

# Pollution Incident Response Management Plan (PIRMP)



**BAINES**  
**MASONRY**  
Quality First

900 WILTON ROAD,  
APPIN NSW, 2560



## PIRMP Document Revision Control

Date update occurred	Reason for update	Details of updates	Version	Date the updated version uploaded to website
15/8/2012	Outdated items identified in annual testing	Original Document	1	
15/3/2013	Outdated items identified in annual testing	Amendment to 8.2, Fire and Rescue Contact Details	2	
18/3/2014	Outdated items identified in annual testing	Amendment to 8.2, Ministry of Health Contact Details (previous typing error) Amendment to 5. (non-flammable chemicals), grammatical error Addition of Document Distribution List	3	
2/9/2015	Outdated items identified in annual testing	No amendments required	4	
30/9/16	Outdated items identified in annual testing	No amendments required	5	
6/7/17	Outdated items identified in annual testing	Amendment to 7. to include risk minimisation Addition of 10. Testing Records Make document available on website for public reference	6	6/07/2017
12/9/18	Outdated items identified in annual testing	Update 6. Inventory of Pollutants Update Site Map to include proposed factory and larger storage areas	7	
29/10/19	Outdated items identified in annual testing	Update 6. Inventory of Pollutants to add in M16 plant now complete	8	
26/10/21	Outdated items identified in annual testing	Update Document Distribution Update 6 - Inventory of Pollutants Update 8.1 - Personnel Responsible Update 8.2 -Notification of External Parties Update 11 – Maps	9	
1/08/2022	Outdated items identified during review and updates made in line with requirements	Complete document review	10	1/08/2022
8/08/2023	Outdated items identified in annual testing	No amendments required	11	10/08/2023
25/6/2024	Outdated Contacts	Update contact details	12	25/06/2024
06/06/2025	Included BMS-SOP-S.07 - Chemical Spills in section 14. MINIMISING HARM TO PERSONS ON THE PREMISES	BMS-SOP-S.07 - Chemical Spills updated	13	06/06/2025



ACN 002 690 253 ABN 27 002 690 253



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## 1. POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

### LICENCE NUMBER: 126

**Approved by:** Adam Baines  
**Position/Title:** Operations Manager

**Date:** 25/06/2024

## 2. PURPOSE

**BAINES MASONRY BLOCKS PTY LTD** holds an Environment Protection Licence with the NSW Environment Protection Authority (EPA) for **BAINES MASONRY BLOCKS PTY LTD**.

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 out the activity must **immediately** implement this plan in relation to the activity required by Part 5.7A of the POEO Act.

Parts of the 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.

## 3.SCOPE

The PIRMP covers the property at 900 Wilton Road Appin with an Environmental Protection Licence (EPL) #126.

The plan covers a description of potential hazards, responsibilities, and actions to be taken to prevent additional environmental harm and details of communication required in the event of an incident. The plan is based on a risk assessment of the site.



## 4. DEFINITIONS

### Definition of Pollution Incident

A *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:

- a) harm to the environment is material if:
  - i. it involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or
  - ii. 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
- b) Loss, including 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.



## 5. ENVIRONMENT PROTECTION LICENCE (EPL) DETAILS

<b>Name of licensee:</b>	<b>BAINES MASONRY BLOCKS PTY LTD.</b>
<b>ABN</b>	<b>27 002 690 253</b>
<b>EPL number:</b>	<b>126</b>
<b>Premises name and address:</b>	900 Wilton Road APPIN NSW, 2560
<b>Company contact details</b>	<b>Office Hours</b> 7am- 4pm, Monday to Friday <b>Contact Number:</b> (02) 4631 1383 <b>Email:</b> <a href="mailto:info@bainesmasonry.com.au">info@bainesmasonry.com.au</a>
<b>Website address:</b>	<a href="http://www.bainesmasonry.com.au">www.bainesmasonry.com.au</a>
<b>Scheduled activity/activities on EPL:</b>	Concrete Works
<b>Fee-based activity/activities on EPL:</b>	Concrete Works



## 6. POLLUTION INCIDENT – PERSON/S RESPONSIBLE

### PIRMP activation – Primary Contact

**Name:** Adam Baines  
**Position:** Operations Manager  
**Business hours contact number:** (02) 4631 1383  
**After hours contact number:** 0414 499 203  
**Email:** adam@bainesmasonry.com.au

### Notifying relevant authorities

Notification should be made by a person with an appropriate level of authority within the company.

