



Baiada

Environmental Operations Manual

**Tangaratta Stock Feeds
Wallamore Road
TAMWORTH NSW 2340**

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Table of Contents

1.1. DISPOSAL OF WASTE MATERIAL:.....5

1.2. DISPOSAL OF USED CHEMICAL CONTAINERS:6

1.3. MANAGEMENT OF OTHER GENERAL WASTE:6

1.4. MANAGEMENT OF OTHER WASTE RECYCLING - ALUMINIUM DRINK CANS:.....7

1.5. RECYCLING TONER CARTRIDGES:7

1.6. DISPOSAL OF FORMALDEHYDE RESIDUE:.....7

1.7. USE OF ENERGY SAVING GLOBES:7

1.8. DISPOSAL OF CLINAFARM SMOKE GENERATORS:7

1.9. BURNING OF WASTE:7

2.1. AMENITIES & SEPTIC SYSTEM:9

2.2. VEHICLE WASH DOWN/ SANITATION:.....9

2.3. USE OF CHEMICALS:.....9

2.3.1 MANAGEMENT OF SPILLS:10

2.3.2 CHEMICAL USE ON SITE:.....10

2.4. APPLICATION OF PESTICIDES:11

2.5. STORAGE OF HYDROCARBONS ON SITE:11

2.6. USE OF CHEMICALS IN SANITISATION:11

2.7. VEHICLE MOVEMENT / PARKING AREAS:.....12

2.8. INSTALLATION OF BACKFLOW DEVICES:.....12

Prepared By:	Kirsty O'Neile	Compliance Coordinator	Date: 17/01/2020
Checked By:	Jorge Prieto	Livestock Document Controller	Date: 17/01/2020
Authorised By:	Paul McGivern	Site Manager	Date: 17/01/2020
Template No:	BAI-TMP-016-NAT	Issue No: 1	Issue Date: 31/08/2018

2.9. STORAGE OF WATER ON SITE:.....12

2.10. FORKLIFT & TRACTOR MAINTENANCE.....12

3.1. WATER USAGE:.....14

4.1. MANAGEMENT OF WASTE WATER:15

5.1. MANAGING NOISE:.....17

5.2. NOISE LIMITS:17

6.1. FUMES FROM OPERATIONS- BOILER STACK & CYCLONES:.....19

6.2. USE OF UNLEADED FUEL & DIESEL:.....19

6.3. POTENTIAL FOR LEAK FROM REFRIGERATION EQUIPMENT:20

6.4. POTENTIAL ODOUR ISSUES:.....20

6.5. POTENTIAL LEAK OF LPG20

6.6. POTENTIAL LEAK OF NATURAL GAS:.....20

7 USE OF POWER:22

8.1 PROCEDURE FOR ENVIRONMENTAL COMPLAINTS:.....24

8.2 NOTIFICATION OF ENVIRONMENTAL INCIDENTS:24

8.3 NUISANCE GENERATED FROM LIGHTS:.....24

8.4 LANDSCAPING:24

8.5 RECYCLING PROGRAMS:24

8.6 HOUSEKEEPING:.....24

8.7 ENVIRONMENTAL REPORTING25

Prepared By:	Kirsty O'Neile	Compliance Coordinator	Date: 17/01/2020
Checked By:	Jorge Prieto	Livestock Document Controller	Date: 17/01/2020
Authorised By:	Paul McGivern	Site Manager	Date: 17/01/2020
Template No:	BAI-TMP-016-NAT	Issue No: 1	Issue Date: 31/08/2018

9. EMERGENCY SITUATIONS:	27
10. MILL CONTINGENCY PLAN:	28
10.1 FIRE:	28
10.2 ENVIRONMENTAL INCIDENT	28
10.3 POWER SUPPLY FAILURE	28
10.4 WATER SUPPLY	28
10.5 DISEASE ISSUES	28
10.6 MAINTENANCE	29
10.7 WORKFORCE DISPUTES/ EMPLOYMENT AGENCY TERMINATION	29
10.8 BUSH/ GRASS FIRE AROUND FACILITY	29
10.9 DISRUPTION TO LPG OR NATURAL GAS	29
10.10 INTERRUPTION TO THE DELIVERY OF FEED	29
10.11 STORM DAMAGE	29
10.12 NOTIFICATION (MANAGEMENT)	30

THIS DOCUMENT SHOULD BE OPERATED IN CONJUNCTION WITH THE SITE'S OPERATIONS MANUAL AND ASSOCIATED PROCEDURES TO MAINTAIN BEST PRACTICE MANAGEMENT IN POULTRY HUSBANDRY

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1. Waste Management

Purpose:

To ensure that all solid waste generated from activities on the site are managed and disposed of in a manner that will not endanger the environment and where possible, seeks to recycle and reuse material.

Scope:

All site operations

References:

POEO Act 1997 Requirements
All relevant Development Approvals
Environmental Protection Licence No: 2775

Responsibility:

All site personnel.

1.1. Disposal of Waste Material: (Solid Waste)

Solid waste from this site mainly consists of waste feed, IBC containers, packaging, bulka bags, pallets and feed samples. The storage of this waste has minimal risk of emitting an odour or presenting a risk to stormwater due to the following:

- ✚ Waste Feed – stored in bulka bags and held on site. This waste product is disposed of by either outside sources (taken by approved persons) or sent to landfill
- ✚ IBC containers - while often being used for storage of other product (such as tallow), the containers are held in a bunded storage area if containing free liquid. Containers holding solid material are held in a storage area behind the Silo area. Empty IBCs are stored for collection by Tank Management Services or local approved persons. IBCs in use within the dry goods area present no risk to stormwater as there is no drains within the plant area and hosing is not likely to occur
- ✚ Packaging – Ingredient plastic packaging are bulka bags, premix bags and clear shrink wrap. Clear shrink wrap is collected by Challenge Recycling. All other plastics are sent to landfill as no recycling option has been found. Bulka bags – the bags come onto site containing feed additives and ingredients are reused for the waste feed or sent to landfill as the recycling centre in Tamworth – Challenge are unable to continue to take them. The numbers of bulka bags sent for landfill are to be recorded on the Trade Waste & Landfill tab within the EMS Hub.
- ✚ Premix bags are sent to landfill as no recycling options are available at this time.
- ✚ Cardboard slip sheets from pallets are baled and sent to Challenge for recycling.
- ✚ Pallets – pine and plastic pallets are stored on site until they can be recycled or sent to TRC Landfill Facility. Plain pallets are collected by transport companies or other local approved persons. Individual timber pallets are recycled on an individual basis. CHEP pallets are

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rotated on site for use or returned to the Livestock Office.

