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HVOOC-1797567310-2257

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Superintendent - Environment and Community



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1 | PURPOSE

As the holder of Environmental Protection Licence 640, HVO is required to comply with *Part 5.7A of the Protection of the Environment Operations Act 1997 (POEO Act)* to prepare, keep, test and implement a pollution incident response management plan.

The Pollution Incident Response Management Plan (PIRMP) must include the information detailed in the **POEO Act (section 153C)** and the **POEO (G) Regulation (clause 72)** and be in the form required by the **POEO (G) Regulation (clause 71)**.

The PIRMP sets out actions that need to be taken in the event of an environmental emergency at HVO.

The objectives of the PIRMP are to:

- ensure comprehensive and timely communication about a pollution incident to staff at the premises, the Environment Protection Authority (EPA), other relevant authorities specified in the *Protection of* the *Environment and Operations Act 1997* (such as local councils, *NSW Ministry of Health*, *SafeWork NSW*, and *Fire and Rescue NSW*) and people outside the facility who may be affected by the impacts of the pollution incident;
- minimise and control the risk of a pollution incident at the facility by requiring identification of risks and the development of planned actions to minimise and manage those risks; and
- ensure that the plan is properly implemented by trained staff, identifying persons responsible for implementing it, and ensuring that the plan is regularly tested for accuracy, currency and suitability.

1.1 | REGULATORY REQUIREMENTS

Specific detail is required for inclusion in the PIRMP. Table 1 lists information mandated under Section 153C of the POEO Act and clause 72 of the POEO (G) Regulation and details where this information is located in this document.

Table 1: Compliance reference to information mandated under Section 153C of the POEO Act and clause 72 of the POEO (G) Regulation

	()	
SECTION 153C	REQUIREMENT	LOCATION IN DOCUMENT
(A)	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: a. the owners or occupiers of premises in the vicinity of the premises to which the environment protection licence or the direction under section 153B relates, and b. the local authority for the area in which the premises to which the environment protection licence or the direction under section 153B relates are located and any area affected, or potentially affected, by the pollution, and c. any persons or authorities required to be notified by Part 5.7 (of the POEO Act),	Section 6 and Section 9

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SECTION 153C	REQUIREMENT	LOCATION IN DOCUMENT
(B)	A detailed description of the action to be taken, immediately after a pollution incident, by the holder of the relevant environment protection licence, or the occupier of the relevant premises, to reduce or control any pollution.	Section 5
(C)	The procedures to be followed for coordinating, with the authorities or persons that have been notified, any action taken in combating the pollution caused by the incident and, in particular, the persons through whom all communications are to be made	Section 5
(D)	Any other matter required by the Protection of the Environment Operations (General) Regulation 2009 (as set out below):	See below
	72(a) A description of the hazards to human health or the environment associated with the activity to which the licence relates (the relevant activity),	Section 5
	72(b) The likelihood of any such hazards occurring, including details of conditions or events that could, or would, increase that likelihood,	Site Environment & Community Risk Assessment
	72(c) Details of the pre-emptive action to be taken to minimise or prevent a risk of harm to human health or the environment arising out of the relevant activity,	Section 5.2
	72(d) An inventory of potential pollutants on the premises or used in carrying out the relevant activity,	Section 7 Chemicals Register (Chemalert)
	72(e) The maximum quantity of a pollutant likely to be stored or held at particular locations, including underground tanks, at or on the premises to which the licence relates,	Section 7 Chemicals Register (Chemalert)

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SECTION 153C	REQUIREMENT	LOCATION IN DOCUMENT
	72(f) A description of the safety equipment or other devices used to minimise the risks to human health or the environment and to contain or control a pollution incident,	HVOOC-1797567310-1823 Hazardous Substances and Dangerous Goods Procedure (SharePoint) Emergency Spills Response Procedure (SharePoint)
	72(g) The names, positions and 24-hour contact details of key individuals who: (i) are responsible for activating the plan, and (ii) are authorised to notify relevant authorities under section 148 of the Act, and (iii) are responsible for managing the response to a pollution incident	Section 9
	72(h) The contact details of each relevant authority referred to in section 148 of the Act,	Section 9
	72(i) Details of the mechanisms for providing early warnings and regular updates to the owners and occupiers of premises near the premises to which the licence relates or where the scheduled activity is carried on	Section 6
	72(j) The arrangements for minimising the risk of harm to any persons who are on the premises or who are present where the scheduled activity is being carried on,	Section 5
	72(k) A detailed map, or set of maps, showing the location of the premises to which the licence relates, the surrounding area likely to be affected by a pollution incident, the location of potential pollutants on the premises and the location of stormwater drains on the premises,	Section 8

