# Pollution Incident Response Management Plan

## Sell & Parker Pty Ltd – Carrington

8 Everet Street, Carrington, NSW
EPL 20275

*Prepared by:*

Sell & Parker Pty Ltd
11 Meadow Way
Banksmeadow, NSW 2019

A.B.N. 98 000 101 315

# Contents

## 1. Overview

This Pollution Incident Response Management Plan (PIRMP or Plan) has been written to comply with the legislative requirements under the Protection of the Environment Operations Act 1997 (POEO Act) and the Protection of the Environment Operations (General) Regulation 2022.

According to Section O4.1 of Environment Protection Licence 20275 (EPL), "the licensee must develop, implement, maintain and test a Pollution Incident Response Management Plan (PIRMP) in accordance with the requirements under Part 5.7A of the Protection of the Environment Operations Act 1997 (POEO Act) and its regulations".

Under the legislation referred to above, the EPL also requires a PIRMP to clearly document pollution risks, communication procedures to authorities and community regarding pollution incidents, and testing and training for pollution response. If there is a pollution incident involving material harm or threatened material harm to human health or the environment, the PIRMP will be implemented.

The PIRMP contains the following sections as required by the regulation:

1. **Background** –describes main features of the regulation
2. **Hazard, likelihood and pre-emptive actions to prevent pollution incident risks** – describes type of pollution incidents that may be possible and lists procedures that are already in place to minimise and manage pollution. Ranking of risks is included in appendices
3. **Maps** – map of project to show location of potentially affected neighbours and environmentally sensitive areas
4. **Emergency incident response procedures** – what to do in case of material harm
5. **Early warnings and communication to neighbours** –when to contact neighbours in case of pollution incidents and info required for website
6. **Training** –information to be passed on to staff and contractors
7. **Updating of plan** –frequency of updates
8. **Testing** – frequency of drills to test effectiveness of PIRMP
9. **Implementing of plan** – reference to legislation requirement to carry out aspects of the plan during a pollution incident

**Introduction**

The Sell & Parker, Carrington site is licensed to undertake works and activities which comply with metallurgical activities and waste storage.

This site is covered by an Environment Protection Licence (EPL) number 20275 for the scheduled activities relating to metallurgical Scrap Metal Processing at a scale of 0 – 100,000 T being the annual production capacity.

The site has an overarching environmental management system supported by environmental management plans which were approved by the City of Newcastle in application number DA2025/00205 PAN-516715 on 28 October 2025.

**Purpose**

The purpose of this PIRMP is to improve the way pollution incidents are reported, managed and communicated to the general community.

The purpose of this plan is to:

- Ensure comprehensive and timely communication about a pollution incident to staff at the premises, the Environment Protection Authority (EPA), other relevant authorities specified in the Act (such as local

councils, SafeWork NSW, and Fire and Rescue NSW) and people outside the facility who may be affected by the impacts of the pollution incident.

- Minimise and control the risk of a pollution incident at the facility by requiring identification of risks and the development of planned actions to minimise and manage those risks
- Ensure that the plan is properly implemented by trained staff, identifying persons responsible for implementing it, and ensuring that the plan is regularly tested for accuracy, currency and suitability.

**Scope**

This PIRMP is for the use of all Sell & Parker staff involved in the daily site operations and all contractors undertaking works on the site. The PIRMP will be implemented only if material harm to human health or the environment occurs or threatens to occur.

The site is located at 8 Everett Street and holds EPL number 20275 Environmental Management at the site is subject to improvements in processes and practices from time to time. To accommodate these ongoing changes and also to accommodate increases in site specific environmental assessment and management, the plan will be progressively reviewed.

This Plan is to clearly define the requirements of Sell & Parker staff to report and respond to pollution incidents in accordance with the 2011 and 2012 changes to the POEO Act 1997 and the POEO (General) Regulation 2022. See Appendix 3 for the list of relevant legislation.

**Scale**

This PIRMP is based on the definition of Material Harm to the environment under POEO Act 1997:

***147 Meaning of material harm to the environment***

(1) *For the purposes of this Part:*

*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.*

This PIRMP may also be used to respond to sub-material harm incidents which are considered trivial or below $50,000 as per the above definition.

**Declaration of A Material Harm Incident**

A Material Harm incident is to be declared by a senior staff member following advice from reports of the incident at the site. There are two triggers;

- The clean-up costs including damage to property to make good the incident area to exceed $50,000
- The incident causes harm to humans and or the environment which is not trivial

**Pollution Incident Threat Levels**

Both financial impact and non-trivial harm considerations are used to assess pollution incidents and determine the appropriate response and notification requirements under this PIRMP.

The pollution incident threat levels below are intended as guidance only and do not limit the obligation to notify incidents causing or threatening material harm in accordance with the POEO Act and EPL 20275.

**Threat Level 1 – Non-Material Harm (Internal Management)**

Incidents that are contained on site, do not cause or threaten material harm, and can be adequately managed using on-site resources.

These incidents are not immediately reportable under section 148 of the POEO Act but may be reported to the EPA where required by licence conditions following internal review by senior management.

Examples may include:

- Minor spills or leaks that are fully contained on site and promptly cleaned up
- Discharges to stormwater infrastructure that are immediately contained and prevented from leaving the site
- Short-duration odour, dust or noise events with no off-site environmental or health impact
- Incidents that are trivial in nature and do not pose a risk to human health or the environment

**Threat Level 2 – Material Harm (Reportable – Managed Internally)**

Incidents that cause or threaten material harm to the environment but can be adequately managed internally and do not require emergency services attendance.

These incidents are reportable pollution incidents and must be notified immediately in accordance with section 148 of the POEO Act and Condition R2 of EPL 20275.

Examples may include:

- Any spill or release that is likely to result in clean-up or remediation costs exceeding $50,000
- A spill or discharge that leaves the site boundary but does not require Fire and Rescue NSW attendance
- Pollution incidents that pose a non-trivial risk to human health or the environment, but can be controlled using on-site resources
- Incidents requiring notification to the EPA Environment Line (131 555), but not requiring a 000 response

**Threat Level 3 – Material Harm (Reportable – Emergency Response Required)**

Incidents that cause or threaten material harm and cannot be adequately managed using on-site resources alone, requiring attendance by external emergency services.

These incidents are reportable immediately and require escalation to Fire and Rescue NSW (000) in addition to EPA notification.

Examples may include:

- Pollution incidents requiring site evacuation
- Fires, explosions or releases requiring attendance by Fire and Rescue NSW
- Incidents where human health or the environment is significantly affected or likely to be affected
- Any spill or release likely to exceed the material harm threshold and requiring external assistance to prevent further environmental harm

**Declaration of a Material Harm Incident**

A Material Harm pollution incident is taken to have occurred where a Threat Level 2 or 3 incident is identified and a senior staff member becomes aware of the circumstances.

Once a Material Harm incident is declared:

- Immediate notification must occur in accordance with section 148 of the POEO Act;
- Notification must be made via the EPA Environment Line (131 555) in accordance with Condition R2 of EPL 20275; and
- Written notification must be provided to the EPA within 7 days, as required by the licence.

**Responsibilities**

All Sell & Parker staff and contractors and visitors

- Reporting incidents
- Notifying supervisor or manager when incident has occurred
- Implementing PIRMP as required
- Completing an incident report after the incident has been dealt with

Supervisors and Managers

- Ensuring their staff are aware of PIRMP
- Training of staff
- Reporting to the Group Environmental Manager or Senior manager if an incident occurs

Group Environmental Manager, Directors and Contracts Manager

- assisting with advice, reporting and response process;
- ensuring the Plan is made available to staff responsible for implementing the plan and authorised officers under the POEO Act
- giving advice on whether environmental incidents need to be reported to external agencies
- assisting in the notification of pollution incidents to the relevant authorities
- provision of maps associated with the plan
- assistance with the implementation of response actions to pollution incidents
- assistance in commutating with neighbours and the local community about the Plan and when incidents of a certain nature occur
- ensuring that training responsible for activating about their roles in the Plan
- testing; and
- reviewing this plan.

Legal Counsel

- providing legal advice,
- assisting with investigations of pollution incidents and preparation of reports for the Environment Protection Authority and other regulators for major incidents and
- ensuring legal compliance of the Plan.

**Documentation**

The environmental incident register is operated in a contracted software package used to record and monitor all environmental incidents within Sell & Parker. The register will assist with record keeping, reporting and determining improvements to incident response and review of the Plan. The register is kept by the Safety Management Team.

The Environment Manager is responsible for monitoring and measuring the effectiveness of incident management and of this Plan.

**Additional Information**

**Contact**: Howard Richards, Group Environmental Manager, 02 9621 2633
**Effective date:** 2 February 2026
**Review date:** February 2027

## 2. Evaluation

This Pollution Incident Response Management Plan (the Plan) complies with the requirements under the:

- *POEO Act 1997 Part 5.7A Duty to Prepare and implement Pollution Incident Response Management Plans*
- *POEO (General) Regulation 2022 Chapter 4*

The requirements under the legislation are supported by the *Environmental Guidelines: Preparation of pollution incident response management plans*, which provides additional advice from the EPA on Plan preparation.

Plan preparation is a requirement for holders of Environment Protection Licences (EPLs). The site operates under EPL 11555 and is therefore required to prepare a PIRMP and implement the PIRMP if and when an incident occurs.

Key areas which this Plan covers are described in Table 1 PIRMP Requirements.

| **PIRMP Legislation covered under this Plan** | | |
|---|---|---|
| **POEO Act Part 5.7** | | **Reference** |
| 153A | Duty of licence holder to prepare pollution incident response management plan | Whole document plus references |
| 153C | Information to be included in plan including procedures on actions to take after an incident and coordinating with authorities | 5 + references |
| 153D | Keeping of plan: | 6.3 |
| 153E | Testing of plan: | 9 |
| 153F | Implementation of plan: | 10 |
| **POEO (General) Regulation 2022** | | **Reference** |
| 72 (a) | Hazard assessment: | 3.4 +appendix 1 |
| 72 (b) | Likelihood assessment: | 3.4 + appendix 1 |
| 72 (c) | Pre-Emptive Action: | 3.4 + appendix 1 |
| 72 (d) | Pollutant Inventory Types: | 3.4 + appendix 1 |
| 72 (e) | Pollutant Inventory Quantities: | 3.4 + appendix 1 |
| 72 (f) | Safety Equipment: | 3.4 + appendix 1 |
| 72 (g) | Staff Contacts: | 5.1.1 |
| 72 (h) | Authority Contact: | 5.1.4 + 6.2 + references |
| 72 (i) | Early Warnings Neighbours: | 3.4 & 6 |
| 72 (j) | Staff Safety: | 3.4 |
| 72 (k) | Maps location of pollutants: | 3.4 and 4 |
| 72 (l) | Early Warnings General: | 3.4 and 6 |
| 72 (m) | Training of Staff: | 7 |
| 72 (n) | Timing of Testing: | 9 |
| 72 (o) | Updating of Plan: | 8 |
| 72 (p) | Plan Testing: | 9 |
| 74 (1) | Availability of plan: | 6.3 |
| 74 (2) | Publishing Plan Parts: | 6.2 + 6.3 |
| 74 (3) | Procedures under Act: | 5 + references |
| 74( 4) | Privacy Protection: | 6.3 |
| 75 (1) | Testing of the Plan: | 9 |
| 75 (2) | Minimum Testing requirements: | 9 |

*Table 1 – PIRMP Requirements*

# 3. Hazard, Likelihood and Pre-emptive actions to prevent pollution incident risks.

## 3.1. Overview

This chapter deals with the *POEO (General) Regulation 2022's sections 72(a) to 72(f)* and partially covers s75(j). These sections deal with the hazard, likelihood and pre-emptive actions which are similar processes to undertaking a risk assessment and providing appropriate control measures to proven or minimise these risks.

