


# **WAMBO COAL POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN**

Document No. WA-ENV-MNP-502  
June 2016

## Document Control

<b>Document No.</b>	WA-ENV-MNP-502
<b>Title</b>	Pollution Incident Response Management Plan
<b>General Description</b>	Pollution incident response management for Wambo Coal Mine
<b>Document Owner</b>	Environment & Community Manager

## Revisions

Rev No	Date	Description	By	Checked	Signature
PIRMP-R01-A	June 2013	Original. Distributed to EPA.	WCPL		
PIRMP-R02-A	June 2014	REV01. Distributed to EPA.	WCPL	Troy Favell	
Version 2	Feb 2016	Update: format with new management plan format, contact details & incident response flowchart.	WCPL/Palaris	Steven Peart, Harry Egan	
Version 3	June 2016	Updated with new contact details	WCPL	Steve Peart	

If a Pollution Incident occurs, refer to Section 5.0

## CONTENTS

<b>1.0 INTRODUCTION.....</b>	<b>1</b>
1.1 BACKGROUND.....	1
1.2 DEFINITIONS .....	1
1.3 PURPOSE.....	2
1.4 SCOPE .....	2
1.5 OBJECTIVES.....	2
1.6 COMMUNICATION .....	3
<b>2.0 STATUTORY REQUIREMENTS.....</b>	<b>6</b>
2.1 PROTECTION OF THE ENVIRONMENT OPERATIONS ACT 1997.....	6
2.2 PROTECTION OF THE ENVIRONMENT OPERATIONS (GENERAL) REGULATION 2009 .....	6
<b>3.0 RELATIONSHIP TO OTHER MANAGEMENT PLANS.....</b>	<b>7</b>
3.1 ENVIRONMENTAL MANAGEMENT SYSTEM.....	7
<b>4.0 GENERAL HAZARDS TO HUMAN HEALTH OR THE ENVIRONMENT.....</b>	<b>8</b>
4.1 RISK ASSESSMENT .....	8
4.2 PRE-EMPTIVE ACTIONS TO MINIMISE OR PREVENT ANY RISK OF HARM.....	9
4.3 SAFETY EQUIPMENT/DEVICES USED TO MINIMISE RISK AND CONTAIN/CONTROL INCIDENT .....	9
4.4 INVENTORY OF POTENTIAL POLLUTANTS.....	10
<b>5.0 IMPLEMENTATION OF THIS PIRMP.....</b>	<b>12</b>
5.1 POLLUTION INCIDENT RESPONSE KEY CONTACTS .....	12
5.2 POLLUTION INCIDENT RESPONSE PROCESS .....	12
5.3 IMMEDIATE INTERNAL INCIDENT NOTIFICATION PROCESS.....	14
5.4 NOTIFICATION OF POLLUTION INCIDENT TO AUTHORITIES.....	14
5.5 INCIDENT RESPONSE AND POST-NOTIFICATION PROCEDURES.....	15
5.6 NOTIFICATION OF POLLUTION INCIDENT TO COMMUNITY/LOCAL LANDHOLDERS .....	16
5.7 REPORTING OF POLLUTION INCIDENTS TO WCPL BY THE PUBLIC.....	17
<b>6.0 STAFF TRAINING PROGRAMS.....</b>	<b>18</b>
<b>7.0 MANNER IN WHICH THE PIRMP IS TO BE TESTED AND MAINTAINED .....</b>	<b>19</b>
7.1 AVAILABILITY OF PIRMP.....	19
7.2 TESTING, REVIEW AND UPDATE .....	19

<b>8.0</b>	<b>FAILURE TO COMPLY.....</b>	<b>20</b>
<b>9.0</b>	<b>RESPONSIBILITIES .....</b>	<b>21</b>
<b>10.0</b>	<b>REFERENCES.....</b>	<b>23</b>

## Tables

Table 1: Pollution Prevention Equipment Inventory .....	10
Table 2: Key WCPL Contacts.....	12
Table 3: PIRMP Test Record .....	19
Table 4: Maximum Penalties for Offences.....	20
Table 5: PIRMP Responsibilities .....	21

## Figures

Figure 1: Wambo Coal Regional Location .....	4
Figure 2: Approved Wambo Coal Mine Layout .....	5
Figure 3: Chemical (including Fuel) Storage Areas and On-Site Spill Kits .....	11
Figure 4: Pollution Incident Response Process .....	13

## LIST OF APPENDICES

Appendix 1: PIRMP Legal Requirements
Appendix 2: Pollutant Inventory
Appendix 3: Pollution Incident Notification Form
Appendix 4: Authorities Notification Form
Appendix 5: Pollution Incident Response Management Plan Audit
Appendix 6: Personnel Knowledge Check Scenario

## 1.0 Introduction

### 1.1 Background

The Wambo Coal Mine (the Mine) is situated approximately 15 kilometres west of Singleton, near the village of Warkworth, New South Wales (**Figure 1**). Wambo is owned and operated by Wambo Coal Pty Limited (WCPL), a subsidiary of Peabody Energy Australia Pty Limited.

A range of open cut and underground mine operations have been conducted at WCPL since mining operations commenced in 1969. Mining under the current Development Consent (DA 305-7-2003) commenced in 2004 and permits both open cut, underground operations and associated activities to be conducted.

The approved run-of-mine (ROM) coal production rate is 14.7 million tonnes per annum and all product coal is transported from WCPL by rail.

### 1.2 Definitions

In this Management Plan:

**EPA** means the NSW Environment Protection Authority.

**EPL** means Environment Protection Licence 529 granted by the EPA under the *Protection of the Environment Operations Act 1997* (POEO Act).

**Material Harm to the Environment** is defined in s147 of the POEO Act i.e. "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)" (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.)

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

**PIRMP** means this Pollution Incident Response Management Plan, prepared by WCPL and amended from time to time.

**POEO Act** means the *Protection of the Environment Operations Act 1997*

**POEO(G) Regulation** means the *Protection of the Environment Operations (General) Regulation 2009*

**Pollution**, as defined by the POEO Act, means water pollution or air pollution or noise pollution or land pollution.

**Pollution Incident**, as defined by the POEO Act, means an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur. It includes an incident or set of circumstances in which a substance has been placed

or disposed of on premises, but it does not include an incident or set of circumstances involving only the emission of any noise.

**WCPL** means Wambo Coal Pty Limited.

### 1.3 Purpose

The purpose of this Pollution Incident Response Management Plan (PIRMP) is to ensure that operational activities at WCPL that have the potential to cause harm or pose a threat to the environment are clearly identified and that adequate response processes are identified and implemented in the event of an incident.

### 1.4 Scope

This PIRMP has been prepared to assist in the management of all pollution incidents that occur in the course of WCPL's activities that have the potential to cause or threaten material harm to the environment (within the meaning of section 147 of the POEO Act).

This PIRMP has been prepared by WCPL, as holder of Environment Protection Licence No.529 (EPL 529) in accordance with Part 5.7A of the *Protection of the Environment Operations Act 1997* (POEO Act) and Part 3A of the *Protection of the Environment Operations (General) Regulation 2009* (POEO(G) Regulation).

This PIRMP applies to the Wambo Coal Mine (**Figure 2**). The PIRMP is to be implemented by WCPL, including all of its employees and contractors, in the event of a pollution incident at Wambo Coal Mine.

In particular the PIRMP provides information regarding procedures for:

- The identification of a pollution incident;
- Notification of pollution incidents in certain circumstances; and
- Responses to pollution incidents by WCPL including all of its employees and contractors.

### 1.5 Objectives

The objectives of this PIRMP are to:

- Ensure comprehensive and timely communication about a pollution incident to staff at the Mine, the Environment Protection Authority (EPA), other relevant stakeholders such as:
  - Department of Planning & Environment (DP&E);
  - NSW Trade & Investment – Division of Resources and Energy (DRE);
  - Singleton Shire Council (SSC);
  - NSW Ministry of Health;
  - WorkCover NSW;
  - Fire and Rescue NSW); and
  - People outside the Mine who may be affected by the impacts of the pollution incident.

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

## **1.6 Communication**

This PIRMP has been communicated to relevant stakeholders, including:

- NSW Environment Protection Authority (EPA);
- NSW Department of Planning and Environment (DP&E);
- NSW Trade & Investment – Division of Resources and Energy (DRE);
- WCPL Community Consultative Committee (CCC); and
- Singleton City Council (SCC).



