

Pollution Incident Response Management Plan 2026 Update North Wyong

EBH Environmental Services

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Pollution Incident Response Management Plan 2023 Update – North Wyong

A Submission to EBH Environmental

Prepared by

MRA Consulting Group (MRA)
 Registered as Mike Ritchie & Associates Pty Ltd
 ABN 13 143 273 812

Suite 408 Henry Lawson Building
 19 Roseby Street
 Drummoyne NSW 2047

+61 2 8541 6169
info@mraconsulting.com.au
mraconsulting.com.au

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Disclaimer

This report has been prepared by MRA Consulting Group for EBH Environmental. MRA (ABN 13 143 273 812) does not accept responsibility for any use of, or reliance on, the contents of this document by any third party.

Acknowledgements

MRA would like to acknowledge this report is an updated version of a document produced by Yarramine Environmental in 2019.

In the spirit of reconciliation MRA Consulting Group acknowledges the Traditional Custodians of country throughout Australia and their connection to land, sea and community. We pay our respects to Aboriginal and Torres Strait Islander peoples and to Elders past, present and emerging.

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1 Introduction

EBH Environmental Services Pty Ltd (EBH) operates a waste recycling and resource recovery facility for construction and demolition (C&D) waste at 60 Donaldson Road, North Wyong, NSW. The site is approved to process non-putrescible General Solid Waste (GSW), which may include materials such as concrete, bricks, asphalt, and steel. A storage limit of up to 18,300 tonnes at any given point in time is permitted at the site. However, there are no annual processing limits placed on the site.

The site processes incoming recycling material through segregation, crushing and screening to separate various material streams for reconstitution into raw material alternatives such as pavement and drainage materials or recovered aggregates for wholesale at the site.

1.1 Purpose and scope

The *Protection of Environment Operations Act 1997* (POEO Act) requires holders of an Environmental Protection License (EPL) to prepare, keep, test and implement a Pollution Incident Response Management Plan (PIRMP). As holder of an EPL, EBH is required to comply with the POEO Act and as such this document has been prepared to satisfy the PIRMP requirement.

The objectives of this plan are to:

- Address the relevant statutory requirements, including development consent conditions, legislation and policy.
- Identify potential pollution incident risks and outlines actions to minimise and manage those risks.
- Outline protocols for the comprehensive and timely communication about a pollution incident.
- Outline protocols for the implementation of the plan and associated staff training.
- Detail the monitoring, reporting and reviewing requirements of the plan to ensure it is regularly tested for accuracy, currency and suitability.
- Establish responsibilities and accountabilities of the plan.

This PIRMP should be read in conjunction with other relevant management plans for the site.

The notification of environmental incidents under this PIRMP is only required for those incidents causing or threatening to result in material environmental harm (a material harm incident) as defined by the POEO Act.

2 Statutory requirements

EBH's statutory obligations in regard to this plan and material harm incident reporting are contained in the development consent, relevant licences and permits and other legislation and guidelines. These are described further below.

2.1 Environmental Protection Licence

The NSW Environment Protection Authority (EPA) issues Environmental Protection Licences to the owners or operators of various industrial premises under the Protection of the Environment Operations Act 1997 (POEO Act).

EBH Environmental Services Pty Ltd currently holds an Environment Protection Licence (EPL) (Licence no. 20675) for 60 Donaldson Street Wyong NSW 2259, which was transferred from CBS Recyclers (Rexdor Pty Ltd) in October 2018 when this business was purchased as an ongoing concern.

Licence 20675 authorises the following scheduled activities - Resource Recovery and Waste Storage - to be conducted at the premises, 60 Donaldson Street WYONG NSW 2259, which is formally known as Part of Lot 32 on DP1093732.

The EPL defines the types and quantity of wastes authorised to be processed and stored at the site as part of resource recovery activities as well as operational and reporting conditions for activities and events.

Permitted wastes includes only General Solid Waste (non-putrescible) comprising of, for example concrete, bricks, asphalt and steel (building and demolition waste). A premises storage limit of 18,300 tonnes at any point in time is prescribed. It should be noted that there are no limits in place regarding an annual processing limit.

