



EMERGENCY PROCEDURES

NEIL MANSELL TRANSPORT

“EMERGENCY – CONTACT REQUESTING ASSISTANCE FROM EMERGENCY SERVICES”

Use Landline whenever possible State –

- ❖ **Who you are.**
 - ❖ **Where you are.**
 - ❖ **Nature of Emergency. e.g. fire, injury, environmental**
 - ❖ **Assistance required**
- ✓ ***Check that your message was understood***
 - ✓ ***Do not hang-up stay on the line***
 - ✓ ***For areas with no mobile coverage utilise the Duress alert as instructed.***
 - ✓ ***In the instance of an emergency in an area with out mobile coverage stay with the vehicle / vehicles and assist any injured.***
 - ✓ ***Utilise the IVMS system as instructed.***

EMERGENCY CONTACT DETAILS

Neil Mansell Director	0418 716 440
Wayne Squires General Manager	0417 706 204
Nigel Hodges Compliance Officer	0477 000 746
Darren Minett HSE Manager	0436 927 205

Chemical Spills (24 Hours):

ISS First Response	1300 131 001
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RACE EVACUATION

- **R** - Removal of people from the immediate danger area
 - All workplace participants at NMG sites are to be evacuated to the emergency assembly area
 - When the buildings have been evacuated, doors and windows closed plus all electrical systems turned off to isolate the fire
- **A** - ALERT all workplace participants and evacuate to the emergency assembly area to await further instruction and conduct a roll call
- **C** - CONFINE fire and smoke by closing windows and doors, turn off electrical equipment if safe to do so
- **E** – EXTINGUISH and control the fire if safe to do so

GUIDELINES FOR USING A FIRE EXTINGUISHER

- Raise the alarm, call emergency services on 000 / 112 Mobile
 - Evacuate the area
 - Keep the escape path at your back
 - Never allow the fire to block your escape route
 - Select the correct fire extinguisher for the fire – see diagram on next page
 - **PULL** the pin on the extinguisher
 - **AIM** the extinguisher at the base of the fire
 - **SQUEEZE** the trigger
 - **SWEEP** the extinguisher across the base of the fire
- DO NOT USE A FIRE EXTINGUISHER IF:-**

- The fire is larger than a waste paper basket
- The fire is spreading quickly
- The extinguisher is having no affect on the fire
- You are putting yourself in danger
- You cannot extinguish the fire quickly
- You do not know what fuel is involved in the fire

Portable Fire Extinguisher Guide

T +61 3 9890 1544
 F +61 3 9890 1577
 E sales@fpaa.com.au
 E technical@fpaa.com.au
 W www.fpaa.com.au



Type of Fire, Class and Suitability

Pre 1997	Current	Extinguishing Agent	A	B	C	E	F	Comments	D	
			Wood Paper Plastic	Flammable & Combustible Liquids	Flammable Gases	Electrically Energised Equipment	Cooking Oils and Fats		Metal Fires	
		Water	✓	✗	✗	✗	✗	Dangerous if used on flammable liquid, energised electrical equipment and cooking oil/fat fires	Use only special purpose extinguishers and seek expert advice.	
		Wet Chemical	✓	✗	✗	✗	✓	Dangerous if used on energised electrical equipment		
		Foam*	✓	✓	✗	✗	LIMITED	Dangerous if used on energised electrical equipment		
		Powder	(ABE)	✓	✓	✓	✓	✗		Look carefully at the extinguisher to determine if it is a BE or ABE unit as the capability is different
			(BE)	✗	✓	✓	✓	✓		
		Carbon Dioxide	LIMITED	LIMITED	✗	✓	✗	Not suitable for outdoor use or smouldering deep seated A Class Fires		
		Vaporising Liquid	✓	LIMITED	LIMITED	✓	✗	Check the characteristics of the specific extinguishing agent. 5 Yearly servicing must be done by ODS & SGG licenced persons.		
		Fire Blanket	LIMITED*	LIMITED	✗	✗	✓	* Fire Blankets may be used as a thermal barrier against radiated heat and to control a fire in clothes being worn by a person.		