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SECTION 153C	REQUIREMENT	LOCATION IN DOCUMENT
	72(I) A detailed description of how any identified risk of harm to human health will be reduced, including, as a minimum, by early warnings, updates and the action to be taken during or immediately after a pollution incident to reduce that risk,	Section 6
	72(m) The nature and objectives of a staff training program in relation to the plan,	Section 2
	72(n) The dates on which the plan has been tested and the name of the person who carried out the test,	Section 12.4
	72(o) The dates on which the plan is updated,	Section 12.3
	72(p) The manner in which the plan is to be tested and maintained.	Section 3

2 | TRAINING

All relevant personnel will receive training or instruction on the relevant parts of this document. New starters receive information as part of their induction process. Training records are maintained.

In addition, routine training exercises involving key personnel across each site may be used to test the PIRMP.

3 | TESTING, REVIEW AND MAINTENANCE

The testing of the PIRMP will be undertaken to check that the information is accurate and current and that the plan is capable of being implemented in a workable and effective manner. Testing will cover all components of the PIRMP, including the effectiveness of training. Testing shall be undertaken in the following ways:

- a. The PIRMP will be tested routinely, at least once every 12 months, and
- b. The PIRMP will be tested within one month from the date of any pollution incident that occurs in the course of an activity to which the EPL relates, which caused or threatened material harm to the environment. The test must be undertaken in light of the incident to ensure the information held within the PIRMP is accurate and up to date and to confirm the PRIMP is capable of being implemented in a workable and effective manner. Testing of this nature will be undertaken in addition to routine testing.

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Note

The Environment & Community Manager must approve all changes to this plan.

4 | AVAILABILITY OF PIRMP

The PIRMP will be made publicly available within 14 days of finalisation (taken to be authorisation of the PIRMP by the Environment and Community Manager) via the HVO website: <u>Hunter Valley Operations</u> (hvo.com.au)

The PIRMP will also be made readily available to an authorised officer, or person responsible for implementing the PIRMP at the premises upon request.

No personal information (within the meaning of the Privacy and Personal Information Protection Act 1998) will be made publicly available as part of the PIRMP.

The PIRMP is maintained as an internal controlled document. Copies are managed electronically within the site's Site Document Register (SharePoint) and the HVO website page, which can be accessed by the public at the following address <u>Hunter Valley Operations (hvo.com.au)</u>

5 | INCIDENT RESPONSE

In the case of an incident, which presents an immediate threat to the health and safety of people or threat to property the emergency notification procedure shall be enacted.

- a. Ensure the immediate safety of everyone.
- b. Notify Control Room (Dispatch):
 - i. By radio Press and hold the ORANGE button on top of radio for 2 seconds, then press PTT Key (Push to Talk) to speak.
 - By telephone 2222 (internal) or (02) 6570 0222
- c. State Clearly "EMERGENCY, EMERGENCY, EMERGENCY"
- d. Identify yourself
- e. Give details:
 - i. Nature of emergency;
 - ii. Location of emergency; and
 - iii. What assistance is required.

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Remain in contact via Communication Device if safe to do so, or unless instructed to do otherwise. If required, evacuate the area and assemble at your emergency muster point.

Where practicable, immediate actions should be taken to control and contain the pollution incident to mitigate any potential impact.

Incidents that happen at site will vary in the severity of the impact they create. Most can be handled as part of normal operational procedures and will not require escalation to an emergency.

Where there is no immediate threat to the health and safety of people or threat to property the event must be immediately communicated to the individual's supervisor. The supervisor or incident reporter must then immediately notify a member of the Environment & Community team, to ensure that any impact is appropriately managed, and an assessment made as to whether the event is notifiable under the PIRMP.

