

Plan



MGO Pollution Incident Response Management Plan

Document Number: MGOOC-1779562647-10978

Status: Approved

Version: 3.0

Effective: 17/05/2019

Review: 22/01/2021

Owner: Officer - Environmental

Table of Contents

1	Purpose.....	3
2	Scope	3
3	Planning	3
	3.1 Regulatory Requirements.....	3
	3.2 Risk Management.....	5
	3.3 Major Hazards.....	5
4	Implementation	6
	4.1 Premises Details.....	6
	4.1.1 Site Details.....	6
	4.2 Chemicals and Pollutants.....	6
5	Management and Responsibilities	7
	5.1 Legal Duty to Notify.....	7
6	PIRMP Management.....	8
	6.1 Pollution Incident Definition	8
	6.2 Pollution Incident Response Steps.....	8
7	Notification Procedures	10
	7.1 Determination of Material Harm.....	10
	7.2 Internal and External Notification.....	10
	7.3 Notification of Local Landholders and Community	12
8	Training.....	12
9	Review and Improvement	13
	9.1 Document Control.....	13
	9.1.2 Availability of the PIRMP	13
10	Definitions	14
11	Accountabilities.....	15
12	Revision History	16
	Appendix A - Locality Plan	17
	Appendix B - Regional Locality and Neighbouring Mines	18
	Appendix C - Neighbouring Properties	19
	Appendix D - MOC Potential Pollutant Locations.....	20
	Appendix E - Environmental Incident Response Notification	21

1 Purpose

The Protection of the Environment Legislation Amendment Act 2011 (PELA) received assent on 16 November 2011 resulting in changes to the Protection of the Environment Operations Act 1997 (POEO). The intent of the PELA is to improve the way pollution incidents are reported and managed. Provisions include a requirement for holders of Environmental Protection Licences (EPLs) to prepare, keep, test and implement a Pollution Incident Response Management Plan (PIRMP).

This Management Plan has been developed in response to such legislative requirements. In summary, legislation associated with the PIRMP requires the following:

- Holders of EPLs must prepare a pollution incident response management plan (section 153A, POEO Act);
- The plan must include the information detailed in the POEO Act (section 153C) and the POEO(G) Regulation (clause 98C) and be in the form required by the POEO(G) Regulation (clause 98B);
- Licensees must keep the plan at the premises to which the EPL relates (section 153D, POEO Act);
- Licensees must test the plan at least every 12 months and after a pollution incident in accordance with the POEO(G) Regulation (clause 98E); and
- If a pollution incident occurs in the course of an activity so that material harm to the environment is caused or threatened within the meaning of Part 5.7 of the POEO Act, licensees must immediately implement the plan (section 153F, POEO Act).

This Management Plan further details notification processes for pollution incidents having resulted in or posing the potential to cause physical harm to the environment as stipulated within the section 5.1 POEO Act (a material harm incident).

2 Scope

The Mt Owen Complex holds the three EPLs, being 4460 (Mt Owen), 12840 (Glendell) and 10860 (Ravensworth East) and in complying with the POEO Act this Management Plan has been developed to cover specific requirements of a Pollution Incident Response Management Plan (PIRMP) as set out in Part 5.7A of the POEO Act and the Protection of the Environment Operations (General) Regulation 2009 (POEO (G) Regulation).

3 Planning

3.1 Regulatory Requirements

This Management Plan contains specific detail as required for inclusion within a PIRMP. **Table 1** lists information mandated under Section 153C of the POEO Act and clause 98C of the POEO (G) Regulation and provides details where this information is located throughout this PIRMP.

Table 1 Regulatory Requirements

Section	Detail Required	Location of Document
Protection of the Environment Operations Act 1997		

