



Department of
Primary Industries



Appendix 2

Decommissioning Emergency Protocol

Prepared Jointly By:

NSW Department of Primary Industries

&

Huon Aquaculture Company Pty Ltd

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1 Introduction

The Decommissioning Emergency Protocol enables prompt and effective responses to emergency situations. The Decommissioning Emergency Protocol includes qualified personnel, specific actions to be undertaken in response to different emergency situations and reporting requirements.

In accordance with consent condition C7 of the State Significant Infrastructure Approval SSI-5118 (now SSI-5149), the Decommissioning Emergency Protocol outlines contingency measures and procedures to be implemented to respond to emergencies, such as:

- Oil/ fuel/ chemical spillage;
- Mooring breach/ aids to navigation break-away;
- Vessel grounding;
- Person overboard.

If an emergency situation occurs during the decommissioning stage of the Marine Aquaculture Research Lease, NSW DPI / Huon MARL Decommissioning Team will immediately implement the measures contained within the Decommissioning Emergency Protocol to mitigate the risks or impacts.

2 Contingency Measures and Protocols for Emergencies

An emergency incident is an unplanned or uncontrolled sequence of events resulting in property damage, environmental impact, injury and/or illness or has the potential to do so. In the event of an emergency the following emergency services should be contacted:

- **PHONE 000 (TRIPLE ZERO) - DESCRIBE THE EMERGENCY AND LOCATION**

Upon identifying any emergency, it is essential that all personnel are aware of the immediate actions that need to be taken. A thorough understanding of the Decommissioning Emergency Protocol is critical to ensure that the appropriate emergency services and personnel are notified and that the required actions are implemented immediately.

After contacting the relevant emergency services, personnel working within the area need to be notified about the immediate danger. Depending upon the situation, this will usually be completed by sounding the emergency siren on large vessels or informing crew on smaller vessels.

For emergencies on the MARL lease, all personnel should congregate at the Emergency Evacuation Assembly Point on the vessel if applicable. Personnel on smaller vessels in and

around the lease should manoeuvre well away from any immediate danger unless they are involved in the emergency response.

All employees, contractors and subcontractors working on the MARL will be informed about the Emergency Protocol. Appropriate personnel will receive training to ensure they are competent to carry out the responsibilities assigned to them. Upon receipt of emergency advice, trained personnel working on the lease will initiate the applicable procedures outlined for the relevant emergency.

The Decommissioning Emergency Protocol is an overarching plan which provides an overview of the potential emergency risks associated with the construction, deployment and operations of the MARL. To support the Decommissioning Emergency Protocol, specific policies, procedures and/or safe work method statements will be developed to inform in detail the prevention, management and response for emergency events.

These policies, procedures and/or safe work method statements will include but not limited to:

- Purpose of the policies, procedures and/or safe work method statements;
- Scope;
- Objectives;
- Relevant documentation including legislation;
- Responsibilities and associated training;
- Procedures;
- Review requirements; and
- Recording keeping and reporting.

Port of Newcastle

If an emergency occurs within the Port of Newcastle, the Port Authority NSW (PANSW) must also be contacted immediately in addition to emergency services and NSW DPI:

- **PHONE THE PANSW VESSEL TRAFFIC INFORMATION CENTRE (VTIC) on (02) 4929 3890 and DESCRIBE THE EMERGENCY AND LOCATION.**

2.1 Oil, Fuel and Chemical Spillage

NSW DPI / Huon MARL Decommissioning Team is committed to placing a high priority on the safety of people, marine life and the environment in an oil, fuel or chemical spill event. To ensure this outcome NSW DPI / Huon MARL Decommissioning Team is committed to

providing sound spill control management procedures, including planning, hazard control and appropriate training for the level of responsibility.

NSW DPI / Huon MARL Decommissioning Team will make every reasonable effort to:

- Eliminate / minimise reasonably foreseeable risk of harm to the environment and/or persons;
- Comply with relevant health, safety and environmental legislation and guidelines; and
- Make appropriate resources available to prevent spills from occurring and appropriately respond to spills if they occur.

The potential for oil, fuel and chemical spills associated with the operation of the Marine Aquaculture Research Lease (MARL) are unlikely but an emergency response plan is in place.

Marine Based Sites

NSW Roads and Maritime Services (Transport NSW) is the appropriate regulatory authority under the *Protection of the Environment Operations Act 1997* (POEO Act) for pollution (including fuel and oil spills) from vessels. Transport NSW will be contacted immediately if any pollution is detected. The NSW Environment Protection Authority (EPA) administers this act and will also be contacted immediately.