Figure 1 outlines the process of responding to a pollution incident under emergency and non-emergency situations

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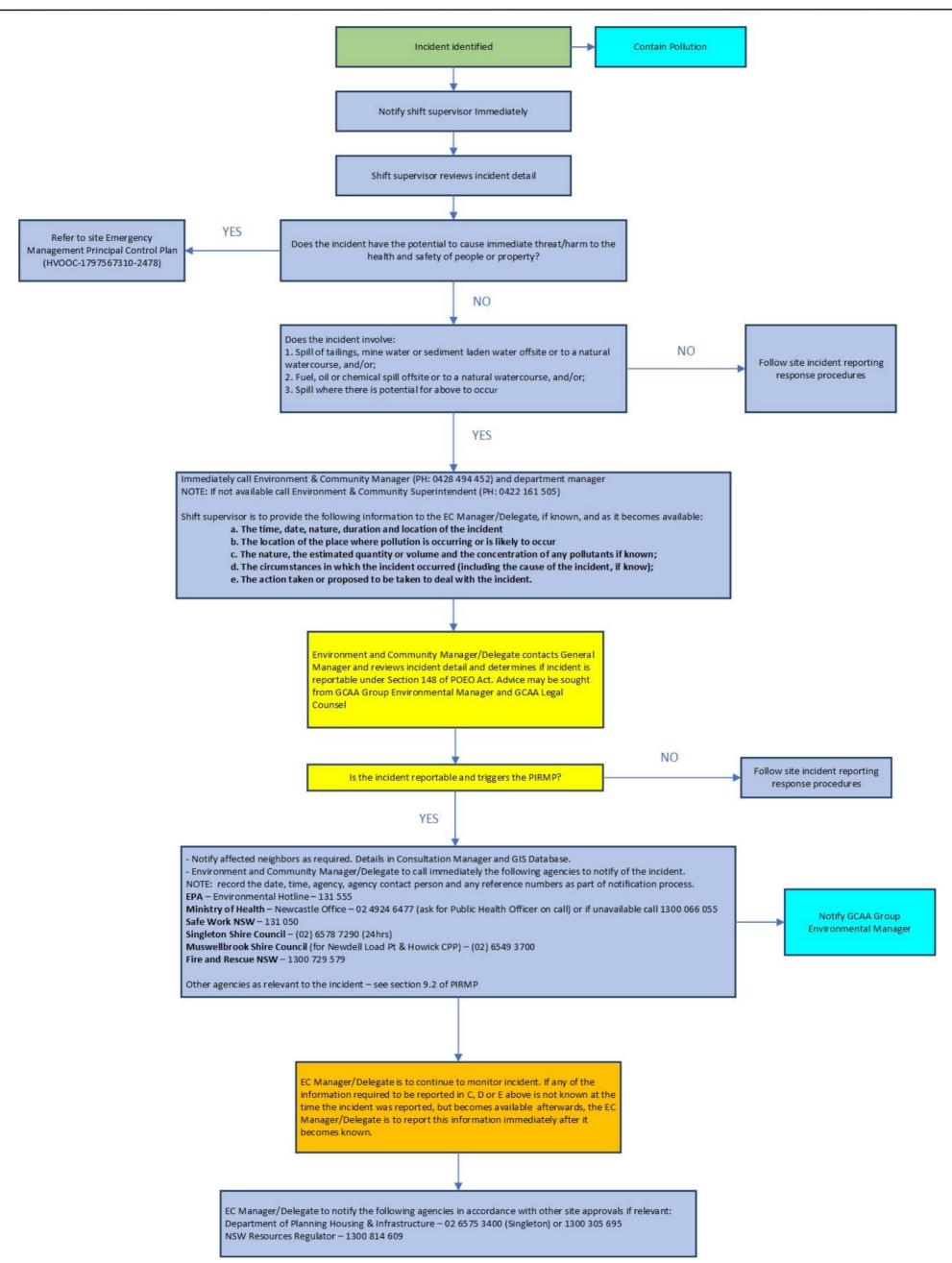


Figure 1: Pollution Incident Response Process

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5.1 | INCIDENT RESPONSE SCENARIOS

An incident causing offsite discharge of water pollutants is the most likely scenario to threaten risk of material harm to the environment requiring activation of the PIRMP.

Discharge of water pollutants has the potential to occur via the following scenarios:

- Hazardous Substance Spills; and
- Failure of Tailings or Water Storage Facilities.

5.1.1 HAZARDOUS SUBSTANCES SPILL

HVO stores and uses quantities of hazardous substances, as listed in SafeWork Notifications of Dangerous Goods on Premises. Substances include, but are not limited to, fuels and lubricants used for equipment or machinery, waste materials or wastewater and chemicals used in cleaning or production processes.

The potential for an unplanned hazardous substance spill to cause material harm is present only if the spill has occurred in close proximity to the site tributaries and could not be contained on site through the emergency response procedures.

