

## Pollution Incident Response Management Plan

A hard copy of this document is stored in the HAZMAT box located at the fire hydrant 27 Pembury d Minto NSW.

Layout. A digital copy is located on the company server.

### **1. Description of Hazards**

- a) Chemical leak from bulk storage
- b) Chemical unloading leak from tanker trucks
- c) Chemical spill
- d) Fire

### **2. Pre-emptive Actions taken**

- a) Existing adequate site bunding,
- b) Existing TDI and Polyol unloading procedure,
- c) Existing spill training and spill containment devices including storm water Cut-off valves.
- d) Existing adequate fire protection systems, maintenance and monitoring  
Plus staff training and fire prevention procedures
- e) Spill kits
- f) Containment pit and covers
- g) Drainage isolation valve

### **3. Inventory of Pollutants**

#### **Foamco Industries Pty Limited**

#### **Manifest of Dangerous Goods stored and/or handled at the Premises**

Product	Hazardous	Dangerous	Maximum Capacity	HAZCHEM Number
Colour – Black 430HP	Yes	No	125kgs.	
Colour – Poly U Red	No	No	150kgs.	
Colour – Green	Yes	No	125kgs.	
Colour – Blue	Yes	No	100kgs.	
Colour – Blue	Yes	No	125kgs.	
Colour - Yellow	Yes	No	100kgs.	
Colour - Chromo Chem Black	Yes	No	40kgs.	
Colour – Black	Yes	No	125kgs.	
Colour – Red	Yes	No	100kgs.	
Diocetyl Phthalate	Yes	No	200kgs.	
Calcium Carbonate	No	No	1ton	
Dabco T9	Yes	No	1ton	
Dabco 33 LV	Yes	No	450kgs.	
<b>Dabco BL 11</b>	Yes	<b>YES</b>	<b>400kgs.</b>	<b>C1</b>
Diethanolamine LFG 85%	Yes	No	444kgs.	
<b>Fire Retardant TCCP</b>	Yes	<b>YES</b>	<b>1ton</b>	<b>3Z</b>

Glycerine	Yes	No	250kgs.	
Glycerine 99.5% & 99.7%	Yes	No	250kgs.	
Geolite	No	No	50kgs.	
Kosmos 19	No	No	50kgs.	
Kosmos 29	No	No	800kgs.	
Messomall	No	No	250kgs.	
<b>Methylene Chloride</b>	Yes	<b>YES</b>	<b>5tons</b>	<b>2Z</b>
<b>Methylene Chloride</b>	Yes	<b>YES</b>	<b>5tons</b>	<b>2Z</b>
Niax D22	Yes	No	40kgs.	
Niax Color Paste Black	Yes	No	125kgs.	
Nylon 6/6 Flake	No	No		
Polyol FA 717	No	No	2tons.	
Polyol Voranol 3595	No	No	70tons.	
Polyol Voranol CP 1421	No	No	850kgs.	
Polyol Voranol 3943A	No	No	9tons	
Polyol Voralux HF 505	No	No	15tons.	
Polyol U777	No	No	15tons.	
Polyol HS 100	No	No	15tons.	
<b>Rapid Grip</b>	Yes	<b>YES</b>	<b>20kgs.</b>	<b>3[Y]E</b>
<b>Sanitized PL 21-60</b>	Yes	<b>YES</b>	<b>400kgs.</b>	<b>2X</b>
Tegostab BF 2370	No	No	5tons.	
Tegostab b 8681	No	No	750kgs.	
<b>TDI</b>	Yes	<b>YES</b>	<b>35tons</b>	<b>2Z</b>
<b>TDI Voranate T-80</b>	Yes	<b>YES</b>	<b>35tons</b>	<b>2Z</b>

#### 4. Safety Equipment

- a) Self Contained Breathing Apparatus (SCBA)
- b) Emergency Equipment Shed
  - I. Spill kits
  - II. Shovels
  - III. Dry absorbent
  - IV. Liquide decontaminate
  - V. PPE
  - VI. Cleaning Equipment
  - VII. Sand
  - VIII. Splash suites and Gum boots

SCBA is located in the store room of the office Building 27 Pembury Rd Minto building 1

Emergency Equipment Shed is located in the bulk chemical unloading area



## 5. Foamco Industries Minto NSW Contact Details

<u>POSITION</u>	<u>NAME</u>	<u>CONTACT NUMBER</u>
OPERATIONS MANAGER:	NICK IRWIN	0433 238 940
FOAM PLANT MANAGER:	MICHAEL STEHMEIER	0400 649 155
CONVERSION MANAGER:	PRADEEP NARSING	0408 614 384
GENERAL MANAGER:	CAROL CHRISTIANSON	0409 325 868
CHIEF FINACIAL OFFICER:	TOMY JOSE	0418 254 993

<u>ON SITE EMERGENCY</u>	<u>NAME</u>	<u>CONTACT NUMBER</u>
CHIEF FIRE AND EMERGENCY WARDEN:	NICK IRWIN	0433 238 940
CHEMICAL EMERGENCY:	MICHAEL STEHMEIER	0400 649 155
DEPUTY FIRE AND EMERGENCY WARDEN:	PRADEEP NARSING	0408 614 384
MEDIA CONTACT:	TOMY JOSE	0418 254 993

## 6. Communicating with Neighbors and the Local Community

### STAND EMERGENCY RESPONSE GUIDELINES FOR ALL OCCUPANTS

<b>R</b>	→	<b><u>Remove</u></b>	All persons in immediate danger
<b>A</b>	→	<b><u>Alarm</u></b>	Raise alarm / Contact emergency coordinator Emergency Services – 000
<b>C</b>	→	<b><u>Contain</u></b>	the fire – Extinguish the fire if safe to do so. Close doors to contain fire or smoke
<b>E</b>	→	<b><u>Evacuate</u></b>	if the fire or emergency cannot be controlled, inform others in the vicinity and evacuate the premises

- On being instructed to evacuate
  - Leave by the nearest / safest fire exit
  - Proceed directly to the assembly area
  - Remain in the assembly area until contacted by emergency coordinator
  - Do not talk to neighbors, media or authorities about the emergency direct them to the emergency coordinator or Foamco Management

Fire Brigade / Police / Ambulance .....	000
Electricity.....	131388
Gas.....	131909
Translating & Interpreting service .....	131450
Poisons Information Center.....	131126
Water and Sewerage.....	132090
State Emergency Service .....	132500
Environmental Protection Agency .....	131555
Safe Work NSW .....	131050
Ministry for Health .....	(02) 9391 9000

Consider if neighbors are in danger and need to be advised of the incident

Door Knock or contact by phone:

Speed E Gas... .. (02) 9603 1200

Tai Cheong Foods (Eric Hung)..... (02) 9603 8688 Mob 0411 118 823

## 7. Minimising Harm to Persons on the Premises

### A) Summary of procedure

The purpose of this procedure is to provide for the safety of all employees should an evacuation of site become necessary, accordingly it will be the responsibility of all involved to ensure that these procedures are adhered to.

#### IN CASE OF FIRE

**R**      **Remove** persons in immediate danger.

**A**      **Alarm**- Raise the alarm (sound siren)

- Contact- Site emergency co-coordinators (Simon Andemariam on day shift) or (Bunty- Tajindera Singh Gandhi) on afternoon shift)

