



# CONDOBOLIN WATER TREATMENT PLANT POLLUTION INCIDENT RESPONSE MANAGEMENT PLAN

October 2023

LACHLAN SHIRE COUNCIL



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#### **Foreword**

The Pollution Incident Response Management Plan (PIRMP) for the Condobolin Water Treatment Plant (WTP) is a document that has been developed to be used by Lachlan Shire Council in the operation and management of incidents at the Condobolin WTP. The purpose of this plan is to ensure that, where possible, pollution incidents are avoided but if they do occur they are managed appropriately to minimise the effects on the environment and to human health.

This PIRMP addresses the requirements under the POELA Act 2011.

The objectives of the plan are to:

- communicate in a timely manner and with sufficient detail about a pollution incident to relevant authorities and people outside the facilities who may be affected by the impacts of the pollution incident
- minimise and control the risk of any pollution incident occurring at the facilities by requiring identification of risks and the development of planned actions to minimise and manage those risks; and
- ensure that the plan is properly implemented by trained staff, identifying persons responsible for implementing it, and ensuring that the plan is regularly tested for accuracy, currency and suitability.

This management plan is to be continually updated and reviewed by Council's, Manager Utilities, Lachlan Shire Council and Councils Work Health and Safety (WHS) committee.

## **Contents**

For	eword		3
Coı	ntents .		4
Int	roducti	ion	7
	1.1	Water Treatment Plant	7
	1.2	Scope of the PIRMP	7
2	Cont	ext of the Assessment	9
	2.1	Background	9
	2.2	Council Commitment	10
	2.3	Regulatory and Formal Requirements	11
3	Asses	ssment of the Risks	12
	3.1	Risk Assessment Workshop	12
4	Preve	entative Actions to be Undertaken	16
5	Inver	ntory of Pollutants and MDS	21
	5.1	Inventory of Treatment Chemicals	21
	5.2	Chemical Usage	21
	5.3	Other Pollutants Onsite	21
6	Safet	y Equipment	23
	6.1	List of PPE Equipment Onsite	23
	6.2	List of Monitoring Devices	24
7	Roles	s, Responsibilities and Contact Details	25
	7.1	Stakeholder Responsibilities and Engagement	25
	7.2	Council Procedures for Contacting Staff to Respond to a Possible Incident	26
	7.3	List of Contact Details	27
8	Comi	municating with Neighbours and the Community	28
	8.1	Incident Classification	28
	8.2	Notification Process	29
	8.3	Workplace Incidents	31
	8.4	Investigation of Incidents and Emergencies	31
9	Minii	mising Harm to Persons on the Premises	32
	9.1	Attendance Register	32
	9.2	Site Induction	32
	9.3	Evacuation Procedure	32

	9.4	Muster Location	32
10	Maps		33
11	Action	ns to be Undertaken During or Immediately After a Pollution Incident	35
	11.1	Minor Incident Action Plan	35
	11.2	Moderate Incident Action Plan	36
	11.3	Major Incident Action Plan	37
12	Evalua	ation, Audit and Review for Continuous Development	38
	12.1	Evaluation and Review	38
	12.2	Auditing	38
13	Refer	ences	39
14	Appei	ndices	40
	Appei	ndix A – MSDS	40
	Appei	ndix B – Plans	45
	Appe	ndix C – Training / Education Register	46
	Appei	ndix D – Incident Reporting Form	53
	Appei	ndix E – Audit Log Form	56
	Appei	ndix F – Telemetry System Alarm Listing	57
Figu	ires		
Figu	ire 1.1	- Condobolin WTP - Location of WTP	8
Figu	ire 4.1	- Photo Chlorination Room	19
Figu	ire 4.2	- Photo ACH Tank and Bund	19
Figu	ire 4.3	- Photo Sodium Silicate Storage	20
Figu	ire 4.4	- Photo PAC Storage	20
Figu	ire 8.1	- Incident Communication Protocols Condobolin WTP	30
Figu	ire 10.1	L - Condobolin WTP - Location of WTP	33
Figu	re 10.2	2 - Condobolin WTP - Location of Stored Chemicals	33
Figu	re 11.1	L - Minor Incident Action Plan	35
Figu	re 11.2	2 - Moderate Incident Action Plan	36
Figu	re 11.3	3 - Major Incident Action Plan	37
Tab	les		
Tab	le 2.1:	Formal and Regulatory Requirements	11
Tab	le 3.1:	Definitions of Likelihood	12
Tab	le 3.2:	Definitions of Impact	12
Tab	le 3.3:	Risk Analysis Criteria	13

Table 3.4:	Risk Register Condobolin WTP	14
Table 4.1:	Preventative Measures at each Site	17
Table 5.1:	Pollutant List	22
	PPE Listing	
	List of Monitoring Devices	
	Stakeholder Responsibilities and Engagement	
	Stakeholder Contact Details	

## Introduction

The township of Condobolin is located 463 km due west of Sydney and 100 km west of Parkes at an elevation of approximately 220 m above sea level. Condobolin currently has a population of approximately 2850 people.

Condobolin is in the Lachlan Shire Local Government Area (LGA). Lachlan Shire Council owns and operates the water treatment plant servicing the town.

#### 1.1 Water Treatment Plant

The Condobolin WTP comprises the following treatment /process units:

- Raw water pump station
- Clarifiers
- Dual Media filters
- Chemical storage and dosing facilities
- Distribution system including pipelines and reservoirs

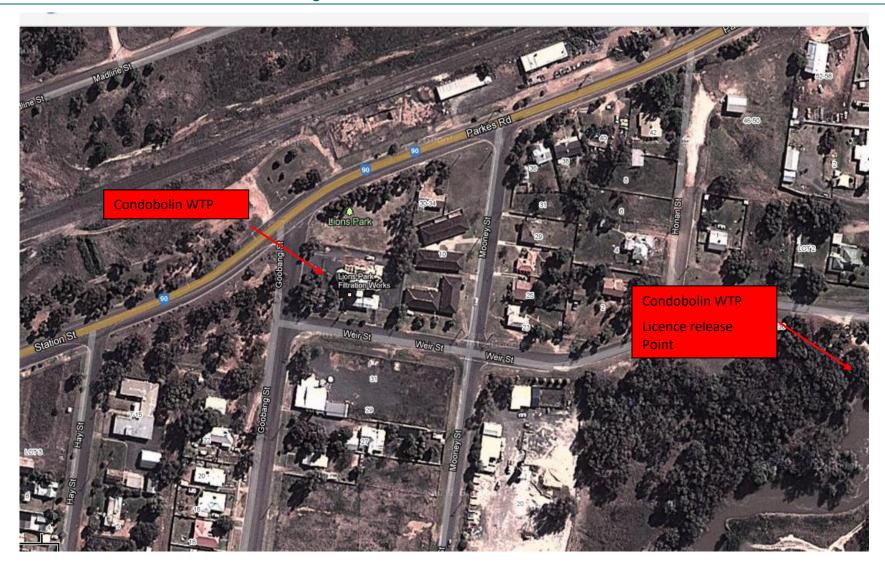
The WTP operates under an Environmental Protection Licence (EPL) 430.

#### 1.2 Scope of the PIRMP

The scope of the plan is as follows:

- Description and likelihood of hazards
- Pre-emptive actions to be taken
- Inventory of pollutants
- Safety equipment
- Contact details
- Communicating with neighbours and the local community
- Minimising harm to persons on the premises
- Maps showing the location of scheme components
- Actions to be taken during or immediately after a pollution incident
- Staff training

Figure 1.1 - Condobolin WTP - Location of WTP



## 2 Context of the Assessment

#### 2.1 Background

A new provision requirement under the *Protection of the Environment Legislation Amendment Act* (POELA) 2011 is the requirement to prepare, keep, test and implement a pollution incident response management plan for each environmental protection licence that Council holds.

The objectives of these plans are to:

- communicate in a timely manner and with sufficient detail about a pollution incident to relevant authorities and people outside the facilities who may be affected by the impacts of the pollution incident
- minimise and control the risk of any pollution incident occurring at the facilities by requiring identification of risks and the development of planned actions to minimise and manage those risks;
- ensure that the plan is properly implemented by trained staff, identifying persons responsible for implementing it, and ensuring that the plan is regularly tested for accuracy, currency and suitability.

The NSW EPA defines a 'pollution incident' as follows;

"pollution incident means an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur. It includes an incident or set of circumstances in which a substance has been placed or disposed of on premises, but it does not include an incident or set of circumstances involving only the emission of any noise."

A pollution incident is required to be notified if there is a risk of 'material harm to the environment', which is defined in section 147 of the POEO Act as:

- a) harm to the environment is material if:
- b) it involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or
- c) it results in actual or potential loss or property damage of an amount, or amounts in aggregate, exceeding \$10,000 (or such other amount as is prescribed by the regulations), and
- d) loss includes the reasonable costs and expenses that would be incurred in taking all reasonable and practicable measures to prevent, mitigate or make good harm to the environment.

Industry is now required to report pollution incidents *immediately* to the EPA, NSW Health, Fire and Rescue NSW, WorkCover NSW and the local council. 'Immediately' has its ordinary dictionary meaning of promptly and without delay. These strengthened provisions will ensure that pollution incidents are reported directly to the relevant response agencies so they will have direct access to the information they need to manage and deal with the incident in as fast a time as is practical.

The NSW EPA requires a plan to be implemented for all existing licenses by the 1<sup>st</sup> of September 2012. Council holds the EPL 430 for the Condobolin WTP.

#### 2.2 Council Commitment

Lachlan Shire Council is committed to protecting the health of the public, the environment and its workers. This commitment has been formalised and is contained in Council's Management Plan and Budget 2011/12. Council's charter is shown below.

#### **COUNCIL'S CHARTER**

The Local Government Act contains a Charter for Local Government which describes the approach to supplying services and activities. It charges local government with a number of responsibilities:

- to provide directly or on behalf of other levels of government, after due consultation, adequate, equitable and appropriate services and facilities for the community and to ensure that those services and facilities are managed efficiently and effectively
- to exercise community leadership
- to exercise its functions in a manner that is consistent with and actively promotes the principles of multiculturalism
- to promote and to provide and plan for the needs of children
- to properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development
- to have regard to the long term and cumulative effects of its decisions
- to bear in mind that it is the custodian and trustee of public assets and to effectively account for and manage the assets for which it is responsible
- to engage in long-term strategic planning on behalf of the local community
- to exercise its functions in a manner that is consistent with and promotes social justice principles of equity, aces, participation and rights
- to facilitate the involvement of councillors, members of the public, users of facilities and services and council staff in the development, improvement and co-ordination of local government
- to raise funds for local purposes by the fair imposition of rates, charges and fees, by income earned from investments and, when appropriate, by borrowings and grants
- to keep the local community and the State government (and through it, the wider community) informed about its activities
- to ensure that, in the exercise of its regulatory functions, it acts consistently and without bias, particularly where an activity of the council is affected
- to be a responsible employer.

