



# POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN 2022

Tested by: Joshua Graham Signed:

Date: 3<sup>rd</sup> November 2022

Checked by: Luke Graham Signed:

Date: 3<sup>rd</sup> November 2022

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## PIRMP – TESTING DATES

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Date Tested	Tested By	Details of Test	Findings of Test
23/05/2012	Joshua Graham	Reviewed & Tested	- Hazardous Substance Register updated
05/11/2013	Peter Cummins	Reviewed & Tested	-
13/10/2014	Joshua Graham	Reviewed & Tested	-
09/10/2015	Joshua Graham	Reviewed & Tested	-
19/10/2016	Joshua Graham	Reviewed & Tested	-
31/10/2017	Joshua Graham/Dianna Rea	New Format - Reviewed & Tested	-
30/11/2018	Joshua Graham	Reviewed & Tested	-
13/11/2019	Joshua Graham	Reviewed & Tested	-
28/04/2020	Dianna Rea	Review of whole plan to comply with new guidelines from EPA	<ul style="list-style-type: none"> <li>- Details of licences were only listed on the map. A detailed list was added in Point 3.</li> <li>- Details of sensitive receivers weren't listed. Now added in Point 3 as well.</li> <li>- Legislative requirements were updated</li> <li>- Re-formatted document to read easier</li> </ul>
17/11/2020	Joshua Graham	Review of plan to comply with Guidelines & Safety meeting with all staff to do a mock spill containment	<ul style="list-style-type: none"> <li>- Emergency Contact details were changed</li> <li>- All Appendices were updated</li> <li>- Oil Spillage Pre-emptive actions were updated</li> </ul>
03/11/2021	Joshua Graham	Review of SDS register  Review of Hazards and pre-emptive actions at Safety and Environmental meeting	<ul style="list-style-type: none"> <li>- New staff were informed of the plan and updated on environmental hazards which relate to the site.</li> <li>- SDS Register was updated</li> <li>- Pre-emptive actions added to PF Safety Booklet</li> </ul>
3/11/2022	Joshua Graham Dianna Rea	Review plan against Principal Mining Hazard Management Plans.	<ul style="list-style-type: none"> <li>- Updated First Aid personnel table</li> <li>- Pre-emptive actions are consistent with controls within the Principal Mining Hazard Management Plans</li> <li>- Review SDS register</li> </ul>

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## 1. Introduction

PF Formation Pty Ltd has prepared this Pollution Incident Response Management Plan (the plan) in order to comply with the requirements of the *Protection of the Environment Operations Act 1997* (PEO Act) and *Protection of the Environment Operations (General) Regulation 2021* (PEO Regulation). This plan covers all of PF Formation Pty Ltd operating sites and quarries which require Environment Protection Licences in the Maroota area as shown in Section 10 – Site and Quarry Plans and details are outlined in Section 3 – Contact Details. The plan is also related to PF Formation Pty Ltd Safety Management System.

The objectives of this plan are to:

- Ensure comprehensive and timely communication about a pollution incident to staff at the premises, the Environment Protection Authority (EPA) and other relevant authorities specified in the PEO Act.
- Ensure comprehensive and timely communication about a pollution incident to people outside the site or quarry who may be affected or potentially affected by the impacts of pollution.
- Minimise and control the risk of a pollution incident at the site or quarry through the identification of risks and the development of planned actions to minimise and manage those risks.
- Ensure that the plan is properly implemented by trained staff, identifying staff responsible for implementing it, and ensuring that the plan is regularly tested for accuracy, currency and suitability.

Our Work Health Safety and Environmental Policy is in the Appendices.

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### 2. Legislative Requirements

The duty to prepare and implement the plan is set out in Part 5.7A of the PEO Act and together with Part 3A of the PEO Regulation require the following in summary.

- All holders of environment protection licences must prepare a plan.
- The plan must include the information and matters as required by the PEO Act and PEO Regulation which are provided in the plan below.
- Licensees must keep the plan at the premises to which the Environment Protection Licence relates to & made available upon request by an authorised EPA Officer.
- Licensees must test the plan in accordance with the PEO Regulation.
- A copy of this plan is available on our website at the bottom of the home page. Our website address is [www.pfformation.com.au](http://www.pfformation.com.au)

#### 2.1. Definition of Pollution Incident

As defined in the PEO Act a *pollution incident* means 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.

#### 2.2. Notification of a Pollution Incident

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 PEO Act as:

1 (a) Harm to the environment is material if:

- (i) it involves actual or potential harm to the health and 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

1 (b) 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.

(2) For the purposes of this Part, it does not matter that harm to the environment is caused only in the premises where the pollution incident occurs.

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### 3. Contact Details

#### 3.1 Environment Protection Licence (EPL) Details

This PIRMP includes the following Licences

<b>1. Our Reference</b>	Hitchcock Road Sand Project		
<b>Name of Licencee</b>	PF Formation Pty Ltd		
<b>EPL Number</b>	3407		
<b>Premises Name and address</b>	1774 Wisemans Ferry Road Maroota 2756		
<b>Council</b>	Hills Shire Council		
<b>Activity Type</b>	Land-based extractive activity		
<b>Sensitive Receivers</b> <i>(refer to Map on page 10 which comes from the Air Quality Assessment completed in Sept 2019)</i>	R1	DP594889	1728 Wisemans Ferry Road Maroota
	R2	DP588936-1	4490 Old Northern Road Maroota
	R3		
	R4	DP752025	<b>MAROOKA PUBLIC SCHOOL</b> 4540 Old Northern Road Maroota

<b>2. Our Reference</b>	Pit 4 Quarry (OLD TELEGRAPH ROAD QUARRY)		
<b>Name of Licencee</b>	PF Formation Pty Ltd		
<b>EPL Number</b>	10357		
<b>Premises Name and address</b>	Lot 2 / 311 Old Telegraph Road Maroota 2756		
<b>Council</b>	Hornsby Shire Council		
<b>Activity Type</b>	Crushing, grinding or separating, Land-based extractive activity		
<b>Sensitive Receivers</b> <i>(refer to Map on page 10 which comes from the Air Quality Assessment completed in Sept 2019)</i>	R5	DP617014	1 Hart Place Maroota
	R7	DP617014	Hart Place Maroota



## PIRMP – 3. CONTACT DETAILS

<b>3. Our Reference</b>	Pit 5 & Pit 15 Quarry (HORNSBY SITES)		
<b>Name of Licencee</b>	PF Formation Pty Ltd		
<b>EPL Number</b>	3829		
<b>Premises Name and address</b>	Lot 2 & 3 / 4751 Old Northern Road Maroota 2756		
<b>Council</b>	Hornsby Shire Council		
<b>Activity Type</b>	Land-based extractive activity		
<b>Sensitive Receivers</b> <i>(refer to Map on page 10 which comes from the Air Quality Assessment completed in Sept 2019)</i>	1	DP752029-63	4765 Old Northern Road (Trovato)
	2	DP752029-48	4787 Old Northern Road (Dominello)
	3	DP752029-59	4777 Old Northern Road (Ridleys)
	4	DP660998	4837 Old Northern Road (Camilleri)
	5	DP606505	4830 Old Northern Road
	6	DP606506	4824 Old Northern Road
	7	DP606507	4810 Old Northern Road
	8	DP606508	4802 Old Northern Road (Harper)
	9	DP606509	4778 Old Northern Road
	10	DP606510	4776 Old Northern Road
	11	DP606513	4740 Old Northern Road
	12	DP606514	4736 Old Northern Road
	13	DP606515	4728 Old Northern Road
	14	DP606516	4718 Old Northern Road
	15	DP606517	4712 Old Northern Road
	16	DP606518	4706 Old Northern Road
	17	DP606519	4704 Old Northern Road
	18	DP606520	4690 Old Northern Road
	19	DP606521	4686 Old Northern Road
	20	DP606522	4670 Old Northern Road
	21	DP606523	4662 Old Northern Road
	22	DP606524	4650 Old Northern Road
	23	DP606525	4634 Old Northern Road
	24	DP606526	4624 Old Northern Road
	25	DP606528	4590 Old Northern Road
	26	DP606530	4572 Old Northern Road
	27	DP919864	4544 Old Northern Road (Dixons Sand)
	28	DP3283867	4540 Old Northern Road (MPS)
	29	DP607174	4547 Old Northern Road
	30	DP606176	4557 Old Northern Road
	31	DP646373	205 Old Telegraph Road (Francis)
	32	DP607175	4579 Old Northern Road (Dixons Sand)
	33	DP607177	4579 Old Northern Road (Gouscos)
	34	DP660986	325 Old Northern Road (Cherry)
	35	DP660987	4695 Old Northern Road (Camilleri)
	36	DP660989	4717 Old Northern Road
	37	DP660990	4741 Old Northern Road





