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| <b>Title</b>    | Pollution Incident Response Management Plan (PIRMP) Banksmeadow Terminal |

# Pollution Incident Response Management Plan Banksmeadow Terminal - Redacted Version

## 1. Introduction

The Pollution Incident Response Management Plan (PIRMP) has been prepared for Ampol Australia Petroleum Pty Ltd - Banksmeadow Terminal (EPA License No 6950), to set out specific requirements for achieving compliance with the relevant requirements introduced in the Protection of the Environment Legislation Amendment Act 2011 (POELA Act, 2011) related to timely notification and management of the pollution incidents causing “material harm”.

## 2. Objectives

The objectives of this PIRMP are to

- Ensure comprehensive and timely communication about the pollution incident to:
  - Ampol and sub-contractor personnel;
  - Environmental Protection Authority;
  - Port Authority of NSW;
  - NSW Ministry of Health;
  - SafeWork NSW;
  - Fire and Rescue NSW;
  - Botany Local Government Agency;
  - Randwick Local Government Agency;
  - Wider community outside the facility who may be affected by the impacts of the pollution incident.
- Minimize and control the risk of pollution incident at the facility through
  - Identification of risks;
  - Development of planned actions;
  - Implementation and close out of the planned actions in a timely manner.
- Ensure that the plan is implemented by
  - Trained personnel with responsibility for implementing the plan;
  - Regular testing for accuracy, currency and suitability.

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### 3. Definitions

#### **Pollution Incident**

*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.*

#### **Material Harm**

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;*
- III. 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 definition, it does not matter that harm to the environment is caused only in the premises where the pollution incident occurs.*

#### **Environment** means:

*components of the earth, including:*

- (a) land, air and water, and;*
- (b) any layer of the atmosphere, and;*
- (c) any organic or inorganic matter and any living organism, and;*
- (d) human-made or modified structures and areas*

*and includes interacting natural ecosystems that include components referred to in paragraphs (a)–(c).*

#### **EPA**

Means the Environment Protection Authority constituted by the Protection of the Environment Administration Act 1991

#### **A premise includes:**

A building or structure, or (b) land or a place (whether enclosed or built on or not), or (c) a mobile plant, vehicle, vessel or aircraft.

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**Pollution** means:

- (a) Water pollution, or (b) Air pollution, or (c) Land pollution.

**Activity means:**

An industrial, agricultural or commercial activity or an activity of any other nature whatever (including the keeping of a substance or an animal).

## 4. Types Of Incidents To Be Notified

Only those incidents which occur in the course of an activity so that material harm to the environment is caused or threatened are to be reported.

**Note on exclusions:**

- (a) Definition of “Pollution Incidents” excludes **Noise**;
- (b) **Odour is not required to be reported** as a Pollution Incident under Part 5.7, s.148 (7) of Protection of the Environment Operations (POEO) Act 1997.
- (c) A person is not required to notify an incident 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 (s.151 of POEO Act, 1997).

## 5. Notification Responsibility

The Sydney Terminals Operations Manager (TOM) and Senior Environment Specialist (for EPA contact) has primary responsibility for calling the Agencies identified in the Key Contact list in Table 9.1. Responsibilities for statutory reporting are identified in the Ampol *Incident Notification and Investigation Standard* (CD3824).

As indicated in Section 4.8 of the Banksmeadow Terminal Emergency Plan, the Terminal Operations Manager (TOM) is responsible for ensuring that all site personnel are properly trained in their roles and responsibilities with respect to execution and maintenance of this plan. This responsibility extends to all third parties entering the site, including contractors, tanker drivers and visitors whose emergency response training shall take place via the site induction. emergency response training shall take place via the site induction.

Following the initial notification, the Terminal Operations Manager (TOM) is responsible for consulting with the Emergency Services, Support Agencies, external authorities and neighbouring premises in matters relating to this plan.

All site-based personnel are responsible for becoming familiar with this PIRMP, and in particular, the actions expected of them in the event of an emergency.

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## 6. Description of Environmental Hazards

The Banksmeadow Terminal Environment Management System (EMS) is ISO14001 certified. As part of the EMS, the site has identified the environmental aspects and impacts of its activities and has documented these in area specific risk registers, as part of the combined Environmental Aspect and Impact Register for the site. This register includes the aspects, risks and controls associated with the terminal operations, tank maintenance, and remediation project works. Identified control improvements are also included in the register, as needed.

These Registers are reviewed bi-annually, following an incident impacting environmental performance when controls were found to be inadequate and/or when there are changes to operational activities. Following are some of the environmental hazards identified:

**Table 6-1 Potential Environmental Hazards - Pollution Event**

| Potential Initiating Conditions/ Events   | Potential Risk Scenario   | Remarks   |
|---|---|---|
| In operational areas: Unauthorised hot work generating spark<br>Sparks from unauthorised use of electrical equipment<br>petrol driven vehicles in high risk areas | Fire and explosion  | The scale, extent, duration and nature of the material relating to each of the identified risks will likely determine if the consequence is causing or has the potential to cause material environmental harm.<br><br>Licence Exceedances are not included in this plan as these are reported as per the licence reporting conditions and in the "Annual Return". |
| Failure of plant and equipment e.g. connections, valves.<br>Loss from stored chemicals and products<br>Procedural lapses/errors - spills                          | Loss of Containment to land or water - examples are uncontrolled releases of hydrocarbons waste |   |
| Failure of plant and equipment e.g. connections, valves.<br>Stored chemicals and products loss – container failure<br>Procedural lapses/errors                    | Oil/product spill requiring response  |   |
| Failure of plant and equipment e.g. Brotherson Dock loading arms, during product discharge<br>Procedural lapses/errors by Ampol employee or ship crew             | Oil/product sheen in bay during rain event or ship refuelling activity                          |   |
| Vehicle collision<br>Procedural lapses/errors – Ampol employee or contractor  | Equipment damage resulting in an uncontrolled release   |   |
| Off-site Sub Station failure<br>black out following lightning strike  | Failure of power system   |   |
| Collision with third party vehicle<br>Truck roll over during travel or following collision  | Tanker truck accident (offsite)   |   |

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**Table 6-2 Potential Human Health Hazards - Pollution Event**

| Potential Initiating Conditions/ Events   | Potential Receptors   | Exposure Pathways  |
|---|---|--|
| Fire – generating smoke and vapours<br>Loss of containment impacting surface waters   | Site personnel  | Ingestion and dermal contact with contaminated surface water; groundwater; vapour inhalation   |
| Fire – generating smoke and vapours<br>Loss of containment impacting surface waters<br>Intercepted product lines during trenching | Maintenance workers and excavation workers at, and in the vicinity of, the site | Ingestion and dermal contact with groundwater<br>Ingestion and dermal contact with contaminated soil<br>Vapour inhalation in trenches and pits |
| Loss of containment impacting surface waters and groundwater  | Adjacent Commercial or Residential Site Users                                   | Ingestion of groundwater and vapour inhalation   |
| Loss of containment impacting surface waters and groundwater  | Surface Waters (Botany Bay)   | Lateral migration of contaminants in shallow groundwater   |

## 7. Inventory of Pollutants

Banksmeadow Terminal stores, handles and distributes a large number of fuel products and fuel additives, and has a comprehensive system for safe handling of such materials. The site uses this system that includes amongst others,

- Dangerous Goods and Hazardous Substances Manifest and Notification Procedure
- Material Safety Data Sheets;
- Procedures for the approval of new chemicals on site;
- Procedures for safe storage and use of these materials

In addition, to meet the requirements of Acts other than the environmental legislation, updates of the Dangerous Goods and Hazardous Substance Manifest and List are undertaken and provided to SafeWork NSW.