LEGEND
 ✓ = the class or classes in which agent is most effective
 ✗ = not recommend for these class of fires
 LIMITED = indicates that the Extinguishant is not the agent of choice for the class of fire, but it may have a limited extinguishing capability
 * Solvents such as alcohol or acetone mix with water and therefore require special foam
 For more information go to: www.fpaa.com.au
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BLEEDING

In the event of someone bleeding:-

- Request assistance from a senior First Aider
- The senior First Aider is to treat the casualty as per training
- Call emergency services if required
- Check breathing and circulation every 30 minutes
- Take as much information as possible:-
 - Name
 - Contact information
 - Last time the injured ate and drank and what they consumed
 - What happened
 - Medication they are taking
- Complete an incident report

FIRST AID INCIDENT

Ensure the area is safe

Check if the person is responsive

UNRESPONSIVE

- Call for help, 000 / 112- Mobile

- Open airway

- If airway is blocked:-
 - Place person on their side
 - Tilt the head back and lift the chin
 - Remove any visible obstructions

RESPONSIVE

- Treat injuries

- Place in recovery position

- Call for help

- Reassure

- Monitor vital signs

BREATHING

NORMAL

- Place person their side

- Await medical assistance

- Place person their side

- Monitor vital signs

LABOURED / STRUGGLING

- Ensure emergency services have been called

- Commence CPR

- Only stop CPR when instructed by emergency services or you are not capable of continuing

- Advice emergency services of symptoms

ELECTRIC SHOCK

DANGER – DO NOT TOUCH THE INJURED PERSON UNTIL THEY HAVE BEEN RELEASED FROM THE SOURCE

- Do not rush into an electric shock situation
- Isolate the energy source
- Call the emergency services
- Call for a senior first aider
- Record as much information as possible:-
 - Date
 - Time description of area
 - What caused the electrocution
 - Were they breathing
 - Was CPR given
 - Were they unconscious – how long for
- Lie the injured person on the ground
- Check responses
- Assess every 30 minutes
- Assist emergency services

CHEMICAL SPILLS

Packing Groups:
Classes 3, 4, 5.1, 6.1, 8 and 9 are assigned Packing Groups (PG) according to the degree of danger they present:
PG I: great danger
PG II: medium danger
PG III: minor danger

HAZCHEM EMERGENCY ACTION CODE

1 **WATER JETS** 2 **WATER FOG** 3 **FOAM** 4 **DRY AGENT**

P	V	FULL	
R			
S	V	BA	DILUTE
T		BA for FIRE only	
U		BA	
V	V	BA for FIRE only	
W		FULL	
X			
Y	V	BA	CONTAIN
Z		BA for FIRE only	
		BA	
		BA for FIRE only	

E CONSIDER EVACUATION

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Notes for guidance
V Violently or even explosively reactive
BA Use breathing apparatus plus protective gloves
Full Use full body protective clothing with BA
Dilute May be diluted with large quantities of water and prevented from entering drains and watercourses
Contain Prevent, by any means available, spillage from entering drains or water courses

CHEMICAL EMERGENCY GUIDE

What to do in a chemical emergency

1. Remain upwind of the incident scene.
2. Identify the type of incident. Is it a:
 - spillage?
 - fire?
 - explosion?
3. Determine if anybody is injured but be careful not to become a victim yourself.
4. Identify the chemical involved ... its name and its UN number.
5. Note the time and location of the incident.
6. Notify Emergency Services on 000, giving them the information detailed under items 2 to 5 above.



WorkCover NSW

WorkCover Assistance Service 13 10 50

HAZARDOUS SUBSTANCES PILL OCCURS

- Contain the spill
- Construct a bund around it using a spill kit to prevent further seeping.
- Notify the site manager
- For spills over 35lt contact HSE immediately

Chemical Spills (24 Hours):

ISS First Response

1300 131 001

SPILLS ON LAND

IF THE SPILL EXCEEDS 35LT,
consider calling for a tanker to help
clean up

Use sufficient and hazardous substance
absorbent material to soak up the spill

Dispose of the contaminated absorbent
material as per SDS and local
government requirements

Dispose of the contaminated soil as per
SDS and local government requirements

SPILLS ON WATER

Close all inlets and outlets to
contain the spill

Use absorbent materials to
soak up the spill

Contact HSE and your manager

For **ALL** Incidents

- **Notify your Supervisor/Manager**
- **Notify HSE**
- **Complete an incident report**