Council's Work Health and Safety Policy can be found on their website.

#### 2.3 Regulatory and Formal Requirements

The regulatory and formal requirements applicable to the scheme are shown in **Table 2.1**. These legislative, licensing requirements and guidelines are to be met to ensure the protection of public health and environmental health and to satisfy WH&S requirements. This management plan addresses how these requirements are to be met.

**Table 2.1: Formal and Regulatory Requirements** 

Parameter	Instrument	Administered by
Overall Scheme Operation	Water Management Act 2000	NSW EPA
	Local Government Act 1993	NSW Office of Water
Public Health	Environment Operations Amendment Act 2011	NSW EPA NSW Health
Environmental Health	Section 55 Protection of the Environment Operations Amendment Act 2011 Environment Protection Licence 430	NSW EPA
WHS	Work Health and Safety Act 2011 (WHS Act) and the WHS Regulations.	WorkCover Authority of NSW
Plumbing	All pipe work is to be installed in accordance with AS/NZS 3500 (Plumbing and Drainage Code: Standards Australia 1996-2003)	Lachlan Shire Council

The Manager of Utilities, at Lachlan Shire Council, is responsible for the review and evaluation of this plan and for meeting the regulatory and other requirements.

## 3 Assessment of the Risks

#### 3.1 Risk Assessment Workshop

A risk assessment was undertaken at Condobolin on the 13<sup>th</sup> of August 2012. The objective of the assessment was to:

- identify the hazards,
- identify hazardous events
- assessment of the likelihood of the event and other factors that may increase the likelihood
- assess the impacts
- assess the overall risk.

Shown in Table 3.1, Table 3.2 and Table 3.3 are the criteria used in the assessment.

As can be seen in **Table 3.4**, the residual risks are all low with just a few being considered as moderate.

**Table 3.1: Definitions of Likelihood** 

Level	Likelihood	Description
Α	Almost certain	- The event is expected to occur often (several times per year)
В	Likely	- The event will probably occur often (once every 1-3 years)
С	Possible	- The event might occur at some time (once every 3 to 10 years)
D	Unlikely	- The event could occur at some time (once every 20 years)
Е	Rare	The event may occur only in exceptional circumstances (once every 100 years)

**Table 3.2: Definitions of Impact** 

Level	Classification	Example Definition Human Health	Example Definition Environment
1	Insignificant	No detectable human health illness.	No detectable environmental impact.
2	Minor	Short term, low level illness affecting a small population	Localised, short term environmental impact.
3	Moderate	Short term, low level illness affecting a large population	Localised, medium term environmental impact.
4	Major	Severe illness or death affecting a small population	Severe long-term environmental impact.
5	Catastrophic	Severe illness or death affecting a large population	Severe permanent environmental impact.

Table 3.3: Risk Analysis Criteria

	Impacts						
Likelihood	Insignificant 1	Minor 2	Moderate 3	Major <b>4</b>	Catastrophic <b>5</b>		
Almost Certain – A	Low	Moderate	High	Very High	Very High		
Likely – <b>B</b>	Low	Moderate	High	Very High	Very High		
Possible – <b>C</b>	Low	Moderate	Moderate	High	Very High		
Unlikely – <b>D</b>	Low	Low	Moderate	High	Very High		
Rare – E	Low	Low	Low	Moderate	High		

Table 3.4: Risk Register Condobolin WTP

	Contaminant	Description of the Hazardous Event	Human Health (Public Health)	Environmental Risks	Likelihood  Almost certain - several times per year Likely - once every 1 - 3 years Moderate - once every 3 - 10 years Unlikely - once every 20 years Rare - once every 100 years	Events or Circumstances that would acerbate or increase likelihood	Impact Insignificant Minor Moderate Major Catastrophic	Assessed Risk Low Moderate High	Pre-emptive Actions (Existing Controls)
1	Chlorine	Major gas leak	٧	٧	Unlikely		Major	High	The installation does not currently comply with AS/NZS 2927:2001 wrt safety equipment, alarm/warning system, signage and available buffer distance to local residences
2	Chlorine	Minor gas leak eg leaking pipe	٧		Unlikely	Wind direction towards house	Major	High	Pressure relief valves, operator trained
3	Chlorine	Major gas leak eg tank failure	٧		Unlikely	Wind direction towards house	Major	High	Suitable trolley, valve outlet caps, valve protection covers, operator trained
4	Chlorine	Gas leak due to fire	٧		Rare	Wind direction towards house	Major	Moderate	Fire potential is very low
5	АСН	Major leak - tank or fitting failure		٧	Unlikely	Sump valve left open (valve was found to be missing during the site inspection)	Minor	Low	Bund provided - 12,300 L (Bund currently does not have available capacity of 110% of tank volume and distances between tank wall and bund walls are insufficient. Bund walls should be increased

6	АСН	Minor spill - transfer of chemical from truck to tank		٧	Possible	Sump valve left open (valve was found to be missing during the site inspection)	Minor	Low	Dosing pump monitored via telemetry
7	Sodium Silicate	Major leak - tank or fitting failure		٧	Likely		Minor	Low	Bulky bin (steel bars surround bin)
8	Sodium Silicate	Minor spill - pipe or pump failure		٧	Possible		Minor	Possible	Dosing pump monitored via telemetry
9	PAC	Minor spill - bag ruptures		٧	Possible		Insignificant	Low	
10	Sodium Fluoride	Minor spill - bag ruptures		٧	Possible		Insignificant	Low	PPE, SCBA, kept in a room, trained operator
11	Sodium Fluoride	Sabotage	٧	٧	Rare		Major	Low	Locked room, treatment plant fenced. Operation monitored on SCADA

#### 4 Preventative Actions to be Undertaken

The preventative actions or measures to manage and minimise the risk to human health and the environment involve a multiple barrier approach. The multiple barriers, in order of preference, are as follows;

- Elimination
- Substitution
- Isolation
- Engineering means
- Administrative
- Personal Protection Equipment

These are readily broken down to the following

- Appropriate design of the facilities
- Appropriate operation and monitoring and
- Appropriate education and training

The identified current preventative actions are shown in Table 4.1. The additional preventative actions that have been identified. Photos of the existing measures are shown in Figures 4.1 - 4.6.

Once the additional preventative actions that have been identified have been undertaken the risk is expected to reduce form a HIGH category to a MODERATE category.

A listing of the telemetry alarms provided at each site is shown in Appendix G.

Table 4.1: Preventative Measures at each Site

Site	Potential Hazards	Existing 'Preventative' Actions	Proposed New Measures
Chlorination System 3x 920 kg 5x 70 kg	Release of gas - Major	Suitable trolley, Valve outlet caps, Valve protection covers, SCBA, PPE Operator training Backup personnel MSDS Staff check daily	<ol> <li>Gas detector to be provided and connected to the telemetry system</li> <li>Fire alarm system for the chlorination room</li> <li>Wind sock for the chlorination room</li> <li>Weigh scales</li> <li>Auto shut off valves</li> <li>Mechanical ventilation</li> <li>Provide alternative assembly area to allow for wind direction changes</li> <li>Emergency management plan</li> </ol>
	Release of gas – Minor	Pressure relief valves, SCBA PPE Operator training Backup personnel MSDS Staff check daily	Gas detector to be provided and connected to the telemetry system     Fire alarm system for the chlorination room     Wind sock for the chlorination room
ACH 13,000 L	Major leaks	Bund 12,300 L Safety shower	None required

	MSDS	
	Staff check daily	
Minor Leaks – Transfer between	Concrete hardstand	Extend bund to 4 <sup>th</sup> side
tanker and storage	Staff check daily	
Major leaks	Bulky bin	Provide bund
	Staff check daily	
	,	
Minor Leaks – Transfer between	Dose pump is monitored via telemetry	Provide bund
tanker and storage	Staff check daily	
Minor Spills	SCBA,	None required
	PPE	
	Operator training	
	MSDS	
Minor spills	SCBA,	None required
	PPE	
	Operator training	
	MSDS	
	Major leaks  Minor Leaks – Transfer between tanker and storage  Minor Spills	Staff check daily  Minor Leaks – Transfer between tanker and storage  Major leaks  Bulky bin Staff check daily  Minor Leaks – Transfer between tanker and storage  Dose pump is monitored via telemetry staff check daily  Minor Spills  SCBA, PPE Operator training MSDS  Minor spills  SCBA, PPE Operator training

Figure 4.1 - Photo Chlorination Room



Figure 4.2 - Photo ACH Tank and Bund

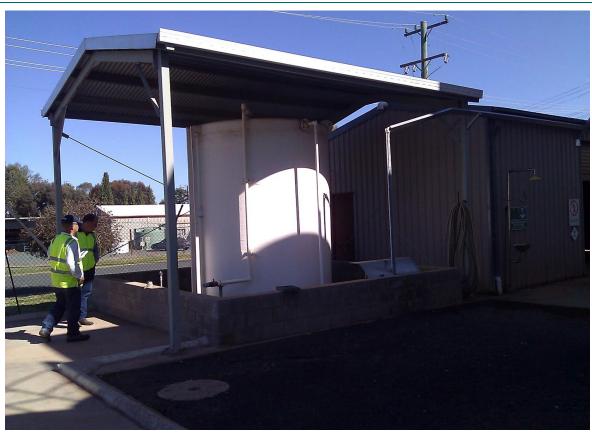




Figure 4.4 - Photo PAC Storage



## 5 Inventory of Pollutants and MDS

#### **5.1** Inventory of Treatment Chemicals

The stored chemicals onsite are as listed in Table 5.1.

#### 5.2 Chemical Usage

The chemicals used in the treatment of the water is as follows:

- ACH for coagulation prior to filtration
- Chlorine is used as a disinfectant. The levels of free chlorine in the water are continuously monitored to
  ensure that sufficient chlorine is available for disinfection and that levels remain at the end use point so
  as to provide a residual disinfectant dose. The amount of chlorine added will be controlled by the SCADA
  to ensure that the concentration in the reclaimed water remains within these design and critical limits.
- Powdered Activated Carbon for coagulation prior to filtration
- Sodium Silicate for coagulation prior to filtration
- Sodium Fluoride as an additive to the water.

