

Pollution Incident Response Management Plan

Pentarch Forestry

Summerland Way, Koolkhan NSW 2460

Lot 12 DP 818056
EPL 1437

Reviewed 30/09/2024

Main Site Map



Local Authority
Clarence Valley Council

Contents

Overview	3
Responsibilities	3
Training	3
Testing of the Plan	3
Incident notification	4
Definitions	4
The Plan	4
Site Map	5
Storm water and direction of potential overflow areas	6
Site Assessment	7-9
External Communications	10
Risk Assessment Matrix	10
Risk Assessment on Potential Impacts	11-14
PIRMP Action Tests	14-15
PIRMP Training Records	15
PIRMP Response Actions	16-28
PIRMP Notification procedure/ Record Sheet	29-30
Protocol for Industry Notification of pollution incidents	31

Overview

Pentarch Forestry owns and operates a Sawmilling operation and Timber Treatment facility at Summerland Way, Koolkhan in New South Wales. The land totals 31.75 ha and is zoned Industrial 4 (a).

The first plant was constructed in the 1960s and in 1983 Boral absorbed BMI and Allen Taylor. Then a recent acquisition by Pentarch Forestry bought all the Boral Timber operations in 2021 creating the business it is today.

The process involves receiving logs which are sawn into timber. Selected species are treated and then packed and stored in the yard prior to dispatch. The by-products are woodchips and sawdust. 96% of total sawn timber is processed by Pentarch Forestry internally. Treated timber is 48% of the total. E.g. 33,984 m³ of logs yield 9,750 m³ of sawn timber.

The site has a series of dams with the first Tannin dam having the capability of being pumped out and irrigated onto the top of the site when levels are too high. It also has been designed with an overflow drain taking any excess into the first of three residue dams. Each dam, once capacity has been reached, will flow into the next one down. The last dam has been deepened and the lower bank increased to give it more holding capacity. The area surrounding the residue dams is kept well maintained and mown, therefore any concerns with the dam levels or integrity will easily be noticed and acted upon.

The site employees approximately 36 people with operating hours being Monday to Friday. Logs may, however be received over weekends.

Responsibilities

Dan Smith - Site Manager - 02 6644 7280 or 0408723877

Greg Ninness – Regional HSE Manager - 02 6581 9024 or 0401 895 073

Training

All staff must be inducted onto site.

Visitors onto site must be accompanied by an inducted person/employee

All staff must be trained in Emergency Spill Response

All staff must be trained in Emergency Response Procedures

All relevant staff must be trained in the safe use of Dangerous Goods and Hazardous Substances including appropriate PPE

Testing of the Plan

The Plant Manager will be the person responsible for implementing, reviewing, testing and updating the Plan. The Plan will be tested within one month of an environmental incident or annually if no incidents occur within that time period.

A documented drill will be carried out listing what the proposed emergency was, how staff reacted to the emergency, what actions were carried out, what lessons were learnt, and what subsequent actions were entered into RAPID incident reporting system.

Incidents

Following an environmental incident resulting in Material Harm, the five authorities who must be notified immediately are;

- EPA – Environment Line 131 555
- Ministry of Health via Public Health Unit Ph: 02 6620 7585.
Pager Service: 1300 555 555. **Communicable Disease:** 48073. **Environmental Health:** 149 377. If no answer phone: Mob 0417 244 966 or Mob 0407 904 280
- SafeWork NSW 131 050
- Fire and Rescue NSW - ph 000
- Clarence Valley Council – 02 6643 0200 a/h 02 6626 6858

A written report will be submitted to the relevant authorities within seven days following a notifiable incident.

Definitions –

Material Harm

Harm to the environment is material if:

- It involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or
- It results in actual or potential loss or property damage of an amount, or amounts in aggregate, exceeding \$10,000 (or such other amount as is prescribed by the regulations) and
- 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.

The Plan

This plan will be kept on site and also within the company's database.

The whole plan will be available to an authorized officer on request and to any person responsible for implementing the plan.

The plan, excluding any personal information will be publicly available to any person who makes a written request for it.