## PIRMP – 3. CONTACT DETAILS

<b>4. Our Reference</b>	Maroota Lodge Quarry		
<b>Name of Licencee</b>	PF Formation Pty Ltd		
<b>EPL Number</b>	21046		
<b>Council</b>	Hornsby Shire Council		
<b>Premises Name and address</b>	97 & 311 Old Telegraph Road Maroota 2756		
<b>Activity Type</b>	Land-based extractive activity		
<b>Sensitive Receivers</b> (refer to Map on page 10 which comes from the Air Quality Assessment completed in Sept 2019)	R6A&B	DP838622	89 Old Telegraph Road Maroota
	R8	DP206018-9	45 Roberts Road Maroota
	R9	DP206018-8	39 Roberts Road Maroota
	R10	DP838622	81 Old Telegraph Road Maroota
	R11	DP573758-2	127 Old Telegraph Road Maroota
	R12A&B	DP356946B	100 Old Telegraph Road Maroota
	R13	DP206018	59 Roberts Road Maroota

All Licences have the same Company Contact Details as follows:

<b>Name/s</b>	Joshua Graham	Luke Graham
<b>Position or Title</b>	Director	Director
<b>Business hours contact No</b>	02 4566 8257	02 4566 8314
<b>Mobile &amp; After Hours No</b>	0418 439 923	0407 415 413
<b>Email</b>	<a href="mailto:josh@pfformation.com.au">josh@pfformation.com.au</a>	<a href="mailto:luke@pfformation.com.au">luke@pfformation.com.au</a>
<b>Website Address</b>	www.pfformation.com.au	



### 3.2 Person/s Responsibilities

The following persons are responsible for activating this plan, notifying the relevant authorities of a Pollution and managing the response in the event of any pollution incidents.

**Joshua Graham (Joint Managing Director)**

Business Phone – 02 45668314

Mobile – 0418 439 923

Email – [josh@pfformation.com.au](mailto:josh@pfformation.com.au)

**Luke Graham (Joint Managing Director)**

Business Phone – 02 45668314

Mobile – 0407 415 413

Email – [luke@pfformation.com.au](mailto:luke@pfformation.com.au)

### 3.3 Notification of Relevant Authorities

The protocol for industry notification of pollution incidents is as follows.

Part 5.7A of the PEO Act requires the occupier of premises, employer or any person carrying on the activity on which a pollution incident occurs to *immediately* notify each of the relevant authorities (identified below) when material harm to the environment is caused or threatened.

Relevant Authorities include:

1. 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.
2. If the incident does not require an initial combat agency, or once the 000 call has been made, notify the relevant authorities as listed below:
  - EPA NSW Environment Protection Authority – 131 555
  - Resources Regulator and Department of Planning Industry & Environment - 1300 305 695
  - The Hills Shire Council (Hitchcock Road Sand Project Licence 3407) - 9843 0555
  - Hornsby Shire Council (for Pits 4, 5, 15 and Maroota Lodge) - 9847 6666
  - NSW Health - 1300 066 055

### 3.4 Notification of neighbours and the local community

In the event of an incident, including early warnings and regular updates, the neighbours will be informed by door knock.

The relevant neighbours address that will be notified but are not limited to are detailed in point 3.1 Environmental Protection Licence Details

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### 4. Description and Likelihood of Hazards

Part 3A of the POE Regulation requires a description of the hazards to human health or the environment associated with PF Formation Pty Ltd sites and quarry operations and the likelihood of any such hazards occurring.

#### 4.1. Description of Hazards

The following hazards to human health or the environment have been identified by PF Formation Pty Ltd management.

- a. Fire or bushfire occurring on-site.
- b. Fuel spillage.
- c. Degradation of air quality.
- d. Oil spillage.
- e. Chemical spillage.
- f. Contaminated water run-off.
- g. Soil erosion and sediment run-off.
- h. Silt ponds rupturing.
- i. Uncontrolled release of gas.
- j. Groundwater contamination.
- k. Landslip and land instability.

Most of these hazards are likely to be contained within the immediate surrounding area and within individual sites and quarries. There are no formal stormwater drains located on any of the premises.

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## PIRMP – 4. DESCRIPTION AND LIKELIHOOD OF HAZARDS

### 4.2. Likelihood of Identified Hazards Occurring On-site

Hazard	Likelihood	Reason
<b>A. Fire or bushfire</b>	Likely	The sites and quarries are situated in bushfire prone areas and have been subject to bushfires in the past. Electrical services located on the sites and quarries also increase the risk of fire.
<b>B. Fuel spillage</b>	Likely	There are fixed location and portable fuel storage tanks complying with <i>AS 1940:2017</i> situated on the sites and within quarries. Each working day large amounts of diesel fuel are transferred from the storage tanks into plant and equipment and fuel is also carted around the sites and quarries in mobile fuel tanks.
<b>C. Degradation of air quality</b>	Likely	The use of unsealed haul roads by quarry vehicles increases the risk of dust being produced and causing the degradation of air quality. The potential for dust generation is also increased by the removal of vegetation and ground cover as part of the quarrying operations.
<b>D. Oil spillage</b>	Likely	The most likely cause of an oil spillage occurring on sites and within quarries would be from a hose or a fitting failing on a machine. It is unlikely that an oil spill would occur as a result of a storage tank leaking.
<b>E. Chemical spillage</b>	Unlikely	Only small amounts of hazardous chemicals are stored on-site at Lot 198 DP 752025 (1774 Wisemans Ferry Road, Maroota).
<b>F. Contaminated water run-off</b>	Unlikely	All sites have approved on-site sewage management systems for use by the work force. There is also potential for contamination of water run-off as a result of a diesel fuel, chemical or oil spill.
<b>G. Soil erosion and sediment run-off</b>	Unlikely	All sites have approved soil management, erosion and sediment control plans. Best practice guidelines are implemented including the general principles of soil and water management in <i>Managing Urban Stormwater: Soils and Construction</i> (NSW Government, 2004). All disturbed areas are contained within an inward draining system with large catchment capacity.
<b>H. Silt ponds rupturing</b>	Unlikely	Silt ponds are well constructed and allowed to settle out before capping is undertaken.
<b>I. Uncontrolled release of gas</b>	Unlikely	Only small amounts of gas are kept on-site at Lot 198 DP 752025.
<b>J. Groundwater contamination</b>	Unlikely	Appropriate management systems are in place. All quarries have approved surface and groundwater management plans or strategies.
<b>K. Landslip and land instability</b>	Unlikely	There are minor risks of landslip within the steep working faces of quarries and land instability associated with haul roads within the quarries.



### 5. Pre-emptive Actions to be Undertaken

The PF Formation Pty Ltd Safety Booklet is explained to all staff upon employment. It contains the company's health and safety policies, procedures and first aid directions. Safety booklets are issued to all staff upon employment.