The site undertakes "Metallurgical activities and Waste storage" as part of their "Scrap metal processing".

This Plan also considers both air and water based pollution incident impacts. Overall considerable design and written environmental 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 methods can occur. Such accidental events are also covered in the Plan by the use of incident response methods.

This Plan uses a modular approach to this risk assessment process. Each module represents an operation undertaken at the site such as use and storage of hazardous chemicals and use and storage of non-hazardous chemicals use and running of the shear and general daily activities whilst in a scrap metal yard. These modules are common across Sell & Parker's operations and include site specific issues for each of Sell & Parker's environmental management plans, collectively referred to as the Environmental Management System (EMS).

The risk assessment and control measures process includes impact on neighbours and crosses over with safety risk assessment processes and is covered under our Health, Safety and Risk Management Software program.

Each module also includes an inventory of pollutants or expected maximum quantities of pollutants likely to be stored. The pollutant types include hazardous chemicals as defined under the Workplace Health and Safety legislation and non-hazardous chemicals such as aqueous based liquids.

## 3.2. Summary of Pollution types

The activity of Scrap Metal Processing and use of the shear by its nature has a limited list of typical pollution types which are required to be considered under the PIRMP. This list covers the main types found for the site.

| Description | Comments |
|---|---|
| **Air Based emissions** | |
| Dust | From the Shear and unloading of trucks. Dust is covered under this Plan and also found in the Air Quality Management Plan. |
| Fire | Fire is not considered an environmental incident, but the smoke from the fire can be and can affect neighbours. Fire Management is covered under the Emergency Response Procedure WHS-SPR-PRO-018. |
| Substance | Gaseous emissions from the site, which are not part of the licence conditions and which represent an air impurity may, if of a scale of release, a pollution incident. |
| Noise | Emitted by plant and equipment. Covered under the Noise Management Plan. Noise is not considered a pollution incident and not covered further under this Plan. |
| Odour | Odour is generally not associated with this site. Odour incidents, unless significant, are not considered to be material environmental harm, but are included in the PIRMP for consistency. |

| Spill type emissions | |
|---|---|
| Class 3 flammable liquids e.g. Fuels including petrol based fuels and | For plant and equipment operations. Covered under:<br>• Spill response documents |
| Combustible Liquids (C1 & C2)<br>Lubricants and hydraulic oils and other | For plant and equipment operations. Covered under<br>• Spill response documents |
| Other dangerous Goods classes e.g.<br>• Compressed gases<br>• Corrosive substances<br>• Oxidizing substances<br>• Toxics<br>• Other dangerous goods | Use of other dangerous goods varies on site. Covered under<br>• Substance Management Procedure WHS-SPR-PRO-005<br>• WHS Management Plan WHS-SPR-PLN-001<br>• Safety Data Sheets (SDS)<br>• Toolbox talks, training briefs, relevant Job Safety Analysis (JSA) |
| Paints, inks and surface coatings | Surface coatings are applied on site. Covered under<br>• Substance Management Procedure WHS-SPR-PRO-005 |
| Pesticides | Control of weeds and pests: Covered under<br>• Substance Management Procedure WHS-SPR-PRO-005 |
| Other chemicals | For plant and equipment operations. Covered under<br>• Substance Management Procedure WHS-SPR-PRO-005 |
| Aqueous wastes, wastewaters and aqueous potential pollutants | Management of water and stormwater. Covered under:<br>• Spill response<br>• Soil and Water Management Plan<br>• Surface Water Impact Assessment |
| Wastes | Storage of wastes and wastes containing chemicals: Covered under:<br>• Waste Management Plan |

*Table 2 – List of Typical Main Pollutants in Scrap Metal Processing*

### *3.2.1. Use and Storage of Chemicals Safety Issues*

Storage and handling of substances which may cause pollution are divided into two areas:

- Hazardous Chemicals — covered by occupational health and safety requirements
- Non-hazardous and aqueous based substances

Hazardous chemicals are documented and itemized in accordance to the Workplace Health and Safety Regulation 2025. The specific hazardous and non-hazardous chemicals documents are identified in Table 3.

| Document Name | Relation to this Plan |
|---|---|
| Emergency Response Plan<br>WHS-SPR-PLN-012 | Provides:<br>• Regular review for emergency preparedness<br>• Evacuation procedure<br>• Emergency procedures<br>• When medical assistance is provided |
| Emergency Information box | • Emergency Response Plan<br>• SDS information<br>• Specific emergency response plans<br>• Site plans |

*Table 3 - Reference Documents to Inventory of Pollutants*

## 3.3. Risk Assessment and Control Measures (pre-emptive actions)

### *3.3.1. Identification of Risk Areas*

Assessment analysis and control measures to minimise or prevent any risk of harm to human health or the environment arising out of the relevant activity are required under the overarching documents:

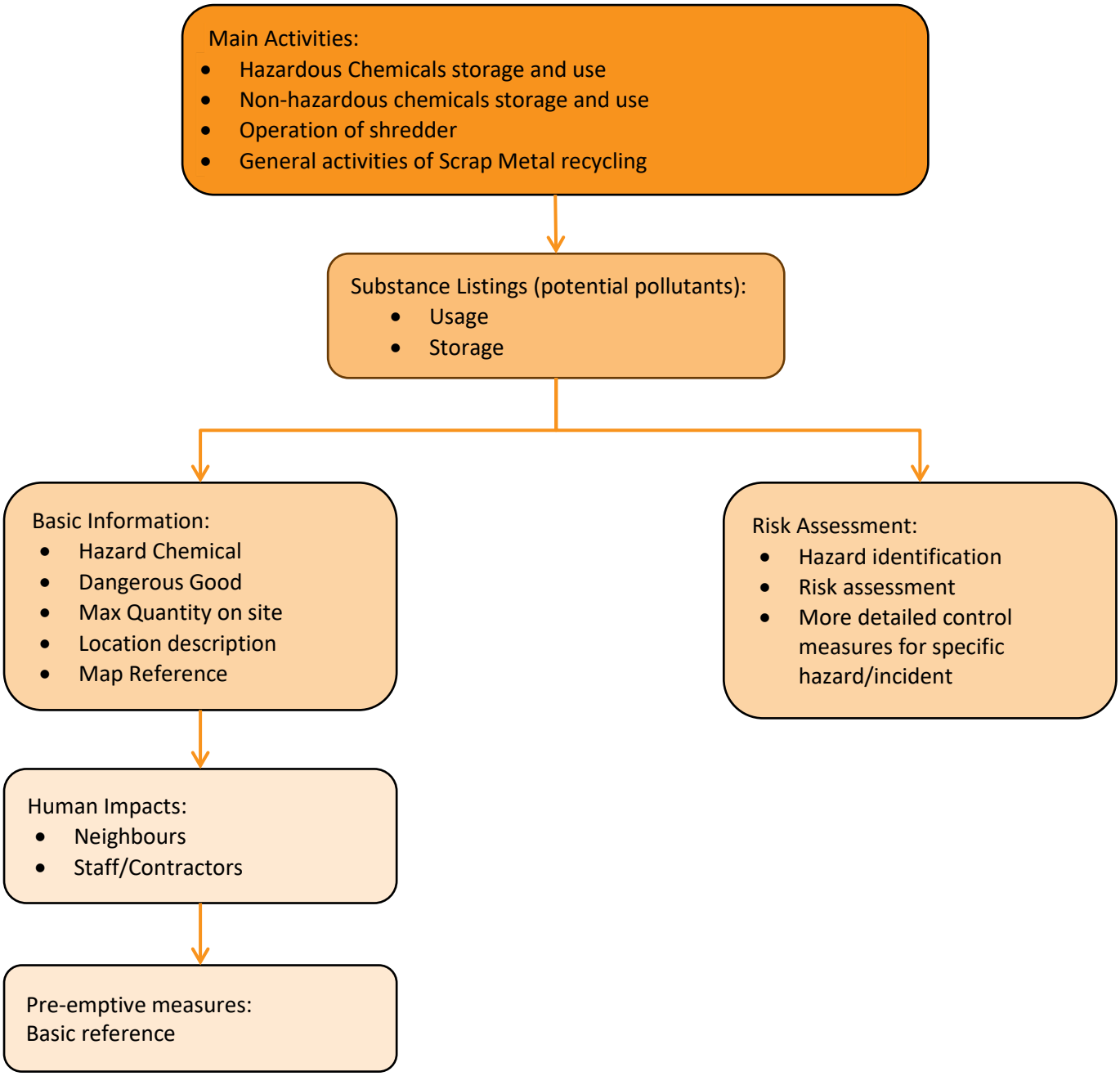
- Operations Management Plan
- WHS Management Plan WHS-SPR-PLN-001
- Emergency Services information
- Chemical Storage Locations

| Document Name | Relation to this Plan |
|---|---|
| WHS Management Plan - WHS-SPR-PLN-001 | Provides:<br>• Key contacts regarding WHS issues and incidents<br>• Hazardous chemicals register<br>• Storage and handling requirements<br>• Plant maintenance records<br>• Emergency procedures<br>• Training and record keeping<br>• Handling of hazardous materials and dangerous goods |
| Site Environment Management Plans | Provides in relation to PIRMP requirements:<br>• Internal auditing of sites and requires Sell & Parker sites to undertake or implement:<br>• Aspects and Impacts assessment<br>• Construction activities<br>• Maintenance activities<br>• Facility management<br>• Emergency response and incident response<br>• Staff training and competencies |
| Emergency Plans | • Main emergencies<br>• Emergency contact<br>• Emergency procedures<br>• Incident management<br>• Safety and first aid requirements |
| Procedures, factsheets and guides relating to PIRMP requirements | • Dangerous Goods<br>• Incident Management<br>• Waste disposal requirements<br>• Emergency Response<br>• Noise management<br>• Stormwater Management<br>• Air Quality Management<br>• Waste Management<br>• Water management<br>• Used Lead Acid Battery (ULAB) Risk Assessment |

*Table 4 – List of Documents covering Environmental Risk Assessment and Control Measures*

### 3.4. Risk Modules

To improve the effectiveness of the Plan the following requirements under the POEO (General) Regulation are covered in this section. This is undertaken by a process described in the following flowchart:



In Appendix 1 Risk Assessment, each of the activities has their polluting substances listed. Each polluting substance is assessed for the requirements described in the flowchart above.