In the event of a large scale and/or severe pollution incident involving fuel, oil or chemicals, the event will be managed in accordance with the *NSW State Waters Marine Oil and Chemical Spill Contingency Plan* (NSW Marine Spill Plan) (Transport for NSW, 2012). The NSW Marine Spill Plan categorises fuel, oil and chemical spills and the responses into 'tiers' and 'levels' to ensure there is a response appropriate to the scale of the incident. Factors such as the type of fuel, oil and chemical, magnitude of spill, available resources, as well as immediate and potential threats to human health and the environment, influence the scale of the response (Transport for NSW, 2012).

The combat agencies responsible in the event of an oil, fuel and chemical spill are:

- Fire and Rescue NSW – for events in the estuary of Port Stephens including the Nelson Bay Marina.
- Newcastle Port Corporation – for waters from Newcastle harbour to Fingal Head.
- NSW Roads and Maritime Services – for waters north of Fingal head including the MARL site.

2.1.1 Overview of Incident Response

As stated by Transport for NSW (2012), the aim of responding to maritime incidents is to minimise damage to the environmental and socio-economic resources and reduce the time required for the recovery. As every incident is different, the NSW Marine Spill Plan must be flexible in its implementation so as to respond to the incident in the most effective and timely manner (Table 1). Once a maritime incident occurs, the typical protocol for responding as stated in the NSW Marine Spill Plan is as follows:

1. Notify agencies of the maritime incident;
2. Assess the situation and distribute information to relevant agencies;
3. Establish an incident control centre (ICC) and incident management team (IMT) using Oil Spill Response Incident Control System (OSRICS);
4. Depending on the type of maritime incident some or all of the following may be required:
 - Ensure the safety of ship's crew and responders;
 - Stabilise the ship in order to prevent an oil spill and protect cargo. This is usually the responsibility of a salvage company engaged by the ship owner;
 - Stop or minimise the amount of pollutant being spilt and/or cargo being lost. This usually the responsibility of a salvage company;
 - Monitor the movement of the pollutant and let it disperse naturally;
 - Containment and recovery of the pollutant as close to the source as reasonable possible;
 - Disperse the pollutant using approved dispersants;
 - Protection of sensitive resources;
 - Shoreline clean up;
 - Responding to affected wildlife; and
 - Waste management and disposal.
5. Termination of the response.

Table 1: Emergency Protocol for oil, fuel and chemical spills (Source: AMSA & NSW DPI, 2016).

EMERGENCY PROTOCOL

OIL / FUEL / CHEMICAL SPILL		
Pen and Moorings Manager	Assistant Manager (master/coxswain)	All crew / staff
<ul style="list-style-type: none"> Assess situation Notify appropriate authorities (i.e. Transport NSW, Newcastle Port Corporation, NSW DPI, NSW EPA) Coordinate all operations until the combat agency is notified and an Incident Controller is appointed. Inform all crew Consider issuing lifejackets Record and prepare incident report as soon as practicable <ul style="list-style-type: none"> Record position Weather conditions Type of spill Approximate quantity <p>Immediate assistance: Local VTS (VHF 16) Emergency Services (000)</p>	<ul style="list-style-type: none"> In charge of recovery activities If able, isolate spill For volatile oils, fuel or chemicals, isolate and keep crew away from spill <ul style="list-style-type: none"> Be aware of H₂S gas Make safe the area around the spill If available, deploy boom (on order from Pen and Moorings Manager), utilise crew as required 	<ul style="list-style-type: none"> Report to relevant manager at scene Provide all support to manager and crew

Incident reporting shall comprise the following:

- the time, date, nature, duration and location of the incident,
- the location of the place where pollution is occurring or is likely to occur,
- the nature, the estimated quantity or volume and the concentration of any pollutants involved, if known,
- the circumstances in which the incident occurred (including the cause of the incident, if known),

- the action taken or proposed to be taken to deal with the incident and any resulting pollution or threatened pollution, if known,
- other information prescribed by the regulations.

No matter what the type of maritime incident the following must also be managed:

- Safety of responders and the public;
- Media liaison; and
- Community liaison.

These aspects are managed within the OSRICS (See Section 3.3 of the NSW Marine Spill Plan).

2.2 Navigation Aid / Mooring Breakaway

To assist in the prevention of a potential breakaway event during the decommissioning activities, the decommissioning team will ensure all mooring lines remain secure. If buoys or navigational aids are deployed during decommissioning activities, they will be equipped with GPS/GSM transponders that will alert local management staff to movement outside of the control zone within the lease.