The Licensee must also adhere to a variety of limit conditions as well as operational conditions relating to, but not limited to, hours of operations, wastewater, stockpile heights, plant and equipment maintenance, dust minimisation, fire control, monitoring, recording, reporting, and environmental obligations.

This PIRMP forms part of these licencing conditions. This plan must document systems and procedures to deal with all types of incidents that may occur at the premises or that may be associated with activities that occur at the premises and which are likely to cause harm to the environment. The PIRMP must also be tested at least annually or following a pollution incident.

2.2 Development Consent

The site operates under Development Consent DA/2451/1998/H for a Combined Recycling Operation granted in 1999 by Wyong Shire Council (Council).

This Development Consent also does not include an annual processing limit however does prescribe a storage cap of 18,300 tonnes. Of note is Condition 11 of the consent that prescribes a sunset condition requiring cessation of activity by 31 December 2020. An extension of the approved use requires the prior submission and approval of a modification of consent application to Council under the Environment Planning & Assessment Act 1979. Council has approved several such extensions since 1999.

The Development Consent specifies a variety of conditions to be met by EBH to minimise environmental impacts of the facility. These are incorporated in this PIRMP where applicable.

2.3 Protection of the Environment Operations Act 1997

Under Section 5.7A of the POEO Act and the Protection of the Environment Operations (General) Regulation 2022 (POEO(G) Regulation), the holder of an environment protection licence must prepare a pollution incident response management plan that complies with this Part in relation to the activity to which the licence relates outlines the specific requirements for inclusion in a PIRMP.

Section 153C provides information on what must be included in plan:

- a) the procedures to be followed by the holder of the relevant environment protection licence, or the occupier of the relevant premises, in notifying a pollution incident to:
 - i. the owners or occupiers of premises in the vicinity of the premises to which the environment protection licence or the direction under section 153B relates, and

- ii. the local authority for the area in which the premises to which the environment protection licence or the direction under section 153B relates are located and any area affected, or potentially affected, by the pollution, and
- iii. any persons or authorities required to be notified by Part 5.7,
- b) a detailed description of the action to be taken, immediately after a pollution incident, by the holder of the relevant environment protection licence, or the occupier of the relevant premises, to reduce or control any pollution,
- c) the procedures to be followed for co-ordinating, with the authorities or persons that have been notified, any action taken in combating the pollution caused by the incident and, in particular, the persons through whom all communications are to be made,
- d) any other matter required by the regulations.

Section 153D provides that the plan must be kept at the premises to which the relevant environment protection licence relates, or where the relevant activity takes place, and is made available in accordance with the regulations.

Section 153E provides that the Plan is tested in accordance with the regulations.

Section 153F provides that if a pollution incident occurs in the course of an activity so that material harm to the environment (within the meaning of Section 147) is caused or threatened, the person carrying on the activity must immediately implement any pollution incident response management plan in relation to the activity required by this Part.

There are significant maximum penalties of (depending on the offence) \$2,000,000 – \$4,000,000 in the case of a corporation and, in the case of a continuing offence, a further penalties for each day the offence continues, or in the case of an individual \$500,000 - \$1,000,000 and, in the case of a continuing offence, a further penalties for each day the offence continues.

3 Site details

3.1 Licence details

Name of licensee:	EBH Environmental Services Pty Ltd
EPL number:	20675
Premises name and address:	EBH Environmental North Wyong 60 Donaldson St, Wyong, NSW 2259
Company or business contact details	Name: David Burgun Position or title: BDM - Construction & Spoil Materials Business hours contact number/s: 0427771703 Email: david@ebhenvironmentalservices.com.au Name: Adam Gibbs Position or title: Site Manager Business hours contact number/s: 0427 025 072 Email: Office@ebhnorthwyong.com.au After Hours Contact Number: 0427 025 072
Website address:	ebhenvironmentalservices.com.au
Scheduled activity/activities on EPL:	Resource Recovery Waste Storage
Fee-based activity/activities on EPL:	Recovery of general waste Waste storage – other types of waste

Figure 1: Aerial imagery of the site and its surrounds



Source: SixMaps, 2023.