Section	Detail Required	Location of Document
153A	Duty of a licence holder to prepare a PIRMP	Section 1
153C (a)	The procedures to be followed by the holder of the relevant EPL in notifying a pollution incident to: (i) The owners or occupiers of premises in the vicinity of the premises to which the EPL relates, and (ii) The local authority for the area in which the premises to which the EPL relates are located and any area affected, or potentially affected, by the pollution, and (iii) Any persons or authorities required to be notified by Part 5.7 (of the POEO Act)	Section 7.2
153C (b)	A detailed description of the action to be taken, immediately after a pollution incident, by the holder of the relevant EPL to reduce or control any pollution,	Section 6
153C (c)	The procedures to be followed for co-ordinating, with the authorities or persons that have been notified, any action taken in combating the pollution caused by the incident and, in particular, the persons through whom all communications are to be made,	Appendix E
153D	Licensee must ensure that the PIRMP is kept at the premises	Section 9.1.2
153E	Licensee must ensure that PIRMP is tested in accordance with the regulations	Section 9
153F	Licensee must immediately implement PIRMP if a pollution incident occurs	Section 7.1
POEO (General) Regulation 2009		
98C (1)(a)	Any other matter required by the Protection of the Environment Operations (General) Regulation 2009 (as set out below): A description of the hazards to human health or the environment associated with the activity to which the licence relates (the "relevant activity").	Section 3.3
98C (1)(b)	The likelihood of any such hazards occurring, including details of any conditions or events that could, or would, increase that likelihood.	Section 3.2
98C (1)(c)	Details of the pre-emptive action to be taken to minimise or prevent any risk of harm to human health or the environment arising out of the relevant activity.	Section 3.2
98C (1)(d)	An inventory of potential pollutants on the premises or used in carrying out the relevant activity.	Section 4.2
98C (1)(e)	The maximum quantity of any pollutant that is likely to be stored or held at particular locations (including underground tanks) at or on the premises to which the licence relates.	Section 4.2 & Appendix D
98C (1)(f)	A description of the safety equipment or other devices that are used to minimise the risks to human health or the environment and to contain or control a pollution incident.	Section 7.2
98C (1)(g)	The names, positions and 24-hour contact details of those key individuals who: (i) are responsible for activating the plan, and (ii) are authorised to notify relevant authorities under section 148 of the POEO Act, and (iii) are responsible for managing the response to a pollution incident.	Section 7.2
98C (1)(h)	The contact details of each relevant authority referred to in section 148 of the POEO Act.	Table 4
98C (1)(i)	Details of the mechanisms for providing early warnings and regular updates to the owners and occupiers of premises in the vicinity of the premises to which the licence relates or where the scheduled activity is carried on.	Section 7.3
98C (1)(j)	The arrangements for minimising the risk of harm to any persons who are on the premises or who are present where the scheduled activity is being carried on.	Section 6
98C (1)(k)	A detailed map (or set of maps) showing the location of the premises to which the licence relates, the surrounding area that is likely to be affected by a pollution incident, the location of potential pollutants on the premises and the location of any stormwater drains on the premises.	Appendices A – D NB: No stormwater drains are located on the premises.
98C (1)(l)	A detailed description of how any identified risk of harm to human health will be reduced, including (as a minimum) by means of early warnings, updates and the action to be taken during or immediately after a pollution incident to reduce that risk.	Section 6
98C (1)(m)	The nature and objectives of any staff training program in relation to the plan.	Section 8

Section	Detail Required	Location of Document
98C (1)(n)	The dates on which the plan has been tested and the name of the person who carried out the test.	Table 6
98C (1)(o)	The dates on which the plan is updated.	Table 6
98C (1)(p)	The manner in which the plan is to be tested and maintained.	Section 9
98D(1)	Is plan available at premises?	Section 9.1.2
98D(2)	Is plan excerpt on website, if they have one? Need: 153C(a), clause 98C(1)(h) and (i) information made available on a website must include procedure for contacting the 5 agencies and 98C(1)(i) above – communicating with community	Section 9.1.2
98E(1)	Testing ensures plan is accurate, workable, effective and up to date	Table 6
98E(2)	Tested every 12 months or within 1 month of a pollution incident	Table 6

3.2 Risk Management

The systematic identification, assessment and management of foreseeable Catastrophic (Fatal) Hazards is undertaken utilising the Glencore Coal Catastrophic Hazards and further supported by the Glencore Coal Core Hazard Assurance Monitoring. This process includes:

- Identifying foreseeable hazards associated with operations at the Mt Owen Complex;
- Assessing Sustainable Development risks using recognised analysis and evaluation methodologies; and
- Implementing controls necessary to eliminate or reduce identified catastrophic (core) risks in accordance with the established hierarchy of controls for environmental management.

The Mt Owen Complex maintains a Risk Register. The register includes nominated control measures to manage foreseeable catastrophic (core) hazards. The site Risk Register is reviewed annually and lodged with Glencore Coal Assets Australia (GCAA). The Core Hazard Register includes hazards that could result in either:

- Multiple fatalities;
- Irreversible, severe environmental damage; or
- A health or community issue that causes significant long-term harm.

A Broad Brush Risk Assessment (BBRA) is also undertaken annually to assess the Environmental risks that have a potential high consequence rating. Furthermore, prior to undertaking any new activities or planning significant changes to the operation risk assessments are undertaken in accordance with the Glencore Risk and Change Management Standard to ensure that any new aspects and impacts are identified and added to the register. Risks are also further managed on site following GCAA Standard Risk Management and MGO Risk Management.

3.3 Major Hazards

The potential major hazards which have been identified for, Mt Owen Complex include:

- Spills (e.g. hydrocarbon, hazardous chemicals, etc) resulting in land contamination;
- Spills (e.g. hydrocarbon, hazardous chemicals, saline or sediment laden water, etc) resulting in water contamination;
- Generation of Fume (NO_x) as a result of blasting
- Major water discharge off site (for example dam failure);
- Fire (for example spontaneous combustion fires associated with coal stockpiles); and
- Explosions.

4 Implementation

4.1 Premises Details

4.1.1 Site Details

The Mt Owen Complex is located in the Hunter Valley Coalfields at Hebden, approximately 25 kilometres (km) northwest of Singleton, and 26 kilometres southeast of Muswellbrook, in the Upper Hunter Valley of New South Wales (NSW) (refer to **Appendix A**).

The Mt Owen Complex consists of Mt Owen, Glendell and Ravensworth East open cut coal mines. All three mines are owned and managed by Mt Owen (formerly Hunter Valley Coal Corporation) on behalf of Glencore. Thiess Pty Ltd operates Mt Owen Mine (excluding the Coal Handling and Preparation Plant and associated infrastructure) under a contracting agreement with Mt Owen. Mt Owen holds EPL 4460; Glendell is the holder of EPL 12840, while Ravensworth East holds EPL 10860. Glendell Mine operate the Glendell and Ravensworth East Mines as a joint operation.