Refer to Section 9.3 Incident Risk Ranking, specifically Table 9-4 for the list of products stored on site, including maximum volumes. Section 5.6 of the ERP also provides a list of Hazardous Chemicals and other relevant data to assist with hazard communication and incident response management.

The Banksmeadow Terminal Emergency Response Plan, specifically Table 3 provides a list of products stored on site, including max. Tank capacity. Section 4.5 Hazardous Chemicals Register and Manifest, specifically Table 5 provides additional dangerous goods classifications and general descriptions of the hazardous chemicals on site and other relevant data to assist with hazard communication and incident response management

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## 8. Comprehensive Emergency Response Plan

The Banksmeadow site is staffed 24 hours a day, 365 days a year by an experienced Operations team.

Additionally there are a number of early detection systems installed on tanks, piping and other storage units to monitor flow movements and tank fill rates. These systems include:

- Tank gauging;
- High and high-high level alarms;
- Independent tank over-fill alarms which trip out fill valves;
- Lower Explosive Level (LEL) monitors/alarms in bunds (for Gasoline);
- CCTV and flame detectors on tank tops - images back to Terminal Control room;
- Monitoring and alarms for uninitiated tank fill (and flows to/from or in incorrect direction)

Similar detector and alarm systems are in place at the Wharf. They are automatically activated during ship tanker discharge in the event of flow irregularities or losses from the system.

A key part of the Operations Coordinators role is to monitor product flow/movements into the Terminal from Kurnell and the systems mentioned above. All such movements are monitored and tracked using the Digital Control System (DCS). The Kurnell Control room team also monitor product flow/movements, using the same system. In cases where an alarm is activated, their role is to acknowledge the alarm, investigate the reason for the alarm and respond accordingly as a *first responder*. They have a number of *first responder* tools and safety equipment available:

- PPE – safety gloves, glasses and goggles, protective clothing and footwears to prevent product exposure during first response;
- Use of hydrocarbon and chemical spills kits strategically located around the site, along with additional back up equipment and supplies, as needed;
- Activate the Banksmeadow site alarm and notify Ampol Emergency Hotline and other agencies, as appropriate;
- Shut down all terminal and tanker truck loading operations via the DCS and emergency stops in the Tanker Truck Loading Rack (TTLR);

A backup supply of emergency spills containment equipment and other PPE is stored on site with additional stock available from Kurnell Terminal, as needed.

The Banksmeadow Terminal operates a comprehensive Emergency Plan (EP) (CD1992) as part of the Ampol Emergency Management Standard (CD3158).

The EP describes:

- Various procedures to be followed or complied with;
- Available response equipment & safety gear;
- Outline of the trained teams to support the implementation of the plan

To date this plan has been successful in protecting and minimizing impacts on the Environment. Regular exercises are carried out and changes to the plan are made as

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required to incorporate learning from the exercises.

The components of the Emergency Plan relevant to this PIRMP are cross-referenced in the relevant Sections of this document.

To assist in an emergency situation, Ampol operates a centralised emergency response service through the 24/7 ERS Provider (IXOM), referred to as the Ampol Emergency Hotline. This is **a 24 HOUR, 7 DAYS per week response unit**.

The 24/7 ERS Provider Service has been contracted by Ampol to:

- Provide a single point of contact with all appropriate Ampol response staff, on a 7 day/24 hour basis;
- Ensure contact is established with all appropriate Emergency Services;
- Ensure Ampol management and appropriate crisis management personnel are notified;
- Provide specialist response /first aid /technical advice (e.g. material safety information);

The Ampol Emergency Hotline will be used by employees to ensure that all relevant staff and authorities are notified.

The Ampol Emergency Hotline contact number is (toll free):

**1 800 033 111**

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## 9. Contact Details of The Relevant Authorities To Be Notified of Pollution Incident

**Table 9-1 KEY CONTACT LIST**

| Name  | Description              | Email  | Main Contact             | Person Responsible  |
|---|--------------------------|--|--------------------------|---|
| Mandatory Agencies to Contact in Priority Order   |                          |  |                          |   |
| Always request a Call Reference No.               |                          |  |                          |   |
| IXOM ERS & Duty Manager                           | 24hr Emergency Advice    | NA   | 1800 033 111             | Notified by TOM or delegate (Ops Specialist or Coordinator) |
| Fire  | Local Command            | NA   | 000                      |   |
| Police  | Local Command            | NA   | 000                      |   |
| Ambulance   | Regional Command         | NA   | 000                      |   |
| EPA (our licence no. 6950)                        | Duty Inspector           | nfo@environment.nsw.gov.au                   | 13 15 55                 | Distribution Environment Manager                            |
| Public Health Unit                                | Duty Officer             | SESLHD-PublicHealthUnit-EH@health.nsw.gov.au | 02 9382 8333 (Option 4)  | Notified by TOM or Distribution Safety Representative       |
| SafeWork NSW                                      | Duty Officer             | contact@safework.nsw.gov.au                  | 13 10 50                 |   |
| Bayside Council                                   | Pollution Hotline        | NA   | 1300 581 299             |   |
| Randwick Council                                  | Pollution Hotline        | NA   | 24 hours<br>1300 722 542 |   |
| Other Emergency & Regulatory Agencies if Required |                          |  |                          |   |
| Poisons Information Centre                        | 24hr Call Centre         | NA   | 13 11 26                 | Notified by TOM or delegate (Ops Coordinator)               |
| CHUBB Foam  | 24hr Emergency Line      | NA   | 1800 099 255             |   |
| Benestar  | Employee Assistance      | www.benestar.com                             | 1300 360 364             |   |
| Sydney Water Corporation                          | Emergency Duty Personnel | NA   | 13 20 90                 |   |

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| Name  | Description                  | Email  | Main Contact | Person Responsible   |
|---|------------------------------|--|--------------|--|
| Sydney Port Authority                       | Emergency Response 24hr Line | <a href="http://www.sydneyports.com.au">www.sydneyports.com.au</a> | 02 9296 4999 |  |
| Key Ampol Contacts                          |                              |  |              |  |
| Ampol Crisis Management Team – Duty Manager | 1 800 033 111                |  |              | Notified by TOM or delegate<br><br>(Ops Coordinator) or Ampol Duty Manager |
| Senior Media Adviser                        |                              |  |              |  |
| Kurnell (SCADA) Control Room                |                              |  |              |  |
| Head of Terminals, Australia                |                              |  |              |  |
| Terminal Ops Manager                        |                              |  |              |  |
| National Environment Manager - Distribution |                              |  |              |  |
| Banksmeadow Terminal Operations Coordinator |                              |  |              |  |
| Key External Resources                      |                              |  |              |  |
| Cleanaway                                   | Spill Response               | 1800 774 557   |              | Operations Specialist or Coordinator                                       |

## 9.1 Community

Consultation with community members during and/or after a reportable pollution incident will be undertaken in accordance with this PIRMP. The police will generally take on the role of interfacing with site neighbors but may require the assistance of Ampol personnel.

