

GOO-GRS-HS-PLN-0005

Emergency Response Plan

Project: GOONUMBLA

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GOONUMBLA - AUSTRALIA
EMERGENCY RESPONSE PLAN

Doc. Nº: GOO-GRS-HS-PLN-0005

Emergency Response Plan

Revision: A3

Date: 2019/05/14

Plan Control

The latest approved version of this Plan will be available for all Project personnel on the **Electronic Document Management System 'AIMS'**.

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Review & distribution

This document will be reviewed according to the section Document Amendment and distribution of this document.

The Integrated Management System - Systems Representative on the Project is responsible for the controlled internal distribution of this document and changes. Personnel have access to the latest revision of the Plan through AIMS.

Disclosure

Title roles and responsibilities mentioned within this Plan are not intended to be formal designation. Position titles, roles and authority can be subject to change. The titles listed within this Plan are a conventional depiction of the role's function.

Revision History

As per section in this document Revision status

***This document is an 'uncontrolled copy when printed'.
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Note:

This Plan is subject to modification and adaptation to meet the specific Project Scope Requirements or Contract Specifications. The content listed within provides the general processes and procedures undertaken by GRANSOLAR at corporate level.

The content of this document is subject to each Workplace contractual and Client requirements.



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1 INTRODUCTION

1.1 Purpose

This Emergency Response Plan is prepared in connection with the development of the Goonumbla Solar Farm located in Parkes (NSW).

The objectives of this Emergency Response Plan are:

- ✓ Secure the health, safety and welfare of all ERployees, sub-contractors, suppliers, visitors and members affected by workplaces under the control of GRS
- ✓ Contain an emergency
- ✓ Protect property, plant, equipment and the environment
- ✓ Care for the welfare of casualties and families
- ✓ Manage the recovery and resumption of normal operations

Once this plan is approved it must be issued to the GRS HSE Director to ensure that the GRS corporate office is aware of the relevant procedures and emergency contacts to ensure clear communication in case of any serious incident.

This Emergency Response Plan has been developed to manage the Solar Farm Project awarded called GOONUMBLA solar Farm located in Parkes (NSW).

This Plan should be read along with the Project Management Plan and with the Fire Management Plan.

1.2 Document Responsibilities

This Emergency Response Plan must be in place and operational prior to commencement of construction work and shall be read in conjunction with the Alarm Management Procedure.

The Project HS Manager in conjunction with the Project Director will ensure that the plan is monitored, reviewed (at least annually), maintained and updated as necessary and kept up to date during the project.

A copy of the Project Emergency Response Plan will be available for consultation throughout the course of the construction work by all subcontractors and workers performing work on the site.

The Project HS Manager will ensure that each subcontractor is provided with relevant parts of this Emergency Response Plan and Project HS Risk Assessment and Project Environmental Risk Assessment for the preparation of their SWMS.

If the Project Emergency Response Plan is changed during the course of the project, the Project HS Manager must ensure that any affected workers and subcontractors are provided with a copy of the updated plan.

1.3 Key reference documents

The following documents are relevant to the Emergency Response Plan (ERP):

Construction Management Plan
 Health & Safety Management Plan
 Environmental Management Plan
 Traffic Management Plan
 Alarm Management Procedure
 First AID Procedure
 Fire Management Procedure

1.4 Document Amendment and Distribution

This Emergency Response Plan shall be reviewed as follows:

- ✓ Annually
- ✓ When there is a change of method and/or technology that may affect the accuracy of this document
- ✓ Following an emergency drill, response or a significant event to which this procedure was relevant
- ✓ As a result of a non-conformance resulting from an audit

Document amendments and distribution will be conducted as per detailed in the Project Management Plan.

New and amended documentation issued after the initial approval and distribution of this plan to controlled copy holders shall be identified in the Document Control Register. Revision details shall be recorded in the Revision Status Section of this plan.

All changes to documents shall be reviewed and approved by the same function that performed the original review and approval and as per the cover of this plan, unless specifically designated otherwise.

1.4.1 Revision Status

Revision	Revision Date	Issued Date	Nature of modification
A1	01/03/2019	01/03/2019	Condition prior commencement of the works as per Development Consent condition 3.26
A2	03/05/2019	03/05/2019	Comments from NSW RURAL FIRE SERVICE received by email on 3 rd May 2019. Appendix 6
A3	14/05/2019	14/05/2019	Incorporation of the approval of the revision Emergency Response Plan from NSW RURAL FIRE SERVICE and FIRE & RESQUE NSW. Appendix 8. "Approval from Authorities"

2 PROJECT DESCRIPTION

2.1 Project Overview

The Goonumbla Solar Farm site is located about 10 Km West of the city of Parkes in the central West of NSW in a locality known as Goonumbla.