The surrounding area which may potentially be impacted by a pollution incident occurring at Glendell or Ravensworth East, in addition to the premises itself may include the following:

- Landholders adjacent to the Mt Owen Complex (refer to **Appendix C**);
- Downstream water courses (including inundation areas and adjacent landholders): Bowmans Creek, Yorks Creek, Main Creek, Bettys Creek, and Swamp Creek which subsequently flows into the Hunter River; and
- The nearby township of Camberwell Village, (refer to **Appendix C**).

4.2 Chemicals and Pollutants

All chemicals and their quantities at the Mt Owen Complex are registered in ChemAlert an online chemical registers. All chemicals are accompanied by the relevant Material Safety Data Sheets as required by work health and safety regulations. The maximum quantity stored of designated chemicals such as fuel and oil located on the premises is detailed in the dangerous goods licences for each site.

The facilities that store fuel, oil and hazardous chemicals have been designed in accordance with Australian Standard 1940 – 1993. The system has been designed to incorporate:

- Impervious walls and floors;
- Sufficient capacity to maintain 110% of the volume of the tank (or 110% volume of the largest tank where more than one tank is stored in the bund);
- Walls not less than 250 mm high; and
- Have floors graded to a collection sump.

Explosives for surface operations are stored in licensed explosive magazines in accordance with Work Cover NSW requirements. The Dangerous Goods Licences cover the storage of these materials.

Maximum inventories for bulk fuels and oils onsite are contained in **Table 2** below.

Table 2 Maximum inventories pollutants kept in bulk onsite

Pollutant Type	Location	Capacity
Diesel	Mt Owen in pit bulk storage facility	80,000L
Oil	Mt Owen in pit bulk storage facility	2,000L
Diesel	Mt Owen workshop fuel farm	920,000L
Oil	Mt Owen workshop oil farm	90,000L
Oil	Mt Owen workshop	4,000L

Pollutant Type	Location	Capacity
Oil	Mt Owen workshop waste oil area	<30,000L
Diesel	Mt Owen explosive reload facility	68,800
Oil	Mt Owen CHPP contractor compound	1,500L
Diesel	Mt Owen train refuelling facility	108,000L
Oil	Mt Owen train refuelling facility	4,500L
Oil	Glendell workshop	14,000L
Oil	Glendell stores area	24,500L
Diesel	Glendell fuel farm	517,200L
Oil	Glendell fuel farm	85,000L
Effluent	Glendell	41,000L
Effluent	Ravensworth East	5,000L
Effluent	CHPP	51,000L

Potential pollutants created as part of mining operations, and thus excluded from registers, include:

- Mine tailings;
- Mine water (extracted from underground and open cut mine workings);
- Sediment laden surface water runoff from disturbed areas; and
- Effluent waste.

These materials are in a constant state of change as a result of mining operations. Risks associated with these potential pollutants are incorporated into the respective BBRA's. **Appendix D** displays the location of potential pollutants including tailings dams, underground tanks and fuel storage locations at Glendell and Mt Owen.

5 Management and Responsibilities

5.1 Legal Duty to Notify

All Mt Owen Complex Employees and Contractors are responsible for alerting management personnel to all environmental incidents or hazards which may result in an environmental incident, regardless of the nature or scale as detailed below.

Notification responsibilities are detailed in the POEO Act (Section 148), which encompasses all site personnel, including contractors and sub-contractors. These can be categorised broadly as:

- The duty of an employee or any person undertaking an activity:
 - Any person engaged as an employee or undertaking an activity must, immediately after becoming aware of any potential incident, notify their relevant manager of the incident and all relevant information about it. This is to be undertaken as per Section 6.2; Appendix D; and
- The duty of the employer or occupier of a premises to notify:
 - An employer or occupier of the premises on which the incident occurs, who is notified (or otherwise becomes aware of) a potential pollution incident, must undertake notification to the appropriate regulatory authority of any "material harm incidents", including relevant information. Notification shall be undertaken by the Environment and Community Manager or Operations Manager as per **Section 7.2**.

6 PIRMP Management

6.1 Pollution Incident Definition

A pollution incident is defined in the POEO Act as 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.

6.2 Pollution Incident Response Steps

In the case of an environmental incident, prior to any other action, the site must contact 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, as they are responsible for controlling and containing incidents.

If the incident does not pose any threat to human health or property, concurrently with contacting emergency services (000), all possible actions should be taken to control the pollution incident and minimise health, safety and environmental consequences. These actions must be employed to the maximum extent possible to:

- Provide for the safety of people at and within the vicinity of the site; and
- Contain the pollution incident.

In compliance with Glencore's Incident Management Manual and supported by GCAA Emergency Standard 7 and MGO Principal Control Plan for Emergency Management, the actions to be implemented at the Mt Owen Complex on the occasion of an incident include the following:

1. Secure the scene and contain the incident;
2. Contact the Environment and Community department and inform them of the incident
3. Gather information (i.e. environmental monitoring);
4. Determine the investigation level;
5. Commence an ICAM (if required);
6. Review and classify information and determine actions;
7. Complete actions;
8. Trend analysis reports.

A Environmental test kit is located in the Environment and Community office and contains:

- Copy of this PIRMP;
- 6 large and 6 Small sampling bottles;
- Disposable gloves;
- Gum boots;
- Pens and paper;
- Aerial of Mt Owen Complex;
- TSS water sampling meter; and
- EC water sampling meter.

