

# EMPIRE BINS

ABN 23 733 935 755

## POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

5 MEADOW WAY, BANKSMEADOW, NSW

DESIGNED BY: C.EASTWELL (OFFICE MANAGER) ON SITE

Owner Name: DEAN BALDWIN  
Position or title: DIRECTOR  
Business hours contact number/s: 93114745  
After hours contact number/s: 0402 153 611  
Email: [empirewaste@hotmail.com](mailto:empirewaste@hotmail.com)

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## 1 OVERVIEW and LEGISLATIVE REQUIREMENTS

EMPIRE BINS PTY LTD holds an Environment Protection Licence with the NSW Environment Protection Authority (EPA) **EPL number: 20618** for 5 Meadow Way, Banksmeadow. As per the *Protection of the Environment Operations Act 1997* (the POEO Act), the holder of an Environment Protection Licence must prepare, keep, test and implement a **pollution incident response management plan** (PIRMP) that complies with Part 5.7A of the POEO Act in relation to the activity to which the licence relates.

If a pollution incident occurs in the course of an activity so that material harm to the environment (within the meaning of section 147 of the POEO Act) is caused or threatened, the person carrying on the activity must **immediately** implement this plan in relation to the activity required by Part 5.7A of the POEO Act.

A written copy of this plan must be kept at 5 Meadow Way, Banksmeadow, or where the activity takes place in the case of mobile plant licences, and be made available on request by an authorised NSW EPA Officer and to any person who is responsible for implementing this plan.

This Plan is available on a publicly accessible website, [www.empirebins.com.au](http://www.empirebins.com.au), and can provide a copy of the plan to any person who makes a written request. The sections of the plan that are required to be publicly available are set out in clause 98D of the Protection of the Environment Operations (General) Regulation 2009.

NOTE: This plan is developed in accordance with the *Protection of the Environment Operations Act 1997* and the Protection of the Environment Operations (General) Regulation 2009. This PIRMP applies to the EMPIRE BINS Pty Ltd dry waste transfer and recycling facility that operates from 5 Meadow Way, Banksmeadow, as described in Section 11.

The PIRMP contains the following sections as required by the regulation:

1. Overview and Legislative requirements – describes the purpose and review date for this PIRMP, and main features the applicable legislation governing the preparation and implementation of PIRMPs;
2. Pollution incident – definition;
3. Hazard, likelihood and pre-emptive actions to prevent pollution incident risks – describes types of pollution incidents that may be possible and lists procedures that are already in place to minimize and manage pollution;
4. Inventory of potential pollutants and maximum quantities – identifies the potential pollutants located on Site and the maximum quantities of the pollutants stored;
5. Safety equipment – identifies the safety equipment and devices on Site;
6. Identifying and minimizing risk of harm to persons on Site – how Empire Bins identifies and minimizes risk to safety;
7. Preparation and implementation of this plan- identifies the people responsible for activating, maintaining and implementing this PIRMP;
8. Notification of pollution incidents causing or threatening to cause material harm to the environment – contact details and notification procedure;
9. Emergency incident response procedures – outlines the procedures to be followed in the event of an incident
10. Map – map of Site to show location of potentially affected neighbours and environmentally sensitive areas;
11. Training – information to be passed on to staff and contractors'
12. Keeping and testing of PIRMP – details for keeping the PIRMP and testing its content;

## 2. Pollution incident

Definition: A pollution incident is defined as follows in the 'Environmental Guidelines: Preparation of pollution incident response management plans' prepared by the NSW Environmental Protection Authority (EPA) in March 2012: "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 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 emission of any noise."

### Notifying relevant authorities

**Name of person responsible:** DEAN BALDWIN  
**Position or title:** DIRECTOR  
**Business hours contact number/s:** 0402 153 611  
**After hours contact number/s:** 0402 153 611  
**Email:** [empirewaste@hotmail.com](mailto:empirewaste@hotmail.com)

### Managing response to pollution incident

**Name of person responsible:** COLLETTE EASTWELL  
**Position or title:** OFFICE MANAGER  
**Business hours contact number/s:** (02)9311 4745  
**After hours contact number/s:** 0413 389 124  
**Email:** [empirewaste@hotmail.com](mailto:empirewaste@hotmail.com)

## 3. Hazard, Likelihood and Pre-Emptive Actions To Prevent Pollution Incident Risks

Empire Bins undertakes activities of receiving and sorting solid, inert building and demolition waste (including garden waste, household waste and e-waste) into recyclable and non-recyclable streams. Notwithstanding Empire Bins commitment to preventing pollution incidents on Site, it is not possible to prevent all situations that might give rise to such incidents.