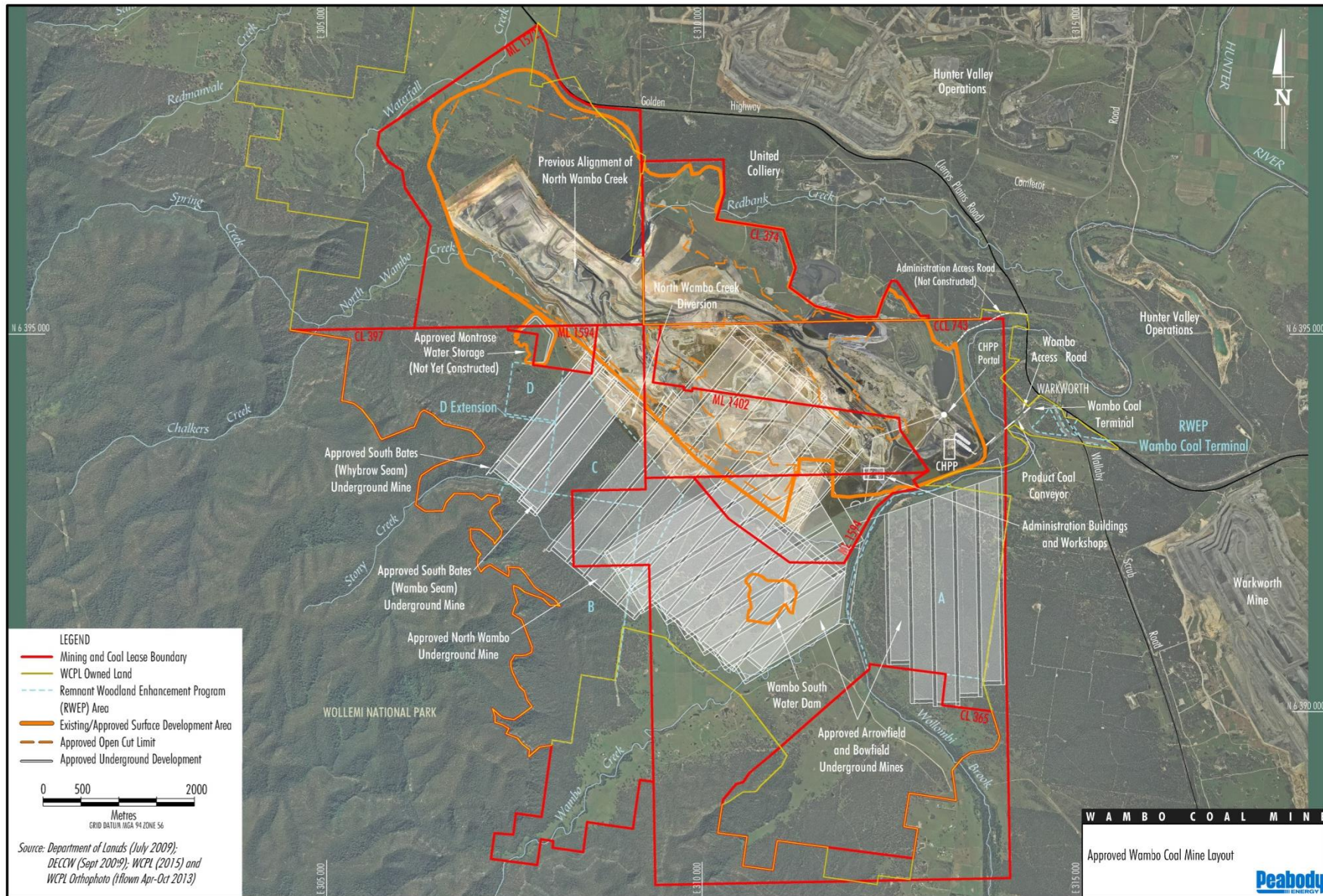


Figure 2: Approved Wambo Coal Mine Layout

## 2.0 Statutory Requirements

Part 5.7A of the POEO Act and Chapter 7, Part 3A of the POEO(G) Regulation set out the requirements for the preparation of a PIRMP (**Appendix 1**). In summary the provision requires the following:

- All holders of environment protection licences (EPLs) must prepare a PIRMP (section 153A, POEO Act);
- The PIRMP must include the information detailed in the POEO Act (section 153C) and be in the form required by the POEO(G) Regulation (clause 98B);
- Licensees must keep the PIRMP at the premises to which the EPL relates (section 153D, POEO Act);
- Licensees must test the plan 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, licensees must immediately implement the PIRMP (section 153F, POEO Act).

### 2.1 Protection of the Environment Operations Act 1997

The EPA issued EPL 529 on 27 September 2000 under the POEO Act. EPL 529 covers the following scheduled activities; coal works and mining for coal. The EPL requires WCPL to report incidents causing or threatening material environmental harm to the environment, as set out in Part 5.7A of the POEO Act (**Appendix 1**).

### 2.2 Protection of the Environment Operations (General) Regulation 2009

The POEO(G) Regulation contains a range of provisions including those relating to EPLs, the definition of water pollution, issuing of penalty notices and notifications for pollution incidents. Provisions specifically relating to PIRMPs are covered under Section 98 of the POEO(G) Regulation (**Appendix 1**).

### 3.0 Relationship to Other Management Plans

#### 3.1 Environmental Management System

This PIRMP forms part of WCPL's Environmental Management System (EMS), in which the following Management Plans have been prepared to manage environmental aspects and impacts of WCPL's operations:

- Environmental Management Strategy;
- Mining Operations Plan (MOP) (incorporating a Rehabilitation Management Plan);
- Air Quality and Greenhouse Gas Management Plan;
- Noise Management Plan;
- Bushfire Management Plan;
- Conservation Management Plan;
- Blast Management Plan (including the Blast Fume Management Strategy);
- Flora and Fauna Management Plan;
- Subsidence Management Plan; and
- Water Management Plan, including:
  - Site Water Balance;
  - Erosion and Sediment Control Plan;
  - Surface Water Monitoring Program;
  - Groundwater Monitoring Program;
  - North Wambo Creek Diversion Plan; and
  - Surface and Ground Water Response Plan.

Copies of the above plans are available on WCPL's website (<http://www.peabodyenergy.com/content/422/australia-mining/new-south-wales/wambo-mine/approvals-plans-and-reports-wambo-mine>)

## 4.0 General Hazards to Human Health or the Environment

The following potential hazards to human health and the environment are generally associated with an open cut coal mining operation (relevant to the PIRMP):

- Pollution of land and/or waters as a result of failure of water management structures;
- Pollution of land and/or waters as a result of failure of sediment and erosion control structures;
- Pollution of land and/or waters as a result of a failure of diversion or containment structures;
- Pollution of land and/or waters as a result of uncontrolled runoff from disturbed areas or coal processing areas (e.g. CHPP);
- Pollution of land and/or waters as a result of spills and leaks of chemicals stored onsite (including diesel);
- Pollution of air arising from the carrying out of mining activities such as blasting (fumes); and
- Pollution of land and/or waters from waste materials as a result of a failure to adequately capture and dispose of waste.

Generally, the risk of many of the above hazards occurring is increased during periods of extreme weather events and, particularly, heavy rainfall. The likelihood of control structures failing would also be increased if regular monitoring and maintenance does not occur and/or if there is a change in personnel on the site who are unaware of site procedures. The pre-emptive actions to be taken by WCPL to minimise the risks of these hazards occurring is provided in **Section 4.2** below.

### 4.1 Risk Assessment

A risk assessment was completed in December 2015 that evaluated the likelihood of an environmental hazard occurring and the severity (or likely harm) it may cause. In preparing the Risk Assessment, the following steps were undertaken.

- 1) Environmental hazards were identified for the Mine site;
- 2) Each hazard was evaluated, using the Peabody Risk Assessment Matrix;
- 3) For each hazard the current or required controls were identified; and
- 4) The environmental hazards were then re-evaluated using the Risk Assessment Matrix to determine if acceptable controls were in place.

The revised December 2015 Risk Assessment (for this PIRMP review) identified the following major hazards, including:

- 1) Explosives, detonators and boosters (explosion and uncontrolled release);
- 2) Hydrocarbon and LPG storage, onsite transfer and transport (uncontrolled release);
- 3) Chemical storage and onsite transfer (uncontrolled release);
- 4) Hazardous waste storage, onsite transfer and transport (uncontrolled release);
- 5) Sewage storage and onsite transfer (uncontrolled release);
- 6) Mine water, rejects and tailings storage and onsite transfer (uncontrolled release);
- 7) General waste storage and transport (uncontrolled release); and
- 8) Overburden removal using explosives (excessive blast fume).