MGO Principal Control Plan for MGO Emergency Management Manual and contain the roles and accountabilities of key personnel at each operation in the event of an emergency and the contact details for appropriate emergency services. The plans also provide for designated evacuation points and procedures in the event of an emergency. Any changes to emergency procedures are documented and communicated to all personnel. These procedures have been developed to align with the requirements of GCAA Emergency Standard 7.

Incident management at the Mt Owen Complex focus on actions to:

- Secure and assign necessary tactical response resources, including equipment and/or personnel to minimise the environmental impacts associated with the incident;
- Establish that tactical response operations are carried out in a safe, well-organised, legal and effective fashion;
- Provide for the safety and welfare of all responders, employees, contractors and visitors;
- Continuously assess the incident to determine the adequacy of tactical response operations and the need for assistance from the GCAA Crisis Management Team;
- Manage stakeholders arriving at site;
- Minimise effects on people, the environment, property, production, and company reputation;
- Implement an environmental monitoring program to quantify impacts as a result of the incident as well as to be used as the basis to notify adjacent landholders and downstream water users as to whether avoidance or remediation measures are required; and
- Interact, as appropriate, with GCAA personnel.

With regards to the specific major hazards identified, the following emergency procedures have been developed:

- Spills (e.g. hydrocarbon, hazardous chemicals, etc) resulting in land and or water contamination:
 - MGO Emergency Spill Response;
- Major water discharge (for example dam failure):
 - MGO Inrush and Outburst Management Plan;
 - MGO Dam Safety Emergency Response;
- Fire (for example spontaneous combustion fires associated with coal stockpiles):
 - MGO Emergency Management Manual;
- Explosions:
 - MGO Emergency Management Manual.

All Mt Owen Complex employees and contractors receive emergency preparedness and response training during their site familiarisation induction. The Mt Owen Complex maintains a dedicated emergency response team who undergo regular training and operational drills. Controls of personal protective equipment (PPE) and incident containment and control equipment are detailed in the risk assessment documents including but not limited to:

- Emergency spill kits;
- Portable pumping infrastructure;
- Earth moving plant;
- Floating booms and silt curtains; and
- Erosion and sediment control materials.

The Mt Owen Complex has limited authority to undertake pollution management activities on private property, or outside the site boundary and in such cases will liaise directly and provide appropriate assistance to the relevant authority and emergency services.

Table 3: Response Equipment

Equipment	Location	Capacity
Spill Kits	Across site refer to Appendix D	200L
Spill Response Trailer	MGO emergency response shed	2000L
Grader	Across site refer to Appendix D	2000L
Dozers	Across site refer to Appendix D	4000L

7 Notification Procedures

7.1 Determination of Material Harm

Following containment of the incident, immediate action must be taken to determine if the incident can be classified as a 'material harm incident', i.e. considered to be causing or threatening material harm. As defined by Section 147 of the POEO Act, a material harm incident has occurred if the incident:

- Involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial; or
- Results in actual or potential loss (including all 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) or property damage of an amount, or amounts in aggregate, exceeding \$10,000 (or such other amount as is prescribed by the regulations).

It is possible for a material harm incident to occur on land that is within the boundary of the EPL. The determination of a material harm incident will be made by the Operations Manager or his /her delegate in consultation with the Environment and Community Manager. In the event where the Operations Manager and his/her delegate is unavailable immediately, the determination will be made by the Environment and Community Manager.

7.2 Internal and External Notification

Notification of an environmental incident is the responsibility of all site and contractor personnel. In the event of an incident, response and notification must be undertaken as per **Appendix E**, which contains the following important information:

- The local authority for the area in which the EPL is issued (Singleton Council);
- The persons and authorities to be notified by Part 5.7 of the POEO Act; and
- The contact details of each relevant authority referred to in section 148 of the POEO Act (refer to **Table 4**).
- The contact details for relevant internal employees (refer to **Table 5**)

The agencies listed in **Table 4** must be contacted in the order outlined below:

Table 4 External notification requirements

Agency	Contact details
Fire and Rescue	000 (only to be contacted first if emergency services are required otherwise, contact last, when 000 respond request 'Fire'.)
Environment Protection Authority (EPA)	131 555
Ministry of Health	(02) 4924 6477 (ask for Environmental Officer on call)
Department of Planning & Environment (DP&E) – Division of Resources and Geoscience (DRG)	Division of Resources and Geoscience (02) 4931 6605
Singleton Council	(02) 6578 7290 (office hours) or (02) 6572 1400 (after hours)

Department of Planning and Environment (DP&E)	(02) 6575 3405 and also send an email to: compliance@planning.nsw.gov.au
---	---

For further details on reporting environmental incidents, including updated contact details and the duty to notify an incident refer to the EPA website:

<http://www.environment.nsw.gov.au/pollution/index.htm>.