**Name:** William Hudson  
**Position:** Group General Manager  
**Business hours contact number:** (02) 42831033  
**After hours contact number:** 0409 083 298  
**Email:** bill.hudson@bainesconcrete.com.au

### Managing response to pollution incident

**Name:** Patrick Dove  
**Position:** Leading Hand – Chief Warden  
**Business hours contact number:** (02) 4631 1383  
**After hours contact number:** 0434 474 836  
**Email:** patrickdove6@gmail.com





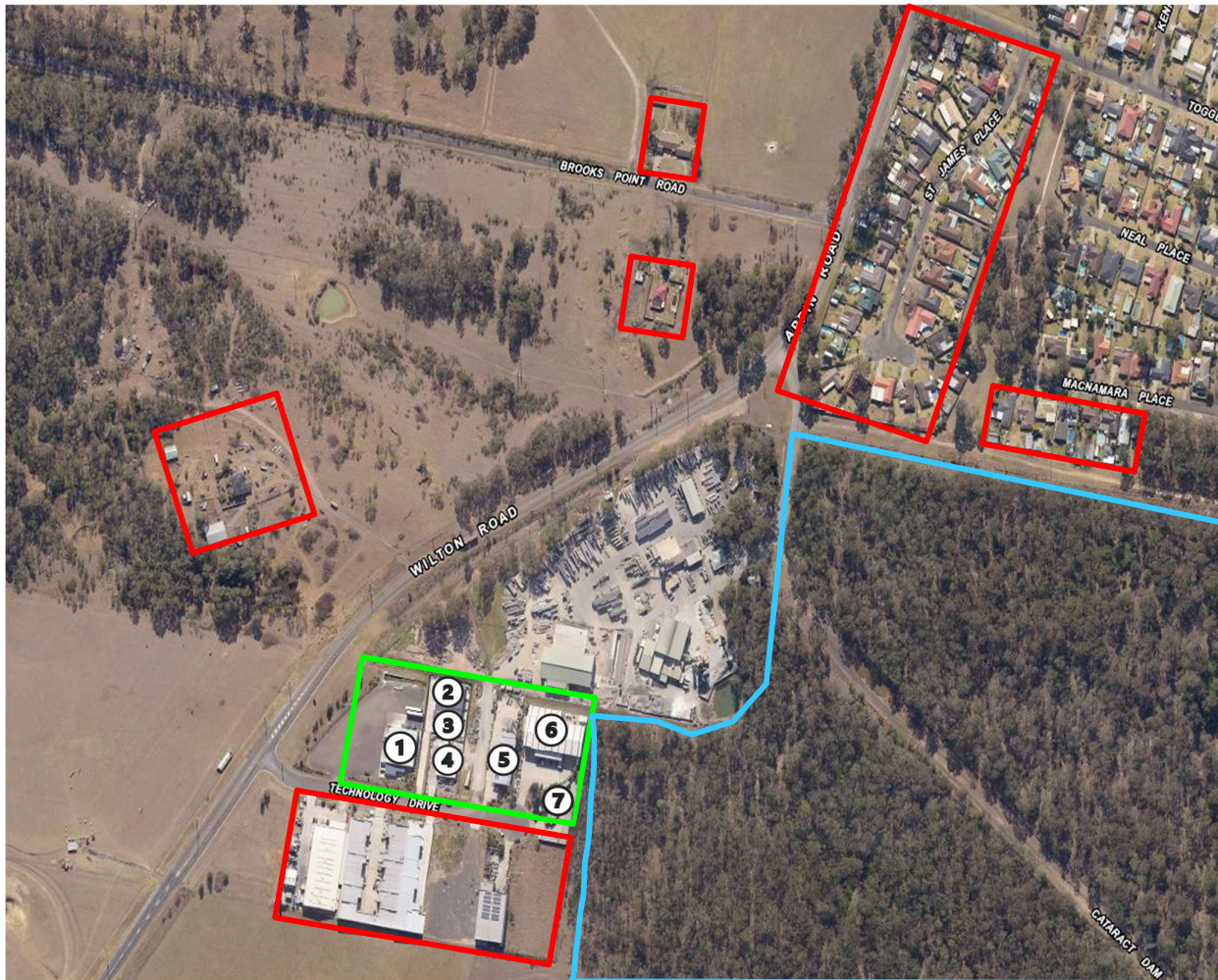
## 7. NOTIFICATION OF RELEVANT AUTHORITIES

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, the responsible person will, after notifying Baines' senior management of the intent, notify the relevant authorities in the following order:

<b>Emergency Services</b>	<b>Contact number/s:</b>	000
<b>Fire &amp; Rescue NSW / Rural Fire Service</b> (For incidents that are not an emergency)	<b>Contact number/s:</b>	1300 729 579
<b>EPA</b>	<b>Contact number/s:</b>	13 15 55
<b>NSW Health</b> (Public Health Unit)	<b>Relevant Area Health Service:</b>	Wollongong PHU
	<b>Contact number/s:</b>	(02) 4221 6700
<b>SafeWork NSW</b>	<b>Contact number/s:</b>	13 10 50
<b>Wollondilly Council</b>	<b>Contact number/s:</b>	(02) 4677 1100
<b>Sydney Water</b>	<b>Contact number/s:</b>	13 20 90

## 8. NOTIFICATIONS OF NEIGHBOURS AND THE LOCAL COMMUNITY



Details of how the neighbours will be informed of the incident, including early warnings and regular updates:

In the event of a notifiable incident neighbouring properties / businesses outlined in **RED** will be door knocked or note left in mailbox to communicate the situation.

In the event of a notifiable incident neighbouring businesses outlined in **GREEN** will be door knocked, note left and/or phoned to communicate the situation. (See map below outlined in Green).

1. Churchill Freight Lines – ph. 0488 422 049
2. BMI Contracting – ph. 1300 264 752
3. RJW Invest Corp – ph. 0400 297 297
4. Veneer Stone – ph. (02) 46 064 907
5. Illawarra Coatings – ph. (02) 46 312 200
6. EDL-NMF – ph. (02) 46 312 316
7. Appin Self Storage – ph. (02) 46 336 336

The area outlined in **BLUE** belongs to Sydney Water– 1300 662 077



## 9. DESCRIPTION AND LIKELIHOOD OF HAZARDS

Summary of Potential Hazard	Likelihood
Air Pollution Incident	VERY LOW
Water Pollution Incident	LOW
Land Pollution Incident	VERY LOW
Release of Cement Products	LOW
Release of Oils and Flammable Liquids	LOW
Release of Non-Flammable Chemicals	LOW
Release of Diesel Fuel	LOW
Release of Liquid Natural Gas (LNG)	VERY LOW
Release of Contaminated Water	LOW
Release of Dust	LOW
Noise	LOW
Smoke / Fire	VERY LOW

## 10. PRE-EMPTIVE ACTIONS TO BE TAKEN

### Cement Products

All cement products are stored onsite in silos that have protection from spillage. The silo's are in a location that is ideal for dealing with any spillage. Multiple catchment silt traps are located near the silos in order to catch more than the capacity of each silo. In situations where personnel need to come into contact with cement dust the appropriate PPE is used.

### Oils and Flammable Liquids

There is a quantity of oil products used in each of the manufacturing plants, both plants of which have either a bund area or catchment pit should there be any spill.

All other stores of Oils and Flammable liquids are stored in a dedicated hazardous materials shed, located in an area away from most ignition sources. The shed has a bund wall around surrounding it that has the capacity to catch any spill that may occur.

**Non-Flammable Chemicals**

These are stored in the raw materials and cement storage area behind a bund and covered by an awning. The area has sufficient capacity to catch any spill.

**Diesel Fuel**

Diesel fuel is stored in an underground storage tank with the bowser mounted almost directly above it. The bowser is fitted with a stop switch to stop any flow from the nozzle. A main switch to stop the pump is located nearby. The bowser is fitted with a counter to measure the amount of Diesel used from the tank and this enables the tracking of any spillage through leaking. The tank is inspected regularly for leaks as per legislation.

**Liquid Natural Gas**

Liquid Natural Gas is supplied via the town supply and piped from the boundary to both manufacturing plants. All appliances onsite have a shut off valve. If an incident was to occur within the site the main line has a shut off valve at the boundary.