### Main Hazards and the Likelihood of Hazards Occurring

Hazard Type (Human/Environment)	Type	Description	Likelihood of Hazard Occurring*	Event that would increase the likelihood of occurrence	Pre-Emptive actions to be taken
Human and Environment	Storage of Chemicals	Hydrocarbon spill that reaches a drain, sewer or natural watercourse. I.e: Diesel fuel storage tank.	1	Failure to keep chemicals in the bunded area.	Retain minimum quantities on Site. Regular Site Inspections Regular training of staff
Human and Environment	Storage of Paints,Oils, Solvents	Water pollution with Paints,oil,or solvents. Source may include but are not limited to: Thinners, Paint, Turpentine, Kerosene, Methylated Spirits, Hydraulic Oil, Engine Oil	2	Failure to keep paints, oils and solvents in the bunded area	Retain minimum quantities on site. Regular Site Inspections. Regular training of all staff. No Use of paints, oils or solvents near drains.
Human and Environment	Storage of Waste Materials	Land and water pollution with leachate	1	Not keeping light wastes under cover at all times	Retain minimum quantities on Site. Keep all light waste under cover. Regular Site Inspections Regular training of all staff.
Human and Environment	Discharges to stormwater	Failure of stormwater management system	2	Failure to maintain stormwater system	Regular Site inspections Regular training of all staff.

Human and Environment	Air Quality	Air pollution from dust. Sources include but are not limited to: Dust from stockpiles and vehicle/machine movement. Tipping of Bins.	3	Hot, windy days. Failure to operate/maintain dust suppression sprinkler system.	Regular site inspections. Regular training of staff. Wet down stockpiles and use mechanical sweeper to eliminate ground dirt.
Human	Noise	Operation of machinery and other processing equipment. Tipping of Bins	3	N/A	PPE Provided to all staff. Ear plugs/muffs to be worn in yard. Front Gate to be closed at all times while tipping or loading of bins.
Human and Environment	Gas Leak and/or Fire	Combustion of stockpiles of waste	1	Failure to properly maintain minimal stockpiles	Regular Observation of stockpiles to ensure they are managed appropriately, by minimising stock of "lights". Regular training of all staff.
Human and Environment	Flood	Flooding due to heavy rain and/or failure of stormwater management system.	3	Failure to maintain stormwater system	Regular site system. Maintenance and inspections. Regular training of all staff.

#### 4 Possible Pollution incidents Management Actions for Dust

Induction	Induction for all employees will include information on: <ul style="list-style-type: none"> <li>Potential sources of dust</li> <li>Dust Management Plan, Monitoring program and licence conditions</li> <li>Who to report dust issues to</li> </ul>	Site Manager
Windy Conditions	<ul style="list-style-type: none"> <li>Monitor wind and weather forecasts (Bureau of Meteorology) and cease operations where dust cannot be controlled.</li> <li>Do not assume wind direction according to the weather station as enclosed boundaries will affect wind direction (i.e. eddies).</li> </ul>	Site Manager
Traffic	<ul style="list-style-type: none"> <li>Only trucks that can be tarped from the ground will be loaded (i.e. "No Tarp – No Load")</li> <li>Trucks and light vehicles can only leave over a cattle grid to vibrate to ensure their wheels are free of debris/mud.</li> </ul>	Drivers
	<b>Note:</b> All drivers are subjected to the Empire Bins condition of entry. Any driver that does not adhere to these conditions of entry may be banned from site	
Dust Suppression	<ul style="list-style-type: none"> <li>Appropriately positioned water fogger(s) are to be turned on before tipping of receivables and whilst sorting through waste within the receivals area.</li> <li>All HME paths/routes and stockpiles are to be regularly wetted down with water sprinklers positioned around the premises.</li> <li>Hard stand areas, along with the driveway are to be kept clean using a commercial sweeper machine.</li> </ul>	Site Manager

## 5 Safety equipment

Describe the safety equipment or other devices used to minimise the risks to human health or the environment and to contain or control a pollution incident:

**PPE are all available to all staff. These include M2 face masks, Safety Glasses, Gloves, Ear Plugs/Muffs, hi vis shirts/vests.**

## 6 Minimising harm to persons on the premises

Empire Bins Pty Ltd is committed to minimizing the circumstances where pollution incidents may occur. Through the use of employee training, routine inspections on the Site and the oversight of operations by the Site Operations Managers, Empire Bins Pty Ltd will be able to identify and respond appropriately to conditions that might lead to a pollution incident that causes risk to humans and the environment.

Empire Bins employees and Labour Hire Members will be instructed regarding the step that should be taken to report and respond to Site conditions or issues that may result in pollution incidents.

Further, employees and Labour Hire Members will be instructed on and provided with the appropriate personal protective equipment at all times.

Empire Bins employees and Labour Hire Members will also be in appropriate pre-emptive steps that they should take to minimize or prevent risk of harm to human health or the environment arising from a potential pollution incident.

Empire Bins employees and Labour Hire Members will be instructed to contact the Yard Supervisor on site immediately if they are in doubt over any part of this PIRMP or their responsibilities.

## 7 Coordinating with persons

For all yard incidents see Yard Manager on site, who will contact the office, who will in turn contact the appropriate authorities.