Table 5 provides a breakdown of the coverage of the regulatory requirements in the modules according to the POEO (General) Regulation 2022 by section part.

| Section | Item heading | Covered by |
|---|---|---|
| 72(a) | Hazard assessment: | Hazard and Likelihood Risk assessment and Corrective Control Measures tables |
| 72 (b) | Likelihood assessment: | Hazard and Likelihood Risk assessment and Corrective Control Measures tables |
| 72 (c) | Pre-Emptive Action: | Hazard and Likelihood Risk assessment and Corrective Control Measures – Control measures and corrective action |
| 72 (d) | Pollutant Inventory Types: | List of Polluting Substance Storages/Uses At Site Initial Assessment – Name/description, Covered under Hazardous Chemicals? |
| 72 (e) | Pollutant Inventory Quantities: | List of Polluting Substance Storages/Uses At Site Initial Assessment – Amount Stored (maximum or estimated Maximums stored) |
| 72 (f) | Safety Equipment: | List of Polluting Substance Storages/Uses At Site Initial Assessment- Ref to Safety Coverage |
| 72 (i) | Early Warnings Neighbours: | List of Polluting Substance Storages/Uses At Site Initial Assessment – Need for early warnings to neighbours |
| 72 (j) | Staff Safety: | List of Polluting Substance Storages/Uses At Site Initial Assessment – Ref to Safety Coverage |
| 72 (k) | Maps location of pollutants: | List of Polluting Substance Storages/Uses At Site Initial Assessment Location of Storage, Map reference (supports section 4 Maps) |

*Table 5 – Risk Module Coverage of the POEO (General) Regulations 2022*

## 4. Maps

This section covers the *POEO (General) Regulation s72(k)* requirements which are:

A detailed map showing the location of the premises to which the licence relates, the surrounding area that is likely to be affected by a pollution incident, the location of potential pollutants on the premises and the location of any stormwater drains on the premises.

Map shows the geographic location of the Sell & Parker Carrington and includes the requirements above.


Site is surrounded by Newcastle port facilities and industrial activities. Residential premises are to the south.

**EPL site map for Sell & Parker**

▲ Location of the oxygen storage tank

## 5. Emergency Incident Response Procedures

### 5.1. Internal communications – key names and contacts

Internal Communications are outlined in the following documents:

- Emergency Response Plan
- Emergency Incident box

Fill in this table of top 3 or 4 key names and contact numbers if this does not appear in the referenced documents above.

| Job title | Contact Number |
|---|---|
| Director | 0419 224 795 |
| Director | 0409 363 028 |
| Contracts Manager | 0417 227 677 |
| Group Environment Manager | 0419 277 431 |
| Group Operations Manager | 0427 830 199 |
| Site Manager | 0447 953 470 |
| Group General Counsel | 0405 828 772 |

## 5.2. Pollution Incident – Procedure to be followed

This Pollution Incident Response Management Plan must be followed immediately after a Material Harm pollution incident occurs.

Also follow:

- Emergency Response Plan
- Emergency Response Procedure WHS-SPR-PRO-018

### *5.2.1. Responsible Person notifying the Pollution*

Section R2.0 of the of the Sell & Parker EPL provides the details the reporting requirements to the EPA when there is an environmental incident that threatens material harm.

The incident needs to be reported to the EPA as soon as reasonably practicable as per section R2 of the Sell & Parker EPL, by telephoning the Environment Line on 131 555.

The EPA will want to know

- The location of the event
- Where is the incident on the site
- The approximate time the incident may have occurred
- The type of event (spill, fire, explosion etc)
- Type of substance involved – waste, plastic, fuel etc
- What, if any other emergency services have been informed
- Whether the incident has left site and if so how.

### *5.2.2. Coordinating with the Authorities*

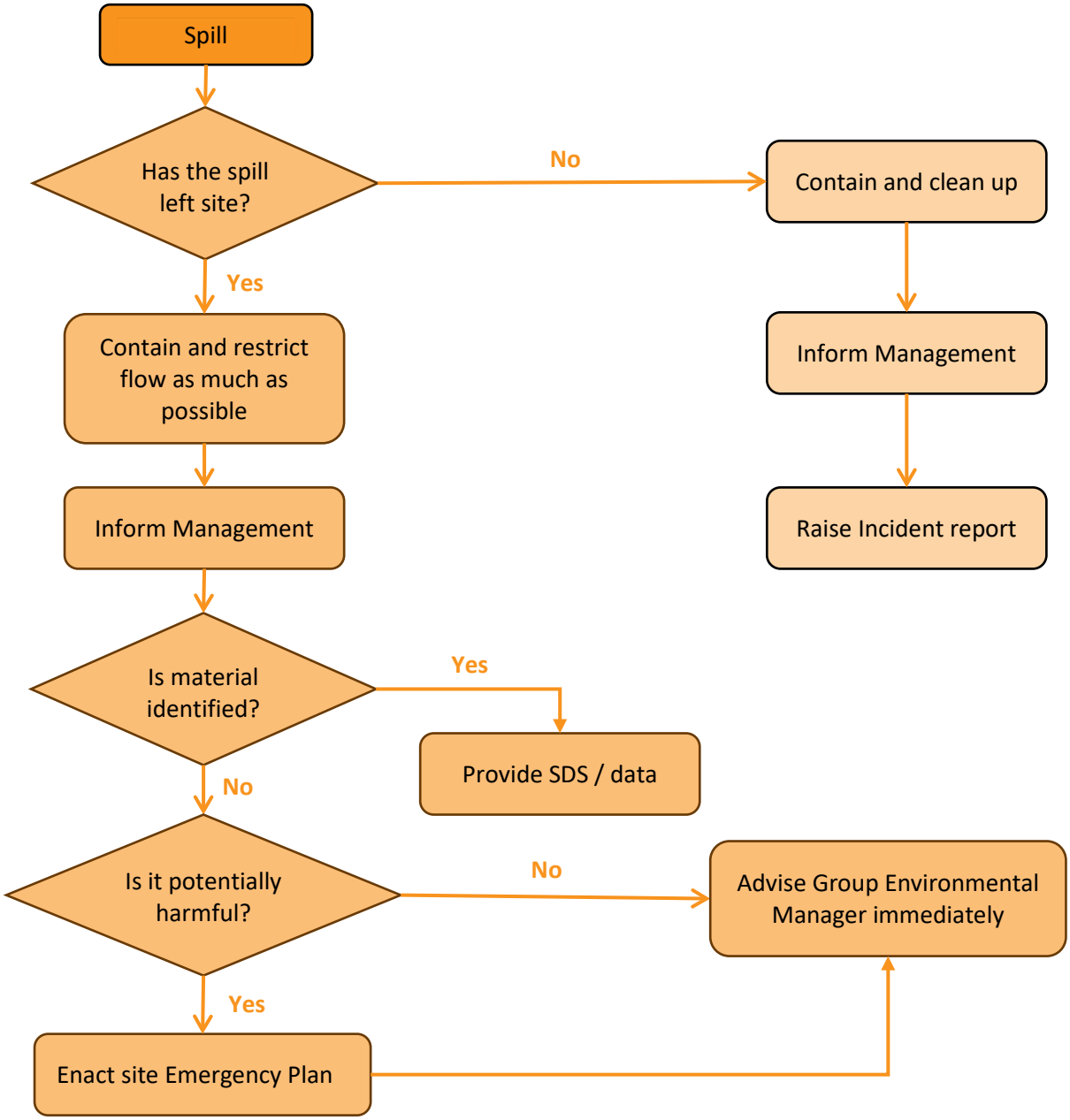
This is covered under section 5.5.

## 5.3. Pollution Incident – Caused by a Spill Incident

This is covered under:

- This section 5.3 and 5.4
- Spill response documentation
- Emergency plans

For incidents involving material harm, the fire brigade or Hazmat would combat the pollution caused by a spill incident and become the emergency controller.




**Pollution incidents – Spills**

A spill can be the release of any chemical or substance (i.e. – production, waste waters, oil, and fuel) that may potentially enter stormwater, creeks, rivers, ground water or contaminate soil.)

The POEO Act definition of a **pollution incident** is:

*Pollution incident* means an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur. It includes an incident or set of circumstances in which a substance has been placed or disposed of on premises, but it does not include an incident or set of circumstances involving only the emission of any noise.

**Clean-up Action**

All pollution incidents are required to be acted upon immediately. This is a separate action to that of notification. Where possible both should be undertaken concurrently.

> POEO Act definition of **"clean-up action"**, in relation to a pollution incident, includes:
>
> a) action to prevent, minimise, remove, disperse, destroy or mitigate any pollution resulting or likely to result from the incident, and
> b) ascertaining the nature and extent of the pollution incident and of the actual or likely resulting pollution, and
> c) preparing and carrying out a remedial plan of action.
> d) It also includes (without limitation) action to remove or store waste that has been disposed of on land unlawfully.

**Spill Kits**

Spill kits include a range of products and materials used to contain and absorb liquids. Some kits are designed for use on impervious surfaces (e.g. bitumen, asphalt or concrete) whilst others are designed to contain and absorb liquids (mostly fuels and oils) in waterways. Spills onto bare or loose soil surfaces can usually be managed without having to use a spill kit.

Spill kits used by staff would commonly be “General Purpose” or “Hydrocarbon” type spill kits and would be capable of containing a spill of 80–90 litres. Special-purpose spill kits are also available for paints, solvents, acids and caustic or corrosive substances.

Further details can be found in the Emergency Incident box.

**Spill kit management**

Spill kits should be available in areas where hazardous substances are used/stored and should be easily accessible.

There are specific kits for the collection of leaking fuels in the black iron and heavy receiving areas.

The shears have stocks of absorbent pads.

The maintenance warehouse and the non-ferrous shed both have stocks of spill absorption materials (kitty litter).

**Safety Gear**

Use appropriate PPE before getting in close proximity to a chemical spill. PPE types to be used are identified on the SDS.

For aqueous based spills, such as waters from containment facilities or floods, general safety gear for site will be suitable.

