

POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

Sydney Helicopters

EPL 3906

Granville Heliport, 25 Wentworth St Granville NSW 2142

Pollution Incident Response Management Plan (PIRMP)

1. Purpose

Heliport Developers Pty Ltd - holds an Environment Protection Licence with the NSW Environment Protection Authority (EPA) for Sydney Helicopters. As per the *Protection of the Environment Operations Act 1997* (the POEO Act), the holder of an Environment Protection Licence must prepare, keep, test and implement a pollution incident response management plan (PIRMP) that complies with Part 5.7A of the POEO Act in relation to the activity to which the licence relates.

If a pollution incident occurs in the course of an activity so that material harm to the environment (within the meaning of section 147 of the POEO Act) is caused or threatened, the person carrying on the activity must **immediately** implement this plan in relation to the activity required by Part 5.7A of the POEO Act.

A written copy of this plan must be kept at 25 Wentworth St Granville NSW 2142, or where the activity takes place in the case of mobile plant licences and be made available on request by an authorised NSW EPA Officer and to any person who is responsible for implementing this plan.

Parts of this plan must also be available either on a publicly accessible website, or if there is no such website, by providing a copy of the plan to any person who makes a written request. The sections of the plan that are required to be publicly available are set out in clause 98D of the Protection of the Environment Operations (General) Regulation 2009.

NOTE: This plan has been developed in accordance with the *Protection of the Environment Operations Act 1997* and the Protection of the Environment Operations (General) Regulation 2009.

Licensees should also refer to the NSW EPA's *Guideline: Pollution incident response management plans*.

2. Environment Protection Licence (EPL) Details

Name of licensee: Heliport Developers PTY LIMITED
ABN 68 072 149 190

EPL number: 3906

Premises name and address: Granville Heliport, 25 Wentworth Street Granville NSW 2142

Company or business contact details:

Name: Mark Harrold
Position or title: Managing Director / Chief Pilot
Business hours contact number/s: (02) 9637 4455
After hours contact number/s:
Email: info@sydneyhelicopters.com.au

Website address: www.sydneyhelicopters.com.au

Scheduled activity/activities on EPL: Helicopter-related activities

Fee based activity/activities on EPL: Helicopter-related activity

3. Pollution incident – Person/s responsible

Responsibility	Person/s
PIRMP activation	Name: Adam Schofield Position or title: Operations Manager Business hours contact number/s: (02) 9637 4455 After hours contact number/s: 0438 216 657 Email: adams@sydneyhelicopters.com.au
Notifying relevant authorities	Name: Adam Schofield Position or title: Operations Manager Business hours contact number/s: (02) 9637 4455 After hours contact number/s: 0438 216 657 Email: adams@sydneyhelicopters.com.au
Managing response to pollution incident	Name: Adam Schofield Position or title: Operations Manager Business hours contact number/s: (02) 9637 4455 After hours contact number/s: 0438 216 657 Email: adams@sydneyhelicopters.com.au

4. Notification of relevant authorities

The Operations Manager is required to notify the relevant authorities in case of a pollution incident that causes or threatens to cause material harm to the environment.

The Operations Manager is required to report a pollution incident immediately to:

Contact	Phone Number
EPA	13 15 55
Ministry of Health (via NSW Health)	(02) 9840 3603 <i>After hours: (02) 9845 5555 (Westmead Hospital) - ask for Public Health Officer on call</i>
Fire and Rescue NSW	000
SafeWork NSW	13 10 50
City of Parramatta Council	1300 617 058 (Mon - Fri: 8:30am - 4:30pm) <i>Urgent or emergency calls outside operating hours will be handled by our After-Hours messaging service.</i>

Note: Immediately means promptly & without delay

5. Notification of neighbours and the local community

In the event of an incident with the potential to cause harm, neighbours and/or the local community will be notified immediately by phone calls, SMS or door knocking.