**Contaminated Water**

All stormwater runoffs will be directed to the relevant sediment control or water treatment devices for the site. Most of the rainwater is captured, stored in a dam and used on the site. An extensive recycled water system is setup to treat and reuse any water where possible.

**Airbourne Dust**

Dust mitigation controls include sealed entry and exit roads and a water cart and/or sprinklers to provide dust suppression on unsealed surfaces as required. A road sweeper is scheduled to clean sealed surfaces on a regular basis. Raw materials are stored in material storage bins. Tarps are used to cover raw materials when they are not in use to reduce the chances of wind or water distributing it out of the material storage bins.

**Noise**

Manufacturing and processing equipment have been enclosed off as much as practicable to help reduce noise emissions from the site. All operations are undertaken in accordance with the approved hours of operation. Stockpiles and ancillary equipment are positioned to limit potential noise impacts. All equipment on site is maintained to adhere to existing noise standards and ensure that noise generated by equipment is not exacerbated.





## 11. INVENTORY OF POLLUTANTS

Pollutant	Type	Maximum Quantity	Location
HES Cement	Cement Product	60 Tonne 60 Tonne	Batching Plant 1 Batching Plant 2
Off White Cement	Cement Product	30 Tonne 30 Tonne	Batching Plant 1 Batching Plant 2
Tech Dry Block Emulsion	Non-Flammable Chemical	1000 Litres 1000 Litres 2000 Litres	Batching Plant 1 Batching Plant 2 Storage Shed
DMP/MAP	Cement Product	2 Tonne 1 Tonne 16 Tonne	Batching Plant 1 Batching Plant 2 Plant 3
Quantec PL - 433	Non-Flammable Chemical	3000 Litres 1000 Litres	Batching Plant 1 Batching Plant 2
Diesel Fuel	Diesel	205 Litres 2200 Litres MAX	Storage Shed Underground Tank
Ultramax 46	Oil/Flammable Liquid	410 Litres 2500 Litres 2500 Litres	Storage Shed Plant 1 (Pumps) Plant 2 (Pumps)
Ultramax 68	Oil/Flammable Liquid	205 Litres	Storage Shed
Waste Oil	Oil/Flammable Liquid	800 Litres	Storage Shed
Waste Oil Filters	Oil/Flammable Liquid	205 Litres	Storage Shed
Unleaded Petrol	Oil/Flammable Liquid	60 Litres	Storage Shed
Delo Gold 15w/40	Oil/Flammable Liquid	410 Litres	Storage Shed
BIO Mould Release Oil	Oil/Flammable Liquid	205 Litres	Storage Shed



Chemicals	Miscellaneous	Minor quantities of Class 3 Flammable Liquids, including oil-based fuels (up to 205 litres of each) used for plant and equipment operations	Workshop Flammable Cabinet Storage Shed Batching Plant 1 Batching Plant 2
Chemicals	Miscellaneous	Minor quantities of lubricants and hydraulic oils (up to 205 litres of each), used for plant and equipment operations	Workshop Flammable Cabinet Storage Shed Batching Plant 1 Batching Plant 2



## 12. SAFETY EQUIPMENT AND MINIMISING RISK

- Spill kits are available in each factory on site to use in case of localised spills.
- Earthmoving equipment and sands are available onsite to create additional bundying in the event of runoff or a fuel spill.
- High pressure water is available for dust control and wash-down of cement spillage into silt traps.
- Silt traps are designed to catch any potential spill event should it not be contained with spill control measures
- Safety Data Sheets (SDS) is made available to reference PPE, emergency and 1<sup>st</sup> aid procedures for each substance if and when required.
- All PPE required is readily available.
- Hazardous material store is accessed only by persons who are knowledgeable on hazardous substance use.
- Evacuation Procedures and emergency assembly points are provided, training is undertaken by all workers in site induction.
- Firefighting equipment - Fire Blankets, Fire Extinguishers, Fire Reels, Fire Hydrants
- Emergency Showers - Eye wash equipment, Safety showers



### 13. COMMUNICATING WITH NEIGHBOURS AND THE LOCAL COMMUNITY

In the event of an environmental incident occurring at the site, impacts on the neighbouring business and local community could be variable and depend on volume of spills or other factors such as wind direction and velocity.