Further details of safety issues regarding incidents is under the Sell & Parker Work Health & Safety Policy Series: Clothing & Protective Equipment Procedure.

**Location of information**

The Pollution Incident Response Management Plan will be located with other emergency documentation in the Emergency Information box. A hard copy of the PIRMP is also kept with the Environment Protection Licence, is available in the Site Managers office and is on the Sell & Parker website.

Use either site plans or visual inspection to identify stormwater or creeks and other sensitive environmental areas

**Incident Action Hierarchy for Liquid and Flowable Solid Spills**

This action should only be followed if there is no procedure or other requirement to follow in dealing with a spill type incident. For example, oil or fuel spills would be followed. The main site emergency plan should also be followed where applicable.

It or its alternative should be implemented in conjunction with the Emergency Response Plan.

When a spill occurs, it is the duty of the employee/contractor who notices or creates the spill to:

- Raise the alarm that an incident has occurred
- If you are the Emergency Controller, take command of the clean-up unless replaced (see section 5.5)
- If not, the Emergency Controller then follow their instruction.
- Invoke the following actions in Table 6.

| Incidents from liquids and flowable solids – Generic Procedure<br>Use when site specific procedure does not exist | | |
|---|---|---|
| **Main Action** | **Detailed Actions** | **Comments / information** |
| **Safety Check** | Ensure personal safety - Occupational Health & Safety rules apply at all times. Refer to the SDS for correct PPE or use standard PPE for the site for non-hazardous materials e.g. waters and muddy waters | Do not put yourself or any other person in danger when containing or cleaning up a spill. This is to prevent harm to humans. If anyone is injured or requires rescue, they must be attended to first |
| | If the material leaking is a flammable liquid ensure that ignitions sources are isolated or removed from the area. | Typical examples are paints and thinners used for maintenance or other purposes. |
| | If the material is on fire or undergoing a dangerous reaction, invoke fire fighting procedures. | Refer to Scrap Metal Fire Emergency |
| | Reporting requirements: Major incidents must be immediately reported | This is covered in the Incident Notification |
| **Stop the leak** | Do not allow any material down Stormwater drains | This to prevent and minimise harm to the environment |
| | Where safe to do so minimise further leakage by turning off valves or the machine, plugging leaks with bungs etc. | Stopping the leak or source of the pollution will minimise its impacts |
| | Do not flush stormwater drains with water unless authorised by the controlling agency e.g. Fire Brigade or EPA | Further runoff from the site will cause additional pollution. Only the EPA and Fire Brigades can make this decision. |
| | If the leak or spilt material is likely to go off-site and the incident is of such a scale consider notifying neighbours which may be affected. | This is covered in the Emergency Response Plan. |

| | | |
|---|---|---|
| **Contain the leak** | Contain material to small area | Limiting the spread of the material will minimise harm to the environment |
| | Depending on the size of the spill: Quick construction of barriers or earth mounds, bunds and dams, sandbags and spill kits socks/pillows or absorbent materials to minimise spread of liquids and flowable solids | For large spills consider use of earthmoving equipment to quickly construct bunds and dams downstream to contain the spill. Smaller spills use spill kits. Note use socks/pillows to absorb oils on water surfaces. |
| | Consider the topography of the site to plan location of barriers and dams to prevent spreading of the spill. | Refer to the plan of stormwater drains/drainage topography to locate water courses |
| | Prevent it from spreading any further by using the sausages (from the spill kit) to form a bund on the ground. Tie as many sausages together as needed to create a continuous barrier | On non-impervious surfaces use spill kit socks (or sandbags or similar) to form a bund downhill from the spill to stop it spreading; place spill kit pillows under leaks; broadcast absorbent material over the spill and work towards the centre of the spilled material with a stiff bristle broom. |
| **Clean up** | Clean up the spill<br>Follow the method in the SDS | This may involve organising the pump out of liquids by a waste contractor or transfer of liquids into drums or elsewhere. |
| | Mop up the spill with the Pads (from the spill kit) or spread liquid absorbent material over the spill. | Spill kits should be used in combination. Place contaminated spill kit materials in a suitable bin or drum (e.g. 200l) |
| | Shovel up or excavate contaminated soil | Place in a suitable drum/s or if large volume a special bunded stockpile |
| | Spills on water: Deploy boom on downstream side of spill. Consider wind direction and current or tidal flows. Slowly pull the boom around the spill and then draw it back into a small area. | Position hydrophobic absorbent pads or hydrophobic granular material over the surface of the spill contained by the floating boom. |
| **Waste Management** | For small spills: Place contaminated booms and pads in a 200 L drum or similar container and remove from site to an authorized waste disposal facility. | Waste fuels are stored in fuel tank ready for collection. Waste oils are stored in the oil store in preparation for collection. All other spill materials will be sent off site for appropriate treatment. |
| | Containers and drums which contain spilt materials to be stored temporarily until collected for waste disposal | Storage of waste drums may require bunds or other spill capture systems |
| | Use cleaning agents to properly clean hard surfaces and drains if necessary.<br>Excavate any contaminated soil and treat and or dispose of properly | Clean all hard and porous surfaces including drains. A high pressure cleaning and wastewater collection and management are likely options.<br>Excavate any contaminated soil and treat and or dispose of properly. |
| **Report** | Complete an Environmental Incident Report as per Incident Reporting and Investigation WHS-SPR-PRO-011. | Prepare and submit incident report to the EPA if a Material Harm incident as per s101, POEO (General) Regulation 2022 occurs, as per condition R3 of the EPL. |
| | Forward to the Group Environment Manager who will receive the incident notification and process it accordingly. | This will depend on internal requirements and procedures. |

*Table 6 – Incidents from Liquids and Flowable Solids – Generic Procedure*

### 5.4. Pollution Incident – Caused by an Air incident

**Pollution incidents – Air Emissions**

An air emission can include smoke, dust, odour or emission of a chemical or air impurity.

This action should only be followed if there is no procedure or other requirement to follow in dealing with an air emission type incident. For example, the Air Quality Management Plan.

It or its alternative should be implemented in conjunction with procedures BT-OPS-PRO-ODR (odours), BT-ENV-PRO-DMM (dust) and BT-OPS-PRO-OXY (oxy-cutting).

| Incidents from Air Based Emissions – Generic Procedure<br>Use when site specific procedure does not exist | | |
|---|---|---|
| **Emission** | **Actions** | **Comments / information** |
| **Dust** | Stay on top of the sources and on top of cleaning and wetting regimes to prevent fugitive emissions. This will require more effort in the hotter and windier times of the year.<br>In the unlikely event dust is of such a scale it will impact on neighbours health or represents a risk to neighbours, consider informing potentially affected neighbours to close their doors and windows and stay indoors until further notice. | Generally observable or complaints based supported by health impacts such as time off work or medical certificate or complaints exceed more than 6 neighbours.<br>Sweep roadways and wet down stockpiles and fugitive emission points. |
| **Fire** | Depends on size and type of fire.<br>Follow emergency plan for fires.<br>If smoke causes a minor health risk to neighbours consider informing potentially affected neighbours to close their doors and windows and stay indoors until further notice.<br>Co-ordinate with combat agencies to inform neighbours if a larger scale health risk. | Smoke is the main air emission of concern.<br>Complaints based supported by health impacts such as time off work or medical certificate or complaints exceed more than 6 neighbours.<br>Large fires threatening homes and property may trigger evacuation procedures with neighbours.<br>In the event of a fire act quickly to isolate it and extinguish it. Follow specific site procedures for fire management. |
| **Substance** | Depends on the type of substance, its health impacts, toxicology and its scale of emission.<br>For small scale emissions consider informing potentially affected neighbours to close their doors and windows and stay indoors until further notice.<br>Co-ordinate with combat agencies to inform neighbours if a larger scale health risk. | Known release of an air emission likely to cause a health risk of neighbours.<br>Complaints based supported by health impacts such as time off work or medical certificate or complaints exceed more than 6 neighbours. |
| **Odour** | Neighbours who identify themselves when lodging a complaint will be followed up by the responsible site manager or nominee. | Complaints based supported by health impacts such as time off work or medical certificate or complaints exceed more than 6 neighbours. |
| **Noise** | OPS-SPENV-PRO-016 – Noise & Vibration Exceedance Procedure covers noise management.<br>Neighbours who identify themselves when lodging a complaint will be followed up by the responsible site manager or nominee. | Note: noise is not a pollution Incident under the POEO Act. |

### 5.5. External Communications

You 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.

| | |
|---|---|
| EPA | 131 555 |
| City of Newcastle | 02 4974 2000 (Work Hours) |
| SafeWork NSW | 131 050 |
| Fire and Rescue NSW | 1300 729 579 |
| Dept. Planning & Environment | In writing via the Major Projects website |

You must provide written details of the notification to the EPA and DPE within 7 days of the date on which the incident occurred.

Complaints from the Sell & Parker environment hotline must be reported to the EPA.

### *5.5.1. Co-ordinating with the Authorities*

POEO Act s153C States in relation to the contents of a PIRMP:

> *(c) the procedures to be followed for co-ordinating, 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.*

This action should only be followed if there is no procedure or other requirement to follow in dealing with a spill type incident.

The actions below in s5.4.2 and s5.4.3, or its alternatives, are to be implemented in conjunction with the site's emergency protocols.

### *5.5.2. Site Control – Incident Response*

| Job title | Name | Contact Number |
|---|---|---|
| Director | Luke Parker | 0419 224 795 |
| Director | Morgan Parker | 0409 363 028 |
| Group HR Manager | Jon Dyster | 0409 153 904 |
| Environmental Manager | Howard Richards | 0419 277 431 |
| Contracts Manager | Craig Ley | 0417 227 677 |
| Group General Counsel | Neil Sher | 0405 828 772 |
| Site Manager | Adam Bettridge | 0447 953 470 |
| Group Operations Manager | Jordan Binskin | 0427 830 199 |
| Yard Manager | Jamie Gilkinson | 0417 609 255 |

For site control and communications internally and with the appropriate government agencies and other stakeholders, follow Sell & Parker's Emergency Response Plan and the Incident Reporting and Investigation Procedure WHS-SPR-PRO-011.

**Generic Procedure for Site Control and Communications**

After the incident has been immediately reported a site controller must be appointed. The Site Controller function is to coordinate the spill response actions in this procedure including co-coordinating reporting internally to the relevant authorities and any affected neighbours.

