

Sydney Port Botany Terminal 3 Project

SICTL Emergency Response and Incident Management Plan

Terms and Definitions

The following terms, abbreviations and definitions are used in this plan:

Terms	Explanation
SPBT3	Sydney Port Botany Terminal 3
CEMP	Construction Environmental Management Plan
ERIMP	Emergency Response and Incident Management Plan
EPA	Environmental Protection Agency
EIS	Environmental Impact Statement
MCoA	Ministers Conditions of Approval
NSWFB	New South Wales Fire Brigade
Assembly Area	A safe pre-designated open space where persons must assemble after evacuation
DEOCON	District Emergency Operations Controller
Emergency	Any unplanned and unwanted event generated internally or externally, which has caused or has potential to cause significant damage to personnel, the public, product, property, plant, equipment, the environment and / or the Business and requires an immediate response.
Emergency Response Team (ERT)	A structured organisation of staff that organises and supervises the response and safe movement of staff in an emergency.
Emergency Response Coordinator (ERC)	The person in charge of evacuating a site and heading the Emergency Response Team (ERT).
Communications Officer	The person responsible for all external & internal communications.
Area/ Floor Warden	Person nominated to head the Emergency Response Team for a specific work area in a multi-section site.
Roll Call Coordinator	The person responsible for collating the details of those on site.
Main Evacuation Point	A place of safety outside the building where persons evacuating the building or the part are expected to assemble under the building's Emergency Response Plan. This area is established to check that persons are accounted for, to brief persons evacuated on future action, and to prevent re-entry.
LEOCON	Local Emergency Operations Controller (Police Officer appointed by the Commissioner of Police as the Local Emergency Operations Controller for the local government area)
Evacuation	Evacuation is the movement of people from immediate danger to safety in a quick and safe manner.
Evacuation Route	The designated route to the final place of safety. To be maintained clear at all times.
First-Response Evacuation Instructions	Instructions and training in the method of operation and use of manually operated evacuation alarms and fire fighting equipment on the site.
PBEAR	Port Botany Emergency Alarm Radio



Distribution

This Emergency Response and Incident Management Plan (ERIMP) document forms part of the project's CEMP as an Appendix.

Issue, Revision and Re-issue

Revisions of this ERIMP may be required throughout the duration of the project to reflect changing circumstances or identified opportunities for improvement.

Rev	Date	Description	Reviewed	Authorised
0	28/02/13	Initial Draft	NB	KM

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1. Introduction

This Emergency Response and Incident Management Plan (ERIMP) has been developed to address the relevant construction activities associated with the Sydney Port Botany Terminal 3 (SPBT3) Project for the activities outlined below.

- Supply and installation of Automated Stacking Cranes (ASC) Cranes
- Supply and installation of Quay Cranes (QC) Cranes
- Supply and installation of communication infrastructure
- Delivery and fabrication of shuttle carriers

This Plan has been prepared to satisfy the requirements of Minister's Consent of Approval (MCoA) No. B2.43;

The Applicant shall develop an Emergency Response and Incident Management Plan in consultation with DEC, DOP, Council and the Community Consultative Committee. The Plan must be approved by the Director-General prior to the commencement of construction and shall detail:

- (a) terminal security and public safety issues;
- (b) effective spill containment and management;
- (c) effective fire fighting capabilities;
- (d) effective response to emergencies and critical incidents; and
- (e) a single set of emergency procedures, consistent with the existing Port Botany Emergency Plan, that can be scaled as appropriate for any incident or emergency.

Further to the above and in compliance with MCoA No. B4.1 the Director-General shall be notified of any incident with actual or potential significant off-site impacts on people of biophysical environment within 12 hours of the contractor or SICTL becoming aware of the incident. Full written detail of the incident shall be provided to the Director-General within seven days of the date on which the incident occurred. The Director-General may require additional measures to be implemented to address the cause or impact of any incident, as it relates to this consent, reported in accordance with this condition, within such period as the Director-General may require.

This Emergency Response and Incident Management Plan falls under the umbrella of the Port Botany Emergency Plan which is a sub-plan of the Sydney East District Disaster Plan (DISPLAN).

2. Incident Planning & Response

Minor incidents defined as non-critical, regarding both Safety and Environment are managed through the Project Safety Management System and Construction Environmental Management Plan and their related procedures.

This plan operates alongside other functional project plans such as the Port Botany Emergency Plan, Traffic Management Plan and Framework Construction Environmental Management Plan. A single set of emergency procedures for the project is included in Section 10 of this ERIMP.

Aviation related emergencies and incidents are to be managed by SACL in accordance with their emergency response plan.



Emergencies related to dangerous goods within the Patricks Terminal and other SPC controlled areas are to be managed through their respective emergency response and Incident Plans.

An emergency situation is an event that could present significant risk to the environment, personnel or the community.

Environmental incidents will be reported immediately to SICTL representative. All incidents will be investigated and the appropriate course of action will be taken to address the issues. Environmental incidents that harm or are likely to harm the environment will be reported to EPA immediately (131 555) in accordance with the Protection of the Environment Operations Act 1997 – Duty to Notify.

The Project Environmental Representative has the authority and independence to require reasonable actions to avoid or minimise unintended or adverse environmental impacts, and failing the effectiveness of such actions, to instruct that relevant actions be ceased immediately should an adverse impact on the environment be likely to occur.

Sydney Ports provides a 24-hour emergency response that can deal with incidents in Botany Bay. Any port related emergencies will be reported to Sydney Ports on (02) 9296 4000.

2.1 Objective

The objective of this ERIMP is to ensure incident planning and response procedures are managed effectively during construction and outlines the general procedures for initiating an emergency response that could occur as a result of project construction works or natural causes.

This plan will also provide guidance on the subsequent management and communications in response to, potential and actual emergencies which may occur on or impact the Sydney Port Botany Terminal 3 expansion.

During construction some specific areas may require alterations to the planned control measures due to changing circumstances. In these situations, the planned control measures will be reviewed, risk assessed and, where appropriate and practical, amended as necessary prior to commencing new or modified activities.

This ERIMP aims to satisfy the following objectives:

- Address the requirements of the planning approval for the SPBT3 Project
- Address the requirements of the Environmental Impact Statement (EIS) for the Port Botany expansion
- Address the requirements of the relevant environmental legislation as it applies to this project

2.2 Legislation

The following legislation, regulation and standards were also considered in the development of this Plan:

- NSW State Emergency and Rescue Management Act, 1989, as amended
- NSW State Waters Marine Oil and Chemical Spill Contingency Plan
- Work Health & Safety Regulation 2011 NSW Part 3 Division 4
- AS 3745:2002 Emergency Control Organisation and procedures for buildings
- Protection of the Environment Operations Act NSW 1997
- Environmental Planning and Assessment Act NSW 1979
- Marine Pollution Act NSW 1987

- Fisheries Management Act 1994

2.3 Area covered by the plan

This Emergency Response and Incident Management Plan applies to the project area bounded by any area in which SICTL contractors are required to undertake works as outlined in Section 1 of this plan.

3. ROLES AND RESPONSIBILITIES

SICTL Project Manager

The SICTL Project Manager shall:

- Be the issuing authority for this ERIMP

Contractor Project Manager

- Ensure effective implementation of this Plan, including provision of adequate resources
- Maintain a working knowledge of the emergency processes
- Initiate corrective actions and ensure effective implementation of actions as required.
- Act as initial Emergency Response Controller during emergencies until relieved by authorised emergency services or control is handed over to another member of the Project Team
- Maintain a working knowledge of the emergency management system, plan and processes
- Maintain familiarity with this ERIMP
- Participate in reviews of the ERIMP
- Ensure that drills and exercises are conducted throughout the Project to test the plan
- Maintain the Project Emergency Response Plans and associated processes
- Ensure that adequate emergency response information and instructions are provided at inductions etc
- Conduct planned inspections to ensure emergency response equipment and facilities are complete.

3.1 Emergency response team (tbc)

Role	Name
Emergency Response Coordinator	Nominated by contractor prior to commencing works on site
Assistant Emergency Response Coordinator/ Communications Officer	Nominated by contractor prior to commencing works on site
Project safety advisor	Nominated by contractor prior to commencing works on site
Area Warden:	Nominated by contractor prior to commencing works on site
Traffic Controller	Nominated by contractor prior to commencing works on site
Roll Call Coordinator	Nominated by contractor prior to commencing works on site
First Aiders	Nominated by contractor prior to commencing works on site



Role	Name
Traffic Controller	Nominated by contractor prior to commencing works on site Security personnel at front gate

3.2 Emergency contacts

Type	Name	Contact
Emergency services	Fire Brigade, Ambulance and Police	000
Nearest Medical Centre	Botany Medical Centre	9700 1115
Nearest Hospital	Prince of Wales	9382 2222
Environmental	NSW EPA Pollution Line	131 555
Local Council	City of Botany Bay Council	9366 3666
SICTL Project Manager	Karl McCarthy	0488 263 641
Sydney Water	Emergency Line	132 090
Energy Australia	Emergency Line	131 388
Integral Energy	Emergency Line	131 003
AGL	Emergency Line	131 909
Notifiable Safety	Local Public Health Unit	02 9391 9000
Land Owner	Sydney Ports Emergency Response	02 9296 4000
Contractor Site Manager	TBC	TBC