Business Name	Address	Phone Number
Valvoline Raceway	21 Wentworth St, Granville NSW 2142	(02) 9637 0411
Sydney City Smash Repairs	60 Wentworth St, Clyde NSW 2142	(02) 8841 8200

6. Description and likelihood of hazards

Risk Ranking

Chemical	Hazard?	Potential Hazards Identified	Level of Impact	Likelihood	Priority	Impact on Neighbours
Aviation Turbine Fuel - Jet A1	Yes	• Uncontrolled release to ground	M	L	H	L-M
		• Ignition – explosion	H	L	H	H
		• Ignition – fire	H	L	H	M

7. Pre-emptive actions to be taken

- 6 monthly inspections & testing of all fire extinguishers carried out by a competent person/s
- Routine inspections of fuel facility including all ancillary equipment and immediate reporting of any damages/faults identified
- Provision of an oil & fuel spill kit located next to the bowser. Routine inspections on the contents of the spill kit and replenish if items identified as missing/used or unsatisfactory
- Training of staff to ensure acceptable understanding and compliance of the PIRMP
- Concrete bund has been built with a capacity to hold 36,400 litres in the event of the tank leaking, overfilled or other

8. Inventory of pollutants

FUEL, AVIATION, TURBINE ENGINE is stored in an above ground single skin tank located within a fenced, roofed and banded compound. The tank is fitted with automatic tank level gauging. The facility is fitted with emergency stop push buttons, also known as an E-stop to cease flow of product or in the event of an incident. The E-stops locations are 1 x wall of hangar, 1 x bowser skid and hose rewind controls. The tank and ancillary equipment are inspected and serviced regularly as per legislation.

Location/Tank	Max Quantity	Contents	Comments
Jet A1 Tank	27,000	FUEL, AVIATION, TURBINE ENGINE	

9. Safety equipment

The safety equipment & other devices kept on site to minimise the risks to human health, environment & to contain or control a pollution incident are as follows:

- Fuel resistant gloves
- Protective glasses/goggles
- Fire extinguishers
- Spill containment kit
- Eye wash station
- First aid kit
- Copy of current Safety Data Sheet kept on site and reviewed regularly
- Containment and control equipment

10. Communicating with neighbours and the local community

In the event of a notifiable incident, immediate neighbouring properties will be notified by the Operations Manager. The notification shall include specific information to minimise the risk of harm to neighbours and the local community. As the primary risk is flammability, the notification would contain recommendations with regards to avoiding any sources of ignition. Such incidents would include placing signage around the incident sight. Communication to the neighbours and/or local community will either be by telephone calls, SMS or door knocking.

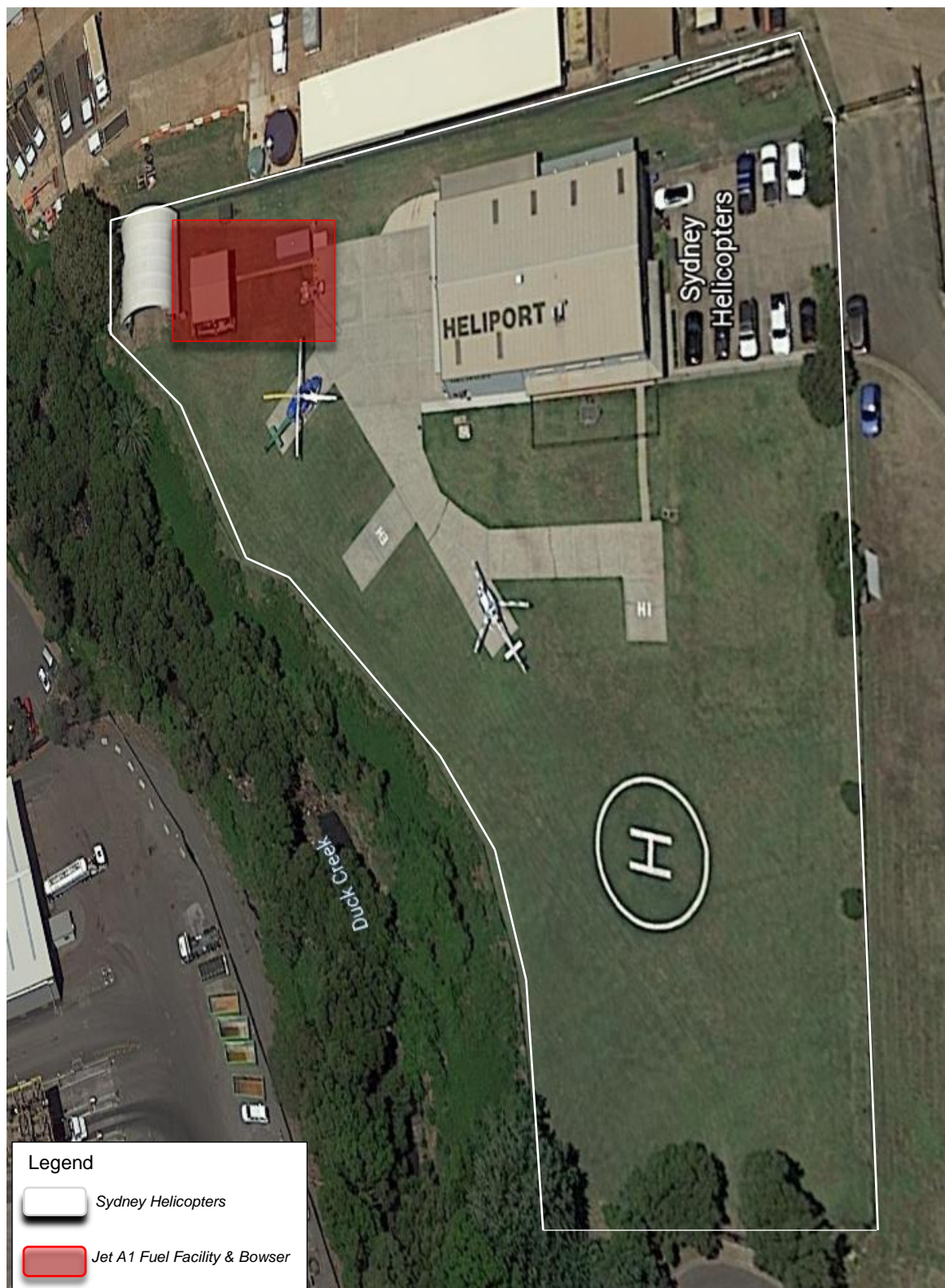
11. Minimising harm to persons on the premises