## 4.2 Pre-emptive Actions to Minimise or Prevent Any Risk of Harm

In addition to identifying environmental hazards the Risk Assessment also describes pre-emptive actions ('controls') that have been identified to reduce the likelihood of a particular environmental hazard occurring. In addition to the pre-emptive actions specified in the Risk Assessment, WCPL also implements the following general pre-emptive actions to reduce the risk of harm occurring as a result of a Pollution Incident:

- 1) All WCPL personnel (employees and contractors) receive training as outlined in **Section 6.0**;
- 2) All WCPL personnel (employees and contractors) are trained in the appropriate use of safety equipment and devices to minimise possible incidents;
- 3) Risk assessments are completed prior to all work to identify and mitigate all health, safety and environmental hazards;
- 4) All new chemicals that are introduced to site must be approved using Wambo's Chemical Approval Form, which includes a high level review of the potential risks associated with the introduction of the chemical being assessed;
- 5) Regular monitoring of noise, dust, gases and water is undertaken in accordance with the Mine's EPL and environmental management plans;
- 6) Regular checks and maintenance of equipment is carried out by site personnel;
- 7) All new equipment is inspected thoroughly prior to its use on site to ensure that it meets safety and environmental standards;
- 8) Regular site meetings are held to ensure site personnel are aware of all activities currently underway on the Mine;
- 9) Environmental management at the Mine site is internally audited on a regular basis;
- 10) All incidents are investigated and corrective actions are developed and implemented to prevent a reoccurrence;
- 11) Incidents are communicated to ensure personnel are aware of the hazards and take appropriate steps to prevent a reoccurrence; and
- 12) All management plans that apply to the site are periodically reviewed.

## 4.3 Safety Equipment/Devices Used To Minimise Risk and Contain/Control Incident

All activities occurring at the Mine site will be carried out in a competent and responsible manner. This includes the processing, handling, movement and storage of material and substances used to carry out the activity and the treatment, storage, processing, reprocessing, transport and disposal of waste generated by the activity. All plant and equipment installed at the Mine site or used in connection with the activity must be maintained in a proper and efficient condition and operated in a proper and efficient manner.

WCPL maintains a number of pollution response stations around the Mine site, including areas where high risk spill hazards have been identified (**Table 1**). **Figure 3** shows the location of the pollution response equipment maintained on the Mine site.

Table 1: Pollution Prevention Equipment Inventory

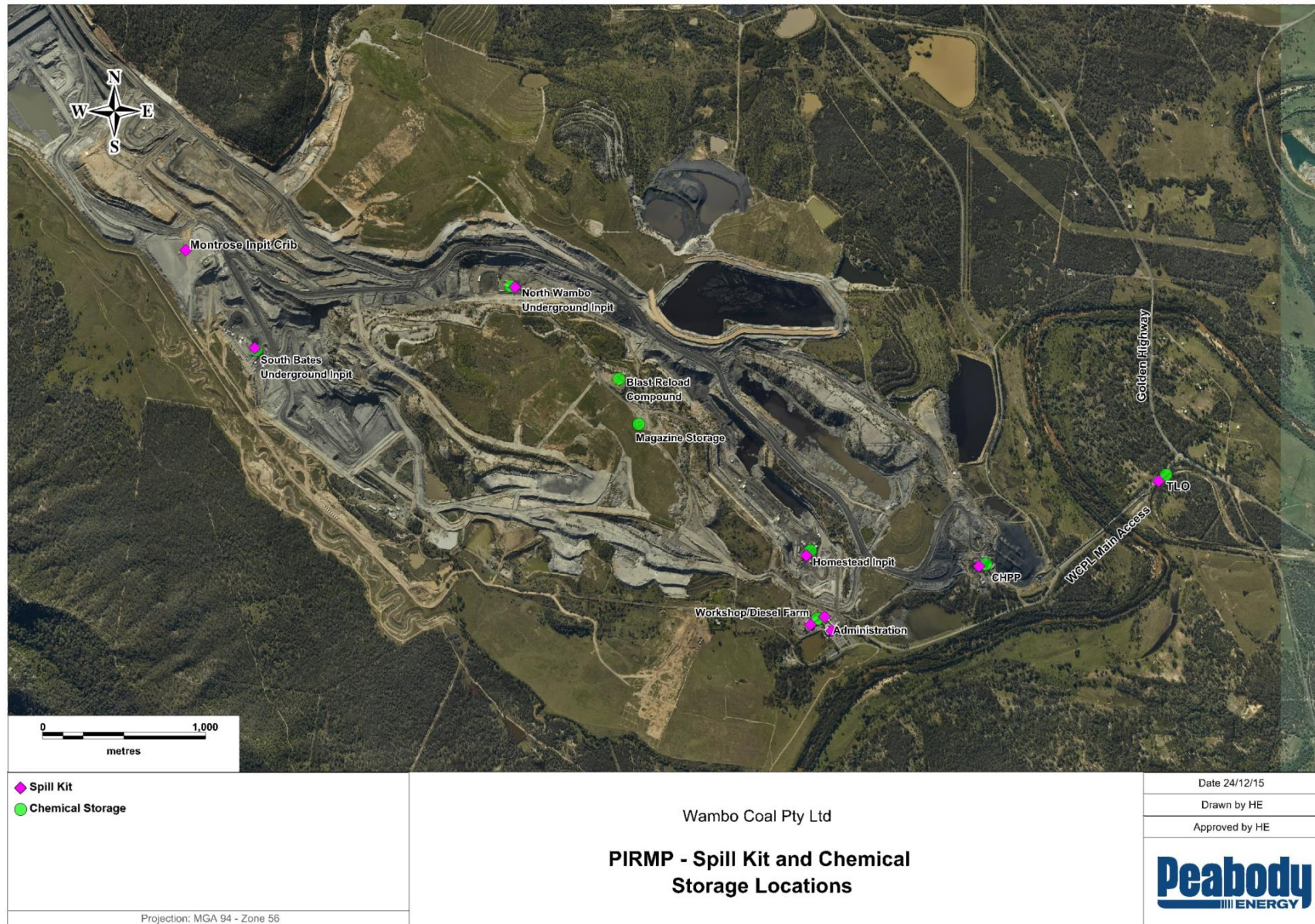
Type	Amount	Location	Staff Contact
Hydrocarbon Spill Kit (suitable for oils and fuels)	15 x 120L Labelled Wheelie Bin Spill Kits Monthly Audit	Underground	Environment & Community Manager
Hydrocarbon Spill Kit (suitable for oils and fuels)	10 x 120L Labelled Wheelie Bin Monthly Audit	Coal Handling and Processing Plant (CHPP)	
Universal Spill Kit (suitable for water-based and oil-based liquid spills)	11 x 120L Labelled Wheelie Bin Monthly Audit	Open Cut Workshop	
Major Spill Response Cache	1 x storage shed bulk spill response cache	Environmental Shed	

#### 4.4 Inventory of Potential Pollutants

Almost any substance has the potential to become a pollutant if it is of a sufficient quantity and is able to pollute the environment. WCPL has employed a risk based approach (**Section 4.1**) in the development of the PIRMP to ensure that particular emphasis is given to substances that have the potential to cause material harm. On this basis the major chemicals stored at the Mine site are listed in **Appendix 2**.

**Figure 3** shows the main storage locations for chemicals/substances listed in **Appendix 2** as well as the direction of surface water flow, water collection areas, and the location of spill response equipment. All chemicals (including fuels) are stored in accordance with statutory requirements and relevant Australian Standards. Water run-off from disturbed and/or operational areas is contained on site.

Figure 3: Chemical (including Fuel) Storage Areas and On-Site Spill Kits



## 5.0 Implementation of This PIRMP

### 5.1 Pollution Incident Response Key Contacts

The contact details of the key individuals who are responsible for activating this plan - including notifying authorities and managing the response to a Pollution Incident - are provided in **Table 2**.

**Table 2: Key WCPL Contacts**

Person	Role	Daytime phone number	Mobile phone number	Availability
<b>Steven Peart</b>	Environment and Community Manager	(02) 6570 2209	0448 082 987	24hrs/day, 7days/week
<b>Steve Jones</b>	Health and Safety Manager	(02) 65702309	0427 744 818	24hrs/day, 7days/week
<b>Geoff Moore</b>	Open Cut Manager	(02) 65702308	0407 490 944	24hrs/day, 7days/week
<b>Glen Pitt</b>	CHPP Manager	(02) 65702381	0438 702 381	24hrs/day, 7days/week
<b>Albert Scheepers</b>	General Manager	(02) 6570 2208	0417 326 900	24hrs/day, 7days/week

For the avoidance of doubt, the above individuals are listed in the order to be contacted and only one person needs to be contacted for any one Pollution Incident.

