MACQUARIE COAL

GLENCORE

Macquarie Coal Pollution Incident Response Management

Page 3 for Incident Response Flowchart

Refer to Appendix A for specific Incident Response Procedures

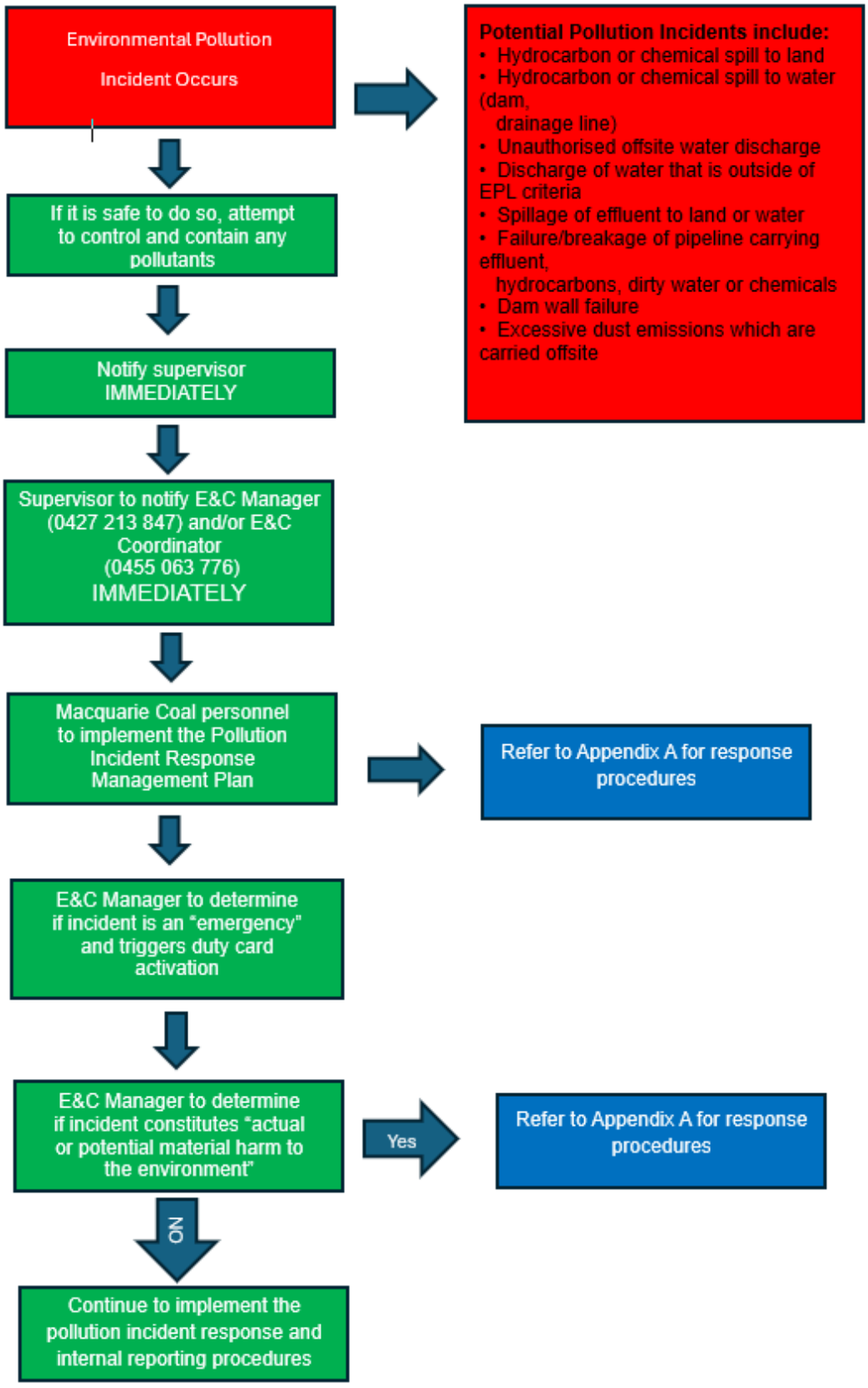
Refer to Appendix B for Notification Procedures

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1. Pollution Incident Response Flowchart



2. Introduction

2.1 Background

The Protection of the Environment Legislation Amendment Act 2011 (PELA) received assent on 16 November 2011 resulting in changes to the Protection of the Environment Operations Act 1997 (POEO Act). The intent of the PELA is to improve the way pollution incidents are reported and managed. Provisions include a requirement for holders of Environmental Protection Licences (EPLs) to prepare, keep, test and implement a Pollution Incident Response Management Plan (PIRMP). The specific requirements for PIRMPs are set out in Part 5.7A of the POEO Act and the Protection of the Environment Operations (General) Regulation 2009 (POEO (G) Regulation). In summary, this legislation requires the following:

- holders of EPLs must prepare a pollution incident response management plan (section 153A, POEO Act);
- the plan must include the information detailed in the POEO Act (section 153C) and the POEO(G) Regulation (clause 98C) and be in the form required by the POEO(G) Regulation (clause 98B);
- licensees must keep the plan at the premises to which the EPL relates (section 153D, POEO Act);
- licensees must test the plan at least every 12 months and after a pollution incident in accordance with the POEO(G) Regulation (clause 98E); and
- If a pollution incident occurs in the course of an activity so that material harm to the environment is caused or threatened within the meaning of Part 5.7 of the POEO Act, licensees must immediately implement the plan (section 153F, POEO Act).

As the holder of EPL 1360, Oceanic Coal Australia Pty Ltd (OCAL), incorporating West Wallsend Colliery (WWC), Macquarie Coal Preparation Plant (MCPP) and, Westside Mine (WST)) is required to comply with the POEO Act; as such, this document has been developed to satisfy the PIRMP requirements documented above.

This document also details the procedures for notification of pollution incidents resulting in or having the potential to cause material harm to the environment. The notification of environmental incidents under this PIRMP is only required for those incidents causing or threatening to result in material environmental harm (a material harm incident) as defined in the POEO Act (see ***Section 5.1***).

2.2 Regulatory Requirements

Specific detail is required for inclusion in the PIRMP. ***Table 1-1*** lists information mandated under Section 153C of the POEO Act and clause 98C of the POEO (G) Regulation and details where this information is located in this document.

Section 153C	Detail Required	Location in Document
(a)	The procedures to be followed by the holder of the relevant EPL in notifying a pollution incident to: (i) The owners or occupiers of premises in the vicinity of the premises to which the EPL relates, and (ii) The local authority for the area in which the premises to which the EPL 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 (of the POEO Act)	Section 6.3 Appendix B Section 6.2 Appendix B Section 6.2 Appendix B
(b)	A detailed description of the action to be taken, immediately after a pollution incident, by the holder of the relevant EPL to reduce or control any pollution,	Section 4 Appendix A
(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,	Section 6.2 Appendix A
(d)	Any other matter required by the Protection of the Environment Operations (General) Regulation 2009 (as set out below): *98C (1)(a)* *A description of the hazards to human health or the environment associated with the activity to which the licence relates (the **"relevant activity"**).*	Section 3
	98C (1)(b) *The likelihood of any such hazards occurring, including details of any conditions or events that could, or would, increase that likelihood.*	Section 3
	98C (1)(c) *Details of the pre-emptive action to be taken to minimise or prevent any risk of harm to human health or the environment arising out of the relevant activity.*	Section 3
	98C (1)(d) *An inventory of potential pollutants on the premises or used in carrying out the relevant activity.*	Section 3
	98C (1)(e) *The maximum quantity of any pollutant that is likely to be stored or held at particular locations (including underground tanks) at or on the premises to which the licence relates.*	Section 3
	98C (1)(f) *A description of the safety equipment or other devices that are used to minimise the risks to human health or the environment and to contain or control a pollution incident.*	Section 5 Appendix A