If a navigation aid / mooring breakaway event was to occur, the following actions would be undertaken (Table 2):

- NSW Roads and Maritime and NSW Marine Parks will be notified immediately of the breakaway by the responsible person (Pen and Moorings Manager or their delegate);
 - This information must include details of the equipment, likely position, perceived hazard and plan to recover;
- The Pen and Moorings Manager or delegate will take action to safely and expeditiously recover the equipment either to lease or a safe location;
- Any breakaway will be investigated and a formal report will be prepared. This will include but not be limited to the following:
 - The assessed cause(s) of the breakaway;
 - Corrective actions to manage future risk; and
 - Timeline for the implementation of corrective actions.

Table 2: Emergency Protocol for equipment breakaway (Source: AMSA & NSW DPI, 2016).

EMERGENCY PROTOCOL		
NAVIGATION AID/ MOORING BREAKAWAY		
Pen and Moorings Manager	Assistant Manager (master/coxswain)	All crew
<ul style="list-style-type: none"> ▪ Assess situation ▪ Notify appropriate authorities (i.e. Transport NSW) <ul style="list-style-type: none"> ○ What equipment ○ Likely position ○ If it is a perceived hazard ○ Recovery plan ▪ Coordinate recovery operations ▪ Record the incident and prepare the incident report as soon as practicable <p>Immediate assistance: Local VTS (VHF 16) Emergency Services (000)</p>	<ul style="list-style-type: none"> ▪ In charge of recovery activities ▪ Assess damage ▪ Inform Pen and Moorings Manager of situation ▪ Recover equipment and move to lease or safe location 	<ul style="list-style-type: none"> ▪ Inform relevant manager of any identified issues ▪ Assist in recovery activities

2.3 Vessel Collision / Grounding

All vessels will be operated by staff that hold an appropriate Certificate of Competency under the National System for Domestic Commercial Vessel Safety to operate the category of commercial vessels.

To assist in the prevention of a potential vessel collision or grounding event the following actions will be undertaken:

- Operations of vessel will only be by staff that hold an appropriate Certificate of Competency under the National System for Domestic Commercial Vessel Safety;
- Inspect vessels to ensure all navigation aids are in operational order;
- Ensure vessels are regularly inspected and serviced to maintain them in good working order; and
- Ensure all staff are aware of the need to keep watch and advise the Master of the vessel of any potential vessel collision or grounding hazards.

If a boating accident occurs in any port or navigable water in NSW, the Master of the vessel must:

- Stop the vessel immediately;
- Give any assistance which may be necessary;
- Produce any boat or PWC driving licence required to be held;
- Give details to any person having reasonable grounds for requesting them e.g. other persons involved in the accident; and
- Details must include the Master's name and address as well as any distinguishing number which is required to be displayed on the vessel e.g. registration number or permit number.

If requested by a NSW Roads and Maritime Officer or NSW Police Officer, the following details must be provided:

- Full identification;
- Time, place and nature of accident;
- Name and registration number of every vessel involved in the incident;
- Name and address of every person who was concerned with or witnessed the accident;
- Extent of any injury or damage resulting from the accident; and

- Produce a boat driving licence or Certificate of Competency.

A written report detailing the particulars of the incident will be prepared by the Pen and Moorings Manager (Table 3), which will be forwarded to NSW Roads and Maritime within 24 hours (if applicable).

Table 3: Emergency Protocol for vessel collision / grounding (Source: AMSA & NSW DPI, 2016).

EMERGENCY PROTOCOL		
VESSEL COLLISION / GROUNDING		
Pen and Moorings Manager	Assistant Manager (master/coxswain)	All crew
<ul style="list-style-type: none"> ▪ Assess situation ▪ Notify appropriate authorities (i.e. Transport NSW, Secretary) ▪ Coordinate all operations ▪ Contact other vessel in the vicinity to assist ▪ Inform crew ▪ Record the incident and prepare the incident report as soon as practicable <p>Immediate assistance: Local VTS (VHF 16) Emergency Services (000)</p>	<ul style="list-style-type: none"> ▪ In charge of recovery activities ▪ Assess damage ▪ Inform Pen and Moorings Manager of situation 	<ul style="list-style-type: none"> ▪ Inform relevant manager of any identified issues ▪ Assist in recovery activities ▪ Issue lifejackets to crew ▪ Ensure all crew get to muster stations ▪ Conduct a head count ▪ Report head count to Master of vessel ▪ Abandon ship on Masters orders

2.4 Fire and Flooding

NSW DPI / Huon Decommissioning Team aims to provide, as far as reasonably practical, a workplace free from reasonably foreseeable fire and flooding risks, including those associated with preparing for and responding to emergency situations. Fire and flooding events may occur on both the land and operational vessel/s with each requiring specific responses (Table 4 & 5).