Figure 2.1.1 Site Location

The site is located in the western part of Millers Lookout Road and Henry Parkes Way at north. The site consists of an area of approximately 385 ha of rural land. Out of this area, a maximum of 200 ha aprox. will be utilised for electricity generating equipment.

The geographic coordinates of the project are:

- Latitude: 33° 06'14.61" S
- Longitude: 148° 5'25.89" E
- Elevation: 283 m.a.m.s.l.

The construction will last approximately 12 months and the plant will be operated for a duration of 25 years. This document covers the construction stage.

GRS is the Principal Contractor for the scope of works, and is responsible for Engineering, Procurement and Construction (EPC).

The project will be delivered in a number of stages outlined below:

Stage 1 – Civil works consisting of land clearing, levelling and earthworks, internal road construction,



drainage installation, laydown area preparation, fencing installation, site establishment, preparation of delivery station and inverter station, and vegetation screening/landscaping.

Stage 2 – Mechanical works consisting of foundation piling (ramming and augering), tracker installation, module installation and delivery.

Stage 3 – Electrical works consisting of solar cabling of aerials and conduits, DC main cabling via direct burial, MV cabling from inverter station to delivery station through direct buried, module connection, connection of junction boxes-inverters-delivery station, connection to grid and finally testing and commissioning.

Stage 4 – Substation works consisting of all civil and electrical works related to the new Substation.

For further information about the Project Scope please refer to the Construction Management Plan.

3 DEFINITIONS

ALARP	As Low as Reasonably Practicable (risk management objective)
GRS	Grupo Gransolar Construcción y Desarrollo
Class 1 Injury/ Illness (HS)	Alters the future of an individual permanently and includes: fatality, quadriplegia/paraplegia, amputation, impaired back, disfigurement, serious head or spinal injury, serious burns, loss of an eye or total or partial loss of vision, loss of consciousness, loss of movement of a limb, loss of the sense of smell, taste, sight or hearing, loss of function of an internal organ
Class 2 Injury/ Illness (HS)	Alters the future of an individual temporarily and includes: fractures, contusion, lacerations requiring sutures, Lost Time Injury (LTI), Medical Treatment Injuries (MTI), Alternate Work Injuries (AWI) Some LTIs may also be classified as Class 1 incidents
Class 3 Injury/ Illness (HS)	An Injury or illness that does no more than inconvenience to the person. This injury causes discomfort but allows the person to quickly carry out normal duties and includes, but may not be limited to: first Aid injuries, minor cuts, bruises, swelling
Class 1 Environmental incident	Causes or has the potential to cause pollution or degradation which has or may have long term detrimental effects on the environment and/or community and will require extensive remediation.
Class 2 Environmental incident	Causes or has the potential to cause pollution or degradation which has persistent (greater than three months) but reversible detrimental effects on the environment and/or community
Class 3 Environmental incident:	Causes or has the potential to cause pollution or degradation which has short-term (less than one month) and reversible detrimental effects on the environment and/or community
Communication	The process by which people are kept informed about topics or issues regarding health and safety matters
Consult	To share information about risks and what each party is doing to control the risk
Co-Operate	Providing assistance where necessary and ensuring that your activities do not

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	interfere with the other person's duties
Co-Ordinate	Planning and organizing activities together so that each person can meet their duties
Dangerous Occurrence (DO)	An unplanned incident event that had and/or has a potential to cause injury or illness to any person, damage to property or the environment
Duty Holders	Persons who have duties under Australian Work Health Safety legislation
Emergency	An accident requiring an immediate action with external assistance, to manage the situation
Emergency Response	Emergency Response Coordinator(s) consisting of site members who have the skills, knowledge and authority to manage a site emergency situation
Emergency Response Team (ERT)	Emergency Response Team of competent and trained site members who will respond, contain and control an on-site emergency
ERP	Emergency Response Plan
EMT Leader	EMT representative who has overall responsibility of the EMT and emergency management during an onsite emergency event
ERT	Emergency Response Team
Hazard	Source, situation, or act with a potential for harm in terms of human injury or ill health, or a combination of these elements
QSE	Health Safety, Environment and Quality
Illness	A work-related disease or sickness affecting body or mind
Incident	Work-related event or occurrence that exposes persons health and safety, the environment or other objective to risk
Injury	A work-related injury is a disorder that results from exposure to a physical hazard in a single traumatic event (occurrence)
Lost Time Injury (LTI)	A work-related occurrence that results in a fatality, permanent disability, injury or illness resulting in the lost time from work of one day/ shift or more
Medical Treatment Injury (MTI)	A work-related occurrence that results in treatment by, or under the order of, a qualified medical practitioner, but excludes (the following would not be considered medical treatment): (a) Administration of tetanus shot/s or boosters. (b) Diagnostic procedures such as X-rays or laboratory analysis, unless they lead to further treatment
Method Statement	A document which describes in detail "how" the task will be implemented
GRS QSE Director (Corporate)	He/she is not attached to the project hierarchy. He/she checks the adequacy of implemented means against risks analysis, carries out regular sites inspection, ensures the use of PPE and compliance of collective protections, put a stop to any at-risk situations, proposes sanctions for non-respect of rules behaviors
HS Information	All information related to HS including: Minutes of HS related meeting Agenda of those meetings HS alerts Advisory material SMS processes, standards, procedures and practices
HS Manager/Coordinator	He/she assists Project Directors in setting up the HS system, audits, workstation ergonomics approach, analysis of at-risk situation records and their analysis