Refer to the *Emergency Response Manual* for the site.

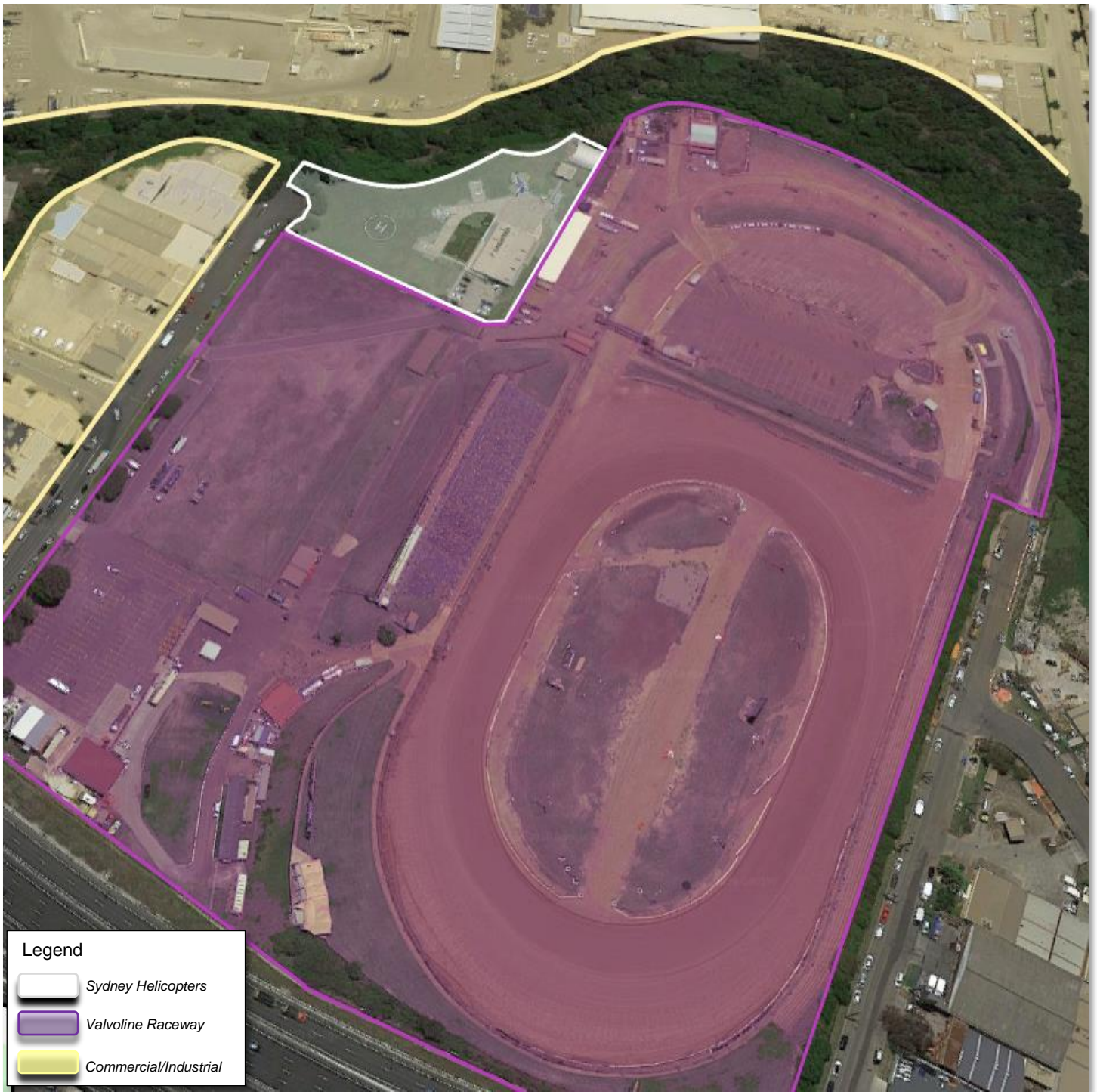
12. Maps

The following maps detail the site plan, neighbours (surrounding land users), locations of emergency response equipment and storm water drains:

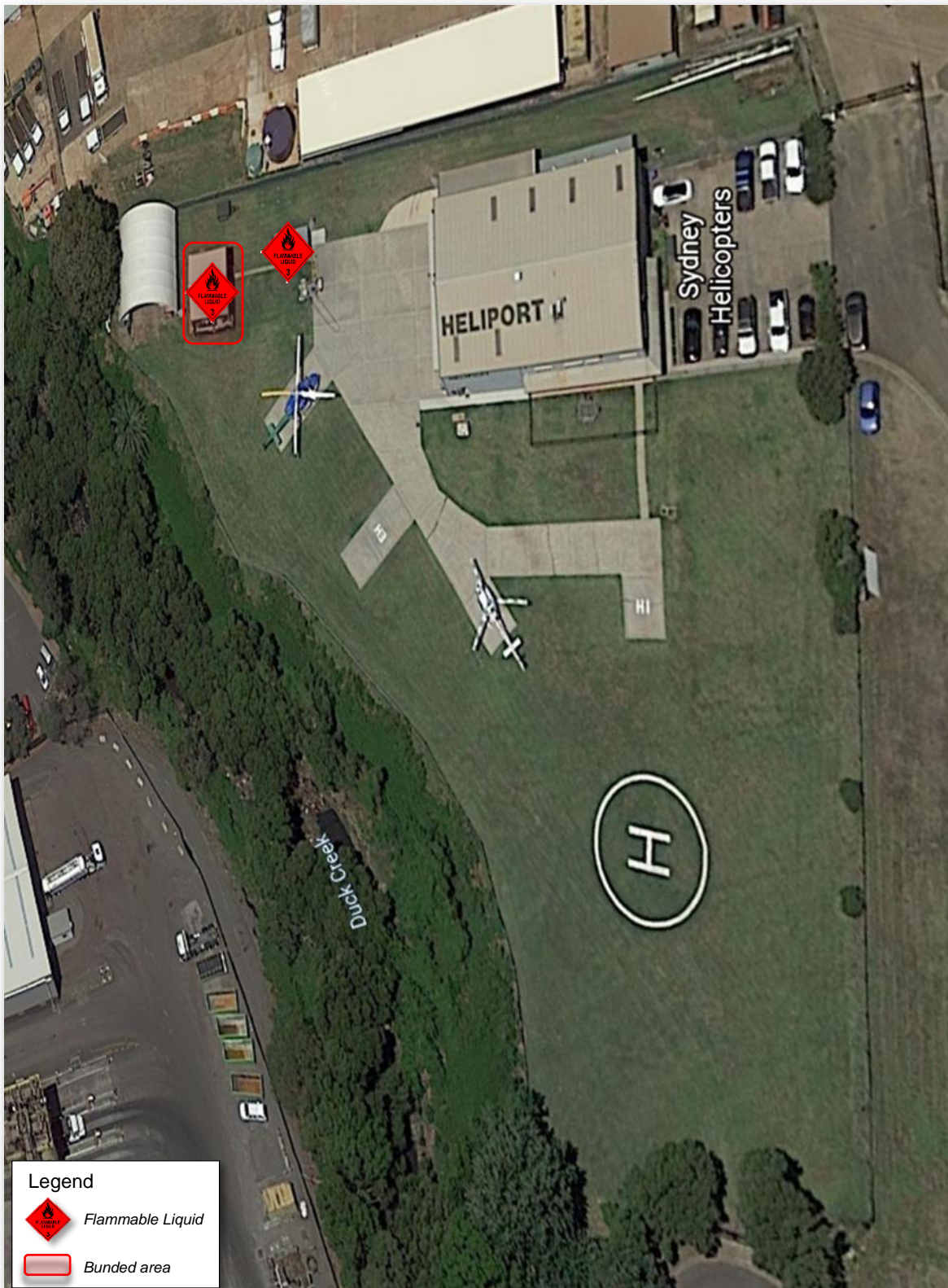
Heliport Site Plan

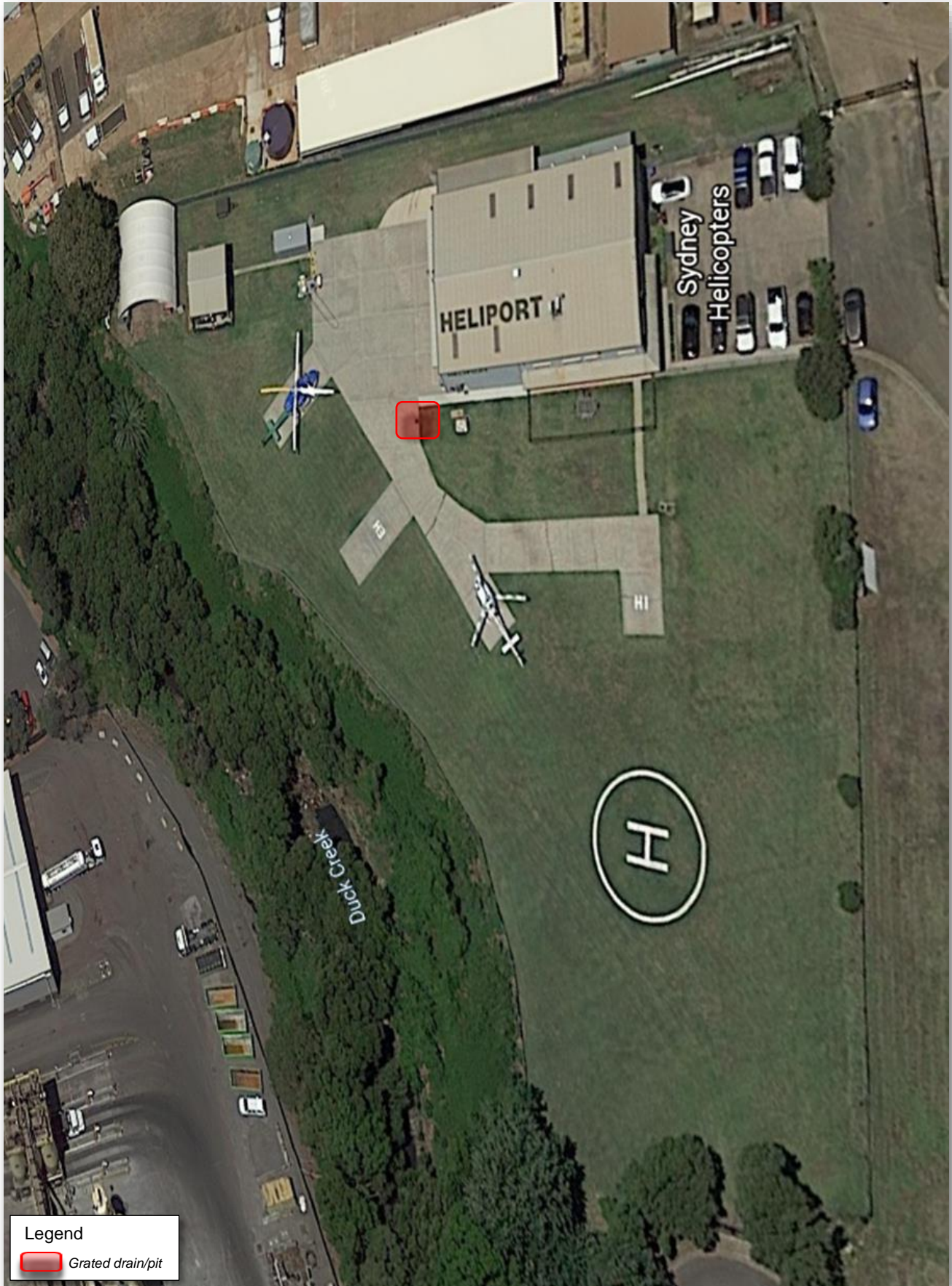


Surrounding Land Users



Potential Pollutant









Emergency response Equipment



Legend

-  Spill Kit
-  Fire extinguisher
-  First Aid Kit
-  Emergency Services vehicle access point

13. Actions to be taken during or immediately after a pollution incident

The following

- Chemical spill:
 - Assess the origin of the spill and if safe to do so, utilize the contents of the spill kit located at the rear of the fuel bowser to contain the spill. If the volume of fuel is too great or it is not safe to attempt a clean-up, call the authorities for assistance immediately. Once spill has been contained, recovery and dispose as per the relevant legislation. Raise an incident report and submit/report to the relevant authorities. Follow the Emergency Response Procedure and the Safety Data Sheet.
- Fire:
 - Assess the size of the fire and if safe to do so, use the facility fire extinguishers. Do not put yourself in harm's way. If the fire is too large to deal with, move to a safe place and wait for help. Warn others. Call for further assistance. Do not assume that someone else has called the fire brigade. Raise an incident report and submit/report to the relevant authorities. Follow the Emergency Response Procedure and the Safety Data Sheet.
- Reporting:
 - A Post-Incident Report will be prepared following any Incident which activates this PIRMP. Recommendations as a result of the report will be incorporated into revisions of this plan.