If an environmental incident on site is likely to impact neighbouring businesses or the local community, surrounding neighbours will usually be contacted face to face, by telephone door knocking or through information left at the place of residence by a Baines representative to notify them of the situation.

This notification will include any possible impacts to the neighbour as well as the procedures that have been put in place to rectify the situation.

Communication methods will be used on a case-by-case basis, but in all situations, Baines will attempt to provide early warnings to those neighbours likely to be directly affected.

Early warnings would typically include details of the nature of the incident and how those likely to be affected can best prepare and respond to the incident.

Ongoing communication with the neighbouring businesses/residents will be maintained until such time as the incident is rectified.

Immediate Neighbour	Address	Contact Details
Churchill Freight Lines	11 Technology Drive, Appin NSW, 2560	0488 422 049
BMI Contracting	3/13 Technology Drive, Appin NSW, 2560	1300 264 752
RJW Invest Corp	1/13 Technology Drive, Appin NSW, 2560	0400 297 297
Veneer Stone	15 Technology Drive, Appin NSW, 2560	(02) 46 064 907
Illawarra Coatings	19 Technology Drive, Appin NSW, 2560	(02) 46 312 200
EDL-NMF	21 Technology Drive, Appin NSW, 2560	(02) 46 312 316
Appin Self Storage	15 Technology Drive, Appin NSW, 2560	(02) 46 336 336
Sydney Waterboard	LOT 20 Technology Drive, Appin NSW, 2560	1300 662 077





## 14. MINIMISING HARM TO PERSONS ON THE PREMISES

Refer to the *Emergency Procedures* for the site.

- BMS-ERP-001 - Basic Emergency Response Procedure (BERP) – Employee Guide
- BMS-ERP-002 – Emergency Procedure Manual – Chief Warden / Master File
- Baines Masonry Emergency Flipchart
- BMS-SOP-S.07 - Chemical Spills

At all times minimising harm to persons shall be the priority.

## 15. MAPS

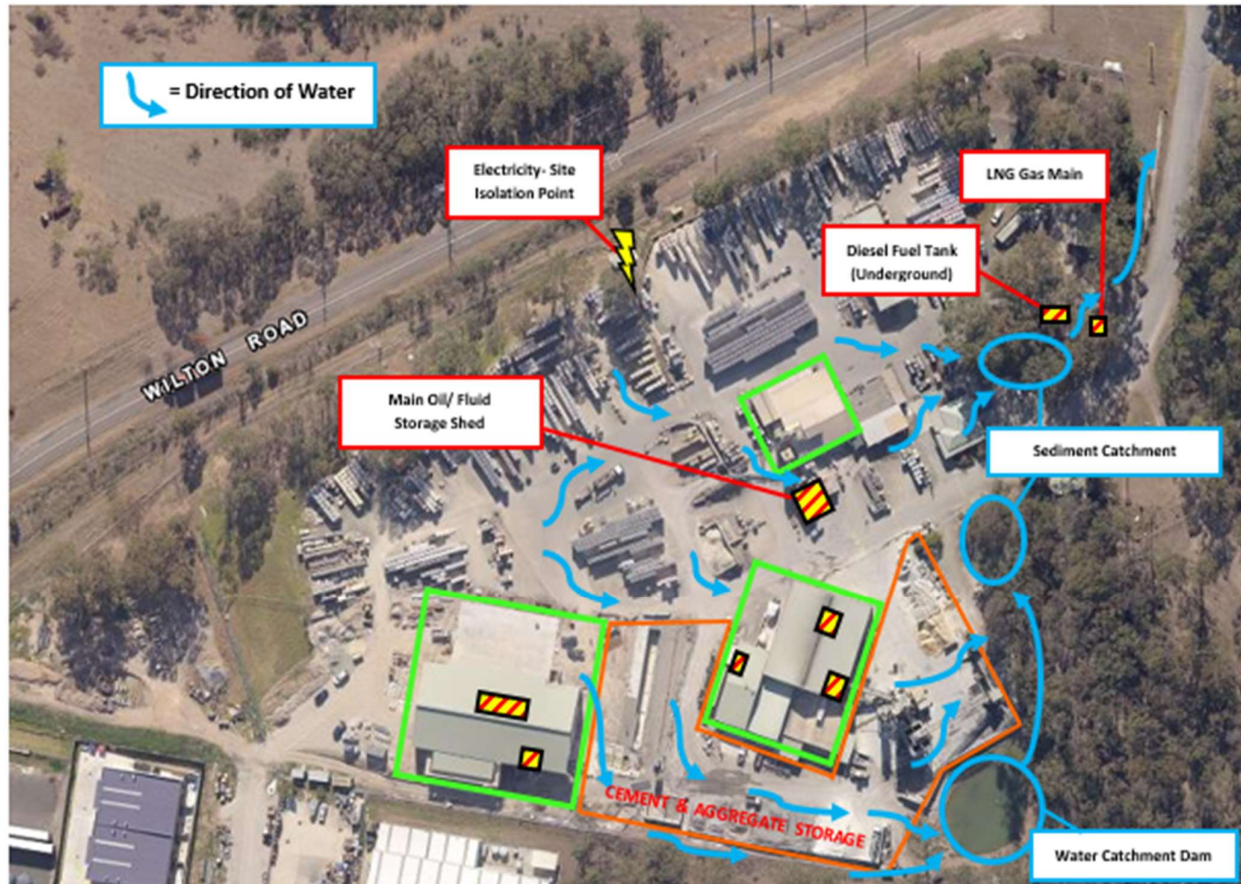
### 15.1. Site Location - location of the premises to which the licence relates



**900 Wilton Road,  
Appin NSW 2560  
(Cnr of Wilton and  
Cataract Road)**

## 15. MAPS - Continued

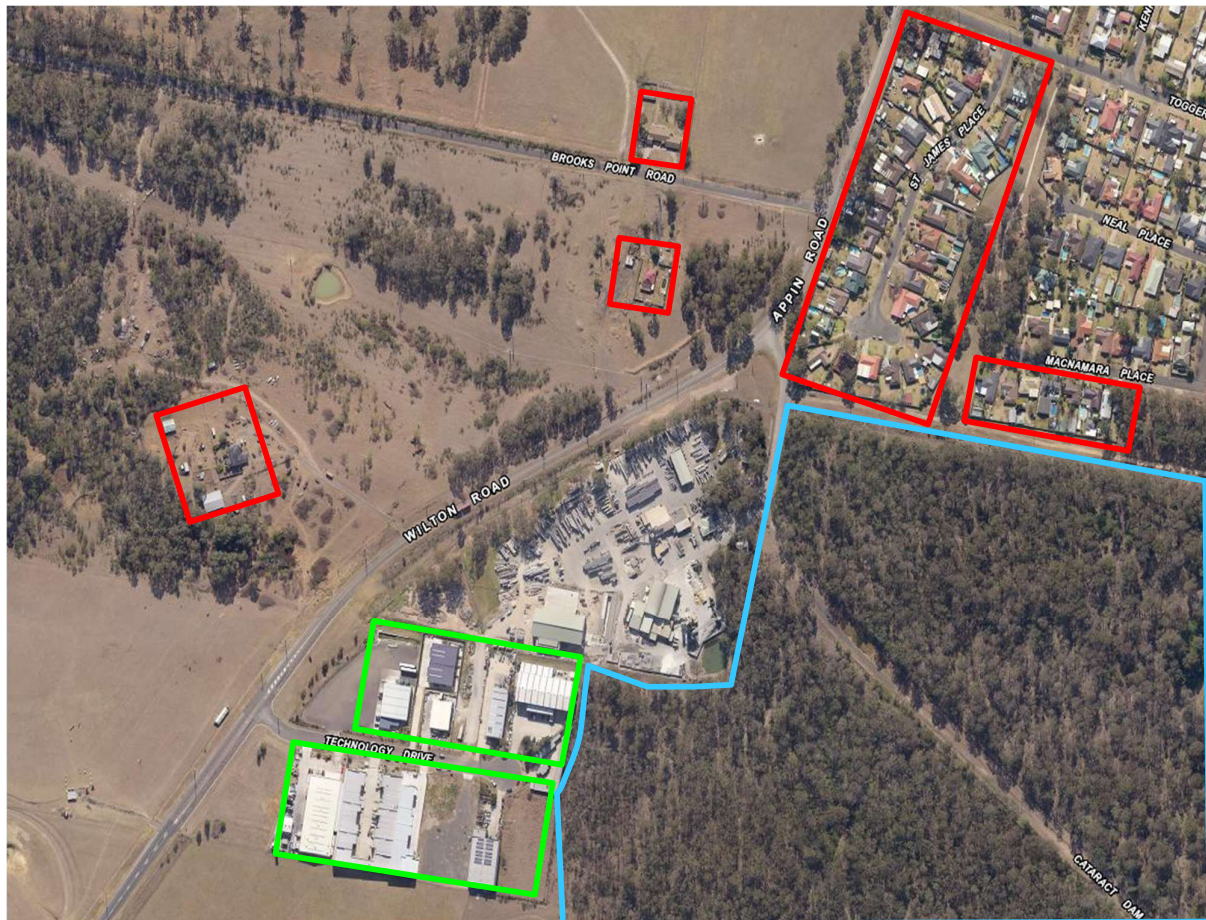
### 15.2. Location of Potential Pollutants onsite and Water run-off



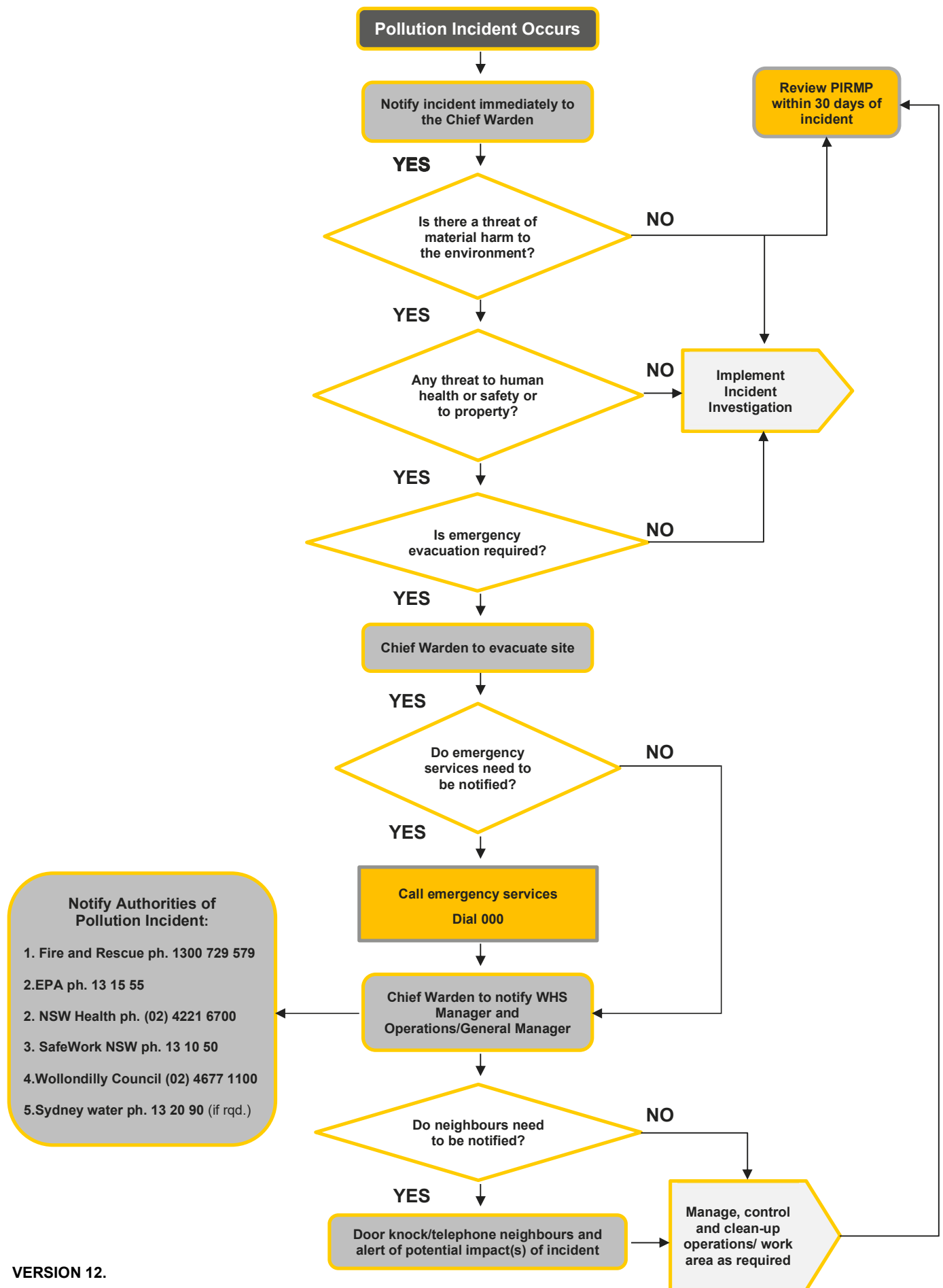


## 15. MAPS - Continued

### 15.3. Neighbouring Properties and business in nearby vicinity- to be notified



## 16. ACTIONS TO BE TAKEN DURING OR IMMEDIATELY AFTER A POLLUTION INCIDENT





## 17. COORDINATING WITH PERSONS AND AUTHORITIES

During an emergency the Chief Warden will execute the appropriate emergency response procedure and coordinate with Authorities and other persons in accordance with Baines Masonry's Emergency Response and Preparedness Procedures.

When PIRMP is activated outside of an emergency the Operations manager and WHS manager will Coordinate with the appropriate persons or authorities.

## 18. STAFF TRAINING

All personnel affected by the content of this document will receive instruction or explanation on the relevant parts of the document as per:

- Emergency Management Training
- Incident management and emergency response shall be included in the Baines Masonry Induction Documents.

Adequacy of training should be tested periodically using training events (either toolbox or field.).

This will assess Baines personnel on emergency preparedness and response to a pollution incident.

Furthermore, PIRMP training events can be incorporated into other site training events such as emergency simulation training exercises, and do not have to be a standalone event



## 19. TESTING AND UPDATING THE PIRMP

It is a legal requirement to test the plan every 12 months and within one month of any pollution incident.

Testing is documented and recorded in section 18. When testing the record must include the testing dates and the names of all staff members who carried out the testing, details of the test, any findings or issues identified.

The current PIRMP procedure for testing has been updated 1/08/2022

This PIRMP will be tested every twelve months by:

- Performing a desktop review, and undertaking desktop simulations of incident or potential incidents, and / or