5.1.2 | FAILURE OF TAILINGS OR WATER STORAGE FACILITIES

Failure of storage facilities that contain tailings and poor-quality water (including saline mine water and high sediment loads) has the potential to result in offsite water pollution.

Water storages at HVO, which have potential to spill offsite, include:

- Dam 2N
- Dam 4S
- Dam 9W:
- Dam 11N:
- Dam 14W;
- Dam 15N;
- Dam 15S;
- Dam 16N;
- Dam 16S;
- Dam 17N;
- Dam 18N;
- Dam 19S;
- Dam 23S;
- Dam 28S;
- Dam 28W;
- Dam 30W:

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Dam 32N (Coffeys Dam)

Dam 33N (Bayswater Creek Dam)

Dam 34S

Dam 35S

Dam 36S

Dam 37S

Dam 39S

Dam 41S

Hunter Valley Load Point Sump;

Newdell Load Point Sump 060;

Newdell Load Point Sump 070;

Hunter River Bridge Sediment Sumps;

Howick Truck Wash Dams;

Active Tailings Dams

Failure of any of the dams leading to offsite flow may occur as a result of:

- Contents exceeding storage capacity and spilling from the dam.
- Failure of water infrastructure linked to the dam (i.e. Pipes, valves, pumps and spillways)
- Major embankment failure

The potential for material harm offsite if a dam failure occurs is in changes to the Flow rate, Total Suspended Solids, Electrical Conductivity, or pH of the receiving waters.

5.2 | PRE-EMPTIVE CONTROLS

HVO implement a number of controls to manage the Major Hazards as identified in 5.1 |. Some of these controls may include, but are not limited to:

Employees and contractors receive emergency preparedness and response training during their site familiarisation induction.

- HVO maintains a dedicated emergency response team who undergo regular training and operational drills;
- HVO has accessible personal protective equipment for staff and contractors;
- Spill containment/control equipment including:
 - emergency spill kits;
 - portable pumping infrastructure;
 - earth moving plant;
 - floating booms and silt curtains; and
 - erosion and sediment control materials.

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Fire control systems, including water carts;

- Fire suppression on relevant mobile and fixed infrastructure;
- Hydrocarbon and chemical storage as per relevant Australian Standards;
- Real time burst pipe detection and monitoring for high risk pipelines;
- Real time water level monitoring and alarm capabilities on high risk dams;

HVO has limited authority to undertake pollution management activities on private property, or outside the site boundary and in such cases where an incident requires a response outside of HVO owned land, HVO will liaise directly and provide appropriate assistance to the relevant authority and emergency services.

6 | NOTIFICATION TO NEIGHBOURS AND COMMUNITY



Note

NO EMERGENCY DETAILS TO BE RELEASED TO UNAUTHORIED PERSONS (e.g. MEDIA) WITHOUT GENERAL MANAGER'S PERMISSION

Communicating with neighbours and the local community is an important element in managing the response to any incident. Early warnings and regular updates (during and post incident) are to be provided (after appropriate internal approval) to the owners and occupiers of premises who may be affected by an environmental incident occurring at Hunter Valley Operations. A current register of near neighbours and residents is kept internally and will be used to inform the necessary people of a pollution incident.

Communication mechanisms may include incident notifications placed on the HVO website, the use of telephone calls or SMS, as appropriate to the circumstances. The most appropriate communication mechanism will be employed based on the particular details of the incident, such as time of day, incident severity, available communication mechanisms and persons directly or immediately affected by the incident.

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Examples of the notification advice for pollution incident scenarios are provided in Table 2:

Table 2: Notification to Neighbours and Community: Examples of Information That May Need to be Communicated.

POTENTIAL POLLUTION EMERGENCY	STAKEHOLDERS TO BE NOTIFIED	KEY MESSAGE	POSSIBLE COMMUNICATION MECHANISM DURING AN INCIDENT	POSSIBLE COMMUNICATION MECHANISM POST INCIDENT
Hazardous Substance Spill	Near neighbours If road closures are required – likely traffic such as emergency services and school buses.	Avoid incident zone	 Phone call /SMS Website notification 	 Website notification Phone call/SMS
Failure of Tailings or Water Dam	 Downstream neighbours If road closures are required – likely traffic such as emergency services and school buses 	 Relocate livestock and equipment. Keep clear of creeks and waterways. Do not use water from the local creeks until further notice 	 Phone call /SMS Website notification 	 Website notification Phone call/SMS