3.2 Activity details

The operation of the site involves the acceptance, temporary storage and processing of construction and demolition waste which is predominantly segregated, crushed, and screened, and the recovered aggregates from roadway construction and soils. This material is separated using wet and dry processes into its component parts:

- gravels
- aggregates
- fines materials

These materials are stockpiled and sold off site. For each of these materials EBH operates under the appropriate Resource Recovery Order and Exemption (Table 1).

Table 1: Materials generated and the associated resource recovery order and exemption (RRO/E)

Materials	RRO/E	Off-site use
Gravels	The excavated natural material order 2014	Fill, road base
Aggregates	The recovered aggregate order 2014	Fill, road base

Materials	RRO/E	Off-site use
Fines materials	The “continuous process” recovered fines order 2014	No off-site use as yet

Residual material and waste generated is segregated separately on site and disposed of at licenced waste management facilities off site.

3.3 Major risks

The following potential risks to human health and the environment may occur from incidents on the site:

- Excessive dust emissions
- Health issues off site
- Equipment exhaust emissions exceed limits
- Groundwater contamination
- Discharge of sediment laden waters
- Overtopping of retention basin and subsequent discharge of sediment laden water
- Spill of hazardous materials
- Spill of liquid fuel whilst in storage
- Spill during delivery of fuel to mobile equipment
- Excessive noise emissions

3.4 Potential pollutants

The potential pollutants stored on site include:

- Fuel
- Oil and lubricant
- Vehicle fluids
- Dust control agent

The following Pollution Information Data Sheet (PIDS) outlines the following information for each pollutant:

- The intended use for the pollutant;
- How the pollutant is stored;
- MSDS information;
- Safety equipment or other devices that are used to minimise the risks to human health or the environment and to contain or control a pollution incident;
- PPE needed to safely manage a spill of the pollutant;
- Procedure for cleaning up a spill of the pollutant; and
- Maximum storage capacity amount.

All fuel and oils are stored within the site shed and are bunded (see Figure 2).

Table 2: Pollutant Information Data Sheet

POLLUTANT	STORAGE LOCATION	CURRENT MSDS HELD	EMISSION CONTROL EQUIPMENT*	PPE*	SPILL CLEAN UP METHOD	MAXIMUM QTY STORED
Fuel	Diesel tank located in main site shed	Yes	Sand, earth vermiculite and spill kits with absorbent pads	PVS gloves, safety glasses, goggles	Large Spill 1. In the case of large spills contact relevant personnel 2. Stop leak without risk. 3. Move containers from spill area. 4. Approach the release from upwind 5. Prevent entry into sewer, water courses, or confined areas. 6. Contain and collect spillage with non-combustible, absorbent material e.g. sand, earth, vermiculite or diatomaceous earth and place into a container according to local legislation. 7. Use spark-proof tools and explosive proof equipment. Dispose of via a licensed waste disposal contractor 8. Contaminated absorbent material may pose the same hazard as the spilt product 9. In the case of spillage on water, prevent the spread of product by the use of suitable barrier equipment. 10. Recover product from the surface. Small Spill 1. Stop leak without risk. 2. Move containers from spill area 3. Absorb with an inert material and place in appropriate waste disposal container. 4. Use spark-proof tools and explosion-proof equipment. 5. Dispose of via a licensed waste contractor.	38,000L fuel tank
Oil and lubricant	Workshop	Yes	Sand, earth vermiculite	PVS gloves, safety glasses, goggles	As above	410L (205L drums, 1-2 stored at a time)
Vehicle fluids	Workshop	Yes	Sand, earth vermiculite	PVS gloves, safety glasses, goggles	As above	410L (205L drums, 1-2 stored at a time)

Figure 2: Storage Location of Fuels and Oils



Source: Nearmap 2026.

