




## Transport Emergency Response Plan

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### 1. PLAN ACTIVATION

#### 1.1. INITIAL CONTACTS

- 1.1.1. Designated Exact Contracting manager.
- 1.1.2. National initial response telephone number in Australia is 000. Ask for the relevant services required.
- 1.1.3. The list of key internal and external contacts, along with the 24 hours contact telephone numbers is contained in Emergency Procedures (section 2).
- 1.1.4. With any incident relative to the handling or transport of Dangerous Goods there is a mandatory requirement to advise the Competent Authority accordingly. A listing of Competent Authorities within Australia is contained in section 3.

#### 1.2. REPORTING AND SITUATION APPRAISAL

- 1.2.1. An incident or accident can fall into different levels of severity. Reference can be made to Exact Contracting Accident/Incident Reporting & Investigation Procedure (WHSPRO-005) and the Incident Notification Flow Chart (refer Appendix A).

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### 2. EMERGENCY PROCEDURES

#### 2.1. VEHICLE ACCIDENTS AND BREAKDOWNS

- 2.1.1. If possible, move the unit to a safe area, off the road and away from any traffic or activity.
- 2.1.2. Place a minimum of three warning devices out:
  - A. One 50 to 150m to the front of the vehicle.
  - B. One the same distance behind.
  - C. One alongside the disabled unit.
- 2.1.3. Operate the units flashing hazard lights.
- 2.1.4. Contact your manager and, if required, emergency services.
- 2.1.5. Ensure personal safety by staying a minimum of 15 metres away from the vehicle.
- 2.1.6. Render assistance to police and emergency services (only if requested).
- 2.1.7. Keep your manager informed of events.
- 2.1.8. If an Exact Contracting vehicle is involved in accident with a 3rd party vehicle, ensure that the name and phone number of the driver, the registration number, and the insurance details are obtained from the driver of the other vehicle.

#### 2.2. FIRE

- 2.2.1. All Exact Contracting vehicles and trailing equipment items are equipped with fire extinguishers.
- 2.2.2. Prior to undertaking any journey, you are required to undertake a safety check of your vehicle and equipment in line with Transport Daily Prestart PLTFRM-014.
- 2.2.3. This function incorporates the pre-departure check of all extinguishers.
- 2.2.4. In the event of a fire, stop the vehicle in a safe place, select the appropriate extinguisher(s), remove the safety pin, and gently depress the hand control to release the contents.

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- 2.2.5. Fire must be counteracted by sweeping the contents of extinguishers on to the base of the fire.
- 2.2.6. Notwithstanding the above point, do not attempt to extinguish a fire if the intensity is beyond your control.
- 2.2.7. As soon as possible contact your manager and the relevant emergency services.
- 2.2.8. Assist with the clean-up if requested.

### 2.3. SPILLS

- 2.3.1. Initial notification, reporting and spill management will be completed in accordance with the Spill Response Procedure (WHSPRO-026).
- 2.3.2. Transport trucks shall carry appropriate general purpose spill response kits. These can be used in the following manner:
  - A. **Use of booms to contain or divert spills.**
    - Place downhill from spill on sloping ground.
    - Surround leaking drums and containers to prevent spill from spreading.
    - Protect drains by placing booms in front or around drain.
    - Divert spill away from drains etc. to an area where the spill can be cleaned up.
  - B. **Using pads to absorb or clean up spills.**
    - Place pads behind booms to absorb any seepage under booms.
    - Place pads under leaking pipes or valves.
    - Use pads to wipe down clothing, floors, containers etc. contaminated by spill.
  - C. **Using kitty litter to absorb spills.**
    - Use correct kitty litter for spill. Plant-based products using material such as crushed coconut fibre must not be used for corrosive spills due to thermal risks from combustion.
    - Spread onto and in front of spill.
    - Push into spill with broom or shovel.
    - Use to absorb and solidify larger volumes of spilt liquid.
  - D. **Use of contaminated waste bags.**
    - For use during clean up stage.
    - Place all contaminated absorbents into bag and tie off.
    - Only fill bags halfway.
    - Ensure waste tracking is completed.