Table 5 Mt Owen Complex management contacts

Name	Position	Contact details
Ashley McLeod	Operations Manager (Mt Owen Complex)	Office: (02) 6520 2601 Mob: 0400 373 250
Ned Stephenson	Environment and Community Manager (Mt Owen Complex)	Office: (02) 6520 2693 Mob: 0400 266 877
Jason Desmond	Environment and Community Coordinator (Glendell)	Office: (02) 6520 2633 Mob: 0488 077 270
Hubert Mhangami	Environmental Advisor (Thiess)	Office: (02) 6520 3503 Mob: 0466 981 434

In the instance of identification of an environmental incident or hazard, the personnel will report the issue immediately to their Supervisor, who in turn shall report it to the Environment and Community Manager, or any member of the Environmental Team. Immediately is taken to mean 'promptly and without delay'. As per guidance provided by the EPA, the decision on whether to notify the incident in accordance with Part 5.7 of the POEO Act should not delay immediate actions to provide the safety of people or contain a pollution incident. However, incident notification will be made as soon as it is safe to do so by a Senior Manager. Further information is available via the link below.

<https://www.epa.nsw.gov.au/licensing-and-regulation/legislation-and-compliance/about-the-poeo-act/protection-of-enviro-leg-amendment-act-2011/faqs-duty-to-notify-pollution-incident>

Condition 5 of MPL343 and CL358 the requirement for reporting environmental incidents are outlined. Incidents occurring within MPL343 and CL358 must be reported to the Director General of the DRG within 24 hours of the incident occurring. The report is to be prepared in accordance with any relevant Departmental guidelines.

Condition 5 of MLA512 and ML1355 the requirement for reporting environmental incidents are outlined. Incidents occurring within MLA512 and ML1355 must be reported to the Director General of the DRG no later than 7 days of the incident occurring. The report is to be prepared in accordance with any relevant Departmental guidelines. More information on reporting to the DRG can be found here:

<http://www.resources.nsw.gov.au/environment/complaints-and-incident-reporting>.

In addition to being detailed in this Management Plan, numerous site specific procedures have been developed across the Mt Owen Complex for undertaking internal and external notification including:

- Mt Owen Complex Environmental Management Strategy (Sec 3.7);
- MGO Hazard and Incident Management Procedure;
- MGO Principal Control Plan for Emergency Management;
- MGO Emergency Response Manual;
- MGO Emergency Management Plan;

- MGO Emergency Management Assessment; and
- MTO Emergency Log of Events.

Record keeping of incident details, including investigations and outcomes, will be undertaken in accordance with GCAA Assurance Standard following the relevant site procedure being MGO HSEC Measurement and Reporting.

After initial notification of any material harm incident, it will be the responsibility of the Environment and Community Manager to liaise with any authority listed in **Table 4** that requests additional information, or is providing directions for management of the material harm incident. This may include incident investigation reports and ongoing environmental monitoring results.

7.3 Notification of Local Landholders and Community

Community notification shall be undertaken at the determination of the Environment and Community Manager. Names and contact details of stakeholders, including local and downstream residents are included in the Mt Owen Complex Stakeholder Register. The following notification methodology is proposed to be utilised as required:

- Early warnings: same day telephone notification to landholders whom may be affected by the incident over the subsequent 24 hour period; and
- Updates: follow up phone calls to all landholders whom may have been notified by the initial early warning. Updates are to be provided to the broader local community in affected areas via information sheets or newsletters, Community Consultative Committee meetings, Mt Owen Complex website, media statements or any other strategy as defined in the Mt Owen Complex Social Engagement Strategy.

Information provided to the community will be relevant to the incident and may include the following details:

- Type of incident that has occurred;
- Potential impacts local landholders and the community;
- Site contact details; and
- Advice or recommendations based on the incident type and scale.

8 Training

All personnel affected by the content of this document will receive instruction or explanation on the relevant parts of the document as per:

- Emergency Management Training Presentation;
- Incident management and emergency response shall be included in all GCAA Generic, Glendell, Ravensworth East and Mt Owen inductions.

A training exercise designed to test the adequacy of emergency preparedness and response will be undertaken at least once each year. Training exercises may involve the emergency response team responding to a simulated emergency, but may also include expanded simulations that involve other (or all) site personnel, the Glendell Emergency and Incident Management Team and external response agencies (Ambulance, Fire, Mines Rescue etc.)

9 Review and Improvement

Review of the PIRMP will be undertaken to check that the information is accurate and current and that the plan is capable of being implemented in a workable and effective manner. Reviewing shall be undertaken in the following ways:

- The PIRMP will be tested annually, either through a desktop analysis or an environmental emergency drill; and
- The PIRMP will be tested and reviewed within 30 days of any reportable pollution incident.

Table 6: PIRMP Test Record

Date	Name	Description
21.06.2013	S. Monckton	Update correct contact information, figures and distribution areas.
18.04.2014	G. Cook	Reviewed in response to fire in transfer bin resulting in material entering York's Creek
18.08.2015	S. Moore	Update correct contact information and associated procedures
08.08.2017	S. Moore	Update correct contact information, associated procedures, appendix, E&C Test kit and property map
26.09.2017	S. Moore	Planned Task Observation
01.08.2018	M. Dillon, K. Lawrence	Planned Task Observation
27.09.2018	M. Dillon	Update environmental incident response and include in duty card folders. Updated emergency contacts.

9.1 Document Control

Records will be kept in accordance with GLD Document and Records Control and MTO Document Control.

Testing of the PIRMP will be undertaken and recorded in accordance with GCAA PIRMP Test Record. Copies of the PIRMP testing record will be maintained by the E&C Manager and made available to Statutory Departments upon request.