MSDS are included in Appendix B.

#### 5.3 Other Pollutants Onsite

The other potential pollutants onsite are:

• The waste from the clarifiers and from backwashing of the filters is a potential pollution source. Council's EPL. There are no volume or quality restrictions on these releases.

Table 5.1: Pollutant List

Chemical	Location	Chemical Name and Formula	Typical Analysis	Use	Amount Stored
Chlorine Gas	Chlorine Room	Chlorine		Disinfectant used in water	3 x 920 kg
		Cl		treatment.	12 x 70 kg
			23-24% Al2O3 or		
Alchlor Gold CR		Aluminium Chlorohydrate	40-41% w/w ACH	Coagulant used in water treatment.	14 000 Lin a taul
		(ACH)	SG 1.33		14,000 L in a tank
		Al2(OH)5Cl	83-84% basicity		
			8.5% w/w Cl		
Multifloc SE 287	Storage Shed	Sodium Silicate	30-60% sodium silicate	Coagulant used in water	2 x 1,000 L
			Balance water	treatment.	
Powdered Activated Carbon (PAC)	Storage Shed	Activated Carbon C	100% activated cabon	Coagulant used in water treatment.	2 pallets ~ 900 kg
			>95% NaF		
Sodium Fluoride	Fluoridation Room	NaF	Balance non-hazardous ingredients	Additive to drinking water.	Up to 144 x 5 kg containers
Clarifier and filter backwash	Clarifier and filter		ТВА	By-product of water treatment process	

## 6 Safety Equipment

Safety equipment and other devices that are onsite will minimise the risks to human health or the environment and contain or control a pollution incident. These will include any PPE, MSD sheets, monitoring devices and spill containment facilities/equipment.

#### 6.1 List of PPE Equipment Onsite

The following PPE safety equipment is provided onsite:

Table 6.1: PPE Listing

Personal Protective Equipment	Location	
Protective gloves	Outside Fluoridisation room	
Goggles	Outside Fluoridisation room	
Safety glasses	Outside Fluoridisation room	
SCBA	Outside chlorination room	
Apron	Outside Fluoridisation room	

### **6.2** List of Monitoring Devices

The following monitoring devices are present onsite:

**Table 6.2: List of Monitoring Devices** 

System	Monitoring Devices		
Current Alarms			
	Chemical General Alarm		
	Clear Water Overflow Alarm		
	Intrusion Alarm		
	Phase Fail Alarm		
	Pump Number 1 Failed Alarm		
	Pump Number 2 Failed Alarm		
	Telemetry 240V Fail Alarm		
	Telemetry Battery Low Alarm		
Proposed Alarms			
Chlorination System	Chlorine Gas Detector		
	Weigh scales		
	Smoke detector		
	Fire alarm		
	Wind direction		
Fluorido Docina	Dosing Pump		
Fluoride Dosing	Flow meter		

A listing of the telemetry alarms provided at each site is shown in Appendix G.

## 7 Roles, Responsibilities and Contact Details

#### 7.1 Stakeholder Responsibilities and Engagement

Condobolin Shire Council has committed to operating its WTP in a responsible manner. Effective stakeholder engagement is necessary to fulfil this commitment. **Table 7.1** presents the stakeholders involved in the operation of the WTP, sets out their roles, the communication expected to occur to achieve safe operation of the plant. Further information on the operation of the system and communication protocols is addressed later in this plan.

Table 7.1: Stakeholder Responsibilities and Engagement

Stakeholder	Responsibility	Communicates with	Reason
Lachlan Shire Council Director Infrastructure Services	Overall scheme operation/ responsibility	Manager Utilities	Management of operations staff.
		NSW Health	Health advice, reporting incidents.
		NSW EPA	Reporting on Licence compliance, reporting incidents.
		Community of Condobolin	Advice where required during incidents.
		WorkCover	Reporting of injuries and accidents where required.
Manager Utilities	Management of scheme operation and maintenance, emergency response	Council operators and Director Infrastructure Services	Management of operations staff, reporting issues regarding operation, maintenance and compliance to Council, resolving site issues.
	Construction works near water pipelines	Construction companies	Council approval needed for any excavation in road reserves to minimise risks to pipelines.
Council WTP operators and W&S crews	Day to day operation of WTP and transport system, response to emergencies	Manager of Utilities	Communicates issues regarding operation, maintenance and compliance.
Police /Fire Brigade/HAZMAT/ Ambulance/ SES Response to emergencies		Director Infrastructure Services	Response to spills, injuries, accidents.

#### 7.2 Council Procedures for Contacting Staff to Respond to a Possible Incident

#### During normal office hours - 8.30am to 4.30pm Monday to Friday

Residents contact the Lachlan Shire Council Office on (02) 6895 1900. The Customer Service Officers collect the details of the incident (including contact details of the person making the report) and immediately notify the relevant officers on their mobile telephone. For Condobolin following hierarchy is followed for notification.

Water Operator – Plumbing Officer – Sewer Operator – Overseer Condobolin – Engineer Water and Sewer - Manager Utilities - Director Infrastructure Services.

The Customer Service Officers call those on the list until an operator answers and takes the incident details. The Operator then responds immediately to the incident.

#### After hours - 4.30pm to 8.30am weekdays and all-day Saturday and Sunday

Residents contact the Lachlan Shire Council Office on (02) 6895 1900, they are referred to the On-Call Overseer on 0428 954 445. The On-Call Overseer collects the details of the incident (including contact details of the person making the report) and immediately notify the relevant officers on their mobile telephone. For Condobolin following hierarchy is followed for notification.

Water Operator – Plumbing Officer – Sewer Operator – Overseer Condobolin – Engineer Water and Sewer - Manager Utilities - Director Infrastructure Services.

The On-Call Overseer call those on the list until an operator answers and takes the incident details. The Operator then responds immediately to the incident.

#### 7.3 List of Contact Details

The contact details of the stakeholders are listed below in Table 7.2.

**Table 7.2: Stakeholder Contact Details** 

Name	Position and Organisation	Phone	Email
Lachlan Shire Council	After Hours Officer	0428 954 445	
	Greg Tory General Manager	(02) 6895 1900 0427 073 770	greg.tory@lachlan.nsw.gov.au
	Adrian Milne Director of Infrastructure Services	(02) 6895 1900 0428 431 035	adrian.milne@lachlan.nsw.gov.au
	Shaula Siregar Manager Utilities	(02) 6895 1900 0447 732 264	shaula.siregar@lachlan.nsw.gov.au
	Jennifer Harris Engineer - Utilities	(02) 6895 1900 0439 687 086	jennifer.harris@lachlan.nsw.gov.au
Environment Protection Authority	EPA Pollution Line	131 555	
	North West - Dubbo	(02) 6883 5300 Option 3	
NSW Public Health Unit	Bathurst Office	(02) 6330 5880	
	On Call Public Health Officer	0428 400 526	
DPE Water	Brendan Miller	0437 426 482	brendan.miller@dpie.nsw.gov.au
	Jay Lamb	0474 511 423	jay.lamb@dpie.nsw.gov.au
Emergency Services	Police Ambulance Fire Brigade Rural Fire Service State Emergency Service HAZMAT	000	
Poisons Information Line		13 11 26	
State Emergency Service	NSW State Headquarters	132 500	
Local Emergency Management Committee	Lachlan Shire LEMO Adrian Milne	(02) 6895 1900 0428 431 035	

## 8 Communicating with Neighbours and the Community

To determine the appropriate communication strategy for an incident the incident needs to be categorised. Once categorised the agreed communication strategy can be deployed.

#### 8.1 Incident Classification

- Minor Risk Incident: managed by routine procedures/work practices.
  - Incident affects small area only AND
  - o Incident is easy to clean up without additional assistance AND
  - o There is no risk of material harm to humans or the environment
- Moderate Risk Incident: further investigation may be required and assessment of management options; in the short term, operations and maintenance adjusted to reduce the consequences, likelihood and exposure.
  - o Incident affects more than one property OR
  - There is a risk of pollution or material harm to the environment BUT
  - Clean up can be completed without assistance AND
  - o There is no danger to humans
- Major Risk Incident: further detailed investigation and assessment of management options is required; immediate review and adjust operations and maintenance to reduce the consequences, likelihood and exposure; clean-up and notification procedures become high priority.
  - o Potential or actual harm to humans and the environment AND/OR
  - Assistance is required with cleanup from other agencies

The following examples are shown;

- Minor Incident an incident with a low risk to health and the environment such as;
  - o Minor spills of ACH, sodium silicate, PAC and sodium fluoride
  - o Power failure WTP
  - Overflow from the filters, clarifiers
- Moderate Incident an incident with a medium risk to health and the environment such as;
  - Major spill of ACH (bund and tank ruptured)
  - Minor chlorine gas leaks
- Major Incident an incident with a high risk to health and the environment such as;
  - Major spill of ACH (bund and tank ruptured) raining ACH leaves the site
  - Chlorine gas cylinder leak
  - Chlorine gas system leakage
  - o Earthquake or structural collapse causing significant damage

#### 8.2 Notification Process

The following incident notification process will be undertaken for the identified incident levels;

#### • Minor Incident

- The WTP operator will report MINOR incidents to the Manager Utilities within 24 hours of the minor incident occurring.
- The Manager Utilities will record MINOR incidences in the PIMRP.

#### Moderate Risk Incident – NOTIFIABLE

- The WTP operator will report Medium Incidents to the Manager of Utilities IMMEDIATELY
- The Manager of Utilities will report Medium Incidents to the Director of Infrastructure Services - IMMEDIATELY
- The Director of Infrastructure Services will report MODERATE Risk SIGNIFICANT incidences
   IMMEDIATELY to the EPA, General Manager, NSW HEALTH and WorkCover if required.