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7 | DANGEROUS GOOD INVENTORY

FACILITY	CLASS	MAX. STORAGE CAPACITY PER FACILITY (L)	NUMBER OF FACILITIES
DIESEL TANK	C1	105,000	6
COMBUSTIBLE LIQUIDS TANK	C1	600,000	1
DIESEL TANK	C1	95,000	3
DIESEL TANK	C1	70,000	1
COMBUSTIBLE LIQUIDS TANK	C1	10,000	1
COMBUSTIBLE LIQUIDS TANK	C1	30,000	1
DIESEL TANK	C1	40,000	1
DIESEL TANK	C1	110,000	6
DIESEL TANK	C1	55,000	18
DIESEL TANK	C1	74,000	2
PETROLEUM LIQUEFIED GASES TANK	C1	75,000	1
ANE TANKS	5.1	70,000 (kg)	2

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FACILITY	CLASS	MAX. STORAGE CAPACITY PER FACILITY (L)	NUMBER OF FACILITIES
AN TRANSIT BIN	5.1	96,000 (kg)	1
HDAN UN 1942 STACK	5.1	100,000 (kg)	1
DIESEL TANK	C1	74,000	1
SODIUM NITRITE	5.1	5,000 (kg)	1
GASSING SOLUTION	5.1	10,000	1
THIOUREA	9	15,000 (kg)	1
ACETIC ACID	8	15,000	1
ANSOL	5.1	80,000	1
AMONIUM NITRATE	5.1	7,250,000 (kg)	1