- ✚ Feed Samples – these samples are held for a specified period (as required by QA) in a sample storage area. Once the samples have expired and require removal they are emptied and placed into the waste feed. The small plastic bags are sent to landfill via the industrial bins which is emptied on a weekly basis or as required

(Liquid Waste)

Liquid waste from this site consists of waste water from Taylex Septic system, Waste machinery oil, rancid product such as tallow liquid in the event of a spill in the bunded areas and rainwater that is collected in the outside bunded areas. The risk of odours from this type of liquid waste is minimal due to the following:

- ✚ Taylex Septic System – Unit contains chlorine tablets and is serviced every 3 months. The sprinkler system is moved so as to not allow a build-up in any one particular area. In the event of pump failure, to prevent overflow the unit is fitted with a flashing light that is highly visible from the plant. In the event that an issue is detected the servicing company will be contacted immediately and an incident report filed (EMS-F-007-NAT Incident and Complaints Action Sheet)
- ✚ Waste machinery oil – All spent oil is to be stored on site in an IBC container (stored in the main bunded area). Removed from site via Transpacific (or similarly licensed transporter) or taken to the Livestock Office to be placed with the stored oil on site at that location. To be recorded on the Weekly Site EMS Audit form when removed from site. A waste tracking docket to be obtained from the contractor removing the oil or if sent to Livestock Office, a copy of the tracking docket once sent for disposal.
- ✚ Rancid material – this type of material would be generally contained in an IBC container. An authorised transporter, such as Transpacific would be required to remove such product from site issuing the site with a fully completed tracking docket. These dockets are to be held on site
- ✚ Clean up spill in bunded area – in the case of such an event an authorised transporter, such as Transpacific would be required to remove such product from site, issuing a fully completed tracking docket. These dockets are to be held on site.
- ✚ Rain water in bunds – The rain water collected in the outside bunds is pumped into IBC’s and taken vacant property behind the feed mill.

It is evident that these methods of management are applied successfully as no complaints have been recorded relating to this type of incident.

1.2. Disposal of Used Chemical Containers:

The majority of chemicals used on this site is stored in IBC containers and are disposed of via landfill, used for storage of another product or recycled (sent off site to be used by persons for varying uses, e.g.: water storage)

Boiler Chemical drums – are returned to the supplier.

1.3. Management of Other General Waste:

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All other general waste (such as litter, cigarette butts etc) is to be disposed of into bins or similar containers located in the designated areas at the Feed Mill. These bins or similar containers are emptied into a larger industrial bin that is located towards the entry to the loading area. A waste contractor empties the industrial bin once a week or additionally as required and is taken to landfill.

Waste bins stored externally are to have lids which are to be kept closed when in use to prevent waste from being blown out of the bins, causing littering. If the industrial bin is full prior to collection day, then extra collections will be organised by the site management.

1.4. Management of Other Waste Recycling - Aluminium Drink Cans:

Aluminum cans are collected by staff and taken to a Return & Earn facility.

1.5. Recycling Toner Cartridges:

Office toner cartridges for the site printers (Ricoh) are recycled by sending back to Ricoh. Other cartridges from this site are taken to the Processing Plant who in turn sends them onto Planet Ark for recycling. Cartridges sent for recycling are to be recorded in the Recycling Tab in the EMS Hub.

1.6. Disposal of Formaldehyde Residue:

Not applicable

1.7. Use of Energy Saving Globes:

The Feed Mill will use energy saving globes where ever practicable to help reduce the use of non-renewable resources to meet the Mill's environmental KPIs. These globes will include fluorescent tubes, halogen globes & any other energy saving globes that will meet the site's requirements & standards while saving energy.

Waste globes & tubes are taken to the Processing Plant for collection and recycling. Number and type of globe is to be recorded Recycling Tab in the EMS Hub.

1.8. Disposal of Clinafarm Smoke Generators:

Not applicable

1.9. Burning of Waste:

This is not permitted without obtaining a Permit from the EPA and the local RFS and is discouraged on company premises

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MONITORING

- ✚ Volumes of waste that are taken off site are documented by receipts
 - with the exception of the cardboard and light globes/tubes
- ✚ Recycling recorded
- ✚ 3 monthly servicing on Taylex System
- ✚ Weekly EMS site Audit
- ✚ Weights recorded for waste feed at weighbridge
- ✚ Waste tracking docket



DOCUMENTATION

- ✚ Dockets showing removal of all waste and all recycling - EPA waste docket are to be kept on site
- ✚ Copies of current Waste Contractor Licences, if applicable
- ✚ Weighbridge information relating to waste feed
- ✚ EMS-F-007-NAT Incident and Complaints Action Sheet
- ✚ Service Report for Taylex System
- ✚ FDM-F-1027-TANFDM Weekly Environmental Site Audit Checklist
- ✚ Recycling Spreadsheet and Graph
- ✚ FDM-TI-1040-TANFDM Removal of Signage from IBCs - Correct Labelling
- ✚ Waste Classification Spreadsheet
- ✚ EMS Hub

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2. Management of Risk of Pollution to Waters:

Purpose:

To prevent pollution to waters (storm water and potable water) from activities occurring on site.

