



**Title: Transport - Emergency Response Plan**

DOCUMENT CONTROL			
Doc. Reference	ERP-AUS-TR-001	Function	HSSEQ
Revision Date	29/03/2022	Group Owner	Director of Operations and Safety
Rev. Number	8	Group Approver	Group Head of HSSEQ

**APPROVED VARIANCE**

To comply with Australian rules and regulations and is to support [GOP-HSSEQ-012](#) - Emergency Response Planning.

DOCUMENT REFERENCES	
Internal References	<ul style="list-style-type: none"> <li><a href="#">PL-AUS-DAR-004</a> - Spill Management Plan - AUS</li> <li><a href="#">WA-GOP-TRAN-004.13</a> - Vehicle Maintenance Manual AUS</li> <li><a href="#">GOP-HSSEQ-031</a> - Incident Management</li> <li><a href="#">WA-GOP-TRAN-002.06</a> - Drivers Handbook Australia</li> </ul>
External References	<ul style="list-style-type: none"> <li>Dangerous Goods Initial Emergency Response Guide SAA/SNZ HB76:2010</li> <li>Australian Standards AS 2016; AS2809; AS1940; AS2683</li> <li>Dangerous Goods Safety Bill 2002</li> <li>Dangerous Goods Safety Act 2004</li> <li>Road Traffic Act 1961 and amendments</li> <li>Department of Minerals and Energy Guidance Notes</li> <li>Australian Institute of Petroleum codes of practice</li> </ul>

**DOCUMENT SCOPE / PURPOSE**

The scope of this ERP is Transport Operations in Australia, including subcontractors within the ASCO Australia Business Unit.

REVISION HISTORY		
Rev	Date	Comment
1	06/01/2017	Creation of procedure
2	22/05/2017	Review and new document template
3	18/09/2017	Changes to Internal References, Section 14 and Appendix A
4	31/07/2018	Review and update contacts, remove appendices for EPGs available in in the Initial Emergency Response Guide
5	30/11/2018	Addition of North Line contact details
6	21/08/2019	Update contacts, general review of content
7	24/11/2020	Annual review and update template
8	29/03/2022	Update contacts and legislation



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<p><b>1.0 Requirements of this Plan</b></p> <p>The purpose of this Transport Emergency Response Plan (TERP) is to ensure ASCO personnel are able to deal with an emergency specific to heavy vehicle/ linehaul operations and to ensure timely notification to relevant stakeholders.</p> <p>The objectives of this plan are to;</p> <ul style="list-style-type: none"> <li>• to minimise any adverse effects on people, damage to property or harm to the environment</li> <li>• Facilitate a rapid and effective emergency response and recovery</li> <li>• provide assistance to emergency and security services</li> <li>• communicate vital information to all relevant persons.</li> </ul>
<p><b>2.0 Responsibility Summary</b></p> <p><b>CEO</b></p> <ul style="list-style-type: none"> <li>• Overall responsibility to ensure that any adverse effects of a transport emergency are minimised as far as practicable</li> <li>• Responsible for external communications and media releases if and where applicable.</li> </ul> <p><b>Regional Operations Manager</b></p> <ul style="list-style-type: none"> <li>• Responsible for establishing and managing the ASCO Emergency Response Control Centre (ERCC) in the event of an emergency at either an ASCO controlled or an offsite / remote location.</li> </ul> <p><b>Supply Base Manager (Emergency Response Team Leader (ERTL))</b></p> <ul style="list-style-type: none"> <li>• Ensure reporting escalated in accordance with <a href="#">ERP-AUS-HSSEQ-007</a> Emergency Response Management Plan - Australia</li> <li>• Takes the senior position in the emergency response situation and makes decisions throughout any such emergency response</li> <li>• Point of contact for emergency response</li> <li>• Provide support directly to field emergency response.</li> </ul> <p><b>Drivers</b></p> <ul style="list-style-type: none"> <li>• Initiate response to an emergency event</li> <li>• Communicate event to Supply base as soon as able to do so.</li> </ul>
<p><b>3.0 Emergency Services - 000</b></p> <p>In a life-threatening emergency Dial 000 (Ambulance, Fire &amp; Rescue, Police) from any location.</p> <p>When declaring an emergency, the following details are to be provided:</p> <ul style="list-style-type: none"> <li>• State, “I am declaring an emergency”</li> <li>• Your name</li> <li>• Location of accident</li> <li>• Type of emergency</li> <li>• Assistance required</li> <li>• Number of casualties and what injuries there are.</li> </ul> <p>Do not hang up until you are sure your message is understood, and you are told so by the person receiving the call.</p>



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### 4.0 Notification and Reporting of Emergencies

The initial incident notification shall be delivered verbally by the Supply Base Manager and then followed up as soon as practicable with a formal incident report and investigation as per the incident notification process described in the [GOP-HSSEQ-031](#) Incident Management.