4 Risk management

Table 3: Key risk management actions

	Key Environmental Risk	Risk Rating	Management action
1	Excessive dust emissions	Low	• Use of mobile or fixed dust suppression sprinkler system to suppress dust from crushing and screening activities, tipping and stockpiles. No additive dust suppressants are utilised onsite. • Stop dust-generating activities as necessary. • Enclosure of stockpiles on three sides (i.e. use of stockpile bays). • Restrict works during periods of high wind. • Dust minimisation training for staff. • Maintenance of dust control equipment as necessary. • Routine local weather report monitoring. • Minimise exposure of bare earth. • Use dust wraps on perimeter fence. • Haulage vehicles carrying materials on and off site will be appropriately covered.
2	Health issues off site	Low	• As per 1 • Site main landline is available for any complaints. • Any complaints are recorded digitally and included in annual reports. • Air quality monitoring in accordance with AS3580.09.63 to investigate a complaint of dust-related health impact.
3	Equipment exhaust emissions exceed limits	Low	• Inspect equipment engine emissions regularly. • All equipment is serviced and maintained to OEM requirements. • Excessive equipment emissions to trigger out of service procedures.
4	Groundwater contamination	Medium	• Ensure storage, handling and transport of dangerous goods are conducted in accordance with Australian Standards. • Identify, classify, quantify & appropriately store waste. • Develop & implement oil & fuel spillage controls. • Implement bunding to appropriate areas. • Ensure adequate spill kits are available on site including adequate training. • Minimise the length of unprocessed waste storage onsite as much as possible.
5	Discharge of sediment laden waters	Medium	• Use of a wet retention basin, spoon drains and bunding (design by others) to ensure all rainfall falling on the site is captured in a closed system or treated prior to release.

Key Environmental Risk		Risk Rating	Management action
			Perimeter bunding/berm to prevent ingress of overland flow.
6	Overtopping of retention basin and subsequent discharge of sediment laden water	Low	- Dewater the basin ahead of forecast heavy periods of rain. - Inspect the basin during and after heavy rainfall. - Implement dewatering protocols and procedures to be implemented when certain height reached.
7	Spill of hazardous materials	Low	- Ensure storage, handling and transport of dangerous goods are conducted in accordance with Australian Standards. - Develop & implement oil & fuel spillage controls. - Implement bunding to appropriate areas. - Ensure adequate spill kits are available on site including adequate training.
8	Spill of liquid fuel whilst in storage	Low	As per 7
9	Spill during delivery of fuel to mobile equipment	Low	- Breakaway couplings installed on mobile fuel delivery vehicles. - Drivers stay with vehicle during refuelling - Refuelling takes place in designated refuelling areas. - As per 7
10	Excessive noise emissions	Low	- Ensuring processed material is placed by loaders and not dropped into awaiting trucks. - Ensuring raw material is tipped with care by drivers. - Shielding compressors, pumps generators and the like with acoustic shielding and replacing these with less noise-intensive equipment when they reach the end of their life. - Noise minimisation training for staff. - Consider using respite periods during crushing and screening activity (where reasonable and feasible). - Maintenance of plant in accordance with manufacturer recommendations to keep noise levels near that of new machinery.

5 Incident management

5.1 Pollution Incident Response Protocol

If it is suspected that an incident may cause environmental harm the Pollution Incident Response Plan will be executed. The plan is based on the following 7 steps:

1. Assess
2. Stop
3. Notify
4. Contain
5. Mitigate
6. Clean up
7. Review

5.1.1 Immediate internal incident notification process

The following process is to be followed by all employees, contractors and suppliers of EBH in the event that a Pollution Incident occurs on site:

1. Immediately notify the person responsible for managing the site (i.e. shift supervisor);
2. If there is an immediate threat to human health or property, then the shift supervisor must call 000 IMMEDIATELY;
3. Contact should also be made with any members of the community who may be directly impacted by the incident;
4. The shift supervisor must then contact one of the Key Contacts listed in the following pollution incident response protocol and provide the following details:
 - a. Exact location of the incident;
 - b. Nature and extent of the incident; and
 - c. Whether First Aid or Emergency Services were called.