Appendix 1

NITROSYLSULFURIC ACID IN SULFURIC ACID

- a) Transport Potential Hazards & Emergency Response Plan
- b) Safety Data Sheet


a) Transport Potential Hazards & Emergency Response Plan – Nitrosylsulfuric Acid in Sulfuric Acid

Activity: Acceptance of package types for transport

Package type	Potential issues to address	Controls applied	Is the control effective?
<p>Segregation devices and segregation packaging e.g. Type I and II, large packaging, segregation packaging</p>	<ul style="list-style-type: none"> • Non-approved segregation device allows goods to escape confinement • Poor stowage and dunnage configuration allows package movement → corrosive goods adversely affecting structure • Dangerously incompatible goods co-located inside segregation devices • Mechanical handling of custom-fabricated Type I segregation devices (450 kg limit) compromises integrity <i>(Note: Type I are non-approved devices that must remain affixed to vehicle)</i> • Approved Type II segregation devices not maintained – sides perforated by forklift tynes, panels loosened, closures bent → ineffective segregation • Large packaging loaded in excess of rated load capacity → failure and leakage of goods • Segregation packaging not secured (e.g. removable head drums not tightened → goods not contained) 	<p>8 IBCs to each container to prevent movement</p> <p>Nyrstar to personnel to photograph load prior to sealing shipping container for transportation.</p> <p>Shipping containers to be bolt sealed</p>	<p>Yes</p>

Package type	Potential issues to address	Controls applied	Is the control effective?
<p>Intermediate bulk containers (IBC) e.g. flexible IBCs (FIBCs) for ammonium nitrate, plastic composite IBCs for corrosives, stainless steel IBCs for solvents (≤ 3 kL)</p>	<ul style="list-style-type: none"> • Bottom outlet valves on liquid goods are vibrated open or sheared off from impact → spillage of goods onto adjacent packages • Filling lids are cross-threaded → liquid splash or vapour emission under normal transport vibration • Composite IBCs mechanically damaged – perforated by forklift tynes or squashed by pallets resting directly on plastic inner • Outer cage of composite IBCs are damaged by mechanical handling → exposing plastic inners to wearing on cargo transport unit floor • Maximum permitted gross mass exceeded during filling → IBC failure • Maximum permitted stacking load is exceeded → IBC failure 	<p>Nyrstar to check each IBC for defects prior to loading into shipping container</p> <p>IBCs to be loaded single layered (not stacked) in the shipping container</p>	<p>Yes</p>

Activity: Acceptance of inherent dangerous goods hazard

Class or Division	Primary Hazard	Inherent chemical hazard	Controls applied	Is the control effective?
<p>Class 8</p> 	Corrosive	<ul style="list-style-type: none"> Chemical action causes severe damage when in contact with living tissue (i.e. corrosion of eyes, skin, mouth, or corrosive vapour inhalation to lungs) Evolution of flammable gas (e.g. hydrogen, when metals dissolved by acid or alkali; i.e. hydrochloric acid on steel, sodium hydroxide on aluminium) Evolution of toxic gases resulting from decomposition (e.g. chlorine from hypochlorite solutions, nitrogen dioxide from nitric acid) 	<p>Materials to loaded into the approved IBC</p> <p>Loaded in banded shipping container</p> <p>In the event of a fire and/or extreme heat scenario , establish an exclusion zone upwind clear of flames/vapour clouds</p>	Yes

Activity: Operations within the transport system

Consolidating dangerous goods loads

Element	Potential issues to address	Controls applied	Is the control effective?
<p>Consignment issues [including transport documentation (TD)]</p>	<ul style="list-style-type: none"> • Transport consignment form does not require full description of DG → acceptance of DG based on brand name, incorrect name or lower hazard packing group • Consignment system does not recognise DG → manual entry of proper shipping name, UN number and class required onto TD • Consignment system does not recognise UN number or DG classes → no information for TD, segregation or placarding • Consignment system not established for nominally empty DG packages → acceptance of variety of partially-filled containers creating an incompatible placard load • Limited quantity consignment not detailed by consignor with class information on TD → segregation issues for loaders • Packing group and aggregate quantity not identified on TD • Overall DG manifest (load summary) not generated → difficult for depot supervisor to communicate DG details through logistics chain to loaders and drivers 	<p>Driver to ensure consignment form details the DG, UN number & DG classes correctly</p> <p>All IBCs to be completely emptied prior to return loading</p> <p>The combination to be Tared in and weighed off the facility and net masses recorded</p> <p>Drivers not to depart Nyrstar/Port Pirie facility without fully generated manifest</p>	<p>Yes</p>