SITE PLAN KOOLKHAN

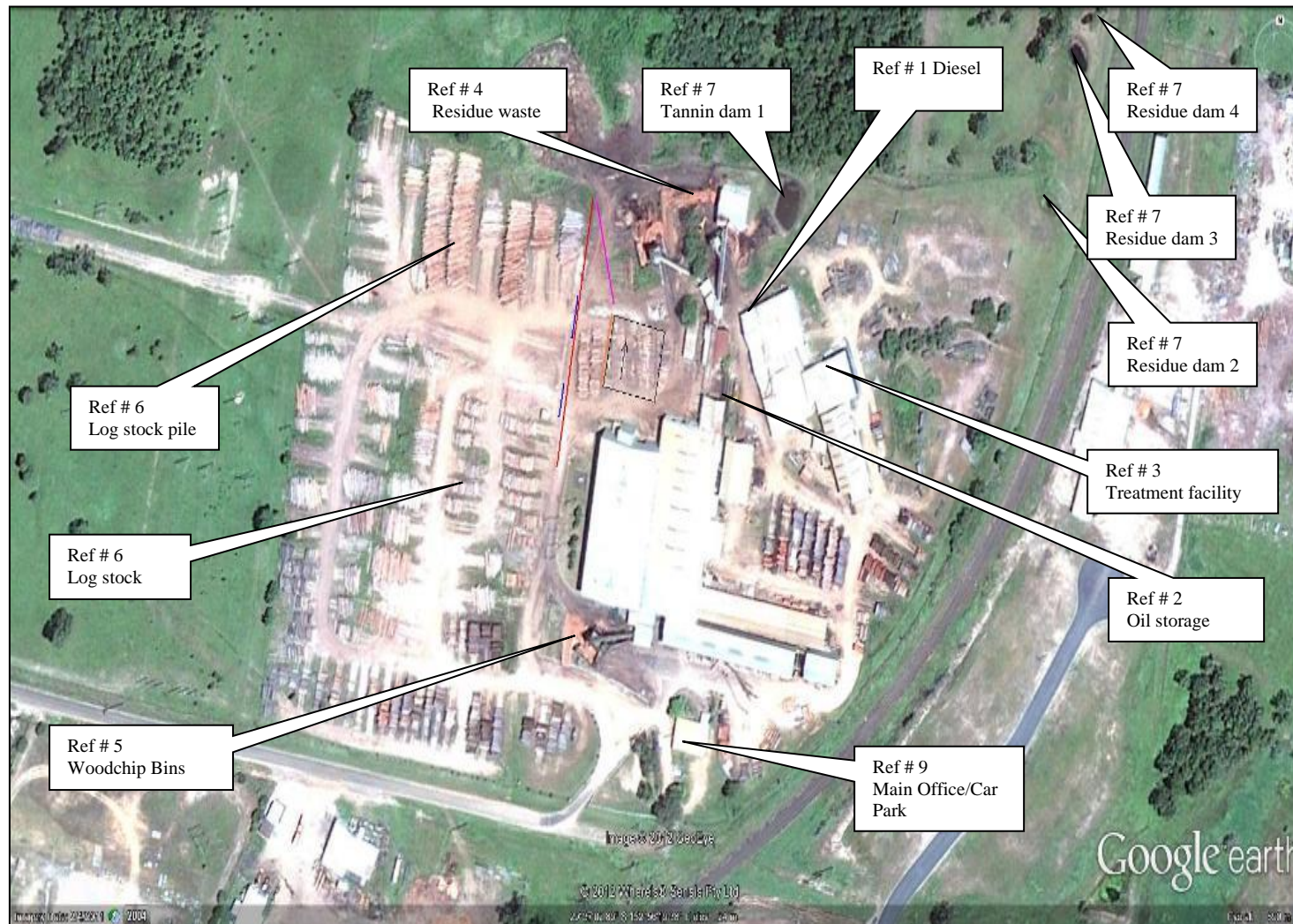
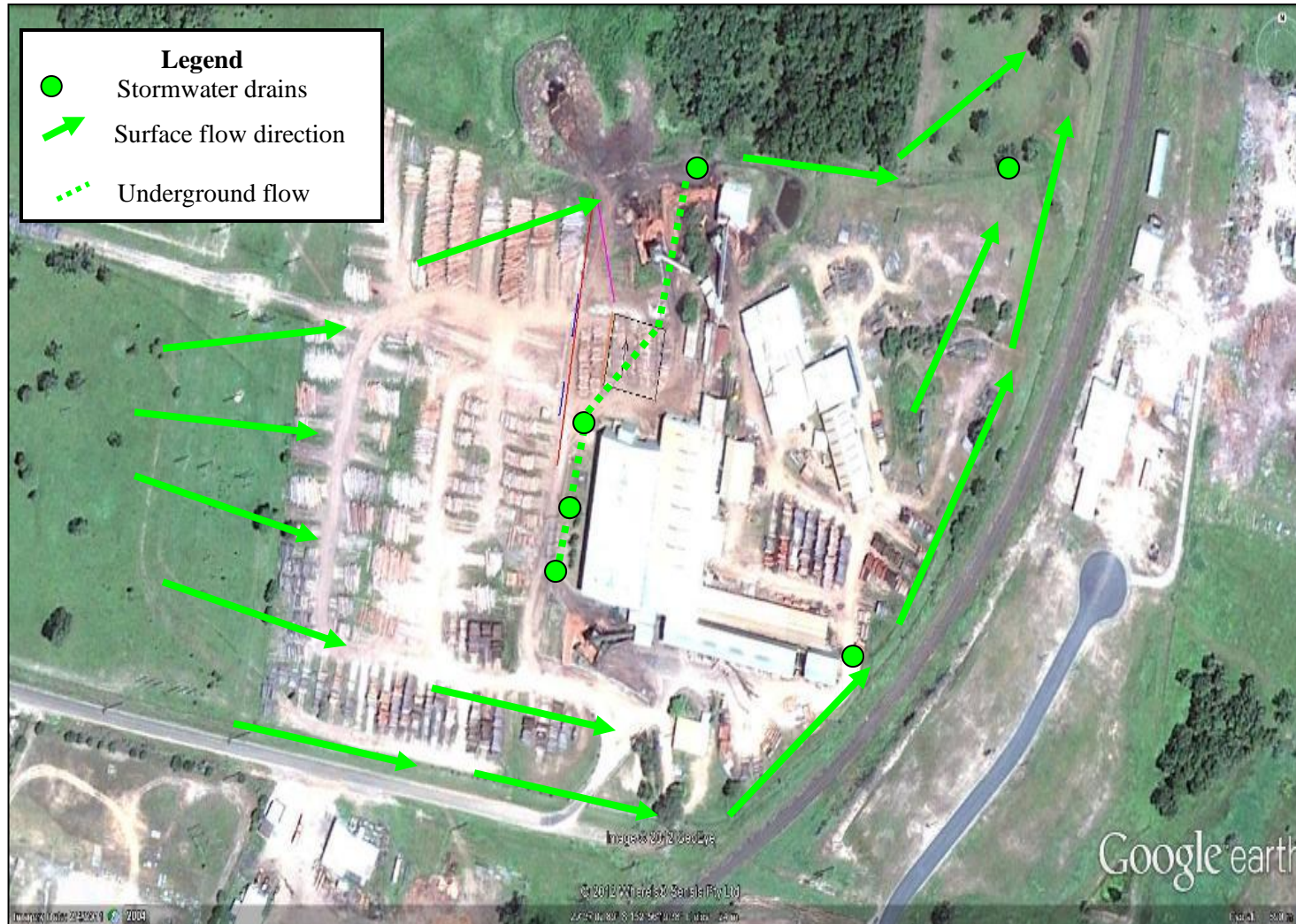


Figure 2: Storm water and direction of potential overflow areas



PIRMP Site Assessment Sheet

Name / description	Covered under Haz Chemicals/MSDS?	Amount stored	Location of storage	Map reference	Need for early warning ¹	Current controls	See Risk Ass & PIRMP Response Action (see Below)
CHEMICALS (raw materials and products which can cause pollution)							
Diesel	Class 3	9000ltrs	Maintenance shed	Ref No 1	N/A	<ul style="list-style-type: none"> • Bunding • PMP • Training • Spill Kits • Inductions 	Incident # 1-3
Oils/Solvents	Class 3	Packaged goods up to 1000 ltrs	Maintenance shed	Ref No 2	N/A	<ul style="list-style-type: none"> • Bunding • PMP • Training • Spill Kits • Inductions 	Incident # 4
MATERIALS (e.g., stockpiles, silos, bulk solids etc.)							
Log Stock pile	NA	Variable	Dedicated on site	Ref No 6	Local Bush Fire Brigade	<ul style="list-style-type: none"> • Emergency fire equipment • Maintain manageable levels • Security 	Incident # 5
Woodchip Bins	Refer to Pentarch Forestry's SDS on Woodchip	Variable	Dedicated on site	Ref No 5	Local Bush Fire Brigade	<ul style="list-style-type: none"> • Emergency fire equipment • Maintain manageable levels • Security 	Incident # 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.