This role (and prior to police arrival if necessary) should be delegated by the Ampol emergency controller so that adequate resources remain at the site to respond to the emergency. Where emergency services do not take on this role, Ampol will consider utilising various communications tools such as phone calls, door knocking, and letter box drops as appropriate for the incident and its impact.

A list of contact details for neighbouring sites is presented in Table 9-2 below.

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**Table 9-2 Neighbour Contact List**

| <b>Name</b>                              | <b>Position</b>                                       | <b>Telephone</b>           |
|--|---|----------------------------|
| Bulk Liquid Berth                        | Berth Operations Manager                              | Port Radio (BLB)           |
| Ports Authority of NSW                   | GM Safety, Security & Environment                     | Port Radio<br>or 9296 4999 |
| Pacific National Operations              | General reports and enquiries (Chullora)              | 02 8484 8000               |
|  | Port Botany Terminal Operations Manager (Shane Jones) | 0400 247 153               |
| DP World                                 | Security  | 02 9394 0900               |
|  | Manager Safety & Environment                          | 02 9394 0997               |
| Svitzer Australasia                      | Sydney Operations                                     | 1800 804 186               |
| Australian Rail Track Corporation (ARTC) | General Enquiries                                     | 08 8217 4366               |
|  | Enviroline Notifications                              | 1300 550 402               |
| AST services                             | Office Manager  | 02 9666 7736               |
| MBS Building & Landscape                 | Office Manager GM Louie Papadakis                     | 02 9666 1000 0422 380 949  |
| Botany Golf Course                       | General Enquiries                                     | 02 9316 8582               |

## 9.2 Incident Risk Ranking

Table 9-3 below provides a list of products stored at Banksmeadow Terminal and the need for early warning, depending on the nature of the incident. Early warning requirements for neighbors are included. Where the likely impact on neighbours is rated Medium or High, action must be taken to advise neighbours of the incident.

The LAC shall inform neighbours and adjacent businesses, with the exception of Sydney Ports Corporation, who will be notified by the Terminal Operations Manager (TOM) via Port radio.

Ampol has collected personal information (telephone numbers) for the sole purpose of communication to its neighbours in the event of an emergency where adjoining

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premises need to be advised of that emergency so that appropriate action (if required) can be taken. Personal information held by Ampol in accordance with the Privacy Act 1988 can be accessed by asking a privacy-related question or obtaining a Copy of Ampol's Privacy Policy statement.

Please write to the "Privacy Compliance Officer, Level 24, 2 Market Street, Sydney 2000".

Ampol's privacy Statement can also be viewed at [www.Ampol.com.au](http://www.Ampol.com.au).

**Table 9-3 Incident Risk Ranking**

| Chemical  | Chemical Hazard? | Need for Early Warning | Potential Hazards Identified   | Level of Impact | Likelihood | Priority | Impact on Neighbours |
|-----------|------------------|------------------------|--|-----------------|------------|----------|----------------------|
| Gasoline  | Yes              | Yes                    | • Release to ground & groundwater  | M               | L          | M        | L - M                |
|           |                  |                        | • Release into surface waters, stormwater; waterways   | H               | L          | H        | H                    |
|           |                  |                        | • Ignition – explosion, fire, smoke with potential effect on emergency responders, local community             | H               | L          | H        | H                    |
|           |                  |                        | • Vapour cloud with potential effect on emergency responders, local community                                  | H               | L          | H        | H                    |
| Diesel    | Yes              | Yes                    | • Release to ground & groundwater  | M               | L          | M        | L-M                  |
|           |                  |                        | • Release into surface waters, stormwater; waterways   | H               | L          | H        | H                    |
|           |                  |                        | • Ignition – fire, smoke with potential effect on emergency responders, local community                        | M               | L          | H        | M                    |
| Jet Fuel  | Yes              | Yes                    | • Release to ground & groundwater;   | M               | L          | H        | L-M                  |
|           |                  |                        | • Release into surface waters, stormwater; waterways   | H               | L          | H        | H                    |
|           |                  |                        | • Ignition – fire, smoke Ignition – fire, smoke with potential effect on emergency responders, local community | H               | L          | H        | H                    |
|           |                  |                        | • Vapour cloud with potential effect on emergency responders, local community                                  | H               | L          | H        | H                    |
| Additives | No               | Yes                    | • Release to ground & groundwater;   | M               | L          | M        | L-M                  |
|           |                  |                        | • Release into surface waters, stormwater; waterways   | H               | L          | H        | H                    |
|           |                  |                        | • Ignition – fire, smoke with potential effect on emergency responders, local community                        | L               | L          | M        | M                    |
| Slops     | Yes              | Yes                    | • Release to ground & groundwater;   | M               | L          | M        | L - M                |
|           |                  |                        | • Release into surface waters, stormwater; waterways   | H               | L          | H        | H                    |
|           |                  |                        | • Ignition – fire, smoke with potential effect on emergency responders, local community                        | H               | L          | H        | H                    |
|           |                  |                        | • Vapour cloud with potential effect on emergency responders, local community                                  | H               | L          | H        | H                    |

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| Chemical         | Chemical Hazard? | Need for Early Warning | Potential Hazards Identified                         | Level of Impact | Likelihood | Priority | Impact on Neighbours |
|------------------|------------------|------------------------|--|-----------------|------------|----------|----------------------|
| Oily Water       | No               | Yes                    | • Release to ground & groundwater;                   | M               | L          | M        | L                    |
|                  |                  |                        | • Release into surface waters, stormwater; waterways | H               | L          | H        | H                    |
| Trade Waste      | Enviro           | No                     | • Release into surface waters, stormwater; waterways | M               | L          | M        | L                    |
| Oily Water Sewer | No               | Yes                    | • Release to ground & groundwater                    | M               | L          | M        | L                    |
|                  |                  |                        | • Release into surface waters, stormwater; waterways | M               | L          | H        | H                    |