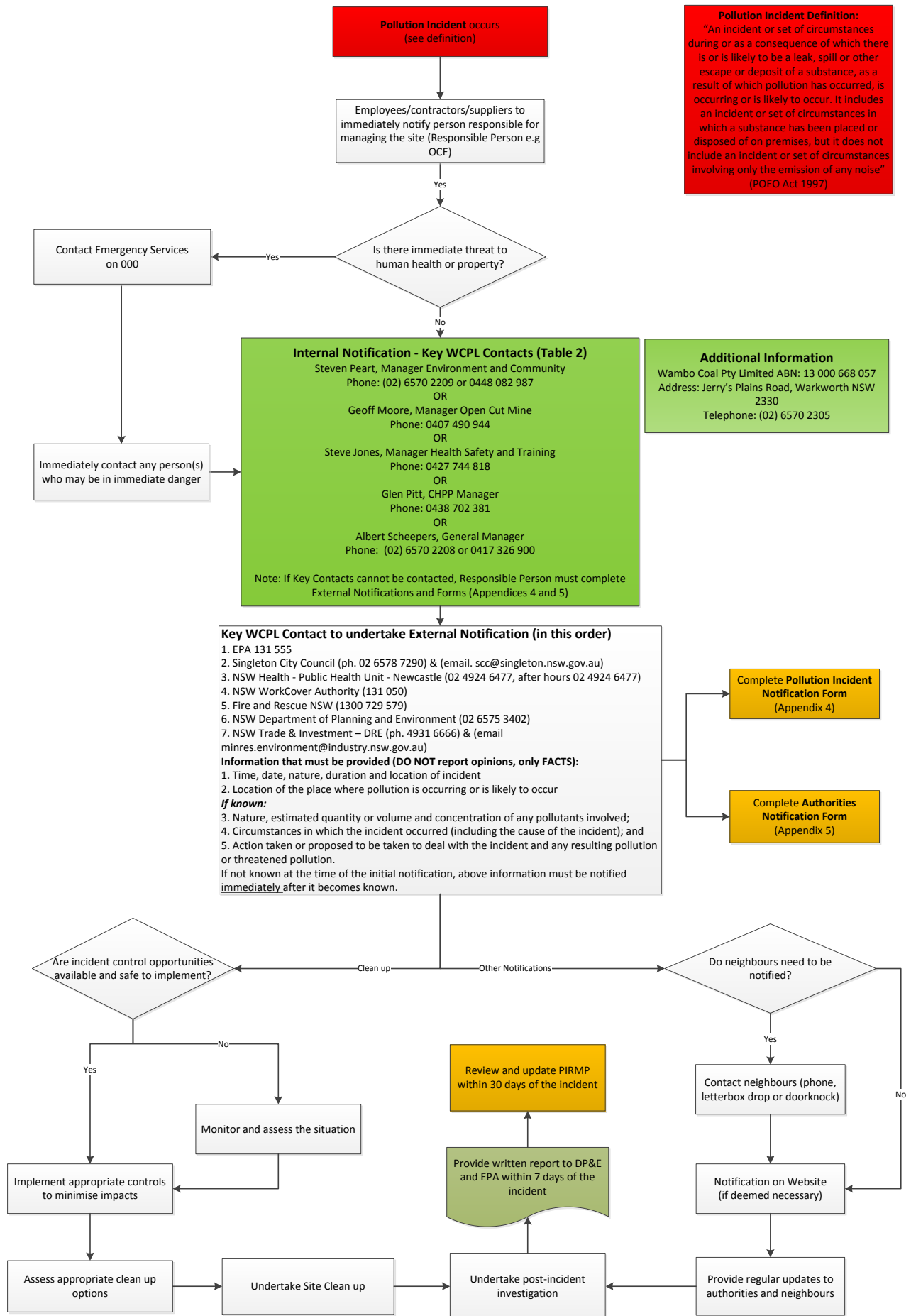
### 5.2 Pollution Incident Response Process

If a Pollution Incident occurs in the course of an activity at the Mine so that material harm to the environment is caused or threatened (i.e. likely to be caused), WCPL must immediately implement this PIRMP (refer to **Section 1.2** as to the meaning of Pollution Incident).

All Pollution Incidents are to be immediately notified in accordance with the Pollution Incident Response Process shown in **Figure 4** and described in **Sections 5.3 to 5.6**. This section does not extend to a Pollution Incident involving only the emission of an odour (Section 147(7) of POEO Act).

Note: If you are unsure as to whether material harm to the environment has been caused or threatened, you should immediately notify the incident in accordance with Pollution Incident Response Process in **Figure 4**.

**Figure 4: Pollution Incident Response Process**



### 5.3 Immediate Internal Incident Notification Process

The following process is to be followed by all employees, contractors and suppliers of WCPL in the event that a Pollution Incident occurs on site:

- 1) Immediately notify the person responsible for managing the site i.e. the Responsible Person (e.g. Open Cut Examiner, Shift Supervisor):
- 2) If there is an immediate threat to human health or property, then the Responsible Person must call **000 IMMEDIATELY**;
- 3) Contact should also be made with any members of the community who may be directly impacted by the incident;
- 4) The Responsible Person must then contact one of the Key Contacts listed in **Table 2**; and provide the following details:
  - Exact location of the incident;
  - Nature and extent of the incident; and
  - Whether First Aid or Emergency Services were called.

If the Responsible Person cannot contact one of the Key Contacts listed in **Table 2** then they must complete the External Incident Notifications, in accordance with **Figure 4**.

### 5.4 Notification of Pollution Incident to Authorities

The Key Contact (or Responsible Person) is responsible for providing the External Notifications to relevant authorities, IMMEDIATELY after they become aware of the Pollution Incident. These notifications must be undertaken in the order described in **Figure 4**, to the relevant **Environmental Officer** (or equivalent) to:

- 1) EPA (ph. 131 555)
- 2) Singleton City Council (ph. 02 6578 7290) & email. [ssc@singleton.nsw.gov.au](mailto:ssc@singleton.nsw.gov.au) or after hours (ph. 02 6572 1400)
- 3) NSW Health – Public Health Unit (ph. 02 4924 6477) or after hours (ph. 02 4924 6477)
- 4) NSW WorkCover Authority (ph. 131 050)
- 5) Fire and Rescue NSW (ph. 1300 729 579)
- 6) NSW Department of Planning and Environment (ph. 02 6575 3402)
- 7) NSW Trade & Investment – Division of Resources and Energy (ph. 4931 6666) & (email. [minres.environment@industry.nsw.gov.au](mailto:minres.environment@industry.nsw.gov.au))

The following information must be provided to the relevant authorities:

- 8) Time, date, nature, duration and location of incident;
- 9) Location of the place where pollution is occurring or is likely to occur; and

**If known (Do NOT speculate):**

- 10) Nature, estimated quantity or volume and concentration of any pollutants involved;
- 11) Circumstances in which the incident occurred (including cause of the incident); and
- 12) Action taken or proposed to be taken to deal with the incident and any resulting pollution or threatened pollution.

If any of the above information is not known at the time the Pollution Incident is reported to any of the Authorities, then that information should be notified to the Authorities immediately after it becomes known. Only details that are confirmed to be accurate are to be reported.

#### **5.4.1 Incidents not required to be reported**

In accordance with Section 151 of the POEO Act, a person is not required to notify a Pollution Incident under section 148 of the POEO Act if the person is aware that the incident has already come to the notice of each person or authority required to be notified (**Section 5.4**). Notifications to relevant authorities should be documented in the Authorities Notification Form (**Appendix 4**) by the person making the notifications.

In addition, a person is not required to notify a Pollution Incident under section 148 of the POEO Act if the incident is an ordinary result of action required to be taken to comply with an EPL, an environment protection notice or other requirement of or made under the POEO Act.

#### **5.4.2 EPA directive to require other notifications**

In accordance with Section 151A of the POEO Act, where a Pollution Incident has been notified to the EPA, the EPA may direct a person to notify such other persons of the incident as the EPA requires. This direction is not required to be given in writing.

The direction may specify the manner or form of notifying the Pollution Incident and the information that must be provided. The direction may require that an initial verbal notification be followed by written notification. A person must not fail to comply with a direction given under this section. This section does not extend to a Pollution Incident involving only the emission of an odour.

If a direction under this section is given, the obligations under this section are in addition to the obligations under section 148 of the POEO Act (i.e. **Sections 5.1 to 5.4** above).

#### **5.4.3 Incriminating information**

Section 153 of the POEO Act states that; "a person is required to notify a Pollution Incident under this Part even though to do so might incriminate the person or make the person liable to a penalty. Any notification given by a person under this Part is not admissible in evidence against the person for an offence or for the imposition of a penalty", however this does not apply to evidence obtained following or as a result of the notification.