#### ***Fire or bushfire***

- Fire extinguishers are fitted to all plant and equipment and strategically placed at certain locations around the site.
- Personnel are trained on the use of fire extinguishers.
- Fire extinguishers are regularly inspected by a professional contractor.
- Site water carts are fitted with fire fighting pumps and equipped with firefighting equipment such as hoses and firefighting nozzles.
- Personnel are trained on the use of fire fighting pumps.
- Procedure to be undertaken in the event of a fire or bushfire is documented in the PF Formation Emergency Control Plan and Emergency Response Plan 02 – Bush Fire.
- Plant and equipment are inspected regularly for potential fire hazards.
- Vegetation around electrical services is removed periodically to reduce fire hazards caused by electricity.
- PF Formation Pty Ltd's Safety Management System contains a Fire and Explosion Management Plan which includes a risk assessment of potential fire hazards and documents procedures which are to be undertaken in the event of a fire.
- Emergency Response Plan 01 – General Fire & Smoke, Emergency Response Plan 02 – Bush Fire & Emergency Response Plan 03 – Electrical Fire is included in the Emergency Control Plan

#### ***Fuel spillage***

- Fuel containment vessels are inspected regularly for any leaks and corrosion.
- Mobile fuel tanks are placed in impervious bunds or are self bunded.
- All fuel containment vessels are to comply with *AS 1692 - 2006* and *AS 1940 - 2017*.
- Spill containment kits are located at various locations around the sites (see Figures 2 to 5) and personnel trained on correct procedure in the event of a spill.
- Emergency Response Plan 04 – Fuel, Oil & Chemical Spillage is included in the Emergency Control Plan

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## PIRMP – 5. PRE-EMPTIVE ACTIONS TO BE UNDERTAKEN

### ***Degradation of air quality***

- All haul roads and trafficked areas will be kept damp at all times to prevent the generation of dust.
- All staff are required to contact management immediately if smoke or dust is noticed.
- Air quality is monitored at five locations in Maroota and reported on in the relevant Annual Environmental Management Reviews and EPA Annual Returns.
- Dust mitigation measures are addressed in the Hitchcock Road Sand Project Air Quality Monitoring Program, Pits 5 and 15 Environmental Management Plan and the Pit 4 Environmental Management Plan (Air Quality Management Plan).
- PF Formation Pty Ltd's Safety Management System contains a Dust and Airborne Contaminates Management Plan and includes personal dust monitoring of employees ensuring no one is exposed to unsafe levels of respirable or inhalable dusts.
- Emergency Response Plan 05 – Degradation of Air Quality (Dust or other contaminants) is included in the Emergency Control Plan

### ***Oil spillage***

- All 205L oil drums are stored and transported on fit for purpose drum spill pallets
- Oil storage vessels are inspected regularly for leaks and corrosion.
- Spill containment kits are located at various locations around the sites (see Figures 2 to 5) and personnel are trained on the correct procedure in the event of a spill.
- Any oil leaks detected on machinery are reported to management immediately.
- Machines are inspected daily by staff for oil leaks.
- The cleaning of greasy or oily machinery or parts of machinery may only be undertaken in the approved wash down area located at Lot 198 DP 752025.
- Emergency Response Plan 04 – Fuel, Oil & Chemical Spillage is included in the Emergency Control Plan

### ***Chemical spillage***

- Safety Data Sheets are kept at the weigh bridge located in Lot 198 DP 752025 for all hazardous chemicals and non-hazardous chemicals used.
- Spill containment kits are located at various locations around the sites and personnel trained on the correct procedure in the event of a spill.
- Hazardous chemicals are stored on-site only at Lot 198 DP 752025 and are clearly labelled with access restricted to trained personnel only.
- Details for the procedures to be carried out in the event of a spill is in the PF Formation Pty Ltd Safety Booklet.
- Emergency Response Plan 04 – Fuel, Oil & Chemical Spillage is included in the Emergency Control Plan

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## PIRMP – 5. PRE-EMPTIVE ACTIONS TO BE UNDERTAKEN

### ***Contaminated water run-off***

- Regular maintenance and inspections of effluent treatment devices.
- Any greasy or oily plant and equipment that requires degreasing and washing for servicing or maintenance is carried out at a designated wash bay located on Lot 198 DP 752025 (shown on Figure 2). Water runoff from the wash bay flows to a containment pit with a sump. The sump has a pump which pumps water through an oil water separator before pumping the treated water back to the pit for recycling.
- All waste oil from plant and equipment servicing is initially transferred to the workshop facility located on Lot 198 DP 752025 and stored in an underground waste oil tank where it is then pumped out as required by an approved waste oil removal contractor. Waste oil is pumped as required and receipts for waste oil removal are kept at the site office located on Lot 198 DP 752025.
- Containment measures are in place in the event of any oil, fuel or chemical spillage that may occur on sites, this includes spill control kits, bunding around oil and fuel storage areas and ensuring no water is allowed to leave the site. If contaminated water runoff was observed it can be retained within the site and treated appropriately.
- Impervious bunding or self-bunding is provided around all fuel storage areas.
- Spill containment kits are kept at all sites and available for use in the event of a spill.

### ***Soil erosion and sediment run-off***

- Soil erosion and sediment control plans containing procedures and mitigation measures for the quarries are implemented and reviewed.
- Refer to Hitchcock Road Sand Project Environmental Strategies and Plans, Pit 4 Environmental Management Plan, Pit 5 Environmental Management Plan and Annual Environmental Management Reviews.

### ***Silt ponds rupturing***

- Haul roads are clearly delineated on the ground.
- Silt ponds located in high traffic areas are clearly delineated on the ground.
- Silt ponds are constructed using clay to form an impervious membrane which contains the silt within the dam and prevents any possible groundwater contamination.
- Procedures to follow in the event of an accident involving a silt pond rupturing are in the PF Formation Pty Ltd Safety Booklet.
- Emergency Response Plan 06 – Silt Ponds is included in the Emergency Control Plan

### ***Uncontrolled release of gas***

- Refer to PF Formation Pty Ltd Safety Booklet for safety procedures involving the use of Oxygen and Acetylene.
- Only certified storage vessels are permitted on-site at Lot 198 DP 752025.
- Access to oxygen and acetylene is restricted to trained personnel only.
- Safe handling and storage methods have been adopted and implemented.
- Emergency Response Plan 13 – Pressure (Fluid & Gases) is included in the Emergency Response Plan

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## PIRMP – 5. PRE-EMPTIVE ACTIONS TO BE UNDERTAKEN

### ***Groundwater contamination***

- Groundwater and Surface Water Management Plans are included in the Hitchcock Road Sand Project (Pits 6, 7, 13 and 14), Pit 4 and Pits 5 and 15 Environmental Management Plans and in the Annual Environmental Management Reviews.
- Groundwater management plans include water quality monitoring and analysis.

### ***Landslip and land instability***

- A Ground or Strata Failure Management Plan is provided in PF Formation Pty Ltd’s Safety Management System for management of geotechnical hazards within the quarries and applies to all personnel employed, or visitors in any capacity at the quarries.
- Haul roads have edges clearly defined with marker posts or equivalent and a 20 km/hour speed limit.
- Emergency Response Plan 11 – Ground or Strata Failure or Engulfment is included in the Emergency Control Plan

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## 6. Inventory of Pollutants

See Appendix 2 Hazardous Chemicals Register located at the weighbridge in Lot 198 DP 752025. Safety Data Sheets for all listed hazardous chemicals are also included at the weighbridge.

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## 7. Safety Equipment

### ***Personal Protective Equipment***

The following Personal Protective Equipment (PPE) is kept on site and made available to personnel for their use.

