



Minto Pollution Incident Response Management Plan

There is a duty to notify 'relevant authorities' as specified in section 148(8) of the POEO Act (the EPA, local authority, Ministry of Health, SafeWork NSW (formerly WorkCover) and Fire and Rescue NSW) of pollution incidents where material harm to the environment is caused or threatened. Material harm includes actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial or that results in actual or potential loss or property damage of an amount over \$10,000. Failure to do so is an offence. – EPA

General Legal Duty to Notify

All Minto 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.

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; 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.

Incident Management

In the event of a pollution incident site personnel must notify the following authorities (in order) **IMMEDIATELY**:

Authority	Contact number
Emergency Services	000
Campbelltown City Council	(02) 4645 4000
NSW Environment Protection Authority	131 555
Ministry of Health	(02) 9391 9000
WorkCover	131 050

The nominated 'Site Emergency Controller' will be responsible for communicating with emergency services, site personnel and other relevant stakeholders. Should none of the above personnel be present on-site at the time of the emergency (e.g. after hours/weekends) then once contacted, they will nominate a delegate 'Site Emergency Controller' until they arrive on-site.

The sites neighbouring properties and the local community will be kept informed. This will occur in conjunction with relevant emergency services and the site emergency controller. The most relevant communication strategy will be identified and utilised, which could include:

- Media release;
- Direct contact (e.g. door knocking);
- Letter box drop; or
- Information signage at the site entrance

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

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