Element	Potential issues to address	Controls applied	Is the control effective?
Overpacking	<ul style="list-style-type: none"> Load arrangement imparts excess stress 	8 IBCs to each container to prevent movement Nyrstar to personnel to photograph load prior to sealing shipping container for transportation.	Yes
Labelling	<ul style="list-style-type: none"> Labelling is damaged and illegible → identification of goods difficult 	Nyrstar not to load IBCs with damaged placard/labelling Driver not to accept shipping container with damaged external DG labelling	Yes

Loading of dangerous goods

Element	Potential issues to address	Controls applied	Is the control effective?
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Element	Potential issues to address	Controls applied	Is the control effective?
<p>Loading plan</p>	<ul style="list-style-type: none"> No documented load plan means pallets loaded according to consignee location → poorly planned loads 	<p>8 IBCs to each container to prevent movement</p> <p>Nyrstar to personnel to photograph load prior to sealing shipping container for transportation.</p> <p>One container per consignment is to be loaded with no more than 8 metric tonne of product & MUST be positioned as the front container on the lead trailer</p>	<p>Yes</p>

Element	Potential issues to address	Controls applied	Is the control effective?
<p>Effective placarding (including IBC emergency information panels)</p>	<ul style="list-style-type: none"> Vehicles not fitted with DG labels or ‘Hazchem flip folder’ → affixing single labels or hand-drawn labels Product specific EIPs and amendable, blank multi-load EIPs are not available → down time spent sourcing correct placarding and hand-drawing in transit 	<p>All vehicles that require labelling & all containers that require labelling must be labelled in accordance with ADG Code, edition 7.8</p> <p>Drivers not to leave Nyrstar/Port Pirie facility unless correct labelling is fitted</p> <p>EPG specific to Class 8 to be carried in the driver door pocket of the truck.</p>	<p>Yes</p>

Defective packaging

Element	Potential issues to address	Controls applied	Is the control effective?
<p>Identifying non-UN approved packaging</p>	<ul style="list-style-type: none"> • Approved packaging marking specifications not audited by competent staff → acceptance of non-approved and non-rated outer packaging • Placardable units not checked for compliance plate (e.g. IMDG, Bureau Veritas certificate, CSC) → acceptance of non-approved placardable units and freight containers 	<p>Nyrstar to load product only in approved packaging</p> <p>Nyrstar to personnel to photograph load prior to sealing shipping container for transportation.</p>	<p>Yes</p>
<p>Identifying defective/damaged/leaking package</p>	<ul style="list-style-type: none"> • Examination of package integrity not undertaken by receivals workers → transport of damaged packages 	<p>Nyrstar to check each IBC for defects prior to loading into shipping container</p>	<p>Yes</p>
<p>Dealing with handling incidents</p>	<ul style="list-style-type: none"> • Mechanical handling incidents create damage or leakage → extra handling work and isolating products 	<p>Driver to ensure all twist locks are in the unlocked position prior to loading, and locked into position once container is loaded prior to moving off</p>	<p>Yes</p>

Element	Potential issues to address	Controls applied	Is the control effective?
<p>Responding to leaks or spills in transit</p>	<ul style="list-style-type: none"> Inability to handle damaged large packaging or placardable units at regional depots → costly return journey or costly recovery of controlled waste 	<p>Nyrstar to check each IBC for defects prior to loading into shipping container</p> <p>Product must only be loaded into banded shipping containers to minimise any risk of external transit leaks or spills</p>	<p>Yes</p>