- a. **Heavy duty chemical resistant gloves** - Used when handling particularly hazardous substances such as Barrel Kleen Safe (used to clean concrete agitators) and heavy-duty degreasers (used for removing grease and oil off engines and parts.)
- b. **High quality leather rigging gloves** - Used when tying down loads or rigging loads using chains, cables or slings. Can be used when greasing machines to avoid contact with grease. Also used by operators when refuelling machines.
- c. **Safety glasses** - To be worn at all times when cutting or grinding. Must be worn when slumping concrete.
- d. **High visibility vests** - To be worn if high visibility clothing has not been issued or not available.
- e. **Hard hats** - Must be worn when working around conveyor belts and running plant.
- f. **Ear plugs and earmuffs** - To be worn when undertaking noisy activities or working in proximity to loud noise.
- g. **Gum boots** - In the event of a fuel, oil or chemical spill gum boots are to be worn to avoid contact with skin. Also used by maintenance staff during wet weather.
- h. **Waterproof clothing** - Used by maintenance personnel when undertaking work in wet weather.
- i. **Welding PPE and P2 Dust Mask** - Used by authorised personnel or contractors when undertaking welding on the site. Includes, flash barriers, welding helmets and heat resistant gloves.

### ***Other Safety Equipment***

- a. **Spill Containment Kits** - are located at all sites and quarries. They contain highly absorbent material for cleaning up liquid chemical spills.
- b. **Safety Harnesses** - Used by authorised personnel when undertaking work at a height.
- c. **Fire Extinguishers** - Located at strategic locations at all sites and quarries and fitted to all plant and equipment.
- d. **Fire Fighting Pumps** - Fitted to site water carts for use in the event of a bushfire.
- e. **Safety buoys with rope** –
- f. **First aid kits** –
- g. **205 L Drum and IBC pallet bunds**

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## PIRMP – 8. COMMUNICATING WITH NEIGHBOURS & LOCAL COMMUNITY

### 8. Communicating with Neighbours and the Local Community

As part of the Hitchcock Road Sand Project a Community Consultative Committee was established for the site and holds meetings twice each year. Local members of the community and representatives from government departments are invited to attend the meetings.

The Community Consultative Committee is directly related to the Hitchcock Road Sand Project. However, any concerns related to all PF Formation Pty Ltd sites and quarries that require an Environment Protection Licence can be addressed and discussed at these meetings.

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## PIRMP – 9. ACTIONS TAKEN TO MINIMISE HARM TO PERSONS ON THE PREMISES

### 9. Actions Taken to Minimise Harm to Persons on the Premises

The course of action to be taken in the event of an incident will be determined by the Quarry Manager. In the case of a bushfire the course of action to be taken will have to be determined at the time, in consultation with the Maroota Rural Fire Service as wind direction and the location of the fire could be anywhere.

The PF Formation Pty Ltd Safety Management System provides a detailed description of the different activities that are carried out on the sites and quarries and looks at the hazards and methods of controlling the hazards for each task. Safe Work Method Statements and Risk Assessments are discussed at Toolbox Safety Meetings quarterly.

PF Formation Pty Ltd has an Emergency Procedure Policy in place which is found in the PF Formation Pty Ltd Safety Booklet and copies issued to all personnel.

See Appendix 1 Emergency Response Procedure.

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## 10. Site and Quarry Plans

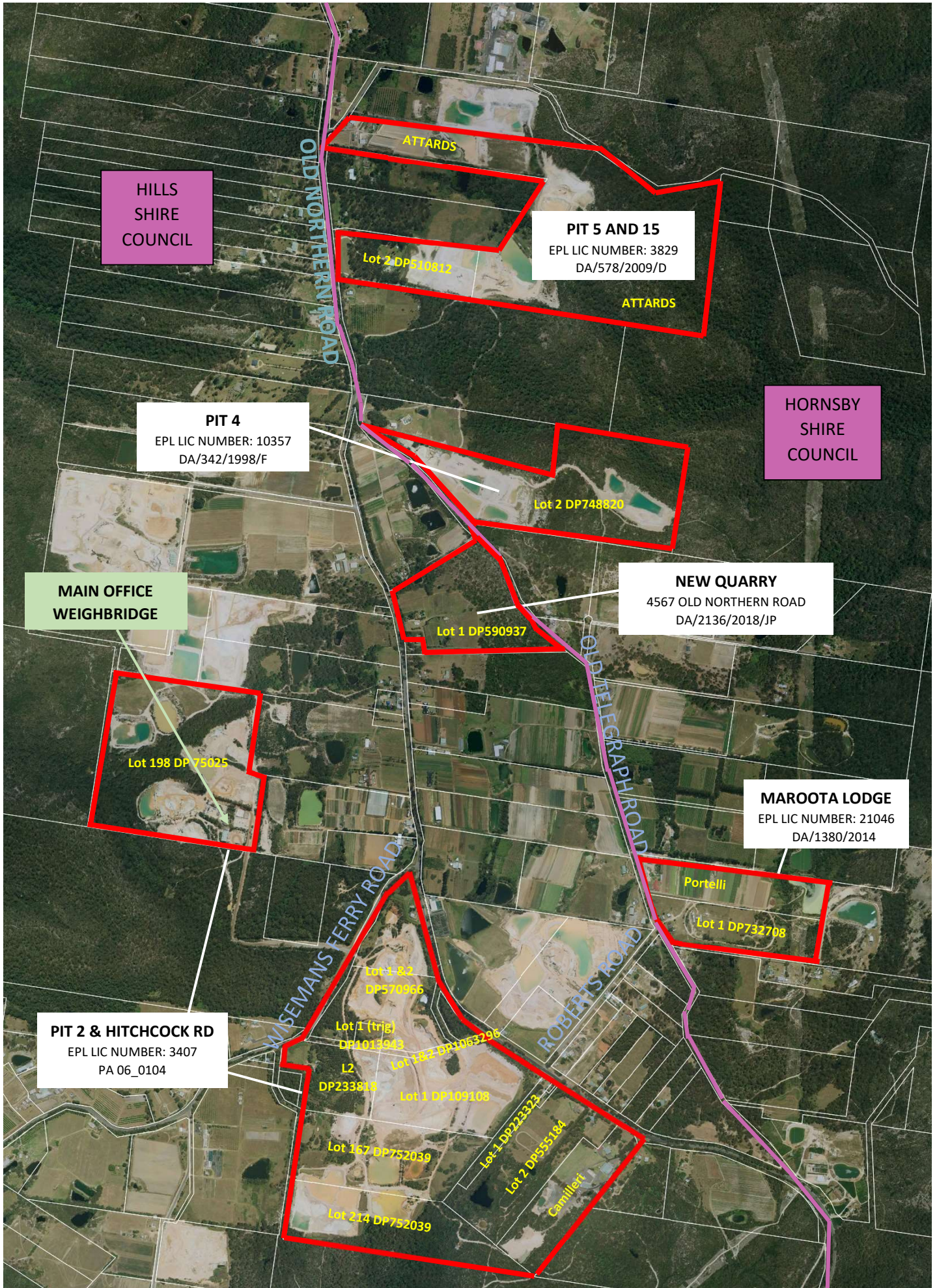
See attached Figure 1 Plans of all PF Formation Pty Ltd Sites and Quarries plus Figures 2, 3, 4 and 5 for Pit 2 and Hitchcock Road Sand Project, Pit 4, Pits 5 and 15 and Maroota Lodge Quarry.