Information to be retained regarding PIRMP testing includes:

- The manner in which the test was undertaken;
- Dates when the plan has been tested;
- The person who carried out the testing; and
- The date and description of any update or amendment to the plan.

9.1.2 Availability of the PIRMP

The PIRMP shall be kept in written and electronic form at the EPL premises and shall be made available to all personnel responsible for implementing the plan, and to an authorised officer, as defined in the POEO Act on request.

The PIRMP will be made publicly available within 14 days of finalisation (taken to be authorisation of the PIRMP by the Operations Managers) via the Mt Owen Complex website, in a prominent position and on a publicly available page.

No personal information within the meaning of the Privacy and Personal Information Protection Act 1998 will be made publicly available as part of the PIRMP.

Hard copies of the PIRMP will be kept at the following locations within the Mt Owen Complex:

- Mt Owen Coal Preparation Plant;
- Mt Owen Boardroom;
- Thiess E&C Office;
- Glendell Boardroom;
- MOC Environmental Incident Kit (in Glendell E&C Office).

Hard copies will be kept updated with each revision of the PIRMP.

10 Definitions

Term	Definition
EPA	Environment Protection Authority
EPL	Environmental Protection Licence
DP&E	Department of Planning and Environment
MGO	Mt Owen Glendell Operations
MOC	Mt Owen Complex
MTO	Mt Owen
PELA	Protection of the Environment Legislation Amendment Act 2011
POEO	Protection of the Environment Operations Act 1997
POEO(G)	Protection of the Environment Operations General Regulation 2009
PIRMP	Pollution Incident Response Management Plan

11 Accountabilities

Role	Accountabilities for this document
Operations Manager	<p>(Mt Owen & Glendell)</p> <p>Approve this PIRMP, including approval of initial development and further approval of any subsequent changes or updates;</p> <p>Provide adequate resourcing for the implementation and maintenance of requirements of the PIRMP;</p> <p>Ensure appropriate notification to relevant authority and response where required;</p> <p>Coordinate communications with affected community members where required.</p>
Environment & Community Manager	<p>Develop and maintain the Mt Owen Complex PIRMP, including conducting an annual review of this Management Plan;</p> <p>Actively manage any Pollution Incident Response;</p> <p>Make arrangement for testing and updating of the PIRMP;</p> <p>Ensure that appropriate training for implementation of the PIRMP is identified and implemented across the Mt Owen Complex;</p> <p>Coordinate communications with affected community members where required;</p> <p>Ensure the PIRMP and all related documents are made accessible as required by the relevant legislation (hard copy and electronic copy) and ensure that a process is established to ensure that the hard copy is maintained up to date.</p>
Environment & Community Officers	<p>Undertake notifications as required within the context of the PIRMP;</p> <p>Assist in the coordination of response required in a pollution incident;</p> <p>Assist in the implementation of this PIRMP including the provision of communication and training requirements for site personnel;</p>
All Supervisors	<p>Report all pollution incidents immediately to the E&C Manager or E&C Coordinator;</p> <p>Initiate the site Emergency Procedure as appropriate;</p> <p>Activate the Emergency Response Team immediately when made aware of a pollution incident;</p> <p>Assist in the management of the pollution incident response on site.</p>
All personnel	<p>Report any potential pollution incidents immediately to your supervisor;</p> <p>Where appropriate take immediate action to control or contain the incident.</p>

12 Revision History

Full details of the document history are recorded in the document control register, by version. A summary of the current change is provided in **Table 12-1** below. Example detail shown below.