### 2.4. CONTAMINATION

- 2.4.1. Contamination occurs when incompatible goods are inadvertently mixed. Products in this state can have a very severe reaction and containers in this state must be shut down immediately.
- 2.4.2. Contact your manager to report the level of contamination.
- 2.4.3. In all cases, a contaminated tank must either be:
  - A. Flushed to the level recommended as safe by the manufacturer; or
  - B. Pumped out by a suitably qualified person and the product re-processed to specification.

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2.4.4. Any waste goods must be disposed of through a properly registered disposal agent using quality-controlled measures.

### 3. INTERNAL AND EXTERNAL CONTACTS

EXTERNAL EMERGENCY RESPONSE CONTACTS	
NAME	CONTACT NUMBER
First response Contractor: ISS First Response	1300 131 001
National Emergency Number – Fire, Ambulance, Police	000

INTERNAL EXACT CONTRACTING SERVICES KEY CONTACTS		
NAME	TITLE	MOBILE
Dave Fellows	Operations Manager	0458 001 990
Nathan Widger	National Safety, Training & Quality Manager	0400 286 106
Chris Macco-Palmer	Plant Asset and Transport Manager	0497 908 882
Peter Smith	Transport Manager	0438 027 453
Katherine Gaskin	Transport Administrator	0447 627 977

STATE AND TERRITORY SAFETY REGULATOR CONTACTS	
NAME	CONTACT NUMBER
Safework SA	1800 777 209
Northern Territory Worksafe	1800 019 115
Western Australia Worksafe	1300 307 877
Queensland Workplace Health & Safety	1300 369 915
New South Wales Workcover	13 10 50
Australian Capital Territory Regulatory Services	02-6207 3000
Victoria Worksafe	1800 136 089

STATE AND TERRITORY ENVIRONMENTAL PROTECTION AGENCIES CONTACTS	
NAME	CONTACT NUMBER
SA Environmental Protection Authority	08-8204 2004 (non-emergencies) Emergencies contact 000
Northern Territory Environment, Heritage Authority	08-89244139 or 1800 064 567
Western Australia Dept Environment & Conservation	1300 784 782
Queensland Environmental Protection Authority	1300 130 372
New South Wales Dept Environment, Climate Change & Water	13 15 55
Australian Capital Territory Dept Environment, Climate, Energy & Water	132 281
Victoria Environmental Protection Authority	03-9695 2777