The Supply Base Manager shall make the immediate verbal notifications to the relevant stakeholders, in consultation with CEO/ Regional Operations Manager and HSSEQ.

Where required, written notifications shall be developed and approved by the HSSEQ Advisor based upon comprehensive incident and investigation report.

### 5.0 Vehicle Traffic Incident

If involved in, or witness, a traffic incident where there is danger, serious injuries or life-threatening concerns, telephone 000.

The first important thing is for them to remain calm, and where possible, provide support to any injured party.

Whilst at the scene, the driver must:

- Stop immediately and activate vehicle’s emergency hazard lights
- Secure vehicle and ensure that the accident scene is safe
- Ensure that the risk of fire, further injury or damage is minimised
- Await instructions for the recovery of the damaged vehicle where required
- Not to admit liability irrespective of the circumstances.

A driver of a vehicle involved in a traffic crash, you must stop immediately and supply name and address

The driver of a vehicle must report a traffic crash to the Police when the incident occurred on a road or any place commonly used by the public, e.g. carparks; and

- the incident resulted in bodily harm to any person; or
- the total value of property damaged to all involved parties exceeds \$3000; or
- the owner or representative of any damaged property is not present.

Capture the following information:

- date / time/ location
- driver’s licence number and expiry details
- vehicle licence plate and expiry details
- details of other involved drivers/passengers/owners/vehicles/witnesses
- details of injuries
- crash features (traffic control, road features, road alignment, other conditions)
- total estimated cost of damage to all vehicles and property
- description of how the crash happened
- Digital images of the crash incident.

### 6.0 Offsite Emergency Response and Clean-up

For off-site emergencies, the driver is to:

- Notify required Emergency Services, as soon as possible (dial 000)
- Notify the closest ASCO Supply Base, refer to Appendix Contacts.



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If it is safe to do so;

- Dangerous Goods; Recover transport documents from the emergency information holder and the emergency equipment / personal protective equipment bag from the vehicle
- Place emergency warning triangles at the front, side and rear of the vehicle. Turn off battery isolation switch
- On arrival of Emergency Services, provide transport documents, emergency information and any other assistance requested
- Keep in contact with the ASCO Supply Base Manager to inform of progress and any further assistance required.

Where required, ASCO will contact Cleanaway to lead any salvage operation, as the contracted emergency responder. Cleanaway (24 hours - 7 days per week) **1800 SPILLS (1800 774 557)**

Specify the following information as applicable to the incident.

- the nature of the dangerous situation (for example: vehicle accident, fire, spill)
- the location of the dangerous situation
- the type and quantity of the Load involved
- contact name of the person at the site
- contact telephone number of the person at the site
- name and type of Dangerous Goods, Hazardous Materials or Controlled
- wastes involved in the hazardous situation and the UN number (where applicable)
- estimated quantity of Dangerous Goods, Hazardous Materials or Controlled
- wastes released
- number and type of container(s)
- size of contaminated area
- ground type; and
- whether the dangerous situation has been contained or not.

Cleanaway will deploy Personnel, Equipment and Machinery to the incident.

**6.1 Spills Containment and Clean-up**

Steps to deal with a spill:

- Use the information on the physical and chemical properties of the product to judge response and evacuation
- Wear appropriate protective clothing and avoid inhaling gases, fumes, and smoke
- Minimise exposure to chemicals by working upwind (blowing from you to the incident)
- Avoid touching or walking through spilt product
- If exposure has occurred, obtain medical assistance, ensuring full exposure details are advised
- Decontaminate equipment, clothing, and personnel on site if it is safe to do so
- Dispose of contaminated equipment and materials only after receiving specialist advice from the manufacturer, response service providers or the local authorities
- Replenish used equipment.

Refer [GOP-HSSEQ-060](#) Spill Control for spill clean-up.



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**7.0 Fire**

Upon detection of a fire:

- Remove themselves and others from immediate danger
- Where trained and competent to do so, extinguish the fire with the appropriate firefighting equipment
- Where fire cannot be contained, immediately notify public Emergency Services, ASCO Supply Base Manager.

If the fire involves tanks (e.g. road tanker and ISO container) the person shall:

- Eliminate all ignition sources within the vicinity
- Initiate evacuation of areas within 500 metres in all directions
- Fight the fire from a protected position or use unmanned hose holders or monitor nozzles where safe to do so
- Withdraw immediately in case of rising sound from venting safety devices or discolouration
- Always stay away from tank ends.