#### • Major Risk Incident - NOTIFIABLE

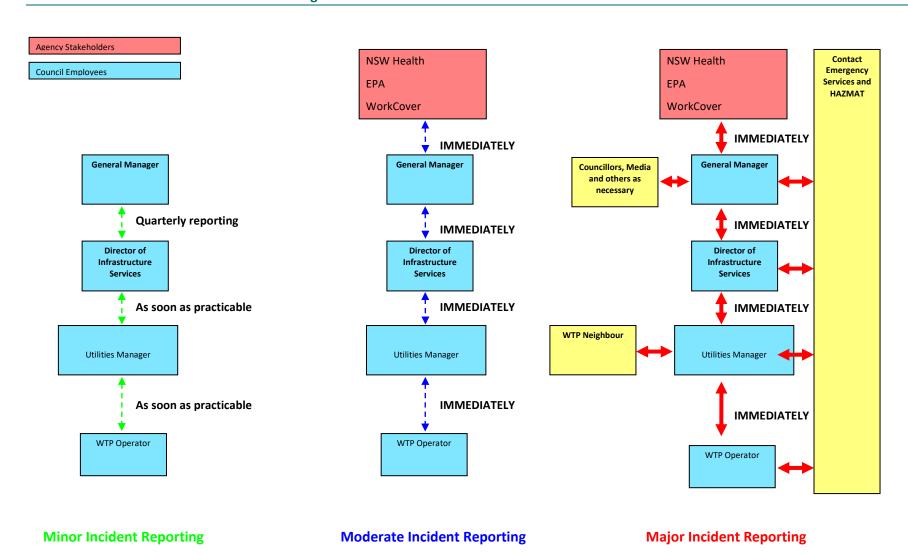
- The WTP operator will report Medium Incidents to the Manager of Utilities, HAZMAT and Emergency Services as required – IMMEDIATELY
- The WTP operator will communicate with the neighbours to the plant-IMMEDIATELY
- The Manager of Utilities will report High Risk Incidents to the Director of Infrastructure Services - IMMEDIATELY
- The Director of Infrastructure Services will report MAJOR Risk SIGNIFICANT incidences **IMMEDIATELY** to the EPA, General Manager, NSW HEALTH and WorkCover if required.

This is shown schematically in Figure 8.1.

This procedure will form part of the operator, contractor and user training and awareness.

Incident reporting includes communicating the incident and documenting the incident.

Figure 8.1 - Incident Communication Protocols Condobolin WTP



#### 8.3 Workplace Incidents

The following incidents and injuries must be reported to WorkCover:

- Notifiable incidents involving a fatality or a serious injury or illness
- Notifiable incidents involving a fatality or serious injury or illness to other people at your workplace
- Notifiable incidents that present a serious risk to health and safety at your workplace (dangerous incidents)
- Other incidents involving an injury or illness where workers compensation is payable

#### 8.4 Investigation of Incidents and Emergencies

Following any incident or emergency situation, an investigation will be undertaken and all involved staff should be debriefed, to discuss performance and address any issues or concerns.

The investigation will consider factors such as:

- What was the initiating cause of the problem?
- How was the problem first identified or recognised?
- What were the most critical actions required?
- What communication problems arose and how were they addressed?
- What were the immediate and longer-term consequences?
- How well did the protocol function?

## 9 Minimising Harm to Persons on the Premises

#### 9.1 Attendance Register

An attendance register is in place at the WTP. All visitors are signed in and out of the site.

#### 9.2 Site Induction

Visitors are inducted to the site by the WTP operator.

#### 9.3 Evacuation Procedure

Move to the muster location.

#### 9.4 Muster Location

The muster location is shown in Figure 9.1.



**Figure 9.1 Condobolin WTP Muster Location** 



Figure 10.1 - Condobolin WTP - Location of WTP

Figure 10.2 - Condobolin WTP - Location of Stored Chemicals

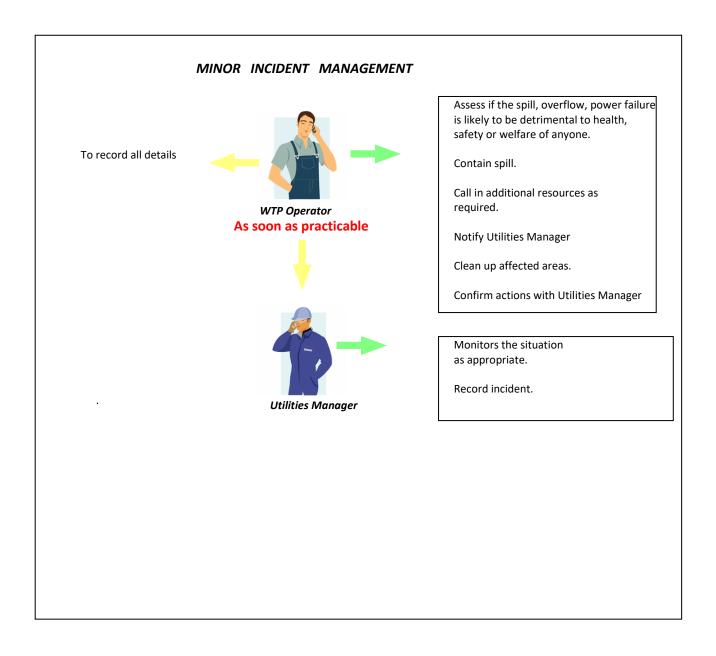


## 11 Actions to be Undertaken During or Immediately After a Pollution Incident

#### 11.1 Minor Incident Action Plan

The action plan for the following minor incidents is shown in Figure 11.1:

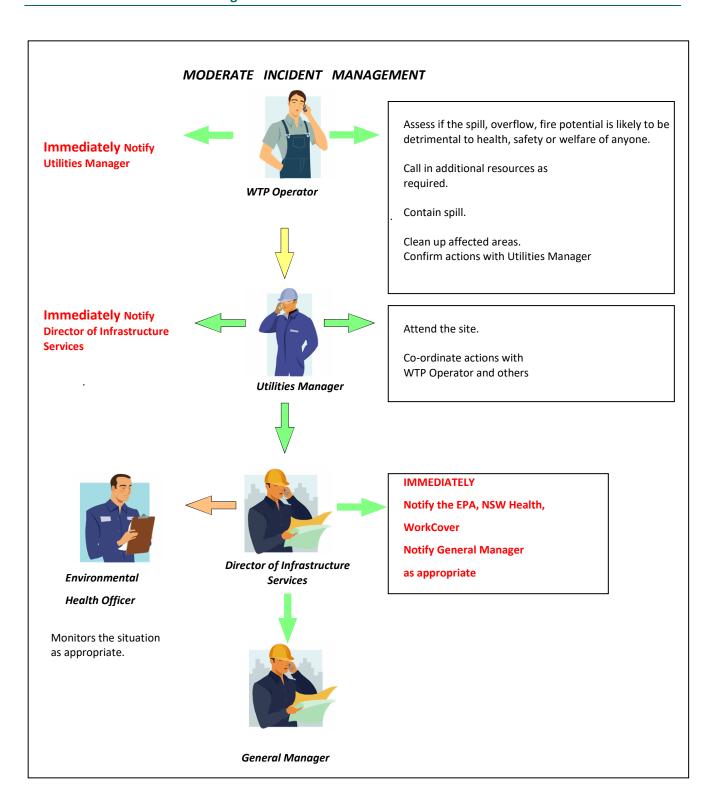
Figure 11.1 - Minor Incident Action Plan



#### 11.2 Moderate Incident Action Plan

The action plan for the following incidents is shown in Figure 11.2:

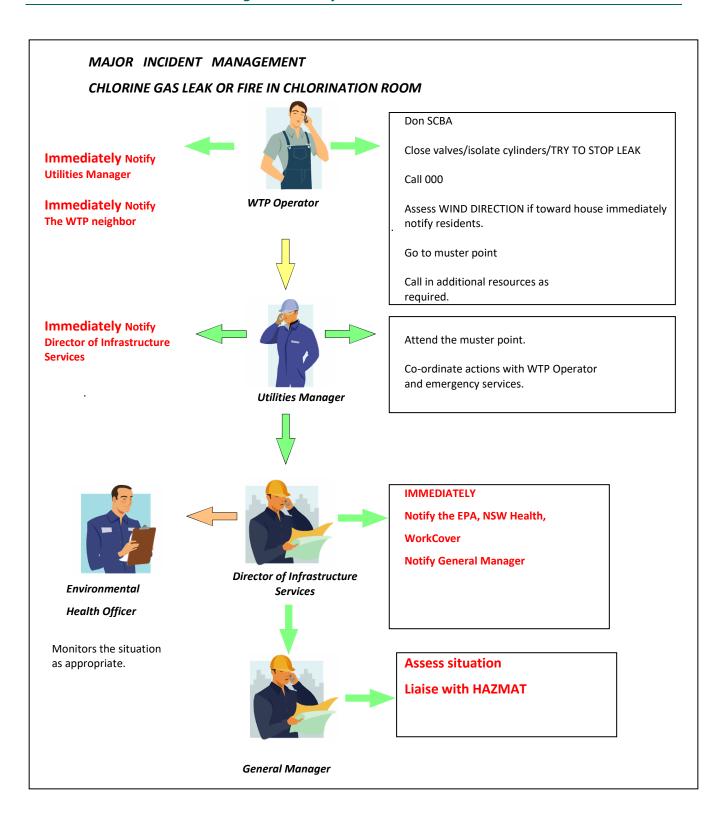
Figure 11.2 - Moderate Incident Action Plan



# 11.3 Major Incident Action Plan

The action plan for the following significant incidents is shown in **Figure 11.3**:

Figure 11.3 - Major Incident Action Plan



# 12 Evaluation, Audit and Review for Continuous Development

#### 12.1 Evaluation and Review

A systematic review of the plan will be undertaken by the Utilities Manager annually or within one month of an incident occurring at the plant. The evaluation will:

- Assess the relevance of the risk assessment against the current state of the plant
- Identify any emerging problems and trends
- Assess the communication between Council, Council operational staff and regulators
- Assist in determining priorities for improving procedures
- Assessment of incidents and responses determined
- Determine when and what is to be audited in the next six months

Evaluation of results described above will be documented and the plan updated.

Evaluation will be reported to the Council stakeholders.

## 12.2 Auditing

Auditing of the pollutant inventory is to be done annually.

An audit may also be triggered by a significant incident or if the process chemical is changed.

# 13 References

- 1. POELA Act 2011
- 2. POEO Act 1997
- 3. EPL Section 55 Protection of the Environment Operations Act 1997

# Appendix A – MSDS

## SAFETY DATA SHEET



Revision date: 11-Mar-2022

Revision Number 11

#### 1. IDENTIFICATION OF THE MATERIAL AND SUPPLIER

Product identifier

Product Name CHLORINE 000031098201 Product Code(s)

Other means of identification

1017 UN number 7782-50-5 CAS No.

Liquefied chlorine, Liquid chlorine, Diatomic chlorine, Chlorine cylinder (used) Synonyms

Pure substance/mixture Substance

Recommended use of the chemical and restrictions on use

Recommended use Disinfection, water treatment, bleaching, metal recovery, neutralising agent, oxidant.