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Figure 1

# PIRMP – 10. SITE & QUARRY PLANS





# Hitchcock Road Sand Project

Head Office: 1774 Wisemans Ferry Road

MAROOKA 2756

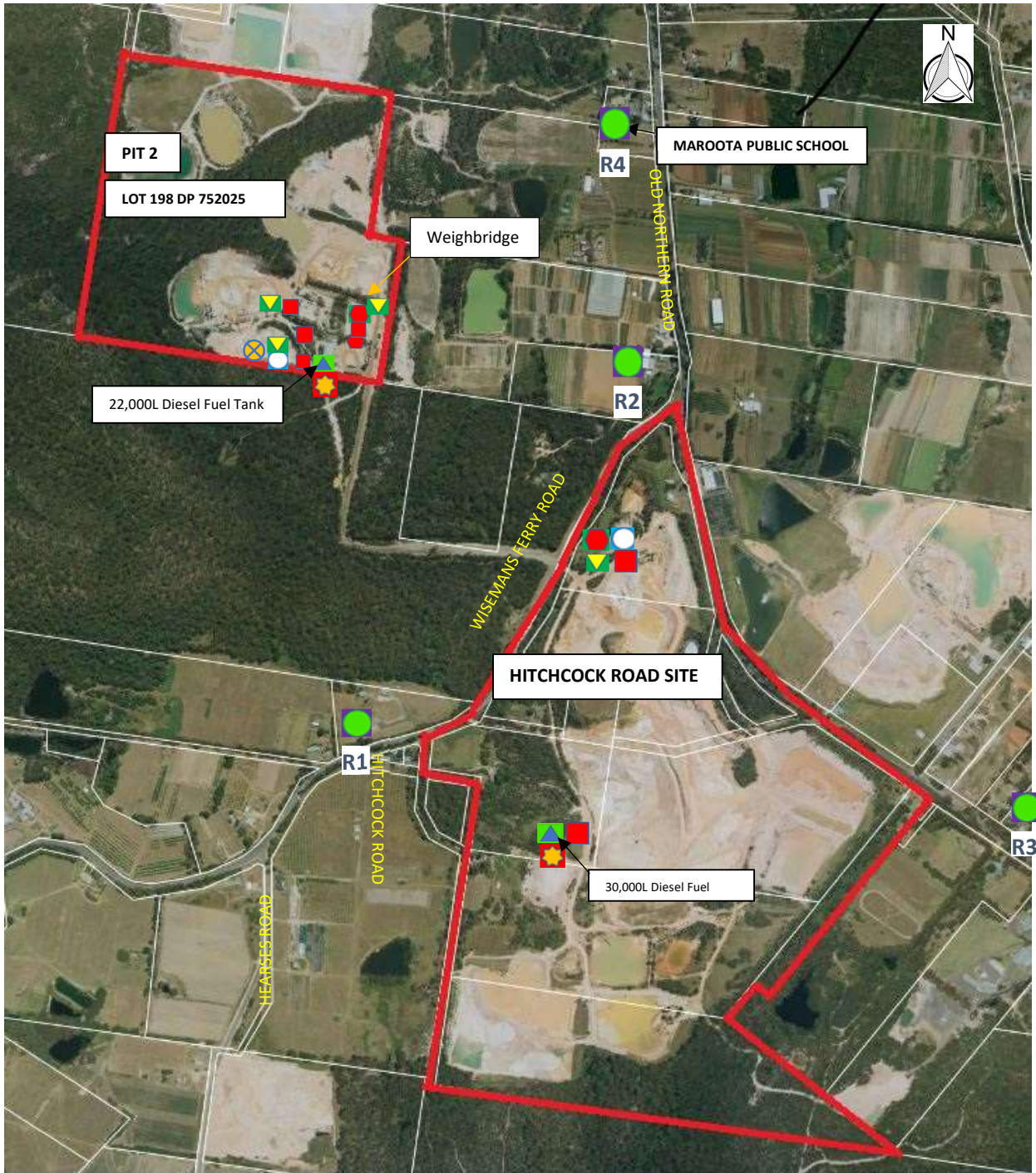
Lot 198 DP 752025

Department of Planning Approval No. PA\_0104









EPL Number: 3407

Figure 2

Not to scale



**Quarry Manager:** Luke Graham 0407 415 413  
**Environmental Manager:** Joshua Graham 0418 439 923  
**Hours of Operation:** 7:00am to 6:00pm Mon to Sat  
*Loading 10 trucks between 6:00 and 7:00am permitted*  
**UHF Channel:** 29 (Lot 198) 19 (Hitchcock Rd Site)  
**Emergency Phone Number:** 000

-  Diesel Fuel Storage Tanks
-  Emergency Meeting Point
-  Safety Buoy
-  Spill Control Kit
-  First Aid Kit
-  Fire Extinguisher
-  Sensitive Receiver
-  Wash Bay/oil water separator and Waste Oil

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# Pit 4 Quarry

Lot 2 DP 748820

311 Old Telegraph Road MAROOTA 2756

Hornsby Shire Council Development Application Number: DA/342/1998/F

EPL Number: 10357

Not to scale



**Quarry Manager:** Luke Graham 0407 415 413

**Environmental Manager:** Joshua Graham 0418 439 923

**Hours of Operation:** 7:00am to 5:00pm Mon to Fri

7:00am to 1:00pm Sat

**UHF Channel:** 21

**Emergency Phone Number:** 000

- 10,000L Diesel Fuel Storage Tank
- Emergency Meeting Point
- Sensitive Receiver
- Spill Control Kit

- First Aid Kit
- Fire Extinguisher
- Safety Buoy

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Figure 3





### Pit 5








Lot 3 DP 567166  
 4751 Old Northern Road MAROOTA 2756  
**Hornsby Shire Council Development Application**  
**Number: DA/578/2009/B**  
**EPL Number: 3829**

### Pit 15 Quarry

Lot 2 DP 510812  
 Lot 2 Old Northern Road MAROOTA 2756  
**Hornsby Shire Council Development Application**  
**Number: DA/578/2009/B**  
**EPL Number: 3829**



**Quarry Manager:** Luke Graham 0407 415 413  
**Environmental Manager:** Joshua Graham 0418 439 923  
**Hours of Operation:** 7:00am to 6:00pm Mon to Sat  
*Loading 10 trucks between 6:00 and 7:00am permitted*  
**UHF Channel:** 27  
**Emergency Phone Number:** 000

-  26,500L Diesel Fuel Storage Tank
-  First Aid Kit
-  Emergency Meeting Point
-  Fire Extinguisher
-  Sensitive Receiver
-  Safety Buoy
-  Spill Control Kit

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Figure 4

**Pit 5 & 15 Sensitive Receivers**



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# Maroota Lodge Quarry

Lots 1 and 2 DP 732708

97 and 311 Old Telegraph Road MAROOTA 2756

Hornsby Shire Council Development Application Number: DA/1380/2014

EPL Number: 21046

Not to scale

Figure 5



**Quarry Manager:** Luke Graham 0407 415 413


**Environmental Manager:** Joshua Graham 0418 439 923


**Hours of Operation:** 7:00am to 6:00pm Mon to Sat


*Loading 10 trucks between 6:00 and 7:00am permitted*

**UHF Channel:** TBA

**Emergency Phone Number:** 000

 30,000L Diesel Fuel Storage Tank

 Emergency Meeting Point

 Sensitive Receiver

 Spill Control Kit

 First Aid Kit

 Fire Extinguisher

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## PIRMP – 11. ACTIONS TO BE TAKEN DURING OR IMMEDIATELY AFTER A POLLUTION INCIDENT

### 11. Actions to be Taken During or Immediately After a Pollution Incident

- a. The Quarry Manager is to ensure the best course of action is taken to minimise harm to persons on site and the environment during and after an incident occurring.
- b. Documented Emergency Response Procedures are to be followed.
- c. Protocol for industry notification of pollution incidents is to be followed. Joshua Graham and Luke Graham will be responsible for implementing the notification protocol and ensuring funds are available to cover any associated costs involved with any remediation works.

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## 12. Staff Training

Toolbox Safety Meetings are conducted quarterly, and emergency procedures are discussed and reviewed. All full time employed plant operators are trained through a certified trainer for Certificate III in Extractive industries and includes safety modules . All employees and contractors are inducted into the site so the incident response procedures are clear.

Luke Graham is the Quarry Manager for the sites and quarries and is responsible for the day to day running of the operations.

Joshua Graham is the Environmental Manager responsible for the environmental management of the sites and quarries.

A register of staff training is kept in the Safety Management System.

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# POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

## 13. Procedures for Testing and Maintaining the Plan

The plan is tested and reviewed every 12 months in November and within one month of any pollution incident along with the Safety Management System. Details of the testing & review are detailed on page 3.