To assist in the prevention and response to a potential fire and/or flooding event the following actions will be undertaken:

- Inspection of equipment, vessels and vehicles to ensure that they are appropriately maintained;
- Inspection and maintenance of fire or flood response equipment to ensure it is functional.
- Ensure appropriate emergency assembly points are established.
- Ensure all usual employees are appropriately trained in fire and flooding procedures and protocols and are able to employ them;
- Ensure adequate numbers of response wardens are trained, available on each site/vessel/s and known to staff.
- Ensure all staff, contractors and subcontractors are appropriately inducted on vessels; and
- Ensure all staff are aware of the need to promptly advise the Pen and Mooring Manager of any potential, suspected or actual fire and/or flooding events.

In accordance with maritime safety requirements all vessels will be required to have the required safety equipment to deal with a fire or flood event. In addition, all staff must hold an appropriate Certificate of Competency under the National System for Domestic Commercial Vessel Safety to operate the category of commercial vessels.

In preparing for and responding to fire and flooding emergency situations it will be achieved through:

- Complying with all relevant legislation;
- Maintaining an Emergency Control Organisation (ECO) at each site, including:
 - Competent Chief and Deputy Warden(s) on site; and
 - Competent Emergency Wardens for each separate work area and shift;
- Complying with all general Fire Regulations, including:
 - Fitment, access to, maintenance and inspection of fire protection equipment;

Decommissioning Emergency Protocol – MARL EMP.

- Emergency exits to be useable and signs/lighting to be visible;
- Current emergency evacuation plans, (in accordance with state fire service guidelines) in place and understood by all on site;
- Testing of evacuation procedures for all usual employees (including casual/shift workers) at least yearly and involving the emergency service/s; and
- Hot work procedures and permits being used.

Table 3: Emergency Protocol for fire (Source: AMSA & NSW DPI, 2016).

EMERGENCY PROTOCOL		
FIRE		
Pen and Moorings Manager	Assistant Manager (master/coxswain)	All crew
<ul style="list-style-type: none"> Assess situation Contact appropriate authorities (i.e. NSW Fire, Transport NSW) Coordinate all operations Consider fire smothering equipment (engineer) Contact other vessel in the vicinity to assist Record the incident and prepare the incident report as soon as practicable <p>Immediate assistance:</p> <p>Local VTS (VHF 16)</p> <p>Emergency Services (000)</p>	<ul style="list-style-type: none"> In charge at fire scene Inform staff / crew and direct to emergency muster stations Start fire pumps Initiate closing of air intake to fire area If fire in engine room <ul style="list-style-type: none"> Ensure engine room is clear of personnel Set off fire smothering system on order from Master Inform Pen and Moorings Manager of situation 	<ul style="list-style-type: none"> Inform Master Report to Pen and Moorings Manager at fire scene Fight fire only if: <ul style="list-style-type: none"> Master says “fight the fire” Pen and Moorings Manager confirms “fight the fire” You will not put yourself in danger You have been trained Issue lifejackets to crew Assist crew to muster stations Conduct a head count Report head count to Master Abandon ship on Masters orders

Table 4: Emergency Protocol for flood (Source: AMSA & NSW DPI, 2016).

EMERGENCY PROTOCOL		
FLOOD		
Pen and Moorings Manager	Assistant Manager (master/coxswain)	All crew / staff
<ul style="list-style-type: none"> Assess situation Contact appropriate authorities (i.e. NSW Fire) Coordinate all operations Contact other vessel in the vicinity to assist Inform crew and direct to muster stations Record the incident and prepare the incident report as soon as practicable <p>Immediate assistance: Local VTS (VHF 16) Emergency Services (000)</p>	<ul style="list-style-type: none"> In charge at scene Investigate and confirm flooding Start bilge pumps Isolate flood Inform Pen and Moorings Manager of situation via crew Monitor situation 	<ul style="list-style-type: none"> Inform Master / Shore Coordinator Report to Pen and Moorings Manager at flood scene Issue lifejackets to crew Assist crew to muster stations Conduct a head count Report head count to Master Abandon ship on Masters orders

2.5 Injured Person

A person conducting a business has the primary duty under the *Work Health and Safety Act 2011* to ensure, as far as reasonably practicable, that workers and other persons are not exposed to health and safety risks arising from the business or undertaking and that any injuries or illnesses will be addressed in an appropriate and timely manner (Table 6).

NSW DPI is committed to continuously improving the management and standards of Work Health and Safety (WH&S) including the health and wellbeing of workers, contractors and work experience students whilst operating vehicles, vessels and machinery. This commitment extends to providing a safe and timely return to work for all injured or ill workers and sets out the principles for managing the impact of illness or injury of a staff member in the workplace, whether or not the illness or injury is compensable.