### **5.5 Incident Response and Post-Notification Procedures**

Once all authorities have been notified, the appropriate response for the particular hazard must be immediately implemented:

- 1) Assessment - Assess best clean up procedures for each incident based on the pollutant and site issues.
- 2) Remedial Action - Remove contaminated soil, wastewater and used spill equipment to an appropriate place within the licensed premises for licensed waste disposal and/or remediation.
- 3) Ongoing Actions - Following an incident the following must be undertaken:
  - Undertake further monitoring/ testing if required;
  - Complete incident report;
  - Organise restocking of spill equipment;
  - Complete reports to Authorities, as necessary; and

- Implement corrective actions to avoid reoccurrence.
- 4) Reporting - provide written details of the incident to the EPA and DP&E within 7 days of the date on which the incident occurred.

The detailed report to the EPA and DP&E will:

- Describe the date, time, and nature of the incident;
- Identify the cause (or likely cause) of the incident;
- Describe what action has been taken to date; and
- Describe the proposed measures to address the incident.

If any of the information identified in the flowchart in **Figure 4** was not known at the time of initial reporting of the Pollution Incident to any of the Authorities, that information should be notified to the Authorities immediately after it becomes known.

All communications with any of the Authorities following the incident are to be made through the Environment and Community Manager or one of the other people specified in **Table 2**. Following the initial notification of the incident, these personnel will ensure that regular contact is made with all Authorities, and persons who have been notified of the incident, in relation to ongoing actions taken to combat the pollution caused by the incident. In particular these personnel will:

- Liaise with the EPA regarding appropriate actions to be taken to control, manage and mitigate the pollution;
- Work co-operatively with the EPA and any other relevant authorities to clean-up any pollution;
- Notify the community of the results of ongoing monitoring of the pollution; and
- Consult any owners or occupiers in the vicinity of the site regarding any off-site actions to be taken which may impact on their properties.

## 5.6 Notification of Pollution Incident to Community/Local Landholders

Wambo Coal Mine is located 24 kms from the regional township of Singleton. Wambo Coal Mine is located approximately 11 kms from the village of Jerry's Plains and approximately 8 kms from the village of Bulga. Wambo Coal Mine's nearest residential area is the hamlet of Warkworth. The Mine is also located adjacent to Wollombi Brook, which flows into the Hunter River (**Figure 1**).

In this context, effective management of pollution incidents is integral to helping to prevent and/ or mitigate community and environmental impacts. Any pollution incident causing or threatening material harm to the environment will be communicated to all potentially impacted stakeholders as soon as practicable.

Specifically, WCPL will put the following community notification procedures in place if a pollution incident occurs on the site to provide early warnings and regular updates to the residents of premises who may be affected by a pollution incident:

- Notification in conjunction with emergency services.

- Personnel will directly contact the owners or occupiers of all residences that have the potential to be impacted by a pollution incident, as well as all sensitive receptors located in the local villages (including, but not necessarily limited to the following: local schools, pre-schools, churches etc) via telephone, letterbox drop and/ or door knocking.

Communication with the community will be made as soon as practicable following a pollution incident as well as on an ongoing basis until the incident has been fully controlled and any harm caused as a result of the incident has been rectified.

Where necessary, notification to the community will include instructions for mitigation of the pollution incident. WCPL Community and Government Contact List provide contact details for person/s and communities that potentially could be affected by an event. For example, instruction would be provided to close windows and doors and remain inside for incidents involving the emission of air pollutants and to avoid the use of water in creeks or rivers affected by the discharge of a pollutant to a waterway.

### **5.7 Reporting of Pollution Incidents to WCPL by the Public**

Members of the public can notify WCPL of Pollution Incidents via the Wambo Coal 24hr Community Enquiries phone number (**02 6570 2245**). This number has an escalating hierarchy call back system for relevant personnel in case of an emergency.

If a pollution incident occurs in the course of an activity at the premises so that *material harm to the environment* (within the meaning outlined in **Section 1.2**) is caused or threatened, WCPL shall immediately implement this PIRMP.

## 6.0 Staff Training Programs

Employees and contractors will be made aware of this PIRMP:

- Initially, as part of induction training;
- As part of the Mine site's Introduction to Site training packages;
- Then, by periodic refresher training; and
- If there are amendments to the PIRMP.

Training in the content of the PIRMP and assessment competency will be conducted in accordance with the Wambo Coal Training and Competence Management Plan. Training must be suitable for the level of risk and likelihood of incidents.

The principal objective of the training is to create an understanding by staff and contractors of the requirements of the PIRMP including specifically the following matters:

- Awareness of the potential for harm to people and the environment from the materials held on-site;
- Information on the sensitivity of the environment surrounding the site;
- The environmental responsibilities of WCPL personnel and contractors;
- Use of the correct personal protective equipment and any appropriate and/or necessary health and safety training;
- Reporting procedures if there is a risk of surface water, groundwater, air or land contamination;
- Safe and correct use of all spill clean-up equipment or pollution prevention structures and/or devices on site; and
- Safe handling and legal disposal of contaminated materials and wastes resulting from an incident, including:
  - Arrangements for using specialist contractors and services; and
  - Appropriate and safe decontamination.

Records of training will be kept in accordance with WCPL's training record management system.

## 7.0 Manner in which the PIRMP is to be Tested and Maintained

### 7.1 Availability of PIRMP

WCPL will make the PIRMP publicly available on the WCPL website. On completion of the annual testing and review process (**Section 7.2**), or following a test in response to an incident, WCPL will review and if necessary amend the PIRMP and make the reviewed or amended version available on the WCPL website.

A hard copy of the PIRMP will also be available at the Mine office (Jerrys Plains Road, Warkworth NSW 2330) and will be provided to all personnel responsible for implementing the PIRMP. Laminated copies of the Pollution Incident Response Process (**Figure 4**) will also be displayed in prominent locations around the Mine site.

The PIRMP will be made available to an Authorised Officer on request.

### 7.2 Testing, Review and Update

This PIRMP will be tested and reviewed every 12 months, and within one month of any Pollution Incident to ensure the PIRMP is accurate and up-to-date and capable of being implemented in a workable and effective manner.

Testing will be undertaken in accordance with the POEO(G) Regulation, using Wambo's Pollution Incident Response Management Plan Audit (**Appendix 5**) and Personnel Knowledge Check Scenario (**Appendix 6**). The results of the test will be communicated to relevant staff identifying any non-compliance during the testing procedure. Non-compliances are to be followed up immediately and rectified.

The results of tests and reviews conducted on the PIRMP to date are detailed in **Table 3**.

**Table 3: PIRMP Test Record**

Date Test Was Performed	Purpose	Responsible Person	Description
12 Dec 2013	Major Incident Mock Scenario – Dyno MMU truck rollover in front of Dyno Reload facility.	Troy Favell	Test undertaken with OCE on duty. A number of deficiencies were identified including awareness of, and access to, the PIRMP and understanding how to undertake a clean-up once the scene has been controlled. Flow chart also required updating and simplifying.
14 May 2014	Fume incident from blasting activities	Troy Favell	PIRMP triggered in regards to a blast fume event which occurred at the Wambo Coal Mine on the 14 May 2014.
21 April 2015	Unplanned water discharge (Hales Crossing)	Troy Favell	PIRMP triggered in regards to an unplanned water discharge from the Hales Crossing Sump which occurred at the Wambo Coal Mine on the 21 April 2015.
12 January 2016	Montrose sediment dam wall failure	Steve Peart	PIRMP triggered in regards to a sediment dam wall failure which occurred at the Wambo Coal Mine and reported on the 12 January 2016.
12 February 2016	Test scenario of a blast fume event	Harry Egan	PIRMP tested regarding a blast fume event scenario, in which fume was leaving site in the direction of Jerry's Plains.

## 8.0 Failure to Comply

WCPL takes its responsibilities under the POEO Act seriously. All employees and contractors will be made aware of the maximum penalties prescribed under the POEO Act relating to Pollution Incidents (**Table 4**).