PENTARCH FORESTRY – KOOLKHAN
POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

Name / description	Covered under Haz Chemicals/MSDS?	Amount stored	Location of storage	Map reference	Need for early warning ¹	Current controls	See Risk Ass & PIRMP Response Action (see Below)
Residue waste	NA	Variable	Dedicated on site	Ref No 4	Local Bush Fire Brigade	<ul style="list-style-type: none"> Emergency fire equipment Maintain manageable levels security 	Incident # 5
AQUEOUS (eg dams, wastewater tanks, other water storage area)							
Dam 1 (Tannin)	No	Variable		Ref No 7	N/A	Continue to irrigate during windy hot days to maintain levels of dams. Ensure pumps are maintained through Mex maintenance system	Incident # 6
Residue Dam 2 (Tannin)	No	Variable		Ref No 7	N/A	Continue to irrigate during windy hot days to maintain levels of dams. Ensure pumps are maintained through Mex maintenance system	Incident # 6
Residue Dam 3 (Tannin)	No	Variable		Ref No 7	N/A	Continue to irrigate during windy hot days to maintain levels of dams. Ensure pumps are maintained through Mex maintenance system	Incident # 6
Residue Dam 4 (Tannin)	No	Variable		Ref No 7	N/A	Continue to irrigate during windy hot days to maintain levels of dams.	Incident # 6

PENTARCH FORESTRY – KOOLKHAN
POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

Name / description	Covered under Haz Chemicals/MSDS?	Amount stored	Location of storage	Map reference	Need for early warning ¹	Current controls	See Risk Ass & PIRMP Response Action (see Below)
						Ensure pumps are maintained through Mex maintenance system	
SUBSTANCES IN PROCESSES (substances which could be emitted from operational process i.e. treatment plants, vehicles etc)							
Mobile plant (onsite)	Class 3	Up to 8 Mobile Plant Vehicles	Dedicated on site	NA	N/A	<ul style="list-style-type: none"> • Spill Kits • Pre start checks • PMP • Training 	Incident # 7
Mobile plant (onsite) Contractor/visitor	Class 3	Variable	Dedicated on site	NA	N/A	<ul style="list-style-type: none"> • Spill Kits • Pre start • Training • Inductions 	Incident # 8
Car Parking up to 30 vehicles	Class 3	Variable	Site Office	Ref No 9	N/A	<ul style="list-style-type: none"> • Spill Kits • Training 	Incident # 9
Traffic areas (dust, chem. leaks & loss)	Class 3	NA	Dedicated on site	Site map	N/A	<ul style="list-style-type: none"> • Training • Water cart • Spill Kits • Bunding/drainage 	Incident # 10
Treatment facility		Variable	Treatment tank	Ref No # 3		<ul style="list-style-type: none"> • Bunding • PMP • Training • Spill Kits • Inductions 	Incident # 13

IMPACT ON NEIGHBOURS ASSESSMENT – EARLY WARNINGS

<i>Site Name</i> Koolkhan		<i>Responsible person</i> Site Manager: Dan Smith HSE & Production Manager: Todd Ford		<i>Date</i> 29/02/2024
Incident type/description	External Release (air, waterway etc)	Neighbours impacted/extent of impact	Communication methods Early warnings	Actions and other control measures (eg posting on website, community group meetings)
Dust off site	Air		Phone	
Smoke from burning fire	Air		Phone	
Release from tannin dams	Waterway		Phone/Email	Notify HSE Manager via email (Greg Ninness)

RISK ASSESSMENT MATRIX

		Likelihood of environmental harm occurring		
		Certain	Likely	Less likely
Level of potential environmental impact	High	Code red	Code red	Code orange
	Moderate	Code red	Code orange	Code yellow
	Low	Code orange	Code yellow	Code yellow

RISK ASSESSMENT on POTENTIAL IMPACTS

Hazard and Likelihood Risk Assessment and Corrective Control Measures								
Pentarch Forestry Site Koolkhan				Responsible Person Plant/HSE Managers			Review Date 29 th February 2024	
Name / ref of pollutant/ chemicals	Description of Hazard / Incident leading to hazard	Level of impact	Likelihood	Risk	Impact on neighbours ²	Control Measures Corrective Action Coverage under other Plans	Responsible person	Action date
Diesel	Incident #1 Catastrophic failure of above ground tank (9000ltrs)	Low	Less likely		N/A	Consequence: (Low): Failure resulting in loss of all or substantial volume of tank would be captured entirely by existing bund and no release to soil or water. Bund capacity 13,000L. Likelihood: (Less likely): Due to location within bund, damage to tanks is unlikely to occur from external equipment. In addition tank is maintained in good structural integrity with low risk of failure through corrosion.	As per PIRMP action plan	When required
	Incident #2 Loss of diesel outside bund during refuelling/ fuelling operations.	Moderate	Less likely		N/A	Consequence: (Moderate): Failure resulting in loss of all or substantial volume of tanks would be captured entirely by secondary bund and minimal release to soil. Likelihood: (Less likely): Due to location within the bund an incident while re-fuelling & fuelling is unlikely to occur. In addition, hoses and refuelling equipment are maintained in good structural integrity with low risk of failure.	As per PIRMP action plan	When required

² If the incident may impact on neighbours then it will need to trigger the early warnings assessment and actions

PENTARCH FORESTRY – KOOLKHAN
POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

