	<b>PASPALEY PEARLING COMPANY PTY.LTD.</b>		
	<b>SAFETY MANAGEMENT SYSTEM &amp; STANDARD OPERATING PROCEDURES</b>	<b>ISSUE STATUS:</b>	<b>1</b>
		<b>ISSUE DATE:</b>	
		<b>AUTHORISED BY:</b>	<b>General Manager – Pearling Production</b>
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## 1.0 Objective

The Channel Island Ponds operations Emergency Response Plan (ERP) has been developed to identify and respond to potential emergency situations that may be present. This plan seeks to establish procedures to ensure the Paspaley Pearling Company (PPCo) Ponds staff are able to respond to all foreseeable hazards, incidents and emergency situations.

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## 2.0 About this Emergency Response plan

The ERP is designed to assist in managing an event if it occurs. The information within the ERP Ponds operations applies to everyone performing work for, or visiting PPCo Ponds. While most of the steps that need to be taken can be pre-planned and considered, the nature and location of the event may dictate other steps that are not covered in this plan.

### 2.1 Nature of work being carried out at Ponds

The Channel Island Ponds is a nursery site for the on-growing production of juvenile Pearl Oysters between the hatchery and growout farm stages. The

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ponds utilise earthen aquaculture ponds and tanks to rear the oysters to a suitable size for deployment.

## 3.0 Emergency Response Plan Activation and Record Keeping

### 3.1 Initiation

All Ponds personal are required to report emergency incidents. Whenever an emergency incident occurs it is vital that the alarm be raised immediately, the appropriate persons are informed and immediate action is taken to account for people, contain the incident and recover the situation.


The Manager – Spat Production is to be notified in the first instance to allow contact with PPCo General Manager.

For Critical Incidents The Manager – Spat Production is to contact the Work Health and Safety Manager to whom is responsible in initiating the Critical Incident Management Team.

Refer to WHSM.022 Emergency and Critical Incident Policy/Procedure RFT015 VER – 1.0 Critical Incident Flow Chart.

### 3.2 Emergency Contacts List

PONDS EMERGENCY CONTACTS		
Manager – Spat Production	Scott Akehurst	08 8982 5588 0427 107 567
Research and Development Manager– Spat Production Ponds Site Supervisor	Kane Taylor	08 8982 5594 0412 240 034
Manager – Research & Development	David Mills	08 8982 5582 0411 059 769
Quality, Health Safety & Environmental Manager	Heidi Mumme	08 8982 5580 0401 073 905
Work, Health & Safety Manager	Gary O’Hearn	08 8982 5586 0427 621 993
EXTERNAL EMERGENCY CONTACTS		
Police / Fire / Ambulance – Emergency Line	National	000
	Northern Territory	131 4444
Police Station	Berrimah	08 8922 3600
Fire and Rescue	Northern Region	08 8946 4107
St Johns Ambulance	Darwin	08 8922 6200
Emergency Services	Northern Territory	08 8922 3630
		0419 853 390
Hospital	Darwin	08 8922 8888

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Northern Territory Environmental Protection Authority Pollution Hotline	Northern Territory	1800 064 567
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### 3.3 Classification of an Emergency Incident

**Serious incident:** An incident requiring immediate support from resources not at the base or site in order to protect personnel, the environment or property. Examples could include:

- serious injury or illness
- fatality
- large and/or uncontrolled fire
- tropical cyclones
- dangerous goods emergency

**Damage incident:** An incident resulting in property or equipment damage that did not incur any personal injury.

**Environmental incident:** An incident resulting in damage or loss of quality to the surrounding environment, be it soil, sand, substrate, water or air.


**Minor incidents:** An incident that is rapidly controlled by personnel at the bases or site without support from resources external to the base.