Section 153C	Detail Required	Location in Document
	98C (1)(g) *The names, positions and 24-hour contact details of those key individuals who:* *(i) are responsible for activating the plan, and* *(ii) are authorised to notify relevant authorities under section 148 of the POEO Act, and* *(iii) are responsible for managing the response to a pollution incident.*	Section 4.2 Section 4.2 Section 4.2
	98C (1)(h) *The contact details of each relevant authority referred to in section 148 of the POEO Act.*	Appendix B
	98C (1)(i) *Details of the mechanisms for providing early warnings and regular updates to the owners and occupiers of premises in the vicinity of the premises to which the licence relates or where the scheduled activity is carried on.*	Section 6.3
	98C (1)(j) *The arrangements for minimising the risk of harm to any persons who are on the premises or who are present where the scheduled activity is being carried on.*	Section 5
	98C (1)(k) *A detailed map (or set of maps) showing the location of the premises to which the licence relates, the surrounding area that is likely to be affected by a pollution incident, the location of potential pollutants on the premises and the location of any stormwater drains on the premises.*	Figures 1, 2, 3 & 4 Appendix C
	98C (1)(l) *A detailed description of how any identified risk of harm to human health will be reduced, including (as a minimum) by means of early warnings, updates and the action to be taken during or immediately after a pollution incident to reduce that risk.*	Section 5 Appendix A
	98C (1)(m) *The nature and objectives of any staff training program in relation to the plan.*	Section 7.1
	98C (1)(n) *The dates on which the plan has been tested and the name of the person who carried out the test.*	Section 7.2
	98C (1)(o) *The dates on which the plan is updated.*	Section 7 Section 10.2
	98C (1)(p) *The manner in which the plan is to be tested and maintained.*	Section 7.2

Table 2-1 – Regulatory Requirements

3. Premises Details

3.1 Site Details

WWC, MCPP and, Westside, are operated by Oceanic Coal Australia Pty Limited (OCAL) on behalf of Macquarie Coal Joint Venture (MCJV). OCAL is the major joint venture participant of the MCJV, with 70 per cent ownership.

WWC is a former underground colliery which mined the West Borehole seam using longwall mining techniques. Most of the coal from WWC is washed and loaded onto trains MCPP to be transported to Newcastle Port for export. All coal processed by MCPP is supplied by WWC. Westside is a former open cut mine that produced thermal coal that was trucked to Eraring Power Station via a private haul road. The locations are shown on Figure 1.

The surrounding areas which may potentially be impacted by a pollution incident occurring at WWC, MCPP and Westside in addition to the premises itself, may include, the following:

- Landholders adjacent to the WWC Surface Facilities, MCPP, Westside, Teralba Northgate and Southgate (***Figure 1***);
- Downstream water courses (including inundation areas and adjacent landholders): Burkes Creek, Diega Creek, Cockle Creek and Cockle Bay which flow into Lake Macquarie (***Figure 2***); and
- The nearby townships of Teralba, Killingworth, Wakefield, Barnsley, Edgeworth and Boolaroo (***Figure 1***).

3.2 Major Hazards

- The potential major environmental hazards which have been identified for WWC, MCPP and, WST, include:
- Spills (e.g. hydrocarbon, hazardous chemicals, effluent etc) resulting in land contamination;
- Spills (e.g. hydrocarbon, hazardous chemicals, saline or sediment laden water, effluent etc) resulting in water contamination;
- Major unlicensed water discharge (e.g. dam failure, unauthorised discharge); and
- Bushfire.

The likelihood of environmental hazards occurring at WWC, MCPP and WST, have been captured through the Macquarie Coal Environment and Community Risk Assessment. The purpose of this risk assessment is to identify significant environment and community aspects and impacts at WWC, MCPP and WST the risk they pose to operations and the controls necessary to effectively manage them. Management of impacts is prioritised according to the level of risk each aspect is assigned. The risk assessment documents are prepared and reviewed in accordance with the Glencore Risk and Change Management Standard.

Macquarie Coal has implemented a site-specific risk management procedure that has been developed to comply with Glencore's Risk and Change Management Standard and provides guidance on the systematic identification, assessment and management of foreseeable hazards.

This process includes:

- identifying foreseeable hazards associated with operations at the WWC, MCPP and WST,
- assessing SD risks using recognised analysis and evaluation methodologies; and

- implementing controls necessary to eliminate or reduce identified risks in accordance with the established hierarchy of controls for environmental management.

3.3 Potential Pollutants

All chemicals at the WWC and MCPP are included in a central register available at WWC and MCPP. All chemicals and hydrocarbons are accompanied by the relevant Safety Data Sheets (SDS) as required by work health and safety regulations. There are currently no chemicals or fuel stored at Westside

There is no bulk diesel stored at WWC or MCPP, fuel is brought in on an as needed basis. All oils, greases and detergents stored on-site are contained within bunded, covered storage areas. There are minimal amounts of oils and greases stored on the site at any one time, these are used up prior to ordering anymore which will be on an as needed basis.

All infrastructure at the MCPP area has been demolished as part of the rehab and closure progression. There is no oil, grease, fuel or chemicals stored in this area and thus no significant risks of hydrocarbon contamination in this area.

The facilities that store oil and hazardous chemicals have been designed in accordance with Australian Standard 1940 – 2004 “The storage and handling of flammable and combustible liquids”.

The OHS Amendment (Dangerous Goods) Act 2003 requires that WorkCover be notified if dangerous goods held on site, are above prescribed thresholds. Quantities of dangerous goods are not above prescribed notification levels.

Potential pollutants created as part of operations, and thus excluded from the hazardous substance registers, include:

- Sediment laden surface water runoff from disturbed areas;
- Effluent waste; and
- Recycled water.

These materials are in a constant state of flux because of meteorological conditions and the number of personnel on site. Risks associated with these potential pollutants are incorporated into the risk register.

Figures 3 displays the location of potential pollutants and stormwater structures at WWC and MCPP respectively.

Figure 1.

Site Boundary and Surrounding Communities



Figure 2.