- Simulated training, exercises, or drills to ensure the plan is capable of being implemented in a workable and effective manner.

Within one month of a pollution incident occurring, this PIRMP, along with other relevant plans and procedures, will be formally reviewed and tested to ensure this PIRMP is accurate, current, and capable of being performed in a practical and effective manner.



## 20. PIRMP TESTING DETAILS

Date tested	Tested by	Details of test Note: Testing must cover all components of the plan.	Finding of test, including issues identified	Next scheduled testing date (must be within 12 months from current test)
5/7/17	Adam Baines	Desktop simulation	Update document to suit EPA recommendations DOC17/345922	5/07/2018
12/9/18	Adam Baines	Desktop simulation	Update document to suit EPA recommendations and review contact details	12/09/2019
29/11/19	Adam Baines	Desktop simulation	Update document to suit EPA recommendations and review contact details	29/11/2019
26/10/21	Adam Baines & Ben Tishler	Desktop simulation	Update document to suit EPA recommendations and review contact details	26/10/22
1/08/2022	Ben Tishler	Desktop simulation – Chemical spill	Update chemical List-Contact Details-and document to suit EPA recommendations	1/08/2023
8/08/2023	Ben Tishler	Desktop simulation	Update document to suit EPA recommendations and review contact details	8/08/2024
25/06/2023	Adam Baines	Desktop Simulation	Review and update document and contact details	25/06/2024
18/12/2024	Patrick Dove	Evacuation drill for oil fire	Review of spill kit locations, fire extinguisher locations	18/12/2025





## 21. AVAILABILITY OF THE PIRMP

The PIRMP shall be kept in written and electronic form at the EPL premises and shall be made available to all personnel responsible for implementing the plan, and to an authorised officer, as defined in the POEO Act on request.

The PIRMP will be made publicly available within 14 days of finalisation via the Baines Masonry website, in a prominent position and on a publicly available page.