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8 | MAPS

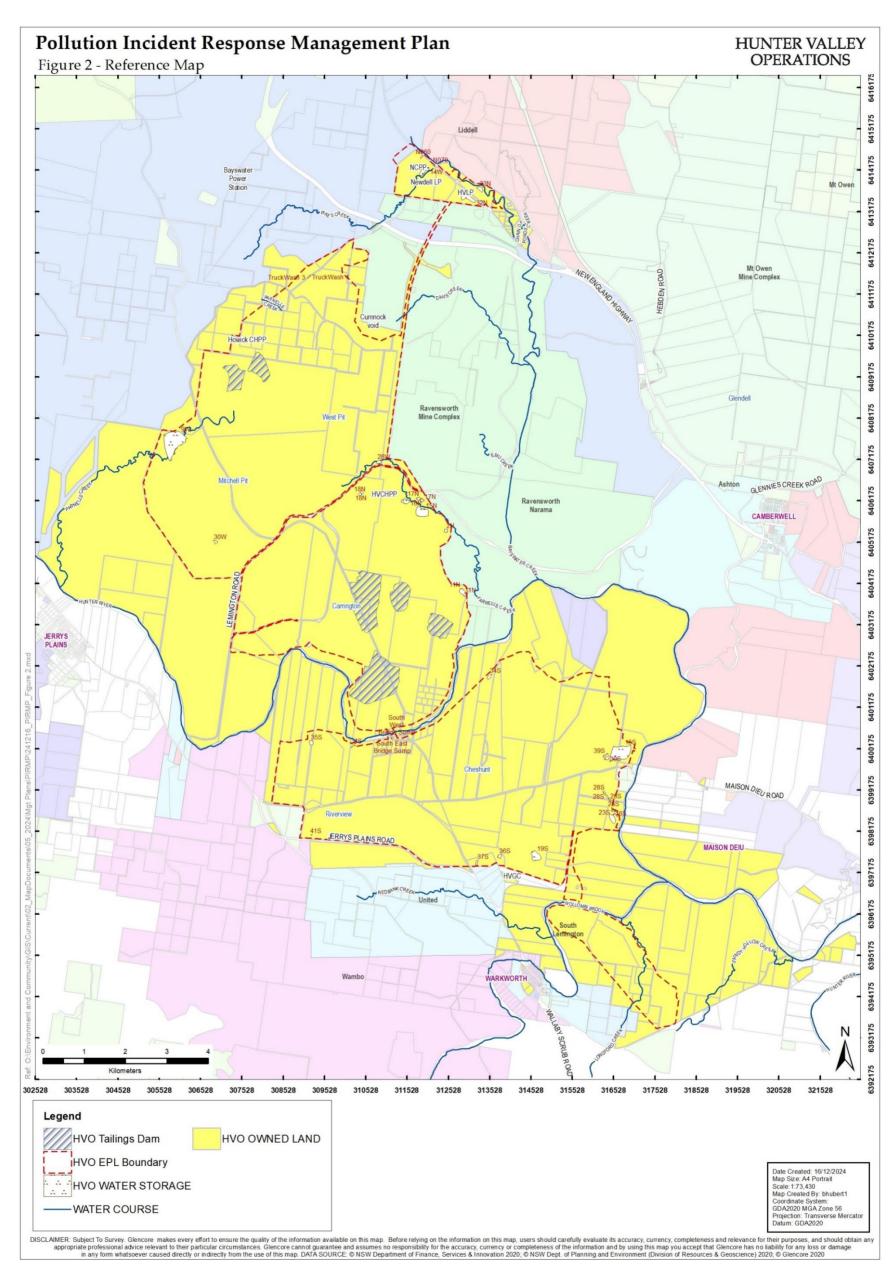


Figure 2: Reference Map

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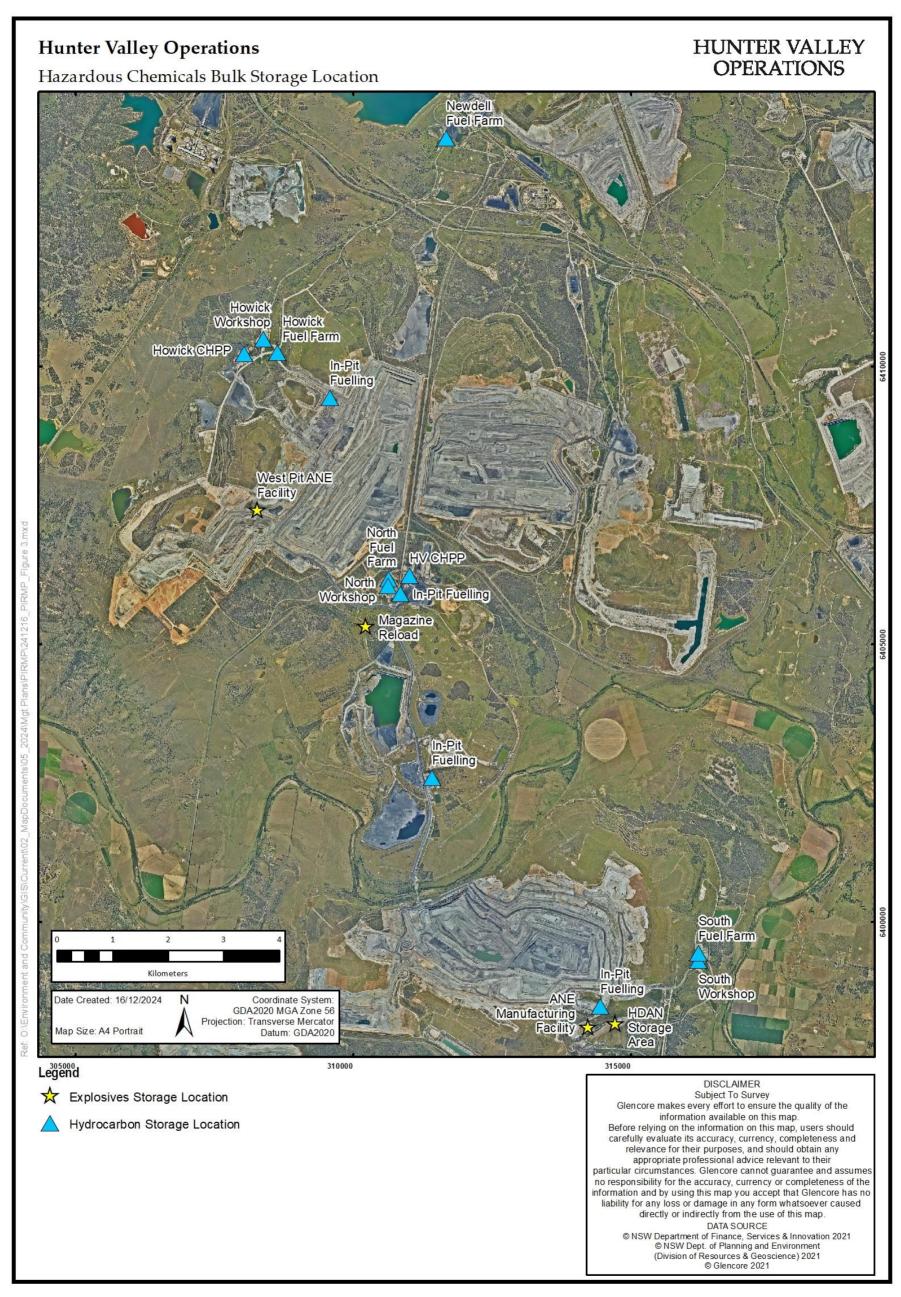