Surrounding Watercourses and Associated Monitoring Points

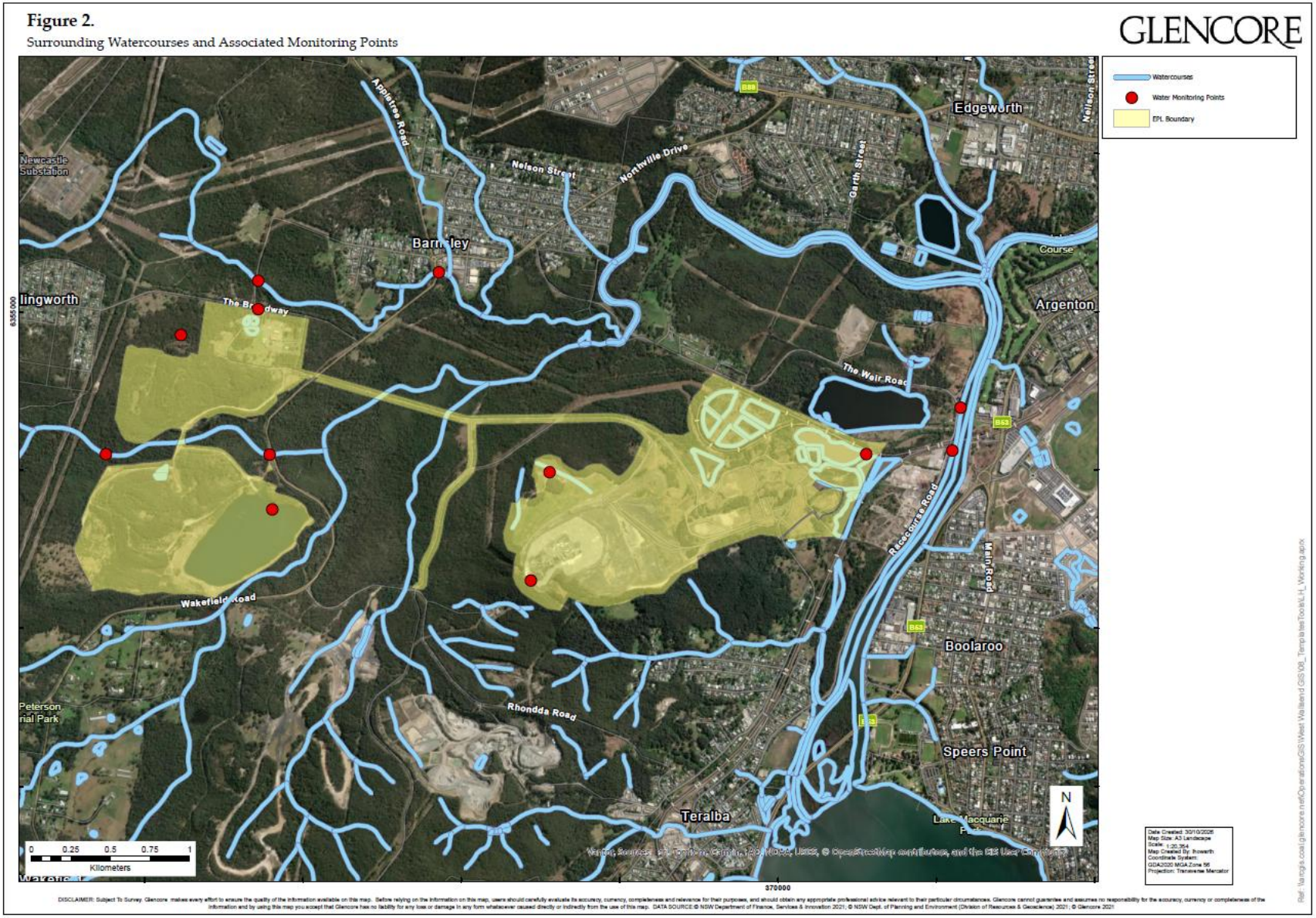
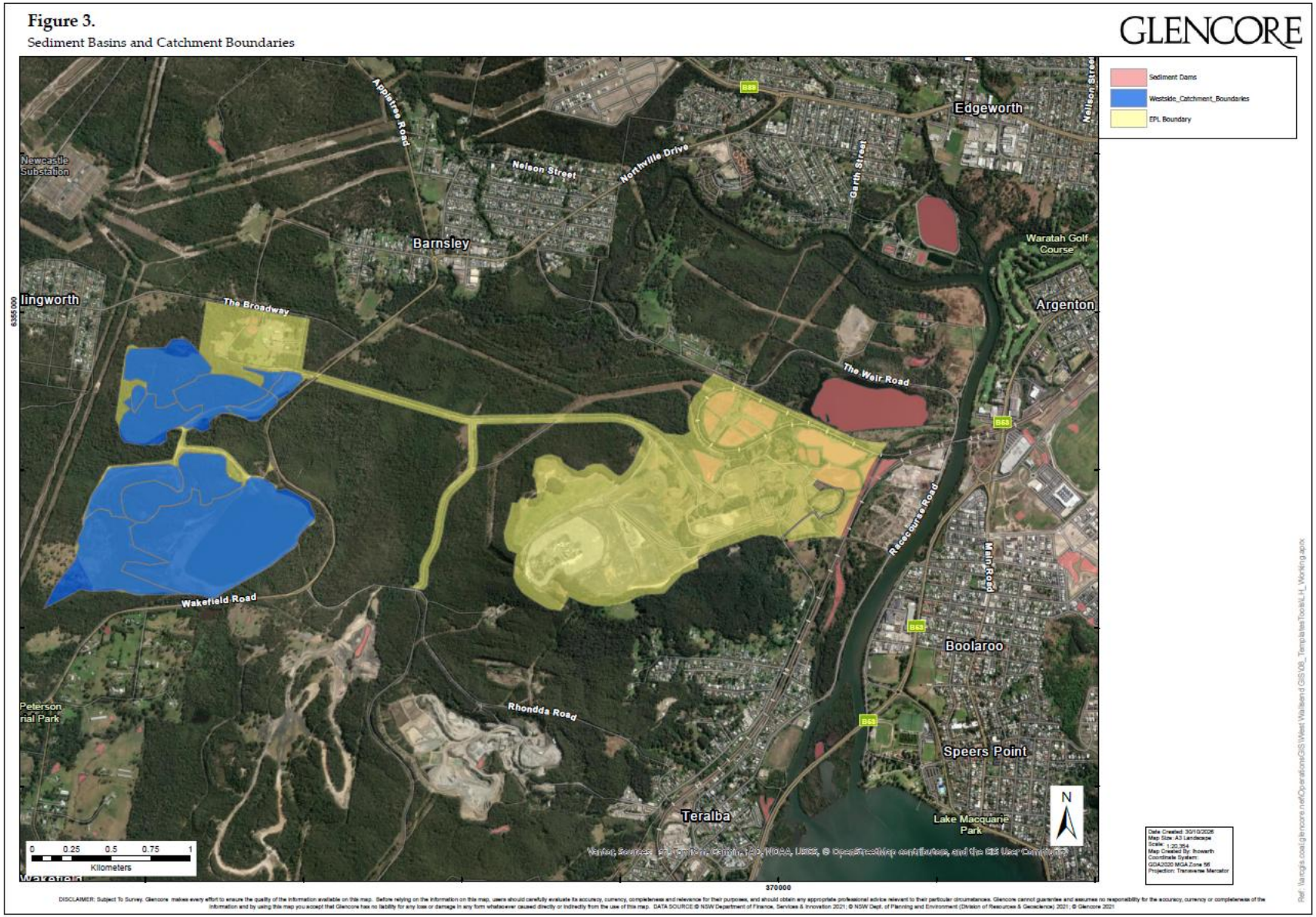


Figure 3.

Sediment Basins and Catchment Boundaries



4. Management and Responsibilities

4.1 Legal Duty to Notify

All Macquarie Coal employees and contractors are responsible for alerting management personnel to all environmental incidents, or hazards which may result in an environmental incident, regardless of the nature or scale.