To assist in the prevention and response to a potential injury event/s the following actions will be undertaken:

- Ensure that all staff are aware of their respective responsibility under the *Work Health and Safety Act 2011*;
- Ensure that appropriate safe work method statements and/or operational policies, procedures and safe work method statements are prepared and made available to staff;
- Ensure that appropriate PPE is available to staff and provided training in its use if required;
- Inspection of equipment, vessels and vehicles to ensure that they are appropriately maintained;
- Ensure that there are adequate numbers of staff trained to respond to an injury event and provide First Aid;
- Ensure that First Aid equipment is adequate for each site, vehicle or vessel and is maintained;
- Ensure all staff including contractors are appropriately inducted onto vessels; and
- Ensure all staff are aware of the need to promptly advise the Pen and Moorings Manager of any near miss or injury event.

In the event of an injury occurring to a person the following response will be undertaken:

- Assessment of ongoing risk;
- Activation of first aid procedures by appropriately trained first aid staff;
- Maintaining an Emergency Control Organisation (ECO) at site;
- Prepare a report in accordance with Work Health and Safety procedures;
- Rectify where possible the causative agent; and
- Ensure an appropriate return to work plan has been developed for the injured person concern.

Table 5: Emergency Protocol for injured person (Source: AMSA & NSW DPI, 2016).

EMERGENCY PROTOCOL		
INJURED PERSON		
Pen and Moorings Manager	Assistant Manager (master/coxswain)	All crew / staff
<ul style="list-style-type: none"> Assess situation Contact emergency services Coordinate all operations Inform and reassure passengers Notify appropriate authorities Record the incident and prepare the incident report as soon as practicable <p>Immediate assistance: Local VTS (VHF 16) Emergency Services (000)</p>	<ul style="list-style-type: none"> Maintain safety of vessel Stand by to assist as directed by the most senior first-aider 	<ul style="list-style-type: none"> Investigate situation First-aid qualified staff to: <ul style="list-style-type: none"> Utilise DRABC <ul style="list-style-type: none"> If conscious and safe, treat specific injury and conduct secondary examination to check for further injuries Inform Master of situation Handover to shore authorities when they arrive Record what first aid stores were used <p>D = assess danger R = check response A = check airways B = check breathing C = begin CPR D = if required, defibrillate</p>

2.6 Person Overboard

All marine based staff will be trained in relation to responding to a man overboard event. To assist in the prevention and response to a potential person overboard incident the following actions will be undertaken:

- Inspection of safety equipment on-board vessel/s to ensure it complies with maritime requirements and is within date;
- Ensure all staff hold an appropriate Certificate of Competency under the National System for Domestic Commercial Vessel Safety to operate the category of commercial vessels;

- Ensure all staff are inducted onto vessels and are made aware of safety requirements and location of safety equipment; and
- Ensure all staff are aware of the need to keep watch and promptly advise the Master of the vessel of a person overboard incident.

In the event of someone falling overboard, the following procedures recommended by NSW Roads and Maritime would be implemented to ensure the person is safely retrieved (Table 7) (Web Reference 3):

- If a person falls overboard from a small open runabout, make sure that everyone onboard keeps the person in sight while you manoeuvre to pick them up;
- If a person falls overboard from a bigger craft and when operating offshore, throw over a marker or lifejacket immediately. This will act as a starting point for a search if you lose sight of the person;
- Tell staff to act as lookouts and keep the person in sight at all times. Quickly establish your position either by a GPS position or by reference to shore marks. An accurate position will be essential if the search requires outside assistance; and
- Once the person is alongside, stop the engine and make sure that the weight in the vessel is redistributed before attempting to bring them on board. Consider bringing them over the stern if the vessel is unstable.

If an event occurs a report will be prepared identifying the causative agent and any mitigation measures to be employed in the future.

Table 6: Emergency Protocol for person overboard (Source: AMSA & NSW DPI, 2016).

EMERGENCY PROTOCOL		
PERSON OVERBOARD		
Pen and Moorings Manager	Assistant Manager (master/coxswain)	All crew
<ul style="list-style-type: none"> Assess situation Contact authorities Contact other vessel in the vicinity to assist Coordinate all operations Notify appropriate authorities Record the incident and prepare the incident report as soon as practicable <p>Immediate assistance: Local VTS (VHF 16) Emergency Services (000)</p>	<ul style="list-style-type: none"> Maintain safety of vessel Inform crew 	<ul style="list-style-type: none"> Yell “man overboard, man overboard” Point to casualty, keep pointing Do not turn eyes away from casualty Inform Master Prepare lifebuoy Do not enter the water to retrieve the casualty Prepare to retrieve the POB Retrieve the first aid kit

2.7 Marine Fauna Entanglement

Marine fauna interactions including entanglement events will be managed in accordance with the Decommissioning Marine Fauna Interaction Management Plan.