Figure 3: Hazardous Chemicals Bulk Storage Location

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9 | CONTACT INFORMATION

9.1 | HVO CONTACT NUMBERS

ROLE	CONTACT NUMBER
Environment & Community Officer	0455 782 292
Environment & Community Superintendent	0422 161 505
Environment & Community Manager	0428 494 452
Dispatch	02 6570 0192

Part 5.7 of the Protection of the Environment Operations Act 1997 (POEO Act) requires the occupier of premises, the employer or any person carrying on the activity which causes a pollution incident to immediately notify relevant authorities when material harm to the environment is caused or threatened. The decision on whether to notify of the incident in accordance with Part 5.7 of the POEO Act should not delay immediate actions to provide the safety of people or contain a pollution incident. However, incident notification will be made as soon as it is safe to do so.

Firstly, 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, as they are responsible for controlling and containing incidents.

If the incident does not require an initial combat agency, or once the 000 call has been made, notify the relevant authorities in the following order:

- Environment Protection Authority
- Ministry of Health via the local Public Health Unit
- SafeWork NSW
- Singleton Shire Council
- Fire and Rescue NSW

In addition, the following agencies will be contacted in accordance with other site approvals if relevant:

- Department of Planning Housing & Infrastructure
- Department of Planning and Environment Resource Regulator

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9.2 | PIRMP NOTIFICATION CONTACTS

DEPARTMENT	CONTACT DETAILS
Environment Protection Authority (EPA):	Phone Environment Line on 13 15 55 (NSW only)
Fire And Rescue NSW	1300 729 579
The Ministry of Health Via the Local Public Health Unit: Newcastle Office	(02) 4924 6477 Fax (02) 4924 6048 After Hours Contact: (02) 4924 6477 (diverts to John Hunter Hospital) - ask for Public Health Officer on call
Safework NSW	13 10 50
Singleton Shire Council	(02) 6578 7290
Muswellbrook Shire Council	(02) 6549 3700 Council After Hours: Ph. 6549 3700.
Department of Planning Housing & Infrastructure	02 6575 3400 (Singleton) or 1300 305 695
NSW Resource Regulator	1300 814 609
Emergency Services (Only in an Emergency)	000

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10 | ACCOUNTABILITIES

The roles and responsibilities related to an environmental incident under the PIRMP are detailed below in Table 3: Accountabilities related to an environmental incident

Table 3: Accountabilities related to an environmental incident

Roles	Accountabilities	
All employees and contractors	 Contain pollution where possible. Immediately notify Supervisor of an environmental pollution incident 	
Supervisors	- Immediately notify Environment & Community team of the incident.	
Environment & Community Superintendent	 Coordinating the response to a pollution incident. Coordinate training provided to site personnel in the implementation of this PIRMP. Communication of the requirements of this PIRMP to site personnel. Assist the Environment and Community Manager during site inspections with EPA and other agencies Arrange testing and review of the PIRMP as required. 	
Environment & Community Manager	 In accordance with Section 5, make a determination as to whether the incident (as defined in section 147 of the POEO Act) is notifiable to external agencies. Managing the response to a pollution incident. Undertake notifications to EPA and external agencies as defined in the PIRMP. Facilitate site inspections with EPA and other agencies. Coordinating community notifications as defined in the PIRMP. 	
HVO General Manager	 Providing adequate resourcing for implementation of the PIRMP. Authorised to liaise with relevant authorities. Authorise communications to public and media. 	

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11 | DEFINITIONS

NAME/TITLE	DESCRIPTION
Emergency	An emergency is a situation that is developing, or has developed, that poses a threat to Life the Environment and Property, which necessitates immediate action.
Pollution Incident	 Pollution incident means an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur. It includes an incident or set of circumstances in which a substance has been placed or disposed of on premises, but it does not include an incident or set of circumstances involving only the emission of any noise. A pollution incident is required to be notified if there is a risk of 'material harm
	to the environment', which is defined in section 147 of the POEO Act as: o harm to the environment is material if: — it involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or — it results in actual or potential loss or property damage of an amount, or amounts in aggregate, exceeding \$10,000 (or such other amount as is prescribed by the regulations), 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. • HVO shall report pollution incidents immediately to the EPA, NSW Health, Fire
	and Rescue NSW, SafeWork NSW and the local council. 'Immediately' has its ordinary dictionary meaning of promptly and without delay. Notification to EPA follows an assessment of the severity of an incident and initial containment of any pollution.

