


**TRACKABLE WASTE TRANSPORTER POLLUTION INCIDENT RESPONSE  
MANAGEMENT PLAN TEMPLATE**

**Approved by: Ryan Burke**

**Date: 8-3-2020**

**WASTE TRANSPORT COMPANY DETAILS**

<b>Name of transport company</b>	Avcon Projects Australasia Pty Ltd
<b>ABN</b>	15 614 368 660
<b>Postal address (if applicable)</b>	Shop 9/65 Manning St Kiama NSW 2533
<b>Does the company have multiple sites for garaging waste transporter vehicles?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how many? ____
<b>Primary site address</b>	123 Industrial Rd, Oak Flats NSW 2529
<b>Environment protection licence number</b>	License # 21390
<b>Company or business contact details</b>	Name: Ryan Burke Position or title: General Manager Business hours contact number: 0481012211 After hours contact number: 0481012211 Email: <a href="mailto:ryan.burke@avconprojects.com.au">ryan.burke@avconprojects.com.au</a>
<b>Company website details</b>	<a href="http://www.avconprojects.com.au">www.avconprojects.com.au</a>
<b>Names, positions and 24-hour contact details of individuals responsible for activating the plan</b>  A pollution incident is required to be notified if there is a risk of 'material harm to the environment', which is defined in Section 147 of the POEO Act	The plan must be triggered immediately by a person in the company or business when a pollution incident occurs and there is a risk of material harm to the environment.  Ryan Burke – General Manager – 0481012211 Chris Blackett – Senior Project Manager – 0492859247 Alex Leon – Operations Manager - 0414330145
<b>Names, positions and 24-hour contact details of individuals responsible to notify relevant authorities under Section 148 of the POEO Act</b>	Notifications should be made by a person with an appropriate level of authority in the company or business.  Name: Ryan Burke Position: General Manager  Signature:  Date: 8-3-2020

<p><b>Names, positions and 24-hour contact details of individuals responsible for managing the response to a pollution incident</b></p>	<p><a href="#">Who is responsible on-site during a pollution incident?</a>  Ryan Burke – General Manager – 0481012211  Chris Blackett – Senior Project Manager – 0492859247  Alex Leon – Operations Manager - 0414330145</p> <p><a href="#">Who is the 24-hour contact in the office?</a> Ryan Burke  0481012211 or 1800736681</p>
<p><b>Is this pollution incident response management plan available on the company website?</b></p>	<p>Link to the relevant website page: <a href="http://www.avconprojects.com.au">www.avconprojects.com.au</a>  see Pollution Incident Response Management Plan link on bottom of front page</p>
<p>RESPONSE AND RECOVERY</p>	
<p><b>Define the likely pollution incident that will cause material harm to the environment</b></p> <p>Section 2.1 of Environmental Guidelines: Preparation of Pollution Incident Response Management Plans</p> <p>Clause 49 of the Protection of the Environment Operations (Waste) Regulation 2005</p>	<p>Is a pollution incident likely to be caused by a:</p> <p><input checked="" type="checkbox"/> Leak</p> <p><input checked="" type="checkbox"/> Spill</p> <p><input type="checkbox"/> Fire</p> <p><input type="checkbox"/> Explosion</p> <p><input type="checkbox"/> Other (specify)</p>
<p><b>Notification of relevant authority procedure</b></p> <p>Section 148 of the POEO Act 1997</p> <p>Section 3.4.1 of Environmental Guidelines: Preparation of Pollution Incident Response Management Plans</p> <p>Clause 98C(2)(b) of the POEO (General) Regulation, 2009</p>	<p>These NSW State Government agencies need to be contacted during any pollution incident that will cause material harm to the environment:</p> <ol style="list-style-type: none"> <li>1. Fire &amp; Rescue NSW – 000 (first notification)</li> <li>2. Environment Protection Authority – 131 555</li> <li>3. Health NSW (nearest public health unit) – see <a href="http://www.health.nsw.gov.au/publichealth/infectious/phus.asp">www.health.nsw.gov.au/publichealth/infectious/phus.asp</a> for local contact details</li> <li>4. WorkCover Authority – 131 050</li> <li>5. Local authority (usually the local council) where the incident has occurred – for a listing of council contact details (business hours) see <a href="http://www.dlg.nsw.gov.au/dlg/dlghome/dlg_LocalGovDirectory.asp?index=1&amp;CN=C#78">www.dlg.nsw.gov.au/dlg/dlghome/dlg_LocalGovDirectory.asp?index=1&amp;CN=C#78</a></li> </ol> <p>▶ The local council and public health unit will vary depending on the location of the pollution incident.</p> <p>▶ All contact numbers need to be identified in advance before transporting any trackable waste.</p>

