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# POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

Kate Austin

CARGILL Newcastle, 51 Raven St Kooragang Island.

## 1. Purpose

The purpose of this Management Procedure is to minimise and control the risk of a pollution incident at the facility. Requiring identification of risks and the development of planned actions to minimise and manage those risks.

Ensure comprehensive and timely communication about a pollution incident to workers at the Cargill facilities. External parties requiring notification; Environment Protection Authority (EPA),

Newcastle Ports (VTIC), other relevant authorities specified in the Act (such as local councils, NSW Ministry of Health, WorkCover NSW, and Fire and Rescue NSW) and additional external parties who may be affected by the impacts of the pollution incident.

Correct implementation of the plan by trained staff, identifying persons responsible for implementing it, and ensuring that the plan is regularly tested for accuracy, currency and suitability.

## 2. Scope

The Pollution Incident Response Management Procedure (PIRMP) has been prepared for Cargill Australia Plant's operating under EPL Licence 5810, and in compliance with the requirements of the POEO Act.

- Cargill Oil Seed Processing and Storage Facility – 51 Raven Street, Kooragang Island NSW
- Cargill Shipping and Storage Terminal – 66 Heron Road, Kooragang Island NSW

This PIRMP is to be read in conjunction with the following documents:

- Cargill Environment Protection Licence, EPL 5810
- NEW-EHS-PRO-0057 Plant Emergency Management and Action Procedure (EMAP)

## 7. Pollution Incident Notification Protocol

This section of the PIRMP sets out the procedure to be followed by Cargill Processing and Storage Site and Cargill Shipping and Storage Terminal in notifying a pollution incident to authorities.

In the event of a pollution event from the Cargill Processing and Storage site, or the Shipping Terminal, attempt to identify the nature of the spill and call emergency services. If in doubt as to the nature of the spill clear the area of all personnel. If required, shut down the plant and evacuate the plant personnel to a safe area. Follow any instructions given by the emergency services.

The EPA can formally direct Cargill Newcastle to notify others. If so directed, Cargill Newcastle would contact commercial, industrial and residential neighbours to inform them of the circumstances of the incident and what action is being taken in response to it. It will be an offence not to comply with such a direction.

The EPA may advise Cargill Newcastle of the extent of notification required. If not, Cargill Newcastle would determine the extent of who to contact based on the nature of the pollution incident and the conditions at the time (for example, the type of pollutant, prevailing winds, magnitude of incident, and possible impacts).

Persons living and working in the vicinity are updated during an incident by phone and/or driving to the neighbouring facility. A complete community contact list including company name, contact numbers and specific neighbouring site hazards is included *Point 7 Site Contacts and Point 12 Neighbour and Community Contacts*

**Who Do You Notify?**

**Cargill Processing and Storage Site**

Firstly call 0-000 if using a Cargill landline OR 000 from a mobile if the incident presents an immediate threat to human health or property.

Fire and Rescue NSW, NSW Police Force and the Ambulance Service are first responders as they are responsible for controlling and containing incidents.

If the incident does not require an initial combat agency or once 000 has been made. You must immediately notify your Manager/Supervisor who is to immediately notify the Plant Manager.

In accordance with condition 6.1 of Cargill planning approval 05\_0122. Cargill is to notify the Department of Planning of any incident with actual or potential significant off-site impact on people or the biophysical environment as soon as practicable. Written details are to be provided of the incident to the Department within seven days of the incident occurring.

**Cargill Shipping Terminal**

Firstly call 0-000 if using a Cargill landline OR 000 from a mobile if the incident presents an immediate threat to human health or property.

Fire and Rescue NSW, NSW Police force and the Ambulance service are first responders as they are responsible for controlling and containing incidents.

If the incident does not require an initial combat agency or once 000 has been made. You must immediately notify the Vessel Traffic Information Centre (VTIC) of the incident and all relevant information about it.

Immediately after Notifying VTIC the Terminal Manager and Plant Manager must be informed.