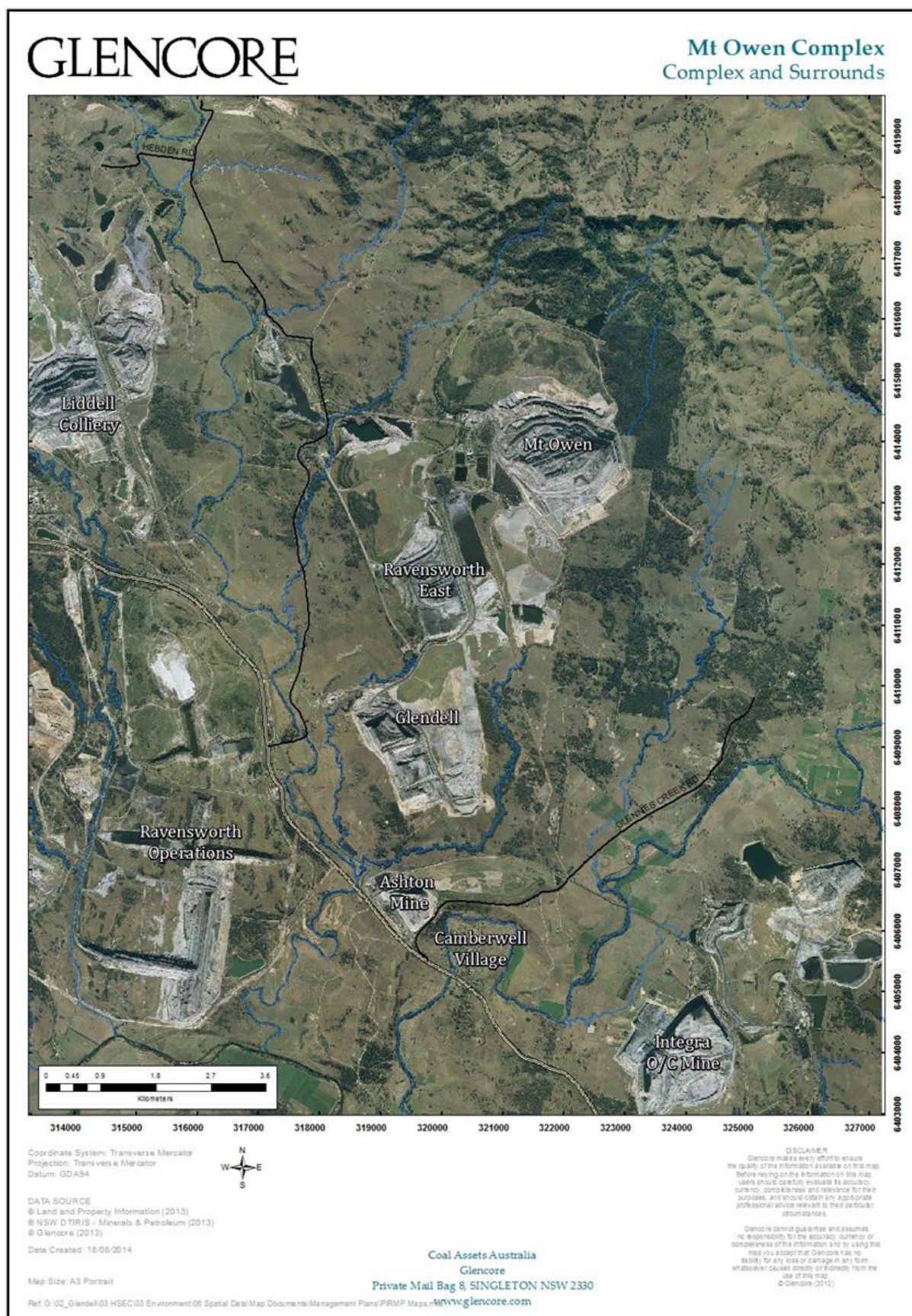
Table 12-1 Document Control History

Version	Date Reviewed	Review team (consultation)	Change Summary
1	17/10/2017	N Stephenson, S Moore	Put document in new intranet template; Document title updated, updated figures of Appendices C, D and E; added Table 2; and updated M Pollock's contact details.
2	07/09/2018	N Stephenson, M Dillon	The PIRMP was tested on 20/08/2018 by M Dillon via an emergency drill and desk top analysis 20180731201.1. Updated documents, contact details and figures in Appendices. Removed document ID numbering system.
3	15/05/2019	M. Dillon	Updated coordinators details and updated in response to planned task observation.

