

<b>HUNTER DOUGLAS</b>  <i>RYDALMERE</i> <i>WHS MANUAL</i>	WHS-02.11.1
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	Issue No. 6 Issue Date: 01/08/18
<b>POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN</b> <b>PUBLIC VERSION</b>	

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### **Amendment Register**

<b>Page</b>	<b>Date</b>	<b>Details</b>	<b>Authorised</b>
13	05/02/14	Non-life-threatening numbers and order of notification added	Nichole Beasley
37	04/08/15	Roof store trade waste added	Nichole Beasley
38	11/04/16	Dangerous Good Map	Nichole Beasley
	10/04/17	Major review by Andrew Doig of ASBG	Nichole Beasley
	01/08/18	Incident Response Training carried out and contact details updated	Nichole Beasley

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## 1. INTRODUCTION

Hunter Douglas Limited (Hunter Douglas) holds Environment Protection Licence #7022 for the premises located at 338 Victoria Rd, Rydalmere, where it operates a manufacturing facility for window coverings and other architectural products.

Licensees under the *Protection of the Environment Operations Act 1997 (POEO Act)* are required to prepare a Pollution Incident Response Management Plan (PIRMP) for each licensed activity, in accordance with the requirements set out in Part 5.7A of the *POEO Act* and in Chapter 7 Part 3A of the *Protection of the Environment Operations (General) Regulation 2009 (POEO(G) Regulation)*.

Clause 98D (2) and (3) of the *POEO(G) Regulation* requires that the PIMRP must be made publicly available via a publicly accessible website or by providing a copy of the plan, without charge, to any person who makes a written request for a copy.

Hunter Douglas has developed a PIRMP to meet their legislative requirements. They have also developed this abridged version of the PIRMP to meet the requirements for publicly availability of the plan.

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## 2. INCIDENT RESPONSE

### 2.1. Legislative Context

Section 153C (a) of the *POEO Act* requires a PIRMP pollution must include the procedures to be followed by the holder of the relevant environment protection licence, or the occupier of the relevant premises, in notifying a pollution incident to:

- i. the owners or occupiers of premises in the vicinity of the premises to which the environment protection licence relates, and
- ii. the local authority for the area in which the premises to which the environment protection licence is located and any area affected, or potentially affected, by the pollution, and
- iii. any persons or authorities required to be notified

Furthermore, Clause 98C (1) of the *POEO(G) Regulation* requires that the PIMRP must include:

- The contact details of each relevant authority
- Details of the mechanisms for providing early warnings and regular updates to the owners and occupiers of premises in the vicinity of the premises

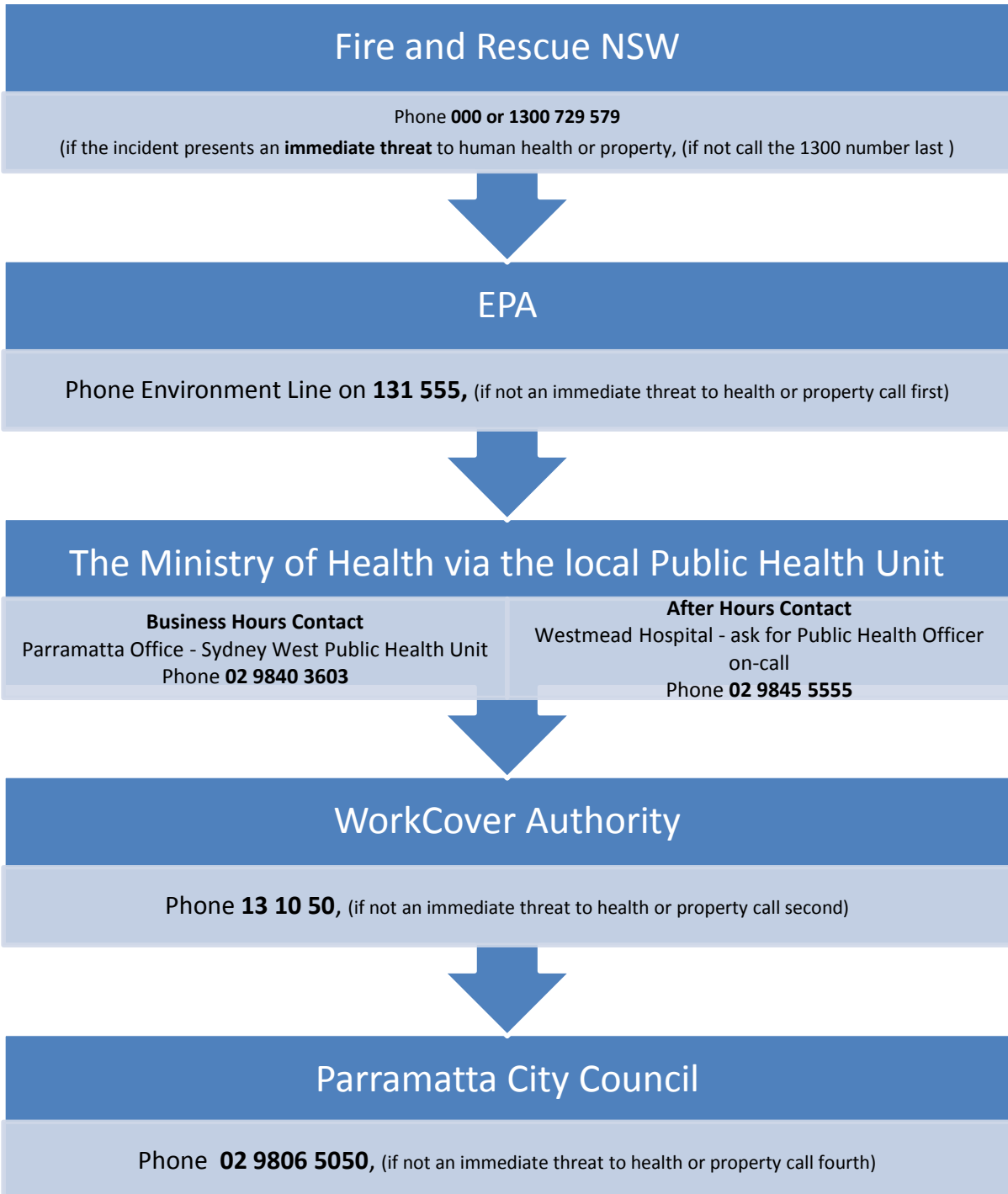
### 2.2. Protocol for Notification of Pollution Incidents

If a pollution incident occurs where ‘**material harm**’ to the environment is caused or threatened the following notification protocol will be followed:

1. Call ‘**000**’ if the incident presents an immediate threat to human health or property
2. If the incident does not require an initial combat agency, or once the 000 call has been made, **immediately notify** the relevant authorities in the order set out in Figure 1

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**Figure 1: Protocol for Notification of Pollution Incidents**



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## 2.3. Communication with Local Community

In the event of a pollution incident occurring which might impact neighbouring premises or the broader local community, letterbox drops and doorknocking of affected community members will be used to provide early warnings and regular updates to the owners and occupiers of premises who may be affected by the incident.

In the event of discharge of a pollutant to Subiaco Creek, the Incident Response Manager will liaise with the local waterway manager, Parramatta City Council, regarding notifications required for any downstream users.