hazard	Impact/Risk	Potential Risk	Pre-emptive Action	Current Risk	Conditions that could increase risk
Storage of Grease Trap Waste	Odour Emissions	10	Odour management Housekeeping	8	Failure to Maintain
Storage of Grease Trap Waste	Leaks & Spills	10	Bunded Treatment Plant High Level Indicators Alarms Covered Decant Area	8	Earthquake Damage to bund Inadequate Spill Kits
Chemical Storage	Fire/Explosion	5	Correct Storage in Containers	5	Vandalism
Chemical Storage	Spills	2	Correct Storage in Containers	2	Earthquake Damage to containers

98C (1) (d) & (e) Pollutant Inventory Types

TREATMENT CENTRE

Storage Tank Number	Substance	Hazardous	Volume
Tank 1	Treated Grease Trap Effluent	NA	25,000ltr
DAF		NA	
DAF		NA	
Tank4	Treated Grease Trap Effluent Grease Trap Waste	NA	25,000ltr
Tank 5	Treated Grease Trap Effluent Grease Trap Waste	NA	25,000ltr
Tank 6	Treated Grease Trap Effluent Grease Trap Waste	NA	25,000ltr
Hopper 1	Grease Trap Settlement Tanks	NA	9,000ltr
Hopper 2	Grease Trap Settlement Tanks	NA	9,000ltr
Hopper 3	Grease Trap Settlement Tanks	NA	13,500ltr
Hopper 4	Grease Trap Settlement Tanks	NA	13,500ltr
Container Shed	Hydrated Lime		200kg
Container Shed	Alchor Premium	N/H	1,000kg

	TRUCK / WORKSHOP USE		
Pollutant		**Hazardous**	**Approx Quantity**
Vortex 95	Truck Fuel	H	30ltr
Anti-Freeze Anti-boil coolant	Truck Engine Coolant	H	30ltr
Lipex Ep2	Truck Grease	N/H	10kg
Delo 4000 Multigrade	Diesel Engine Oil	N/H	205ltr
Regal R & O 46	Industrial Turbine Oil	N/H	205ltr
Adblue	Used in reduction of gases from vehicles with Diesel Engines	N/H	205ltr
Armour Glow	Truck Tyre and Trim dressing	N/H	20ltr
Purple Stuff	Truck Polishing compound	N/H	2ltr
Smart Glass	Glass Cleaner	N/H	20ltr
Sophisticut	Polishing wax	N/H	2ltr
Tardis	Solvent Cleaner	H	20ltr
Bearing Retailer High Strength	Adhesive	N/H	500ml
Flange Sealant	Sealant, adhesives	N/H	500ml
Hydraulic Sealant	Adhesive	N/H	500ml
Thread Locker	Adhesive	N/H	500ml
Motor Sealant	Adhesive	H	500ml
HHS 5000	Anti Friction Agent / Lubricant	H	500ml
HHS Lube	Anti Friction Agent / Lubricant	H	500ml

1400 Anti Seize Spray	Anti Friction Agent / Lubricant	H	500ml
Pipe Sealant	Adhesive	N/H	500ml
Rost Off PLUS	Solvent	H	300ml

98C(1) (f) Safety Equipment

Appendix 1 : - Site map with location of fire extinguishers / spill kit / tanks and dangerous goods location

98C(1)(i) Communication with Neighbours and the local Community

DJ & LJ Norman ATF The Norman Family Trust T/a 1800 Pooman operate a Grease Trap Treatment Facility
at the site of 57 Christmas Bells Road, Coffs Harbour.

Grease Trap Waste is collected from around regional areas and treated so the liquid phase is suitable for disposal to trade waste and the heavier phase is transported to disposal sites.

The site is located in a non residential area with no schools or hospitals close by.
There are no significant quantities of dangerous goods kept on site.
The main incident which would impact on neighbours, would be odours.
All tanks are located in bunded areas, the likelihood of a significant spill to storm water is minimal.

In the event of fire the decision to notify the neighbours would be made in conjunction with the Fire Brigade based on risk, severity and wind direction.

If appropriate, media will be contacted for immediate communication to the local area.

Immediate neighbours to be notified are as follows and shown in location map.

For any Pollutant incident the following contacts for neighbours	
Coffs Harbour City Waste Treatment Centre	6648 4000
Boral : - Christmas Bells Road	6651 1600
Boral : - Head Office Coffs Harbour	6651 3161
Boral : - After Hours S Newby	0418 491 431
Boral : - After Hours Humphreys	0408 660 731
Origin Gas	132461
RSPCA	6651 3310

98C(1)(j) Personnel Safety

Fire projection in the form of fire extinguishes, fire blankets and fire hoses are on the premises.

In the event of an emergency incident there is a clearly marked assembly point located at the front gate of the premises at 57 Christmas Bells Road.

The alarm will be raised by personal to evacuate the premises and a head count conducted of all personnel and any visitors to site. If any persons are unaccountable for they will be reported to the emergency controller, who will then advise the emergency services. No personnel shall undertake a search and rescue for any missing persons in the area.

If the designated evacuation point becomes endangered personnel will be relocated to suitable point at the direction of onsite emergency controller.

If clear danger exists, emergency services are to be contacted and emergency contact list will be notified by David Norman.

The occupants of adjacent premises are to be advised if endangered by the emergency. Any evacuation of adjacent premises is the responsibility of the individual companies and emergency services.

In case of environment assistance being required contact
Local EPA Office: - 6651 5946

Re-Entry to the site will not take place until advised it is safe to do so by the emergency services, which will be relayed to personnel by the emergency controller.

98C(1)(k) Maps
Appendix Location Map of general area
Appendix Site Map 57 Christmas Bells Road
Appendix Site Map Treatment Plant

8C(1)(l) Action to be taken Immediately

Spills

When safe to do so,

Isolation and containment of spill
Raise the alarm
Deployment of Traffic control into driveway. Stopping all entry and allowing safe entry to emergency personnel only if required.
Stop the source of the spill: - it is a priority to isolate the spill using the appropriate containment equipment.
Staff are to use the appropriate Personal Protection Equipment during the containment.
Ensure that the scene is secured.

Cleanup and disposal of spills
The hosing of the spill area must be avoided to prevent run off into sewerage or stormwater systems.

Spills are to be cleaned up with the appropriate equipment such as spill kit, rags or sand and disposed of in an appropriate manner.

Fire or Explosion
Notify David Norman Immediately and emergency services.

In the event of evacuation due to fire or explosion, site evacuation and notification of emergency contacts and neighbours.

If safe to do so shut down the plant.

98C(1)(m) Training of Staff

Staff Training is covered during the site Induction
Staff Training will also occur during testing of the plan

98C(1)(n) Timing Of Testing

DJ & LJ Norman ATF The Norman Family Trust T/a 1800 Pooman will undergo practical testing
of the Pollution Incident Response Management plan at 12 monthly intervals.

98C(1)(o) Updating of plan

Updating of the Pollution Incident Response Management plan
will occur following any of the following: -

- A Pollution Incident occurring
- Every practical test undertaken if required
- Any changes in pollutants / neighbourhood contacts

98C(1)(p) Plan Testing

Testing of the pollution Incident Response management plan will be undertaken under the direct supervision of David Norman.