



Table of Contents

1. Version Control.....	1
2. Notifying relevant authorities	2
3. Providing early warnings and updates to neighbours and the community	3

1. Version Control

Version No.	Prepared/ Revised by and Date	Amended Section(s)	Action/ Amendment Description	Approved by and Date
1	Ryan Jacobs 05/05/2021 Belinda Lau 14/05/2021	NA	Final version	Mark Winser 14/05/2021



2. Notifying relevant authorities

When a pollution incident occurs on site:

1. If safe, immediately stop the source of pollution (e.g. close valve, plug leak, restore drums to upright position) per procedures documented in the site Emergency Response Procedures (ERP).
2. If there is risk of explosion, evacuate immediately.
3. Call **000** if there is immediate threat to people/environment.
4. Assess whether the incident is a notifiable pollution incident.
5. If the incident is considered 'notifiable', immediately notify the following authorities in the listed order.

Authority	Phone number
Fire and Rescue NSW (if not previously contacted) <ul style="list-style-type: none">• Immediate threat to people or environment• No immediate threat to people or environment	000 1300 729 579
NSW EPA	131 555
SafeWork NSW	13 10 50
Ministry of Health (Hornsby)	9477 9400
After hours Public Health Officer	9477 9123
Northern Beaches Council	1300 434 434
NSW National Parks & Wildlife Service (Northern Beaches – Forestville) <ul style="list-style-type: none">• If contaminated surface water discharges offsite, or• Fire spreads to surrounding bushland.	9451 3479



3. Providing early warnings and updates to neighbours and the community

In the event of a 'notifiable' pollution incident occurring on the Kimbriki site, the Works Coordinator or their delegate/s will notify affected neighbouring premises (commercial and/or residential) via phone or door knock within a suitable timeframe. The neighbour will be provided the following information about the pollution incident where relevant:

- What has happened.
- The environmental and/or safety implications for them.
- Actions taken or being taken to minimise harm/risk.
- Actions the landowner/occupier needs to take to minimise risk of harm, example:
 - a) Close windows, doors and remain inside for incidents involving smoke/fire.
 - b) Any instructions from Fire and Rescue NSW.
- What to expect, short/long term impacts.
- Where additional information will be published or available.
- Contact details for further queries or concerns.

The Works Coordinator or their delegate/s will also update neighbours, the community and relevant authorities as required via phone call or door knock.

Head office will post notifications, safety information and updates on the company website www.kimbriki.com.au