In the event of a marine fauna entanglement, members of the Marine Fauna Interaction Committee must be contacted to ensure the appropriate fauna rescue/response team can be activated (See Table 8 – Marine Fauna Entanglement). National Parks and Wildlife Service (NPWS), NSW DPI Marine Parks and any other relevant government agencies must also be notified, including events where the entangled animal may have been released (assisted or self-released).

The Entanglement Assessment Process should be implemented immediately (See Attachment 1 and Table 8). Prompt and appropriate management responses are critical to maximise successful releases, as well as minimise injuries and stress to marine fauna. If marine fauna become entangled the main priority is to assess their condition and determine the most

appropriate and safe release method. This must be conducted by appropriately trained personnel who have completed regular training in wildlife rescue and rehabilitation techniques (i.e. Organisation for the Rescue and Research of Cetaceans in Australia). It is also important to discern whether the animal needs to recuperate and be provided with further treatment under veterinary supervision.

In the event of deceased animals, the carcasses of dead marine fauna should where possible be necropsied and then be disposed of appropriately following consultation with the Marine Fauna Interaction Committee. NPWS - Wildlife Management Officers, must be consulted throughout the incident to ensure all relevant procedures have been carried out. For further details refer to the Decommissioning Marine Fauna Interaction Management Plan.

Table 7: Emergency Protocol for marine fauna entanglements (Source: AMSA & NSW DPI, 2016).

EMERGENCY PROTOCOL		
MARINE FAUNA ENTANGLEMENTS		
Pen and Moorings Manager	Assistant Manager (master/coxswain)	All crew
<ul style="list-style-type: none"> Assess situation Contact Marine Fauna Interaction Committee members Notify appropriate authorities (i.e. NPWS, NSW OEH, Department of Environment, NSW DPI Marine Parks) Coordinate all operations – in charge of disentanglement activities Record the incident and prepare the incident report as soon as practicable <p>Immediate assistance: Local VTS (VHF 16) Emergency Services (000)</p>	<ul style="list-style-type: none"> Inform crew Carry out disentanglement activities Check for signs of injury <ul style="list-style-type: none"> No = disentangle and release Yes = disentangle / secure, convey to vet / expert for assessment Death = recover and dispose based on advice from Committee and NPWS Take photographs and retain entanglement equipment if possible to assist with incident review Report to Committee & NPWS 	<ul style="list-style-type: none"> Assist Pen and Moorings Manager, Farm Technician, Committee Assist with disentanglement activities

3 Emergency Contacts

A summary of emergency contacts has been provided in Table 10.

Table 8: Emergency contacts for the MARL.

Emergency Contact	Phone Number
NSW Emergency Services (Police, Fire and Ambulance)	000
NSW Department of Planning & Environment	(02) 9228 6403
NSW Roads and Maritime	131 236
NSW Environment Protection Authority	131 555
Transport for NSW	131 500
NSW DPI Aquatic Biosecurity & Risk Management	(02) 4982 1232
National Parks and Wildlife Service	9895 6444 6650 7124
NSW Marine Parks	(02) 4916 3970 0427374561
PANSW Vessel Traffic Information Centre	(02) 4929 3890
Port Authority NSW	(02) 4985 8301 OR (FREECALL– 1 800 048 205)
Newcastle Port Corporation	(02) 4929 3890
Aquatic Consultative Committee on Emergency Animal Disease	Call 1800 900 090
Skipper(s) Delilah	Philip Dayton M: 0427 353 474 Sebastian Stockford M: 0427 518 929

Skipper(s) – Southern Condor II	Stephen Morrison M: 0407 396 007 TBC
Australian Maritime Safety Authority - Rescue Co-ordination Centre	1800 641 792
<i>Marine Fauna Entanglement</i>	
NSW OEH Coordinator Marine Fauna Programs - Geoff Ross	M: 0411110882
NSW DPI Aquaculture Research Leader - Wayne O'Connor	T: 02 49163906 M: 0429 902893
Huon Aquaculture Group Manager Sustainability – Matthew Whittle	M: 0438566259
ORRCA	02 9415 3333
Skipper(s) Delilah	Philip Dayton M: 0427 353 474 Sebastian Stockford M: 0427 518 929
Skipper(s) – Southern Condor II	Stephen Morrison M: 0407 396 007 TBC

4 Incident Reporting

All serious incidents must be reported within 24 hours to the Secretary of the Department of Planning and Environment (or nominee) and any other relevant government agencies or authorities of the incident. Serious incidents include but are not limited to marine fauna entanglements, oil/chemical/fuel spills, navigation aid break away, mooring breach, vehicle/vessel collision, fire, flooding and injured person(s).