4. Interface with Sydney Airport Corporation Limited (SACL)

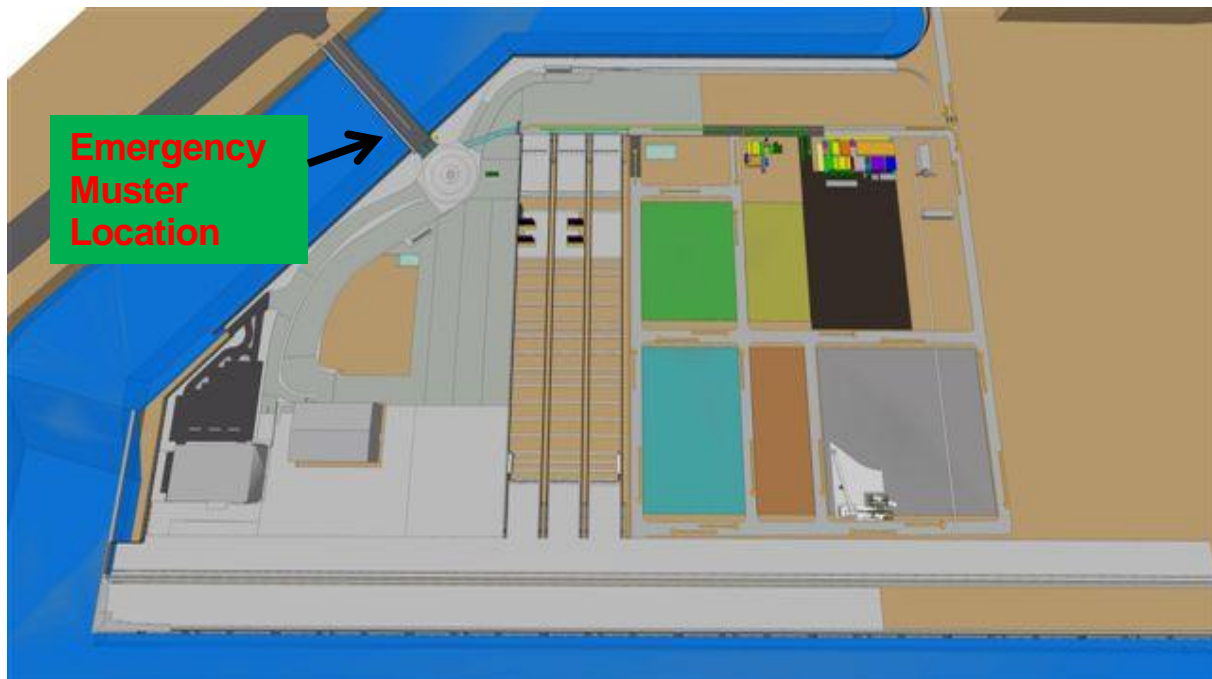
The Project will interface with SACL in relation to communicating our works and ensuring that we meet our obligations with respect to the management of security of the respective site boundaries and exclusion zones to the east of the third runway. The interface with SACL will be limited to the following proposed works:

- Associated works which will have limited impact on the Obstacle Limitation Surface (OLS)
- Consultation upon lighting both temporary and permanent to ensure compliance with regulations relating to lighting in the vicinity of aerodromes.

5. Evacuation routes

Evacuation routes will be developed for each area as the project progresses. All personnel are required to follow the safest route to the Main Evacuation point.

All changes to evacuation routes are to be recorded on the site layout plan and communicated to the workforce via pre start meetings/ toolbox talks.



6. Emergency equipment

The site must have readily available, the correct equipment to effectively respond to emergency situations.

Emergency equipment must be maintained through preventive maintenance procedures (inspection and testing) in accordance with the manufacturer's recommendation to ensure that equipment is in ready condition for use.

Contractors providing their own requirement emergency equipment must maintain equivalent inventories and inspection protocols. These records are to be provided to SICTL if requested.

Construction methodologies shall identify emergency equipment required for that task.

Any port related emergencies will be reported 24 hours a day to Sydney Ports on (02) 9296 4000.

7. Fire prevention and control measures

In order to control the risk of a fire, several measures must be taken. These include:

Scheduled electrical inspections of all machinery and wiring throughout the site. This is conducted by approved, authorised electricians.

The provision of portable fire fighting equipment in line with the Building Code of Australia and the relevant state building code. All emergency equipment including portable fire extinguisher, hose reels, hydrants are maintained and inspected by a qualified contractor in accordance with the relevant legislation and Australian standards.

Current evacuation signs and diagrams for the building or site that are compliant to relevant state legislation and appropriately located, in a conspicuous position, on each evacuation route.



Sydney Ports provides a 24-hour emergency response that can deal with incidents in Botany Bay. Any port related emergencies will be reported 24 hours a day to Sydney Ports on (02) 9296 4000.

8. Training

8.1 Workers

All site workers must be trained on site-specific emergency procedures. This training should be done as part of site induction training and shall include the following:

- Alarms and other emergency communications used on the site.
- Evacuation procedures including routes and assembly areas to be used.
- Initial emergency response actions
- Location of first-aid kits and identification of first-aid providers.
- Location of spill contamination kits

8.2 Terminal Security

Sydney Ports have a dedicated Emergency protocol; this will be relayed to site via a dedicated two way radio.

If an emergency arises from Sydney Ports the SPBT3 evacuation procedure will be utilised.

8.3 Public Security

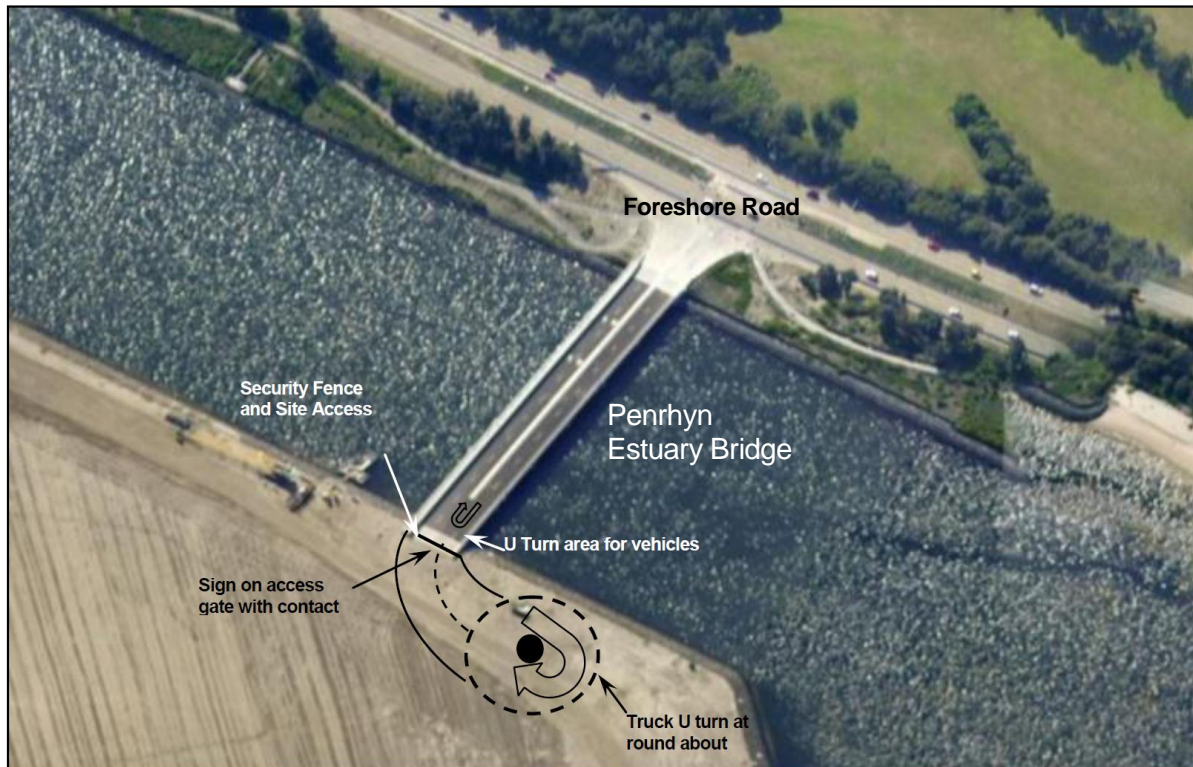
The only designated access point into the site (Via Penrhyn Bridge) will be manned by professional security guards at all times, whilst construction activities are present.

Pedestrian access onto the bridge will be limited to one side with the opposite side secured by fencing.

8.4 Re-direction of Unauthorised Vehicles

The potential for unauthorised access from the traffic signals on Foreshore Road has been considered. A fence is in place at the entrance of the site at the end of the Penrhyn Estuary Bridge with gates and security personnel to monitor vehicles entering and exiting. A Security Personnel hut would be posted at the entrance. Security would check identification and log all vehicles entering the site. Security will be on site 24 hours a day for the duration of the project.

Security would direct any vehicles to turn around and leave the site. Direction would be given prior to entry to the site and a turning area has been provided. This is shown below.



Access Intersection

8.5 Evacuation Practice

An initial evacuation drill will be undertaken within 3 months of taking possession of the site and at intervals not exceeding 6 monthly.