RESPONSE AND RECOVERY	
<p><b>Local community notification and communication procedures</b></p> <p>Section 3.4.2 of Environmental Guidelines: Preparation of Pollution Incident Response Management Plans</p> <p>Clause 98C(2)(c) of the POEO (General) Regulation 2009</p>	<ul style="list-style-type: none"> <li>➤ Where community notification is required following a pollution incident involving trackable waste, this will usually be led by the incident controller from emergency services (NSW Police Force or Fire &amp; Rescue NSW). You must consult with the incident controller on what community notification, if any, should be undertaken.</li> <li>➤ It is important that any community notification undertaken by the waste transporter company complement actions initiated by the incident controller.</li> <li>• Include here the contact details of the company representative who will have overall responsibility for public communication during an incident.</li> </ul>
<p><b>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 that activity</b></p> <p>Section 3.4.4 of Environmental Guidelines: Preparation of Pollution Incident Response Management Plans</p> <p>Clause 98C(2)(d) of the POEO (General) Regulation 2009, Protection of the Environment Operations (Waste) Regulation 2005</p> <p>Clause 152 of the Dangerous Goods (Road and Rail Transport) Regulation 2009</p>	<p>In the event of a pollution incident that will cause material harm to the environment, follow these pre-emptive actions.</p> <ul style="list-style-type: none"> <li>▶ Include here the legal requirements relevant to the waste being transported. They will vary according to the waste type. These requirements include: <ul style="list-style-type: none"> <li>• Section 153C of the <i>Protection of the Environment Operations Act 1997</i></li> <li>• Clause 98C(2)(d) of the POEO (General) Regulation 2009</li> <li>• Transportation of waste – Clause 49 of the Protection of the Environment Operations (Waste) Regulation 2005</li> <li>• Waste tracking – Schedule 3 of the Protection of the Environment Operations (Waste) Regulation 2005</li> <li>• Asbestos waste – Clause 42 of the Protection of the Environment Operations (Waste) Regulation 2005</li> <li>• Clinical Waste – Clause 43 of the Protection of the Environment Operations (Waste) Regulation 2005</li> </ul> </li> <li>▶ Dangerous goods requirements: <ul style="list-style-type: none"> <li>• A transport emergency response plan (TERP) is necessary to meet the requirements of Clause 152 of the Dangerous Goods (Road and Rail Transport) Regulation 2009</li> <li>• Standards Australia 2010, <i>Dangerous Goods, Initial Emergency Response Guide</i>.</li> </ul> </li> <li>▶ Any other additional licensee action.</li> </ul>

