

Emergency Response Procedures

Solvents Australia has established written Emergency Procedures within their Manual of Work Procedures & Practices to cover three perceived possible emergency situations

- 1) Minor Spills and Leaks
- 2) Major Spills and Leaks
- 3) Fire

These procedures are incorporated within our certified ISO 9001 Procedures Manual thereby ensuring that they are constantly reviewed and assessed as part of the auditing process required under the Quality Endorsement as certified by SAI Global.

The procedures identify the actions to be taken in each event and designates those responsible for performing those actions.

Pollution Incident Response Management Plan

Solvents Australia has also incorporated within their Manual of Work Procedures & Practices a Pollution Incident Response Management Plan as required under the Protection of the Environment Operations Act 1997. As this plan is included in the Quality Procedures Manual, it is constantly reviewed and tested as required by the Act.

The required objectives of the Pollution Incident Response Management Plan are to:

- ensure comprehensive and timely communication about a pollution incident to staff at the premises, the Environment Protection Authority (EPA), other relevant authorities specified in the Act (such as local councils, NSW Ministry of Health, WorkCover NSW, and Fire and Rescue NSW) and people outside the facility who may be affected by the impacts of the pollution event
- minimise and control the risk of a pollution incident at the facility by requiring identification of risks and the development of planned actions to minimise and manage those risks
- ensure that the plan is properly implemented by trained staff, identifying persons responsible for implementing it, and ensuring that the plan is regularly tested for accuracy, currency and suitability.

A copy of our Pollution Incident Response Management Plan is provided here.

Pollution Incident Response Management Plan

Hazard Assessment: Three categories of products are stored on the premises,

Category 1: Non flammable, Non toxic gases

Category 2: Non toxic, combustible liquids

Category 3: Non flammable, Toxic liquids

Each of these categories has been assessed as for potential hazards based on the level of actual or potential harm to the health or safety of human beings or to ecosystems, and a pollution incident potential hazard and actions applied using the matrix below.

Incident	Minor Spill or Leak	Contained Spill or Leak	Major Spill or Leak	Contained Minor Fire	Major Fire
Category 1					
Category 2					
Category 3					

Incident Potential Hazard Level and Actions

VERY LOW: Non reportable (considered trivial)

LOW: Reportable to EPA, WorkCover, neighbouring facilities

HIGH: Reportable to Fire and Rescue, EPA, WorkCover, Council, local community

Pre-emptive actions: The facility is fully bunded and leakage of liquid external to the facility is considered unlikely in most instances.

Spill stations with absorbent materials are distributed throughout the facility.

Fire extinguishers and hose reels are present within the facility, serviced and tested regularly.

Inventory of products: Notifiable quantities of Dangerous Goods are provided annually to WorkCover NSW including site plans which show the locality of the premises, location of fire services and the nearest storm water course.

A diagram indicating the location of goods stored within the facility is attached externally on the building.

Safety Equipment: Personal protective equipment provided to factory personal. Self contained breathing apparatus present for emergencies

Communicating with neighbours and local community: The NSW Firebrigade and Pittwater Council have been advised of the facility's location. Building has been appropriately signposted with relevant Hazchem placards. In the event of a major spill or fire, neighbours to be notified in accordance with Fire Service instruction applicable to the situation as required.

Minimising Harm to Persons on the Premises; Written Emergency Procedures are contained in the Manual of Work Procedures & Practices which contains evacuation procedures and evacuation assembly point.

Staff Training: This plan is integral to the Company's Quality Management Procedures. Staff training is an element of the procedures which are assessed on a continual basis.

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