### 9.3 Contact Details of Site Contact for Waste Transport Incident

In the event of a pollution event involving the transport of waste from the Banksmeadow site to a waste treatment facility (e.g. landfill), the Ampol Emergency Response Hotline (toll free) can be contacted to alert the site of the incident and request our response.

| Title                                   | Direct              |
|---|---------------------|
| <b>Ampol Emergency Response Hotline</b> | <b>1800 033 111</b> |

## 10. Relevant Information To Be Given When Notifying The Incident

The relevant information to be given according to section 150 of the POEO Act (1997) when notifying the incident to the regulatory authorities is as follows:

- Time, date, nature, duration and location of the incident
- 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)
- Action taken or proposed to be taken to deal with the incident, and any resulting pollution or threatened pollution, if known
- When the information relating to items c), d) or e) is not known at the time of verbal notification, this information must be provided once it becomes available

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## 11. Procedures To Be Followed

The relevant parts of the Ampol Banksmeadow Emergency Response Plan and its procedures would be activated for delivering this Pollution Incident Response Management Plan (PIRMP). If a pollution event occurs, the emergency controller will take actions according to the Banksmeadow Terminal Emergency Plan.

However, for completeness of the Pollution Incident Response Management Plan, the following additional information is presented:

99

The EPA may, as per section 151A of the POEO Act (1997),

- direct the person verbally to notify such other persons of the incident as it requires;
- specify the manner and form of notification;
- direct that any initial verbal notification be followed by written notification.

### 11.2 Identification of Appropriate Regulatory Authority

Should a pollution incident occur, the Senior Environmental Specialist (SES), Licensed Sites will have the responsibility of determining the “Appropriate Regulatory Authority” (ARA). This, in turn, will determine the party or parties to be notified.

### 11.3 Notification of employees and other site personnel

All personnel on site (employees and contractors) will be informed immediately of a site emergency (which can include a “Pollution Incident”) via the Site Emergency Alarm or the Terminal public broadcast system.

Members of the Banksmeadow Terminal Local Emergency Response Team (LERT) and other personnel involved with the implementation of the ERP related to the pollution incident are notified by phone or SMS as soon as the emergency has been identified.

### 11.4 Roles and Responsibilities

The roles and responsibilities defined in the Banksmeadow Terminal ERP are not in any way reduced by the preparation of this PIRMP.

The responsibilities specific to the PIRMP are included in the relevant parts of this report for clarity.

### 11.5 Response Triggers

Triggers requiring a response or update of this PIRMP include:-

- Community complaints that warrant an update;
- Regulatory response or instruction;

Odour events are classified as Class B or A events, in accordance with Section 5.2 of procedure *Responding to Community Environmental Concerns* (CD2015).

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## 12. Availability Of Plans

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This PIRMP will be available on the Ampol Online Website and will be supplied free of cost to anyone requesting the plan in writing generally within 14 days of the request being made.

This PIRMP is also referenced in the Banksmeadow Terminal Emergency Plan.

Hard copies of the Plan will be retained at the Banksmeadow Terminal at:

- BMT SCADA Room,
- Operations Coordinator's Office,
- Brotherson Dock Control Room,
- EOC Room (Bonnie Doon Building),
- Terminal Operations Manager's Office.

Soft copies will be stored in the Ampol Document Management System (DMS), with easy access via Doco on the Ampol Tank.

Details of this Plan will be made available to Authorised Personnel on request.

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### 13. Staff Training

Staff training requirements of this PIRMP are included in Environmental Awareness Training which is provided to all Terminal Personnel via the Ampol Learning Management System (LMS).

The Banksmeadow Terminal Operations team constitute the *first responder* emergency response (ER) team and are instructed in the requirements of this plan as part of their ER training. The annual ER training program includes a pollution event scenario.

The objective of such training is to ensure the operations team:

- retain the necessary ‘first responder’ competencies needed to deal with the range of possible site specific emergency scenarios;
- can demonstrate a sound working knowledge of the fire activation and suppression equipment on site and how to terminate such equipment (e.g. TTLR Foam Deluge system) if needed;
- practice using the site’s emergency equipment, including spills containment tools, etc.;
- get to train with external emergency agencies such as NSW Fire and Rescue on a periodic basis

### 14. Testing of Plans

This plan will be tested routinely once every 12 months and the accuracy of the information contained, and consistency with other procedures developed in the preceding 12 months will be carried out. This plan will also be tested,

- Within one month of the occurrence of any “pollution incident”, or
- At the discretion of the Distribution Leadership Team (DLT), to incorporate improvements to the effectiveness and workability of the plan as well as changes to responsibilities of the persons implementing this plan

Results of the tests will be used for incorporating:-

- Improvements to the effectiveness and workability of the plan;
- Changes to responsibilities of the persons implementing the plan;
- Changes in contact details.

These changes will be incorporated into the Plan within 3 months of the Tests. A log of tests will be appended to this Plan, showing the dates, and a description of the actions resulting therefrom. A Table of Tests by date and learnings is included at the rear of this Plan in Appendix B.

**Note:** The Banksmeadow Terminal Emergency Plan has its own testing plan and timelines for testing relevant equipment appropriately as per Legislative Requirements, Australian

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Standards and International Standards where available and in that order. If the testing requirements detailed in this section are also mentioned in the Emergency Response Plan then they are to be regarded as the same otherwise the testing requirements are to be regarded as over and above those listed in the Emergency Response Plan.

## 15. Plan Reviews And Updates

Results of the tests will be used for incorporating:

- improvements to the effectiveness and workability of the plan;
- changes to responsibilities of the persons implementing and/or maintaining the plan;
- changes in contact details.

These changes will be incorporated into the Plan within 3 months of the ER tests taking place. A log of tests will be appended to this Plan, showing the dates, and a description of actions resulting arising from the post event debrief.

A Log of Tests shall include details of who coordinated the ER scenario, the ER exercise date and learnings is included at the rear of this Plan in Appendix A.

A record on each ER exercise, including the names of personnel who participated in the ER exercise shall be held in Cintellate. All corrective actions and opportunities for improvement will be tracked to completion.

**Note:** The Banksmeadow Terminal ERP has its own testing plan and timelines for testing relevant equipment appropriately as per Legislative Requirements, Australian Standards and International Standards where available and in that order. If the testing requirements detailed in this section are also mentioned in the ERP then they are to be regarded as the same otherwise the testing requirements are to be regarded as over and above those listed in the Emergency Response Plan.

The Fuels and Infrastructure Environmental Management Systems (EMS) Specialist has delegated responsibility for maintaining this plan. Plan versions will be managed in accordance with the Ampol Document Management System (CD4187).