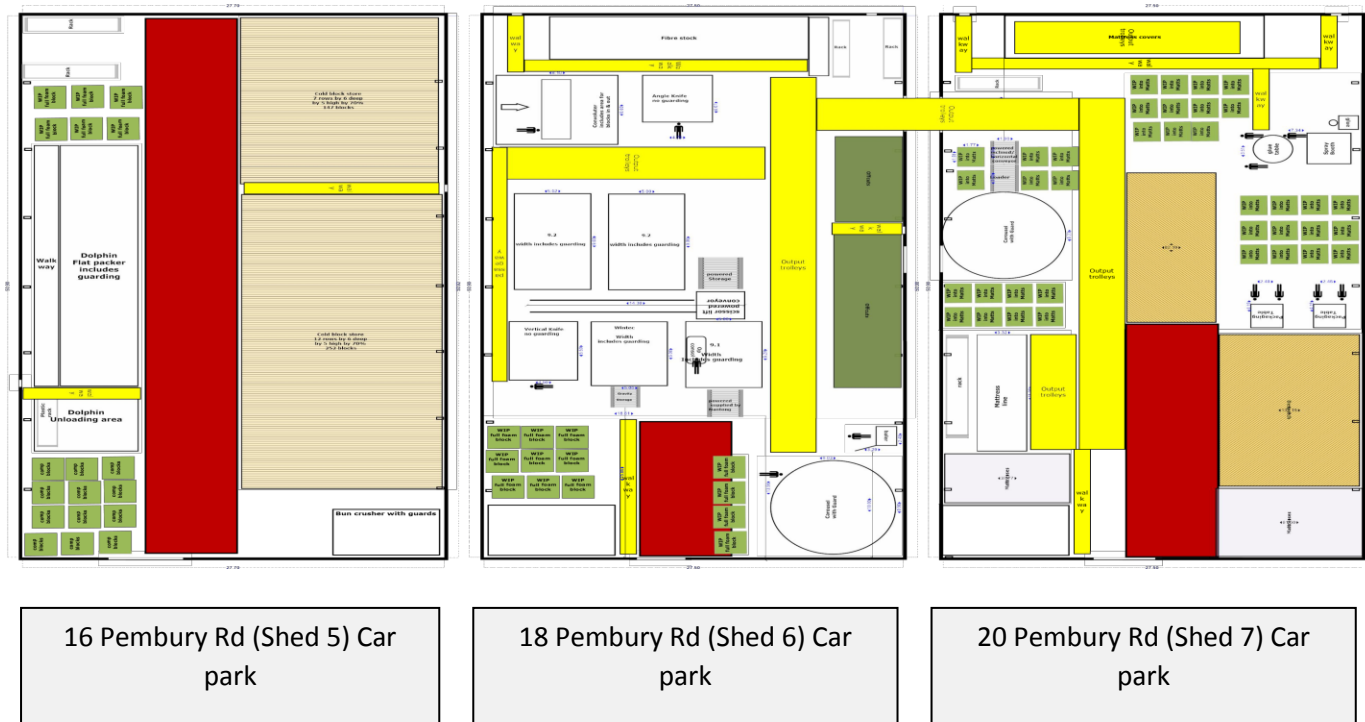
**C**      **Contain** the fire-extinguish the fire (if safe to do so)

**E**      **Evacuate**- If the fire cannot be controlled or resulting smoke makes area unsafe.

On being instructed to evacuate:-

- 1) Leave by the nearest/safest fire exit.
- 2) Proceed directly to the Assembly Area.(In front of 20 Pembury –No 5 building, see photo below)
- 3) Remain at the Assembly Area where a head count will be carried out to ensure all employees are present. Everyone is then to stay at the assembly point area until advised by the site emergency co-coordinator.

## FACTORY LAYOUT MACHINES AND EVACUATION ASSEMBLY AREA



Fence Line

Emergency  
assembly point

PEMBURY ROAD

### B) Site Emergency Coordinator- Responsibilities

- Take charge of site and make decisions related to emergency response required.
- Ensure the siren alarm has been sounded if the situation warrants an evacuation.
- Organise the collection of all the appropriate documentation detailing the personnel on site. This includes the daily labour allocation sheets, the visitor's book & the truck driver's time sheet.
- Ensure that a head count is carried out & that all personnel are accounted for and informed of any developments.
- Have someone to contact the fire brigade or other emergency departments if and or when required.
- Send runners to communicate with any areas required.
- Attend training as necessary