**8.0 Dangerous Goods Transport - Information & Safety Equipment**

**Transport Information**

When dangerous goods are transported by road, transport documentation is required to ensure accurate information is available about the dangerous goods and vehicle and allow effective response in an emergency.

Transport documentation must:

- contain the consignor’s name and contact telephone number – whenever practicable, the telephone is to be accessible 24 hours a day
- be printed legibly in English
- describe the dangerous goods as detailed in ADG7 chapter 11.1
- be completed and accompany each consignment of dangerous goods.

For each type of dangerous goods to be transported, the description in the transport document, as required by ADG7, must include:

- UN number of the goods
- proper shipping name of the goods or the name of the goods that appears on the packaging, article or other receptacle in which the goods are contained
- Class or Division of the goods
- each Subsidiary Risk (if any) of the goods
- packing group (if any) for the goods
- description of each type of package or other receptacle to be transported (e.g. drum or DRM, intermediate bulk container or IBC)
- number of packages or receptacles of each type to be transported
- aggregate net quantity of each substance.

Transport Emergency information for the DG transported shall carried as either

- Dangerous Goods - Initial Emergency Response Guide; or
- An emergency procedure guide for the dangerous goods transported on the vehicle.

The Emergency Information shall be placed in a vehicle emergency information holder that is located on a road vehicle either.

- on the inside of a door of the cabin; or
- immediately adjacent to a door of the cabin; or



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- if the construction of the vehicle does not allow the holder to be attached to the inside of or adjacent to a cabin door - elsewhere in the cabin of the vehicle, provided that the position of the holder is identified on a notice affixed to the inside of the driver's door of the cabin.

**Safety Equipment**

When placard loads of dangerous goods are transported by road, certain personal protective equipment (PPE) and other safety equipment are required to ensure that, in the event of an accident or incident, the personnel transporting the dangerous goods:

- have a reasonable degree of protection
- if practicable and safe to do so, can effectively respond to either control the situation or mitigate the effects while waiting for the arrival of emergency services or the approved emergency responder.

**Appendix 2 details the PPE and other safety equipment that must be included on vehicles transporting placard loads of dangerous goods.**

- In addition, three portable warning devices complying with the latest edition of *AS 3790 Portable warning triangles* for motor vehicles are mandatory on all vehicles carrying placard loads
- Fire extinguishers are mandatory on all vehicles carrying placard loads. As listed in Appendix 2, the number, type and size of extinguishers required vary with the nature of the load.

All personal protective equipment and safety equipment provided shall be inspected as part of vehicle prestart and shall be:

- clean, suitable for purpose and in sound, operating condition, ready for use
- readily accessible location within vehicle.

**9.0 Review and Distribution**

The TERP will be distributed to Drivers and Operations at Induction and induction refresher. A copy will be placed in vehicles.

The TERP shall be reviewed yearly or.

- After an emergency response drill
- After a real emergency
- Significant changes to scope of work or operations occur.



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**Appendix A - Contact List**

Internal Contacts		
James Stuart	CEO (Perth)	0448 127 563
Scott Rains	Regional Operations Manager (Perth)	0403 809 725
Brian Reading	Camp Supervisor (Dongara)	0487 149 583
Jimmy Daniels	Transport Coordinator (Dampier)	0417 085 966
TBA	Transport & Supervisor (Perth)	TBA
John Cowan	Regional HSSEQ Manager (Darwin)	0448 148 957
Operations		
Operations Welshpool	TBA	
Operations Dampier	0417 085 966	
Operations Dongara	0487 149 583	
Operations Darwin	0428 444 037	

External Services	
AUS Service Provider	Contact Details
Ambulance / Fire / Police Emergency	000
Cleanaway (Tox Free) / Waste Disposal / DG Approved Emergency Responder	Ph. 1800 429 628 / (08)9499-2400 (24 hours)
Dept. Mines & Petroleum (WA)	08 9222 3333
Department of Agriculture and Water Resources (DAFF/ Quarantine) (WA)	1800 900 090
Dept. of Environmental Regulation (WA)	08 6364 7000
Main Roads	138 138
Poisons Information Centre	13 11 26
Police non-emergencies	13 14 44
SES Assistance	132 500
Swan Towing	Ph. (08) 9274 4544 (24 hours)
Traffic Control Australia	Ph. 1300 369 979 (24 hours)
Water Corporation	13 13 75
Western Power	13 13 51
WorkSafe WA	1300 307 877
NT Service Provider	Contact Details
Dept. Infrastructure and Transport (NT)	1800 246 199
EPA Pollution Hotline (NT)	1800 064 567
WorkSafe (NT)	1800 019 115