 - Relevant information to be given when notifying the incident but not limited to:
 - i. Time, date, nature, duration & location of incident
 - ii. Location of place where pollution has/is or likely to occur
 - iii. Nature, estimated quantity of pollutant involved
 - iv. Cause/s or circumstances of incident
 - v. Actions taken or proposed actions
 - vi. Any information that is not known at the time of reporting must be provided once available

14. Coordinating with persons

All communications are to be made by the Operations Manager. The Operations Manager will notify all personnel on site (including contractors) immediately of an emergency via voice, phone or SMS. The Operations Manager must refer to the ERP and assess the situation to determine if personnel should evacuate the premises or stay to assist in cleaning up an incident including. All personnel that remain and assist with the clean up are to ensure they wear PPE in accordance with the SDS and site safety rules.

15. Staff training

All staff must undertake a training package at induction and annually thereafter. Training is to include but not limited to:

- Activation of this PIRMP
- Chemical handling and storage
- Respond to an emergency
- Operation of equipment
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Training can be conducted through:

- Tool box talks
- Formal staff training on incident management
- Desktop exercises
- Field exercises
- Exercises with emergency services

All staff training is recorded in a training register that is checked annually.

16. Plan availability

This PIRMP will be available on the Sydney Helicopters website and will be supplied without charge to any person who makes a written request for one.

A hard copy of the plan will be displayed at:

Name	Location
Sydney Helicopters main office	Office
Sydney Helicopters Fuel Testing Container	Adjacent to fuel bowser

An Electronic copy will be stored on the Sydney Helicopters website.

17. Testing and updating of the PIRMP

Following the preparation of this PIRMP, a simulated pollution incident is to be conducted to ensure all personnel are aware of the actions to be taken should a real incident occur. This plan will be tested routinely once annually and within 1 month of any pollution incident. An attendance sheet will be completed following any testing of this PIRMP.

PIRMP Testing Details				
Date Tested	Tested by	Details of test	Finding of test including issues identified	Next scheduled testing date (must be within 12 months from current test)
e.g. 02.04.2020	John Hancock, Environment Manager	Desktop simulation – Jet A1 spill	Contact details, map & pollutant inventory out of date	02.04.2021

PIRMP Update Details

Date update occurred	Reason for update	Details of update	Date the updated version uploaded	Date of Completion
e.g. 02.04.2020	<i>Outdated items</i>	<i>Contact details and map updated</i>	02.04.2020	02.04.2020

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