NSW Roads and Maritime

A written report must also be forwarded to NSW Roads and Maritime within 24 hours setting out the particulars of the incident if one or more of the following applies:

- The incident has resulted in the death, or injury to, a person;
- The incident has result in damage in excess of \$5000 to a vessel of any other property; and/or
- Damage or risk to the environment has occurred.

These forms are not required to be completed if the details have already been given to a Roads and Maritime Officer. Vessel Incident Report Forms are available to download on the [NSW Roads and Maritime website](#) or can be obtained at any NSW Roads and Maritime operations centre, NSW Police or Marine Rescue NSW office.

Full Report

Within six days of notifying the Secretary and other relevant agencies of an incident, NSW DPI / Huon Decommissioning Team must provide the Secretary, NSW Office of Environment and Heritage (NSW OEH) and other relevant agencies with a full written report which details the following:

- Date, time and place of incident;
- The nature of the incident and/or 'non-compliance' detected;
- Identifies the cause (or likely cause) of the incident;
- Name and address of every person who was concerned with or witnessed the incident;
- Verification of boat driving licence or Certificate of Competency of the masters (if applicable);
- Name and registration number of every vessel involved in the incident (if applicable);
- Extent of any injury or damage resulting from the incident;
- The actions that have been taken to date, and;
- The success of these measures in addressing the incident that occurred and/or 'non-compliance' detected; and
- Any additional measures that are proposed to be taken (NSW DPI, 2015).

Marine Fauna Entanglement

All marine fauna entanglement events must be recorded in the Marine Fauna Interaction/Observation Register (Refer to the Decommissioning Marine Fauna Interaction Management Plan). In the event of an entanglement, an incident report must be prepared and provided to members of the Marine Fauna Interaction Committee and any other relevant authorities. The incident report must detail the following:

- Date, time and location of incident;
- Name of observers present;
- Description of species and numbers entangled;
- Extent of any injury/damage or death resulting from the incident;

- How the incident occurred;
- The actions that have been taken to date, and;
- The success of these measures in addressing the incident that occurred and/or 'non-compliance' detected; and

A risk assessment will be completed for all incidents which will form part of the post action report.

4.1 Port of Newcastle & Newcastle Port Corporation

For emergencies and incidents with actual or potential significant impacts on people or the biophysical environment within the Port of Newcastle, an incident form must be completed and forwarded to the relevant PON representative (Port of Newcastle, 2015). A further detailed report should be prepared and submitted following investigations of the causes and identification of necessary additional preventative measures. The report must be submitted to the Secretary no later than 14 days after the incident or potential incident (Port of Newcastle, 2015).

5 Consultation

In the preparation of the MARL's original Emergency Protocol the following personnel were consulted.

- Professor Wayne O'Connor (*Principal Research Scientist*), NSW Department of Primary Industries; Conjoint Professor, School of Environmental and Life Sciences, Newcastle University; Adjunct Associate Professor, Genecology, University of the Sunshine Coast; Visiting Fellow, Biological Sciences, Macquarie University;
- Brett Boehm (Senior Boating Safety officer), NSW Maritime Division, NSW Roads & Maritime Services.
- Luke Erskine (Manager), Port Stephens Great Lakes Marine, and
- David Whyte (*Group Technical Manager*), Huon Aquaculture Group Limited.

6 References

- NSW Department of Primary Industries (2015) *Port Macquarie Offshore Artificial Reef – Long Term Management Plan (Draft)*, NSW DPI, Coffs Harbour.
- PIRSA (2003) PIRSA Aquaculture: A response to environmental concerns of Yellowtail Kingfish (*Seriola lalandi*) farming in South Australia and some general perceptions of aquaculture. Primary Industries and Resource Management South Australia, Adelaide.
- Port of Newcastle (2015) *Operational Environmental Management Plan Mayfield No. 4 Berth*. Port of Newcastle, Newcastle.
- Transport for NSW (2012) *NSW State Waters Marine Oil and Chemical Spill Contingency Plan*. Transport for NSW, Sydney.

