

# **Pollution Incident Response Management Plan**

---

**April 2015**

**Sections 4, 9, 11**

## 4. Assessing whether an incident must be reported, and how to report

---

4.1 As soon as a person becomes aware of a pollution incident, it must be immediately reported if it causes or threatens material harm to the environment, as explained above.

4.2 In considering whether or not an incident must be reported, a person must consider:

- (a) The likely impacts from the incident – eg:
  - (i) Are they trivial only, with no real risk of becoming anything more than trivial and not expected to result in \$10,000 of property damage or clean up costs? Eg. a spill of 1 tonne of flour in the premises car park, which can be cleaned up quickly and cheaply.
  - (ii) Are they trivial at the moment, but with the potential to become more than trivial? Eg. a spill of 20 tonnes of flour onto a dry riverbed that could take a day for site staff to clean up, when wet weather is imminently expected which could cause the river to fill and to carry the flour downstream.
  - (iii) Has any property damage been caused by the incident? What is the likely cost of the damage, combined with anticipated clean up cost – is it expected to be \$10,000 or more?
  - (iv) How should the incident be cleaned up and what are the likely costs of the clean up (are they likely to be \$10,000 or more?).

4.3 Where employees are unsure about whether or not an incident involves material harm to the environment, they must immediately report it to the relevant Site Supervisor/Manager so that this issue can be promptly considered and determined by the relevant Site Supervisor Manager.

4.4 Contractors and site staff are not required to form a view about whether any environmental incident is a reportable pollution incident, and should notify management of **all** environmental incidents so that this issue can be considered at a higher level.

4.5 The Site Manager will have authority to report all incidents on behalf of Allied Mills, after attempting to first discuss with their relevant General Manager & National WHS Manager if they can be promptly contacted.

4.6 In the event of uncertainty as to whether or not the incident is causing or threatening material harm to the environment, contact should be made with the General Manager and the issue should be considered at this level. If the uncertainty cannot be resolved, the incident should be treated as a reportable incident

4.7 In the unlikely event that no one within management is able to be contacted with reasonable promptness, the site manager must report any incident causing or threatening material harm to the environment to the relevant authorities themselves.

## 9. Contact Details – Relevant Authority

---

- 9.1 If the pollution incident presents an immediate threat to human health or property, call Triple Zero (000).
- 9.2 If the incident does not require an initial combat agency, or once Triple Zero has been contacted, notify the relevant authorities in the following order:

<b>Relevant Authority</b>	<b>Contact Details</b>
Environmental Protection Authority - VIC	Environmental Phone Line – 1300 372 842
Local Council - Melbourne	(03) 9658 9658
Ministry of Health VIC	1300 253 942
Worksafe VIC	1800 136 089
Fire and Rescue VIC	(03) 9662 4733

## 11. Contact with Neighbours and the Local Community

---

Refer to Section 173 Agreement. This is kept with the Site Manager.

Note: Refer to Allied Mills Emergency Management Plan policy and Allied Mills Kensington Site Emergency procedure on full steps to follow as per different types of incidents.

Advice neighbours to standby for further instructions by VIC Police or Fire Brigade Officers if required.

Also advice neighbours to close windows and doors and remain inside for incidents involving the emission of air pollutants and/or chemical spills/leaks.