	Incident #3 Loss of fuel within bunded area with leaking or open drain valve	Low	Less Likely		N/A	Consequence: (Low): Failure resulting in loss of all or substantial volume of tanks would be captured entirely by secondary bund and minimal release to soil. Likelihood: (Less likely): Drain valve, hoses and refuelling equipment are maintained in good structural integrity with low risk of failure The drain valve is locked at all times.	As per PIRMP action plan	When required
Oils/ Solvents	Incident #4 Loss of oils solvents inside bund during delivery and or use	Low	Less Likely		N/A	Consequence : (Low): Failure resulting in loss of oils/solvents from packaged goods would be captured entirely by existing bund and no release to soil or water. Likelihood : (Less likely): Due to location within the bund, delivery & use is unlikely to occur. In addition, hoses and decanting equipment are maintained in good structural integrity with low risk of failure.	As per PIRMP action plan	When required
Log, Wood chip & Residue stockpiles	Incident #5. Spontaneous combustion or ignited fire	Low	Less Likely		Y	Consequence: (Low): Fire from stock piles causing loss of assets creating substantial smoke around the area Likelihood : (Less likely): Stockpiles are maintained to a manageable level along with emergency equipment maintained on a monthly basis. Security monitors site activities 24hrs a day	As per PIRMP action plan	When required
Dams 1-4	Incident #6 Catastrophic failure of one or more tannin dams releasing large volumes of tannin water into on-site and off-site water courses (i.e. creeks? River).	Low	Less Likely		Y	Consequence: (Low): Catastrophic failure of one or more tannin dams are likely to result in off-site impacts to water courses which would predominantly reduce water quality over a short period of time. As such, impact to the environment/human health is not considered to be significant. Likelihood: (Less likely): Dams are frequently monitored and inspected for levels and integrity. Note: For PIRMP purposes overflow events during extreme wet weather will be reported under POEO Licence obligations and not Immediate Reporting.	As per PIRMP action plan	When required

PENTARCH FORESTRY – KOOLKHAN
POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

Mobile Plant	Incident #7 Mobile plant, hydraulic hose or fuel tank failure	Low	Less Likely		N	<p>Consequence: (Low): Failure from fuel tank or hydraulic hoses would be contained to a small localised area on site.</p> <p>Likelihood :(Less likely): Hose or fuel tank failure from mobile plant would be minimal as prestart and regular maintenance programs are in place to capture and prevent such occurrences. Spills kits also maintained and available in various areas.</p>	As per PIRMP action plan	When required
Mobile plant/ Contractor, Visitor	Incident # 8 Mobile plant, hydraulic hose or fuel tank failure	Low	Less Likely		N	<p>Consequence: (Low): Failure from fuel tank or hydraulic hoses would be maintain to a small localised area on site.</p> <p>Likelihood :(Less likely): Hose or fuel tank failure from mobile plant would be minimal as prestart and regular maintenance programs are in place to capture and prevent such occurrences. Spills kits also maintained and available in various areas. Inductions for all contractors stating their accountabilities and responsibilities for reporting environmental incidents.</p>	As per PIRMP action plan	When required
Car Park	Incident # 9 Ruptured fuel tank Oil/fuel/diesel/co olant leaks	Low	Less Likely		N	<p>Consequence: (Low): Failure from fuel tank or hydraulic hoses would be contained to a small localised area on site.</p> <p>Likelihood :(Less likely): Hose or fuel tank failure from mobile plant would be minimal as prestart and regular maintenance programs are in place to capture and prevent such occurrences. Spills kits also maintained and available in various areas</p>	As per PIRMP action plan	When required
Traffic areas (dust)	Incident # 10 Surface dust from mobile plant	Low	Less Likely		Y	<p>Consequence: (Low): Dust created from continuous mobile plant operations across site</p> <p>Likelihood :(Less likely): A fully maintained water cart will be utilised in high wind conditions</p>	As per PIRMP action plan	When required

Onsite treatment facility	Incident # 13 Catastrophic failure of door seal/tank failure	Low	Less Likely		N	Consequence :(Low): Failure resulting in loss of chemicals from treatment tank would be captured on site Likelihood :(Less likely): Treatment tanks are frequently monitored and inspected for levels and integrity.	As per PIRMP action plan	When required
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Action Test Records

Plans Test Date: 21 / 03 / 2013	Incident Tested: No. 4 - Loss off oil/solvents, packaged goods See Incident Report Date xx/xx/xx.	Comments: : See report
Plans Test Date: 28 / 01 / 2014	Incident Tested: No 4 Loss of hydraulic fluid to surrounding areas under equipment.	: See report
Plans Test Date: 08 / 07 / 2015	Incident Tested: No.2 The simulated incident scenario used for this event was to test a site contractor's ability to react to an emergency oil spill	: See report
Plans Test Date: 26 / 05 / 2016	Incident Tested: No.8 Containment of treatment facility spill	: See Report
Plans Test Date: 31 / 10 / 2018	Incident Tested: No.4 - Loss off oil/solvents. The incident was used to test site employee's ability to react to an emergency oil spill.	: See Report
Plans Test Date: 16 / 10 / 2019	Incident Tested: No. 4 - Loss off oil/solvents, packaged goods See Incident Report Date 01/11/2019	: See Report
Plans Test Date: 14 / 10 / 2020	Incident Tested: No. 4 - Loss off oil/solvents, packaged goods See Incident Report Date 28/10/2020	: See Report
Plans Test Date: 01 / 09 / 2021	Incident Tested: No 4 Loss off oil/solvents, packaged goods See Incident Report Date 03/11/2021	: See Report

Plans Test Date: 03 / 08 / 2022	Incident Tested: <i>No.9 The simulated incident scenario used for this event was to test a site contractor's ability to react to an emergency oil spill</i>	: See Report
Plans Test Date: 31 / 10 / 2023	Incident Tested: No.4 - Loss off oil/solvents. The incident was used to test site employee's ability to react to an emergency oil spill.	: See Report
Plans Test Date: 30/09/ 2024	Incident Tested : No.2 Loss of Fuel due to filling and refueling from one/both diesel tanks, <i>see incident report dated 30.09.24</i>	: See Report

PIRMP Based Training				
Training	Next Scheduled	Completed	Provider	Targeted Audience
PIRMP Awareness	May 2013	Y	A.Balazs G. Ninness	Supervisors
PIRMP Awareness	May 2013	Y	A.Balazs G. Ninness	Operational Employees
Emergency Response (general)	June 2014	Y	3 rd Party	Emergency Response Team
Emergency Response (i.e. Fire)	June 2015	Y	3rd Party	Operational Employees
Environmental Awareness	August-2016	Y	G. Ninness	Operational Employees
Emergency Response (general)	November-2018	Y	S. Taylor	Operational Employees
Environmental Training	October 2019	Y	MLS	Operational Employees
Environmental Training	December 2020	N	MLS	Operational Employees
Environmental Training	December 2022	Y	G. Ninness	Operational Employees
Environmental Training	March 2025	N	G.Ninness	