**Table 4: Maximum Penalties for Offences**

Offence	Maximum penalty (corporation)	Maximum penalty (individual)
Polluting water/air/land/ noise	\$1,000,000 plus \$120,000 for each day the offence continues	\$250,000 plus \$60,000 for each day the offence continues
Failure to report pollution incident immediately (where material harm to the environment caused or threatened) and provide all relevant information and to all authorities provided in the Act	\$2,000,000 plus \$240,000 for each day the offence continues	\$500,000 plus \$120,000 for each day the offence continues
Failure to maintain control equipment in an efficient condition and operate control equipment in a proper and efficient manner	\$1,000,000 plus \$120,000 for each day the offence continues	\$250,000 plus \$60,000 for each day the offence continues
Failure to comply with condition of Environment Protection Licence	\$1,000,000 plus \$120,000 for each day the offence continues	\$250,000 plus \$60,000 for each day the offence continues
Failure to prepare pollution incident response management plan – from 30 August 2012	\$1,000,000 plus \$120,000 for each day the offence continues	\$250,000 plus \$60,000 for each day the offence continues
Failure to implement a pollution incident response management plan following a pollution incident where material harm to the environment caused or threatened – from 30 August 2012	\$2,000,000 plus \$240,000 for each day the offence continues	\$500,000 plus \$120,000 for each day the offence continues
Failure to keep a pollution incident management plan on the licensed premises and make plan available when required by authorities – from 30 August 2012	\$1,000,000 plus \$120,000 for each day the offence continues	\$250,000 plus \$60,000 for each day the offence continues.
Failure to test a pollution incident response plan every 12 months and within 1 month of a pollution incident – from 30 August 2012	\$1,000,000 plus \$120,000 for each day the offence continues	\$250,000 plus \$60,000 for each day the offence continues

## 9.0 Responsibilities

**Table 5** below summarises responsibilities documented in the SWB. Responsibilities may be delegated as required.

**Table 5: PIRMP Responsibilities**

Responsibility	Task	Timing
<b>General Manager</b>	Ensure that adequate resources are available to effectively implement requirements of this PIRMP	During budget planning
	If required to implement this PIRMP: 1. IMMEDIATELY implement this PIRMP when notified that a Pollution Incident has occurred onsite, including External Notifications to relevant authorities in accordance with <b>Figure 4</b> 2. Complete appropriate forms ( <b>Appendix 4</b> )	IMMEDIATELY
<b>Environment and Community Manager</b>	If required to implement this PIRMP: 1. IMMEDIATELY implement this PIRMP when notified that a Pollution Incident has occurred onsite, including External Notifications to relevant authorities in accordance with <b>Figure 4</b> 2. Complete appropriate forms ( <b>Appendix 4</b> )	IMMEDIATELY
	Ensure this PIRMP is kept up to date and that the current version is displayed on the WCPL website and a hard copy is kept at the Mine office (in a prominent, readily accessible location)	At all times
	Ensure that all employees and contractors are given adequate training in identifying and responding to Pollution Incidents, in accordance with <b>Section 6.0</b> , and ensure they are aware of the penalties for failing to comply ( <b>Section 8.0</b> )	As required ( <b>Section 6.0</b> )
	Ensure this PIRMP is tested annually and that the results of this testing are included in the PIRMP Test Register and summarised in <b>Table 3</b>	Annually
	Ensure this PIRMP is tested within one month of any Pollution Incident and that the results of this testing are included in the PIRMP Test Register and summarised in <b>Table 3</b>	Within one month of any Pollution Incident
	Coordinate the review and update of this PIRMP (including Risk Assessment) following each test and record changes in the table at the front of this PIRMP	Following completion of a test
	Provide written Pollution Incident report to EPA and DP&E in accordance with <b>Section 5.5</b>	Within 7 days of incident
<b>Manager Health, Safety and Training, Manager Open Cut Mine, CHPP Manager or</b>	If required to implement this PIRMP: 3. IMMEDIATELY implement this PIRMP when notified that a Pollution Incident has occurred onsite, including External Notifications to relevant authorities in accordance with <b>Figure 4</b> 4. Complete appropriate forms ( <b>Appendix 4</b> )	IMMEDIATELY

Responsibility	Task	Timing
<b>OCE</b>		
<b>Senior Environmental Advisor</b>	If required to implement this PIRMP: 1. IMMEDIATELY implement this PIRMP when notified that a Pollution Incident has occurred onsite, including External Notifications to relevant authorities in accordance with <b>Figure 4</b> 2. Complete appropriate forms ( <b>Appendix 4</b> )	IMMEDIATELY
	Undertake regular inspections of the site, including all areas where hazardous waste, chemicals and hydrocarbon products are stored and handled	As possible
	Ensure PIRMP Pollution Incident Response Process ( <b>Figure 4</b> ) is communicated to all employees and contractors and displayed in prominent places around site e.g. crib rooms, muster areas	At least annually
	Assess and approve requests for new chemicals to be brought onsite (i.e. Chemical Approval forms)	Prior chemicals/hazardous substances being brought to site
	Ensure that tasks relevant to this PIRMP and contained in other WCPL Management Plans are completed as required.	As specified in the respective Management Plan.
<b>All employees and contractors (including suppliers and delivery drivers)</b>	Report all Pollution Incidents to the person responsible for the site i.e. the Responsible Person	IMMEDIATELY
	Ensure all chemicals, hydrocarbons and hazardous substances are stored and handled appropriately	At all times
	Report any potential hazards to supervisor	As soon as practicable
	Complete Chemical Approval form prior to bringing new chemicals/hazardous substances to site	Prior to bringing new chemicals/hazardous substances to site
	Evacuate area and/or assist in clean-up operations	If/when instructed to do so
	Adhere to speed limits around site and on access roads	At all times

## 10.0 References

- Protection of the Environment Operations Act 1997 (POEO Act)
- Protection of the Environment Operations (General) Regulation 2009 (POEO(G) Regulation)
- *Environmental guidelines: Preparation of pollution incident response management plans (2012)* - NSW Environment Protection Authority

## Appendix 1: PIRMP Legal Requirements

Instrument	Part/Section	Requirement	Section
POEO Act	5.7/147	<b>Meaning of material harm to the environment</b> (1) For the purposes of this Part: (a) harm to the environment is material if: (i) it involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or (ii) it results in actual or potential loss or property damage of an amount, or amounts in aggregate, exceeding \$10,000 (or such other amount as is prescribed by the regulations), and (b) loss includes the reasonable costs and expenses that would be incurred in taking all reasonable and practicable measures to prevent, mitigate or make good harm to the environment. (2) For the purposes of this Part, it does not matter that harm to the environment is caused only in the premises where the pollution incident occurs.	1.2
POEO Act	5.7/148	<b>Pollution incidents causing or threatening material harm to be notified</b> (1) Kinds of incidents to be notified - This Part applies where a pollution incident occurs in the course of an activity so that material harm to the environment is caused or threatened.	5.2
		(2) Duty of person carrying on activity to notify - A person carrying on the activity must, immediately after the person becomes aware of the incident, notify each relevant authority of the incident and all relevant information about it.	5.4 and Figure 4
		(3) Duty of employee engaged in carrying on activity to notify - A person engaged as an employee in carrying on an activity must, immediately after the person becomes aware of the incident, notify the employer of the incident and all relevant information about it. If the employer cannot be contacted, the person is required to notify each relevant authority.	5.3 and Figure 4
		(3A) Duty of employer to notify - Without limiting subsection (2), an employer who is notified of an incident under subsection (3) or who otherwise becomes aware of a pollution incident which is related to an activity of the employer, must, immediately after being notified or otherwise becoming aware of the incident, notify each relevant authority of the incident and all relevant information about it.	5.4 and Figure 4
		(4) Duty of occupier of premises to notify - The occupier of the premises on which the incident occurs must, immediately after the occupier becomes aware of the incident, notify each relevant authority of the	5.4 and Figure 4

Instrument	Part/Section	Requirement	Section
		incident and all relevant information about it.	
		(5) Duty on employer and occupier to ensure notification - An employer or an occupier of premises must take all reasonable steps to ensure that, if a pollution incident occurs in carrying on the activity of the employer or occurs on the premises, as the case may be, the persons engaged by the employer or occupier will, immediately, notify the employer or occupier of the incident and all relevant information about it.	<b>5.3 , 5.4 and Figure 4</b>
		(6) Extension of duty to agents and principals - This section extends to a person engaged in carrying on an activity as an agent for another. In that case, a reference in this section to an employee extends to such an agent and a reference to an employer extends to the principal.	<b>5.3 and Figure 4</b>
		(7) Odour not required to be reported - This section does not extend to a pollution incident involving only the emission of an odour.	<b>5.2</b>
		(8) Meaning of "relevant authority" - In this section: "relevant authority" means any of the following: (a) the appropriate regulatory authority, (b) if the EPA is not the appropriate regulatory authority-the EPA, (c) if the EPA is the appropriate regulatory authority-the local authority for the area in which the pollution incident occurs, (d) the Ministry of Health, (e) the WorkCover Authority, (f) Fire and Rescue NSW.	<b>5.4</b>
POEO Act	5.7/149	<b>Manner and form of notification</b> (1) If the regulations prescribe the manner or form of notifying pollution incidents under section 148, the notification is to conform to the requirements of the regulations. (2) Without limiting subsection (1), the regulations: (a) may require that verbal notification be followed by written notification, and (b) may provide that notification to a designated person or authority is taken to be notification to the relevant person or authority under section 148.	<b>5.4 and Figure 4</b>
POEO Act	5.7/150	<b>Relevant information to be given</b> (1) The relevant information about a pollution incident required under section 148 consists of the following: (a) the time, date, nature, duration and location of the incident, (b) the location of the place where pollution is occurring or is likely to occur, (c) the nature, the estimated quantity or volume and the concentration of any pollutants involved, if known, (d) the circumstances in which the incident occurred (including the cause of the incident, if known), (e) the action taken or proposed to be taken to deal with the incident and any resulting pollution or	<b>5.4 and Figure 4</b>