9. Reporting

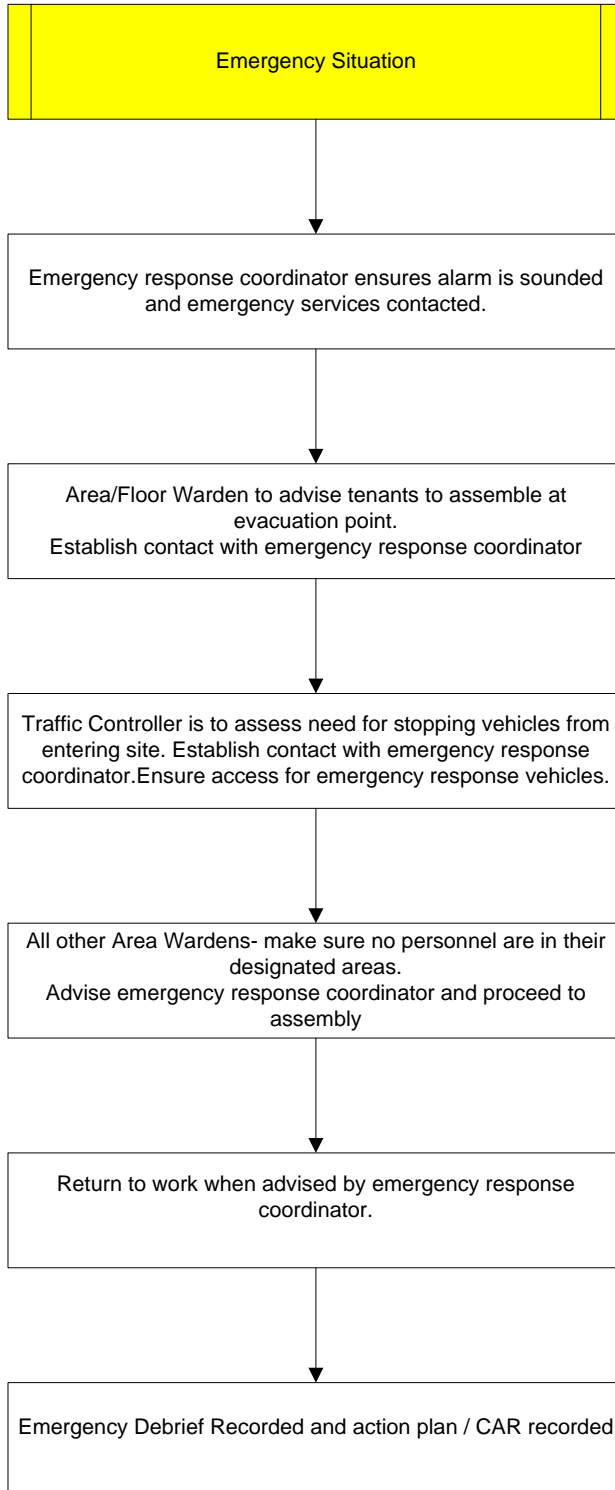
The SICTL representative must be informed of any incidents on site by the quickest possible means.

The Director-General shall be notified of any incident with actual or potential significant off-site impacts on people or the biophysical environment within 12 hours of the Applicant, or other relevant party undertaking the development, becoming aware of the incident. Full written details of the incident shall be provided to the Director-General within seven days of the date on which the incident occurred. The Director-General may require additional measures to be implemented to address the cause or impact of any incident, as it relates to this consent, reported in accordance with this condition, within such period as the Director-General may require.