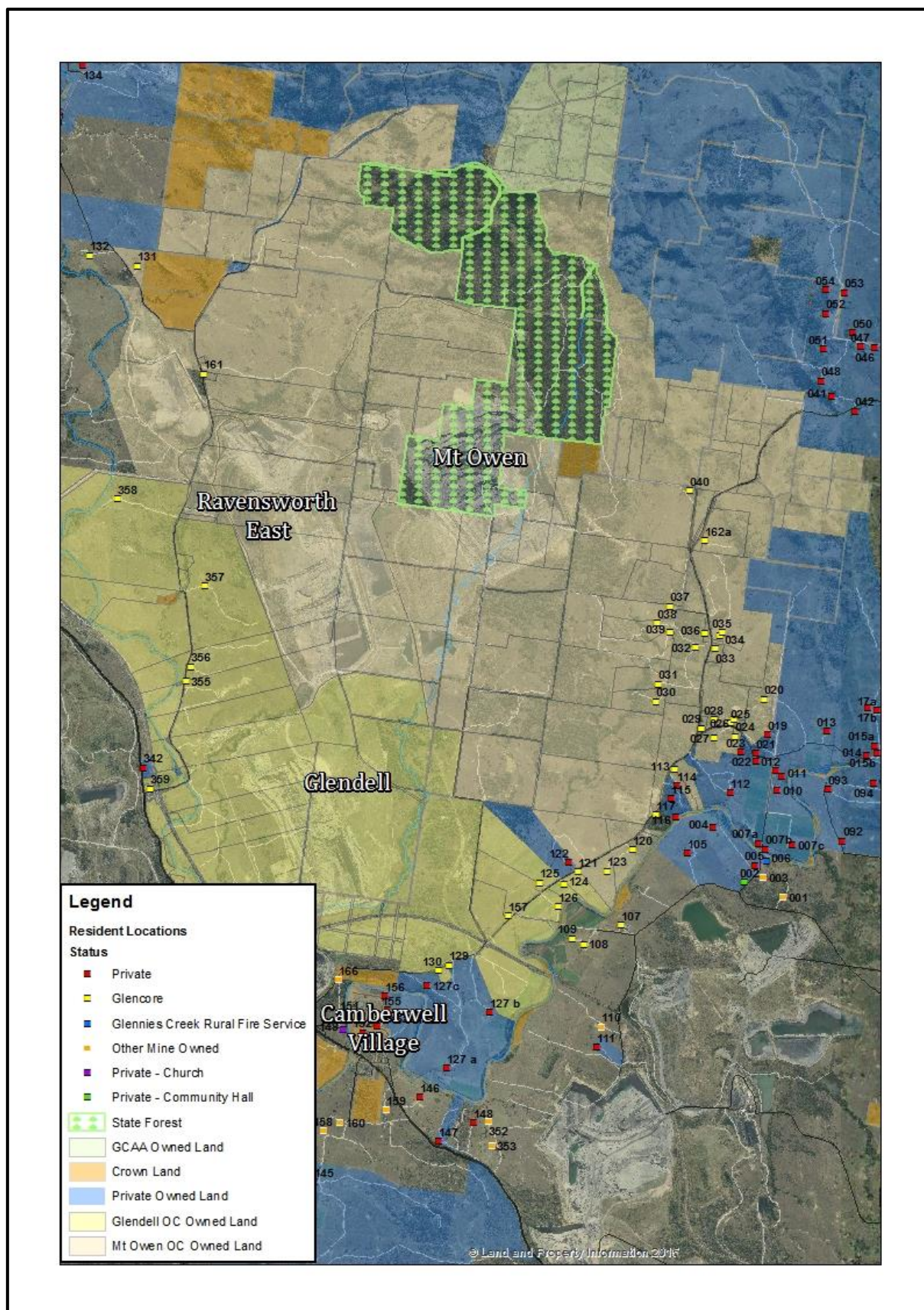
Appendix A - Locality Plan



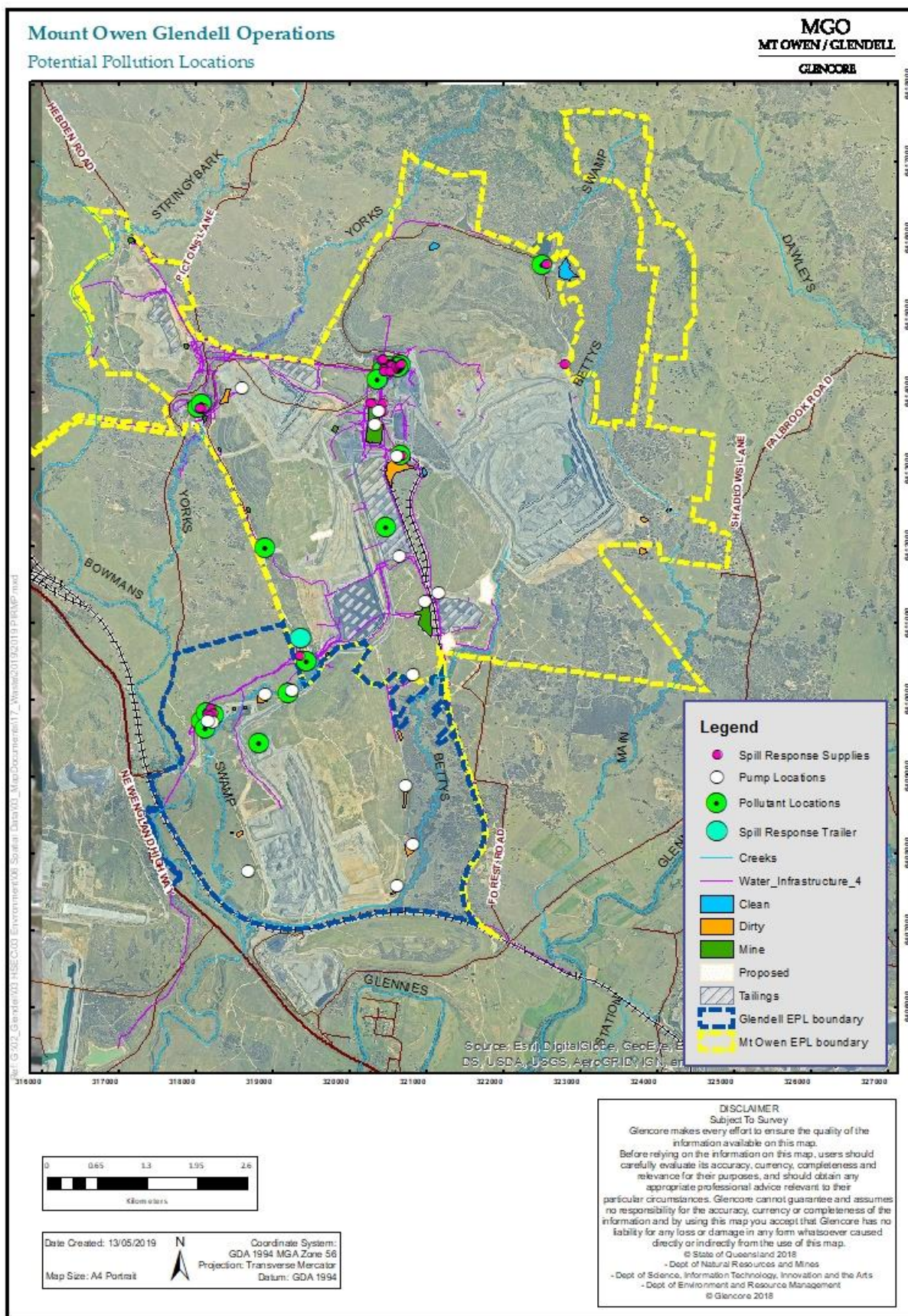
Appendix B - Regional Locality and Neighbouring Mines



Appendix C - Neighbouring Properties



Appendix D - MOC Potential Pollutant Locations



Appendix E - Environmental Incident Response Notification