Scope:

All activities occurring on site

References:

POEO Act 1997 Requirements
Pesticides Act 1999
All relevant Development Approvals
Environmental Protection Licence No: 2775

Responsibility:

All site personnel

2.1. Amenities & Septic System:

All amenities waste water from the use of showers, basins and toilet at the mill (including the onsite house) are disposed of via the onsite sealed septic system. This system is serviced quarterly by authorized technicians and a report generated. Any recommendations are to be acted on immediately.

2.2. Vehicle Wash Down/ Sanitation:

Limited wash down facilities are available on site using only authorised truck wash. The only area vehicle wash down is permitted is in the area along the out loading roadway at the tap.

A hose is available at the tap near the truck overnight parking area for the purpose of rinsing the windscreen of dust and frost if required. This area is not for wash down of trucks.

At times, as directed by Senior Management, sanitation maybe required of the feed trucks wheels and undercarriage. The chemical used will be specifically approved by Senior Management and if a pesticide is used this must be recorded on a Pesticide Log (EMS-F-041-NAT Use of Pesticides Log).

2.3. Use of Chemicals:

All chemicals used as fungicides, bactericides, virucides must be registered (if required) and compliant to regulatory requirements of APVMA (Australian Pesticide & Veterinary Medicines Authority).

Extreme care needs to be exercised to ensure that correct dilutions are applied and that only essential quantities are used, not only to prevent wastage and health and safety problems, but also to be mindful of the quantity of water used during this process. For

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substances that are registered pesticides, **THE INSTRUCTIONS ON THE LABEL MUST BE STRICTLY FOLLOWED.**

Storage of chemicals needs to fulfil some essential criteria to minimize risks to the environment and to the health and safety of mill personnel. All chemicals are stored within/ on sufficient bunding. This will enable rapid detection of spills and prevent them from entering the environment.

It is important to ensure that only compatible chemicals are stored together and the required buffer distances (e.g. between acids and alkalis) are maintained. All chemical storage areas need to have the correct signage displayed and the current (i.e. less than 5 years old) Safety Data Sheets readily available in the event of accidents or spills.

At this location, the chemicals are stored in the designated Chemical Storage Area (main bunded area) along with the areas of use including the dry goods store and outside the boiler area. The chemicals are stored together in similar classes and are located on bunded pallets (all chemical outside the main bunded area) in quantities which do not exceed the amounts required for Dangerous Goods licensing.

Use of chemicals outdoors (e.g.: weed spraying) must be applied with due consideration to weather conditions, and wind strength and direction in particular, to avoid spray drift. A pesticides log to be completed (EMS-F-041-NAT).

2.3.1 Management of Spills:

There needs to be procedures in place to ensure prompt and effective clean-up of all spills, particularly hydrocarbons, (including fuel, oils) and chemicals. Adequate supplies of absorbent material (in this instance, appropriate spill kits) are stored on site at all times and used in the event of such a spill occurring. Chemical Safety Data Sheets (SDS) must be available on all sites for all chemicals used and clean up procedures followed in event of spills.

Three spill kits are located on site, situated as follows:

- ✚ Outside Maintenance Workshop
 - 240 ltr General Purpose Spill Kit
 - 240 ltr Hazchem Spill Kit
- ✚ Weighbridge
 - 240ltr General Purpose Spill Kit

Relevant staff are to be trained in the use of this spill containment material and signed off on Spill Response Task Instruction (EMS-TI-124-NAT) annually, as well as demonstration of competency normally addressed in the form of a mock spill which is documented on the Mock Spill Assessment Form (EMS-F-003-NAT). These mock spills are conducted every six months. Relevant staff are trained in Installation of Stormwater Drain Stopper (FDM-TI-1039-TANFDM) to prevent contaminants leaving the site via the stormwater drain.

2.3.2 Chemical Use on Site:

Approval of all chemicals is in conjunction with Senior Management. Chemicals used as disinfectants/ sanitisation at the mill are checked for registration with the Australian Pesticides & Veterinary Medicines Authority (**APVMA**) as they may be classified as a pesticide. If registration is not required, a letter stating the reason for this must be received from the chemical supplier and kept on file prior to use of the substance on the

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site. When assessing any new substances that may be put into use on the site, the national assessment form is to be followed: LVS-F-032-NAT Substance Pre Purchase Checklist.

Under Workplace Health & Safety Legislation, all Dangerous Goods in use are to be risk assessed annually

2.4. Application of Pesticides:

Where pesticides need to be applied to areas on the outside of the buildings, fence lines etc and for sanitisation, it is imperative that all instructions on the labels are read, understood and followed. Applications of this sort are completed by the Grounds Keeping Staff and the pest controller. Errors in such applications, where the spray is above the recommended concentration can not only cause health and safety problems for the staff, but may also endanger waterways nearby or local fauna and flora. All usage of these substances MUST be recorded on the Pesticides Log, form (EMS-F-041-NAT). Management and/ or supervisory staff must hold a ChemCert certificate, or equivalent.

For pesticides used inside the buildings, these are applied depending on use by specified measurement. Again, use must be recorded on Pesticides Log (EMS-F-041-NAT).

The Baiada Grounds Staff conducts the weed spraying. These staff also conducts the 6 monthly inspections for noxious weeds. These are recorded on form EMS-F-046-NAT Noxious Weeds Identification Inspection.

2.5. Storage of Hydrocarbons on Site:

Unleaded fuel is stored on site in a bunded area in the fire pump shed. The quantity on site would be approximately 40 litres at any one time, and this is used for the mower and wiper snipper use.

Diesel stored on site is kept in a bunded area in the fire pump shed. The quantity on site would be approximately 80 litres at any one time and is used for the auger at the bunker, the bunker truck, tractor for slashing and bobcat.