All aspects of the plan are reviewed including:

- a. Check to see if any new hazards have been identified since the last annual review. (Section 4.1)
- b. Effectiveness of pre-emptive actions and any additional pre-emptive actions identified. (Section 5)
- c. Hazardous Chemical and Non-hazardous Chemicals Registers reflect all pollutants on the sites and quarries and Material Safety Data Sheets are up to date and Appendix 2 is updated. (Form 42)
- d. Safety equipment register (Section 7) is up to date.
- e. All contact details for personnel responsible (Section 3.3) for implementing the plan are up to date.
- f. All contact details for notification of an incident are up to date. (Section 3.2)
- g. Review minutes for Community Consultative Committee meetings. (on website are updated)
- h. Attachments and figures are up to date with assembly point locations and all haul roads and pit numbers are accurate. (Section 10)
- i. Check that any incidents that may have occurred have been reported on and complaints register, kept on file in Shared\Health&Safety\2 SAFETY FORMS\Form 20 has been filled in if any complaints were made in relation to this PIRMP.
- j. Daily Safety & Environmental toolbox talks take place every morning (Form 04)
- k. Quarterly Toolbox safety Meeting which include emergency drills in Shared\Health&Safety\5 SAFETY MEETINGS
- l. Copies of old plans are saved on our server and a new file is started each year.

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# Appendix 1

## Emergency Response Procedure

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# EMERGENCY RESPONSE PROCEDURE

*In the event of an emergency **KEEP CALM***

1. Call for help, use the company two-way radio to call the Quarry Manager or Supervisor and start by saying “**EMERGENCY, EMERGENCY, EMERGENCY**” then state nature of the emergency and identify your location.

**NOTE: All staff must keep the company radio & UHF free for further instructions**

2. Await instructions from the Quarry Manager or Supervisor
3. In the case of a fire that is **non-life** threatening, a fire extinguisher can be used  
 \*\*\*In the case of an **Electrical Fire - DO NOT** use a fire extinguisher unless the power is **isolated**. Please Note - there are different extinguishers for different types of fires (**DO NOT** operate if you are unsure)

	<p><b>RED WITH WHITE BAND</b></p> <p><b>DRY CHEMICAL POWDER</b>          suitable for all general fires and <b>isolated</b> electrical fires</p>		<p><b>RED WITH BLUE STRIPE</b></p> <p><b>FOAM</b>          suitable for all general fires  <b>NOT ELECTRICAL FIRES</b></p>
--	--	--	--

4. Quarry manager or Supervisor will instruct the Weighbridge Officer to ring the relevant Emergency Services and they will inform the operator which service is required and the site’s address
5. Quarry Manager will co-ordinate to send a person to the front gate of the relevant site to direct Emergency Services if needed
6. Staff working near an accident site should assist the injured person until help arrives
7. A Quarry Manager or Weighbridge Officer will advise by two way if everyone should meet at the “Emergency Meeting Point” closest to them

**Quarry Contact Number:** 02 4566 8314

**Luke Graham:** 0407 415 413

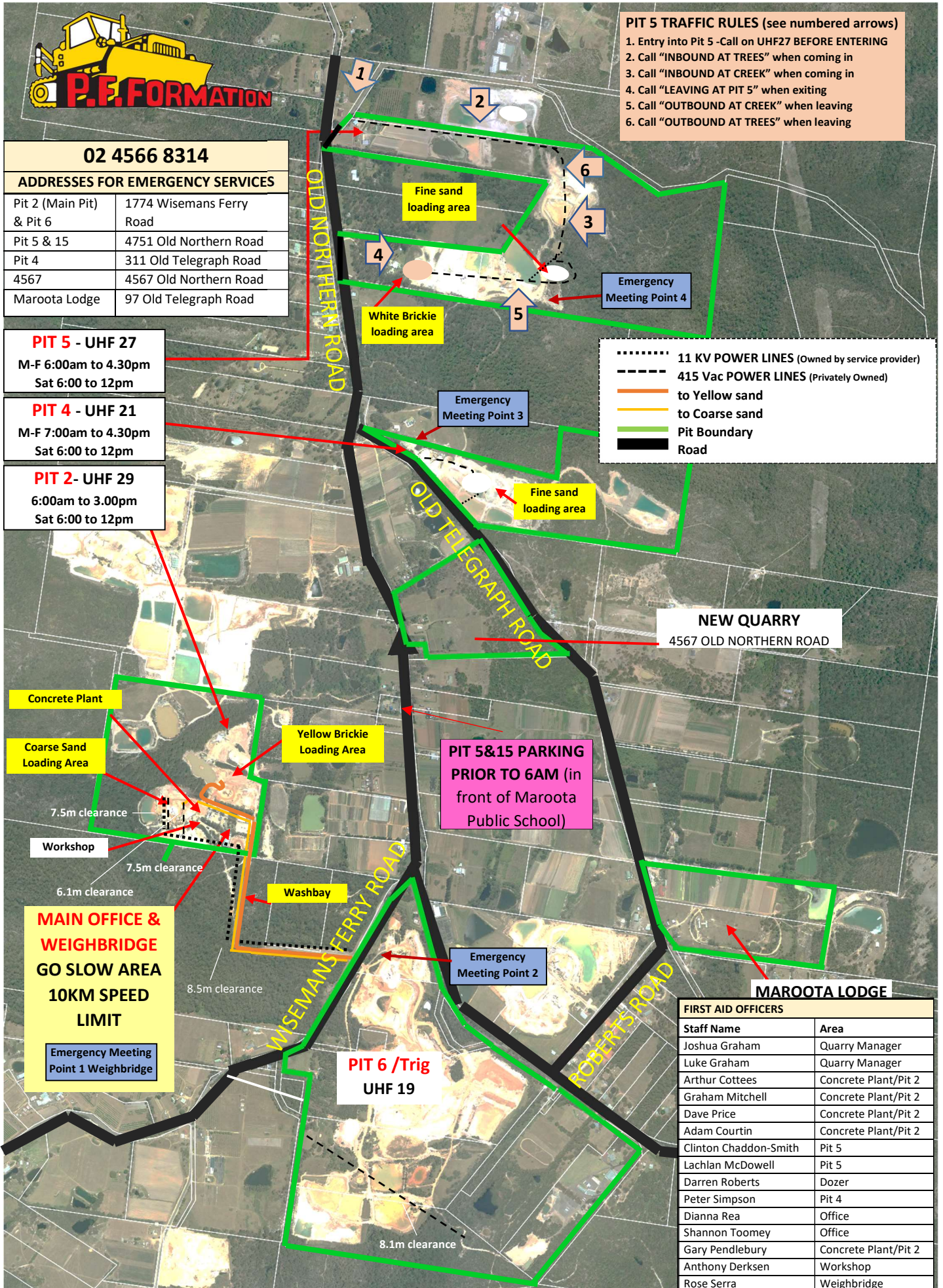
**Joshua Graham:** 0418 439 923

**Endeavour Electricity:** 131 003





# PIRMP - APPENDICES



- PIT 5 TRAFFIC RULES** (see numbered arrows)
1. Entry into Pit 5 -Call on UHF27 BEFORE ENTERING
  2. Call "INBOUND AT TREES" when coming in
  3. Call "INBOUND AT CREEK" when coming in
  4. Call "LEAVING AT PIT 5" when exiting
  5. Call "OUTBOUND AT CREEK" when leaving
  6. Call "OUTBOUND AT TREES" when leaving

**02 4566 8314**

**ADDRESSES FOR EMERGENCY SERVICES**

Pit 2 (Main Pit) & Pit 6	1774 Wisemans Ferry Road
Pit 5 & 15	4751 Old Northern Road
Pit 4	311 Old Telegraph Road
4567	4567 Old Northern Road
Maroota Lodge	97 Old Telegraph Road

- PIT 5 - UHF 27**  
M-F 6:00am to 4.30pm  
Sat 6:00 to 12pm
- PIT 4 - UHF 21**  
M-F 7:00am to 4.30pm  
Sat 6:00 to 12pm
- PIT 2- UHF 29**  
6:00am to 3.00pm  
Sat 6:00 to 12pm