Notification responsibilities are detailed in the POEO Act (Section 148), which encompasses all site personnel, including contractors and sub-contractors. These can be categorised broadly as:

The duty of an employee or any person undertaking an activity:

Any person engaged as an employee or undertaking an activity at WWC, MCPP and WST, must, immediately after becoming aware of any potential incident, notify their relevant supervisor/manager of the incident and all relevant information about it. This is to be undertaken as per ***Section 4.2*** and ***Appendix B***; and

The duty of the employer or occupier of a premises to notify:

An employer or occupier of the premises on which the incident occurs, who is notified (or otherwise becomes aware of) a potential pollution incident, must undertake notification to the appropriate regulatory authority of any "material harm incidents", including relevant information. Notification shall be undertaken by the Environment and Community Manager or Environment and Community Coordinator as per ***Section 4.2*** and ***Appendix B***.

4.2 PIRMP Responsibilities

The specific responsibilities associated with the management and implementations of the PIRMP at WWC, MCPP and WST are outlined in ***Table 3.1*** and ***3.2*** respectively.

Name	Contact Details	Position	Responsibility
Scott Wolfenden	M: 0427 213 847	Environment and Community Manager	Responsible for authorising the PIRMP and all subsequent updates Responsible for ensuring adequate resourcing for implementation of the PIRMP Authorised to liaise with the relevant authority Responsible for undertaking notification as defined in this PIRMP Responsible for managing the response to a pollution incident
Chris Broadley	M: 0455 063 776	Mine Closure Environment & Community Coordinator	Responsible for arranging testing and updating of the PIRMP Responsible for ensuring notification and training of PIRMP Responsible for communication of the PIRMP to site personnel Authorised to liaise with the relevant authority Responsible for coordinating communications with affected community members

5. Incident Management

A pollution incident is defined in the POEO ACT as 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 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.

In the case of material harm environmental incident (refer to ***section 6.1***), prior to any other action, the site must contact 000 if the incident presents an immediate threat to human health or property. Fire & 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 pose any threat to human health or property, concurrently with contracting emergency services (000), all possible actions should be taken to control the pollution incident and minimise health, safety and environmental consequences. These actions must be employed to the maximum extent possible

- Provide for the safety of people at and within the vicinity of the site; and
- Contain the pollution incident in compliance with the Macquarie Coal Hazard and Incident Management and Community Complaint and Environmental Incident Management Procedures the actions to be implemented at WWC, MCPP and WST in the event of a material harm incident including the following
    1. Secure the scene and contain the incident;
    2. Gather information (i.e. environmental monitoring);
    3. Determine the investigation level;
    4. Commence an ICAM (if required);
    5. Review and classify information and determine actions;
    6. Complete actions; and
    7. Trend analysis reports.

With regards to specific major hazards identified in ***Section 3.2***, response procedures have been developed to manage these hazards in the event of a pollution incident or emergency. These site-specific procedures are provided in Appendix A Environmental Emergencies are also managed in accordance with the Macquarie Coal Emergency Response Plan.

The emergency response plan documents the roles and accountabilities of key personnel in the event of an emergency and the contact details for appropriate emergency services. The plan also provided designated evacuation points and procedures in the event of an emergency. Any changes to emergency procedures are documented and communicated to all personnel. These procedures have been developed to align with Glencore Emergency and Crisis requirements. Incident Management at WWC, MCPP and WST focuses on actions to:

- Secure and assign necessary tactical response resources, including equipment and/or personnel, to minimise the environmental impacts associated with an incident
- Provide that tactical response operations are carried out in a safe, well organised, legal and effective fashion;
- Provide for the safety and welfare of all responders, employees, contactors and visitors;
- Continuously assess the incident to determine the adequacy of tactical response operations and the need for assistance from Glencore Coal Assets Australia (GCAA) Crisis Management Team;

- Manage stakeholders arriving to site;
- Minimise effects on people, the environment, property and company reputation;
- Implement an environmental monitoring program to qualify impacts as a result of an incident as well to be used as the basis to notify adjacent landholders and downstream water users as to whether avoidance or remediation measures are required; and
- Interact, as appropriate with GCAA personnel. Emergency Management at WWC, MCPP and WST are undertaken in accordance with the Macquarie Coal Emergency Management Plan.

All Macquarie Coal employees and contractors receive emergency preparedness and response training during their site familiarisation induction. Macquarie Coal maintains a dedicated emergency response team who undergo training and operational drills as necessary. Controls relating to personal protective equipment and incident containment and control equipment are detailed in the risk assessment – documents listed in ***section 3.2***. and include but are not necessarily limited to:

- Emergency spill kits (located at West Wallsend Administration and TSF);
- Portable pumping infrastructure;
- Earth moving plant;
- Floating Booms;
- Water cart for firefighting; and
- Erosion and sediment control materials.

Macquarie Coal has limited authority to undertake pollution management activities on private property, or outside boundary and in such cases will liaise directly and provide appropriate assistance to the relevant authority, affected landowners and emergency services

6. Notification Procedures

6.1 Determination of Material Harm

Following containment of the incident, immediate action must be taken to determine if the incident can be classified as a 'material harm incident', i.e. considered to be causing or threatening material harm. As defined by section 147 of the POEO Act, a material harm incident has occurred if the incident:

- Involves actual or eventual harm to health and safety of human beings or to ecosystems that is not trivial; or
- Results in actual potential loss (including all 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) or property damage of an amount, or amounts in aggregate, exceeding $50,000 (or such other amount as is prescribed by the regulators).

The determination of a material harm incident will be made by the Environment and Community Manager or Environment and Community Coordinator in consultation with the relevant Project Manager. If the Project Manager is not available immediately, the determination will be made by the Environment and Community Manager or Environment and Community Coordinator.

6.2 Internal and External Notification

As discussed in ***Section 4.1***, in internal notification of an environmental incident is the responsibility of all site and contractor personnel. In the event of material harm pollution incident, response and notification must be undertaken as per Appendix B, which contains the following important information;

- The local government authority for the Area in which the EPL is issued;
- The persons and authorities to be notified by Part 5.7 of the POEO Act;
- The contact details of each relevant authority referred to in section 148 of the POEO Act.

In the instance of identification of an environmental incident or hazard, personnel will report the issue immediately to their supervisor/manager, who in turn shall report it to the Environment and Community Manager or Environment and Community Coordinator, or any member of the West Wallsend Underground Mine Closure Project Team. Immediately is taken to mean 'promptly and without delay'. As per guidance provided by the EPA, the decision on whether to notify the incident in accordance with Part 5.7 of the POEO Act should not delay immediate actions to provide the safety of people or contain a pollution incident. However, incident notification will be made as soon as it is safe to do so.

Record keeping of incident details, including investigations and outcomes, will be undertaken in accordance with the Community Complaint and Environmental Incident Management Procedure.

After initial notification of any material harm incident, it will be the responsibility of the Environment and Community Manager or Coordinator to liaise with any authority listed in Appendix B that requests additional information or is providing directions for management of the material harm incident. This may include incident investigation reports and ongoing environmental monitoring results.

6.3 Notification to Local Landholders and Community

In accordance with the Community Complaint and Environmental Incident Management Procedure the Environment and Community Manager or Environment and Community Coordinator or Incident Management Team (where required) will determine if any external stakeholders (others than those listed the statuary notification section above) will be required.

7. Training, Testing and Communication

7.1 Training

All personnel affected by the content of this document will receive instruction or explanation on the relevant parts of the document as per Training and Competency Management Plan.

General information regarding incident management and emergency response is included in the Glencore Generic Inductions and the Macquarie Coal site familiarisation inductions.

All training records will be maintained in compliance with Training and Competency Management Plan and/or site document control procedures.

7.2 Testing, Review and Maintenance

Testing of the PIRMP will be undertaken to check that the information is accurate and current and that the plan is capable of being implemented in a workable and effective manner. Testing shall be undertaken in the following ways:

1. The PIRMP will be tested by assessing and reviewing it and making any necessary changes. Testing is taken to be either a desktop review or an environmental emergency drill procedure. Testing will include all components of the plan, including training requirements;
2. A review of the PIRMP will occur every 12 months commencing from the date of authorisation. Contact details in this document must be kept current at all times; and
3. The PIRMP will be reviewed within one month from the date of any pollution incident that occurs in the course of an activity to which the EPL relates. This review will be undertaken in light of the incident, to provide 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.

Records will be kept included in Section 8.0 and Section 10.2 of this plan. Information to be retained regarding PIRMP testing includes:

- the manner in which the test was undertaken;
- dates when the plan has been tested;
- the person who carried out the testing; and;
- The date and description of any update of or amendment to the plan.

7.3 Availability of the PIRMP

The PIRMP shall be kept in written form at the EPL premises and shall be made available to all personnel responsible for implementing the plan, and to an authorised officer (as defined in the POEO Act) on request. A copy of the current version of the plan can be found on ***SharePoint.***

The PIRMP will be made publicly available within 14 days of finalisation (taken to be authorisation of the PIRMP) via the WWC external website, in a prominent position and on a publicly available page.

No personal information (within the meaning of the Privacy and Personal Information Protection Act 1998) will be made publicly available on the Macquarie Coal website *Macquarie Coal (glencore.com.au)* as part of the PIRMP requirements.

8. Review Register

Date of Test	Personnel Undertaking Test	Nature of Test	Summary of Changes (Include brief detail and Section number)
Oct 2012	Wade Covey	Minor onsite incident	Included incident response and notification flow charts. Also included detailed incident response procedures.
December 2012	Wade Covey	Simulation: Major Environmental Incident (10,000L Hydraulic Spill)	Refer to WWC Emergency Simulation Report
February 2013	Stewart McLachlan	Desktop Test and Review	Update following Emergency Simulation Review
May 2013	Stewart McLachlan	Review following Category 2 incident at WWC	
June 2013	Ian Collins & Stewart McLachlan	Review following grout incident	Updated all references to K Bell (Daracon Supervisor), replaced with G Mostyn
October 2013	Stewart McLachlan	Review following grout incident	Inclusion of DoP & I contact
January 2014	Stewart McLachlan	Review following water incidents	
May 2014	Stewart McLachlan	Annual review / test	Updated following water incident occurring April 2014. Updated to include GCAA references, change various contact details no longer applicable and reformat where required. Updated terminology for new legislation.
July 2014	Stewart McLachlan	Review	Minor grammatical and referencing updates. Updates to Section 6.3 to include ACC's. updated notification section in Appendix B following DOPE letter received 23 May 2014
October 2014	Stewart McLachlan	Review following recycled water pipeline incident	Updated Section 3.3 and Figure 4.
December 2014	Stewart McLachlan	Review	Updated various procedures in Appendix A to include reference to isolation of yard sprays. Updated grammatical errors.
January 2015	Stewart McLachlan	Review	Updated Figure 3 following PIRMP review.

Date of Test	Personnel Undertaking Test	Nature of Test	Summary of Changes (Include brief detail and Section number)
May 2015	Catherine Power	Review following water discharge incidents in April 2015	Updated Figure 1, 2, 3, 4 and Appendix C to Glencore template. Updated references to personnel that are no longer current. Updated section references throughout the document e.g. Table 1.1. Minor changes to format and correction of grammatical errors.
November 2016	Allison Gray	Annual review / test	Updated section 2.1 to reflect changes in site operation and the excise or EPA Point 3 at Teralba Southgate from EPL 1360. Updated Figure 4. Removed bulk diesel storage and spent pickle liquor from MCPP potential pollutants as they are no longer stored on site as well as explosives from WWU. Updated contact details throughout document as required. Deleted Table 3.2 merged applicable information into Table 3.1 and retitled to cover both WWU and MCPP. Deleted pollution incident response procedures for; Edgeworth STP to MCPP effluent pipeline failure, Tailings Pipeline Failure as they are no longer applicable.
October 2017	Allison Gray	Annual review / test	Updated Figure 3, potential pollutants Section and Section 4.2.
May 2018	Allison Gray	Annual review / test	Minor updates and review against E&C Protocol self-assessment.
September 2018	Allison Gray	Review following relinquishment of EPL4033 and variation to EPL1360.	Document reviewed and updated as required to incorporate Westside into EPL boundary following the relinquishment of EPL4033 and a variation to EPL1360. Updated Figures 1, 2, 3 and 4.
September 2019	Allison Gray	Annual review / test	Updated Figure 4 and updated external contact details – replaced DoP and DRG with the Department of Planning, Industry and Environment (DPIE).
July 2020	Allison Gray	Annual review / test	Updated document to incorporate the Teralba Southgate site and put in new GCAA template.
December 2020	Allison Gray	Change in site personnel	Updated Table 4.2 to reflect personnel changes.
October 2024	Chris Broadley	Annual review / test	Update Section 4.2 PIRMP Responsibilities due to personnel changes. Changed E&C Manager to E&C Coordinator / Operations Manager to Project Manager throughout document. Updated section 7.3 Availability of the PIRMP to include location of where plan is stored onsite and reference to SharePoint .
October 2025	Chris Broadley	Annual review / test	Annual review – no change.

Date of Test	Personnel Undertaking Test	Nature of Test	Summary of Changes (Include brief detail and Section number)
October 2026	Chris Broadley and Lachlan Howarth	Annual review / test	Updated section 3.3 Pollution Potentials to make current after infrastructure demolition works and to ensure potential pollution risks reflect progressing rehabilitation status Updated section 4.2 PIRMP Responsibilities due to personnel change. Updated section 6 to reflect current site contact hierarchy.

9. Document Information

9.1 Related Documents

Related documents, listed in ***Table 99-1*** below, are *documents* directly related to or referenced from within this document.

Number	Title
1360	Environment Protection Licence
GCAA-625378177-10354	PIRMP Test Record

Table 99-1 – Related documents

9.2 Reference Documents

Full details of the document history are recorded in the document control register, by version. A summary of the current change is provided in ***Table 9-4*** below.

Number	Title
Environmental guidelines: Preparation of pollution incident response management plans (nsw.gov.au)	Environmental guidelines: Preparation of pollution incident response management plans

Table 9-2 – Reference Documents

9.3 Previous Document History

Documents listed in ***Table 9-4*** below are internal documents that have been archived due to wither the document review, the merging of multiple documents as a part of this review, or documents that have been re-published to the West Wallsend Complex Site on the Intranet.

Archive Site	ID	Title
West Wallsend Underground	WWCUG-1477460896-10139	WWC, MCPP, Westside & Teralba Northgate Pollution Incident Response Management Plan

Table 9-3 – Previous Document History

9.4 Change Information

Full details of the document history are recorded in the document control register, by version. A summary of the current change is provided in ***Table 9-4*** below.

Version	Date	Change
1.0	01/06/2020	Change to new GCAA template and updated to incorporate the Teralba Southgate site.