Load restraint

Element	Potential issues to address	Controls applied	Is the control effective?
Procedural issues	<ul style="list-style-type: none"> Principles of the <i>Load Restraint Guide</i> 2004 are not formally adopted by the company to inform the relevant techniques required to obtain adequate restraint. Principles of the ADG Code Chapter 8.1 <i>Stowage and restraint on or in cargo transport units</i> or Chapter 8.2 <i>Restraint of cargo transport units on vehicles</i> are not in practice <p>References</p> <ul style="list-style-type: none"> <i>Load Restraint Guide: Guidelines and performance standards for the safe carriage of loads on road vehicles</i> ntc.gov.au/Media/Reports/(E62BE286-4870-ED95-1914-1A70F3250782).pdf <i>Australian Code for the transport of dangerous goods by road and rail “ Australian Dangerous Goods (ADG) Code”</i> (Edition 7.4) www.ntc.gov.au/heavy-vehicles/safety/australian-dangerous-goods-code/ 	<p>8 IBCs to each container to prevent movement</p> <p>Only trailers fitted with container twist locks to be utilised</p>	Yes
Generic hazards to address	<ul style="list-style-type: none"> Low friction – sandy, dusty or oily surfaces (e.g. composite IBC with metal tube outer frame on a metal trailer) 	8 IBCs to each container to prevent movement	Yes
IBCs	<ul style="list-style-type: none"> Flexible IBCs are creased significantly due to solids moving internally → gradual loosening of strap in transit 	IBCs are placed in banded 20' Shipping Container for transporting	Yes
Placardable units – twist locks	<ul style="list-style-type: none"> Flimsy or non-rated twist lock housing on freight container (FC) or portable tank (PT) renders twist lock inoperable Damaged twist lock mechanism (e.g. worn and/or deformed locking pin on vehicle) does not supply restraining force adequate to immobilise FC or PT 	<p>All twist locks are inspected as part of regular scheduled trailer servicing</p> <p>Drivers to conduct daily pre-start inspections on all equipment</p>	Yes

In transit procedure

Element	Potential issues to address	Controls applied	Is the control effective?
Breakdowns	<ul style="list-style-type: none"> • Driver inability to manoeuvre vehicle fully off carriageway → vulnerable to rear impact or side-swipe collision • Inexperienced driver unfamiliar with placement of portable warning triangles to highlight immobilised vehicle → increased traffic hazard • Leakage of fuels and hydrocarbons → potential for fire, explosion and mixing with incompatibles 	<p>All hauling vehicles are supplied with Emergency Breakdown Triangles</p> <p>Trained and competent drivers, daily pre-start inspections completed</p> <p>Driver to stop in a safe location and disconnect the hauling unit from the trailing unit, contain any spill if possible.</p>	Yes
Parking	<ul style="list-style-type: none"> • Driver parking in residential area for prolonged period (e.g. overnight or during lunch break → increased exposure to residents and possible vehicle accidents) • Parking within 15 m of a commercial building or public assembly area → public has increased exposure, especially to venting vapour or gas release, • Parking adjacent to another DG vehicle → increased potential for fire propagation or incompatible goods interaction (e.g. fuel truck parked near hot bitumen sprayer) 	<p>Drivers to park in appropriate location away from residential/commercial areas and not in the vicinity of other DG vehicles, whilst taking mandated fatigue breaks</p>	Yes

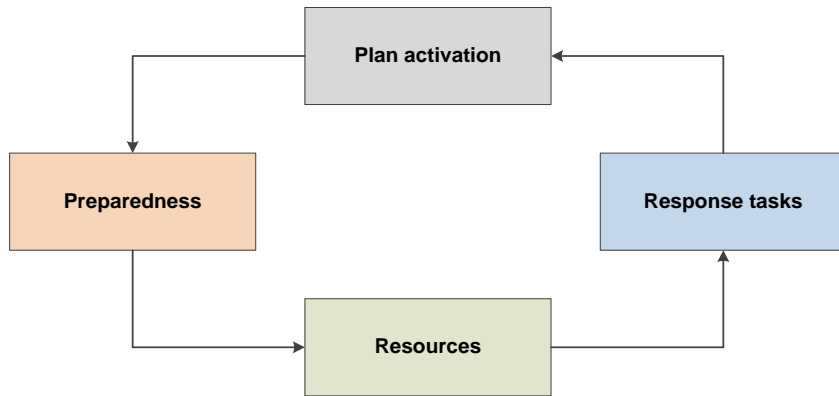
Element	Potential issues to address	Controls applied	Is the control effective?
Rest breaks	<ul style="list-style-type: none"> Vehicle not visible during rest or refreshment break taken at roadhouse → inability to keep load secure Parking in areas where there is risk of impact with other vehicles 	Containers to be bolt locked for security Drivers to inspect container bolt lock integrity, truck and trailer connections to ensure they have not been tampered with.	<p style="text-align: center;">Yes</p>
Journey management plan (JMP)	<ul style="list-style-type: none"> JMP not established → routes chosen by individual drivers and sub-contractors not in accord with permitted routes and risk minimisation principles JMP not in place for new recruit → poorly executed delivery and low awareness of permitted routes and unloading procedures JMP not executed by inducted driver → fatigue management breaches and unaccounted delays JMP not properly conveyed from senior driver trainer or mentor to new inductee, rendering JMP ineffective JMP not properly established for remote travel → elevated hazard for individual driver involved in accident, breakdown, bushfire or weather-related incident 	All trips will be conducted in line with NMT Journey Management Procedures All drivers shall be provided with and understand their individual JMP prior to departure.	<p style="text-align: center;">Yes</p>