PIRMP RESPONSE ACTIONS

Incident No 1

Incident No 1	<p>Catastrophic failure of diesel tanks. Actions Required:</p> <ul style="list-style-type: none"> • Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) • Ensure bunds are capturing full volume of diesel • Ensure bund integrity is sound throughout the entire period of incident (i.e. periodic inspections) • Contact service provider (Caltex No. 1800033111 or Transpacific 02 96007185) to pump-out bund contents • Area to be restricted to Incident Response Personnel • Ensure spill kit available for any release from bund • If any release from bund onto unsealed soil/surface water - Environmental Consultants to be engaged to investigate and remediate contamination. • Repair/replace tanks • Refuel tanks • Inspect bund for ongoing serviceability
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Site Manager (reporting to Greg Ninness – HSE Timber 0401895073) • Call service provider (Site Manager) • Spill Kit manager (Supervisor) <p>Periodic inspections and update reporting of site and bund (Site Manager)</p>
Scale of incident	Incident would be restricted to chemical storage area with minimal external impact. However, potential for bund overflow or failure may result in soil and surface water contamination that will require specialist investigation/remediation.
Evacuate	Only if fire or explosion potential exists. Plant Manager and any advice provided by Fire Dept as part of attendance after immediate notification.
Communications	<ul style="list-style-type: none"> • Site Manager / Supervisor to call Greg Ninness 0401 895 073 (available on 24 hours basis) and provide information as detailed in the PENTARCH FORESTRY PIRMP Notification Record Sheet. Greg must be periodically updated with respect to incident status until situation is controlled and no on-going human or environmental threat exists. • Greg to consider threat to human health risks when receiving incident status updates. If high risk is identified Attila or Greg will provide guidance on further communication requirements to relevant parties. <p>Communications procedures for coordinating relevant authorities refer to site emergency procedures</p>

Rescuer / respondent + safety checks	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Service Provider to dispose of diesel and advise on required clean-up.
Reporting and re-preparedness	See SOPs: <ul style="list-style-type: none"> • Incident Investigation GRP-OHS-052 • Emergency Planning and Response GRP-OHS-053

Incident No 2

Incident No 2	<p>Loss of Fuel due to filling and refueling from one/both diesel tanks.</p> <p>Actions Required:</p> <ul style="list-style-type: none"> • Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) • Ensure bunds are capturing full volume of diesel • Ensure bund integrity is sound throughout the entire period of incident (i.e. periodic inspections) • Contact service provider (Caltex No. 1800033111 or Transpacific 02 96007185) to pump-out bund contents • Area to be restricted to Incident Response Personnel • Ensure spill kit available for any release from bund • If any release from bund onto unsealed soil/surface water - Environmental Consultants to be engaged to investigate and remediate contamination. • Repair/replace tanks • Refuel tanks • Inspect bund for ongoing serviceability
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Site Manager (reporting to Greg Ninness – HSE Timber 0401895073) • Call service provider (Site Manager) • Spill Kit manager (Supervisor) • Periodic inspections and update reporting of site and bund (Site Manager)

PENTARCH FORESTRY – KOOLKHAN
POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

Scale of incident	Incident would be restricted to chemical storage area with minimal external impact. However, potential for bund overflow or failure may result in soil and surface water contamination that will require specialist investigation/remediation.
Evacuate	Only if fire or explosion potential exists. Plant Manager and any advice provided by Fire Dept as part of attendance after immediate notification.
Communications	<ul style="list-style-type: none"> Site Manager / Supervisor to call Greg Ninness 0401 895 073 (available on 24 hours basis) and provide information as detailed in the PENTARCH FORESTRY PIRMP Notification Record Sheet. Greg must be periodically updated with respect to incident status until situation is controlled and no on-going human or environmental threat exists. Greg to consider threat to human health risks when receiving incident status updates. If high risk is identified Attila or Greg will provide guidance on further communication requirements to relevant parties. <p>Communications procedures for coordinating relevant authorities refer to site emergency procedures</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Service Provider to dispose of diesel and advise on required clean-up.
Reporting and re-preparedness	See SOPs: <ul style="list-style-type: none"> Incident Investigation GRP-OHS-052 Emergency Planning and Response GRP-OHS-053

Incident No 3

Incident No 3	<p>Failure of drain valve on bund</p> <p>Actions Required:</p> <ul style="list-style-type: none"> Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) Ensure bunds are capturing full volume of diesel Ensure bund integrity is sound throughout the entire period of incident (i.e. periodic inspections) Contact service provider (Caltex No. 1800033111 or Transpacific 02 96007185) to pump-out bund contents Area to be restricted to Incident Response Personnel Ensure spill kit available for any release from bund If any release from bund onto unsealed soil/surface water - Environmental Consultants to be engaged to investigate and remediate contamination. Repair/replace tanks
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PENTARCH FORESTRY – KOOLKHAN
POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

	<ul style="list-style-type: none"> • Refuel tanks • Inspect bund for ongoing serviceability
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Site Manager (reporting to Greg Ninness – HSE Timber 0401895073) • Call service provider (Site Manager) • Spill Kit manager (Supervisor) • Periodic inspections and update reporting of site and bund (Site Manager)
Scale of incident	Incident would be restricted to chemical storage area with minimal external impact. However, potential for bund overflow or failure may result in soil and surface water contamination that will require specialist investigation/remediation.
Evacuate	Only if fire or explosion potential exists. Plant Manager and any advice provided by Fire Dept as part of attendance after immediate notification.
Communications	<ul style="list-style-type: none"> • Site Manager / Supervisor to call Greg Ninness 0401 895 073 (available on 24 hours basis) and provide information as detailed in the PENTARCH FORESTRY PIRMP Notification Record Sheet. Greg must be periodically updated with respect to incident status until situation is controlled and no on-going human or environmental threat exists. • Greg to consider threat to human health risks when receiving incident status updates. If high risk is identified Attila or Greg will provide guidance on further communication requirements to relevant parties. <p>Communications procedures for coordinating relevant authorities refer to site emergency procedures</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Service Provider to dispose of diesel and advise on required clean-up.
Reporting and re-preparedness	See SOPs: <ul style="list-style-type: none"> • Incident Investigation GRP-OHS-052 • Emergency Planning and Response GRP-OHS-053