Any minor leaks or spills are cleaned up immediately by use of the appropriate absorbent spill material which is stored on site within the spill kit bin and then swept up when fully absorbed and disposed of in the waste bins on site, if appropriate. Bunding should be able to hold 120% of the total volume to be contained within the bund.

Any greases and oils required for operations are stored on bunding in the maintenance shedding.

2.6. Use of Chemicals in Sanitisation:

At times it may be required for bio-security purposes to sanitise the wheels and undercarriage of feed trucks entering the site. The chemical used in this sanitisation may vary depending on quarantine status. The wheel wash unit and area are checked during the Weekly EMS site audit (FDM-F-1027-TANFDM).

Soil sampling maybe carried out to assess possible build-up of chemical residue in the discharge area if sanitisation is in place for an extended period. To ascertain the build-up

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a control sample would be also taken for comparison.
The area is checked for possible erosion and remedial action taken if required. If a registered pesticide is used the Pesticide Log must be completed (EMS-F-041-NAT Use of Pesticides Log).

2.7. Vehicle Movement / Parking Areas:

All visitor and staff movements are directed towards the designated staff car parking area. This area is checked weekly as a minimum for any oil leaks. If detected, they are reported and cleaned up in a proper manner. (FDM-F-1027-TANFDM Weekly Environmental Site Audit Checklist)

Trucks enter the site by only one entry however, move through different areas depending on the reason for being on site. Inwards Goods move from the weighbridge to the Pitt unloading area. Feed trucks move from the weighbridge to the Loading Area. These areas are all checked weekly during the Weekly EMS site audit.

2.8. Installation of Backflow Devices:

There is one backflow device on site to the mains water supply to ensure containment of supply. This unit is inspected annually and documentation is kept on site with copies supplied to the Council.

External Pipe work Posing Threat to Stormwater Systems:

There is pipe work for the supply of additives to feed (near boiler area) and the canola & alimint tanks that have the potential to rupture, however the risk is very low as these pipes are located close to the building and present a very small chance of damage by forklift, trucks etc.

Pipe work from the tallow storage tanks (2 x 20 ton tanks) is located from the tanks to the processing area. These pipes run high up and are located in an area that is restricted to forklift access only. With the height of these pipes it would be very unlikely to incur damage.

A leak in any of these pipes would be detected promptly. The pressure in these pipes is low.

2.9. Storage of Water on Site:

One storage water tank is located on site for the purpose of storage of fire water holding approximately 500,000 litres. This is checked during the weekly site audit. This water is can also be used if the external water supply is interrupted to allow for continual operation.

2.10. Forklift & Tractor Maintenance

Forklifts are used on site on a daily basis for unloading trucks, loading feed additives into the system, moving bulka bags around site etc. Daily checks should be made by on site staff to ensure the machinery is in good working order, completing OHS-FRM-504.1-NAT Forklift Checklist. Servicing is carried out by the supplying contractor. Copy of service reports to be kept on site.

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Tractors can be on site for the purposes of mowing the surrounding grounds and are checked and maintained by the Grounds staff. Tractors are sent for regular servicing. No servicing is carried out on site.

Skidsteer/Bobcat is used on site on an as required basis for sweeping of roadways and cemented areas. Checks should be made by on site staff prior to use, to ensure the machinery is in good working order, completing WHS-FRM-504.1-NAT Forklift Checklist, but inserting Skidsteer/Bobcat in place of Forklift. Servicing is carried out by owner of plant. Copy of service report to be kept on site.



MONITORING

- ✚ WHS-FRM-504.1-NAT Forklift Checklist
- ✚ EMS-F-041-NAT Use of Pesticides Log
- ✚ Noxious Weeds Identification Inspection
- ✚ EMS-F-013-NAT National Monthly Spill Kit Checklist Chemical and Fuel
- ✚ Weekly EMS Audit
- ✚ Servicing of Septic System
- ✚ Annual Stormwater Sampling



DOCUMENTATION

- ✚ Current Safety Data Sheets for all chemicals /substances on site
- ✚ Chemical and Dangerous Goods Manifest
- ✚ EMS-TI-124-NAT Spill Response
- ✚ EMS-F-003-NAT Mock Spill
- ✚ EMS-F-041-NAT Use of Pesticides Log
- ✚ EMS-F-013-NAT National Monthly Spill Kit Checklist Chemical and Fuel
- ✚ LVS-F-032-NAT Substance Pre Purchase Checklist
- ✚ Forklift/Skidsteer service reports
- ✚ WHS-FRM-504.1-NAT Forklift Checklist
- ✚ Service report Septic system
- ✚ FDM-F-1027-TANFDM Weekly Environmental Site Audit Checklist
- ✚ EMS-F-046-NAT Noxious Weeds Identification Inspection
- ✚ EMS-SOP-231-NAT Noxious Weeds Identification
- ✚ FDM-TI-1039-TANFDM Installation of Stormwater Drain Stopper
- ✚ EMS Hub

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3. Use of Water:

Purpose:

To be aware of areas which require high water use and to minimise use thereof

Scope:

All activities occurring on site

References:

All relevant Development Approvals.
Current water restrictions, where applicable
POEO Act 1997 Requirements

Responsibility:

All site personnel

3.1. Water Usage:

Water is supplied by Tamworth Regional Council and is used during the following operations

-  Amenities, toilet and shower facilities
-  Truck Sanitation
-  Washing of trucks & washing truck windscreens (limited)
-  Operation of Boiler
-  Use as a feed additive

It is policy that all water leaks are immediately repaired once detected as a matter of urgency. Further checks are conducted during the weekly EMS site audit.

The water usage is monitored approximately at the same time weekly and recorded on site. It is calculated per litres used with targets set to work against.

Use of hoses task instruction (EMS-TI-055-NAT) is to be completed by all staff on site.