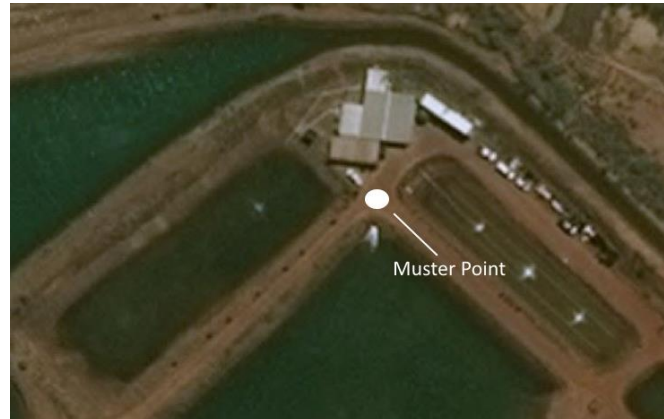
Examples could include:

- small fire, immediately controlled and extinguished;
- chemical spill, immediately controlled; and
- injury, non-critical.

### 3.4 Muster point

<b>Location (Operations)</b>	<b>Muster Point 1</b>
Section 1864 Channel Island Road Channel Island NT 0822	Water inlet to Big Pond number 1

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## 4.0 Defined Emergency Situations

### 4.1 Serious injury or illness

A serious injury or illness is one that requires the admission of a person to hospital and for immediate and urgent transfer of the sick or injured person for medical treatment. The incident may involve company personnel or clients.

The incident must be reported in accordance with the PPCo Incident Reporting Policy REF WHSM.020


If the effected person needs to urgent medical advice Emergency Services are to be call right away.

### 4.2 Evacuation of Ponds worksite

Certain emergencies will require an evacuation of the Ponds worksite. An evacuation is to immediately remove all personal away from the hazard or effected area. This may mean to abandon the worksite all together.

In the event of an evacuation raise the alarm by shouting 'Evacuate, Evacuate' and calmly make your way to the muster point. Consideration has to be taken for personnel that are impaired need special assistance. If the hazard is in the path to the evacuation point, the backup muster point will be at the front gate entrance to the worksite.

Once at muster point, Site Manager or next in charge is to ensure all staff and/or visitors are accounted for. There can be up to 10 people onsite working on the ponds at any one time.

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#### 4.3 Fire

In the event of a major fire, one that cannot be contained or extinguished, emergency services are to be notified immediately. This applied to fires within the Ponds worksite or surrounding areas, if it is a direct threat to the health and safety of personal onsite.

The first witness it to raise the alarm by shouting fire, fire. Once it have been determined that trying to contain of extinguish the fire is unsafe or not possible the witness is to inform the Site Manager straight away.

The Site Manager or next in charge is to complete the following steps

1. Help evacuate all personal to the muster point
2. Account for all personal
3. Assess the situation
4. Power down any equipment or shut off fuel valves if applicable only if it is safe to do so
5. Contact emergency services and direct them to the site
6. Ensure that the General Manager – Spat Production has been informed and the Critical Incident Team have been notified
7. Ensure no one enters the site until deem safe by the emergency service teams

At no stage is any person to put themselves at further risk by trying to contain or extinguisher the fire

#### 4.4 Hazardous material / dangerous goods / chemical spill

Please refer to PPCo SOP014 – Chemical Use and Storage

##### *Channel Island Ponds specific*


Plant fertiliser and Sodium Metasilicate are the two chemicals used that are specific to this site. In case of spillage, please refer to the MSDS located on site. If the outside environment has been or could be effected by the spill the NTEPA will be notified as soon as possible.

#### 4.5 Cyclone/Severe weather

Please refer to PPCo Cyclone Preparation Draft Review December 2017

##### *Channel Island Ponds site specific procedures*

- All tanks not in use are to be filled with seawater.
- The 110kw seawater pump is to be turned off.
- Inlet valves will be turned off for the ponds.
- Where safe to do so the pond and channel walls will be monitored for erosion.

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#### 4.6 Erosion

The ponds and channel walls are continually monitored for erosion. Particularly during times of severe weather and pond drainage. Early stages of erosion will be promptly repaired by an approved contractor.

To minimise the chance of an erosion emergency in the discharge pond and drainage channel, no more than one pond is to be drained at a time.

In the event of an emergency and erosion has caused a breach of water into the outside environment the NTEPA will be contacted immediately. The water source will be stopped and efforts to repair the breach will be undertaken as soon as it is safe to do so.