Fire and Rescue requires Lodgement of an Emergency Plan, the details of which are required if the site stores more than the manifest quantities of dangerous goods. This is triggered if, for example, more than 2,500 L of Class 3 flammable liquids (e.g. petrol, paints etc.) are stored on site.
Having a site controller provides for a chain of command at an incident where one person can take charge of the clean-up of the incident and hand over control to other Site Controllers as more capable staff arrives. The Site Controller will also hand over control to:

- The Emergency Information box contains the wardens and command and communication protocols in the event of an incident.
- The appropriate combat agency, (i.e. Fire and Rescue, EPA etc.) once they attend the incident scene, as is likely for a major incident

The Site Controller's responsibility will, after arrival of the combat agency, assist them by:

- Providing advice on the incident and its details (i.e. type of spill, chemicals involved, quantities involved and actions undertaken and in progress)
- Enabling equipment, plant and materials to be available to the combat agency's use in assisting of making the incident safe and minimising harm to the environment

Once an incident has occurred and has been reported, the following table 7 represents the actions and responsibilities and lists who becomes the main emergency controller of the incident.

| Major incident Reporting Response | | Sell & Parker Management Actions | Contractor Management Actions |
|---|---|---|---|
| **1** | For major **POLLUTION INCIDENTS immediately** appoint an interim site controller. | The Site Manager is the interim site controller. In the event that the Site Manager is not present, it is the Yard Manager. | Contractor to appoint interim site controller who is at the scene, to be handed over to a Sell & Parker site controller.<br>Contractor to provide advice. |
| **2** | Arrival of more senior Sell & Parker Environment or Safety Branch appointed Site Controller | Interim Site controller to hand over to Sell & Parker Site Controller and provide advice. | Contractor to follow instructions from Sell & Parker site controller and provide advice. |
| **3** | Arrival of a combat agency – Fire and Rescue, EPA or SafeWork. Combat agencies to make clear who their Site Controller is.<br>(A reported pollution incident will generally result in a combat agency arriving) | Site Controller to hand over to Combat agency Site Controller, assist provide advice and follow instructions. | Site Controller to hand over to Combat agency Site Controller assist provide advice and follow instructions. |
| **4** | Advice to combat agency | Advice can include maps and equipment which is at hand which may assist in combating the incident. | Advice can include maps and equipment which is at hand which may assist in combating the incident. |

*Table 7 – Major Incident Reporting Response*

**Evacuation**

For large dangerous incidents such as large bush fires or major flooding, the Site Controller may consider evacuation of staff to appropriate distances away from the incident. Follow Emergency Response Plan for appropriate locations of evacuation routes and areas.

### 5.6. Notifying Pollution Incidents to the Authorities

This is covered under:

- S6.2 Website Information
- This section 5.5 if other procedures are unavailable.

## 6. Early Warnings and Communications to Neighbours

### 6.1. Community Communication and Consultation

Sell & Parker has and would continue to undertake community and stakeholder consultation where necessary and in accordance with the community consultation within plans for the site.

Sell & Parker will continue to update the community where required as outlined in the taking advice from emergency services.

An assessment of the typical pollution incident types has been undertaken, in Chapter 4 and in other Sell & Parker reports to consider the potential impacts on neighbours. This resulted in the early warning actions located in Table 8 below.

| Air Based Emissions | | |
|---|---|---|
| **Description** | **Potential Risks** | **Early Warning Actions** |
| **Dust** | Air quality issues.<br>Loss of amenity.<br>Community complaints. | In extreme cases contact neighbours via doorknock process and ask them to close windows and doors and stay inside until further notice |
| **Fire – Smoke, gasous substance leak – on-site from off-site sources** | Air quality issues. | In extreme cases contact neighbours via doorknock process and ask them to close windows and doors and stay inside until further notice.<br>For larger fires, coordinate with combat agencies. |
| **Noise** | Loss of amenity. | Not required under PIRMP. Communicate with neighbours on as needs basis. |
| **Odour** | Air quality issues.<br>Loss of amenity.<br>Community Complaints. | In extreme cases contact neighbours via doorknock process and ask them to close windows and doors and stay inside until further notice |
| **Spill Type Emissions** | | |
| **Fuel including diesel and petrol based fuels** | Water quality issues if spill enters waterway.<br>Community complaints. | In extreme cases contact neighbours via doorknock process and ask them to avoid use of the water until further notice.<br>For larger spills coordinate with combat agency. |
| **Lubricants and hydraulic oils** | Water quality issues if spill enters waterway.<br>Community complaints. | In extreme cases contact neighbours via doorknock process and ask them to avoid use of the water until further notice |
| **Pesticides/herbicides** | Water quality issues if spill enters waterway.<br>Community complaints. | In extreme cases contact neighbours via doorknock process and ask them to avoid use of the water until further notice.<br>For larger spills coordinate with combat agency. |
| **Other chemicals** | Water quality issues if spill enters waterway.<br>Community complaints. | In extreme cases contact neighbours via doorknock process and ask them to avoid use of the water until further notice |
| **Flooding conditions** | Where heavy rain fall may cause pits and other areas to discharge contaminated stormwater. | In extreme cases contact neighbours via doorknock process and ask them to avoid use of the water until further notice |
| **Soils and erosion** | Water quality issues if spill enters waterway.<br>Community complaints. | In extreme cases contact neighbours via doorknock process and ask them to avoid use of the water until further notice |

| | | |
|---|---|---|
| **Contaminated materials uncovered** | Water quality issues if spill enters waterway.<br>Community complaints. | In extreme cases contact neighbours via doorknock process and ask them to avoid use of the water until further notice |
| **Wastes** | Water quality issues if spill enters waterway.<br>Community complaints. | In extreme cases contact neighbours via doorknock process and ask them to avoid use of the water until further notice |

*Table 8 – Potential Impacts on Neighbours*

### 6.2. Website Information

This Pollution Incident Response Management Plan (PIRMP or Plan) Website Information has been written to comply with the legislative requirements under the *Protection of the Environment Operations Act 1997* (POEO Act) and the *Protection of the Environment Operations (General) Regulation 2022 s74:*

*(2) A plan is also to be made publicly available in the following manner 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 plan,*
*(b) if the person does not have such a website--by providing a copy of the plan, without charge, to any person who makes a written request for a copy.*
*(3) Subclause (2) applies only in relation to that part of a plan that includes the information required under:*
*(a) section 153C(a) of the Act, and*
*(b) clause 72 (1) (h) and (i) or (2) (b) and (c) (as the case requires).*

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Below is a recommended layout of what should be published on the Sell & Parker website with a link to it in a prominent position.

**Emergency Incident Response Procedures**

Under *Part 5.7 of the POEO Act*, there is a duty to notify each relevant authority (identified below) of a pollution incident, where material harm to the environment is caused or threatened. Material harm includes actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial or that results in actual or potential loss (refer definitions) or property damage of an amount over $50,000.

For the above pollution incidents, Sell & Parker's Group Environment Manager will be responsible for reporting to the authorities below without delay.

| **Relevant Authorities Notification Order** | |
|---|---|
| If there **IS** an immediate threat to human health or the environment | |
| Call Fire & Rescue first | 000 |
| EPA | 131 555 |
| Safework NSW | 131 050 |
| City of Newcastle | 02 4974 2000 |
| If there is **NOT** an immediate threat to human health or the environment | |
| Call EPA first | 131 555 |
| City of Newcastle | 02 4974 2000 |
| Safework NSW | 131 500 |
| First & Rescue | 1300 729 579 |
| **Sell & Parker Environmental Compliant/Incident Reporting number 02 8212 9561** | |

Early warnings for affected or potentially affected community members for any pollution incident are to be communicated to those members via a door knock process. The Site Manager or nominee will be responsible for coordinating the door knock.

For air pollution incidents that may affect neighbours, those neighbours will be asked to close their doors and windows and stay indoors until further notice.

For water pollution incidents that may affect neighbours who could access the said water, those neighbours will be asked to avoid use of the water until further notice.

Regular updates of any pollution incidents will be via letterbox drop to the local community, notices in local papers or via door knocks as required.

### 6.3. Availability and location of this Plan

The *POEO (General) Regulation 2022 s74(1)* states:

(*1) A plan is to be made readily available:*

*(a) to an authorised officer on request, and*

*(b) at the premises to which the relevant licence relates, or where the relevant activity takes place, to any person who is responsible for implementing the plan.*

The availability of this Plan will be made available by locating printed copies in the same locations as the Environment Protection Licence (EPL) is located – namely in the main office building located at Sell & Parker Carrington.

Unlike the EPL this Plan is to only be available to those who are to implement the Plan. This is made clear by The POEO (General) Regulation 2022 s74(3) which States

> *4) Any personal information within the meaning of the Privacy and Personal Information Protection Act 1998 is not required to be included in a plan that is made available to any person other than a person referred to in subclause (1).*

If components of the Plan are considered to contain sensitive private information then only those cleared should be permitted access to the full Plan. Alternative Plans with such sensitive information removed (e.g. contact phone numbers and names) can be more widely distributed. Full plans will be made available to the relevant government agencies, on request or during an incident response activity.

## 7. Training – Summary and Reference to Project Procedure

Necessary environmental management competencies have been determined for each of the broad positions in Sell & Parker including:

- Contracts Managers
- Group Operations Manager
- Site Manager
- Assistant Site Manager
- Yard Managers
- Assistant Yard Managers

Training of Sell & Parker staff falls into several categories:

- Formal External Training
- Formal Internal Training

- Project / Site Training Information provided on site such as inductions and toolbox talks

The information regarding this training is readily available to Sell &Parker employees and contractors on the Sell & Parker Intranet and Resources drive on all Sell & Parker Computers which details the training material to be provided in training sessions.

To also satisfy the requirements under this PIRMP the training is to also include:

- Awareness of the PIRMP
- Where this plan can be accessed
- Pollution incident classification and reporting under this plan
- Spill response actions under this plan
- Other incident response actions under this plan
- Early warnings internally and to neighbours where appropriate
- Specific procedures in dealing with potential pollution incidents, e.g. spill response procedure

## 8. Updating of Plan

This Plan will be updated according to the following:

- 12 months from the last update; or
- Within one month of a Category 1 Incident; or
- As identified after testing of the Plan (see section 8).

## 9. Testing

The POEO (General) Regulation 2022 75 states for testing of the Plan:

*1) The testing of a plan is to be carried out in such a manner as to ensure that the information included in the plan is accurate and up to date and the plan is capable of being implemented in a workable and effective manner.*

*2) Any such test is to be carried out:*
*(a) routinely at least once every 12 months, and*
*(b) within 1 month of any pollution incident occurring in the course of an activity to which the licence relates so as to assess, in the light of that incident, whether the information included in the plan is accurate and up to date and the plan is still capable of being implemented in a workable and effective manner*

Testing of the Plan will be integrated into other emergency and incident testing and training programs where possible. Testing will be organised by the Group Environment Manager in conjunction with the Site Manager.

Records of the testing will be kept by the Group Environmental Manager.