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12 | DOCUMENT INFORMATION

12.1 | RELATED DOCUMENTS

Related documents, listed in Table below, are documents directly related to or referenced from within this document.

NUMBER	TITLE
Located on SharePoint	HVO Chemicals Register- ChemAlert
HVOOC-1797567310-1823	Hazardous Substances and Dangerous Goods Procedure
HVOOC-1797567310-2478	Emergency Management Principal Control Plan

12.2 | REFERENCE INFORMATION

Reference information, listed in Table below, is information that is directly referred to for the development of this document

REFERENCE	TITLE
NSW EPA	Protection of the Environment Operations Act 1997 (POEO Act)
NSW EPA	Protection of the Environment Operations (General) Regulation 2022 (POEO (G) Regulation)
NSW EPA	Environmental Guidelines: Preparation of Pollution Incident Response Management Plans
NSW EPA	Protocol for industry notification of pollution incidents

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12.3 | **CHANGE INFORMATION**

Full details of the document history are recorded in the document control register, by version. A summary of the current change is provided in table below.

VERSION	DATE	CHANGE DETAILS
		Updates to Dangerous Goods inventories and locations to reflect audit findings in the Environmental Protection Authority (EPA) 2013 Compliance report.
4	27/01/2016	Annual review and update
5	10/01/2017	Annual review
6	01/05/2017	Updated to incorporate findings from EPA Dam Safety Audit
7	13/11/2017	Updated document to Yancoal template
8	21/122017	Annual Review
9	27/08/2018	Update to HV Operations Format. Update following PIRMP Activated - May 2018.
10	01/02/2019	Annual Review. Update following PIRMP Activated – October 2018.
11	11/02/2019	Update template Update following PIRMP Activated – March 2019
12	31/07/2019	Inclusion of Appendix A -
13	30/07/2020	Annual Review
14	06/11/2020	Update of Section 12.3
15	14/12/2020	Update of Section 12.3
16	30/11/2021	Update of Section 12.3

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17	10/04/2022	Update to include ANE manufacturing facility
18	5/08/2022	Update following PIRMP activation – July 2022
19	09/09/2022	Update to Section 3, Section 4 and references throughout the plan following amendment to POEO (G) Regulation 2022
20	03/11/2022	Update following PIRMP Test – November 2022
21	20/12/23	Update following PIRMP Test – September 2023
22	16/12/2024	Update following PIRMP Test – December 2024

12.4 | TESTING HISTORY

TESTING	DATE	DESCRIPTION	COORDINATOR
1	October 2013	Annual testing of PIRMP	Senior Advisor Emergency Services
2	19 September 2014	Annual testing of PIRMP	Senior Advisor Emergency Services
3	19 November 2015	Annual testing of PIRMP	Senior Advisor Emergency Services
4	3 May 2017	Annual testing of PIRMP	Senior Advisor Emergency Services
5	14 December 2017	Annual testing of PIRMP	Senior Advisor Emergency Services
6	10 October 2018	Annual testing of PIRMP	Health Safety and Training Manager
7	3 September 2019	Annual testing of PIRMP	Health Safety and Training Manager
8	30 July 2020	Desktop based testing of PIRMP	Environment & Community Officer
9	25 November 2020	Annual testing of PIRMP	Emergency Response Coordinator

Number: HVOOC-1797567310-2257 **Status:** Approved **Effective:** 23/12/2024

Owner: Superintendent - Environment Version: 11.0 Review: 23/12/2025

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TESTING	DATE	DESCRIPTION	COORDINATOR
10	25 November 2021	Annual testing of PIRMP	Environment & Community Coordinator - Operations
11	4 August 2022	Testing of PIRMP following activation of PIRMP	Environment & Community Coordinator - Operations
12	3 November 2022	Annual testing of PIRMP	Environment & Community Coordinator - Operations
13	20 September 2023	Annual testing of PIRMP	Environment & Community Superintendent
14	28 November 2024	Annual testing of PIRMP	Environment & Community Superintendent/ Emergency Services Coordinator

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