Instrument	Part/Section	Requirement	Section
		<p>threatened pollution, if known,</p> <p>(f) other information prescribed by the regulations.</p> <p>(2) The information required by this section is the information known to the person notifying the incident when the notification is required to be given.</p> <p>(3) If the information required to be included in a notice of a pollution incident by subsection (1) (c), (d) or (e) is not known to that person when the initial notification is made but becomes known afterwards, that information must be notified in accordance with section 148 immediately after it becomes known.</p>	
POEO Act	5.7/151	<p><b>Incidents not required to be reported</b></p> <p>(1) A person is not required to notify a pollution incident under section 148 if the person is aware that the incident has already come to the notice of each person or authority required to be notified.</p> <p>(2) A person is not required to notify a pollution incident under section 148 if the incident is an ordinary result of action required to be taken to comply with an environment protection licence, an environment protection notice or other requirement of or made under this Act.</p>	<b>5.4.1</b>
POEO Act	5.7/151A	<p><b>EPA may require other notification of pollution incidents</b></p> <p>(1) This section applies to the occupier of premises where a pollution incident has occurred in the course of an activity so that material harm to the environment is caused or threatened.</p> <p>(2) The EPA may direct a person to whom this section applies to notify such other persons of the incident as the EPA requires.</p> <p>(3) The direction is not required to be given in writing.</p> <p>(4) The direction may specify the manner or form of notifying the pollution incident and the information that must be provided.</p> <p>(5) The direction may require that an initial verbal notification be followed by written notification.</p> <p>(6) A person must not fail to comply with a direction given under this section.</p> <p>(7) This section does not extend to a pollution incident involving only the emission of an odour.</p> <p>(8) If a direction under this section is given to a person who is carrying out an activity, is engaged as an employee in carrying out an activity, or is the employer of such a person, the obligations under this section are in addition to, and not in derogation of, the obligations under section 148 (except as provided by section 151 (1)).</p>	<b>5.4.2</b>
POEO Act	5.7/152	<p><b>Offence</b></p> <p>A person who contravenes this Part is guilty of an offence.</p> <p>Maximum penalty:</p> <p>(a) in the case of a corporation-\$2,000,000 and, in the case of a continuing offence, a further penalty of \$240,000 for each day the offence continues, or</p> <p>(b) in the case of an individual-\$500,000 and, in the case of a continuing offence, a further penalty of \$120,000 for each day the offence continues.</p> <p>Note: An offence against this section committed by a corporation is an offence attracting special executive</p>	<b>8.0</b>

Instrument	Part/Section	Requirement	Section
		liability for a director or other person involved in the management of the corporation-see section 169.	
POEO Act	5.7/153	<b>Incriminating information</b> (1) A person is required to notify a pollution incident under this Part even though to do so might incriminate the person or make the person liable to a penalty. (2) Any notification given by a person under this Part is not admissible in evidence against the person for an offence or for the imposition of a penalty. (3) Subsection (2) does not apply to evidence obtained following or as a result of the notification.	5.4.3
POEO Act	5.7A/153A	<b>Duty of licence holder to prepare pollution incident response management plan</b> The holder of an environment protection licence must prepare a pollution incident response management plan that complies with this Part in relation to the activity to which the licence relates. Maximum penalty: (a) in the case of a corporation-\$1,000,000 and, in the case of a continuing offence, a further penalty of \$120,000 for each day the offence continues, or (b) in the case of an individual-\$250,000 and, in the case of a continuing offence, a further penalty of \$60,000 for each day the offence continues. Note: An offence against this section committed by a corporation is an executive liability offence attracting executive liability for a director or other person involved in the management of the corporation-see section 169A.	1.4 8.0
POEO Act	5.7A/153B	<b>EPA may direct other persons to prepare pollution incident response management plan</b>	N/A to this plan
POEO Act	5.7A/153C	<b>Information to be included in plan</b> A pollution incident response management plan must be in the form required by the regulations and must include the following: (a) the procedures to be followed by the holder of the relevant environment protection licence, or the occupier of the relevant premises, in notifying a pollution incident to: (i) the owners or occupiers of premises in the vicinity of the premises to which the environment protection licence or the direction under section 153B relates, and	5.6 and Figure 4
		(ii) the local authority for the area in which the premises to which the environment protection licence or the direction under section 153B relates are located and any area affected, or potentially affected, by the pollution, and	5.4 and Figure 4
		(iii) any persons or authorities required to be notified by Part 5.7,	5.4 and Figure 4
		(b) a detailed description of the action to be taken, immediately after a pollution incident, by the holder of the relevant environment protection licence, or the occupier of the relevant premises, to reduce or control any pollution,	5.5

Instrument	Part/Section	Requirement	Section
		(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,	5.5
		(d) any other matter required by the regulations.	This Plan
POEO Act	5.7A/153D	<b>Keeping of plan</b> A person who is required to prepare a pollution incident response management plan under this Part must ensure that it is kept at the premises to which the relevant environment protection licence relates, or where the relevant activity takes place, and is made available in accordance with the regulations. Maximum penalty: (a) in the case of a corporation-\$1,000,000 and, in the case of a continuing offence, a further penalty of \$120,000 for each day the offence continues, or (b) in the case of an individual-\$250,000 and, in the case of a continuing offence, a further penalty of \$60,000 for each day the offence continues. Note: An offence against this section committed by a corporation is an executive liability offence attracting executive liability for a director or other person involved in the management of the corporation-see section 169A.	7.1
POEO Act	5.7A/153E	<b>Testing of plan</b> A person who is required to prepare a pollution incident response management plan under this Part must ensure that it is tested in accordance with the regulations. Maximum penalty: (a) in the case of a corporation-\$1,000,000 and, in the case of a continuing offence, a further penalty of \$120,000 for each day the offence continues, or (b) in the case of an individual-\$250,000 and, in the case of a continuing offence, a further penalty of \$60,000 for each day the offence continues. Note: An offence against this section committed by a corporation is an executive liability offence attracting executive liability for a director or other person involved in the management of the corporation-see section 169A.	7.2  8.0
POEO Act	5.7A/153F	<b>Implementation of plan</b> If a pollution incident occurs in the course of an activity so that material harm to the environment (within the meaning of section 147) is caused or threatened, the person carrying on the activity must immediately implement any pollution incident response management plan in relation to the activity required by this Part. Maximum penalty: (a) in the case of a corporation-\$2,000,000 and, in the case of a continuing offence, a further penalty of \$240,000 for each day the offence continues, or	5.0  8.0

Instrument	Part/Section	Requirement	Section
		(b) in the case of an individual-\$500,000 and, in the case of a continuing offence, a further penalty of \$120,000 for each day the offence continues. Note: An offence against this section committed by a corporation is an executive liability offence attracting executive liability for a director or other person involved in the management of the corporation-see section 169A.	
POEO(G) Regulation	3A/98A	<b>Definition</b> In this Part: "plan" means a pollution incident response management plan required to be prepared under Part 5.7A of the Act.	<b>This plan</b>
POEO(G) Regulation	3A/98B	<b>Form of plan</b> (1) A plan is to be in written form. (2) A plan may form part of another document that is required to be prepared under or in accordance with any other law so long as the information required to be included in the plan is readily identifiable as such in that other document.	<b>This Plan</b>
POEO(G) Regulation	3A/98C	<b>Additional matters to be included in plan</b> Note: See also section 153C (a)-(c) of the Act. (1) General - The matters required under section 153C (d) of the Act to be included in a plan are as follows: (a) a description of the hazards to human health or the environment associated with the activity to which the licence relates (the "relevant activity" ),	<b>4.0</b>
		(b) the likelihood of any such hazards occurring, including details of any conditions or events that could, or would, increase that likelihood,	<b>4.1 and Appendix 1</b>
		(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,	<b>4.2</b>
		(d) an inventory of potential pollutants on the premises or used in carrying out the relevant activity,	<b>4.4 and Appendix 2</b>
		(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,	<b>4.4 and Appendix 2</b>
		(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,	<b>4.3</b>
		(g) the names, positions and 24-hour contact details of those key individuals who: (i) are responsible for activating the plan, and (ii) are authorised to notify relevant authorities under section 148 of the Act, and (iii) are responsible for managing the response to a pollution incident,	<b>5.1</b>