Pollution Incident Response Protocol (continued next page)

Assess

- Assess the severity, risks and extent of the incident
- What is the substance emitted?
- What are its properties?
- What is the nature of risk to health and safety and the environment?
- Do you have the appropriate expertise and PPE?
- What is the volume of the emission?
- **If the emission has the potential to cause material harm, execute the next step of the plan**

Stop

- STOP the source of the emission if safe to do so
- Ensure the required emergency materials are on hand to control emission
- Inform person responsible, shift supervisor etc

Notify

- Contact emergency site contact:
 - Name: Adam Gibbs
 - Phone number/s: 0427 025 072
- Contact the key relevant authorities IMMEDIATELY after becoming aware of the Pollution Incident:
 - EPA 131 555
 - Central Coast Council (02 4306 7900)
 - WorkCover Authority (131 050)
 - Fire and Rescue NSW (02 4389 2194 Local) and NSW Police (02 4356 6099 Local)
- Provide the following information:
 - Time, date, nature, duration and location of incident;
 - Location of the place where pollution is occurring or is likely to occur; and
 - If Known:
 - Nature, estimated quantity or volume and concentration of any pollutants involved;
 - Circumstances in which the incident occurred (cause of the incident); and
 - Action taken or proposed to be taken to deal with the incident and any resulting pollution or threatened pollution.

Pollution Incident Response Protocol *(continued)*

Contain

- Utilise barriers (absorbant booms, spill absorbant material, soil or other safe effective material) to prevent emission from spreading
- When an emission is on a hard surface use appropriate absorbant materials such as granules or sand
- Prevent discharge off- site
- Implement other appropriate controls to minimise impact

Mitigate

- Monitor and assess the situation
- Implement any downstream containment if required
- Identify other location/actions that could results in similar emission and isolate or prevent

Clean Up

- Assess appropriate clean up options
- Implement clean up actions
- appropriately dispose of pollutants/contaminated materials
- Refer to MSDS/ or PIDS for information on handling pollutants in the clean up process
- Organise re-stocking of spill kit and replace equipment used

Review

- Conduct an investigation into the incident and assist with EPA investigators
- Complete internal reporting
- Prepare report for EPA within 7 days of incident
- Review and update PIRMP within 30 days of incident
- Implement corrective actions to prevent reoccurrence

5.2 Incident reporting

Within 7 days from the date on which the incident occurred, a detailed report must be submitted to the EPA including the following information:

- Description of the date, time, and nature of the incident.
- Identification of the cause (or likely cause) of the incident.
- Description of what action has been taken to date.
- Description of the proposed measures to address the incident.

If any of the information was not known at the time of initial reporting of the Pollution Incident to any of the Authorities, that information should be notified to the Authorities immediately after it becomes known.

All communications with any of the Authorities following the incident are to be made through the General Manager. Following the initial notification of the incident, these personnel will ensure that regular contact is made with all Authorities, and persons who have been notified of the incident, in relation to ongoing actions taken to combat the pollution caused by the incident. These personnel will:

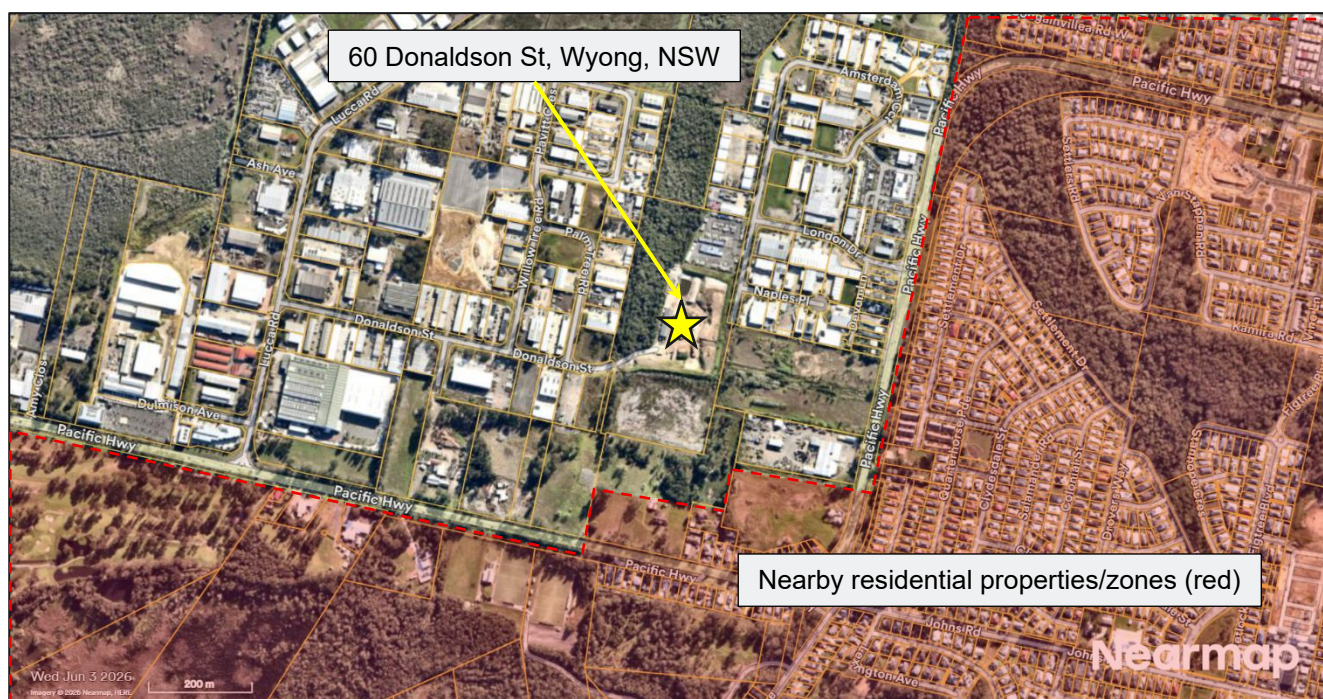
- Liaise with the EPA regarding appropriate actions to be taken to control, manage and mitigate the pollution;
- Work co-operatively with the EPA and any other relevant authorities to clean-up any pollution;
- Notify the community of the results of ongoing monitoring of the pollution; and
- Consult any owners or occupiers in the vicinity of the site regarding any off-site actions to be taken which may impact on their properties.

5.3 Notification of pollution incident to community and local landholders

The site is located in the Central Coast Council (CCC) Local Government Area (LGA). It is near the Pacific Highway and the surrounding area is predominantly a mixture of industrial and residential developments.

Any Pollution Incident causing or threatening material harm to the environment in these areas will be communicated to all people likely to be adversely affected by the incident. Nearby Sensitive receptors are highlighted in Figure 3.

Figure 3: Nearby Sensitive Receptors to the Site



Source: Nearmap, 2026.

Communication with these people will be made as soon as practicable following a Pollution Incident as well as on an ongoing basis until the incident has been fully controlled and any harm caused because of the incident has been rectified.

EBH will contact people affected by a Pollution Incident either by telephone, letterbox drop or 'doorknocking'. Notifications will also be made, where required on the EBH website. The method and content of any communication will depend on the Pollution Incident and the actions required to protect human health. For example, advice may be given to avoid the use of water in creeks affected by the discharge of a pollutant to a waterway.

6 Management of this PIRMP

6.1 Training

All new staff, contractors and visitors to the premise are to undertake a site induction. Training programs are provided to ensure all personnel are aware of this PIRMP and the correct response procedure to a pollution incident.

For staff and contractors who are in contact/work with dangerous goods and/or hazardous materials at the premise, specific safety and environmental training is provided.

Targeted training exercises are provided to employees in the safe and correct use of all spill clean-up equipment or pollution prevention structures on site and the safe handling and legal disposal of contaminated materials and wastes resulting from a pollution incident.

A training exercise designed to test the adequacy of emergency preparedness and response is undertaken at least once each year.