**8. Site Contacts**

**Cargill Processing and Storage Site – 51 Raven St**

Role	Name	Contact Number
Plant Manager	Steve Timperio	0438 826 865
Refinery Manager	Jake Tobin	0402 746 046
Terminal Supervisor	Craig Gibson	0403 324 710

**9. Regulatory Agency Contacts**

In the event of a Pollution Incident at either Cargill facilities, the below list of Regulatory Agencies MUST be contacted immediately following activation of the PIRMP

If the event is at 66 Heron Rd facility VTIC Emergency 24/7 # 02 4929 3890 MUST be contacted immediately

**Cargill Processing and Storage Site – 51 Raven St**

<b>Regulatory Agency</b>	<b>Contact Number</b>
Newcastle Council	02 4974 2000 option 5
Safe Work NSW	13 10 50
Hunter New England Population Health	02 49246 499 OR 02 4924 6477
Environmental Protection Agency Environment Line	NSW 131 555 OR Newcastle 02 4908 6800
Emergency Services Police / Fire /Ambulance	Mobile 000 OR Internal Landline 0-000
Pollution events can be entered onto Newcastle Council Website	<a href="http://newcastle.nsw.gov.au/Council/Forms-Publications/Forms/Regulatory-Pollution-Notification-form">http://newcastle.nsw.gov.au/Council/Forms-Publications/Forms/Regulatory-Pollution-Notification-form</a>

**Cargill Shipping Terminal – 66 Heron Rd**

<b>Regulatory Agency</b>	<b>Contact Number</b>
AU Ports of Newcastle	Office Switchboard 02 4985 8301
Wharf Duty Officer	02 4920 1351
VTIC Emergency 24/7	02 4929 3890
K2 Security	02 4928 3374 OR 24hour Line 0417 251 816
K3 Security	02 4928 1931 OR 0438 270 997
KBF Main Office	02 4928 2577
KBF Manager	0458 028 2574
PON Vessel Traffic Info Centre	02 4929 3890 OR 1800 048 205
Australian Maritime Safety Authority (AMSA)	02 4961 3277 OR 1800 641 792
Office Transport Security	1300 307 288

**If the spill involves imported seed/bean products in transit from a terminal**

<b>Regulatory Agency</b>	<b>Contact Number</b>
Department of Agriculture and Water Resources	Biosecurity 1800 798 636
Newcastle Office	02 4935 6700 OR 24 Hr mobile 0438 440 950

## 10. Co-Ordination with Authorities

In the event of an immediate threat to life and property, the incident will be coordinated by emergency services. Cargill Newcastle will act under instruction from emergency services and take any action as directed to combat pollution caused by the incident.

Following initial notification, the Cargill person through whom all communications are to be made to co-ordinate with Authorities is the Cargill Newcastle Plant Manager.

Other agencies that should be contacted if services required;

### REGULATORY

Regulatory Agency	Contact Number
NSW Dept of Planning Industry and Environment Compliance Officer Singleton	02 6575 3405 <a href="mailto:Compliance@planning.nsw.gov.au">Compliance@planning.nsw.gov.au</a> 0424 324 794
Hunter New England Population Health	02 49246 499 OR 02 4924 6477
Department of Agriculture Newcastle	1800 798 636
Quarantine Office	02 4935 6700 OR 24 Hr Mobile 0438 440 950
ONRSR	<a href="https://www.onrsr.com.au">https://www.onrsr.com.au</a>
Rail/ONRSR/ITSR NSW Branch	1800 0572 077 OR National Office 08 8406 1500
Transport Regulator NSW	<a href="http://www.transportregulator.nsw.gov.au">http://www.transportregulator.nsw.gov.au</a> complete online report form within 48hrs

### EMERGENCY SERVICES

Emergency Services	Contact Number
Fire & Rescue	0 000 OR Mobile 000 OR 1300 729 579
Mayfield West Brigade	02 4967 7550
Ambulance	0 000 OR Mobile 000
Waratah Local Command	0 000 OR Mobile 000 OR 02 4926 6599
North Zone Area Command	02 4927 2500
Hunter HAZMAT	02 4927 2535
Non- Emergency	13 12 33

Jemena	131 909
AGL	1800 652 412 OR After Hours 1300 732 245
Ausgrid	13 13 88
Beavis Electrical (High Voltage)	02 4969 3000 OR 0417 693 000 OR 0438 615 595

**MEDICAL**

Medical Centre	Contact Number
John Hunter Hospital	02 4921 3000
Calvary Mater Hospital	02 4921 1211
Poison Information	13 11 26
Hamilton Doctors	02 4961 3017
Drug & alcohol Testers Southern NSW Investigations	0419 763 954