Uses advised against No information available.

Supplier Ixom Operations Pty Ltd ABN: 51 600 546 512 Level 8, 1 Nicholson Street Melbourne 3000

Telephone Number: +61 3 9906 3000

Emergency telephone number

Emergency telephone number 1 800 033 111 (ALL HOURS)

Please ensure you refer to the limitations of this Safety Data Sheet as set out in the "Other Information" section at the end of this Data Sheet

#### 2. HAZARDS IDENTIFICATION

### GHS Classification

Classified as dangerous goods in accordance with the Australian Code for the Transport of Dangerous Goods by Road and Rail

AU07 UN 1017 CHLORINE has a subsidiary risk 5.1, as well as 8. Despite this, when transported in cylinders, pressure drums, MEGCs or tanks, chlorine gas is not considered incompatible with dangerous goods of Class 8 or 9, or Division 6.1, or combustible

Classified as a hazardous chemical in accordance with the criteria of Safe Work Australia - Globally Harmonized System (GHS).

Page 1/12

## Safety Data Sheet



#### Hazardous, NON-Dangerous Goods

#### 1. MATERIAL AND SUPPLY COMPANY IDENTIFICATION

Product name: ALCHLOR® GOLD

Recommended use: Specialist coagulant in the treatment of water and wastewater, some miscellaneous

DGL Manufacturing Pty Ltd Supplier:

24 167 987 064 Street Address: 11 Boden Road

Seven Hills 2147 NSW Telephone: (02) 9624 1333 Sales@dglgroup.com Email:

Emergency Telephone number: (02) 9624 1333 (Bus Hours: Mon - Fri; 8:30am - 4:30pm, AEST)

#### 2. HAZARDS IDENTIFICATION

This material is hazardous according to the criteria of Safe Work Australia GHS 7.



#### Signal Word

Warning

Specific Target Organ Toxicity (Single Exposure) - Category 3 Respiratory Tract Irritation

#### Hazard Statement

May cause respiratory irritation.

# Prevention Precautionary Statements

P102

Keep out of reach of children. Read carefully and follow all instructions. P103

P261 Avoid breathing dust, fume, gas, mist, vapours or spray.. P271 Use only outdoors or in a well-ventilated area.

Response Precautionary Statements P101

If medical advice is needed, have product container or label at hand. IF INHALED: Remove person to fresh air and keep comfortable for breathing. P304+P340

Call a POISON CENTER/doctor if you feel unwell. P312

Storage Precautionary Statements

Store in a well-ventilated place. Keep container tightly closed.

P405 Store locked up.

Disposal Precautionary Statement

Dispose of contents/container in accordance with local, regional, national and

international regulations.

Poison Schedule:

Product Name: ALCHLOR® GOLD Reference No: Water solution of

Aluminium chlorohydrate.

Issued: 2022-05-20 Version: 5 Page 1 of 7

## Safety Data Sheet



#### Hazardous, NON-Dangerous Goods

#### 1. MATERIAL AND SUPPLY COMPANY IDENTIFICATION

Product name: MULTIFLOC® SE 287

Recommended use: Coagulant enhancer.

Supplier: ABN: DGL Manufacturing Pty Ltd

24 167 987 064 Street Address: 11 Boden Road Seven Hills 2147 NSW Telephone: (02) 9624 1333 Email: Sales@dglgroup.com

Emergency Telephone number: (02) 9624 1333 (Bus Hours: Mon - Fri; 8:30am - 4:30pm, AEST)

#### 2. HAZARDS IDENTIFICATION

This material is hazardous according to the criteria of Safe Work Australia GH\$ 7.



#### Signal Word

Warning

#### Hazard Classifications

Skin Corrosion/Irritation - Category 3

Eye Damage/Irritation - Category 2B Specific Target Organ Toxicity (Single Exposure) - Category 3 Respiratory Tract Irritation Acute Hazard to the Aquatic Environment - Category 3

#### **Hazard Statements**

H315 Causes skin irritation. H320 Causes eye irritation. May cause respiratory irritation. H335 Harmful to aquatic life.

#### Prevention Precautionary Statements

P102 Keep out of reach of children.

P103 Read carefully and follow all instructions.

P261 Avoid breathing dust, fume, gas, mist, vapours or spray.

P264 Wash hands, face and all exposed skin thoroughly after handling.

P271 Use only outdoors or in a well-ventilated area.

P273

Avoid release to the environment.

Wear protective gloves/protective clothing including eye/face protection.

#### Response Precautionary Statements

If medical advice is needed, have product container or label at hand.
IF INHALED: Remove person to fresh air and keep comfortable for breathing. P101 IF IN EYES: Rinse cautiously with water for several minutes. Remove contact

lenses, if present and easy to do. Continue rinsing.

Call a POISON CENTER/doctor Poisons Information Centre: Phone 13 1126 from Product Name: MULTIFLOC® SE 287

Reference No: Water solution of sodium silicate.

Issued: 2022-05-20 Version: 3 Page 1 of 6



# Safety Data Sheet Activated Carbon (Non-DG) Revision 5, Date 01 Jan 20

#### 1. IDENTIFICATION

Product Name Activated Carbon (Non-DG)

Other Names Activated Carbon - High Density Skeleton (AO - HDS); Activated Carbon made of Coal; AquaSorb 6200; Carbon; Coconut Based Granular Activated Carbon; EcoSorb OS; PIOATIFF TA56; Pureo C-300 4x8; Pureo K85 PAC; Steam

activated Carbon

Uses Adsorbent - for Industrial, professional and consumer use.

Chemical Family No Data Available

Chemical Formula 0

Chemical Name

Product Description

A porous, amorphous, high surface area adsorbent material composed largely of elemental Carbon.

"This product, which is manufactured from a naturally occurring raw material(e), contains <10% total crystalline silica (quartz, CASRN 14808-60-7).

+60-3-5614-2111

Contact Details of the Supplier of this Safety Data Sheet

Organisation Location Telephone +61-2-97333000 Redox Ltd 2 Swettenham Road

Minto NSW 2666 Australia.

11 Mayo Road Wirl Auckland 2104 Redax Ltd +64-9-2606222

New Zealand

Redox Inc. 3960 Paramount Boulevard +1-424-675-3200

Lakewood OA 90712

USA

Redox Chemicals Sdn Bhd

Level 2, No. 8, Jalan Sapir 33/7 Seksyen 33, Shah Alam Premier Industrial Park 40400 Shah Alam

Sengalor, Malaysia

#### **Emergency Contact Details**

For emergencies only; DO NOT contact these companies for general product advice.

Organisation Location Telephone 1800-251525 131126 Westmead NSW Poisons Information Centre Chemcali Australia 1800-127406

#### 2. HAZARD IDENTIFICATION

Poisons Schedule (Aust) Not Scheduled

Globally Harmonised System

Hazard Classification NOT hazardous according to the criteria of the Globally Harmonised System of Classification and Labelling of Chemicals (GHS)

Signal Word

r LM orate Office Sydney ad Blag 15 Minto NSW 2568 Australia etherham Road Minto NSW 2568 Australia allverias: 4 Holmes Road Minto NSW 2568 Australia

m 21047, Revision 3, Page 1 of 9, Document 25220208, Printed 09 Nov 22 401 Ph





## Safety Data Sheet



#### 1. IDENTIFICATION OF THE MATERIAL AND SUPPLIER

Product Name: SODIUM FLUORIDE

Other name(s):

Recommended Use of the Chemical Water fluoridation, steel degassing, wood and adhesive preservative, electroplating, glass

and Restrictions on Use manufacture, disinfectant.

Ixom Operations Pty Ltd 51 600 546 512 Supplier: ABN: Level 8, 1 Nicholson Street East Melbourne Victoria 3002 Street Address:

Australia

Telephone Number: Emergency Telephone: +61 3 9906 3000

1 800 033 111 (ALL HOURS)

Please ensure you refer to the limitations of this Safety Data Sheet as set out in the "Other Information" section at the end of this Data Sheet.

### 2. HAZARDS IDENTIFICATION

Classified as Dangerous Goods by the criteria of the Australian Dangerous Goods Code (ADG Code) for Transport by Road and Rail; DANGEROUS GOODS.

This material is hazardous according to Safe Work Australia; HAZARDOUS CHEMICAL.

Classification of the chemical: Acute Oral Toxicity - Category 3 Skin Irritation - Category 2

Eye Irritation - Category 2A



Hazard Statement(s): H301 Toxic if swallowed. H315 Causes skin irritation. H319 Causes serious eye irritation.

#### Precautionary Statement(s):

#### Prevention:

P284 Wash hands thoroughly after handling.
P270 Do not eat, drink or smoke when using this product.
P280 Wear protective gloves / protective clothing / eye protection / face protection.