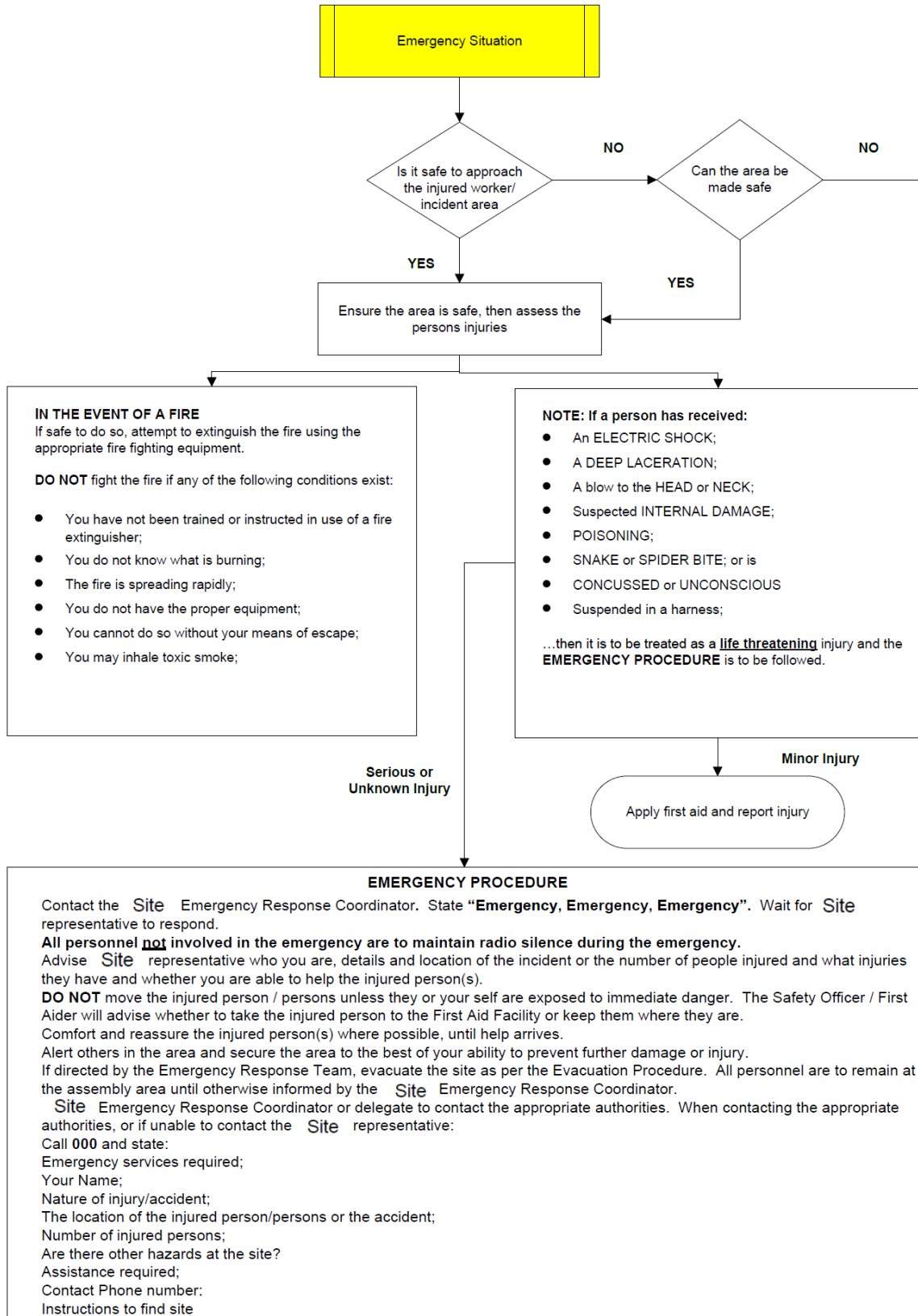


10. EMERGENCY RESPONSE PROCEDURES

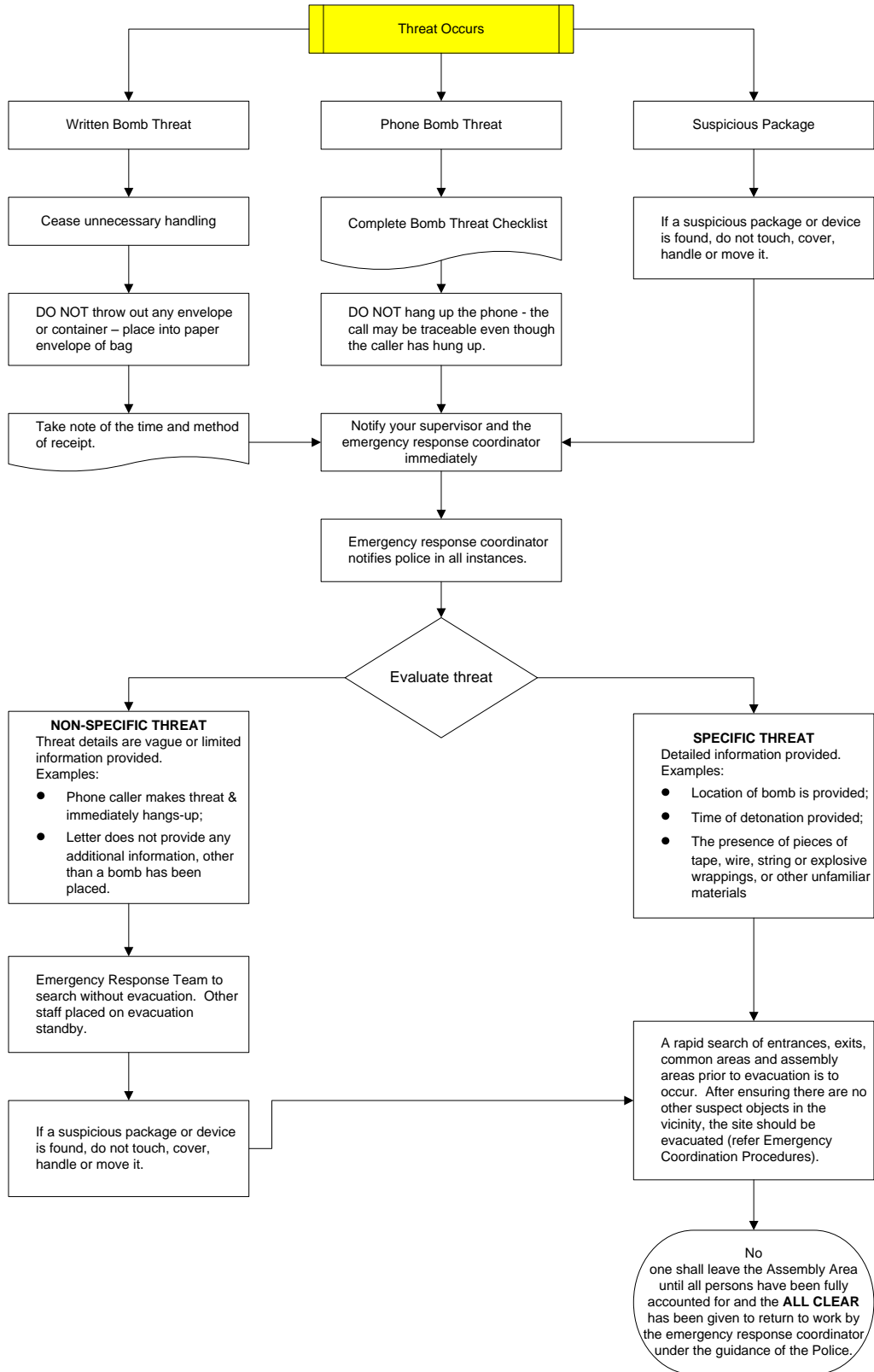
10.1 Emergency coordination procedure



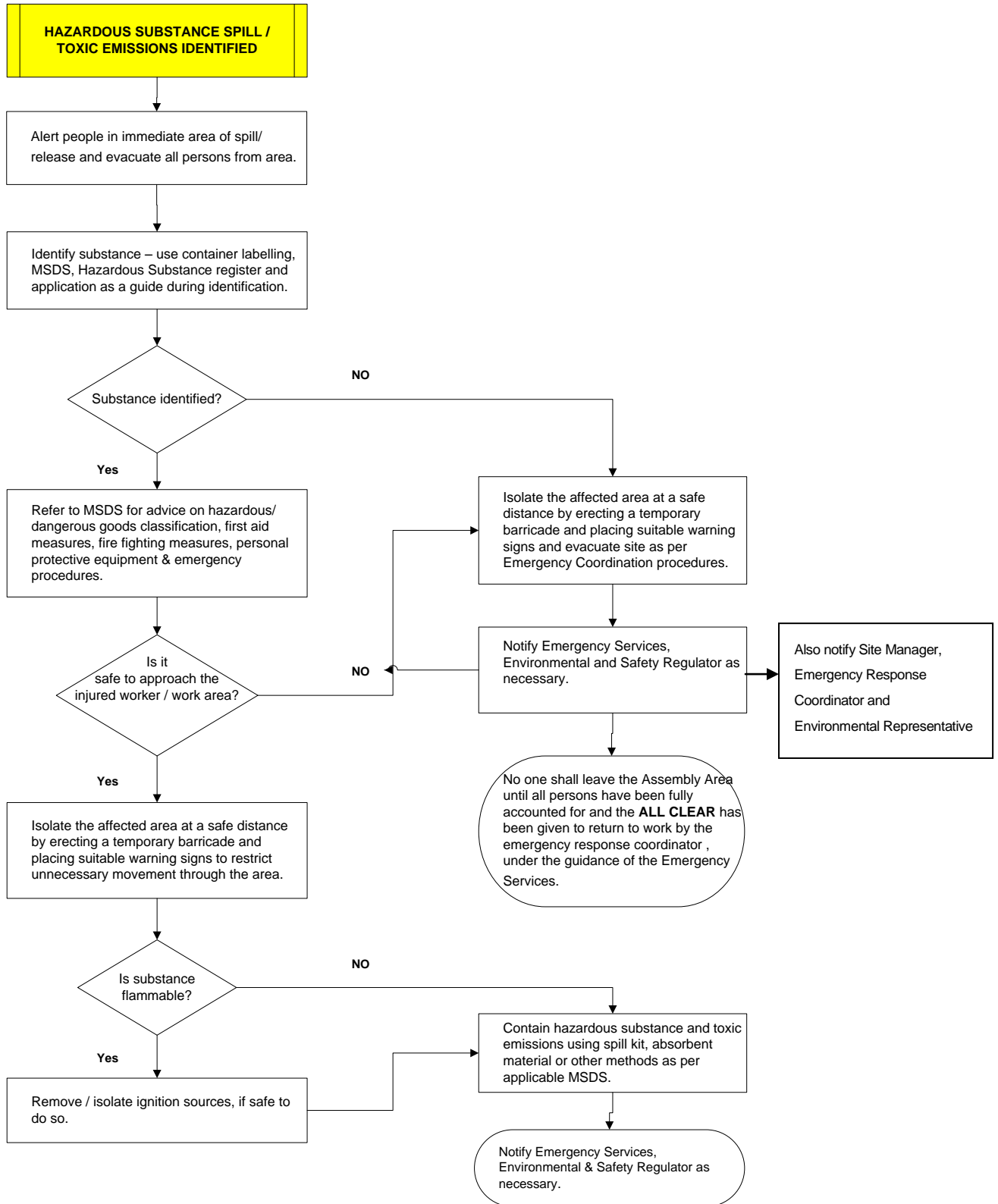
10.2 Response Procedure – Fire/ Medical



10.3 Response Procedure – Bomb Threat/ Suspicious Package

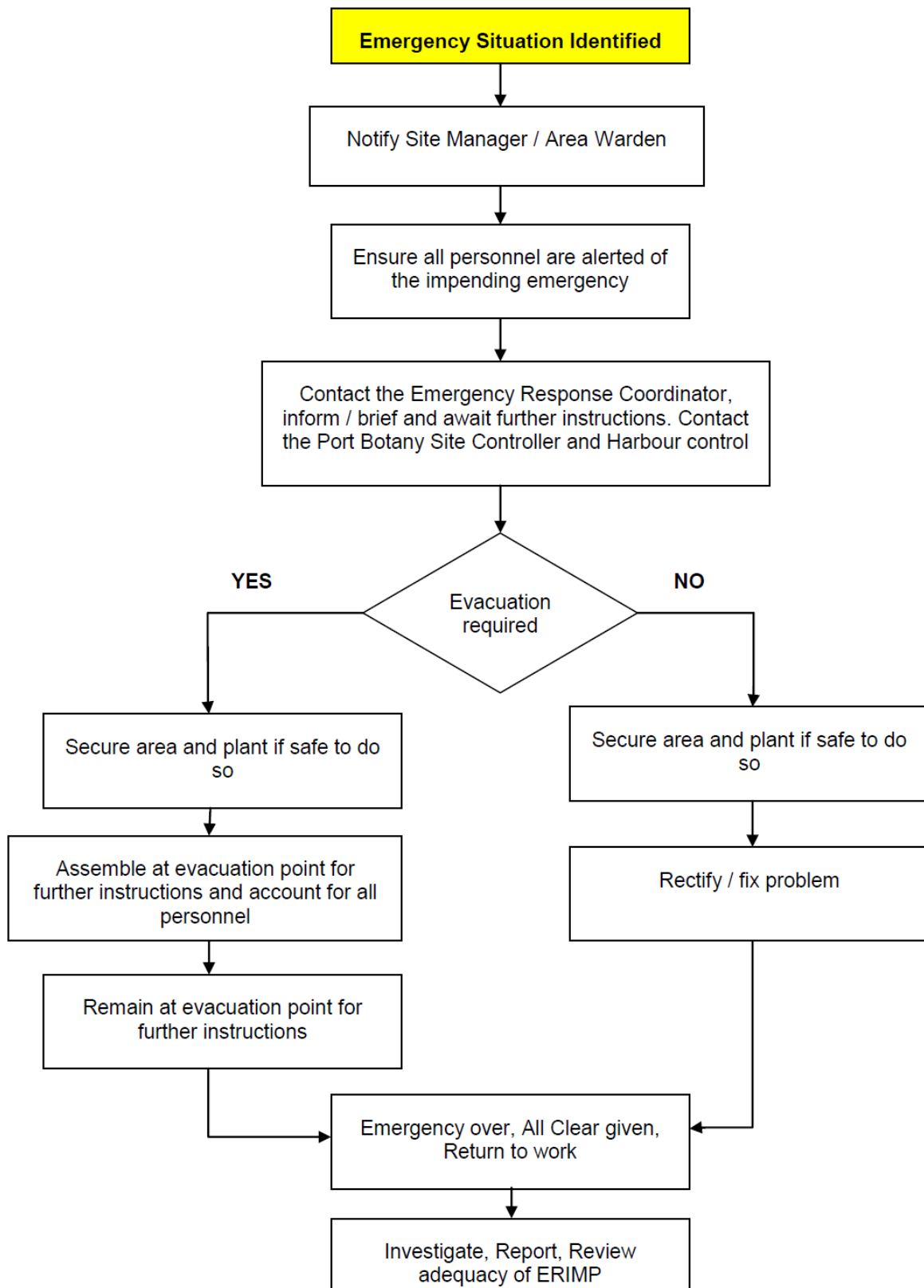


10.4 Response Procedure – Chemical Release or Explosion (Spill/ Gas Leak)





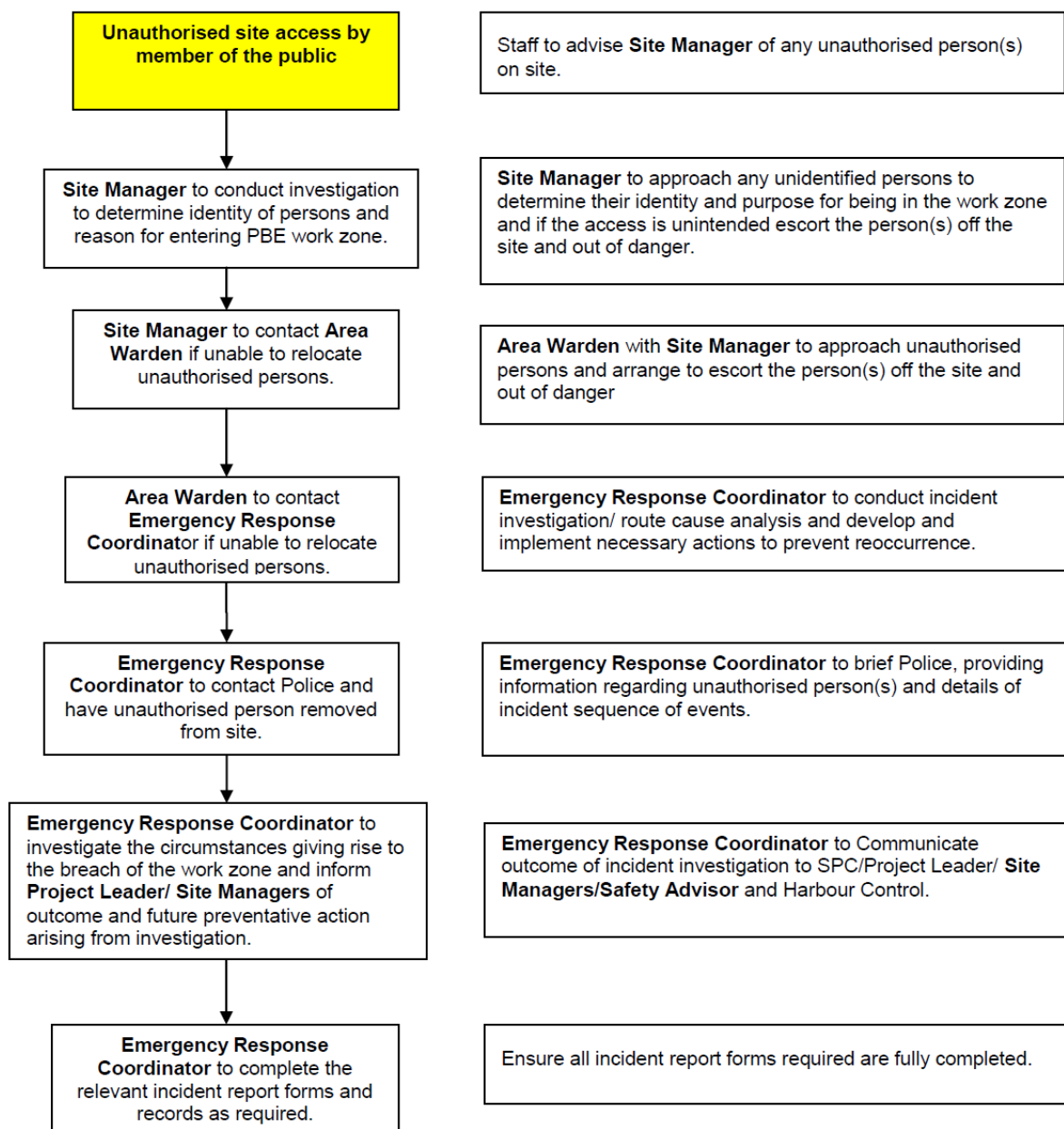
10.5 Response Procedure – General Evacuation