Web Reference 1

Department of Agriculture and Water Resources (2016) "Aquatic Consultative Committee on Emergency Animal Disease" Retrieved 03/08/16 from <http://www.agriculture.gov.au/animal/aquatic/emergency/cceaad>

Web Reference 2

Department of Agriculture and Water Resources (2016) "AQUAVETPLAN" Retrieved 03/08/16 from <http://www.agriculture.gov.au/animal/aquatic/aquavetplan>

Web Reference 3

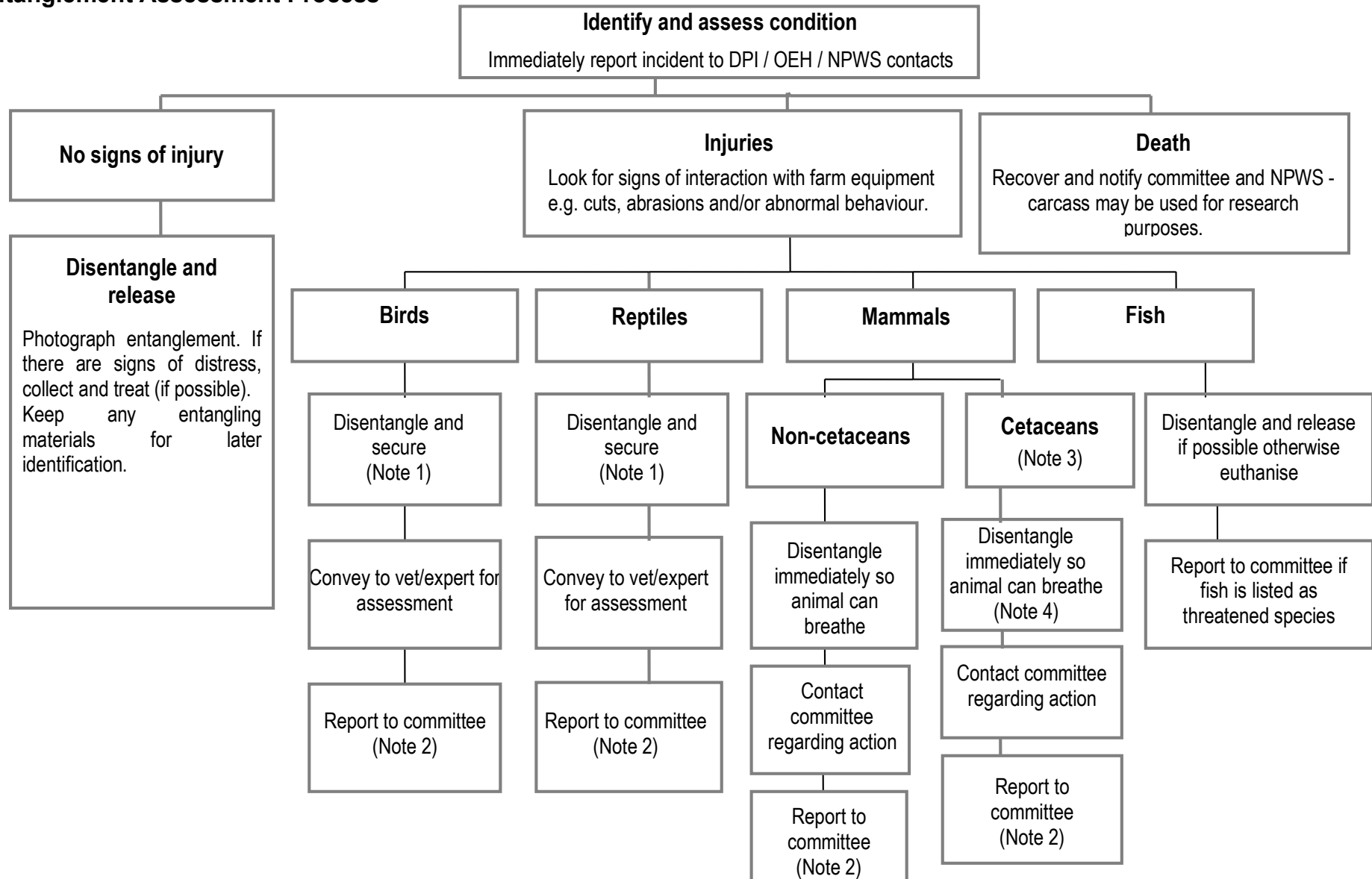
NSW Roads and Maritime (2015) "Person Overboard" Retrieved 03/08/16 from <http://www.rms.nsw.gov.au/maritime/safety-rules/incidents-emergencies/person-overboard.html>

7 Attachments

Attachment 1 – Entanglement Assessment Process

Attachment 1

Entanglement Assessment Process



Decommissioning Emergency Protocol – MARL EMP.

- Note 1:** Secure means hold animal in a dark warm container such as a pet pack. For reptiles, a large plastic tub with additional padding on the inside is required.
- Note 2:** Report means prepare an incident report as detailed as possible stating all circumstances relating to the entanglement event including (if available) a veterinary report. The report will be submitted to the committee and relevant authorities.
- Note 3:** Cetaceans that are injured will have lacerations, irregular buoyancy and irregular swimming behaviour.
- Note 4:** When disentangling cetaceans need to be as gentle as possible, suspend in the water and do not handle if possible.