Product Name: SODIUM FLUORIDE Issued: 14/02/2020 Substance No: 000031020001 Version: 7

Page 1 of 7

# Appendix B – Plans

# Appendix C – Training / Education Register

PIRMP	Completion Date	Person(s) responsible	Personnel
Induction			

Water and Sewerage Staff Training Program

		Staff Training Program		,	1					•	
	Traini ng	Position  Common Training	Manger Utilities	Eng Water and Sewer	Water Operator in Charge Condo	Sewer Operator In Charge Condo	Plumbing Officer Condo	Plant Operator Reticulation Gang Member 1 - Relief Water and Sewer Operator	Plant Operator Retic Gang Member 2 - Relief Water and Sewer Operator	Sewer Operator Lake Cargelligo/Pl ant Operator Level 1	Relief Water and Sewer Operator
	Code	Components									
1	001	Supervisor Orientation									
2	800	Corporate Welcome									
		Corporate Work Health									
3	002	and Safety Training									
		Construction Induction									
4	604	Certificate									
5	207	Identifying Hazards									
		The 4 R's Training -									
_		rights, role,									
6	007	responsibilities and risk									
	204/6	Manual Handling Workcover Accredited									
7	204/6 09	Course									
8	636	Working with hieghts									
9	200	Senior First Aid									
9	200	Senior First Aid									
10	201	Refresher									
	605/6	Introduction to Traffic									
11	06	Control - Stop / Slow									
		Introduction to traffic									
		Control at Worksites -									
12		Erecting Signs									
		Traffic Control at									
13	607	Worksites - Select /									

		Modify TCP					
		Traffic Control at					
		Worksites - Design/Audit					
14		TCP					
		Bonded Asbestos					
		Removal and Disposal -					
		Workcover Accredited					
15	621	Class B					
		Bonded Asbestos					
		Removal and Disposal					
		SupervisoryTraining -					
1.0		Workcover Accredited					
16		Class SB Infection Control +					
17	1201	Preventing Needle Stick Injury					
17	1201	Environmental					
		Awareness, Erosion and					
18	622	Sediment Control					
19	206	Fire Safety					
		Friction Cutter /					
20	618	Chainsaw Part 1					
		Telemetry System - Basic					
21	623	(Operator Level)					
		Telemetry System -					
22		Intermediate (OMR)					
		Telemetry System -					
		Advanced (System					
23		Configuration)					
		Computers -					
	810/8	Introduction to Windows					
24	13	and Mircosoft Office					
		Computers -					
25		Intermediate/Advanced					
25		Microsoft Office					
26		Computers - ClearScada,					
26		CITECT and GE					

		Fauic/Allen Bradley PLC					
		programming training					
		Computers -					
		CivilCad/AutoCAD					
		(depends on package					
27		purchased by Council)					
		Read and Interpret Plans					
28		- surveying and general					
		Surveying - Use					
		Automatic Level,					
		calculate RL's and					
		contours + setout of					
29		works					
		Surveying - Use Dual					
		Grade Laser Levels and					
30		Pipe Laser Levels					
		Electrical Switchboard					
31		Safety					
32	1600	Class C Drivers License					
	1602/						
33	1603	MR / HR Drivers License					
34	1606	R Riders License					
		Heavy Combination HC					
35	1604	License					
36	611	Backhoe Loader					
		Skid Steer Loader					
37	612	(bobcat, trencher)					
38	616	Crane					
39	615	Dogman					
40	614	Elevated Work Platform					
41	610	Forklift					
42	613	Excavator					
43	623	Confined Spaces					
		Confined Spaces -					
44	624	refresher					
		Underground cable					
45	633	locations (Telstra Copper					

		Cable Locating)					
		Supervisors Training Components					
		WHS for					
46	209	Supervisors/Managers					
47	208	Risk Assessment for Supervisors					
٦,	200	Dealing with Difficult					
		People / Conflict					
48	005	Resolution					
		Team Building for					
49	210	Supervisors/Managers Equal Employment					
50	211	Opportunity Awareness					
50	211	Effectively Manage					
		Greivances and					
51	212	Complaints					
52		Gathering Information					
	242	Privacy and Personal					
53	213	Information					
		Water Specific Training Components					
		NOW Water Operators					
		Certificate Part 1 -					
54	634	Chemical Dosing Systems					
		NOW Water Operators Certificate Part 2 - Water					
55	635	Treatment Operations					
		Cert III - Water Industry					
56		Operations					
		Cert IV - Water Industry					
57		Operations					

		NSW Health Fluoride					
58		Operators Certificate					
		Algal Assessment and					
59		Treatment Techniques					
		Chemical Safety					
		Awareness - Chlorine					
		gas, Hypo, PACL, HCL					
		Acid, Soda Ash, Caustic					
		Soda, Activated Silica,					
		PAC, Sodium Hydroxide,					
		Potassium					
60	603	Permanganate					
		Chemical Safety					
		Operator Training -					
		Chlorine gas, Hypo,					
		PACL, HCL Acid, Soda					
		Ash, Caustic Soda,					
		Activated Silica, PAC,					
		Sodium Hydroxide,					
<b>C</b> 4		Potassium					
61		Permanganate					
62	634	NOW Water Treatment Update Seminars					
02	034	Plumbing and Drainers					
63		License					
03		Polyethelene Fusion					
64		Welding					
04		Welding					
		Sewer Specific Training					
		Components					
		NOW Sewer Operators					
		Certificate Part 1 -					
		Wastewater Treatment					
65		Operations					
		NOW Sewer Operators					
		Certificate Part 2 -					
66		Advanced Treatment					

	Cert III - Water Industry					
67	Operations					
	Cert IV - Water Industry					
68	Operations					
	High Pressure Mains Jet					
69	Cleaning Operation					
	NOW Wastewater					
	Treatment Update					
70	Seminars					
	Overview of Liquid Trade					
71	Waste Regulation					
	Liquid Trade Waste					
72	Regulation					

ESSENTIAL TO BE ABLE TO PERFORM DUTIES

BENEFICIAL BUT NOT ESSENTIAL TO PERFORM DUTIES

NOT REQUIRED

# **Appendix D – Incident Reporting Form**

# Report to Environmental Incident Hotline LOCATION OF INCIDENT

PLACE YOUR COUNCIL LOGO HERE

Recent changes to Part 5.7 of the Protection of the Environment Operations Act 1997 (POEO Act) specify new requirements relating to the notification of pollution incidents. For more information go to the EPA website (www.epa.nsw.gov.au/pollution/notificationprotocol.html

otinication of pollution incidents. For more information go to the El	PA website (www.epa.nsw.gov.au/pollution/notificationprotocol.htm)
Project Facility Activity Location/Nam	ie:
STREET NUMBER STREET NAME	
SUBURB	NEAREST CROSS STREET
WHERE DID THE INCIDENT OCCUR	
SECTION/UNIT RESPONSIBLE FOR THE SITE	
SECTION OF THE STE	
Sewage	Cause
break in mains	blockage
pumping station (sewage or chemical)	mechanical failure
sewage treatment plant	electrical failure or power outage
other (ponds etc)	rainfall inundation
Waste	trade waste Incident
waste from Council project/facility/activity	break in main
dumped waste	other
asbestos only	
General	
spill/overflow (chemical, fuel, substance etc) - additional detail required below	
vegetation – disturbance / darnage	
general – (heritage, water, wildlife etc)	
other	
DESCRIPTION OF INCIDENT	
ACTION TAKEN TO CONTAIN / MANAGE THE INCIDENT	
Were photos taken: YES NO	Were samples taken: YES NO
ETAILS OF PERSON REPORTING THE INCIDENT	
NAME	DATE
PHONE MOBILE	
DEPARTMENT SECTION	
	Water Directorate & Convright 2012

# Report to Environmental Incident Hotline INVESTIGATION

PLACE YOUR COUNCIL LOGO HERE

NVESTIGATION		is responsible for comple	etion of Part B of the	incident report.		
e appropriate Section Superv	isor/Manager	is responsible for compa				
MEDIATE ACTION BY SUF	PERVISOR/MA	ANAGER				
Will the incident:  1. Require assistance from of the state of the sta	ther agencies t	to contain, isolate or clea	anup?	YES 🗌	NO 🗌	NOT SURE [
Pose any actual or potentia     Is it located within 100m of     Could it impact on users of     Could the impact spread an	a school, child public areas s	care centre, aged care h uch as ovals, reserves, w	ome? vaterways?	YES	NO 🗌	NOT SURE [
B. Pose any actual or potentic Could the incident flow / im Could the incident flow / im	al harm to eco pact on a wate	systems that is not trivia er body or drainage syste	l? m?	YES	NO 🗌	NOT SURE [
4. Result in actual or potentia	al loss or prope	erty damage of an amou	nt over \$10,000?	YES	NO 🗌	NOT SURE
rou answered 'YES' to any of tify the EPA, Ministry of Heal here material harm is caused SENCY NOTIFICATIONS he incident does not require an	th, WorkCover or threatened	and Fire and Rescue NS . Failure to do so is an of	W immediately after fence (Protection of th	becoming aware he Environment C	e of a polluti perations A	ion incidents at 1997)
NSW EPA (EPA Environment I Contacted: YES	Line: 131 555)	Reason not contacted:				
		TIME AND DATE		EPA REFERENCE N	IIIMBED	
NAME OF EPA REPRESENTATIVE						
ACTIONS REQUIRED BY EPA	lealth Unit (Se				VOMBER	
ACTIONS REQUIRED BY EPA  NSW Health – Local Public H  Contacted: YES	ealth Unit (Se	e www.health.nsw.gov.au Reason not contacted:		ous/phus.asp)		
ACTIONS REQUIRED BY EPA  NSW Health – Local Public H	_	e www.health.nsw.gov.au				
ACTIONS REQUIRED BY EPA  NSW Health – Local Public H  Contacted: YES	NO NO	e www.health.nsw.gov.au Reason not contacted:		ous/phus.asp)		
ACTIONS REQUIRED BY EPA  NSW Health – Local Public H Contacted: YES [ NAME OF PHU REPRESENTATIVE	NO NO	e www.health.nsw.gov.au Reason not contacted:		ous/phus.asp)		
ACTIONS REQUIRED BY EPA  NSW Health – Local Public H Contacted: YES [ NAME OF PHU REPRESENTATIVE  ACTIONS REQUIRED BY LOCAL PH  WorkCover Authority [WorkC	NO NO	e www.health.nsw.gov.au Reason not contacted: TIME AND DATE		ous/phus.asp)		
ACTIONS REQUIRED BY EPA  NSW Health – Local Public H Contacted: YES [ NAME OF PHU REPRESENTATIVE	NO NO Cover: 13 10 50	e www.health.nsw.gov.au Reason not contacted: TIME AND DATE		ous/phus.asp)	NUMBER	BER
NSW Health - Local Public H Contacted: YES  NAME OF PHU REPRESENTATIVE  ACTIONS REQUIRED BY LOCAL PH WorkCover Authority (WorkContacted: YES  NAME OF WORKCOVER REPRESENTATIONS	NO  Cover: 13 10 50  NO  NIATIVE	e www.health.nsw.gov.au Reason not contacted: TIME AND DATE		ous/phus.asp) PHU REFERENCE	NUMBER	IBER
NSW Health - Local Public H Contacted: YES [ NAME OF PHU REPRESENTATIVE  ACTIONS REQUIRED BY LOCAL PH  WorkCover Authority [WorkContacted: YES [	NO  Cover: 13 10 50  NO  NIATIVE	e www.health.nsw.gov.au Reason not contacted: TIME AND DATE		ous/phus.asp) PHU REFERENCE	NUMBER	IBER
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ACTIONS REQUIRED BY EPA  NSW Health - Local Public H Contacted: YES   NAME OF PHU REPRESENTATIVE  ACTIONS REQUIRED BY LOCAL PH  WorkCover Authority [WorkCover Authority   WorkCover Authority   WorkCover Authority   WorkCover REPRESENTATIVE   NAME OF WORKCOVER REPRESENTATIVE   WORKCOVER REPRESENTATIVE   WORKCOVER AUTHORITY   WORKCOVER   WORK	NO Cover: 13 10 50 NO NTATIVE  INCY Hotline: 00	e www.health.nsw.gov.au Reason not contacted: TIME AND DATE  Reason not contacted: TIMEAND DATE		ous/phus.asp) PHU REFERENCE	NUMBER ERENCE NUM	
ACTIONS REQUIRED BY EPA  NSW Health - Local Public H Contacted: YES  NAME OF PHU REPRESENTATIVE  ACTIONS REQUIRED BY LOCAL PH  WorkCover Authority (WorkC Contacted: YES  NAME OF WORKCOVER REPRESENTATIVE  ACTIONS REQUIRED BY WORKCOVER  ACTION REQUIRED BY WORKCOVER	NO Cover: 13 10 50 NO NTATIVE  PER  INCY Hotline: 00 NO SENTATIVE	e www.health.nsw.gov.au Reason not contacted: TIME AND DATE  Reason not contacted: TIMEAND DATE		ous/phus.asp) PHU REFERENCE WORKCOVER REF	NUMBER ERENCE NUM	
ACTIONS REQUIRED BY EPA  NSW Health - Local Public H Contacted: YES   NAME OF PHU REPRESENTATIVE  ACTIONS REQUIRED BY LOCAL PH  WorkCover Authority [WorkCover Authority   WorkCover Authority   WorkCover Authority   WorkCover REPRESENTATIVE  ACTIONS REQUIRED BY WORKCOVER REPRESENTATIVE  ACTION REPRESEN	NO Cover: 13 10 50 NO NTATIVE  PER  INCY Hotline: 00 NO SENTATIVE	e www.health.nsw.gov.au Reason not contacted: TIME AND DATE  Reason not contacted: TIMEAND DATE		ous/phus.asp) PHU REFERENCE WORKCOVER REF	NUMBER ERENCE NUM	