10.6 Response Procedure - Public Safety

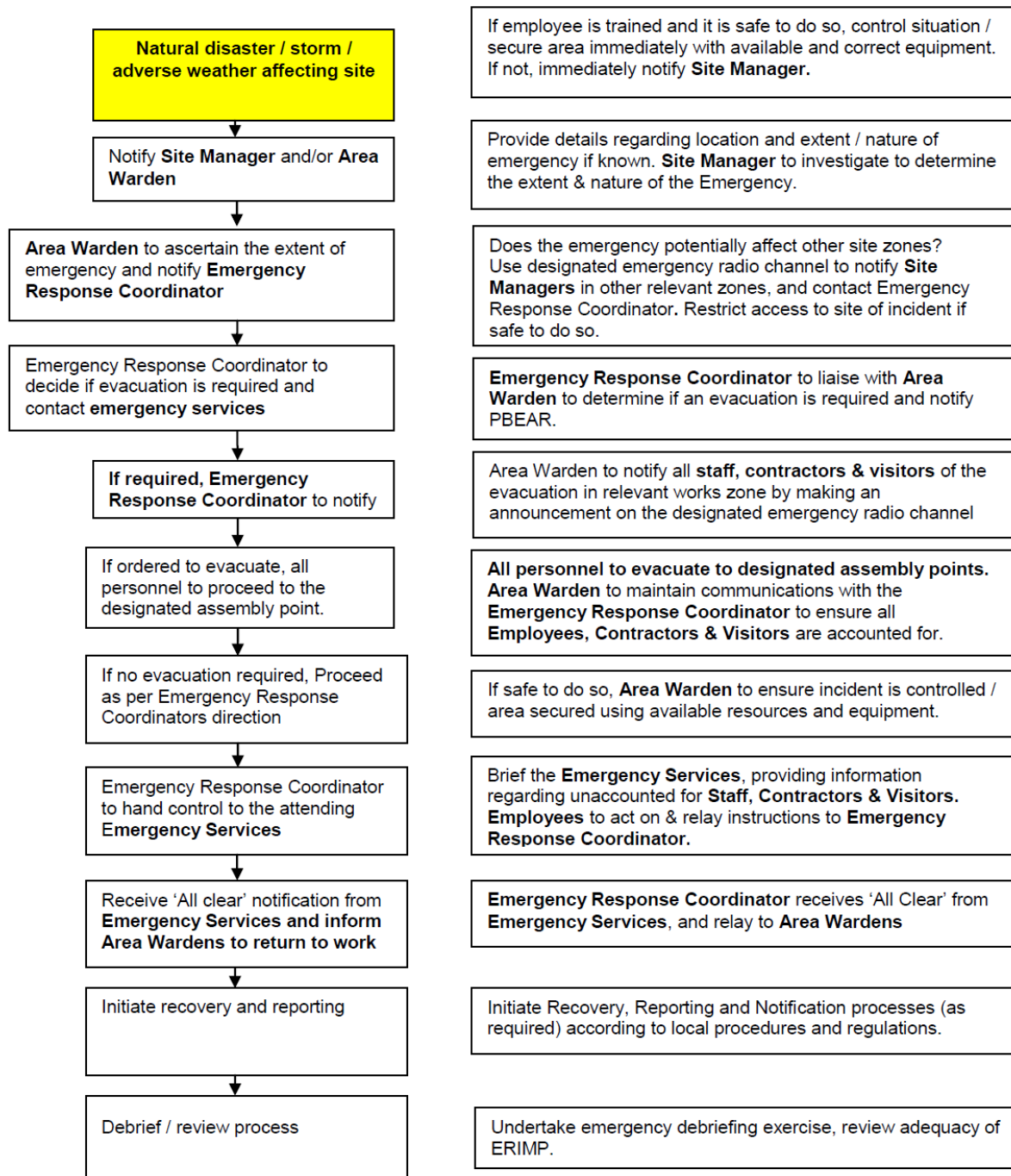
This procedure details the actions to be followed in the event that a member of the public gains unauthorised access or an incident occurs in a project work zone. Possible scenarios include:

- Unintended or unauthorised access to project work zones
- Interaction with mobile plant
- Incident involving public amenities
- Breach of perimeter fence or physical barriers
- Motor vehicle/recreational craft incident