Incident No 4

Incident No 4	<p>Loss of oil/solvents, packaged goods</p> <p>Actions Required:</p> <ul style="list-style-type: none"> • Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) • Ensure bunds are capturing full volume of oil/solvents • Ensure bund integrity is sound throughout the entire period of incident (i.e. periodic inspections) • Contact service provider (Caltex No. 1800033111 or Transpacific 02 96007185) to pump-out bund contents • Area to be restricted to Incident Response Personnel • Ensure spill kit available for any release from bund • If any release from bund onto unsealed soil/surface water - Environmental Consultants to be engaged to investigate and remediate contamination. • Inspect bund for ongoing serviceability
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Site Manager (reporting to Greg Ninness – HSE Timber 0401895073) • Call service provider (Site Manager) • Spill Kit manager (Supervisor) • Periodic inspections and update reporting of site and bund (Site Manager)
Scale of incident	Incident would be restricted to chemical storage area with minimal external impact. However, potential for bund overflow or failure may result in soil and surface water contamination that will require specialist investigation/remediation.
Evacuate	Only if fire or explosion potential exists. Plant Manager and any advice provided by Fire Dept as part of attendance after immediate notification.
Communications	<ul style="list-style-type: none"> • Site Manager / Supervisor to call Greg Ninness 0401 895 073 (available on 24 hours basis) and provide information as detailed in the PENTARCH FORESTRY PIRMP Notification Record Sheet. Greg must be periodically updated with respect to incident status until situation is controlled and no on-going human or environmental threat exists. • Greg to consider threat to human health risks when receiving incident status updates. If high risk is identified Attila or Greg will provide guidance on further communication requirements to relevant parties. <p>Communications procedures for coordinating relevant authorities refer to site emergency procedures</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan or Fire Department as part of Immediate Reporting

Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Service Provider to dispose of diesel and advise on required clean-up.
Reporting and re-preparedness	See SOPs: <ul style="list-style-type: none"> • Incident Investigation GRP-OHS-052 • Emergency Planning and Response GRP-OHS-053

Incident No 5

Incident No 5	Fire in stockpiles of Logs, woodchip and waste residue Actions Required: <ul style="list-style-type: none"> • Contact all relevant people/departments (refer to Immediate Reporting Contact Sheet) • Area to be restricted to Incident Response Personnel • Environmental Consultants to be engaged to investigate and remediate contamination if required
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Site Manager (reporting to Greg Ninness – HSE Timber 0401895073) • Site Emergency Response Wardens • Call Emergencies services • Periodic inspections and update reporting of site (Site Manager)
Scale of incident	Incident would be restricted to storage area with minimal external impact. However, potential for offsite ambers and/or smoke that will require specialist investigation/remediation.
Evacuate	Only if fire or explosion poses potential harm to personnel or structures. Plant Manager and any advice provided by Fire Dept as part of attendance after immediate notification.
Communications	<ul style="list-style-type: none"> • Site Manager / Supervisor to call or Greg Ninness 0401 895 073 (available on 24 hours basis) and provide information as detailed in the PENTARCH FORESTRY PIRMP Notification Record Sheet. Greg must be periodically updated with respect to incident status until situation is controlled and no on-going human or environmental threat exists. • Greg to consider threat to human health risks when receiving incident status updates. If high risk is identified Attila or Greg will provide guidance on further communication requirements to relevant parties. <p>Communications procedures for coordinating relevant authorities refer to site emergency procedures</p>

Rescuer / respondent + safety checks	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	As required pending severity.
Reporting and re-preparedness	See SOPs: <ul style="list-style-type: none"> • Incident Investigation GRP-OHS-052 • Emergency Planning and Response GRP-OHS-053

Incident No 6

Incident No 6	<p>Failure of one or more tannin dams</p> <p>Actions Required:</p> <ul style="list-style-type: none"> • Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) • Ensure dam integrity is sound throughout the entire period of incident (i.e. periodic inspections) • Contact local neighbors if going to be inundated by rise of water. Contact to be made with Greg Ninnes also • Area to be restricted to Incident Response Personnel • Contact local contractor to rebuild dams immediately
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> • Site Manager (reporting to Greg Ninness – HSE Timber 0401895073) • Call Emergencies services • Periodic inspections and update reporting of site (Site Manager)
Scale of incident	Catastrophic failure of one or more tannin dams are likely to result in off-site impacts to water courses which would predominantly reduce water quality over a short period of time. As such, impact to the environment/human health is not considered to be significant.
Evacuate	Only if harm potential exists. Plant Manager and any advice provided by Fire Dept/Hazmat as part of attendance after immediate notification.
Communications	<ul style="list-style-type: none"> • Site Manager / Supervisor to call Greg Ninness 0401 895 073 (available on 24 hours basis) and provide information as detailed in the PENTARCH FORESTRY PIRMP Notification Record Sheet. Greg must be periodically updated with respect to incident status until situation is controlled and no on-going human or environmental threat exists.

PENTARCH FORESTRY – KOOLKHAN
POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

	<ul style="list-style-type: none"> Greg to consider threat to human health risks when receiving incident status updates. If high risk is identified Attila or Greg will provide guidance on further communication requirements to relevant parties. <p>Communications procedures for coordinating relevant authorities refer to site emergency procedures</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or First aid officers as part of Immediate Reporting
Clean up and Waste disposal	Consultants to be contacted to advise on required clean-up.
Reporting and re-preparedness	See SOPs: <ul style="list-style-type: none"> Incident Investigation GRP-OHS-052 Emergency Planning and Response GRP-OHS-053

Incident No 7

Incident No 7	<p>Mobile plant, hydraulic hose or fuel tank failure</p> <p>Actions Required:</p> <ul style="list-style-type: none"> Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) Area to be restricted to Incident Response Personnel Ensure spill kit available for any release from mobile plant & equipment If any release from mobile plant onto unsealed soil/surface water is investigated and remediated immediately Call service provider to inspect plant & equipment for serviceability
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> Site Manager (reporting to Greg Ninness – HSE Timber 0401895073) Call service provider (Site Manager) Spill Kit manager (operator)
Scale of incident	Incident would be localized to the area with no external impact.
Evacuate	Only if fire or explosion potential exists. Plant Manager and any advice provided by Fire Dept as part of attendance after immediate notification.