- ..... 11 KV POWER LINES (Owned by service provider)
- 415 Vac POWER LINES (Privately Owned)
- Orange line to Yellow sand
- Yellow line to Coarse sand
- Green line Pit Boundary
- Black line Road

**Concrete Plant**

**Coarse Sand Loading Area**

7.5m clearance

**Workshop**

7.5m clearance

6.1m clearance

**MAIN OFFICE & WEIGHBRIDGE GO SLOW AREA 10KM SPEED LIMIT**

**Emergency Meeting Point 1 Weighbridge**

**Yellow Brickie Loading Area**

**PIT 5&15 PARKING PRIOR TO 6AM** (in front of Maroota Public School)

**Washbay**

**Emergency Meeting Point 2**

**PIT 6 /Trig UHF 19**

8.5m clearance

8.1m clearance

**NEW QUARRY**  
4567 OLD NORTHERN ROAD

**MAROOTA LODGE**

FIRST AID OFFICERS	
Staff Name	Area
Joshua Graham	Quarry Manager
Luke Graham	Quarry Manager
Arthur Cottees	Concrete Plant/Pit 2
Graham Mitchell	Concrete Plant/Pit 2
Dave Price	Concrete Plant/Pit 2
Adam Courtin	Concrete Plant/Pit 2
Clinton Chaddon-Smith	Pit 5
Lachlan McDowell	Pit 5
Darren Roberts	Dozer
Peter Simpson	Pit 4
Dianna Rea	Office
Shannon Toomey	Office
Gary Pendlebury	Concrete Plant/Pit 2
Anthony Derksen	Workshop
Rose Serra	Weighbridge

**FIRST AID KITS**

Large Fixed Wall type First Aid Kits are in the Trig Plant, Workshop, Weighbridge, Concrete Plant, Pit 4, Pit 5  
Smaller portable type kits are kept in Management Vehicles (Josh Graham & Luke Graham), Service Vehicles, Concrete Trucks, Office Area



## Appendix 2

# Hazardous Chemicals Register



## PIRMP - APPENDICES

Ref No	Product Name/Chemical name	Supplier	Location Stored	Approx Quantity	MSDS date
This hazardous Chemical Register will record all hazardous substances and chemicals that are located on site.					
A folder will be located in the weighbridge with copies of all Material Safety Data Sheets (MSDS) and maintained by the Weighbridge Officer.					
As per Safework Australias website <a href="https://www.safeworkaustralia.gov.au/sds">https://www.safeworkaustralia.gov.au/sds</a> all MSDS must be reviewed every 5 (five) years					
HCR001	Diesel	Advantage Petroleum	All Vehicles	40000L	Oct-19
HCR002	WRM 80S Part B	Chemtura	Workshop	N/A	Jul-17
HCR003	All sand gravel	PF Formation	All over quarry	10000T	Jan-19
HCR004	WRM P4 Primer PartA	Chemtura/Lanxess	Workshop	20L	Jul-17
HCR005	WRM P4 Primer Part B	Chemtura/Lanxess	Workshop	20L	Jul-17
HCR006	625 Polythane Mixed Colour	Protec	Workshop	20L	May-20
HCR007	Coregas 5/2	Coregas	Workshop	Cylinder	Nov-20
HCR008	Acetylene (dissolved)	Coregas	Workshop	6x9.3(M3)Bottle	Nov-18
HCR009	PRO EPT Spray Lubricant	Anglomoil	Workshop	2L	Feb-19
HCR010	WRM P4 KIT	Chemtura/Lanxess	Workshop	N/A	Jul-17
HCR011	<del>Nitrogen (N2)</del>	<del>Air Liquide</del>	<del>Workshop</del>	<del>N/A</del>	<del>Jun-16</del>
HCR012	General Purpose Cement	Cement Australia	Concrete Plant	40T	Dec-20
HCR013	<del>Scale Away</del>	<del>Premier one</del>	<del>Concrete Plant</del>	<del>200L</del>	<del>Jul-15</del>
HCR014	Ecotec Silica Fume	Concrete Waterproofing Manufacturing	Concrete	10kg	Mar-17
HCR015	Pre -mix concrete	PF Formation	Concrete Plant	N/A	Nov-19
HCR016	Barrell Kleen Safe	Chemetall	Concrete Plant	100L	Apr-20
HCR017	KCB Methyl Ethy Ketone	Chemwatch	Workshop	N/A	Aug-19
HCR018	Araidite 5 Minute Epoxy Adesive	Selleys Austalia	Workshop	50GR	Jul-19
HCR019	WRDA PN	GCP Australia	Concrete Plant	1000L	May-21
HCR020	Zinc It	CRC Industries	Workshop	500G	Jan-20
HCR021	Sikaflex 221	Blackwoods	Workshop	1L	Nov-19
HCR022	<del>CRC 2085 Bright Zinc Aerosol</del>	<del>Blackwoods</del>	<del>Workshop</del>	<del>2L</del>	<del>Feb-15</del>
HCR023	Lanotec heavy duty liquid lanolin	Blackwoods	Workshop	2L	Jun-18
HCR024	Tubular ARC Welding Electrodes	Hobart Metals	Workshop	N/A	Apr-19
HCR025	<del>Aluminium Brightener</del>	<del>Premier One</del>	<del>Workshop</del>	<del>5L</del>	<del>Jan-15</del>
HCR026	Nonox SCR Solution	Anglomoil	Concrete Plant	N/A	Nov-17
HCR027	Silicone RTV 922 Bostik Black	Bostik Australia	Workshop	300 gm	Aug-19
HCR028	WRM 80S Kit	Chemtura	Workshop	N/A	Sep-18
HCR029	Cat To-4 SAE 30 SAE 50	Anglomoil	Workshop	600L	Jan-17
HCR030	Oxygen based compressed gas	Corgas	Workshop	Cylinder	Jul-19
HCR031	Anti Seize Compound	ITW Polymers	Workshop	500gm	Jun-17
HCR032	Rocol Flaw Finder VW Spray	ITW Polymers	Workshop	N/A	Dec-20
HCR033	<del>Araidite 5min Epoxy Syringe</del>	<del>Selleys Austalia</del>	<del>Workshop</del>	<del>800L</del>	<del>Mar-18</del>
HCR034	Loctite 401	Selleys Austalia	Workshop	3gm	Apr-20
HCR035	Dash	Premier one	Workshop	20L	Oct-21
HCR036	BL 10-B Turbo Truck Wash	Premier one	Workshop	100L	Feb-17
HCR037	<del>Master Pozzoloth 400</del>	<del>Basf</del>	<del>Workshop</del>	<del>200L</del>	<del>Jul-15</del>
HCR038	<del>Argon Compressed (Ar)</del>	<del>Air Liquide</del>	<del>Workshop</del>	<del>N/A</del>	<del>Dec-16</del>
HCR039	Pearly White Liquid Soap	Premier One	All Staff	5L	Oct-21
HCR040	AdBlue	Anglomoil Superior Lubricants	Concrete Plant	1000L	Aug-21
HCR041	Oatcool 50 Red	Anglomoil	Workshop	200L	May-20
HCR042	<del>ATF DX3</del>	<del>Valvoline</del>	<del>Workshop</del>	<del>20L</del>	<del>Aug-17</del>
HCR043	<del>HP Gear oil 85W/140</del>	<del>Valvoline</del>	<del>Workshop</del>	<del>140L</del>	<del>Aug-17</del>
HCR044	Protecta Wash N Wax	Premier One	All Vehicles	20L	Oct-21
HCR045	Roadmaster 300 15W40	Anglomoil	Workshop	800L	Mar-18
HCR046	Trans EP 85W140	Anglomoil	Workshop	N/A	Sep-18