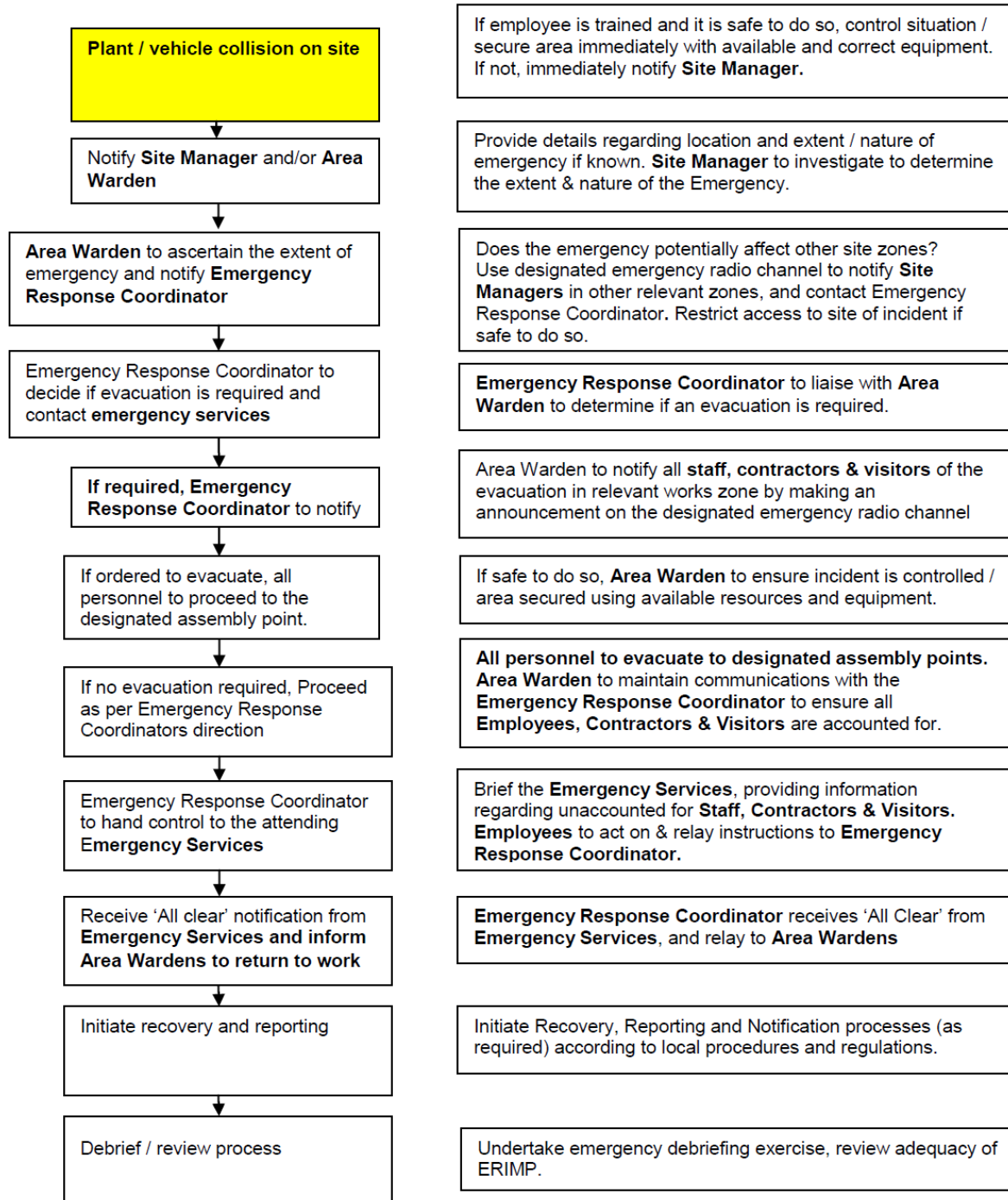




10.7 Response Procedure - Natural Disaster / Storm / Adverse Weather

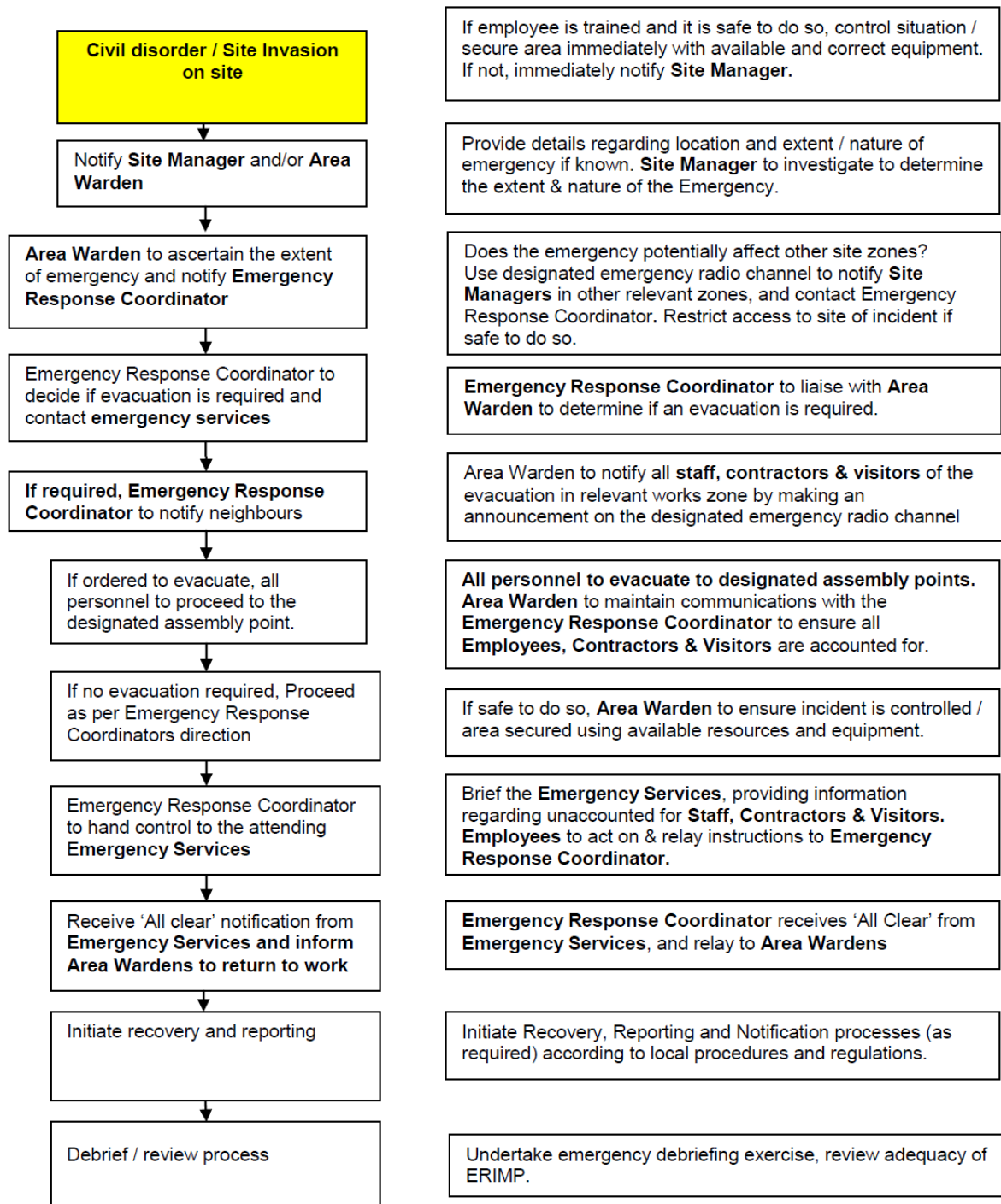


10.8 Response Procedure - Vehicle Collision

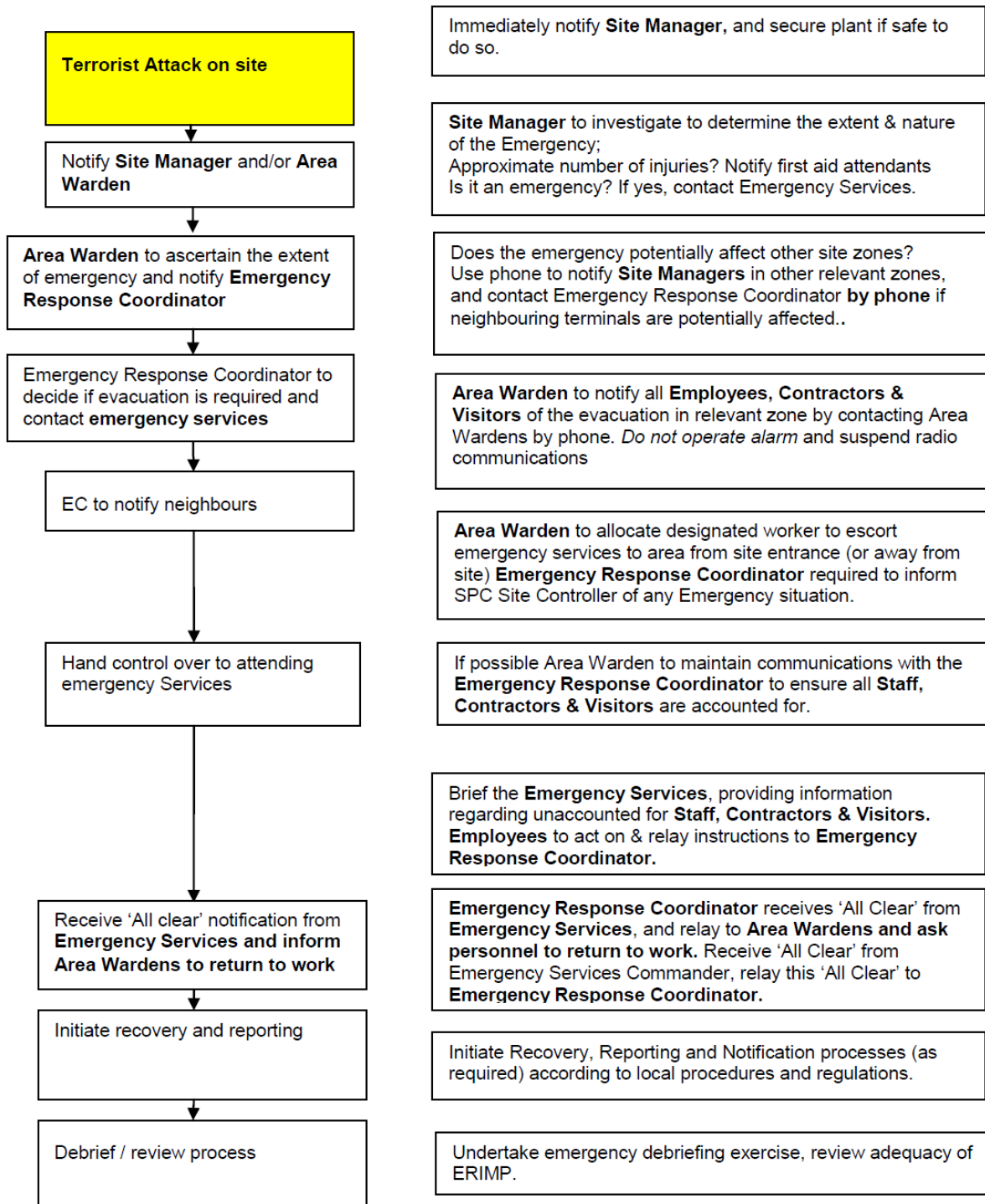




10.9 Response Procedure - Civil Disorder and Site Invasion

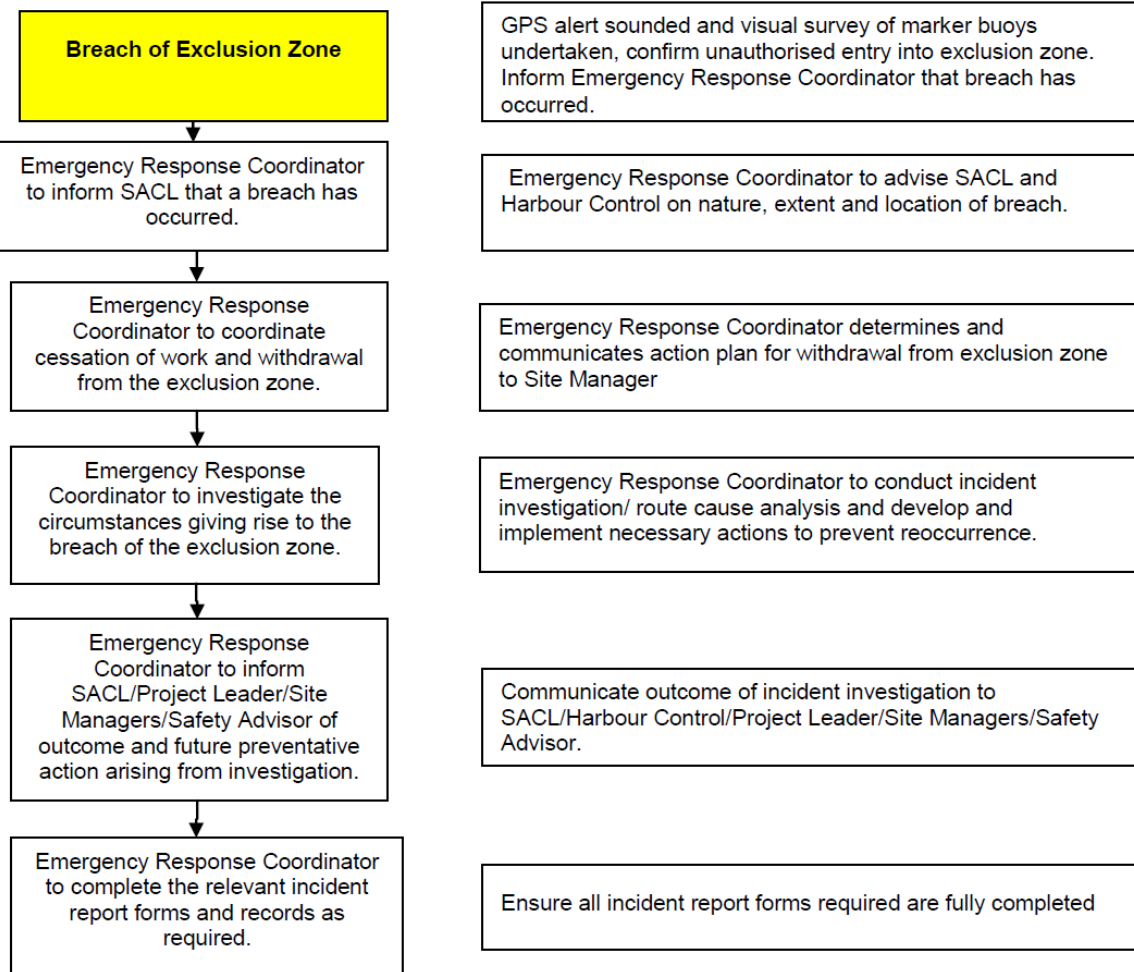


10.10 Response Procedure - Terrorism

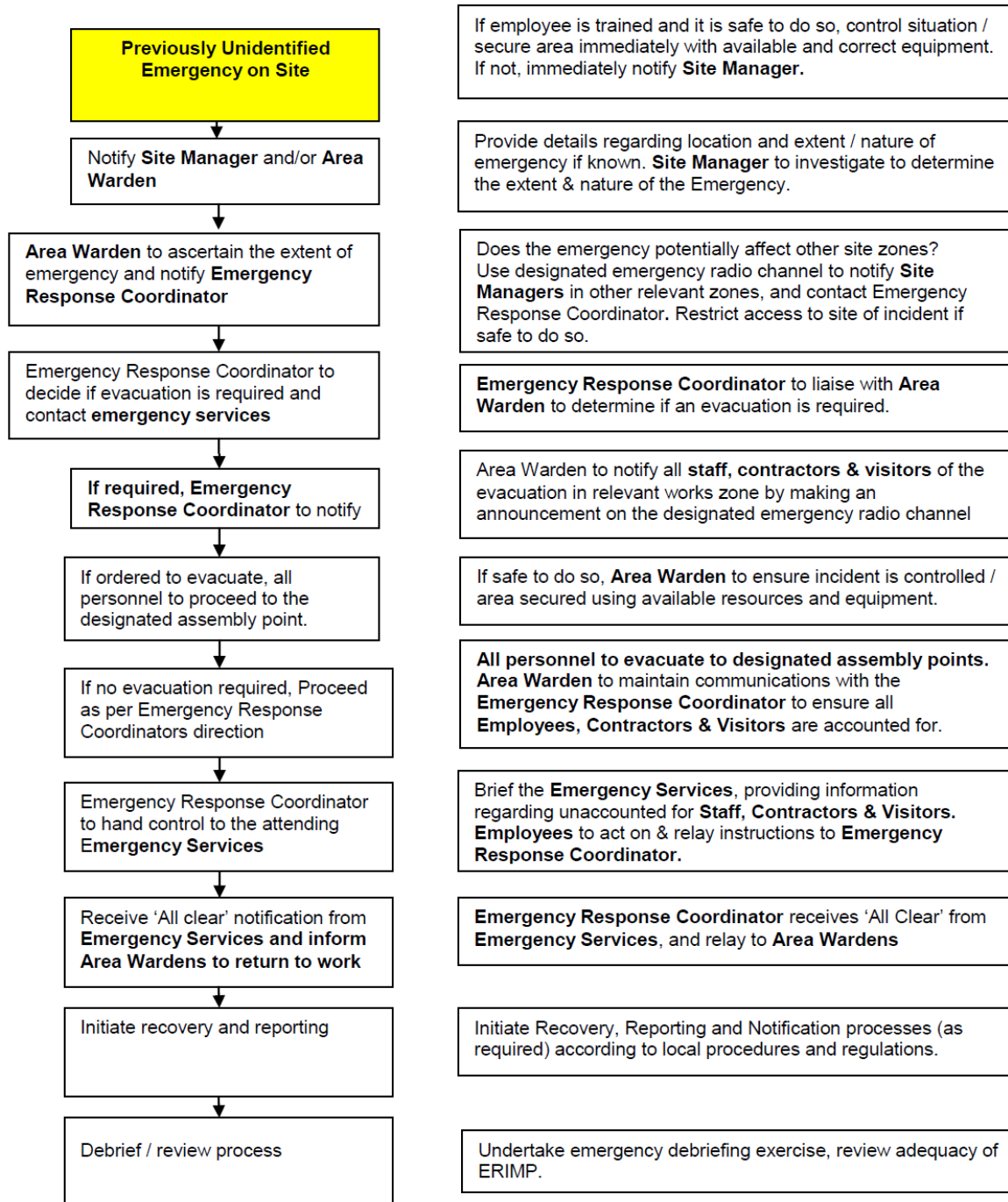




10.11 Response Procedure - SACL Exclusion Zone Breach

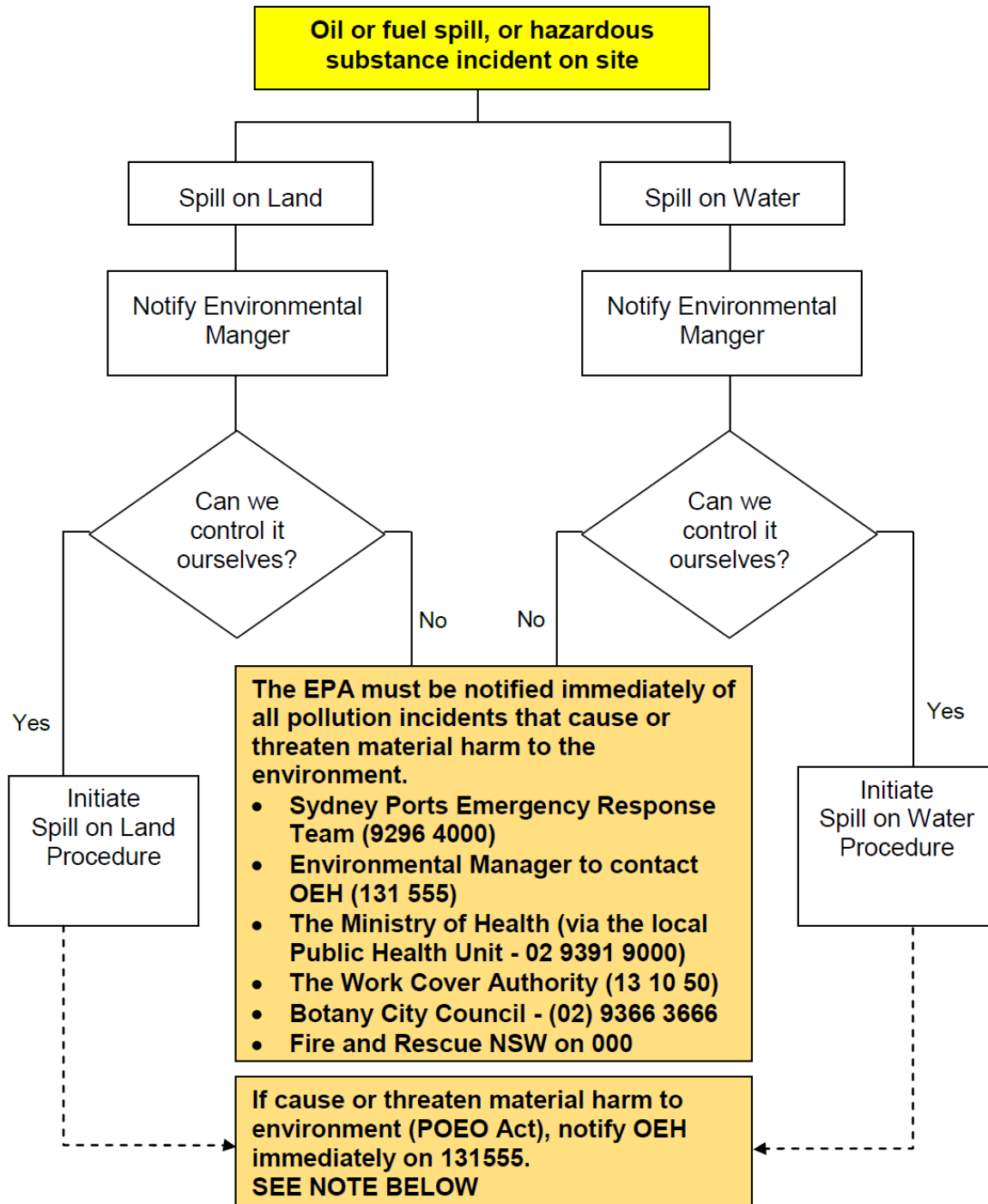


10.12 Response Procedure - 'Previously Unidentified' Emergency