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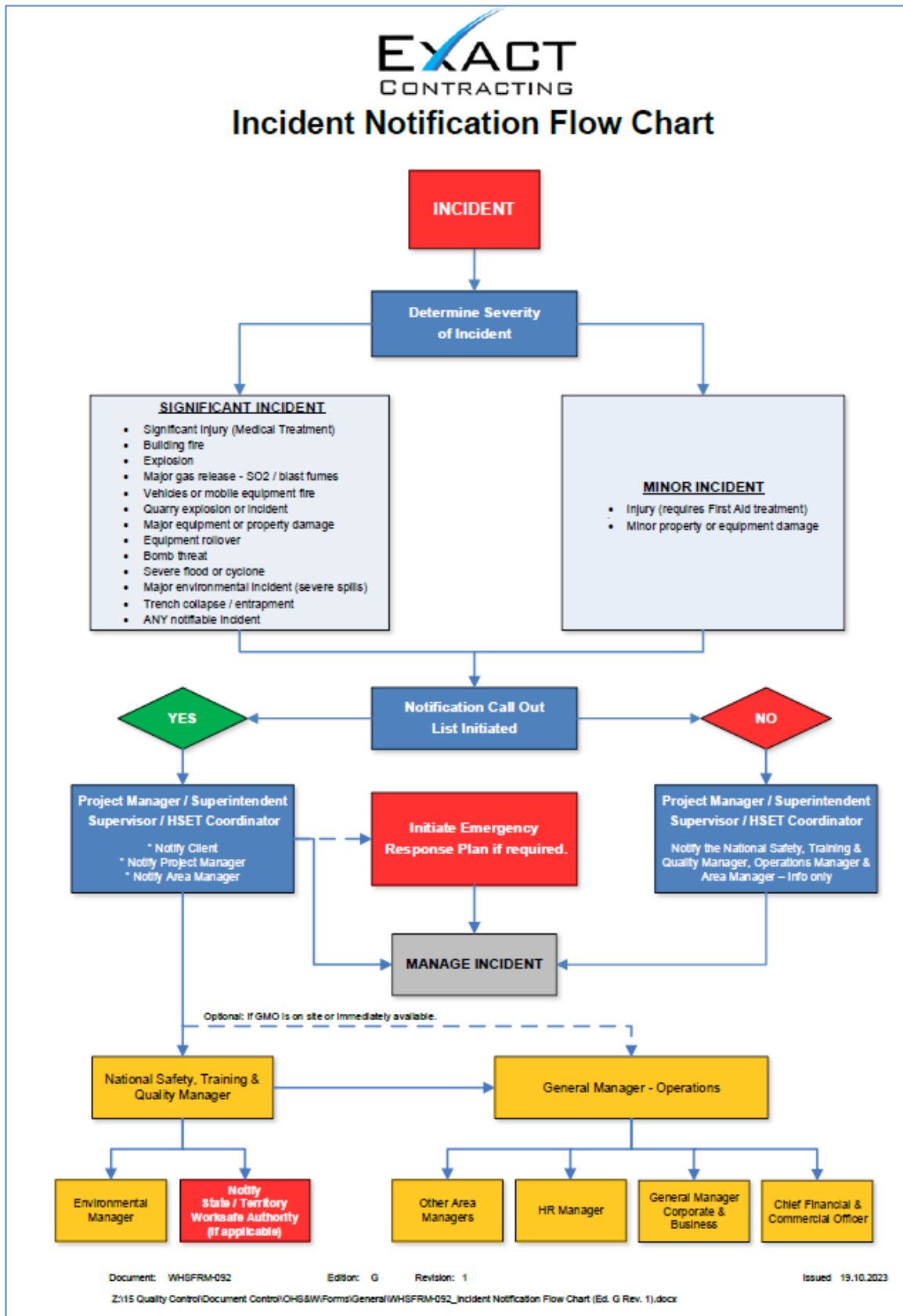
STATE AND TERRITORY COMPETENT AUTHORITIES (DANGEROUS GOODS) CONTACTS	
NAME	CONTACT NUMBER
Manager of Dangerous Substances – Safework SA	1300 365 255
Northern Territory Worksafe – Competent Authority	1800 019 115
Western Australia - Chief Dangerous Goods Officer	08-3968 8001
Queensland Director General	07-3253 4986
New South Wales – State Coordinator Dangerous Goods & Manager, Chemical Regulations	02-4321 5196 02-9995 5555
Australian Capital Territory – Chief Inspector of Dangerous Goods	02-6207 3000
Victoria – The Manager, Dangerous Goods	03-9358 8001

#### 4. LEGISLATION

- Dangerous Substances Regulations (SA) 2002
- Environmental Protection Regulations (SA) 2009
- Work Health and Safety Regulations (SA) 2012
- Dangerous Goods (Road and Rail Transport) Regulation (NSW) 2014
- Environmental Planning and Assessment Regulation (NSW) 2000
- Work Health and Safety Regulation (NSW) 2011
- Dangerous Goods Regulations (NT) 2014
- Environmental offences and penalties Regulations (NT) 2011
- Work Health & Safety Regulations (NT) 2011
- Dangerous Goods Safety (general) Regulations (WA) 2007
- Environmental Protection Regulations (WA) 1987
- Occupational Safety and Health Regulations (WA) 1996
- Transport Operations (Road Use Management - Dangerous Goods) Regulation (QLD) 2008
- Environmental Protection Regulation (QLD) 2008
- Work Health and Safety Regulation (QLD) 2011
- Dangerous Goods (Road Transport) Regulation (ACT) 2010
- Environment Protection Regulation (ACT) 2005
- Work Health and Safety Regulation (ACT) 2011
- Dangerous Goods (Transport by Road or Rail) Regulations (VIC) 2008
- Environment Protection (fees) Regulations (VIC) 2012
- Occupational Health and Safety Regulations (VIC) 2007

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## 5. APPENDIX A: INCIDENT NOTIFICATION FLOW CHART



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