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**Appendix 2 - Safety Equipment for Road Vehicles**

Table 1 Minimum requirements for safety equipment for road vehicles transporting placard load of dangerous goods

Class, Division or Subsidiary Risk	Three double-sided reflector signals complying with AS 3790	Eyewash kit filled and ready for use (250 mL minimum)	Respiratory protective equipment for escape purposes	Gas tight goggles or full face shield as appropriate	Chemically resistant gloves or gauntlets	Thermally insulated gloves or gauntlets	Chemically resistant suit or coveralls	Chemically resistant boots	Any electric torch	Electric torch complying with AS/NZS 60079.11 or other recognised code
2.1*	Yes	No	No	Yes, if cryogenic liquid or in receptacles with capacity > 500 L	No	Yes	No	No	No	Yes
2.2	Yes	No	No	Yes, if cryogenic liquid or in receptacles with capacity > 500 L	No	Yes	No	No	Yes	No
2.3	Yes	Yes	**	Yes	No	Yes	No	No	Yes	No
3	Yes	Yes	No	No	Yes	No	No	No	No	Yes
4	Yes	Yes	No	No	Yes	No	No	No	No	Yes
5.1 solids	Yes	Yes	No	No	Yes	No	No	No	Yes	No
5.1 liquids	Yes	Yes	No	Yes	Yes	No	Yes	Yes	Yes	No
5.2	Yes	Yes	No	Yes	Yes	No	Yes	Yes	No	Yes
6.1	Yes	Yes	**	Yes	Yes	No	Yes	Yes	Yes	No
8	Yes	Yes	**	Yes	Yes	No	Yes	Yes	Yes	No
9	Yes	Yes	No	No	Yes	Yes***	No	No	Yes	No

Notes:  
 \* A gas detector suitable for the detection of LP gas must be carried on a vehicle transporting unodourised LP gas  
 \*\* The minimum requirement is air-supplied short-term breathing apparatus suitable for escape purposes, except when, even in an emergency, the dangerous goods will not give rise to harmful vapours, gases or dust. When a driver attends to the loading or transfer of goods, SCBA with a duration of longer than 15 minutes may be required by other legislation (e.g. occupational safety and health)  
 \*\*\* Yes if the goods are elevated temperature substances or dry ice



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**Table 2 Minimum fire extinguisher requirements for road vehicles transporting a placard load of dangerous goods**

	Dangerous goods being transported	Fire extinguisher requirements
1.	<p><b>All types of dangerous goods</b> packed in:</p> <ul style="list-style-type: none"> <li>• packages, drums, overpacks, segregation devices</li> <li>• intermediate bulk containers (IBCs) containing non-flammables – any quantity</li> <li>• IBCs containing flammables with up to (and including) 10,000 L total capacity or containing up to (and including) 10,000 kg in total</li> </ul>	<p>1 x 30B dry powder that is to be placed in the cabin (see Note 3), or at the front of any trailer transporting a placard load</p>
2.	<p><b>Non-flammable goods</b> packed in:</p> <ul style="list-style-type: none"> <li>• pressure drums, tubes, multiple element gas containers (MEGCs), tanks, bulk containers (solids)</li> </ul>	<ul style="list-style-type: none"> <li>• 1 x 60B dry powder, or 2 x 30B dry powder, in the load area</li> <li>• 1 x 10B dry powder in the cabin (see Note 3)</li> </ul>
3.	<p><b>Flammable goods</b> packed in:</p> <ul style="list-style-type: none"> <li>• Pressure drums, tubes, MEGCs, tanks, bulk containers (solids)</li> <li>• IBCs &gt; 10,000 L total capacity or containing &gt; 10,000 kg in total</li> </ul>	<ul style="list-style-type: none"> <li>• 2 x 60B dry powder, or 1 x 80B dry powder and 1 x 20B foam, in the load area</li> <li>• 1 x 10B dry powder in the cabin (see Note 3)</li> </ul>

**Notes:**

- *Note 1: In this table “flammable goods” means dangerous goods of Division 2.1, Class 3 or Class 4, or having a subsidiary risk of 2.1, 3 or 4.*
- *Note 2: In cases of combination vehicles, these directions apply to every separate trailer transporting a placard load.*
- *Note 3: If Table 2 requires that a fire extinguisher be located in the cabin, as an alternative to being located in the cabin the fire extinguisher may be located directly behind the cabin or may be mounted on the rear of the cabin.*