Water Directorate @ Copyright 2012



OTHER NOTIFICATIONS TO CONS	SIDER INCLUDE:
Internal contacts eg Environmer	ntal Health Officer
Media	
NSW Food Authority	
Shellfish programs	
River users eg boat hiring comp	anies
Marine education centres	MI Thod
Other	
Other	
PRELIMINARY INVESTIGATION	
Notes from discussions with relevant	ant operational staff
Any further observations or comm	ents by Supervisor / Manager
CATEGORISATION BY AUTHORIS	ED OFFICER
Minor	Incident affects small area only (eg single property) AND
No notification required	Incident is easy to clean up without additional assistance, AND
	There is no risk of material harm to humans or the environment.
Moderate	Incident affects more than one property OR
Notify EPA and	There is a risk of pollution or material harm to the environment BUT
Local PHU only	Cleanup can be completed without assistance AND
	There is no danger to humans.
_	
Major	<ul> <li>Potential or actual harm to humans and the environment AND/OR</li> </ul>
Notification required - Notify EPA, Local PHU, Workcover	Assistance is required with cleanup from other agencies.
and Fire & Rescue	
Council Responsible	Incident occurred as a direct result of Council activity or function.
Response by Council	Incident occurred on Council land, or land under Council care and control BUT Council did not
	cause the incident.
Technical Licence Breach	Relating to technical compliance such as exceedence of permissible discharge volume or
rechnicat Literice Breach	environmental monitoring limits.
DETAILS OF APPROPRIATE SEC	TION SUPERVISOR/MANAGER REPORTING THE INCIDENT
NAME	DATE
PHONE	MOBILE
DEPARTMENT SECTION	
,	

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# Appendix E – Audit Log Form

Auditor/ reviewer comment (System deficiency and non-compliances)	Scheme response	Corrective actions to prevent reoccurrence	Timetable for corrective/preventive action	Person(s) responsible	Completion Date

The report must be signed by the Utilities manager.



Water				Condo	Condo	Dialler	Dialler	
Or	Site	Digital Baint	SMS Text	Water	Sewer SMS	Water	Sewer	LSC Comments
Sewer	Boona Road SPS	Digital Point Intrusion Alarm	Boona Road SPS Intrusion Alm	<b>SMS</b> 0	3 N S	<b>Alarm</b> 0	<b>Alarm</b> 0	
S	Boona Road SPS	Phase Fail Alarm	Boona Road SPS Phase FailAlm	0			0	
S	Boona Road SPS	Pump Number 1 Failed Alarm	Boona Road SPS P1 Fail Alarm	0	1	0	0	
S	Boona Road SPS	•		0	1	0	0	
S	Boona Road SPS	Pump Number 2 Failed Alarm	Boona Road SPS P2 Fail Alarm	0				
S		Wet Well High Level Alarm	Boona Road SPS WetWell Hi Lvl	_	1	0	1	
S	Camp Drafts SPS	Intrusion Alarm	Camp Drafts SPS Intrusion Alm	0	1	0	0	
S	Camp Drafts SPS	Phase Fail Alarm	Camp Drafts SPS Phase FailAlm	0	1	0	0	
5	Camp Drafts SPS	Pump Number 1 Failed Alarm	Camp Drafts SPS P1 Fail Alarm	0	1	0	0	
S	Camp Drafts SPS	Wet Well High Level Alarm	Camp Drafts SPS WetWell Hi Lvl	0	1	0	1	
S	Caravan Park 1 SPS	Intrusion Alarm	Caravan Park 1 SPS Intrusion Alm	0	1	0	0	
S	Caravan Park 1 SPS	Phase Fail Alarm	Caravan Park 1 SPS Phase FailAlm	0	1	0	0	
S	Caravan Park 1 SPS	Pump Number 1 Failed Alarm	Caravan Park 1 SPS P1 Fail Alarm	0	1	0	0	
S	Caravan Park 1 SPS	Pump Number 2 Failed Alarm	Caravan Park 1 SPS P2 Fail Alarm	0	1	0	0	
S	Caravan Park 1 SPS	Wet Well High Level Alarm	Caravan Park 1 SPS WetWell Hi Lv	0	1	0	1	
S	Caravan Park 2 SPS	Intrusion Alarm	Caravan Park 2 SPS Intrusion Alm	0	1	0	0	
S	Caravan Park 2 SPS	Phase Fail Alarm	Caravan Park 2 SPS Phase FailAlm	0	1	0	0	
S	Caravan Park 2 SPS	Pump Number 1 Failed Alarm	Caravan Park 2 SPS P1 Fail Alarm	0	1	0	0	
S	Caravan Park 2 SPS	Wet Well High Level Alarm	Caravan Park 2 SPS WetWell Hi Lv	0	1	0	1	
w	CMF Condobolin WTP	Telemetry 240V Fail Alarm	CMF Condobolin WTP - 240V Fail	1	0	1	0	
w	CMF Condobolin WTP	Telemetry Battery Low Alarm	CMF Condobolin WTP - Batt Low	1	0	0	0	
w	Condoblin Bore	Telemetry Battery Low Alarm	Condoblin Bore - Batt Low	1	0	0	0	
w	Condoblin Bore	Phase Fail Alarm	Condoblin Bore Phase FailAlm	1	0	0	0	
w	Condoblin Bore	Intrusion Alarm	Condoblin Bore Intrusion Alm	1	0	0	0	
w	Condoblin Bore	Pump Number 1 Failed Alarm	Condoblin Bore P1 Fail Alarm	1	0	0	0	
w	Condoblin Bore	Telemetry Power Fail Alarm	Condoblin Bore - 240V Fail	1	0	1	0	
S	Condobolin NEW STW	Eff. Decanter Failed Alarm	Condobolin NEW STW Decant Fail	0	1	0	0	

s	Condobolin NEW STW	Intrusion Alarm	Condobolin NEW STW Intrusion Alm	0	1	0	0	
S	Condobolin NEW STW	Rotor Number 1 Failed Alarm	Condobolin NEW STW Rotor1 Fail	0	1	0	0	
S	Condobolin NEW STW	Rotor Number 2 Failed Alarm	Condobolin NEW STW Rotor2 Fail	0	1	0	0	
S	Condobolin NEW STW	Rotor Number 3 Failed Alarm	Condobolin NEW STW Rotor3 Fail	0	1	0	0	
S	Condobolin NEW STW	Sludge Pump Failed Alarm	Condobolin NEW STW Sldg Pmp Fail	0	1	0	1	
S	Condobolin NEW STW	Telemetry 240V Fail Alarm	Condobolin NEW STW - 240V Fail	0	1	0	1	
S	Condobolin NEW STW	Telemetry Battery Low Alarm	Condobolin NEW STW - Batt Low	0	1	0	0	
S	Condobolin OLD STW	Effluent Pump 1 Fail Alarm	Condobolin OLD STW Eff P1 Fail	0	1	0	0	
S	Condobolin OLD STW	Effluent Pump 2 Fail Alarm	Condobolin OLD STW Eff P2 Fail	0	1	0	0	
S	Condobolin OLD STW	Effluent Pump 3 Fail Alarm	Condobolin OLD STW Eff P3 Fail	0	1	0	0	
S	Condobolin OLD STW	Intrusion Alarm	Condobolin OLD STW Intrusion Alm	0	1	0	0	
S	Condobolin OLD STW	Phase Fail Alarm	Condobolin OLD STW Phase FailAlm	0	1	0	1	
S	Condobolin OLD STW	Sludge Pump Failed Alarm	Condobolin OLD STW Sldg Pmp Fail	0	1	0	1	
S	Condobolin OLD STW	Sump Pump Failed Alarm	Condobolin OLD STW Sump Pmp Fail	0	1	0	1	
S	Condobolin OLD STW	Telemetry 240V Fail Alarm	Condobolin OLD STW - 240V Fail	0	1	0	1	
S	Condobolin OLD STW	Telemetry Battery Low Alarm	Condobolin OLD STW - Batt Low	0	1	0	0	
w&S	Condobolin Res REP	Intrusion Alarm	Condobolin Res REP Intrusion Alm	1	0	1	0	
w&S	Condobolin Res REP	Reservoir Overflow Alarm	Condobolin Res REP Overflow Alm	1	0	1	0	
w&S	Condobolin Res REP	Telemetry Power Fail Alarm	Condobolin Res REP - 240V Fail	1	0	1	0	
W	Condobolin RWPS	Dry Well Level Alarm	Condobolin RWPS DryWell Lvl Alm	1	0	1	0	
w	Condobolin RWPS	Intrusion Alarm	Condobolin RWPS Intrusion Alm	1	0	0	0	
W	Condobolin RWPS	Pump Number 1 Failed Alarm	Condobolin RWPS P1 Fail Alarm	1	0	0	0	
W	Condobolin RWPS	Pump Number 2 Failed Alarm	Condobolin RWPS P2 Fail Alarm	1	0	0	0	
w	Condobolin RWPS	Telemetry Power Fail Alarm	Condobolin RWPS - 240V Fail	1	0	1	0	
S	Condobolin STW SPS	Intrusion Alarm	Condobolin STW SPS Intrusion	0	1	0	0	