Or Dean Baldwin 0402 53 611

### Communicating with neighbours and the local community

Identify details of the mechanisms for providing early warnings and regular updates to owners and occupiers of premises in the vicinity of the premises to which the licence relates or where the scheduled activity is carried on: **door knock when applicable**

## 8 Notification of relevant authorities

Fire & Rescue NSW / Rural Fire Service

Contact number/s: 000  
(Pollution Incident Notification Hotline)  
1300 729 579

Environment Protection Authority

Contact number/s: 131 555

Health NSW

WorkCover NSW

Contact number/s: 131 050

Local Council: BAYSIDE COUNCIL

Contact number 1300 581 299

WATER NSW

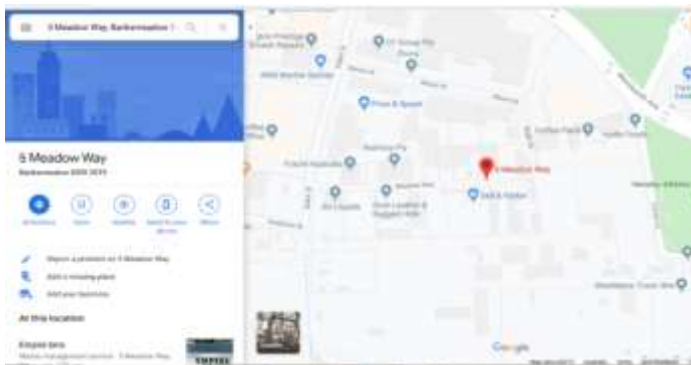
Contact Number 02 9338 6600

## 9 Emergency Response Procedures

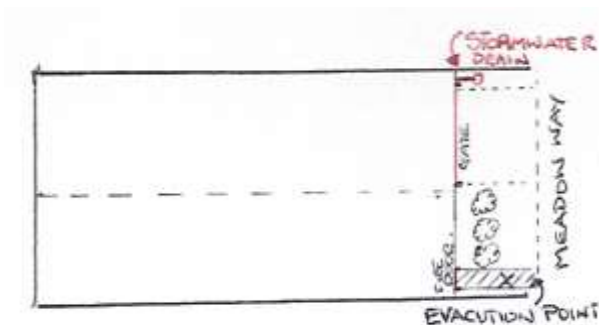
STOP	<ul style="list-style-type: none"> <li>If it is safe to do so, STOP the process causing the environment incident</li> </ul>
ASSESS RISK/ ISOLATE	<ul style="list-style-type: none"> <li>Remove personnel from the immediate area and take measures such as barricading the area to reduce the risk of exposure to others. This must occur without exposure to danger.</li> </ul>
NOTIFY	<ul style="list-style-type: none"> <li>Notify the Yard Supervisor immediately. For reportable incidents, these must be escalated to Office for reporting.</li> <li>Early notification to relevant authorities, neighbours and Stakeholders (Dean Baldwin)</li> </ul>
CONTROL/ CONTAIN	<ul style="list-style-type: none"> <li>Provide a 1<sup>st</sup> aid response (if Required)</li> <li>Appropriate PPE to be worn as outlined in Policies and Procedures Manual/emergency plans</li> <li>Identify the type of material (and volume) released, without being at risk.</li> <li>Determine level of emergency and respond as per incident/emergency plan, in conjunction with fire &amp; emergency services if present.</li> <li>Determine if evacuation is required and consider impacts at emergency assembly point.</li> </ul>
CLEAN UP	<ul style="list-style-type: none"> <li>Where safe to do so, and where released by fire and emergency services, initiate clean up.</li> </ul>
REVIEW/ REPORT	<ul style="list-style-type: none"> <li>Review corrective actions and report at office as required by Policies and Procedures Manual.</li> </ul>

## 10 Maps

Detailed maps showing the:



- location of the premises to which the licence relates



- location of stormwater drains and evacuation point at 5 Meadow Way, Banksmeadow.

## 11 Staff training

All staff are trained on a regular basis, Collette Eastwell is First Aid Officer and has up to date to 11/4/2021.

Regular Tool Boxes which update safety regulations and procedures in Yard.

## 12 Testing and updating of the PIRMP

### PIRMP testing details

20/02/2020	Tested by yard supervisor (Mark H, Matt J, Collette E, Gina G, Doug G, Matt O,)	Details of test: Fire Drill performed. All staff was alerted, evacuated and assembled out the front of building at assembly point	All staff reacted quickly and response was prompt.
20/02/2020	Mark Hopkins, Yard Supervisor	Desktop simulation – chemical spill and site simulation with H2O	Contact details, map and pollutant inventory updated

### PIRMP update details

20/02/2020	Reason for update: Yearly update.	Details of updates: Did tests and updated reports	Date the updated version was uploaded to website: 19/03/2020
20/02/2020	No Problems with test	Contact details, map and pollutant inventory updated	20/02/2020