**Testing dates**

This Plan will be tested according to the following:

- 12 months from the last test, or
- Design of the testing method will be 1 month before the initial test date
- Or before one month after a reportable material harm incident.

**Recording of Testing**

A detailed record of the testing of the Plan will be prepared after each testing of the plan is undertaken. If the test identifies any shortcomings in the Plan, especially the implementation of the spill response procedures, the Plan will be corrected or appropriate non-conformance actions will be undertaken.

## 10. Implementation of the Plan

The POEO Act 1997 s 153F requires the Plan to be implemented if a pollution incident occurs. $4 million maximum fines apply for failing to implement the Plan.

Hence if a pollution incident occurs:

- It must be responded to according to this Plan and its reference documents.
- An incident response report/audit must be completed as per condition R3 of EPL 20275.

## 11. Revision History

| Rev. No | Rev. Date | Revision Description | Author | Approved By |
|---|---|---|---|---|
| 1 | February 2026 | New Document | Jessica Lanzendorfer | Howard Richards |
| | | | | |
| | | | | |
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| | | | | |

## 12. Appendix – Risk Modules

This Plan uses a risk assessment process to demonstrate the existing risk control methods are effective in preventing and minimising environmental harm from pollution incidents. If unacceptable risks are identified new control measures will be introduced. The modular format permits the use of common activities associated with Scrap Metal Processing and the shear to be used in future PIRMP documents. The modules used for this Plan for the site include:

- Hazardous chemicals
- Non Hazardous materials
- Aqueous management
- Waste management

Each module uses a standard risk matrix which can be found in WHS-SPR-FOR-002 and has a guide to completing JSA form.

Each module lists the type of use or storage for the pollutant/s being considered.
Each of the above is considered for a range of hazards and their control method considered. Also considered in the above process is:

- Impact on neighbours
- Safety
- Location
- If the pollutant is a hazardous chemical

**Risk Matrix**

Environmental risks associated with Sell & Parker and its contractor's activities use the following table A.

| Likelihood | Consequence | | | | |
|---|---|---|---|---|---|
| | A - Insignificant | B - Minor | C - Moderate | D - Major | E - Severe |
| 5 - Almost Certain | A5 Medium | B5 Medium | C5 High | D5 Extreme | E5 Extreme |
| 4 – Likely | A4 Low | B4 Medium | C4 High | D4 High | E4 Extreme |
| 3 – Credible | A3 Low | B3 Medium | C3 Medium | D3 High | E3 Extreme |
| 2 – Unlikely | A2 Low | B2 Low | C2 Medium | D2 Medium | E2 High |
| 1 - Rare | A1 Low | B1 Low | C1 Low | D1 Medium | E1 Medium |

**Risk Rating Key**

| | |
|---|---|
| Low | Safe to continue. Keep controls in place |
| Medium | Acceptable for now. Monitor and review regularly. |
| High | Not acceptable. Fix the risk as soon as possible. Escalate if needed. |
| Extreme | Stop working immediately. Controls must be put in place before restarting. |

**Likelihood Rating Key**

| | |
|---|---|
| Rare | Conceivable but only in extreme circumstances – once every 20+ years |
| Unlikely | Not expected to occur but possible to experience – once every 5 years |
| Creditable | Could happen or known to occur – once a year |
| Likely | Could easily happen – once a month |
| Almost Certain | Often occurs – once a week |

| Consequence | Critical Success Factors | | | | | | |
|---|---|---|---|---|---|---|---|
| | SAFETY | QUALITY OF SERVICES | REPUTATION | ENVIRONMENT | FINANCIAL | LEGAL/CONTRACTUAL | PLANT & EQUIPMENT DAMAGE |
| **Severe** | Loss of life | Severe impact on the quality of services provided by the Company resulting in a significant increase in complaints from the community (increase of ≥50%) | External reputation irrevocably destroyed or damaged. Severe impact on staff turnover (increase of >20% above average) | Catastrophic environmental damage leading to fines against the Company. | Costs above $500,000 | **Legal**. Numerous major litigations **Contract**. Termination of contract for default | Machine unrepairable |
| **Major** | Serious lost time injury resulting in long-term physical impairment of personnel. E.g., total loss of digit | Considerable impact on the quality of services provided by the Company resulting in a marked increase in complains from the community (increase of 25-50%) | External reputation severely damaged with considerable effort and expense to recover. Major impact on staff turnover (increase of 15-20% above average) | Extensive environmental damage requiring significant resources to rectify | Costs between $50,000-$500,000 | **Legal**. Single major litigation or numerous moderate litigations **Contract**. Written notice from contractor threatening termination if not rectified | 5-20 days machine downtime |
| **Moderate** | Minor lost time or restricted work injuries with no long-term impact. E.g., broken ankle | Some impact on the quality of services provided by the Company resulting in an increase in complaints from the community (10-25%) | External reputation damaged with some effort and expense required to recover. Moderate impact on staff turnover (increase of 10-15% above average) | Some environmental damage requiring some resources to rectify | Costs between $20,000-$50,000 | **Legal**. Single moderate litigation or numerous minor litigations **Contract**. Verbal advice that, if breaches continue, default notice may be issued | 2-5 days machine downtime |
| **Minor** | Injuries requiring treatment by a medical practitioner or prescription of medication requiring practitioner approval. E.g., stitches required | Minor impact on the quality of services provided by the Company resulting in an increase in complaints from the community (>10%) | External reputation minimally affected with little effort or expense required to recover. Minor impact on staff turnover (increase of 5-10% above average) | Minor environmental damage with rectification within existing budget | Costs between $5,000-$20,000 | **Legal**. Single minor litigation **Contract**. Contractor expressions of concern | Up to 24hrs of machine downtime |
| **Insignificant** | First aid injuries that can be treated on site. E.g., minor lacerations, abrasions | No impact on the quality of services delivered by the Company | External reputation not affected. No impact on staff turnover | No material environmental damage | Costs below $5,000 | **Legal**. Threat of litigation requiring small compensation **Contract**. No effect on contract performance | No machine downtime |

## 12.1. Appendix 1 - Risk Module 1 – Aqueous Based Management – example only

**Purpose**

This risk module forms part of the Sell & Parker Carrington risk management process. The activities associated with this module are related only to aqueous based materials, generally water and wastewater management.

**Activities**

Aqueous management involves:

- The collection, processing and reuse of surface water on site.
- Prevention of mud and litter being deposited on trafficked roadways;
- Maintenance and cleaning of sediment control works;
- Protection of soil and other stockpiles from erosion by rain;
- Management of the on-site water management systems;

This risk module describes the main hazards to human health or the environment associated with aqueous management. The first table in the risk module lists the potential pollutants. The second table describes the potential pollution incidents with pre-emptive actions to be taken to minimise or prevent any risk of harm to human health or the environment. In the case of actual or threatened material harm to the environment or human health procedures must be followed for contacting authorities as set out in section 6. For incidents where pollution has the potential to impact on the community, early warning systems as described in section 6 of this document are to be initiated.

Further details on the risk assessment and appropriate control methods can be found in the following documents:

WHS-SPR-PRO-001 – Risk Management Procedure
WHS-SPR-FOR-002 – JSA Template

The module has been written to cover general environmental hazards and their controls. As the site environmental management system is fluid, new documentation may better reflect the risks and controls.

| List of Polluting Substance Storages/Uses at Site Initial Assessment – Aqueous Management<br>Example of potential pollutants | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Site Name:** Sell & Parker 8 Everett Street | | | | | **Responsible person:** Howard Richards | | **Date:** 30th January 2026 | |
| **Name / description** | **Hazardous Chemicals** | **Amount stored** | **Location of storage** | **Map Ref** | **Need for early warning[1]** | **Pre-emptive action ref** | **Ref to safety coverage** | **Ref to Hazard and likelihood assessment** |
| **MATERIALS (e.g. stockpiles, silos, bulk solids etc.)** | | | | | | | | |
| Sediment entering waterways | No | Variable | Whole of site | Whole of site | Only in extreme cases where sediment threatens to impact on health of waterway | Excavation procedure<br>Inspection protocols<br>Water management procedure<br>Flood management | Site drains sealed and inspected monthly | See items 1. 2. and 3. |
| **AQUEOUS (e.g. dams, wastewater tanks, other water storage area)** | | | | | | | | |
| Waste water discharge off site | Only if it contains a hazardous chemical spill | <1ML | Rear of 8 Everett Street | Incident dependent | Only in extreme cases where spills threaten to impact on health of waterway | Water use procedure<br>Site cleaning procedure<br>Spill response procedure<br>Flood management | Site drains sealed and inspected monthly | See items 1. 2. And 3. |
| **SUBSTANCES IN PROCESSES (substances which could be emitted)** | | | | | | | | |
| Rubbish and litter | Only for asbestos waste | Variable | Variable | Variable | If asbestos is found and fibres enter waterway or become airborne and threaten to impact community | Waste management procedure<br>Asbestos handling procedure | Site drains sealed and inspected monthly | See item 5 |

*1 - Early warnings relate to informing neighbours who may be affected by the emission of this substance. If this substance is of a type and quantity which may reach neighbours then early warning assessment of actions is required to be undertaken*

| Hazard and Likelihood Risk assessment and Corrective Control Measures – Soil and Water Management<br>Example only of what a Risk Assessment might contain | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Site Name:** Sell & Parker 8 Everett Street | | | | | **Responsible person:** Howard Richards | | **Date:** 30th January 2026 | |
| **Name / ref of pollutant/ chemicals** | **Description of Hazard / Incident leading to hazard** | **Level of impact** | **Likely hood** | **Priority** | **Impact on neighbours** | **Control Measures Corrective Action** | **Responsible Person** | **Date** |
| Wastewater discharge off site from sediment basins/first flush systems | Insufficient treatment time leading to suspended solids loading | L | U | L | Unlikely but possible | 1. Water management procedures<br>2. Staff induction and training<br>3. Environment Incident procedure<br>4. Flood management | | **Jan 26** |
| | Incorrect pH discharge and breach of EPA licence | L | U | L | Unlikely but possible | 1. Water management procedures<br>2. Staff induction and training<br>3. Environment Incident procedure<br>4. Flood management | | **Jan 26** |
| | Insufficient oil/grease removal leading to visible oil/grease | L | U | L | Unlikely but possible | 1. Spills procedure<br>2. Staff induction and training<br>3. Environment Incident procedure<br>4. Flood management | | **Jan 26** |
| Wastewater overflow from sediment basins/ first flush systems | Failure / collapse of basin wall causing sediment laden material to move off site | L | U | L | Unlikely | 1. Site EMS<br>2. Design of basin<br>3. Regular inspections<br>4. Staff induction and training<br>5. Environment Incident procedure | | **Jan 26** |
| | Insufficient emptying of basin prior to previous rain event causing overflow off site | L | P | L | Unlikely but possible | 1. Site EMS<br>2. Regular inspections<br>3. Staff induction and training<br>4. Environment Incident procedure<br>5. Flood management | | **Jan 26** |
| | Extreme rain event causing overflow off site | L | P | L | Unlikely but possible | 1. Site EMS<br>2. Flood factored into design<br>3. Regular inspections<br>4. Staff induction and training<br>5. Environment Incident procedure | | **Jan 26** |