			Alm					
S	Condobolin STW SPS	Phase Fail Alarm	Condobolin STW SPS Phase FailAlm	0	1	0	0	
S	Condobolin STW SPS	Pump Control General Alarm	Condobolin STW SPS Pump Control	0	1	0	0	
S	Condobolin STW SPS	Telemetry 240V Fail Alarm	Condobolin STW SPS - 240V Fail	0	1	0	1	
S	Condobolin STW SPS	Telemetry Battery Low Alarm	Condobolin STW SPS - Batt Low	0	1	0	0	
S	Condobolin STW SPS	Wet Well High Level Alarm	Condobolin STW SPS WetWell Hi Lv	0	1	0	1	
W	Condobolin WTP	Chemical General Alarm	Condobolin WTP Chemical Alm	1	0	1	0	
W	Condobolin WTP	Clear Water Overflow Alarm	Condobolin WTP CWT Overflow	1	0	1	0	
w	Condobolin WTP	Intrusion Alarm	Condobolin WTP Intrusion Alm	1	0	0	0	
W	Condobolin WTP	Phase Fail Alarm	Condobolin WTP Phase FailAlm	1	0	1	0	
W	Condobolin WTP	Pump Number 1 Failed Alarm	Condobolin WTP P1 Fail Alarm	1	0	0	0	
W	Condobolin WTP	Pump Number 2 Failed Alarm	Condobolin WTP P2 Fail Alarm	1	0	0	0	
W	Condobolin WTP	Telemetry 240V Fail Alarm	Condobolin WTP - 240V Fail	1	0	1	0	
w	Condobolin WTP	Telemetry Battery Low Alarm	Condobolin WTP - Batt Low	1	0	0	0	
w	Fifield Pump STN	Intrusion Alarm	Fifield Pump STN Intrusion Alm	1	0	0	0	
W	Fifield Pump STN	Phase Fail Alarm	Fifield Pump STN Phase FailAlm	1	0	0	0	
W	Fifield Pump STN	Pump Number 1 Failed Alarm	Fifield Pump STN P1 Fail Alarm	1	0	0	0	
W	Fifield Pump STN	Pump Number 2 Failed Alarm	Fifield Pump STN P2 Fail Alarm	1	0	0	0	
W	Fifield SF Res	Intrusion Alarm	Fifield SF Res Intrusion Alm	1	0	0	0	
W	Fifield SF Res	Reservoir Low Level Alarm	Fifield SF Res Low Lvl Alm	1	0	1	0	
W	Fifield SF Res	Reservoir Overflow Alarm	Fifield SF Res Overflow Alm	1	0	1	0	
S	Football club SPS	Intrusion Alarm	Football club SPS Intrusion Alm	0	1	0	0	
S	Football club SPS	Phase Fail Alarm	Football club SPS Phase FailAlm	0	1	0	0	
S	Football club SPS	Pump Number 1 Failed Alarm	Football club SPS P1 Fail Alarm	0	1	0	0	
S	Football club SPS	Wet Well High Level Alarm	Football club SPS WetWell Hi Lvl	0	1	0	1	
S	Gum Bend Lake SPS	Intrusion Alarm	Gum Bend Lake SPS Intrusion Alm	0	1	0	0	

s	Gum Bend Lake SPS	Phase Fail Alarm	Gum Bend Lake SPS Phase FailAlm	0	1	0	0	
S	Gum Bend Lake SPS	Pump Number 1 Failed Alarm	Gum Bend Lake SPS P1 Fail Alarm	0	1	0	0	
S	Gum Bend Lake SPS	Wet Well High Level Alarm	Gum Bend Lake SPS WetWell Hi Lvl	0	1	0	1	
S	Lachlan St SPS	Dry Well Flooded Alarm	Lachlan St SPS DryWell Flood Alm	0	1	0	1	
S	Lachlan St SPS	Intrusion Alarm	Lachlan St SPS Intrusion Alm	0	1	0	0	
S	Lachlan St SPS	Phase Fail Alarm	Lachlan St SPS Phase FailAlm	0	1	0	1	
S	Lachlan St SPS	Pump Number 1 Failed Alarm	Lachlan St SPS P1 Fail Alarm	0	1	0	0	
S	Lachlan St SPS	Pump Number 2 Failed Alarm	Lachlan St SPS P2 Fail Alarm	0	1	0	0	
S	Lachlan St SPS	Telemetry 240V Fail Alarm	Lachlan St SPS - 240V Fail	0	1	0	1	
S	Lachlan St SPS	Telemetry Battery Low Alarm	Lachlan St SPS - Batt Low	0	1	0	0	
S	Lachlan St SPS	Wet Well High Level Alarm	Lachlan St SPS WetWell Hi Lvl	0	1	0	1	
S	Moulder St SPS	Intrusion Alarm	Moulder St SPS Intrusion Alm	0	1	0	0	
S	Moulder St SPS	Phase Fail Alarm	Moulder St SPS Phase FailAlm	0	1	0	1	
S	Moulder St SPS	Pump Number 1 Failed Alarm	Moulder St SPS P1 Fail Alarm	0	1	0	0	
S	Moulder St SPS	Pump Number 2 Failed Alarm	Moulder St SPS P2 Fail Alarm	0	1	0	0	
S	Moulder St SPS	Wet Well High Level Alarm	Moulder St SPS WetWell Hi Lvl	0	1	0	1	
w	Murrin Bridge Res	Intrusion Alarm	Murrin Bridge Res Intrusion Alm	1	0	0	0	Murrin Bridge to be disabled
W	Murrin Bridge Res	Reservoir Low Level Alarm	Murrin Bridge Res Low Lvl Alm	1	0	1	0	Murrin Bridge to be disabled
w	Murrin Bridge Res	Reservoir Overflow Alarm	Murrin Bridge Res Overflow Alm	1	0	1	0	Murrin Bridge to be disabled
S	Officer Parade SPS	Intrusion Alarm	Officer Parade SPS Intrusion Alm	0	1	0	0	
S	Officer Parade SPS	Phase Fail Alarm	Officer Parade SPS Phase FailAlm	0	1	0	0	
S	Officer Parade SPS	Pump Number 1 Failed Alarm	Officer Parade SPS P1 Fail Alarm	0	1	0	0	
S	Officer Parade SPS	Pump Number 2 Failed Alarm	Officer Parade SPS P2 Fail Alarm	0	1	0	0	
S	Officer Parade SPS	Wet Well High Level Alarm	Officer Parade SPS WetWell Hi Lv	0	1	0	1	
S	Race Club SPS	Intrusion Alarm	Race Club SPS Intrusion Alm	0	1	0	0	
S	Race Club SPS	Phase Fail Alarm	Race Club SPS Phase FailAlm	0	1	0	0	

s	Race Club SPS	Pump Number 1 Failed Alarm	Race Club SPS P1 Fail Alarm	0	1	0	0	
S	Race Club SPS	Wet Well High Level Alarm	Race Club SPS WetWell Hi Lvl	0	1	0	1	
w&S	RMF Condobolin OFF	Telemetry 240V Fail Alarm	RMF Condobolin OFF - 240V Fail	1	0	1	0	
w&S	RMF Condobolin OFF	Telemetry Battery Low Alarm	RMF Condobolin OFF - Batt Low	1	0	0	0	
S	Soccer Club SPS	Intrusion Alarm	Soccer Club SPS Intrusion Alm	0	1	0	0	
S	Soccer Club SPS	Phase Fail Alarm	Soccer Club SPS Phase FailAlm	0	1	0	0	
S	Soccer Club SPS	Pump Number 1 Failed Alarm	Soccer Club SPS P1 Fail Alarm	0	1	0	0	
S	Soccer Club SPS	Wet Well High Level Alarm	Soccer Club SPS WetWell Hi Lvl	0	1	0	1	
s	SRA Cottage SPS	Intrusion Alarm	SRA Cottage SPS Intrusion Alm	0	1	0	0	
s	SRA Cottage SPS	Phase Fail Alarm	SRA Cottage SPS Phase FailAlm	0	1	0	1	
s	SRA Cottage SPS	Pump Number 1 Failed Alarm	SRA Cottage SPS P1 Fail Alarm	0	1	0	0	
s	SRA Cottage SPS	Pump Number 2 Failed Alarm	SRA Cottage SPS P2 Fail Alarm	0	1	0	0	
S	SRA Cottage SPS	Wet Well High Level Alarm	SRA Cottage SPS WetWell Hi Lvl	0	1	0	1	
S	SRA Hall SPS	Intrusion Alarm	SRA Hall SPS Intrusion Alm	0	1	0	0	
s	SRA Hall SPS	Phase Fail Alarm	SRA Hall SPS Phase FailAlm	0	1	0	0	
S	SRA Hall SPS	Pump Number 1 Failed Alarm	SRA Hall SPS P1 Fail Alarm	0	1	0	0	
S	SRA Hall SPS	Pump Number 2 Failed Alarm	SRA Hall SPS P2 Fail Alarm	0	1	0	0	
S	SRA Hall SPS	Wet Well High Level Alarm	SRA Hall SPS WetWell Hi Lvl	0	1	0	1	
S	Willow Bend SPS	Intrusion Alarm	Willow Bend SPS Intrusion Alm	0	1	0	0	
S	Willow Bend SPS	Phase Fail Alarm	Willow Bend SPS Phase FailAlm	0	1	0	0	
s	Willow Bend SPS	Pump Number 1 Failed Alarm	Willow Bend SPS P1 Fail Alarm	0	1	0	0	
s	Willow Bend SPS	Pump Number 2 Failed Alarm	Willow Bend SPS P2 Fail Alarm	0	1	0	0	
S	Willow Bend SPS	Wet Well High Level Alarm	Willow Bend SPS WetWell Hi Lvl	0	1	0	1	



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