PENTARCH FORESTRY – KOOLKHAN
POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

Communications	<ul style="list-style-type: none"> Site Manager / Supervisor to call Greg Ninness 0401 895 073 (available on 24 hours basis) and provide information as detailed in the PENTARCH FORESTRY PIRMP Notification Record Sheet. Greg must be periodically updated with respect to incident status until situation is controlled and no on-going human or environmental threat exists. Greg to consider threat to human health risks when receiving incident status updates. If high risk is identified Attila or Greg will provide guidance on further communication requirements to relevant parties. <p>Communications procedures for coordinating relevant authorities refer to site emergency procedures</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Service Provider to dispose of diesel and advise on required clean-up.
Reporting and re-preparedness	See SOPs: <ul style="list-style-type: none"> Incident Investigation GRP-OHS-052 Emergency Planning and Response GRP-OHS-053

Incident No 8

Incident No 8	<p>Mobile plant, hydraulic hose or fuel tank failure from contractors / visitors</p> <p>Actions Required:</p> <ul style="list-style-type: none"> Contractor/Visitor to notify site representative of issue immediately. (induction) Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) Area to be restricted to Incident Response Personnel Ensure spill kit available for any release from mobile plant & equipment If any release from mobile plant onto unsealed soil/surface water is investigated and remediated immediately Call service provider to inspect plant & equipment for serviceability
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> Site Manager (reporting to Greg Ninness – HSE Timber 0401895073) Call service provider (Site Manager) Spill Kit manager (operator)
Scale of incident	Incident would be localized to the area with no external impact.

PENTARCH FORESTRY – KOOLKHAN
POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

Evacuate	Only if fire or explosion potential exists. Plant Manager and any advice provided by Fire Dept as part of attendance after immediate notification.
Communications	<ul style="list-style-type: none"> Site Manager / Supervisor to call Greg Ninness 0401 895 073 (available on 24 hours basis) and provide information as detailed in the PENTARCH FORESTRY PIRMP Notification Record Sheet. Greg must be periodically updated with respect to incident status until situation is controlled and no on-going human or environmental threat exists. Greg to consider threat to human health risks when receiving incident status updates. If high risk is identified Attila or Greg will provide guidance on further communication requirements to relevant parties. <p>Communications procedures for coordinating relevant authorities refer to site emergency procedures</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Service Provider to dispose of contaminates.
Reporting and re-preparedness	See SOPs: <ul style="list-style-type: none"> Incident Investigation GRP-OHS-052 Emergency Planning and Response GRP-OHS-053

Incident No 9

Incident No 9	<p>Car Park/ fuel tank failure</p> <p>Actions Required:</p> <ul style="list-style-type: none"> Contractor/Visitor to notify site representative of issue immediately. (induction) Area to be restricted to Incident Response Personnel Ensure spill kit available for any release from mobile plant If any release from mobile plant onto unsealed soil/surface water is investigated and remediated immediately Call service provider to inspect plant & equipment
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> Site Manager (reporting to Greg Ninness – HSE Advisor Timber 0401895073) Spill Kit manager (site personnel)
Scale of incident	Incident would be localized to the area with no external impact.

PENTARCH FORESTRY – KOOLKHAN
POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

Evacuate	Only if fire or explosion potential exists. Plant Manager and any advice provided by Fire Dept as part of attendance after immediate notification.
Communications	<ul style="list-style-type: none"> Site Manager / Supervisor to call Greg Ninness 0401 895 073 (available on 24 hours basis) and provide information as detailed in the PENTARCH FORESTRY PIRMP Notification Record Sheet. Greg must be periodically updated with respect to incident status until situation is controlled and no on-going human or environmental threat exists. Greg to consider threat to human health risks when receiving incident status updates. If high risk is identified Attila or Greg will provide guidance on further communication requirements to relevant parties. <p>Communications procedures for coordinating relevant authorities refer to site emergency procedures</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Service Provider to dispose of contaminate
Reporting and re-preparedness	See SOPs: <ul style="list-style-type: none"> Incident Investigation GRP-OHS-052 Emergency Planning and Response GRP-OHS-053

Incident No 10

Incident No 10	<p>Dust from traffic areas</p> <p>Actions Required:</p> <ul style="list-style-type: none"> Employees, Contractor/Visitor to notify site representative of issue immediately. (induction) Daily monitoring to be undertaken to capture whether and site conditions Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) Dust suppression activity to commence immediately on unsealed roads
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> Site Manager (reporting to Greg Ninness – HSE Advisor Timber 0401895073) Site operations manager to instruct site personnel
Scale of incident	Incident would be localized to the area with little to no external impact..
Evacuate	Only if harm potential exists. Plant Manager and any advice provided by Fire Dept as part of attendance after immediate notification.

PENTARCH FORESTRY – KOOLKHAN
POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

Communications	<ul style="list-style-type: none"> Site Manager / Supervisor to call Greg Ninness 0401 895 073 (available on 24 hours basis) and provide information as detailed in the PENTARCH FORESTRY PIRMP Notification Record Sheet. Greg must be periodically updated with respect to incident status until situation is controlled and no on-going human or environmental threat exists. Greg to consider threat to human health risks when receiving incident status updates. If high risk is identified Attila or Greg will provide guidance on further communication requirements to relevant parties. <p>Communications procedures for coordinating relevant authorities refer to site emergency procedures</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan as part of Immediate Reporting
Clean up and Waste disposal	N/A
Reporting and re-preparedness	See SOPs: <ul style="list-style-type: none"> N/A

Incident No 11

Incident No 13	<p>Loss of chemical from treatment facility</p> <p>Actions Required:</p> <ul style="list-style-type: none"> Contact all relevant people/department (refer to Immediate Reporting Contact Sheet) Ensure tank & area integrity is sound throughout the entire period of incident (i.e. periodic inspections) Contact service provider Osmose Chemicals 0419711775 or 0887231399 for an emergency Area to be restricted to Incident Response Personnel Ensure spill kit available for any release from area If any release from area onto unsealed soil/surface water - Environmental Consultants to be engaged to investigate and remediate contamination. Inspect transformer for ongoing serviceability
Alarm raising	Any personnel involved or witnessing incident to report to immediate supervisor and PIRMP actions to be implemented.
Emergency Controller	<ul style="list-style-type: none"> Site Manager (reporting to Greg Ninness – HSE Advisor Timber 0401895073) Call service provider (Site Manager) Spill Kit manager (Supervisor) Periodic inspections and update reporting of site (Site Manager & operator)