**Table 15-1 Plan Updates**

| Version Number & Date   | Updates/Changes/Inclusions   | Responsible Person |
|-------------------------|--|--------------------|
| Version 1.0<br>2016     | New document   | Pam Meers          |
| Version 2.0<br>Nov 2018 | Review – currency of operational details, phone numbers, test exercise dates | Amanda Basten      |

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| Version Number & Date                 | Updates/Changes/Inclusions   | Responsible Person  |
|---------------------------------------|--|---|
| Version 3.0<br>Feb 2020               | Training exercise at BMT- involving KNT, BMT and NCT ER Leads.<br>PIRMP scenario and document review by ASBG – Andrew Doig<br>Review of phone numbers – currency of operational details, phone numbers, test exercise dates  | Gary McKay<br>Craig Osborne<br>Amanda Basten<br>Jos Kusters |
| Version 4.0<br>August 2021            | Plan revised -, in line with changes to the PIRMP template for the three (3) NSW terminals<br>Additional details of conditions or events that could or would increase likelihood of hazards occurring and their potential health effects<br>Specify who is responsible for testing of plan and schedule<br>Inclusion of new Section 15 called <i>Plan Revised</i><br>Inclusion of a stormwater drainage diagram & new diagrams: <ul style="list-style-type: none"> <li>• ELP Identification Points</li> <li>• Tank and Building Site Plan</li> <li>• Fire Fighting Services Site Plan</li> </ul> | Gary McKay<br>Craig Osborne<br>Amanda Basten<br>Jos Kusters |
| Version 4.0 (Minor)<br>September 2022 | Review post LOC event at site on 26 August 22 – activation of the FOAM Deluge System by tanker driver. Nil loss of Foam from the site with all materials recovered and contained in IBCs and SLOPS Tank – subsequent removal to licenced waste facility planned.<br>PIRMP changes/updates<br><br>Investigation completed with actions listed in Cintellate<br>NSW Public Health Unit contact no. correction and addition of their email address.   | Gary McKay<br>Craig Osborne<br>Amanda Basten<br>Jos Kusters |

## 15. Reporting

A post - incident report will be prepared following any Incident which triggers this PIRMP. In such instances, Ampol will appoint a Lead Investigator who will report to Management, under Legal Privilege when required.

Where the report identifies gaps and/or opportunities for improvement, all such recommended changes will be incorporated into the Plan. The Banksmeadow Terminal Operations team and any other affected/interested parties will be informed of any Plan changes.

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## **Diagrams**

- Diagram 1. Site and Surrounding Land Use
- Diagram 2. Site Layout and Environment Protection Licence – EP Identification Points
- Diagram 3. Banksmeadow Terminal - Tank & Building Site Plan
- Diagram 4. Stormwater Site Plan
- Diagram 5. Fire Fighting Services Site Plan

## **Appendices**

- Appendix A. Log of Plan Tests
- Appendix B. Banksmeadow PIRMP and ERP Alignment with Environment Operations Act 1997 and POEO (General) Regulation 2009

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Diagram 1. Site and Surrounding Land Use



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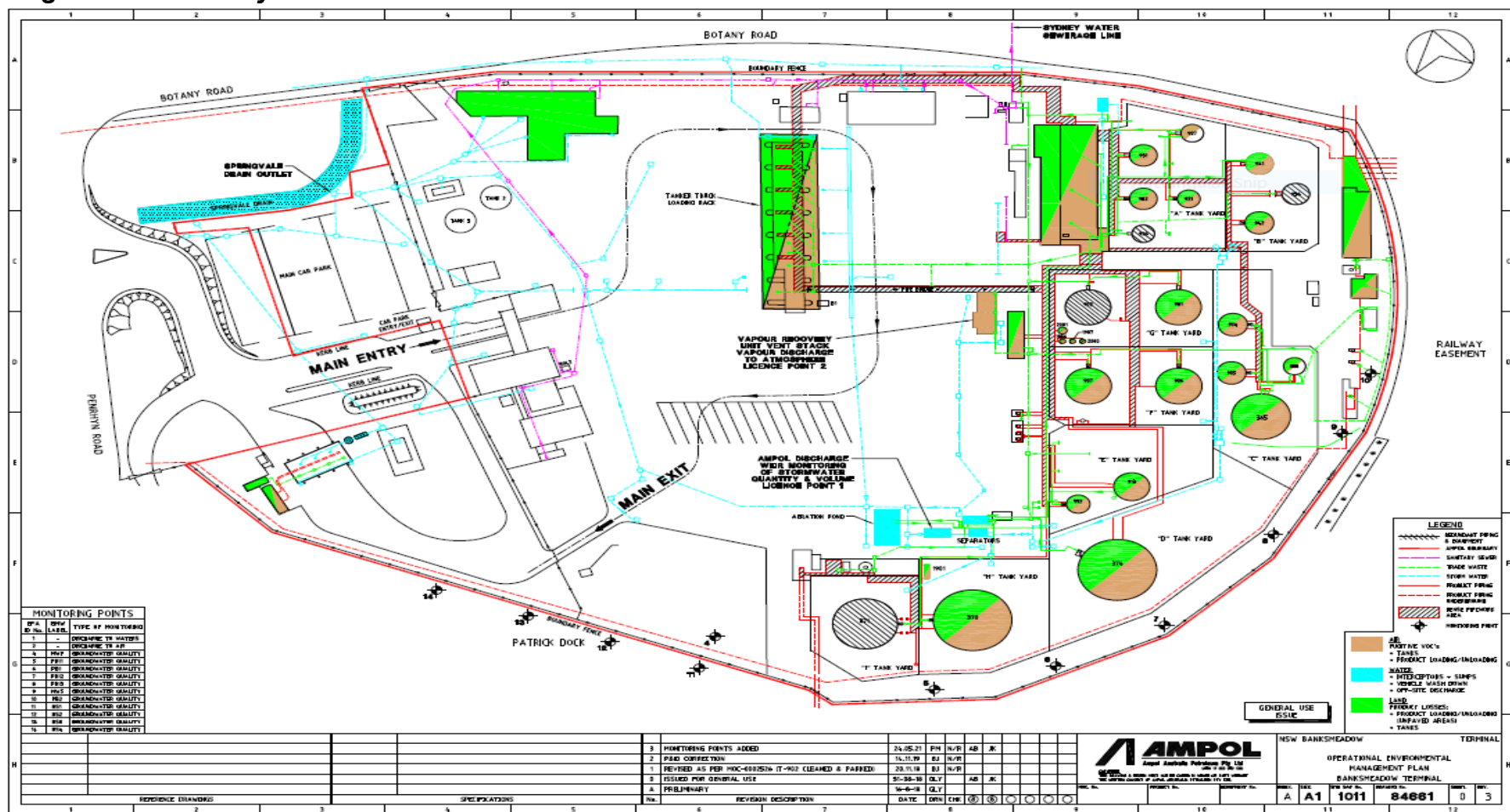
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Diagram 2. Site Layout and Environment Protection Licence – EP Identification Points