STAFF TRAINING AND TESTING	
<p><b>The nature and objectives of any staff training program in relation to the plan.</b></p>	<p>List names of staff who have been trained and the dates training took place:</p> <p>Our team has been trained in various hazardous materials, PPE and spill management procedures through 3<sup>rd</sup> party accredited organisation Risk Response Rescue.</p> <p>Our internal training for the following persons was undertaken at our warehouse and as experienced within our spill response and emergency response business offering in Avcon. The training included review of spill trailers, pumps, PPE stocks and communication actions required when a spill or incident occurs. Escalation of the incident to Ryan or Chris is management was critical. The team is familiar with access, contents and 3<sup>rd</sup> party contractors to support our pollution response.</p>
<p><b>The dates on which the plan has been tested and the name of the person who carried out the test.</b></p>	<p>Dates: 4-3-2020</p> <p>Name: Ryan Burke, Chris Blackett, Alex Leon, Kynan Ward, Alex Dunster, Dean Bowen, Robert Burke</p>
<p><b>The manner in which the plan is to be tested and maintained.</b></p> <p>Clause 98E of the POEO (General) Regulation 2009</p>	<p><a href="#">It is a legal requirement to test the plan every 12 months and within 1 month of any pollution incident.</a></p> <p>Include how and when the testing will be undertaken in this section of the plan. Details on the testing program include:</p> <ul style="list-style-type: none"> <li><a href="#">the manner in which they are to be tested and maintained</a> <p>The plan is tested by practical hands on use and testing of our spill trailers and pumps, as well as desktop discussions on previous and future environmental incidents we have attended for clients that could possibly occur for our own operations. Records of spill responses for our 3<sup>rd</sup> parties are saved on file and act as refresher training for incidents should they occur to ourselves. The plans are placed in each vehicle and project pack, and review of contact phone numbers for regulators and contractors reviewed. A specific half day set specifically for testing this pollution response plan is to be planned for within 12 months of the recent test 4-3-2020.</p> </li> <li><a href="#">how the testing is documented and a record of testing (this must include the testing dates and the names of all staff members who carried out the testing)</a> <p>Documented toolbox and evidence page placed on file. Photos maybe attached of the exercise on occasions. Saved on one-drive secure file</p> </li> </ul>
<p><b>How have staff been trained?</b></p> <p>Section 3.4.4 of Environmental Guidelines: Preparation of</p>	<p><input checked="" type="checkbox"/> New staff induction – yes on test day 4-3-2020</p> <p>Who: Chris Blackett Date: 4-3-2020</p> <p><input checked="" type="checkbox"/> Toolbox talks – yes recorded on test day 4-3-2020</p>

**STAFF TRAINING AND TESTING**

Pollution Incident Response Management Plans  
 Clause 98C(2)(e)(f)(g) of the POEO (General) Regulation, 2009

Who: Ryan Burke, Chris Blackett, Alex Leon,  
 Alex Dunster, Dean Bowen, Kynan Ward, Robert Burke  
 Date:4-3-2020

Formal staff training on incident management – Risk Response Training Confined Space/Render Hazardous Incidents Safe

Who: Ryan Burke, Alex Leon, Alex Dunster, Dean Bowen  
 Date:11-10-19 and 20-11-19

Simulated incident exercises – testing on 4-3-2020 and our response jobs for clients as learnings should we have own incidents

Who: Ryan Burke, Chris Blackett, Alex Leon,  
 Alex Dunster, Dean Bowen, Kynan Ward, Robert Burke  
 Date:4-3-2020

Courses in transporting dangerous goods by road  
 Undertook Public Fire Safety and Render Hazardous Incidents Safe Risk Response Rescue

Who: Ryan Burke, Alex Leon, Chris Blackett, Dean Bowen  
 Date:11-10-19

Name of course: Chemical Management & Review Use of Transport Emergency Procedure Guide

In-house training

Who: Ryan Burke, Chris Blackett, Alex Leon,  
 Alex Dunster, Dean Bowen, Kynan Ward, Robert Burke  
 Date:16-1-2020

**Date when the plans have been changed or amended**

- Record of updating the plans (this must specify the changes to the plan and dates they were introduced)
- ▶ There has been no change to the plan at this stage based on a new license and recent training occurring

# Environment Protection Licence

Licence - 21390



<b>Licence Details</b>	
Number:	21390
Anniversary Date:	20-February

<b>Licensee</b>
AVCON PROJECTS AUSTRALASIA PTY LTD
PO BOX 769
KIAMA NSW 2533

<b>Scheduled Activity</b>
Transport of trackable waste

<b>Fee Based Activity</b>	<b>Scale</b>
Transport of category 1 trackable waste	Any capacity
Transport of category 2 trackable waste	Any capacity