| Name / ref of pollutant/ chemicals | Description of Hazard / Incident leading to hazard | Level of impact | Likely hood | Priority | Impact on neighbours | Control Measures Corrective Action | Responsible Person | Date |
|---|---|---|---|---|---|---|---|---|
| Untreated run off | Failure of erosion or sediment controls causing sediment laden material to leave site | M | P | M | Unlikely but possible | 1. Regular inspections<br>2. Staff induction and training<br>3. Environmental Management of Construction site dewatering<br>4. Environment Incident procedure | | **Jan 26** |
| | Failure of erosion or sediment controls but run off remains on site | L | P | M | Unlikely but possible | 1. Regular inspections<br>2. Staff induction and training<br>3. Environmental Management of Construction site dewatering<br>4. Environment Incident procedure | | **Jan 26** |
| Rubbish and other | Improper disposal of waste material found in soil, causing contamination of land or water | L | P | M | Unlikely but possible | 1. Contractor to remove and dispose in accordance with council regulations<br>2. Staff induction and training<br>3. Contractor waste management plan<br>4. Environment Incident procedure | | **Jan 26** |
| Plant and equipment leaks and spills | Spills into waterways from plant and equipment (e.g. hydraulic hose leaks, concrete loading, leaks from vehicles) | L | U | L | May impact on surface water quality if it goes off site | 1. Site EMS requires the following: to ensure that chemical storage areas must be suitably located and bunded in a secure protected area with an impermeable floor. Additional containment capabilities.<br>2. Spill response measures implemented as per spill procedure or s5.5 of this Plan<br>3. Auditing of site EMS<br>4. Enclosed site<br>5. PIRMP exercises | | **Jan 26** |

## 12.2. Appendix 2 - Risk Module 2 - Chemical Handling and Storage

**Purpose**

This risk module forms part of the site information. The activities associated with this module generally relates to chemical handling and storages as classified as hazardous chemicals under the WHS Regulation 2025 but can include other non-aqueous liquid chemicals used at the site.

**Activities**

Use of chemicals on site is limited to:

- Petroleum products - fuels, lubricants, hydraulic oils, bitumen, cutting oils and chemicals, paint solvents, etc. Largely class 3 flammable or combustible liquid classification
- Surface coatings – paints, membranes, aerosol cans, other surface coatings
- Waste chemicals – including waste contaminated with chemicals such as soils, spill clean-up materials etc.
- Other chemicals stored in smaller quantities in groups

This risk module describes the main hazards to the environment associated with chemical use and storage. The first table in the risk module lists the potential pollutants. The second table describes the potential pollution incidents with pre-emptive actions to be taken to minimise or prevent any risk of harm to human health or the environment. In the case of actual or threatened material harm to the environment or human health procedures must be followed for contacting authorities as set out in section 6. For incidents where pollution has the potential to impact on the community, early warning systems as described in section 6 of this document are to be initiated.

Further details on the risk assessment and appropriate control methods can be found in the following documents:

- WHS Management System
- Hazardous Chemical Register for the site

The module has been written to cover general environmental hazards and their controls.

| List of Polluting Substance Storages/Uses at Site Initial Assessment - Chemical Use and Storage | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Operational Area:** Across the site | | | | | **Responsible person**: Site Manager | | **Date**: 30th January 2026 | |
| **Name / description** | **Hazardous Chemicals** | **Amount stored/ used** | **Location of storage** | **Map reference** | **Need for early warning[2]** | **Pre-emptive action ref** | **Ref to safety coverage** | **Ref for Hazard and likelihood assessment** |
| **CHEMICALS (raw materials and products which can cause pollution)** | | | | | | | | |
| Surface coatings application, including painting by spray, brush and roller | Yes, and some no, most are class 3 PG III | 20 L max | Flammable cupboards | Non-ferrous shed Maintenance shed | Only in the event of off-site odour and water emissions | Take 5<br>Small volume containers | OPS-SPENV-PRO-002<br>WHS-SPR-PRO-018<br>WHS-SPR-PRO-005 | A1 Low |
| Storage of paints and surface coatings | Yes, possibly class 3, | 400 L max | Flammable cupboards | Non-ferrous shed Maintenance shed | Only in significant off-site emissions | AS1940-2017 – The storage and handling of flammable and combustible liquids compliant. | WHS-SPR-PRO-005<br>WHS-SPR-PRO-018<br>WHS-SPR-PRO-008 | A1 Low |
| Chemical storage such as thinners and cleaners for painting equipment | Yes, possibly class 3 | 400 L max | Flammable cupboards | Maintenance shed | Only in significant off-site emissions | AS1940-2017 – The storage and handling of flammable and combustible liquids compliant. | WHS-SPR-PRO-005<br>WHS-SPR-PRO-018<br>WHS-SPR-PRO-008 | A1 Low |
| Petrol storage | Yes – Class 3 DG | 2000 litres | End of Life Vehicle de-fuelling area | End of Life Vehicle de-fuelling area | Only for offsite emissions | AS1940-2017 – The storage and handling of flammable and combustible liquids complaint. | WHS-SPR-PRO-005<br>WHS-SPR-PRO-018<br>WHS-SPR-PRO-008 | B3 Medium |
| Petrol re-fuelling | Yes – Class 3 DG | 20 litres | Flammable cupboards | Non-ferrous shed Maintenance shed | Off-site emissions or large internal spillage | JSA | WHS-SPR-PRO-005<br>WHS-SPR-PRO-018<br>WHS-SPR-PRO-008 | B3 Medium |
| Diesel fuel storage | Yes – C1 | 400 L in storage containers | Maintenance shed | Maintenance shed | Off-site emissions or large internal spillage | Bunded areas | WHS-SPR-PRO-005<br>WHS-SPR-PRO-018<br>WHS-SPR-PRO-008 | B3 Medium |
| Diesel fuel re-fuelling | Yes – C1 | 10,000L in tanker | Not stored, contractor tanker | Variable | Off-site emissions or large internal spillage | Contractor JSA | WHS-SPR-PRO-005<br>WHS-SPR-PRO-018<br>WHS-SPR-PLN-012 | B3 Medium |

| Name / description | Hazardous Chemicals | Amount stored/ used | Location of storage | Map reference | Need for early warning[2] | Pre-emptive action ref | Ref to safety coverage | Ref for Hazard and likelihood assessment |
|---|---|---|---|---|---|---|---|---|
| Oil and grease for lubrication of plant and equipment | No C2 | 5,000 L max | Maintenance shed, Bunded container | Maintenance shed Bunded container | Off-site emissions or large internal spillage | Take 5 Small volume containers | WHS-SPR-PRO-005 WHS-SPR-PRO-018 WHS-SPR-PRO-008 | A1 Low |
| Hydraulic oil for plant and equipment storage and use | No C2 | 20,000 L max | Maintenance shed Bunded container | Maintenance shed Bunded container | Off-site emissions or large internal spillage | AS1940-2017 – The storage & handling of flammable and combustible liquids compliant. | WHS-SPR-PRO-005 WHS-SPR-PRO-018 WHS-SPR-PRO-008 | A3 Low |
| Compressed gases – air, oxyacetylene sets and LPG | Yes – 2.1 flammable, or non-toxic non-flammable | 8 Manpacks | Truck wash Oxygen tank | Maintenance shed Oxy cutting | Off-site emissions or large internal spillage | Australian Standard storage vessels | WHS-SPR-PRO-005 WHS-SPR-PRO-018 WHS-SPR-PRO-008 | C2 Medium |
| Pesticides - Use | Yes Class 6.1 some | 20L on site | Not stored on site, brought in for purpose | Variable - Site boundaries | Off-site emissions or internal spillage | Contractor JSA Small volume containers | WHS-SPR-PRO-005 WHS-SPR-PRO-018 WHS-SPR-PRO-008 | B1 Medium |
| Wastes – liquid wastes from pit pump out | No | Nil stored 5 tonnes max | Weighbridge Electrical pits | Weighbridge Shear | Off-site emissions or large internal spillage | Bund checks Inspections | WHS-SPR-PRO-018 WHS-SPR-PRO-008 | A3 Low |

*2 - Early warnings relate to informing neighbours who may be affected by the emission of this substance. If this substance is of a type and quantity which may reach neighbours then early warning assessment of actions is required to be undertaken*

| Hazard and Likelihood Risk assessment and Corrective Control Measures – Chemical Handling and Storage | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Site Name:** Sell & Parker 8 Everett Street | | | | | **Responsible person:** Howard Richards | | **Date:** 30th January 2026 | |
| **Name / ref of pollutant/ chemicals** | **Description of Hazard / Incident leading to hazard** | **Level of impact** | **Likely hood** | **Priority** | **Impact on neighbours** | **Control Measures Corrective Action** | **Responsible Person** | **Date** |
| 1P, 2P, 1D, 2D, 1F, 2F (petroleum and paint product usage and storages in dedicated storage areas) | Catastrophic leak from storage container – enters stormwater drain – overflows and some enters Waller Creek | L | L | L | Nil Water not utilised | 1. Staff training<br>2. Spills procedure<br>3. EMP section dangerous goods<br>4. EMP section incident management<br>5. Deliveries middle of site | See EMP | **Jan 26** |
| | Spills and leaks around the site pavement area overflows and some enters Waller Creek. | L | L | L | Nil Water not utilised | 1. Staff training<br>2. Spills procedure<br>3. EMP section dangerous goods<br>4. EMP section incident management<br>5. Deliveries middle of site | See EMP | **Jan 26** |
| 1P, 2P, 1D, 2D, 1F, 2F, 1O (petroleum and paint product usage and storages in dedicated storage areas) | Odour and other air emissions | L | L | L | May impact on neighbours down wind | 1. Staff training<br>2. Spills procedure<br>3. EMP section dangerous goods<br>4. EMP section incident management | Howard Richards | **Jan 26** |
| | Fire in storage area – smoke air emissions | M | AS | M | May impact on neighbours down wind | 1. Staff training<br>2. Spills procedure<br>3. EMP section dangerous goods<br>4. EMP section incident management<br>5. PIRMP exercises | Howard Richards | **Jan 26** |
| 2F, 2D, 1O Refuelling of plant and equipment around the site | Spills and leaks into the stormwater drains | L | L | L | Nil Water not utilised | 1. Staff training<br>2. Spills procedure<br>3. EMP section dangerous goods<br>4. EMP section incident management<br>5. Deliveries in middle of site | Howard Richards | **Jan 26** |
| Pesticides | Spill from container – enters stormwater drain | M | L | L | Nil Water not utilised | 1. Staff training<br>2. Spills procedure<br>3. EMP section dangerous goods<br>4. EMP section incident management | Howard Richards | **Jan 26** |

| Name / ref of pollutant/ chemicals | Description of Hazard / Incident leading to hazard | Level of impact | Likely hood | Priority | Impact on neighbours | Control Measures Corrective Action | Responsible Person | Date |
|---|---|---|---|---|---|---|---|---|
| Waste storage | Leaks and spills from waste storage entering stormwater systems etc. | L | L | L | Nil<br>Water not utilised | 1. Staff training<br>2. Spills procedure<br>3. EMP section dangerous goods<br>4. EMP section incident management | Howard Richards | **Jan 26** |
| Plant and equipment leaks and spills | Spills into waterways from plant and equipment (e.g. hydraulic hose leaks, concrete loading, leaks from vehicles and mobile plant.) | L | L | L | Nil<br>Water not utilised | 1. Staff training<br>2. Spills procedure<br>3. EMP section dangerous goods<br>4. EMP section incident management | Howard Richards | **Jan 26** |