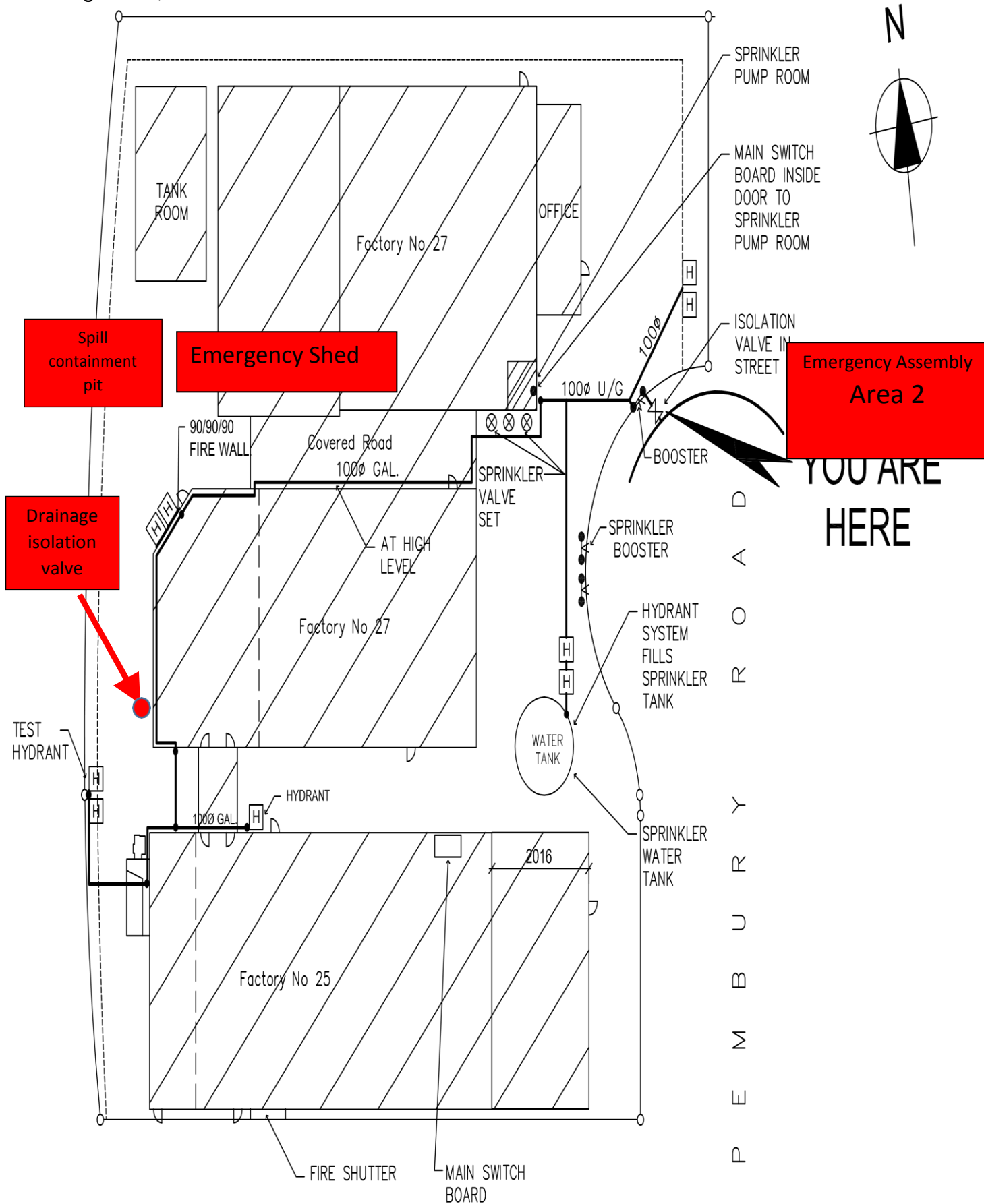
**C) Site liaison Manager (Nick Irwin) Responsibilities -**

- a. Will take charge of any communications with the media and with Foamco Management.
- b. Will also talk to any employee families if required.
- c. Will accompany employees to hospital or doctors.
- d. Attend training as necessary.