Refresher training on this PIRMP will be provided to all staff and contractors if there are any amendments, in addition to periodic refresher training on an annual basis.

6.2 Testing of PIRMP

Periodic testing of the PIRMP is undertaken to check that the information is accurate and current and that the plan is current and capable of being implemented in a workable and effective manner. Testing is undertaken in the following ways:

1. The PIRMP is tested by assessing and reviewing it and making any necessary changes. Testing is taken to be either a desktop review or an environmental emergency drill. Testing includes all components of the plan, including training requirements.
2. A review of the PIRMP occurs every 12 months. Contact details in this document are always kept current.
3. The PIRMP is reviewed within one month of the date of any pollution incident that occurs during an activity to which the EPL relates. This review is undertaken considering any incident, to determine if the information included in the plan is accurate and up to date and the plan is still capable of being implemented in a workable and effective manner.
4. Records of testing are provided in the review table presented at the start of this plan. Information to be retained regarding PIRMP testing includes:
 - i) The way the test was undertaken;
 - ii) Dates when the plan was tested;
 - iii) The person who carried out the testing; and
 - iv) The date and description of any update of or amendment to the plan.

6.3 Plan availability

This PIRMP is publicly available on EBH's website. On completion of the annual testing and review process (Section 6.2), or following a test in response to an incident, EBH Environmental will review and, if necessary, amend the PIRMP and make the reviewed or amended version available on the EBH Environmental website.

A hard copy of the PIRMP is available at the site office and is provided to all personnel responsible for implementing the PIRMP. The PIRMP will be made available to an EPA Authorised Officer on request.

7 Roles and Responsibilities

Role	Responsibility
Managing Director / Shift Supervisor	• Provide adequate resources for the implementation of this PIRMP. • Understand own responsibilities in regard to this PIRMP. • IMMEDIATELY implement this PIRMP when notified that a Pollution Incident has occurred onsite, including notifications as per Section 5.1. • Provide written Pollution Incident report to EPA within 7 days of an incident occurring. • Ensure this PIRMP is kept up to date. • Ensure contact details in this PIRMP are always up to date. • Ensure current version of this PIRMP is displayed on the website and a hard copy is kept at the office in a prominent, readily accessible location. • Ensure that all employees and contractors are given adequate training in identifying and responding to Pollution Incidents and ensure they are aware of the penalties for failing to comply. • Undertake weekly inspections to assess storage facilities and safety and pollution control equipment. • Annually test this PIRMP. • Review and update this PIRMP following each test and record reviews.
All personnel and contractors	• IMMEDIATELY report all Pollution Incidents to the person responsible for the site i.e. the shift supervisor. • Always act in a safe and responsible manner and understand responsibilities in regard to this PIRMP. • Always be observant of and report potential risks and near-misses. • Ensure all chemicals, hydrocarbons and hazardous substances are stored and handled appropriately. • Report any potential hazards to supervisor. • Evacuate area and/or assist in clean-up operations.

8 Pollution Incident Response Test Checklist

DATE:

NAME OF AUTHORISED PERSON

SIGNATURE OF AUTHORISED PERSON

- ☐ Are all contact and reporting details in the PIRMP correct and up to date?
- ☐ Are the descriptions of environmental hazards up to date?
- ☐ Are the potential and likelihood of incidents that could occur still correct and relevant to the site operations?
- ☐ Are the pre-emptive actions for risk management of the relevant activity correct and relevant to the site?
- ☐ Is there an inventory of pollutants (including quantities of pollutants onsite)?
- ☐ Is the listed safety equipment & PPE correct and up to date?
- ☐ Is staff training up to date?
- ☐ Is there an up-to-date copy of this PIRMP accessible on site?
- ☐ Has there been an on-site test of this Plan in the last 12 months?
- ☐ Is all spill management equipment up to date and fully equipped?

MRA Consulting Group

Suite 408 Henry Lawson Building
19 Roseby Street
Drummoyne NSW 2047

+61 2 8541 6169
info@mraconsulting.com.au
mraconsulting.com.au