MONITORING

-  Weekly Electricity, Water & Gas Readings
-  EMS Hub
-  Weekly Site Audit



DOCUMENTATION

-  Weekly Electricity, Water & Gas Readings
-  FDM-F-1027-TANFDM Weekly Environmental Site Audit Checklist
-  EMS-TI-055-NAT Use of Hoses
-  EMS Hub

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4. Waste Water Management:

Purpose:

To manage liquid waste on site in such a manner that the environment is protected from harm

Scope:

All activities occurring on site

References:

POEO Act 1997
All relevant Development Approvals
Environment Protection Licence No: 2775

Responsibility:

Mill Management

4.1. Management of Waste Water:

Chemical dosing is required for the operation of the onsite boiler/s. Levels outside the required operating standards are remedied by increased boiler blow down or increased chemical dosing.

Waste water is generated from the boiler blow down process. The water is pumped directly from the boiler to the two storage dams located away from the facility. The dams are tested yearly to ensure the concentrated levels are not excessive. Dams and surrounding area are visually inspected and recorded on monthly basis or after a high rain event.

A first flush system is to be installed during the future upgrades.

All waste water from the use of showers, basins and toilet at the mill (including the onsite house) are disposed of via the onsite sealed septic system (Taylex System). This system is serviced quarterly by an authorized technician and a report generated. Any recommendations are to be acted on immediately.

Rain water is collected in the outside bunds. This water (if clean rain water only) is pumped into spare IBC's and the vacant property behind the mill.

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MONITORING

- + Boiler/s servicing
- + 3 monthly servicing of septic system
- + Yearly testing of dam water
- + Monthly visual inspection of dam area
- + Weekly EMS Site Audit



DOCUMENTATION

- + Boiler service reports
- + Septic System service reports
- + Test results for dams
- + FDM-F-1027-TANFDM Weekly Environmental Site Audit Checklist
- + EMS Hub

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Template No:	BAI-TMP-016-NAT	Issue No: 1	Issue Date: 31/08/2018

5. Noise Management:

Purpose:

To manage and operate the site to meet legislative requirements and to ensure minimal noise impacts at receivers.

Scope:

All activities occurring on site

References:

POEO Act Requirements / Site Environment Protection Licence
All relevant Development Approvals
Environment Protection Licence No: 2775

Responsibility:

All site personnel and contract drivers

5.1. Managing Noise:

Certain activities are identified as possible noise pollutants, and need to be managed with this in mind. Good communication between feed delivery drivers, staff, onsite contractors and other transportation facilitators will ensure that all are made aware of the potential conflicts caused by inconsiderate vehicle use. Some practices to be conscious of include:

- All speed limits must be adhered to.
- The use of truck air/ exhaust brakes should be avoided
- Truck and machinery reversing beepers should be operated to maintain personnel safety but not in a manner that will cause off site impacts
- Maintain equipment, such as fans, machinery, etc to meet noise requirements
- Where necessary and available, mufflers should be fitted to noisy machinery
- Doorways to be closed where possible and all closed during evening periods

Note that all truck movements to and from the site have the potential to cause nuisance to neighbours. Front gates are automatically locked as per set times directed by Site Manager. Access to site outside of normal working hours is by access code only.

All staff to complete FDM-SOP-1001-TANFDM Noise Compliance six monthly.

All Incoming goods drivers and Finished Feed Drivers are to complete FDM-F-1030-TANFDM – Driver Induction two yearly.

Contractors are to complete FDM-F-1036-TANFDM – Contractor Site Familiarisation two yearly.

5.2. Noise Limits:

Noise limits from the premises shall not exceed limits stated in the site's Environmental Protection Licence.

These limits are as follows:

Location 1 (Rosebank): Day (7am-6pm) 38db

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Evening (6-10pm) 37db
 Night (10pm-7am) 35db
 Night LA1 (1 minute) 45db

Location 2 (Any other affected residence) Day (7am-6pm) 38db
 Evening (6-10pm) 37db
 Night (10pm-7am) 35db
 Night LA1 (1 minute) 45db

Noise from the premises is to be measured at the boundary to determine compliance. With the LA1 (1 minute) noise limits (as above) the noise measurement equipment must be located within 1 metre of a dwelling façade.

Any breaches are to be recorded on an Incident report (EMS-F-007-NAT Incidents and Complaints Action Sheet)



MONITORING

- ✚ Weekly EMS site audit
- ✚ Records of any noise monitoring conducted, including onsite noise monitoring device



DOCUMENTATION

- ✚ Complaints Register on Syd fp-01/Sydney / Environmental / Group Incidents & Complaints (year)
- ✚ EMS-F-007-NAT Incidents and Complaints Action Sheet
- ✚ FDM-F-1027-TANFDM Weekly Environmental Site Audit Checklist
- ✚ FDM-SOP-1001-TANFDM Noise Compliance
- ✚ FDM-F-1013-TANFDM Conditions of Entry
- ✚ External Contractor 6 monthly noise monitoring report

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6. Management of Air Quality:

Purpose:

To manage emissions to air to prevent deterioration of air quality resulting from site operations, including minimization of odours

Scope:

All site operations

References:

POEO Act 1997 Requirements
All relevant Development Approvals
Environment Protection Licence No: 2775

Responsibility:

All site personnel

6.1. Fumes from Operations- Boiler Stack & Cyclones:

The boiler stack is identified in the EPL as a possible discharge point for emission of pollutants. The optimum operation of the boiler/s is imperative for the reduction of possible pollutants. The boiler/s are serviced 3 monthly and checked daily by the onsite boiler operator and/or maintenance staff. (Refer to FDM-F-1026-TANFDM Boiler Maintenance Daily-Weekly Test and Fault Log)

The cyclones located in the roof are also identified as a possible emission site. The mill has 2 pelleters with cyclones and exhaust stacks for removal of dust particles from the air stream from the feed cooling process.

Future upgrades will include the installation of a further pelleter and cyclone.