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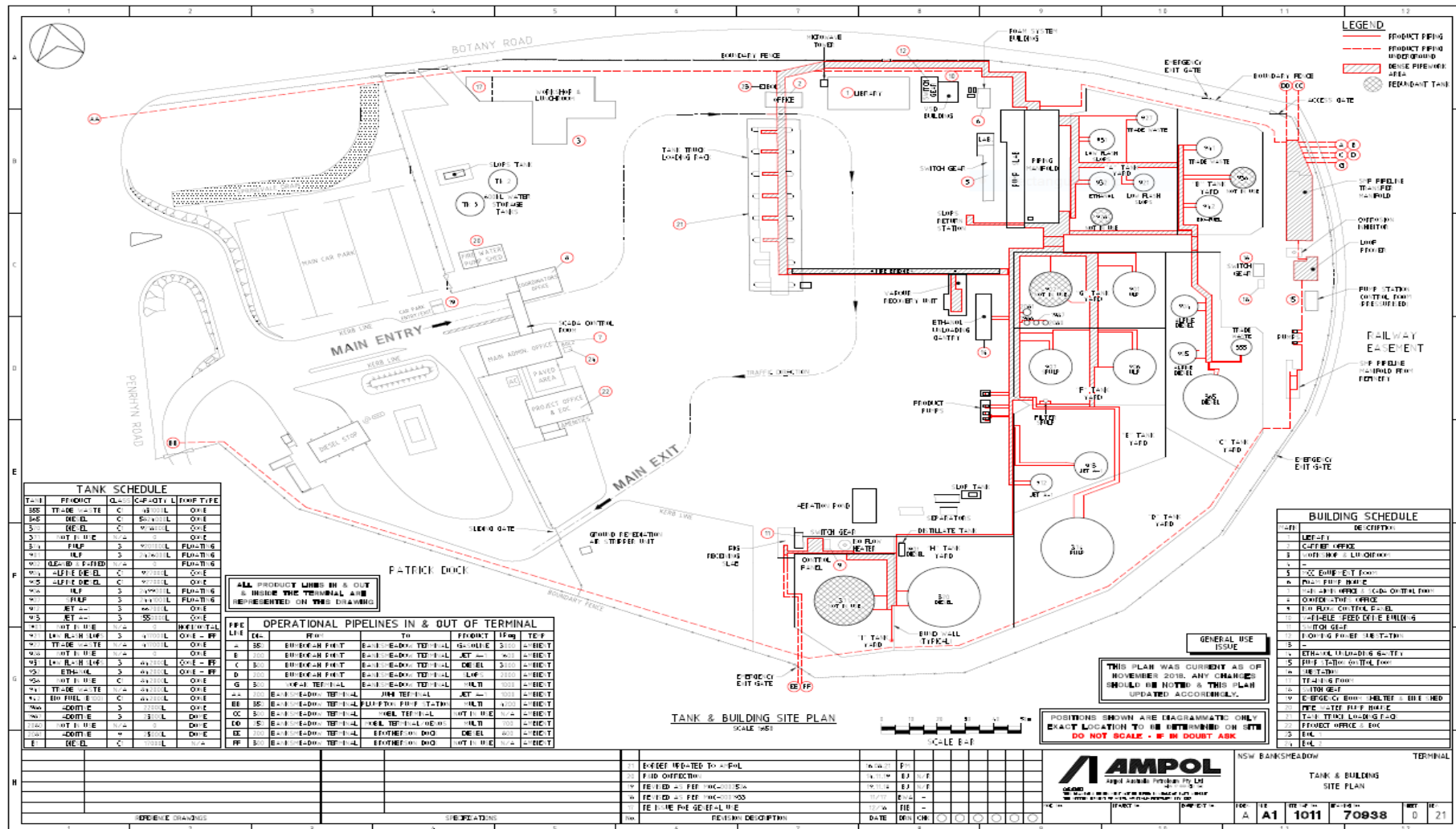
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Diagram 3. Banksmeadow Terminal - Tank & Building Site Plan



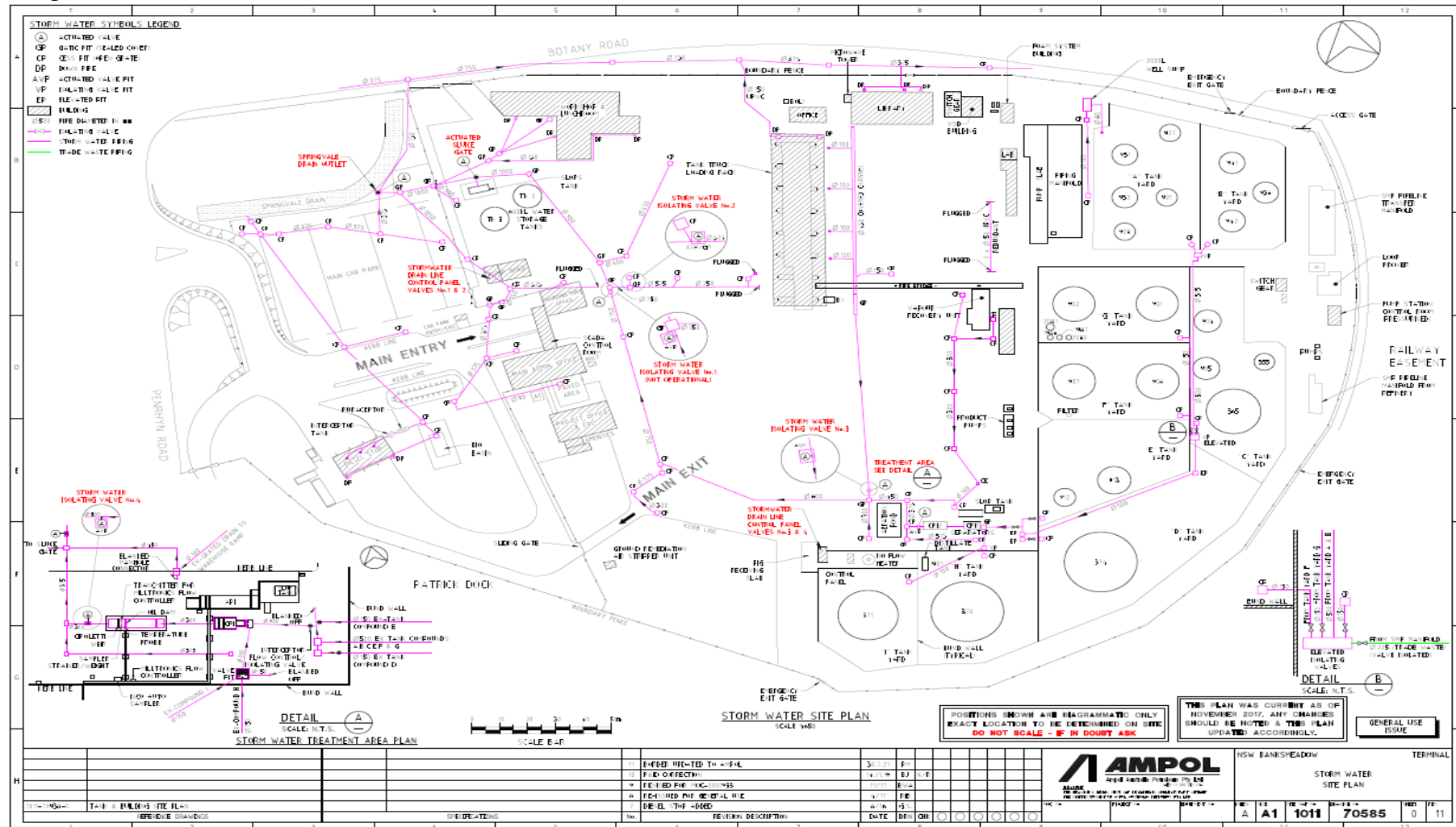
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Diagram 4. Stormwater Site Plan