Version	Date	Change
2.0	24/11/2020	Added table 9.3 Previous Document history to align document versions history and added Appendix D - Document Changes
	10/12/2020	Updated Table 4.2 to reflect personnel changes.
3.0	30/10/2024	Updated Table 4.2 to reflect personnel changes. Changed E&C Manager to E&C Coordinator / Operations Manager to Project Manager throughout document. Updated section 7.3 Availability of the PIRMP to include location of where plan available and reference to SharePoint. Update Section 9.2 Reference Documents to Environnemental guidelines: Preparation of Pollution Incident Response Management Plans
4.0	29/10/2025	Annual Review – no change
5.0	11/09/2026	Update contact details, notification procedure, definition of material harm to the environment, pollution sources and figures 1,2 and 3

Table 9-4 – Change information

Appendix A - Pollution Incident Response Procedures

A.1 A. HYDROCARBON OR CHEMICAL SPILL TO LAND > 200 LITRES

A.1.1 GREATER THAN 200 LITRES

1. Where possible and if safe to do so, isolate the source of the spillage (refer to appropriate SDS as required);
2. Access the nearest Spill Response Kit
3. Block inlets to any nearby surface water drains and sewers with a physical barrier such as:
   - drain seal from Spill Kit;
   - absorbent boom or sock from Spill Kit; or
   - a mound of dirt (diesel spills).

Note: if the spill has entered a drainage line or waterbody, go to 'Hydrocarbon or Chemical Spill to Water' sheet.

1. If spill occurs in the vicinity of surface water sprays or alike water distributing devices, isolate, if safe to do so.
2. Notify your supervisor and the Environment and Community Manager (0427 213 847) or Environment and Community Coordinator (0455 063 776)
3. Conduct an assessment of the weather conditions, considering predicted rainfall;
4. Wearing personal protection equipment (consult SDS for correct PPE for the substance), scoop or pump as much pooled substance as possible into a container for either re-use or appropriate disposal;
5. Label container as containing hazardous waste;
6. Upon removal of the majority of the spill, apply the spill absorbent product from the spill kit onto the contaminated area;
7. With a stiff-bristled broom, mix the absorbent material into the spill until all spillage is absorbed;
8. Once all hydrocarbon/chemical spillage has been absorbed, scoop or shovel the saturated absorbent material into a weatherproof container and label as contaminated waste;
9. Do not hose down contaminants into drains;
10. The Environment & Community Department will provide advice on disposal of waste.

A.2 HYDROCARBON OR CHEMICAL SPILL TO LAND < 200 LITRES

A.2.1 LESS THAN 200 LITRES

1. Where possible, and if safe to do so, isolate the source of the spillage (refer to appropriate SDS as required);
2. Access the Spill kit
3. Block inlets to any nearby surface water drains and sewers with a physical barrier such as a:
   - Drain seal;
   - Absorbent boom or sock from Spill kit; or
   - A mound of dirt (diesel spills).
4. If spill occurs in the vicinity of surface water sprays or alike water distributing devices, isolate, if safe to do so.
5. Notify your supervisor and the Environment and Community Manager (0427 213 847) or Environment and Community Coordinator (0455 063 776)
6. Conduct an assessment of the weather conditions, considering predicted rainfall;
7. If required contact JR Richards for assistance (suck truck etc.)

1. Wearing personal protection equipment (consult SDS for correct PPE for the substance), scoop or pump as much pooled substance as possible into a container for either re-use or appropriate disposal;
2. Label container as containing hazardous waste;
3. Upon removal of the majority of the spill, apply the spill absorbent product (Spill Ready) from the spill kit onto the contaminated area;
4. With a stiff-bristled broom, mix the absorbent material into the spill until all spillage is absorbed;
5. Once all hydrocarbon/chemical spillage has been absorbed, immediately scoop or shovel the saturated absorbent material into a weatherproof container and label as contaminated waste;
6. Do not hose down contaminants into drains;
7. The Environment & Community Department will provide advice on disposal of waste

A.3 HYDROCARBON OR CHEMICAL SPILL TO WATER (INCL FAILURE OF OILY WATER SEPERATOR)

1. Where possible, and safe to do so, isolate the source of the spillage (refer to appropriate SDS as required);
2. Immediately cease all discharge activities from the dam to prevent downstream contamination (i.e. close all valves on discharge pipes);
3. Immediately cease all pumping to and from other dams (isolate and lock out all pumps and valves);
4. Notify your supervisor and the Environment and Community Manager (0427 213 847) or Environment and Community Coordinator (0455 063 776)
5. Access the Spill Kit;
6. Place the floating, yellow canvas boom from the Spill Trailer across the dam to contain the spill;

NOTE: If the spill has left the dam and gone off-site, seek advice from the Environment and Community Coordinator;

7. Conduct an assessment of the weather conditions, considering predicted rainfall;
8. If required contact waste management contractor for assistance (suck truck etc.);
9. . Concentrate the spillage into a confined area on the water body by manoeuvring the floating boom. Secure it at both ends using rope and star-pickets or existing trees.
10. Remove the substance from the dam by either of the following methods:
    - Apply absorbent pads from the Spill Kits over the spillage; and/or
    - Arrange for a vac-truck to suck the spillage from the surface of the dam.
11. If using the absorbent pads, remove the pads from the dam when saturated and place into a waterproof container and label as contaminated waste. Note that the absorbent pads may be wrung out and re-used once they become saturated.
12. Repeat the previous two steps until the spillage has been removed from the dam;
13. The Environment and Community Department will provide advice on the disposal of contaminated waste.

A.4 OFFSITE DIRTY WATER DISCHARGE (INCL DAM OVERTOPPING)

1. If safe to do so, immediately stop the discharge by closing the valve on the two discharge pipelines.

Note: If the discharge is occurring via an overtopping dam, determine the need to install a temporary bund in consultation with the Environment and Community Coordinator;

2. Notify your supervisor and the Environment and Community Manager (0427 213 847) or Environment and Community Coordinator (0455 063 776);
3. Cease all pumping activities into the dam from which the discharge is occurring.
4. If safe to do so, take a water sample of the discharging water and/or from the dam from which the discharge is occurring.
5. Take water samples both upstream and downstream of the receiving creek.

A.5 NORTHEAST DAM PIPELINE FAILURE

1. Where possible, and safe to do so, isolate and contain the spill;
2. Stop and isolate the pump which feeds into the pipeline;
   - The pump is located adjacent to the Northeast Dam and the wash-down bay
3. Notify your supervisor and the Environment and Community Manager (0427 213 847) or Environment and Community Coordinator (0455 063 776);
4. Conduct an inspection of the area affected by the pipeline failure to determine the extent of the spill;
5. If the spill is contained on-site, contain the spill using any combination of the following methods:
   - Use of spill booms, socks, absorbent material (available in spill kits); and/or
   - Use dirt to create a bund.
6. If a load/s of sand or dirt will be used to contain the spill, organise for a front-end loader, backhoe or similar and a tipper truck. Consider contacting earthmoving supervisor:

NOTE: If the spill has left the site, seek advice from the Environment and Community Manager (0427 213 847) or Environment and Community Coordinator (0455 063 776)

7. If there are any traffic hazards presented by the spill, organise for traffic control at the appropriate locations.
8. Conduct an assessment of the weather conditions, considering predicted rainfall;
9. If required contact waste management contractor for assistance to clean up the spill (suck truck etc.);
10. Organise repairs on the pipeline

A.6 ONSITE EFFLUENT PIPELINE FAILURE

1. Where possible, and safe to do so, isolate and contain the spill (ensure appropriate PPE is used);
2. Isolate the pumps/pipe which feed into the pipeline;
3. Notify your supervisor and the Environment and Community Manager – (0427 213 847) or Environment and Community Coordinator (0455 063 776);

4. Conduct an inspection of the area affected by the pipeline failure to determine the extent of the spill;
5. If the spill is contained on-site, contain the spill using any combination of the following methods:
   - Use of spill booms, socks, absorbent material (available from the Spill Kit); and/or
   - Use dirt to create a bund.
6. If a load/s of sand or dirt will be used to contain the spill, organise for a front-end loader, backhoe or similar and a tipper truck. Consider contacting earthmoving supervisor:

NOTE: If the spill has left the site, seek advice from the Environment and Community Manager (0427 213 847) or Environment and Community Coordinator (0455 063 776)

7. Conduct an assessment of the weather conditions, considering predicted rainfall;
8. If required contact the waste management contractor for assistance to clean up the spill (vac truck etc.);

9. If required, put an information tag/sign on the entry to the bathhouse and toilets to stop people using the facilities.
10. Determine the cause of the failure and organise repairs on the pipeline:
    - Central Coast Plumbing - Jason Lee (plumber) 0447 455 580.

A.7 DAM WALL FAILURE

1. Notify your supervisor and the Environment and Community Manager (0427 213 847) or Environment and Community Coordinator (0455 063 776)
2. Conduct an inspection of the area affected by the failure to determine the extent of the incident if safe to do so;
3. If necessary, organise for traffic control on The Broadway, Killingworth.
4. Seek further advice from the Environment and Community Manager Environment and Community Coordinator /or WWC Project Manager.

A.8 TAILINGS DAM WALL FAILURE – MCPP

1. Notify your supervisor and the Environment and Community Manager (0427 213 847) or Environment and Community Coordinator (0455 063 776)
2. Initiate emergency response procedures as outlined in the MCPP Tailings Storage Facility Dam Safety Emergency Plan.

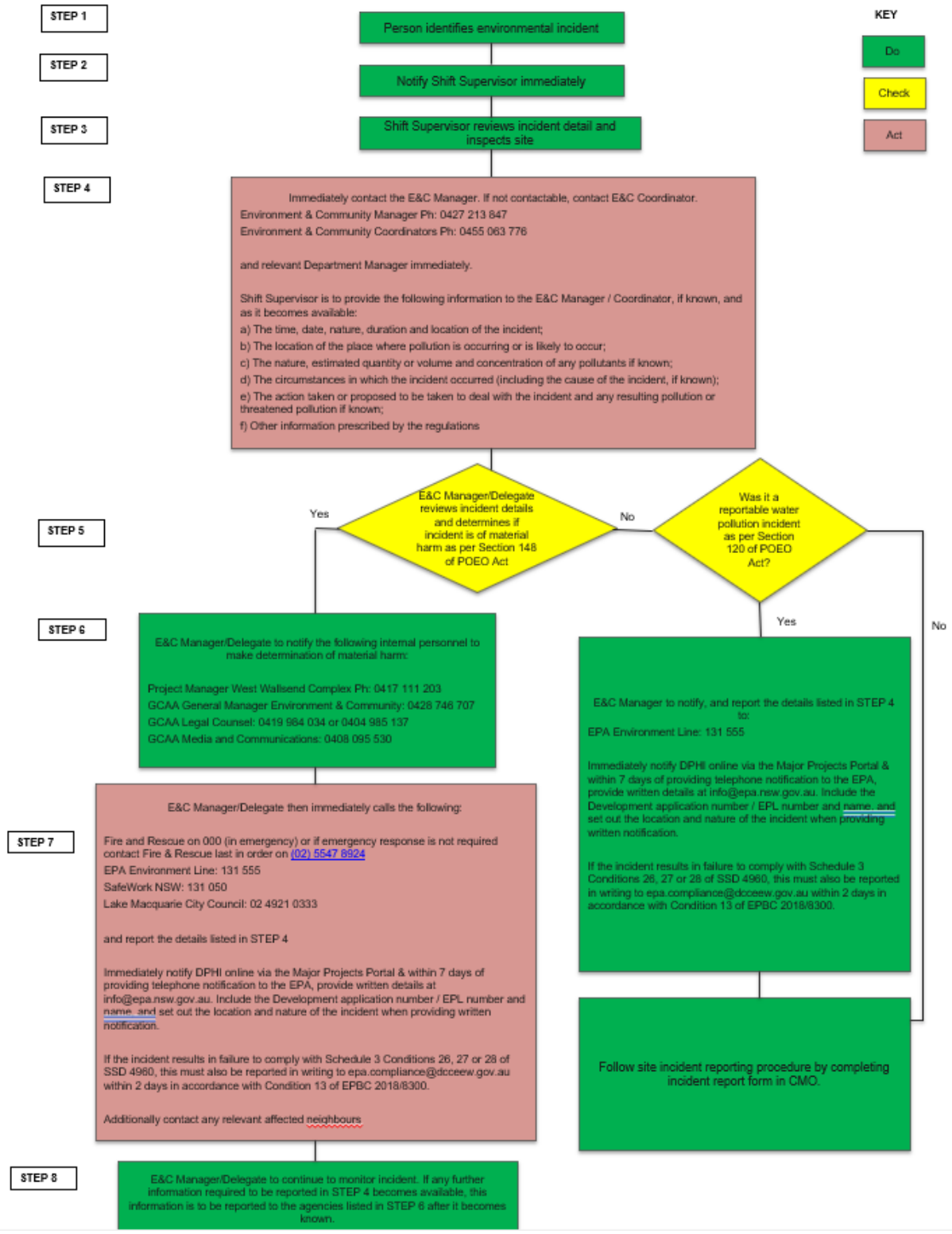
A.9 REA DAM WALL FAILURE

1. Notify your supervisor and the Environment and Community Manager (0427 213 847) or Environment and Community Coordinator (0455 063 776)
2. Arrange for sentries to be placed at the following locations:
    - WWC end of Haul Road past the Rhondda Road access road
    - MCPP end of Haul Road
3. Seek advice from the Environment and Community Manager or Environment and Community Coordinator.

Appendix B - External Notification Procedure

B.1 INCIDENT NOTIFICATION PROCEDURE

To be used by the Environment and Community Manager, Environment and Community Coordinator or Project Manager



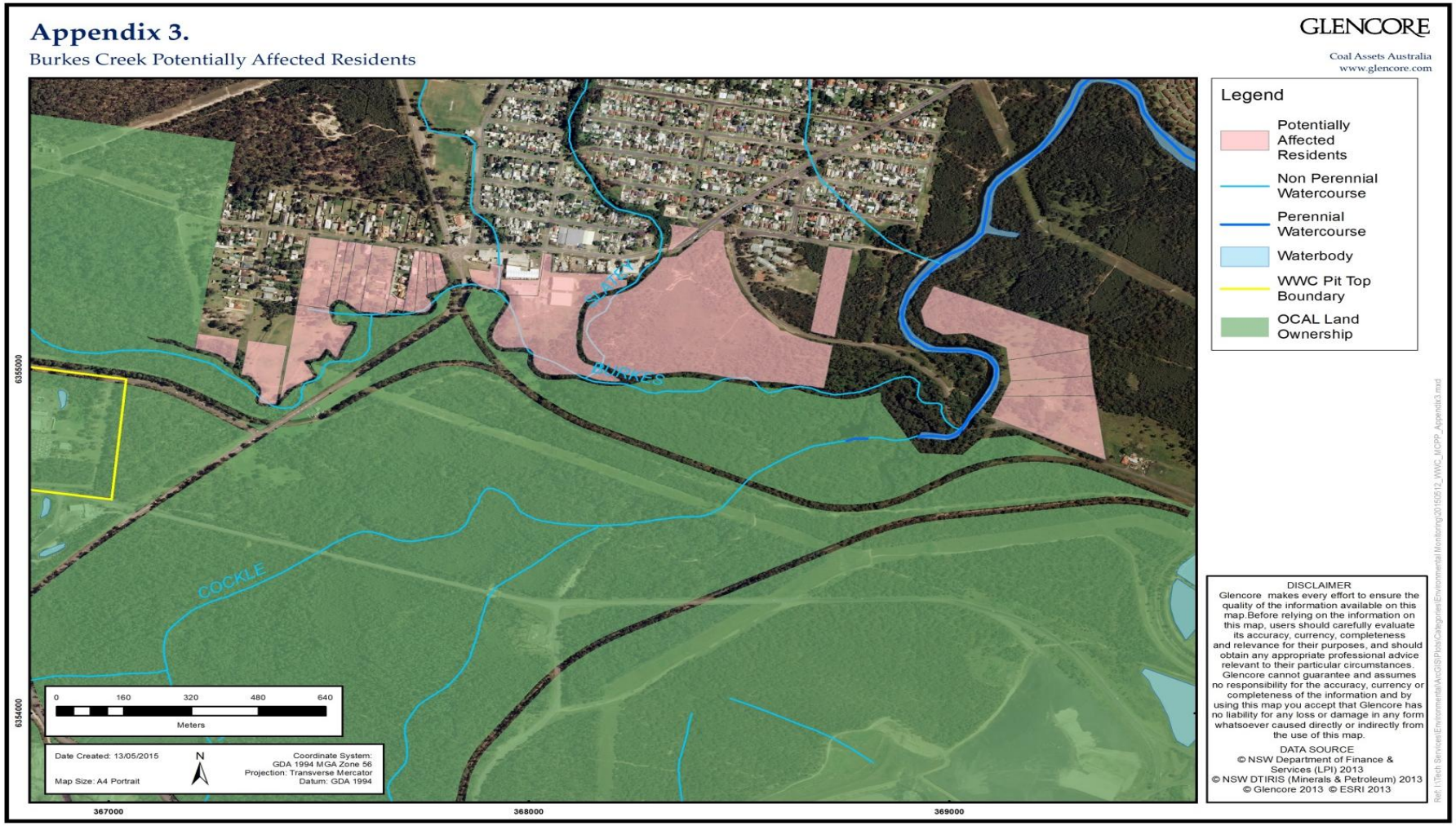
B.2 INCIDENT NOTIFICATION RECORD SHEET

To be used when reporting incidents to the required government authorities

Incident Notification Record Sheet	
Date	
Time	
Name of Person Notifying	
Position of Person Notifying	
INCIDENT DETAILS – Record what you report to the Authorities	
location of incident	
Nature of Incident (type of incident, estimated quantities/concentrations):	
Circumstances which led to the incident (cause):	
Actions being taken or proposed to be taken:	
Other information provided:	

Incident Notification Record Sheet			
Authorities Notified	**Tick**	**Time Notified**	**Reference**
Fire and Rescue (000 in an emergency or (02) 5547 8924)			
EPA (131 555)			
Safework NSW(131 050)			
Lake Macquarie City Council ((02) 4921 0333)			
Additional Information/ Actions Requested from Authorities			

Appendix C - Potentially Affected Residents – Burkes Creek



Appendix D - Document Changes

Version	Date	Review Team	
1	August 2012	E&C Department, Umwelt	Original document.
1	August 2012	E&C Department, Umwelt	Update following minor onsite incident
2	Oct 2012	E&C Department	Update following review of Appendix A
3	Nov 2012	E&C Department	Update following Emergency Simulation Review
4	Feb 2013	E&C Department	Update following Category 2 incidents at WWC
5	May 2013	E&C Department	Update all reference to K Bell (Daracon Supervisor) Replace with G Mostyn Review following Grout Incident
6	June 2013	I Collins, E&C Department	Update following Grout Incident (inclusion of DoP & I contact
7	October 2013	E&C Department	Review following Water Incidents
8	January 2014	E&C Department	Annual Review/ Test. Updated following Water Incident occurring in April, 2014. Updated to include CAA references, change various contact details no longer applicable and re format where required. Updated terminology for new legislation.
8.1	May 2014	E&C Department	Minor grammatical and referencing updates. Updates to Section 6.3 to include AAC's. Updated notification section in Appendix B following DOPE letter received 23 May 2014.
9	July 2014	E&C Department	Original document.
10	October 2014	E&C Department	Review following Recycled Water pipeline incident. Updated Section 3.3 and Figure 4.
11	December 2014	E&C Department	Updated various procedures in Appendix A to include reference to isolation of yard sprays. Updated grammatical errors
12	January 2015	E&C Department	Updated Figure 3 following PIRMP review.
13	May 2015	E&C Department	Review following water discharge incidents (April 2015). Updated Figure 1, 2, 3, 4 and Appendix C to Glencore template. Updated references to personnel that are no longer current. Updated section references throughout the document e.g. Table 1.1. Minor changes to formatting and correction of grammatical errors.

Version	Date	Review Team	
14	June 2015	E&C Department	Updated Table 3.1 and 3.2 due to change in Operations Manager from Peter Ostermann to Mark Munro
15	June 2015	E&C Department	Updated each scenario in Appendix 9 to include a table with JR Richards emergency after hours contact details.
16	August 2015	E&C Department	Updated OCAL E&C Manager details from Wade Covey to Mark Robinson.
17	October 2015	E&C Department	Updated OCAL E&C Manager details from Mark Robinson to Ben Clibborn.
18	November 2016	E&C Department	Updated content
19	August 2017	E&C Department	Updated contact details
20	April 2018	E&C Department	Updated Figures 3 and 4
21	August 2018	E&C Department	Updated Appendix A section 5 Onsite Effluent Pipeline Failure – WWC. Deleted Appendix 6 WWC to MCPP Effluent Pipeline Failure. Updated plumbers details to Central Coast Plumbing – Jason Lee 0447 455 580.
22	September 2018	E&C Department	Document reviewed and updated as required to incorporate Westside into EPL boundary following the relinquishment of EPL4033 and a variation to EPL1360. Updated Figures 1, 2, 3 and 4.
23	October 2018	E&C Department	Reviewed document and updated to reflect the disposal/sale of the spill trailer at WWC, the only spill trailer on site is at MCPP.
24	September 2018	E&C Department	Document reviewed and updated as required to incorporate Westside into EPL boundary following the relinquishment of EPL4033 and a variation to EPL1360. Updated Figures 1, 2, 3 and 4.
25	September 2019	E&C Department	Updated Figure 4 and updated external contact details – replaced DoP and DRG with the Department of Planning, Industry and Environment (DPIE).
26	October 2024	E&C Department	Updated section 4.2 PIRMP Responsibilities table, changed E&C Manager to E&C Coordinator and Operations Manager to Project Manager throughout document. Updated Section 9.2 Reference Documents to Environmental guidelines: Preparation of pollution incident response management plans
27	October 2025	E&C Department	Annual review – no change.

Version	Date	Review Team	
28	October 2026	E&C Department	Annual Review- update contact details, notification procedure, definition of material harm to the environment, pollution sources and figures 1,2 and 3