## 8. Maps 27, 29, 31 Pembury Rd

## 9. Actions to be taken during or immediately after a Pollution Incident

These procedures are designed to handle a 'small spill' type emergency. A small spill is one which can be dealt with using existing facilities, while a major spill is one that requires assistance from the supplier, emergency services, government agencies, etc.





## **CHEMICAL EMERGENCY RESPONSE TEAM MEMBERS**

### **Team Members**

Nick Irwin – Emergency Coordinator

Michael Steihmier – Team Leader

In the case of a TDI spill the Chemical Emergency Response Team Leader is Required to establish whether the spill is small enough to be handled without outside Assistance.

### **Sequence of actions:**

1. Chemical Emergency Response Team Leader to notify Chief Warden (Nick Irwin 0433 238 940) or Area Warden and establish whether total evacuation is required
2. If building requires evacuation, general Emergency Procedures to be adopted.
3. Chemical Emergency Response Team Members to ensure area is clear of all unprotected and unauthorised personnel
4. TDI monitor to be used to establish exclusion area
5. Barricades and signs to be erected around spill area
6. Chemical Emergency Response Team Leader to establish an upwind base and brief Chemical Emergency Team Members.
7. Emergency equipment and emergency equipment to be located and brought to safe base area. Forklift driver to wear SCBA if forklift needs to enter an area where TDI Fumes may be present.
8. Chemical Emergency Response Team Leader to delegate tasks
9. Two Tem members to be on standby to assist with equipment supplies and area isolation as required.
10. Two Team Members to don emergency protective clothing and equipment and enter spill area
11. Things to be checked include
  - Spillage area containment drain valves to be closed
  - Source of spill
  - Will closing isolation valves stop the spill
12. If the spill cannot be contained or is considered to require external assistance, Chemical Emergency Response Team Leader to contact emergency services by phoning 000.
13. Decontamination Process:
  - Ensure drainage pipes blocked so TDI cannot contaminate environment
  - Team Members on standby to place Decontaminant and Dri-Sorb at a Safe distance and upwind from the spill
  - Protected Team Members to apply Decontaminant and Dri-Sorb to the TDI spill
  - Allow 30 minutes for decontamination of TDI
  - Residue to be collected and placed in an open top 200 litre drum (or Smaller container if appropriate) for disposal
  - Apply more decontaminate to the area and flush with water

- All liquid to be contained and transferred to drums for disposal
- All decontaminate and liquid to be disposed of through approved and Accredited waste disposal company

14. Spill area to be checked for TDI fumes using hand held TDI monitor Check area with TDI monitor. If there are no fumes then area can be deemed Safe and the emergency equipment can be decontaminated and restored.  
Emergency clothing to be decontaminated and cleaned ready for future use.  
If TDI is detected then repeat the decontamination process until no TDI is detected
15. If site was evacuated, Chemical Emergency Response Team Leader to advise Chief Warden it is safe for employees to re-enter the building.
16. Hold a debriefing session on action taken
17. If spill/incident involves actual or potential harm to human beings or to eco systems which is not trivial or results in damage exceeding \$10,000 then the incident must be reported to the Environmental Protection Authority, NSW Health, Fire and Rescue NSW, Work Cover NSW and Liverpool Council.  
***This report is the responsibility of the company's management.***
18. Consider whether this procedure needs updating
19. Complete an incident investigation report (available on Public Domain/Procedure Manual) looking to establish cause of spill
20. Implement preventative measures to prevent recurrence

**NOTE: If a Team Member is sprayed with TDI Personal Protective Equipment Must be applied by two Team Members prior to attending to the affected Team**

## **10. Staff Training & Testing**

Staff training and testing to be conducted on a 6 monthly basis