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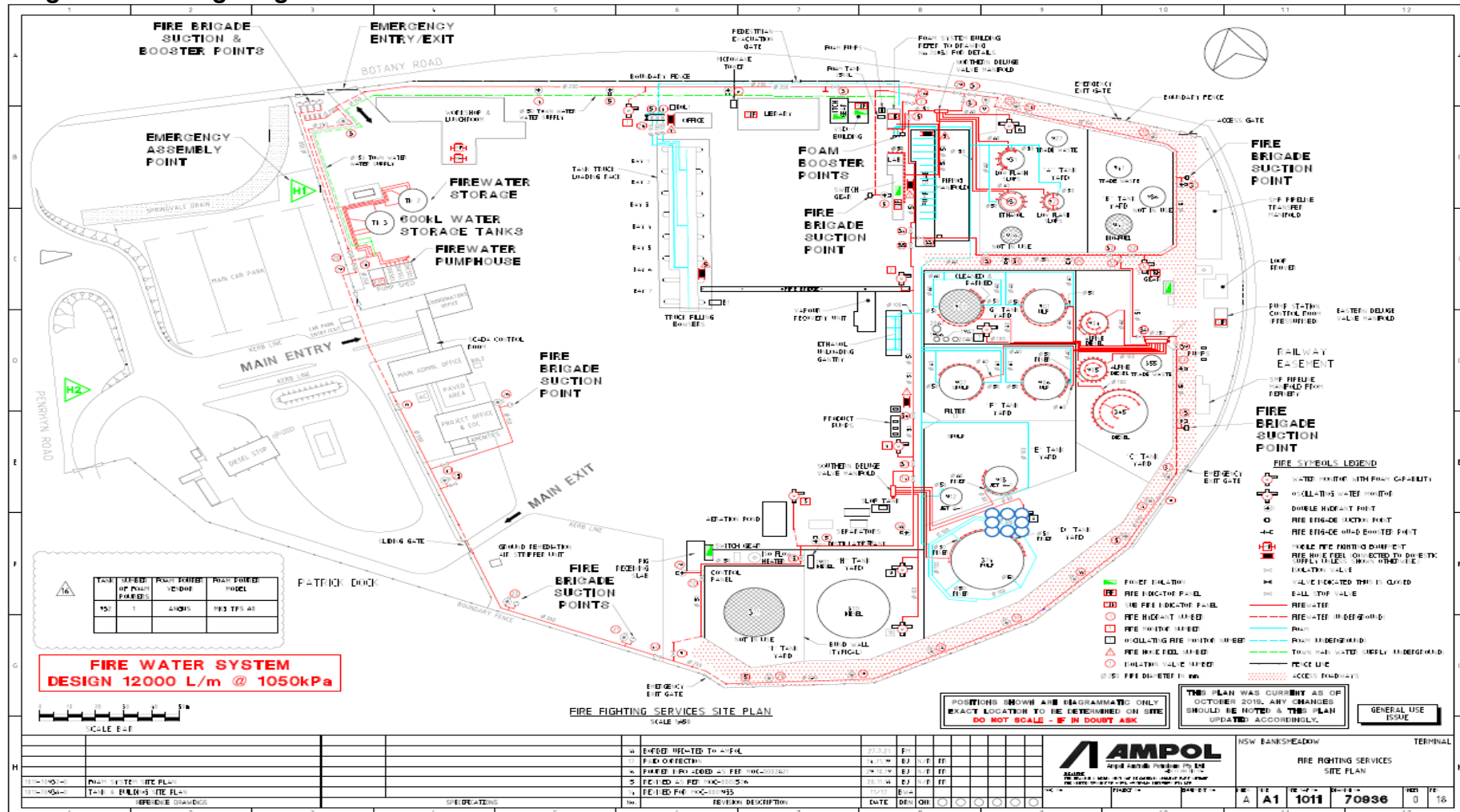
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Diagram 5 Fire Fighting Services Site Plan



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## Appendix A

### Log of Plan Tests

| Test Date   | Coordinated By                                 | Results                         | Actions Resulting  |
|---|--|---------------------------------|--|
| <b>2013 Program</b>   |  |                                 |  |
| 13 Dec 2013<br>Scenario:<br>Fuel oil spill to water and odour | Banksmeadow TOM and Banksmeadow Ops Specialist | Exercise completed successfully | Nil  |
| <b>2014 Program</b>   |  |                                 |  |
| 23 Jun 2014   | Banksmeadow TOM and Banksmeadow Ops Specialist | Exercise completed successfully | Minor updates to neighborhood contact details  |
| <b>2015 Program</b>   |  |                                 |  |
| 01 May 2015   | Banksmeadow TOM and Banksmeadow Ops Specialist | Exercise completed successfully | Nil  |
| 22 Sept 2015  | Banksmeadow TOM and Banksmeadow Ops Specialist | Exercise completed successfully | Nil  |
| <b>2017 Program</b>   |  |                                 |  |
| 07 Mar 2017   | Banksmeadow TOM and Banksmeadow Ops Specialist | Exercise completed successfully | Nil  |
| 22 Jun 2017   | Banksmeadow TOM and Banksmeadow Ops Specialist | Exercise completed successfully | Nil  |
| <b>2018 Program</b>   |  |                                 |  |
| 23 Oct 2018   | Banksmeadow TOM and Banksmeadow Ops Specialist | Exercise completed successfully | PIRMP – Agency name changed to SafeWork NSW & name change Port Authority NSW & phone number checks |
| <b>2019 Program</b>   |  |                                 |  |
| 15 Oct 2019<br>Scenario:<br>oil sheen in the sluice pit       | Banksmeadow TOM and Banksmeadow Ops Specialist | Exercise completed successfully | Nil changes to the PIRMP required  |

