

# SURROUNDING AREA AND AUTHORITY NOTIFICATION PROCESS FOR POLLUTION INCIDENTS IN NSW

## PURPOSE

This procedure sets out the process to be followed when notifying Authorities and/or the local community of a pollution incident that will cause or threaten to cause material harm to the environment or human health, and outlines how the risk of harm will be reduced.

## Scope

This procedure applies to all of CSR's NSW EPA Licenced sites and is in line with the sites' Pollution Incident Response Management Plan (PIRMP).

## Incident Assessment

In the event of an incident, the sites' PIRMP (or Emergency Response plan for unlicensed sites) process for incident assessment is initiated. The incident must be assessed using CSR's Risk Matrix to determine if it has caused, or threatens to cause, material harm to the environment.

- Material harm is defined by the Protection of the Environment Operations Act 1997, as;
  - causing actual, or having the potential to cause, harm to the health or safety of human beings or to ecosystems that is not trivial, **or**
  - resulting in actual or potential loss or property damage of an amount, or amounts in aggregate, exceeding \$10,000, **and**
  - 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.

It does not matter that harm to the environment is caused only in the premises where the pollution incident occurs.

- Call 000 if the incident presents an immediate threat to human health or property. Fire and Rescue NSW, the NSW Police and the NSW Ambulance Service are the first responders, responsible for controlling and containing incidents.

Incidents will be managed in accordance with CSR's relevant procedures and plans. Each site PIRMP outlines detailed actions to be undertaken in the event of an incident.

## Notification obligations

There are a series of immediate notifications that must be made.

In the first instance, notify the CSR internal management team as specified in the sites PIRMP (or Emergency Response plan for unlicensed sites).

Secondly, commence verbal (telephone) notification to external authorities including:

- 1) the appropriate regulatory authority (usually the local Council or EPA)
- 2) if the EPA is not the appropriate authority – the EPA
- 3) if the EPA is the appropriate regulatory authority - the local authority/council

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- 4) the Ministry of Health
- 5) the WorkCover Authority
- 6) Fire and Rescue NSW
- 7) If so directed by the EPA (verbally or in writing), notify such other persons as the EPA requires.

For each relevant authority, the appropriate point of 24 hour contact is:

- EPA – Environment Line on 131 555
- Ministry of Health - via the local Public Health Unit (see: <http://www.health.nsw.gov.au/publichealth/Infectious/phus.asp>)
- WorkCover on 13 10 50 (WorkCover will ask for the ABN, all sites (licensed and non-licensed) will report the **CSR Building Products Limited ABN 55 008 631 356**.)
- Fire and Rescue NSW on 1300 729 579

The appropriate contact for the relevant local authority and Public Health Unit will vary depending on location. All relevant contact numbers are contained with the sites' PIRMP (or Emergency Response plan for unlicensed sites)

Table A below outlines the local council and public health unit contact details.

**TABLE A**

CSR Site	EPA Licence Number	Location	Local Authority/Council	Public Health Unit
Bradford Ingleburn	13087	55 Stennett Road, Ingleburn, 2565	<b>Campbelltown City Council</b>  <a href="http://www.campbelltown.nsw.gov.au/">http://www.campbelltown.nsw.gov.au/</a>  General Contact 02 4645 4000  Pollution Issues. 02 4645 4604	<b>Liverpool Public Health Unit (South Western Sydney LHD)</b> <i>Contact Details</i>
				P.O. Box 38, Liverpool BC NSW 1871
				Phone: (02) 9794 0855 Fax: (02) 9794 0838 (secure)
				<b>AH</b>  Phone: (02) 8738 3000 (Liverpool Hospital) - ask for Public Health Officer on call
Monier Rosehill	2007	10 Grand Avenue, Rosehill, 2142	<b>Parramatta City Council</b>  <a href="http://www.parracity.nsw.gov.au/">http://www.parracity.nsw.gov.au/</a>  General Contact 02 9806 5050  After hours 02 9806 5050  emergency	<b>Parramatta Public Health Unit (Western Sydney LHD)</b> <i>Contact Details</i>
				Locked Bag 7118, Parramatta BC 2124 Phone: (02) 9840 3603 Fax: (02) 9840 3608 / 9840 3591 (secure line)
				<b>AH</b>
				Phone: (02) 8890 5555 (Westmead Hospital) - ask for Public Health Officer on call



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CSR Site	EPA Licence Number	Location	Local Authority/Council	Public Health Unit
HEBEL Somersby	3427	112 Wisemans Ferry Road, Somersby, 2250	<b>Central Coast Council</b>  <a href="http://www.centralcoast.nsw.gov.au/">http://www.centralcoast.nsw.gov.au/</a>  General Contact: 1300 463 954  And After hours 1300 463 954  emergency	<b>Gosford Public Health Unit (Central Coast LHD)</b>
				<i>Contact Details</i> PO Box 361, Gosford, 2250 Phone: (02) 4320 9730 Fax: (02) 4320 9746 (secure line)
				<b>AH</b>
				Phone: (02) 4320 2111 (Gosford Hospital) - ask for Public Health Nurse on call
Gyprock / Cemintel Wetherill Park	457	376 Victoria Street, Wetherill Park, 2164	<b>Fairfield City Council</b>  <a href="http://www.fairfieldcity.nsw.gov.au/">http://www.fairfieldcity.nsw.gov.au/</a>  General Contact 02 9725 0222  Pollution Issues 02 9725 0222	<b>Liverpool Public Health Unit (South Western Sydney LHD)</b>
				<i>Contact Details</i> P.O. Box 38, Liverpool BC NSW 1871 Phone: (02) 9794 0855 Fax: (02) 9794 0838 (secure)
				<b>AH</b>
				Phone: (02) 8738 3000 (Liverpool Hospital) - ask for Public Health Officer on call
PGH Horsley Park	123	327 Burley Road, Horsley Park, 2175	As Above	As Above

### Updating original notification

If new information since the original notification becomes apparent, then repeat the verbal external notification process to authorities as outlined above.

Examples of new information:

- 1) the nature, the estimated quantity or volume and the concentration of any pollutants involved;
- 2) the circumstances in which the incident occurred (including the cause of the incident, if known);
- 3) the actions taken or proposed to be taken to deal with the incident, any resulting pollution or threatened pollution.

### Community Notification

## **SURROUNDING AREA AND AUTHORITY NOTIFICATION PROCESS FOR POLLUTION INCIDENTS IN NSW**

Sites will rely on letter box drops to provide early warnings and regular updates to all premises within a 500m radius of the site (as a general rule) of any potential harm from a pollution incident. The decision to provide early warnings will be made between the Site Manager (or their delegate) and Group Environment.

1. When determining who is notified, Site Managers will consult their PIRMP's.
2. In determining the extent of community notification for potential air emissions, the Site Manager will consider aspects such as the type of pollutant, prevailing winds, height and magnitude of an emission, as well as the location of any on-site fallout or off-site impacts, the likelihood of the pollutant reaching ground level, and possible impacts on sensitive receptors as identified in their PIRMP.

The content of any letter box drop will be subject to approval from Group Environment and the GM Investor Relation & Corporate Communications. All statements must be reviewed and approved by CSR's head office and CSR Legal before distribution.