6.2. Use of Unleaded Fuel & Diesel:

The use of fuels needs to be streamlined to minimise use where possible as these are non-renewable resources and also the use of these generates carbon monoxide and other substances which are emitted to the atmosphere.

NGER reporting is required on an annual basis for the usage of ULP and Diesel fuels.

On site the following equipment runs on unleaded fuel:

- ✚ Wiper Snipper (used by Grounds staff – as required)
- ✚ Lawn Mowers (used by Grounds staff – as required)
- ✚ Backpack Blower (used by Cleaner – as required)

On site the following equipment runs on diesel fuel:

- ✚ Tractor with slasher (mowing of surrounding area)
- ✚ Truck to move grain from the bunker area to plant

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- ✚ Auger to move grain from the bunker to the truck
- ✚ Bobcat use on site, when required

All units are maintained to ensure efficient running.

6.3. Potential for Leak from Refrigeration Equipment:

There are a number of reverse cycle air conditioners on site all of which are serviced by a contractor. These are recorded in the EMS Hub (Refrigerant Gas Register) including the type and quantity of gas used.

6.4. Potential Odour Issues:

No condition of the site's EPL identifies a potentially offensive odour source. However, under section 129 of the POEO Act 1997 a licensee must not cause or permit the emission of any offensive odour from the premises. All efforts are to be made to ensure no offensive odours are created and the following will assist:

- ✚ Ensure covers on bunkers do not allow the grain to become wet
- ✚ Site is kept clean and tidy
- ✚ Waste bin have lids closed at all time and emptied on a regular basis
- ✚ Machinery is well maintained

6.5. Potential Leak of LPG

LPG tank is held on site for the purpose of the operation of the forklift. If a leak was to occur it would be minimal. The cylinder is located off the roadway near the entry of the load out area with security bollards in place.

Dust Emissions:

The premises must be maintained in a condition which minimises or prevents the emission of dust from the site. Trees and shrubs have been planted around the site to assist in filtering dust and preventing off site impacts from occurring.

Certain activities which may cause dust emissions are as follows;

- ✚ Exhaust air to atmosphere from the cyclones in the roof with a limit as stated in the EPL of 100 (milligrams per cubic metre) solid particles
- ✚ Traffic movement on the road within the site. Roads are to be maintained and repaired when required. Speed limits are to be adhered to.

6.6. Potential Leak of Natural Gas:

Natural gas is used for the running of the onsite Boiler/s. The boiler/s is serviced every 3 months by a service contractor. Gas readings are taken weekly and recorded. Readings are graphed for comparison. A leak would be detected via the weekly EMS Site audit promptly and the appropriate Gas supplier contacted to have a serviceman attend site. In the event of an emergency, gas isolation has been trained to all relevant staff on training document, FDM-TI-1035-TANFDM Isolation of Natural Gas Main Line.

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Template No:	BAI-TMP-016-NAT	Issue No: 1	Issue Date: 31/08/2018



MONITORING

- ✚ Central Register of Odour Complaints / Incident & Complaints Reports
- ✚ Weekly EMS Site audit
- ✚ Boiler servicing



DOCUMENTATION

- ✚ EMS-STD-009-NAT Environmental Incidents and Complaints Handling and Recording
- ✚ EMS-TI-126-NAT Receiving and Recording Environmental Complaints and Incidents
- ✚ EMS-F-007-NAT Incident and Complaints Action Sheet
- ✚ EMS-F-041-NAT Use of Pesticides Log
- ✚ FDM-F-1027-TANFDM Weekly Environmental Site Audit Checklist
- ✚ Service report for Boiler/s
- ✚ FDM-F-1026-TANFDM Boiler Maintenance Daily-Weekly Test and Fault Log
- ✚ FDM-TI-1035-TANFDM Isolation of Natural Gas Main Line
- ✚ EMS Hub

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7 Use of Power:

Purpose:

To be aware of areas which require high energy use and to minimize use thereof.

Scope:

All activities occurring on site

References:

Energy Efficiency Opportunities Act 1996
National Greenhouse and Energy Reporting Act 1997

Responsibility:

All site personnel

All activities listed below involve use of power. Areas will be identified where power usage can be minimized:

ACTIVITY

Extraction Fans Pelleters Various pumps Fridges	Keep fan blades clean
Auger Motors Grain Grinder Use of hand-held grinder Electric welder Various workshop tools Hot water service Weighbridge Scales	When replacing motors use more efficient type
Various motors Running of small air conditioners Lighting – internal and external	When replacing motors use more efficient type Run only when required Turn off when not required
Water Cooler Computer/ Printer/Fax Cordless Phones Pie Warmer	Turn off when not required

A power correction factor unit is being investigated for this site.

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MONITORING

- Weekly monitoring/ recording of electricity use
- Cleaning Schedule



DOCUMENTATION

- Recorded weekly readings
- FDM-F-1014-TANFDM Tangaratta Stockfeeds Cleaning Schedule
- EMS Hub

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8. General Environmental Issues:

8.1 Procedure for Environmental Complaints:

Refer to procedures on Environmental Incidents and Complaints Handling & Recording (EMS-STD-009-NAT & EMS-TI-126-NAT) and EMS-F-007-NAT Incident and Complaints Action Sheet

8.2 Notification of Environmental Incidents:

All such incidents which occur on site are to be notified immediately to the National Environment & Sustainability Manager, to the National Feed Mill Manager and / or to the Divisional Manager and the appropriate regulatory authority will be informed by them, where applicable.

An incident report is to be filed and the PIRMP implemented if required.