PENTARCH FORESTRY – KOOLKHAN
POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

Scale of incident	Incident would be restricted to chemical storage area with minimal external impact. However, potential for bund overflow or failure may result in soil and surface water contamination that will require specialist investigation/remediation.
Evacuate	Only if fire or explosion potential exists. Plant Manager and any advice provided by Fire Dept as part of attendance after immediate notification.
Communications	<ul style="list-style-type: none"> Site Manager / Supervisor to call Greg Ninness 0401 895 073 (available on 24 hours basis) and provide information as detailed in the PENTARCH FORESTRY PIRMP Notification Record Sheet. Greg must be periodically updated with respect to incident status until situation is controlled and no on-going human or environmental threat exists. Attila or Greg to consider threat to human health risks when receiving incident status updates. If high risk is identified Attila or Greg will provide guidance on further communication requirements to relevant parties. <p>Communications procedures for coordinating relevant authorities refer to site emergency procedures</p>
Rescuer / respondent + safety checks	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Rescue + First Aid	As per Site Emergency Plan or Fire Department as part of Immediate Reporting
Clean up and Waste disposal	Service Provider to dispose of contaminants and advise on required clean-up.
Reporting and re-preparedness	See SOPs: <ul style="list-style-type: none"> Incident Investigation GRP-OHS-052 Emergency Planning and Response GRP-OHS-053

PENTARCH FORESTRY PIRMP NOTIFICATION/ PROCEDURE RECORD SHEET		
SITE DETAILS		
Site Name	Site Address	Responsible Person
Pentarch Forestry Koolkhan	43 Mill Rd Koolkhan	Dan Smith
<p>Notification Procedure</p> <ul style="list-style-type: none"> Incident to be communicate to Greg Ninness immediately (0401895073) GN will consider if incidents requires EPA notification If NOT site supervisor to provide periodic updates of incident status to GN for evaluation on whether EPA or other parties will need to be notified If Yes GN to call necessary parties of incident and communicate response back to site, GN to receive and provide updates to necessary parties <p>For the coordination of emergency response teams refer to site emergency procedures.</p>		
GOVERNMENT AGENCY CONTACT LIST		
(document date and time of contact and who contacted) (Police contact is only required if considered necessary)		
<p>EPA Contact: 131 555</p> <p>Date and Time: Person making contact: Instructed Actions:</p> <p>Time of arrival</p>	<p>Fire Brigades Contact: 000</p> <p>Date and Time: Person making contact: Instructed Actions:</p> <p>Time of arrival</p>	<p>WorkCover Contact: 66591700</p> <p>Date and Time: Person making contact: Instructed Actions:</p> <p>Time of arrival</p>
<p>Local Government Contact: 02 66430200 After Hours emergency 0266266858</p> <p>Date and Time: Person making contact: Instructed Actions:</p> <p>Time of arrival</p>	<p>Department of Health Contact: Base Hospital 02 66402222</p> <p>Public Health Unit Lismore Office</p> <p>Environmental Health: 149 377</p> <p>Date and Time: Person making contact: Instructed Actions:</p> <p>Time of arrival</p>	<p>Local Police Contact: 66420222</p> <p>Date and Time: Person making contact: Instructed Actions:</p> <p>Time of arrival</p>

PENTARCH FORESTRY PIRMP NOTIFICATION/ PROCEDURE RECORD SHEET		
INCIDENT DETAILS		
Location of Incident:	Emission Type (air, water, land etc):	Scale of the incident (litres/ m³ involved):
Date and Time of the Incident:	Internal Persons involved:	
Chemicals /substances involved		
Process Involved		
Details of the incident		
Main Areas/ sensitive areas of concern e.g. water courses, drains etc		
OTHER CONTACTS IF REQUIRED Y/N		
Community Group Contact Date and Time: Person making contact: Contact method:	Neighbour 1 Date and Time: Person making contact: Contact method:	Neighbour 2 Date and Time: Person making contact: Contact method:
Neighbour 3: Date and Time: Person making contact: Contact method:	Neighbour 4 Date and Time: Person making contact: Contact method:	Neighbour 5 Date and Time: Person making contact: Contact method:

Protocol for industry notification of pollution incidents

Extract from www.environment.nsw.gov.au website

Recent changes to Part 5.7 of the *Protection of the Environment Operations Act 1997* (POEO Act) specify new requirements relating to the notification of pollution incidents.

The changes take effect from 6 February 2012 and require the occupier of premises, the employer or any person carrying on the activity which causes a pollution incident to immediately notify each relevant authority (identified below) when material harm to the environment is caused or threatened. The following information and procedures may assist those responsible for reporting a pollution incident.

Firstly, call 000 if the incident presents an immediate threat to human health or property. Fire and Rescue NSW, the NSW Police and the NSW Ambulance Service are the first responders, as they are responsible for controlling and containing incidents.

If the incident does not require an initial combat agency, or once the 000 call has been made, notify the relevant authorities in the following order. The 24-hour hotline for each authority is given when available:

- the appropriate regulatory authority (ARA) for the activity under the POEO Act (usually the EPA or local authority) – the local authority is a local council of an area under the Local Government Act 1993), the Lord Howe Island Board for Lord Howe Island, or the Western Lands Commissioner for the Western Division (except any part of the Western Division within the area of a local council)
- the EPA, if it is not the ARA – phone Environment Line on 131 555
- the Ministry of Health via the local Public Health Unit – see www.health.nsw.gov.au/publichealth/infectious/phus.asp
- the WorkCover Authority – phone 13 10 50
- the local authority if this is not the ARA
- Fire and Rescue NSW – phone 000.

The appropriate contact for the relevant local authority and Public Health Unit will vary. All necessary contact numbers should be found in advance and stored for immediate access should a pollution incident need to be notified. These contact numbers should also be identified in the Pollution Incident Response Management Plan prepared for the premises.

Complying with these notification requirements does not remove the need to comply with any other obligations for incident notification, for example, those that apply under other environment protection legislation or legislation administered by WorkCover.