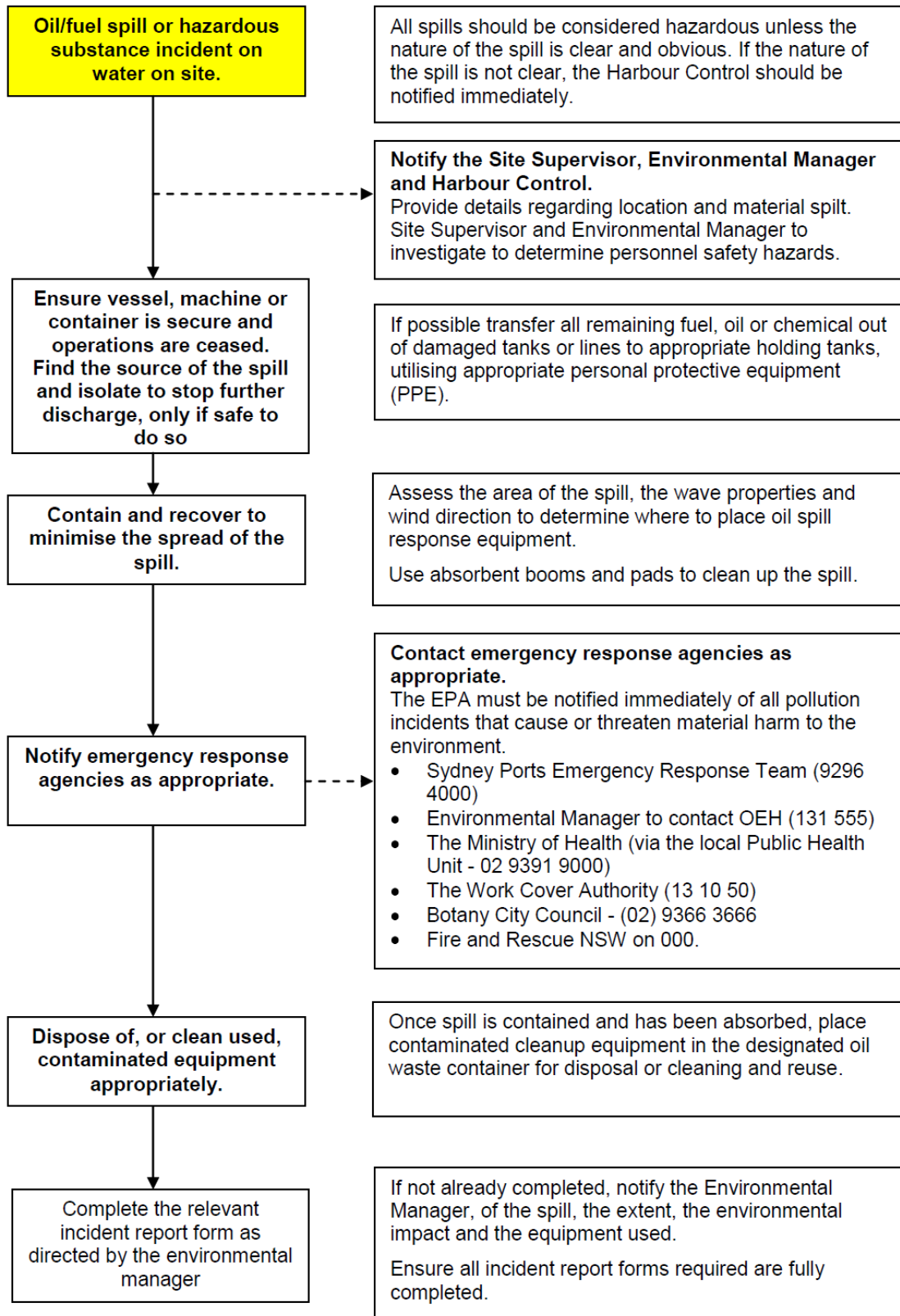
10.13 Environmental Spill Response – Decision Flow Chart

This decision making flow chart and associated procedures describes how to manage an oil spill of various sizes both on land and on water during construction activities. These procedures form part of the Emergency Response Plan and will be followed in the event of a spill. All personnel involved in refuelling and handling of oils and chemicals are to be familiar with this decision making flow chart and the procedures and are to respond accordingly in the event of a spill.