8.3 Nuisance generated from Lights:

Spillage of light must not cause nuisance to amenity of adjoining landholders or neighbours. Security and pick up lighting must also be managed to minimise impacts, which can be achieved by:

- Appropriately planted and maintained vegetative screens
- Earthen banks
- Constructed walls
- Lighting can be shielded or angled away from nearby residences

8.4 Landscaping:

Surrounding the site is a number of trees to assist with the reduction of noise, dust and odour leaving site. The ground around the site is maintained by Company Grounds staff and is mowed regularly. The weekly site audits check the status and any work required is scheduled and carried out as soon as possible

8.5 Recycling Programs:

It is possible to recycle the following:

-  Boiler chemical drums- sent back to the supplier
-  Recycling or re-use of printer cartridges, aluminium cans, cardboard, clear plastic wraps, paper and IBC containers already occurs on site

Recycling programs will be reviewed 6 monthly and implemented where possible as part of the EMP. A register is to be held on site to record all volumes of recycled waste.

8.6 Housekeeping:

Good housekeeping management practices will compliment good environmental management and will not only enhance the site appearance, but will benefit the environment. The importance of good housekeeping cannot be stressed enough, and will

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flow onto benefits in other areas, including performance issues and compliance with workplace health and safety obligations. This is monitored via the cleaning schedule.

To this end, the weekly site audit checks against operational performance and in the EMS Hub. Checks as to the standard of these audits and the level of performance are to be performed by the Feed Mill Manager at least once a month.

8.7 Environmental Reporting

Type of Report	Frequency	Government Authority	Responsible Person
National Pollutant Inventory	Annual – due 30 September	Local State NPI office.	Mill Manager
EPL Annual Return	Annual – due August	NSW EPA	Mill Manager
Backflow Calibration	Annual – due April	Tamworth Regional Council	Mill Manager
AFSS	Annual – due June	Tamworth Regional Council & Fire Brigade	Mill Manager
NGER	Annual – due October	Clean Energy Regulator	Environment & Sustainability Manager
AEMR	Annual -due December	NSW EPA & Tamworth Regional Council	Mill Manager
Noise Monitoring	6 monthly – due Mar / Sept	NSW EPA	Mill Manager
Reporting for Future Upgrades			
Point 1 – Boiler Stack	Sampling within 3 months of commissioning	NSW EPA	Mill Manager
Point 2 – Multiple cyclones	Sampling within 3 months of commissioning	NSW EPA	Mill Manager
Point 3 – Overflow outlet pipe for First Flush Pit	As soon as practicable after discharge commences	NSW EPA	Mill Manager
Point 4 – First flush disposal area	Phosphorus Sorption Capacity – Initial sample to establish background then test every 3 years Other testing annually + specific sub soil testing every 3 years	NSW EPA	Mill Manager

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MONITORING

- ✚ Volumes of material taken for recycling.
- ✚ Weekly Site Audits.
- ✚ Cleaning Schedule



DOCUMENTATION

- ✚ Current Australian Packaging Covenant Action Plan and Annual Reports
- ✚ EMS-F-007-NAT Incidents and Complaints Action Sheet
- ✚ EMS-STD-009-NAT Environmental Incidents and Complaints Handling and Recording
- ✚ EMS-TI-126-NAT Receiving & Recording Environmental Complaints and incidents
- ✚ FDM-F-1027-TANFDM Weekly Environmental Site Audit Checklist
- ✚ FDM-F-1014-TANFDM Tangaratta Stockfeeds Cleaning Schedule
- ✚ EMS Awareness for Supervisors
- ✚ EMS Awareness for Employees
- ✚ EMS-TI-127-NAT Completion of Annual Return
- ✚ EMS-TI-001-NAT Stormwater Sampling Procedure
- ✚ EMS Hub

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9. Emergency Situations:

Feed Mill staff (where applicable) are to be instructed in procedures concerning the following situations:

- ✓ Fire – Refer to FDM-EMP-100-TANFDM Emergency Procedure Manual Tangaratta Stock Feeds in particular the Pollution Incident Response Management Plan (PIRMP)
WHS-TI-1043-TANFDM Fire Water Retention
- ✓ Management of Spills (Chemical spills, fuel spills etc) – refer to FDM-EMP-1001-TANFDM Emergency Procedure Manual Tangaratta Feed Mill
WHS-TI-1043-TANFDM Fire Water Retention
- ✓ Disease outbreaks (including the procedure for Notifiable Diseases) – refer to the National Livestock Manager
- ✓ Natural Disaster – FDM-EMP-1001-TANFDM Emergency Procedure Manual Tangaratta Feed Mill
- ✓ Water back up supplies (fire water) – Water is stored in a tank on site which would have enough supply to attend to a fire on site
- ✓ Procedure for alarm call outs – This is shared between the Mill Manager and other authorised personnel.

Such training, when completed to the required level of competence, is to be documented on the site training matrix and the staff training folder.



MONITORING

- ✚ Six monthly Mock Spills
- ✚ Six monthly Evacuation Drills
- ✚ Monthly monitoring of site Training Matrix



DOCUMENTATION

- ✚ Refer to Emergency Procedure Manual
- ✚ Emergency Drill Assessment Form (located in Emergency Manual FDM-EMP-1001-TANFDM)
- ✚ EMS-F-003-NAT Mock Spill Evaluation Form
- ✚ Site Training Matrix
- ✚ BAI-TRA-003-NAT National Training Register
- ✚ PIRMP Quiz
- ✚ WHS-TI-1043-TANFDM Fire Water Retention

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10. Mill Contingency Plan:

10.1 Fire:

In the event of fire which would render the mill inoperable, the contingency would be to increase productivity of feed across the region to cover lost production. Potential impact on neighbouring properties may result from smoke and odour. Lost product removed to rendering, composting or landfill.

Preventative procedures are in place, such as:

- ✚ Fire extinguishers, hoses and blankets checked at six monthly intervals.
Audible alarms are checked monthly by an external contractor
- ✚ Evacuation drills carried out at least every 6 months
- ✚ Fire Warden and Fire Extinguisher training every 12 months

10.2 Environmental Incident

Site operates under an Environmental Protection Licence with strict restrictions relating to operation. A breach of these restrictions can result in the EPA taking action against the company and subsequently effecting the overall operation on this site.