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| Test Date  | Coordinated By                                 | Results   | Actions Resulting   |
|--|--|---|---|
| <b>2020 Program</b>  |  |   |   |
| 25 Feb 2020<br><b>Half Day event:</b><br>PIRMP Regulatory framework training conducted by A. Doig, ASBG and accompanying Scenario Exercise: Jet Fuel line LOC – localised pollution to soils | Banksmeadow TOM and Banksmeadow Ops Specialist | All NSW Terminals represented at the Training and the scenario exercise.<br><br>Draft EPA Guideline discussed<br>All PIRMP's will be revised (format and extra Maps) once the Guideline is published by EPA | Change to the contact details for Bayside Council<br><br>Now 1300 581 299<br><br>Updated Test Log details                   |
| <b>2021 Program</b>  |  |   |   |
| 2021<br>21 <sup>st</sup> Sept. 2020<br>Safety Week Muster and PIRMP Exercise   | Banksmeadow ROM and Banksmeadow Ops Specialist | Discussions on the PIRMP and if the scenario was a major LOC, the muster point used in todays exercise may not be suitable  | Create a label to identify the SCADA bypass need to be enabled prior to activating the test alarm switch                    |
| <b>2022 Program</b>  |  |   |   |
| 2022<br>11 August 2022<br><br><u>MEET-008693</u>   | Banksmeadow ROM and Banksmeadow Ops Specialist | Loss of Ethanol /Cleanup drill - BMT PIRMP:<br>Ethanol Spill in Enthanol Tanker Truck Unloading Rack (TTUR)   | Create "Cheat Sheet" at FIP (for operation of test alarm)<br>Test audible level of alarm at the most distance part of site. |

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## Appendix B.

### Banksmeadow PIRMP and ERP Alignment with Environment Operations Act 1997 and POEO (General) Regulation 2009

| <b>Environment Operations Act 1997</b> |   |  |
|--|---|--|
| <b>Section of Act</b>                  | <b>PIRMP Section Reference</b>  | <b>Banksmeadow ERP (where relevant)</b>  |
| 153A                                   | 1.Introduction  | 3. Introduction  |
| 153C                                   | 5.Notification Responsibilities<br>8. Comprehensive Emergency Response Plan<br>9. Contact Details of Relevant Authorities to be Notified of Pollution Event <ul style="list-style-type: none"> <li>Table 9.1: External Contact Information</li> <li>Table 9.2: Internal Contact Information</li> <li>Table 9.3: Neighbourhood Contact List</li> </ul> | 7.0 Roles and Responsibilities<br><br>9.1 Notification of an emergency   |
| 153D                                   | 12. Availability of Plans   | 2.0 Distribution List  |
| 153E                                   | 14. Testing of Plans  | 6.10 Training, Testing, Exercises  |
| 153F                                   | 5.Notification Responsibilities<br>8. Comprehensive Emergency Response Plan<br>11. Procedures to Follow   | 8.3 Spills Containment & First Aid Resources<br>9.0 Response procedures<br>9.1 Notification of an emergency                              |
| <b>POEO (General) Regulation 2009</b>  |   |  |
| <b>Section of Act</b>                  | <b>PIRMP Section Reference</b>  | <b>Banksmeadow ERP (where relevant)</b>  |
| 98C(1) (a)                             | 6, Description of Environmental Hazards   | 5. Site Profile  |
| 98C(1) (b)                             | 6, Description of Environmental Hazards <ul style="list-style-type: none"> <li>Table 9.4 Incident Risk Ranking</li> </ul>   | 5.7 Major Incident Hazards<br>6.2 Risk Assessment  |
| 98C(1) (c)                             | 8. Comprehensive Emergency Response Plan  | Banksmeadow ERP (whole)  |
| 98C(1) (d)                             | 7. Inventory of Pollutants  | 5.6 DG and Hazardous Materials<br>5.7 Major Incident Hazards   |
| 98C(1) (e)                             | <ul style="list-style-type: none"> <li>Table 9.4 Incident Risk Ranking</li> </ul>   | 5.7 Major Incident Hazards<br>6.2 Risk Assessment  |
| 98C(1) (f)                             | 8. Comprehensive Emergency Response Plan  | Banksmeadow ERP (whole)  |
| 98C(1) (g)                             | <ul style="list-style-type: none"> <li>Table 9.2: Internal Contact Information</li> </ul>   | 6.7 Local Emergency Management Team<br>8.1 Emergency Contacts  |
| 98C(1) (h)                             | <ul style="list-style-type: none"> <li>Table 9.1: External Contact Information</li> </ul>   | 6.6 Regional Emergency Management Team<br>6.7 Local Emergency Management Team<br>6.8 Incident Control<br>6.9 Emergency Operations Centre |

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|                 |  |
|-----------------|--|
| <b>Division</b> | Fuels & Infrastructure   |
| <b>Type</b>     | Plan   |
| <b>Title</b>    | Pollution Incident Response Management Plan (PIRMP) Banksmeadow Terminal |

| <b>POEO (General) Regulation 2009</b> |   |  |
|---------------------------------------|---|--|
| <b>Section of Act</b>                 | <b>PIRMP Section Reference</b>                          | <b>Banksmeadow ERP (where relevant)</b>  |
| 98C(1) (i)                            | 9.2 Community   | 6.8 Incident Control<br>6.9 Emergency Operations Centre<br>7 Local Emergency Management Team<br>7.1 Emergency Incident Command & Control<br>8.1 Emergency Contacts |
| 98C(1) (j)                            | 11.3 Notification of employees and other site personnel | 7.1 Emergency Incident Command & Control<br>8.1 Emergency Contacts   |
| 98C(1) (k)                            | Diagrams 1, 2 and 4                                     | 5. Site Profile<br>5.2 Site Boundaries<br>5.3 Surrounding Land Use   |
| 98C(1) (l)                            | 1. Comprehensive Emergency Response Plan                | Banksmeadow ERP (whole)  |
| 98C(1) (m)                            | 13. Staff Training                                      | 6.10 Training, Testing, Exercises  |
| 98C(1) (n)                            | Appendix A. Log of Plan Tests                           | 11.4 Post Incident Assessment  |
| 98C(1) (o)                            | Appendix Y Document Stewardship                         | 2.0 Distribution List  |
| 98C(1) (p)                            | 14. Testing of Plans                                    | 6.10 Training, Testing, Exercises<br>11.4 Post Incident Assessment   |
| 98D(1)                                | 12. Availability of Plans                               | 2.0 Distribution List  |
| 98D(2)                                | 12. Availability of Plans                               | 2.0 Distribution List  |
| 98E(1)                                | 14. Testing of Plans<br>15. Reporting                   | 2.1 Controlled Hard Copies<br>2.2 Electronic Copies  |
| 98E(2)                                | 14. Testing of Plans                                    | 6.10 Training, Testing, Exercises  |

| <b>Electronically Controlled Document. Refer to online document for current version.</b> |   |                                      |                       |
|--|---|--------------------------------------|-----------------------|
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