## 12.3. Appendix 3 – Regulatory Requirements

**Duty To Notify Pollution Incidents**

**POEO Act Part 5.7**

**147 Meaning of material harm to the environment**

(1) For the purposes of this Part--

(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) For the purposes of this Part, it does not matter that harm to the environment is caused only in the premises where the pollution incident occurs.

**148 Pollution incidents causing or threatening material harm to be notified**

(1) **Kinds of incidents to be notified** This Part applies where a pollution incident occurs in the course of an activity so that material harm to the environment is caused or threatened.

(2) **Duty of person carrying on activity to notify** A person carrying on the activity must, immediately after the person becomes aware of the incident, notify each relevant authority of the incident and all relevant information about it.

(3) **Duty of employee engaged in carrying on activity to notify** A person engaged as an employee in carrying on an activity must, immediately after the person becomes aware of the incident, notify the employer of the incident and all relevant information about it. If the employer cannot be contacted, the person is required to notify each relevant authority.

(3A) **Duty of employer to notify** Without limiting subsection (2), an employer who is notified of an incident under subsection (3) or who otherwise becomes aware of a pollution incident which is related to an activity of the employer, must, immediately after being notified or otherwise becoming aware of the incident, notify each relevant authority of the incident and all relevant information about it.

(4) **Duty of occupier of premises to notify** The occupier of the premises on which the incident occurs must, immediately after the occupier becomes aware of the incident, notify each relevant authority of the incident and all relevant information about it.

(5) **Duty on employer and occupier to ensure notification** An employer or an occupier of premises must take all reasonable steps to ensure that, if a pollution incident occurs in carrying on the activity of the employer or occurs on the premises, as the case may be, the persons engaged by the employer or occupier will, immediately, notify the employer or occupier of the incident and all relevant information about it.

(6) **Extension of duty to agents and principals** This section extends to a person engaged in carrying on an activity as an agent for another. In that case, a reference in this section to an employee extends to such an agent and a reference to an employer extends to the principal.

(8) **Meaning of "relevant authority" In this section**--

"**relevant authority**" means the following—

(a) the appropriate regulatory authority,

(b) if the EPA is not the appropriate regulatory authority--the EPA,

(c) if the EPA is the appropriate regulatory authority--the local authority for the area in which the pollution incident occurs,

(e) SafeWork NSW as referred to in clause 1 of Schedule 2 to the Work Health and Safety Act 2011 ,

(f) Fire and Rescue NSW.

**149 Manner and form of notification**

(1) If the regulations prescribe the manner or form of notifying pollution incidents under section 148, the notification is to conform to the requirements of the regulations.

(2) Without limiting subsection (1), the regulations--
(a) may require that verbal notification be followed by written notification, and
(b) may provide that notification to a designated person or authority is taken to be notification to the relevant person or authority under section 148.

**150 Relevant information to be given**

(1) The relevant information about a pollution incident required under section 148 consists of the following--
(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) other information prescribed by the regulations.
(2) The information required by this section is the information known to the person notifying the incident when the notification is required to be given.
(3) If the information required to be included in a notice of a pollution incident by subsection (1) (c), (d) or (e) is not known to that person when the initial notification is made but becomes known afterwards, that information must be notified in accordance with section 148 immediately after it becomes known.

**151 Incidents not required to be reported**

(1) A person is not required to notify a pollution incident under section 148 if the person is aware that the incident has already come to the notice of each person or authority required to be notified.
(2) A person is not required to notify a pollution incident under section 148 if the incident is an ordinary result of action required to be taken to comply with an environment protection licence, an environment protection notice or other requirement of or made under this Act.

**151A EPA may require other notification of pollution incidents**

(1) This section applies to the occupier of premises where a pollution incident has occurred in the course of an activity so that material harm to the environment is caused or threatened.
(2) The EPA may direct a person to whom this section applies to notify such other persons of the incident as the EPA requires.
(3) The direction is not required to be given in writing.
(4) The direction may specify the manner or form of notifying the pollution incident and the information that must be provided.
(5) The direction may require that an initial verbal notification be followed by written notification.
(6) A person must not fail to comply with a direction given under this section.
(7) (Repealed)
(8) If a direction under this section is given to a person who is carrying out an activity, is engaged as an employee in carrying out an activity, or is the employer of such a person, the obligations under this section are in addition to, and not in derogation of, the obligations under section 148 (except as provided by section 151 (1)).

**152 Offence**

A person who contravenes this Part is guilty of an offence.
: Maximum penalty--
(a) for a corporation--$4,000,000 and, for a continuing offence, a further penalty of $480,000 for each day the offence continues, or
(b) for an individual--$1,000,000 and, for a continuing offence, a further penalty of $240,000 for each day the offence continues.

Note : An offence against this section committed by a corporation is an offence attracting special executive liability for a director or other person involved in the management of the corporation--see section 169.

**153 Incriminating information**

(1) A person is required to notify a pollution incident under this Part even though to do so might incriminate the person or make the person liable to a penalty.

(2) Any notification given by a person under this Part is not admissible in evidence against the person for an offence or for the imposition of a penalty.

(3) Subsection (2) does not apply to evidence obtained following or as a result of the notification.

**PIRMP Legislation**

**POEO Act Part 5.7A**

**153A Duty of licence holder to prepare pollution incident response management plan**

The holder of an environment protection licence must prepare a pollution incident response management plan that complies with this Part in relation to the activity to which the licence relates.

**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,

(b) a detailed description of the action to be taken, immediately after a pollution incident, by the holder of the relevant environment protection licence, or the occupier of the relevant premises, to reduce or control any pollution,

(c) the procedures to be followed for co-ordinating, 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,

(d) any other matter required by the regulations.

**153D Keeping of plan**

A person who is required to prepare a pollution incident response management plan under this Part must ensure that it is kept at the premises to which the relevant environment protection licence relates, or where the relevant activity takes place, and is made available in accordance with the regulations.

**153E Testing of plan**

A person who is required to prepare a pollution incident response management plan under this Part must ensure that it is tested in accordance with the regulations.

**153F Implementation of plan**

If a pollution incident occurs in the course of an activity so that material harm to the environment (within the meaning of section 147) is caused or threatened, the person carrying on the activity must immediately implement any pollution incident response management plan in relation to the activity required by this Part.

Maximum penalty--
(a) for a corporation--$4,000,000 and, for a continuing offence, a further penalty of $480,000 for each day the offence continues, or
(b) for an individual--$1,000,000 and, for a continuing offence, a further penalty of $240,000 for each day the offence continues.

**POEO (General) Regulation 2022**

72(a) **Hazards:**
A description of the hazards to human health or the environment associated with the activity to which the licence relates

72(b) **Likelihood:**
the likelihood of any such hazards occurring, including details of any conditions or events that could, or would, increase that likelihood,

72(c) **Pre-Emptive Action:**
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,

72(d) **Pollutant Inventory Types:**
an inventory of potential pollutants on the premises or used in carrying out the relevant activity,

72(e) **Pollutant Inventory Quantities:**
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,

72(f) **Safety Equipment:**
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,

72(g) **Staff Contacts:**
the names, positions and 24-hour contact details of those key individuals who:
are responsible for activating the plan, and
are authorised to notify relevant authorities under section 148 of the Act, and
are responsible for managing the response to a pollution incident,

72(h) **Authority Contact:**
the contact details of each relevant authority referred to in section 148 of the Act,

72(i) **Early Warnings Neighbours:**
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,

72(j) **Staff Safety:**
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,

72(k) **Maps:**
a detailed map, or set of maps, showing the location of the premises to which the licence relates, the surrounding area likely to be affected by a pollution incident, the location of potential pollutants on the premises and the location of stormwater drains on the premises,

72(l) **Early Warnings General:**
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,

72(m) **Training of Staff:**
the nature and objectives of any staff training program in relation to the plan,

72(n) **Timing of Testing:**
The dates on which the plan has been tested and the name of the person who carried out the test,

72(o) **Updating of Plan:**
the dates on which the plan is updated,

72(p) **Plan Testing**
the manner in which the plan is to be tested and maintained.

74(1) **Availability of plan:**
(1) A PIRM plan must be made readily available--
(a) to an authorised officer on request, and
(b) to a person who is responsible for implementing the PIRM plan at the premises--

(i) to which the relevant licence relates, or
(ii) where the activity takes place.

74(2) **Publishing Plan Parts:**
(2) A plan is also to be made publicly available in the following manner 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 PIRM plan,
(b) if the person does not have such a website--by providing a copy of the plan, without charge, to any person who makes a written request for a copy.

74(3) **Procedures under Act:**
(3) Subclause (2) applies only in relation to that part of a plan that includes the information required under:
(a) section 153C(a) of the Act, and
(b) clause 72 (1) (h) and (i) or (2) (b) and (c) (as the case requires).

74(4) **Privacy Protection:**
(4) Any personal information within the meaning of the *Privacy and Personal Information Protection Act 1998* is not required to be included in a plan that is made available to any person other than an authorised officer.

75(1) **Testing of the Plan** –
(1) A PIRM plan 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.

75(2) **Minimum Testing:**
(2) The test must be carried out in a way to ensure the following--
(a) the information included in the PIRM plan is accurate and up to date,
(b) the PIRM plan is capable of being implemented in a workable and effective way.
(3) A test carried out under subsection (1)(b) must assess the matters specified in subsection (2) in light of the incident.