**SERVICES**

Services	Contact Number
Hunter Water	1300 657 000
SES (Weather and Flood)	132 500
Newcastle Security	02 4920 1122 OR 0418 678 700
Steampro Boiler Service	02 9340 7061 OR 0402 430 862
RCR Tomlinson	02 9681 4177
The Carnot Group (Boiler Hire)	03 9011 1691 OR 0438 887 689
Tri Tech	02 9756 6577

Aggreko Transformer	1800 808 109 OR 0404 481 265
Rodger Bros Equipment Hire	02 4951 1755 OR 0708 687 407
Remondis	1800 302 OR 0407 217 619

## 11. Incident Reporting

### WHAT INFORMATION MUST YOU SUPPLY TO AUTHORITIES?

Sufficient detail of the incident must be reported to the EPA to enable appropriate follow-up action. The relevant information required includes:

- The time, date, nature, duration and location of the incident
- The location of the place where pollution is occurring or is likely to occur
- The nature, the estimated quantity or volume and the concentration of any pollutants involved, if known
- The circumstances in which the incident occurred (including the cause of the incident, if known)
- The action taken or proposed to be taken to deal with the incident and any resulting pollution or threatened pollution, if known
- Any information that is not known when the incident is notified must be provided immediately once it becomes known

### When Should You Notify Authorities?

EPL Licenses and anyone conducting an activity or occupying premises who becomes aware of a pollution incident are required to report the pollution incident immediately (under section 148 of the POEO Act). *IMMEDIATE* means licensees need to report pollution incidents promptly and without delay. Failure to notify of a pollution incident in accordance with the requirements of the POEO Act can incur \$2 million fine(s). The duty to notify does not apply to a pollution incident involving only the emission of an odor and does not include an incident or set of circumstances involving only the emission of noise.

## 12. Community Communications

In the event of a pollution incident, communication to the community would include specific information to minimise the risk of harm. For example, this may include instructions to close windows and remain inside for incidents involving the release of air pollutants.

In the event that the pollution incident is being co-ordinated by emergency services, communications would be under the control of emergency services. Emergency services are able to send out SMS messages to defined catchment areas to alert and advise the community if required. Cargill (through the person nominated see *Point 12 Neighbour and Community Contacts*) would work with emergency services to provide communications assistance and support, including direct doorknocks if they were required.

Communication response to be used in the event of a pollution incident would depend on the circumstances of the event and any direction that may be provided by the EPA or emergency services.

If communication is not co-ordinated by emergency services, notification to the owners or occupiers of premises in the vicinity of Cargill Newcastle facilities would be co-ordinated by the Cargill Plant Manager or the designated person nominated. *See Point 7 Site Contacts and Point 8 Regulatory Agency Contacts.*

Cargill Newcastle has in place mechanisms for providing early warnings and regular updates to the owners and occupiers of premises in the vicinity of Cargill Newcastle facilities, and the community including;

- Phone contact and SMS messages to immediate neighbours
- Media releases to the broader community (radio and television)
- Incident notification on the Cargill website
- Emails to community representatives
- Doorknocking of affected community members

The Plant Manager in consultation with Cargill media liaison officer, is available to be contacted 24/7 in the event that a media release is required. Media updates could be provided on an ongoing basis depending on the incident.

## **28. Testing of the PIRMP**

Cargill Newcastle conducts testing of the Pollution Incident Response Management Procedure across both facility locations of 51 Raven St Kooragang and 66 Heron Rd, Kooragang. Testing of the PIRMP is carried out routinely at a minimum of every 12 months and within one month of any pollution incidents occurring at either location.

The objective to testing is to assess whether the information included in the PIRMP is accurate, current and is capable of being implemented in a workable and effective manner. The routine testing will be a combination of a desktop assessment and under a practical exercise conducted under a given scenario. During the desktop assessment the PIRMP will be reviewed and all components of the procedure will be checked for effectiveness.

- Contact details will be checked to ensure they are current points of contact
- Procedures within the PIRMP will be checked to ensure they are workable
- Learnings from practical site exercises will be transferred to the PIRMP where applicable
- The effectiveness of training will be assessed

The date on which the plan is tested and the name of the person who carries out the testing, will be recorded in the PIRMP Review Report (Form 196). If the PIRMP is updated, the date on which the plan is updated will also be recorded.