Instrument	Part/Section	Requirement	Section
		(h) the contact details of each relevant authority referred to in section 148 of the Act,	5.4 and Figure 4
		(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,	5.6 and Figure 4
		(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,	4.2
		(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,	Figure 1, Figure 2 and Figure 3
		(l) a detailed description of how any identified risk of harm to human health will be reduced, including (as a minimum) by means of early warnings, updates and the action to be taken during or immediately after a pollution incident to reduce that risk,	4.0 and Figure 4
		(m) the nature and objectives of any staff training program in relation to the plan,	6.0
		(n) the dates on which the plan has been tested and the name of the person who carried out the test,	7.2
		(o) the dates on which the plan is updated,	Review table at front of plan
		(p) the manner in which the plan is to be tested and maintained.	7.0
POEO(G) Regulation	3A/98D	<b>Availability of plan</b> (1) A plan is to be made readily available: (a) to an authorised officer on request, and (b) at the premises to which the relevant licence relates, or where the relevant activity takes place, to any person who is responsible for implementing the plan. (2) A plan is also to be made publicly available in the following manner within 14 days after it is prepared: (a) in a prominent position on a publicly accessible website of the person who is required to prepare the plan, (b) if the person does not have such a website-by providing a copy of the plan, without charge, to any person who makes a written request for a copy. (3) Subclause (2) applies only in relation to that part of a plan that includes the information required under: (a) section 153C (a) of the Act, and (b) clause 98C (1) (h) and (i) or (2) (b) and (c) (as the case requires). (4) Any personal information within the meaning of the <i>Privacy and Personal Information Protection Act 1998</i> is not required to be included in a plan that is made available to any person other than a person	7.1

Instrument	Part/Section	Requirement	Section
		referred to in subclause (1).	
POEO(G) Regulation	3A/98E	<b>Testing of plan</b> (1) The testing of a plan is to be carried out in such a manner as to ensure that the information included in the plan is accurate and up to date and the plan is capable of being implemented in a workable and effective manner. (2) Any such test is to be carried out: (a) routinely at least once every 12 months, and (b) within 1 month of any pollution incident occurring in the course of an activity to which the licence relates so as to assess, in the light of that incident, whether the information included in the plan is accurate and up to date and the plan is still capable of being implemented in a workable and effective manner.	7.2
POEO(G) Regulation	3A/98F	<b>Transitional period for existing licence holders</b>	N/A to this plan

## Appendix 2: Pollutant Inventory

Pollutant	Maximum Amount Stored Onsite	Location (refer to Figure 3)
Ammonium Nitrate	440,000 kg	Blast Reload Compound
Explosives	41,000 kg	Magazine Storage
Liquid Petroleum Gas (LPG)	9,300 litres	CHPP, Administration
Diesel	170,000 litres	Workshop/Diesel Farm, TLO, South Bates Underground
Paints	Variable	CHPP, Workshop/Diesel Farm
Hydraulic Oil	Variable	CHPP, Workshop/Diesel Farm, South Bates Underground
Sewage	Variable	CHPP, Administration
Gear lubricant	Variable	CHPP, Workshop/Diesel Farm, South Bates Underground
Grease	Variable	CHPP, Workshop/Diesel Farm, South Bates Underground
Solcenic Oil	10,000 litres	South Bates Underground
UG diesel pods	4,000 litres	South Bates Underground
Flocculent for WTP	40 tonnes	CHPP
Welding gas (oxy acetylene)	Variable	CHPP, Workshop/Diesel Farm, South Bates Underground
Fuel supply trucks	12 trucks/week containing approx. 44,000L of diesel	Workshop/Diesel Farm, South Bates Underground

# Appendix 3: Pollution Incident Notification Form

## **Pollution Incident Notification Form** (To be completed for Pollution & Environmental Incidents)

<b>Date</b>	
<b>Name - Position</b>	
<b>Site Name</b>	
<b>Site Type</b>	

Name and Position of person **reporting** the incident

<b>Name</b>	
<b>Position</b>	

<b>Has the Following Information been Supplied (If known)</b>	<b>Description</b>
Time of Incident	
Date of Incident	
Nature of Incident (i.e. spill of unknown chemical, dam release with unknown properties etc.)	
Duration of Incident (i.e. how long ago did it occur <b>if known</b> )	
Location of Incident (i.e. Wambo Coal Mine – underground, surface etc.)	

Location where pollution is occurring or is likely to occur	
Estimated quantity of any pollutants involved (IF KNOWN, DO NOT SPECULATE)	
Concentration of any pollutants involved (IF KNOWN, DO NOT SPECULATE)	
Circumstances in which the incident occurred (including the cause of the incident, (IF KNOWN, DO NOT SPECULATE))	
Actions being undertaken to control spill	

# Appendix 4: Authorities Notification Form

This form is to be used in conjunction with the Pollution Incident Notification Form

<b>Date</b>	
<b>Name / Position</b>	
<b>Site Name</b>	
<b>Site Type</b>	

The following authorities **MUST** be contacted following an incident:

Authority	Contact details	Check Box
Environment Protection Agency	Pollution Line 131 555	<input type="checkbox"/>
NSW Minister for Health	Public Health Unit – Newcastle (request Public Health Officer): (02) 4924 6477 after hours (02) 4924 6477	<input type="checkbox"/>
NSW Fire and Rescue	1300 729 579	<input type="checkbox"/>
NSW Workcover	Switchboard 13 10 50	<input type="checkbox"/>
Singleton City Council	(02) 6578 7290 (Monday to Friday) (02) 6572 1400 (After Hours)	<input type="checkbox"/>

The following information **MUST** be provided to the relevant authorities:

Has the Following Information been Supplied (If known)	Check Box
Time of Incident	<input type="checkbox"/>
Date of Incident	<input type="checkbox"/>
Nature of Incident (i.e. spill of unknown chemical, dam release with unknown properties etc.)	<input type="checkbox"/>
Duration of Incident (i.e. how long ago did it occur <b>if known</b> )	<input type="checkbox"/>
Location of Incident (i.e. Wambo Coal Mine – underground, surface etc.)	<input type="checkbox"/>
Location where pollution is occurring or is likely to occur	<input type="checkbox"/>
Estimated quantity of any pollutants involved ( <b>IF KNOWN, DO NOT SPECULATE</b> )	<input type="checkbox"/>
Concentration of any pollutants involved ( <b>IF KNOWN, DO NOT SPECULATE</b> )	<input type="checkbox"/>
Circumstances in which the incident occurred (including the cause of the incident, ( <b>IF KNOWN, DO NOT SPECULATE</b> ))	<input type="checkbox"/>
Actions being undertaken to control spill	<input type="checkbox"/>

# Appendix 5: Pollution Incident Response Management Plan Audit

An audit of the effectiveness of the Pollution Incident Response Management Plan (PIRMP) must be undertaken annually with the outcomes of the audit logged on this document and reported in the PIRMP Performance Register. There are two types of audits that can be used for the review, a major incident mock scenario or an audit of personnel knowledge of the PIRMP. The person undertaking the audit will decide the most appropriate method of audit to be carried out.

<b>Date</b>	
<b>Name / Position</b>	
<b>Site Name</b>	
<b>Site Type</b>	

<b>Audit Scenario Undertaken</b>	
<b>Major Incident Mock Scenario or</b>	<input type="checkbox"/>
<b>Personnel Knowledge Check</b>	<input type="checkbox"/>

## Major Incident Mock Scenario

Name	Position


**Incident scenario: Description**

## Audit

TEST	PASS (Yes/No)	Comments
Did the personnel assess the risks involved and clear the area if safe to do so?		
Did the personnel check the MSDS and label for spill response (if applicable)?		
Did the personnel put in place any controls to prevent further spillage or losses?		
Did the personnel involved then notify the Control Room?		
Did the control room fill out the Pollution Incident Notification Form?		
Did the control room immediately contact the person authorised to activate the PIRMP and notify authorities?		
Did the person who was authorised to activate the PIRMP notify the person responsible for implementing the response?		
Did the person notifying the authorities know who to contact and where this information is available?		
Was the response for activating the PIRMP done so in a timely manner?		
Was the response effective in containing the pollution?		

### Results of Audit

--

## Appendix 6: Personnel Knowledge Check Scenario

<b>Date</b>	
<b>Name / Position</b>	
<b>Site Name</b>	

TEST	PASS (Yes/No)	Comments
Did the person know that there is a PIRMP?		
Did the person know the procedure for implementing the PIRMP?		
Did the person know who to notify?		
Did the person know what to do if the person to notify was unavailable?		
Did the person know where the contact details for the authorities are kept?		
Did the person know where to find the PIRMP?		
Did the person know where the MSDS were located?		
Did the person know where the Major Spill Cache is?		