All environmental incidents are to be reported to management and recorded. A PRIMP is in place (Emergency Procedure Manual) with a drill conducted every 12 months for the mill complex.

Mill manager is trained in PRIMP and the requirements of the site's EPL. The Mill Manager is to contact the National Mill Manager or NESM in the event of any/all environmental incidents.

In the event of a major incident the Mill Manager is to contact the National Mill Manager immediately advising of the issue. The management staff will then contact Senior Management to advise of the incident. The Mill Manager will continue to address the incident on site while taking all possible steps to protect the mill and the environment while conducting all actions in a safe manner.

10.3 Power Supply Failure

There is no backup generator on site. In the event of a power failure the site would shut down.

10.4 Water Supply

A 500,000 litre tank is situated on site for the purpose of water supply in the event of a fire. This water can be used to supply the site if mains water was interrupted.

The tank can be filled externally by a water tanker if needed.

10.5 Disease Issues

In the event of a disease outbreak in the region, that require the farms to be isolated, movement onto the farms by the feed trucks would be restricted. This direction would be given by senior management.

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The following steps are in place:

- ✚ Spray unit in place before load out area for the purposes of sanitisation via spraying the wheels and undercarriage of the feeds trucks prior to loading. Food grade sanitiser is used.
- ✚ Quarantine order – released weekly
- ✚ A wheel wash at the front entry is proposed for future upgrades

10.6 Maintenance

Maintenance is carried out by Baiada Maintenance staff or specialised external contractors, who are all inducted to site.

10.7 Workforce disputes/ Employment Agency Termination

In the event of any grievance or dispute this site has an Enterprise Agreement in place. Other Baiada staff could be sourced from other areas of the Livestock business (quarantine permitting) if additional staff was required for production in the event of a dispute.

Agency staff withdrawals will result in the use of other employment agencies where needed.

10.8 Bush/ grass fire around facility

Areas around the facility are to be kept clear and free from long grass and combustible materials. Surrounding paddocks are kept clean.

In the event of a bush/grass fire, call 000 for the fire brigade immediately and notify management (NESM & National Feed Mill Manager) after calling emergency services.

10.9 Disruption to LPG or Natural Gas

LPG is used on site for the running of the forklift. A storage tank is located near the entry to the load out area and is filled as required by an external company. In the event of this storage cylinder leaking it would be isolated and a replacement tank sort or repaired. Forklift cylinders could be brought on site to allow no disruption to operation.

A disruption to the natural gas supply would result in the shutdown of the boiler and subsequent eventual shut down of the plant if the disruption was for some time.

10.10 Interruption to the delivery of feed

Alternate access to the site could be via the rear of the property through Bowlers Lane 1 farm if entry to site is restricted due to the reason of a disruption.

If feed not available from Tangaratta Stock Feeds alternate feed supply can be sourced from Cardiff Feed Mill, Hanwood Feed Mill or an external feed supplier.

10.11 Storm damage

Storm damage can occur to the facility resulting in not only damage to the roofing/ walls but also this can result in a possible damage to feed/ additives. Water entering the mill

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from damage has the potential to cause odour if the water is to enter any of the silos or feed bins.

Do not approach a damaged building if it is not safe to do so. Be mindful of sheets of tin and debris that can be flown around by strong winds. Secure loose sheeting (only if safe to do so).

If the damage is too great, or if it will take some time to complete repairs, it may be necessary to shut the facility down.

10.12 Notification (Management)

In the event of an incident, management MUST be notified immediately, every time. A call must be made to the National Feed Mill Manager or NESM and an incident report completed (EMS-F-007-NAT Environmental Incidents & Complaints Action Sheet). Refer to the site's PIRMP/ Emergency Procedure Manual.

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11. Amendment Register:

Ref No.	Documentation	Amend Date	Type of Amendment	By Whom	Storage
V01	Document Written	17 Feb 14		CTY WHS/EMS Administrator	Lotus Notes
V02	Whole Document	18.6.2014	Document Review	CTY WHS/EMS Administrator	Lotus Notes
V03	Whole Document	14.8.2014	Document updated	CTY WHS/EMS Administrator	Lotus Notes
V04	Whole Document	26.11.2014	Document updated	CTY WHS/EMS Administrator	Lotus Notes
V05	Whole Document	05.08.2015	Document updated	BER Compliance Coordinator	Lotus Notes
V06	Whole Document	02.11.206	Document Reviewed	TSPL Compliance Coordinator	Lotus Note
V07	Whole Document	24.04.2018	Document Reviewed and Updated	TSPL Compliance Coordinator	Lotus Note
V08	Whole Document	15.02.2019	Document reviewed and updated	Compliance Coordinator	ELO
V09	Whole Document	31.10.2019	Document reviewed and updated	Compliance Coordinator	ELO
V10	Whole Document	17.01.2020	Document reviewed and updated	Compliance Coordinator	ELO
V10	Whole Document	23.01.2020	Document reviewed and updated	Compliance Coordinator	ELO
	Enviro Ops Manual – all sections	29 Oct 20	Review of Document	LVS & Compliance Officer	ELO
Issue 6	Review	29 Jun 21	Review of Emergency Situation, Reporting, pollution of waters, Managing Noise	Compliance Co Ordinator	ELO
Issue 7	Update	22 Oct 21	Updated Environmental Reporting	Compliance Co Ordinator	ELO
Issue 8	Update	5 May 22	Updated Disposal of Waste Material	Compliance Co Ordinator	ELO

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Issue 9	Review	31 Oct 22	Updated – Induction headings, disease issues and maintenance	Compliance Co Ordinator	ELO
Issue 10	Review	16/5/23	Updated – 8.7 Environmental reporting removed APAC & EEO	Compliance Co Ordinator	ELO
Issue 11	Review	19/10/23	Updated – 6.2 , 8.5 & 8.7	Compliance Co Ordinator	ELO

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