## PIRMP - APPENDICES

HCR047	Hi-Tec 82220	Nalco	Workshop	1000L	May-17
HCR048	Hyd Syn	Anglomoil	All Vehicles	800L	Mar-18
HCR049	Citra-Clean with Grit	Premier One	Workshop	20L	Oct-21
HCR050	WRM 80S PART C	Chemtura	Workshop	N/A	Jul-17
HCR051	Daramene R	GCP Australia	Concrete Plant	1000L	Oct-19
HCR052	AW Hydraulic Oil	Anglomoil	Workshop	N/A	Feb-19
HCR053	Nalcoagr r 3268	Nalco	Workshop	1000L	Feb-21
HCR054	<del>Oxalic Acid Dihydrate</del>	<del>Redox</del>	<del>Workshop</del>	<del>20kg</del>	<del>Jun-15</del>
HCR055	Roadmaster 600 15W40	Anglomoil	Workshop	200L	Mar-18
HCR056	Daraset AF	GCP Australia	Concrete Plant	N/A	Feb-21
HCR057	CCS Onyx 44 Pigment	River Sands	Concrete Plant	20kg	Mar-19
HCR058	Oxygen Compressed	Coregas	Workshop	6 x 8.9 (M3)	Jul-19
HCR059	Coregas 5/2	Coregas	Workshop	6 x 10.6 (M3)	Oct-18
HCR060	Stop Seize Copper	ITW Polymers&Fluids	Workshop	500gm	Aug-17
HCR061	Darex Aea	GCP Australia	Concrete Plant	N/A	Feb-21
HCR062	<del>Tytre Rm 471</del>	<del>GCP Australia</del>	<del>Concrete Plant</del>	<del>N/A</del>	<del>Jun-16</del>
HCR063	<del>Daratard Re 900</del>	<del>Gcp Australia</del>	<del>Concrete Plant</del>	<del>N/A</del>	<del>Jun-16</del>
HCR064	CCS Citrus Cream	River Sands	Concrete Plant	N/A	Mar-19
HCR065	PF60S Dust Suppressant	Integrated Water Mgmt	Water Cart	N/A	Mar-17
HCR066	PF75HR Dust Suppressant	Integrated Water Mgmt	Water Cart	N/A	May-17
HCR067	WWCG76D Dust Suppressant	Integrated Water Mgmt	Water Cart	N/A	May-17
HCR068	WWLAP30 Dust Suppressant	Integrated Water Mgmt	Water Cart	N/A	May-17
HCR069	Loctite EA 3463	Henkel Australia	Workshop	N/A	Jan-21
HCR070	<del>Tytre RC430</del>	<del>GCP Australia</del>	<del>Concrete Plant</del>	<del>N/A</del>	<del>Jun-16</del>
HCR071	Weller Butane Gas Refill	Pascoe's Pty Ltd	Workshop	200g	Sep-17
HCR072	Roundup	Scotts Australia	All Areas	20L	Oct-20
HCR073	Unleaded Petrol	Advantage Petroleum	All Vehicles	N/A	Jul-18
HCR074	Epoxy Reducer	PPG Industries	Workshop	1L	Sep-18
HCR075	Polythane Hardener	PPG Industries	Workshop	1L	Sep-17
HCR076	Polythane Straight White	PPG Industries	Workshop	1L	May-18
HCR077	Barmastic EMH-375 Light Grey	PPG Industries	Workshop	3L	Oct-18
HCR078	Barmastic EMH-9057 Hardener pack	PPG Industries	Workshop	1L	Mar-18
HCR079	Acrylic Urethane Black Satin Pack A	Protec Pty Ltd	Workshop	1L	Apr-18
HCR080	Equipment Enamel Brigh Blue	PPG Industries	Workshop	4L	Mar-18
HCR081	Zinc Phosphate Primer Blue	PPG Industries	Workshop	20L	Oct-18
HCR082	Acrylic Urethane Hardener-Fast	Protec Pty Ltd	Workshop	1L	May-18
HCR083	Grease G2163	Anglomoil	Workshop	N/A	Sep-18
HCR084	Impactor Grease	Anglomoil	Workshop	N/A	Jun-17
HCR085	Mould Oil	Anglo Design	Concrete	N/A	Nov-19
HCR086	TruckWash 2000	Premier One	Concrete	N/A	Oct-21
HCR087	Glass Cleaner	Premier One	Concrete	N/A	Nov-21
HCR088	CCS BLACK 44 PIGMENT	River Sands	Concrete	N/A	Jul-20
HCR089	Fly Ash	Cement Australia	Concrete	N/A	Dec-20



## Appendix 3

# PF Formation Work Health Safety & Environmental Policy

# PF FORMATION PTY LTD

## WORK HEALTH SAFETY & ENVIRONMENTAL POLICY

### WHS OBLIGATIONS

This policy has been developed and reviewed jointly by management and employees. Management is firmly committed to a policy enabling all work activities to be carried out safely, and with all possible measures taken to remove (or at least reduce) risks to the health, safety, environmental and welfare of workers, contractors, authorised visitors, and anyone else who may be affected by our operations.

Mine legislation is controlled and administered by NSW Planning and Environment Resources Regulator and we are committed to ensuring we comply with the current legislation but without being limited to Work Health & Safety (Mines & Petroleum) Act 2013, Work Health and Safety Regulations (Mines & Petroleum) 2014, Work Health and Safety Act 2014, the Work Health and Safety Regulations 2017 and applicable Codes of Practice and Australian Standards as far as possible.

### ENVIRONMENTAL OBLIGATIONS

PF Formation is committed to safeguarding the environment during the operation of the project and the rehabilitation of the site. The environmental policy is to:

- conduct activities taking into consideration the efficient use of energy and materials, the sustainable use of renewable resources and the minimization of adverse environmental impact (including noise, dust, other emissions, and visual intrusion)
- ensure that the development occurs in an ecologically sustainable manner
- search for and employ low-polluting technologies whenever reasonably practicable
- adopt waste management practices which include source reduction, recycling and safe disposal
- work closely and constructively with regulatory agencies, community interest groups and other institutions concerned with environmental issues
- develop and maintain emergency procedures, in co-operation with the relevant agencies and community groups, for responding to major hazards
- conserve and protect the natural environment and, where appropriate, adopt practices which preserve biodiversity
- promote environmental awareness among staff and customers through specific training and awareness programmes

Overall responsibility for the environmental management system for the project lies with PF Formation and that operator will be responsible for ensuring that work carried out meets the requirements of the environmental management system. This will include reporting regularly on compliance and performance, initiating independent audits as appropriate and ensuring that the implementation of this environmental management plan is undertaken in an appropriate manner. Generally, all employees on the project will take on a personal responsibility for environmental issues.

### RESPONSIBILITIES

#### Management / Supervisors

Will provide and maintain as far as possible:

- a safe working environment
- safe systems of work
- plant and substances in safe condition
- facilities for the welfare of workers
- information, instruction, training and supervision that is reasonably necessary to ensure that each worker is safe from injury and risks to health
- a commitment to consult and co-operate with workers in all matters relating to health and safety in the workplace
- a commitment to continually improve our performance through effective safety management.
- encouraging employees, contractors & visitors to report environmental pollution, safety hazards and unsafe acts by others.

#### Workers

Each worker has an obligation to:

- comply with safe work practices, with the intent of avoiding injury to themselves and others and damage to plant and equipment
- take reasonable care of the health and safety of themselves and others
- wear personal protective equipment and clothing where necessary
- comply with any direction given by management for health and safety
- not misuse or interfere with anything provided for health and safety
- report all accidents and incidents on the job immediately, no matter how trivial
- report all known or observed hazards to their supervisor or manager

### APPLICATION OF THIS POLICY

- We seek the co-operation of all workers, customers and other persons. We encourage suggestions for realising our health and safety objectives to create a safe working environment with a zero accident rate.
- This policy applies to all business operations and functions, including those situations where workers are required to work off-site.

Policy authorised by:

Date: 27<sup>th</sup> August 2022



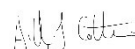
**Joshua Graham**  
Managing Director



**Luke Graham**  
Managing Director



**Dianna Rea**  
WHS / Office Manager



**Arthur Cottees**  
Staff Representative



## PIRMP - APPENDICES