Unloading dangerous goods at consignee premises

Element	Potential issues to address	Controls applied	Is the control effective?
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Element	Potential issues to address	Controls applied	Is the control effective?
Traffic management	<ul style="list-style-type: none"> Absence of traffic management plan → pedestrian impact, worker injury or goods damage 	Driver to comply with Nyrstar / Tellus Traffic Management Procedures and Plans	Yes
Multi-modal handling e.g. forklift, tele-handler, container crane	<ul style="list-style-type: none"> Gross mass of container exceeds safe working load rating of mechanical handling machine 	Nyrstar / Tellus operators to be suitable licensed and competent for the equipment operation and equipment serviced and maintained prior to use.	Yes
Premises configuration	<ul style="list-style-type: none"> Unloading area sloping and unsuitable for parking → load shifting after restraints loosened and problematic unloading of containers Haphazard site → poor reversing visibility and congested workspace Poor lighting → elevated risk of collisions and forklifting incidents 	Nyrstar / Tellus to ensure loading/unloading location are suitable level areas and adequate for day/night operations, where applicable	Yes

Activity: Emergency response and planning



Element	Potential issues to address	Controls applied	Is the control effective?
Activating transport emergency response plan (TERP)	<ul style="list-style-type: none"> • Driver unaware of TERP → actions undertaken inconsistent with relevant response for specific DG load involved • Driver does not follow initial response as per emergency procedure guide (EPG) → Elevates the particular hazard (e.g. dousing a fuel pool fire with water) • Communication failure – driver unable to activate TERP → delays in required emergency responder reaching incident site • Approved emergency responder not in place → DG recovery action hampered (e.g. road closures lengthened unnecessarily, contaminated soil area expanded, legal responsibilities not met) 	Driver provided with Emergency Procedures and contacts in the event of emergency All drivers trained and licensed DG operators IVMS “Back to Base” Duress System installed in all hauling fleet ISS First Response in place as responder to on-road incidents	Yes

Element	Potential issues to address	Controls applied	Is the control effective?
Preparedness	<ul style="list-style-type: none"> Lack of training and exercises → unfamiliarity with correct mode of response Response capabilities untested → poor management of vehicle recovery and protracted clean-up 	All drivers trained and licensed DG operators	Yes
Resources	<ul style="list-style-type: none"> Lack of emergency response equipment (e.g. response trailer → reduced capability to de-escalate rapidly) Insufficient resources for recovery → expensive contracting of incidence site clean-up 	ISS First Response	Yes
Response tasks	<ul style="list-style-type: none"> No mechanism for alerting external agencies [e.g. Department of Environment Regulation (DER), Department of Mines and Petroleum (DMP) → potential culpability] Insufficient packaging for contaminated materials → non-compliant transport Inexperienced staff attempting clean-up → breaching public safety 	ISS First Response	Yes
Continuous improvement of TERP	<ul style="list-style-type: none"> <i>Formal procedures not in place to investigate accidents</i> → potential recurrence and absence of learnings No root causes or contributing factors identified → continued acceptance of incident consequence and mediocre response Corrective actions not implemented → potential recurrence and repetitive responding mistakes TERP modifications not communicated to drivers → status quo of poor situation prevails <p>Reference <i>Guidelines for the preparation of a transport emergency response plan,</i> www.infrastructure.gov.au/transport/australia/dangerous/pdf/GuidelineERP.pdf</p>	Internal NMT Incident Reporting and Investigation Procedures ISS First Response	Yes

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I have read / had this Procedure read to me, and shall comply with its contents and advice.

Name		Site:
Signature		Date:
Witness		
Signature		Date: