

SURROUNDING AREA AND AUTHORITY NOTIFICATION PROCESS FOR POLLUTION INCIDENTS IN NSW

PURPOSE

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

Scope

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

Incident Assessment

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

- Material harm is defined by the Protection of the Environment Operations Act 1997, as;
 - causing actual, or having the potential to cause, harm to the health or safety of human beings or to ecosystems that is not trivial, **or**
 - resulting in actual or potential loss or property damage of an amount, or amounts in aggregate, exceeding \$10,000, **and**
 - loss includes the reasonable costs and expenses that would be incurred in taking all reasonable and practicable measures to prevent, mitigate or make good harm to the environment.

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

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

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

Notification obligations

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

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

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

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

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

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

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

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

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

TABLE A

CSR Site	EPA Licence Number	Location	Local Authority/Council	Public Health Unit
Bradford Ingleburn	13087	55 Stennett Road, Ingleburn, 2565	Campbelltown City Council http://www.campbelltown.nsw.gov.au/ General Contact 02 4645 4000 Pollution Issues. 02 4645 4604	Eastern Zone(Camperdown Office)
				Contact Details PO Box 374, Camperdown 2050 Ph: 02 9515 9420 and ask for the Environmental Health Officer Fax: 02 9515 9440
				AH Ph: 02 9515 6111 (Royal Prince Alfred Hospital) or Ph: 02 9828 3000 (Liverpool Hospital) - ask for the Environmental Health Officer on call
Roofing Rosehill	2007	10 Grand Avenue, Rosehill, 2142	Parramatta City Council http://www.parracity.nsw.gov.au/ General Contact 02 9806 5636 After hours 02 9806 5050 emergency	Parramatta Office
				Contact Details Locked Bag 7118, Parramatta BC 2150 Ph: 02 9840 3603 and ask for the Environmental Health Unit Fax: 02 9840 3608
				AH Ph: 02 9845 5555 (Westmead Hospital) - ask for Public Health Officer on call



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CSR Site	EPA Licence Number	Location	Local Authority/Council	Public Health Unit
Hebel Somersby	3427	112 Wisemans Ferry Road, Somersby, 2250	Gosford City Council http://www.gosford.nsw.gov.au/ General Contact 02 4325 8222 And After hours emergency	Gosford Office Contact Details PO Box 361, Gosford, 2250 Ph: 02 4349 4845 and ask for the Environmental Health Section Fax: 02 4349 4850 (s)
				AH Ph: 02 4320 2111 (Gosford Hospital) - ask for the Environmental Health Officer on call
				Eastern Zone(Camperdown Office) Contact Details PO Box 374, Camperdown 2050 Ph: 02 9515 9420 and ask for the Environmental Health Officer Fax: 02 9515 9440
LWS Wetherill Park	457	376 Victoria Street, Wetherill Park, 2164	Fairfield City Council http://www.fairfieldcity.nsw.gov.au/ General Contact 02 9725 0222 Pollution Issues 02 9725 0222	AH Ph: 02 9515 6111 (Royal Prince Alfred Hospital) or Ph: 02 9828 3000 (Liverpool Hospital) - ask for the Environmental Health Officer on call

(f) The Ministry of Health (via the local Public Health Unit), will use a questionnaire to record the details of the incident. A copy of this questionnaire is available on the CSR WHS&E SharePoint library under element 4.3 – Incident Response as Technical Support Resource (CSR-NSW-ENV-4.3-TR-01 PHU Chemical or Pollution Incident Information Notification Template.pdf).

Updating original notification

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

Examples of new information:

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

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Community Notification

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

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

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