NOTE: There is a responsibility to notify incidents causing or threatening material harm to the environment immediately after a person becomes aware of the incident. The Project Environmental Representative is to be notified of any 'notifiable' incident.

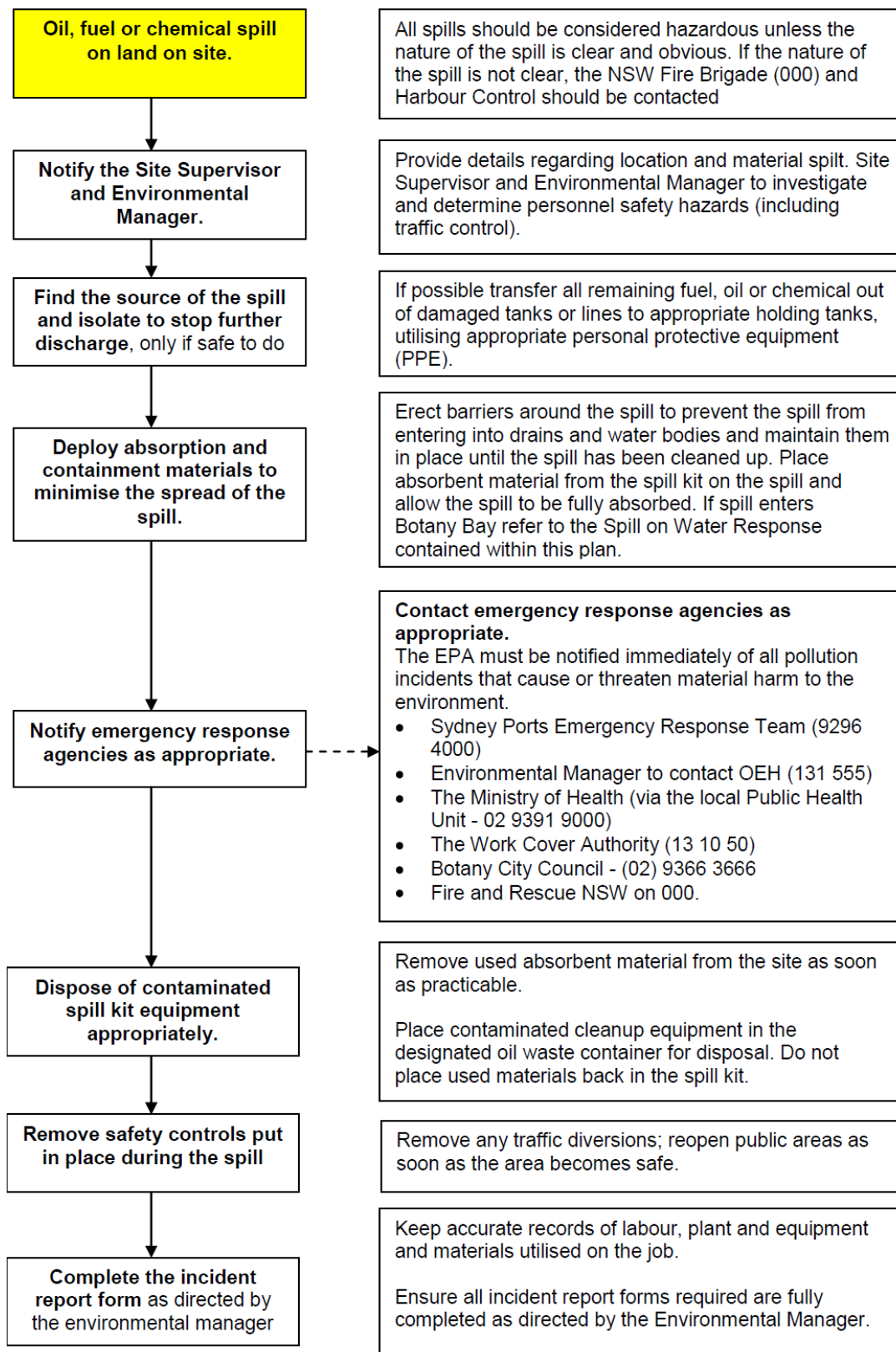
10.14 Environmental Spill Response – Spill on Water



Note: The Project Environmental Representative is to be notified of any 'notifiable' incident.



10.15 Environmental Spill Response – Spill on Land



Note: The Project Environmental Representative is to be notified of any 'notifiable' incident.