On-scene Commander	Appointed person allocated to the role of coordinating rescue and responding to all emergency situations and takes control of the incident scene and coordinates the emergency response from the scene of the incident
PCBU	A Person Conducting a Business or Undertaking; whether the person conducts the business or undertaking alone or with others; and whether or not the business or undertaking is conducted for profit or gain
Policy	The HS policy provides a framework for action and for the setting of Occupational Health and Safety objectives
PPE	Personal Protective Equipment
Risk	Combination of the likelihood of occurrence of one or more hazardous events or exposures to such event(s) and the severity of injury or ill health that can be caused by the event or exposure(s)
Safe Work Method Statement (SWMS)	A document which describes task methodology and sequence, identifies hazards, assesses risk, and nominates control measures to reduce risk ALARP
Safety Management Plan (SMP)	For each and every project, the plan drafted that identifies the hazards associated with the activity, evaluates the risks and eliminates or mitigates them
Serious Incident (SI)	A work related incident resulting in an injury, or a Dangerous Occurrence event, that is required to be notified to the relevant Regulatory Authority
WHS	Work Health and Safety
WHS Legislation	Work Health and Safety Act and Regulation 2011, or as prescribed by the relevant Regulatory Authority
Worker	A person is a worker if the person carries out work in any capacity for a person conducting a business or undertaking, including work as: preparation an ERployee a contractor or subcontractor an ERployee of a contractor or subcontractor an ERployee of a labour hire company who has been assigned to work in the person's business or undertaking an outworker an apprentice or trainee or a student gaining experience
Workplace	An area where personnel, equipment and tools are combined to complete a specific task or duty

4 ORGANISATION

4.1 Responsibilities and Authorities

This section defines the duties, responsibilities, accountabilities and authorities of key persons with safety associated responsibilities. For additional information the role descriptions are analysed deeply in Annex 2 and 3 of the Quality Management Plan.

4.1.1 Responsibilities

The Project Directors/Construction Managers and Department Managers that are responsible for a project/department should identify the possible types of emergencies in the project/department under their control.

The project HS Manager are required to establish an Emergency Response Plan in accordance with the information identified by the Project Director/Construction Manager to deal with the emergencies.

This section defines the duties, responsibilities, accountabilities and authorities of key persons with safety associated responsibilities.

4.1.1.1 GRS Senior Management

GRS Senior Management is responsible for ensuring that:

- ✓ Systems are implemented to ensure that training programs are developed and delivered to all GRS employees, and as refresher training, to ensure that they are familiar with the requirements of all emergency preparedness and response related processes
- ✓ GRS Health and Safety Management System requires periodic audits to be conducted to ensure the effectiveness of, and compliance with, the emergency management procedures and plans
- ✓ Systems are implemented to ensure sufficient support and resources are applied in the formulation and implementation of the Emergency Response Plan(s)

4.1.1.2 HS Manager

The HS Manager is responsible for ensuring that:

- ✓ Competency based training programs with regards to emergency preparedness and response are delivered to all GRS personnel and that all workers are familiar and deemed to be competent with Emergency Management Procedures and Plans
- ✓ Emergency response capabilities which include all fire, medical and rescue equipment are maintained to an operational standard and reviewed and documented on a regular basis
- ✓ Emergency preparedness and response procedures and plans are tested and the outcomes reviewed and documented on a regular basis
- ✓ Adequate resources have been made available for the instruction, training, provision and maintenance of facilities and equipment used by any emergency response team to the required high standard
- ✓ A project Emergency Response Plan is developed and provided to the emergency management team members
- ✓ Reviewing and updating the Emergency Response Plan

4.1.1.3 Environmental Manager coordinator

The Environmental Manager is responsible for ensuring that:

- ✓ Competency based training programs with regards to emergency preparedness and response are delivered to all GRS personnel and that all workers are familiar and deemed to be competent with Emergency Management Procedures and Plans
- ✓ Emergency response capabilities which include all spill response, containment, extraction and storage equipment are maintained
- ✓ Emergency preparedness and response procedures and plans are tested and the outcomes reviewed and documented on a regular basis
- ✓ Adequate resources have been made available for the instruction, training, provision and maintenance of



facilities and equipment used by any environmental emergency response team to the required high standard

- ✓ A project Emergency Response Plan is developed and provided to the emergency management team members
- ✓ Reviewing and updating the Emergency Response Plan

4.1.1.4 Project Based Managers

Project based Manager as Project Directors, Construction Managers, Operations Manager - Construction, Construction Manager, and General Superintendent Managers shall:

- ✓ Comply with the Emergency Response Plans and Procedures
- ✓ Remain vigilant with respect to ensuring that all emergency related Procedures and Plans address the four primary elements of emergency management, which are:
 - preparation
 - prevention
 - response
 - recovery
- ✓ Ensure that all GRS personnel receive competency based training and instruction to enable them to comply with the need to maintain a high level of emergency preparedness and response
- ✓ Be responsible for ensuring all emergency drills and all manner of exercises are well coordinated and resourced

4.1.1.5 Project Foreman & Supervisors

Project Foreman and Supervisors shall:

- ✓ Comply with the requirements of all Emergency Management Procedure and Plans
- ✓ Ensure that all persons on all GRS site have the level of competency to enable them to comply with the Emergency Management Procedure and Plans
- ✓ Provide formal input into all emergency related documentation, systems and processes from an operational perspective
- ✓ Be responsible for co-coordinating the emergency drills in the areas under their direction

4.1.1.6 ER Ployees

ER Ployees/workers are responsible for:

- ✓ Performing all duties in a manner which will ensure their own and others safety
- ✓ Complying with the responsibilities assigned under relevant legislation
- ✓ Complying with all site safety rules and procedures
- ✓ Being alert at all times to potential hazards
- ✓ Participating in the identification and elimination of hazards
- ✓ Reporting immediately any dangerous occurrence, injury, hazard or defective equipment
- ✓ Possess knowledge of how to implement safe work practices using the hazard identification, risk assessment

and risk control techniques

- ✓ Actively participating in safety meetings and programs, including training
- ✓ Actively participating in rehabilitation programs

4.1.1.7 Emergency Response Coordinator (ERC)

Emergency Response Coordinator(s) (ERC) is/are responsible for:

- ✓ Responding to occurrences/emergencies as appropriate
- ✓ Where an occurrence impacts on the safety and/or reliability of the construction works /rail and/or involves members of the public, immediately notifying the GRS QSE Director
- ✓ When evacuation is required, ensuring that personnel that are affected are evacuated in accordance with the project Emergency Response Plan
- ✓ Ensuring that head counts are conducted by supervisors responsible for particular workgroups and that any missing persons are identified and subsequently accounted for
- ✓ Coordinating Emergency Services to the incident scene from the designated site access location
- ✓ Providing up to date information as to the status of the incident to the Emergency Services
- ✓ Notifying others according as specified by the project Emergency Response Plan
- ✓ Recording incident and other relevant details

4.1.1.8 Emergency Response Team (ERT)

The Emergency Response Team has the responsibility to respond, contain and control an on-site emergency. The ERT will follow instruction of the Emergency Response Coordinator(s), and include the following members:

- ✓ Emergency Response Team Leader: EMT representative who has overall responsibility of the EMT and emergency management during an onsite emergency event
- ✓ On-scene Commander
- ✓ First Aiders

4.1.1.9 On-scene Commander

The On-scene Commander is appointed by the Emergency Response Leader and has the following responsibilities:

- ✓ Coordinate rescue and responding to all emergency situations
- ✓ Control of the incident scene
- ✓ Coordinate the emergency response from the scene of the incident

4.1.1.10 First Aid Personnel

First Aid Personnel are responsible for:



- ✓ Attending to any casualties in the affected area, providing it is safe to do so
- ✓ Ensuring Emergency Services are contacted as and when required
- ✓ Directing persons to the site access location to meet Emergency Services vehicle
- ✓ Awaiting instruction from the ERC and respond to requests for first aid treatment
- ✓ Managing the First Aid Room in accordance with WHS Regulations and the First Aid Management Procedure
- ✓ Ensuring that the First Aid room is stocked and maintained for operational readiness and will assist in return to work programs as required

5 EMERGENCY PREPAREDNESS

5.1 Risk Assessments.

Foreseeable emergency situations shall be identified and control measures nominated to adequately mitigate risk arising from emergency situations (e.g. fire-fighting equipment, rescue equipment, etc).

The objective of this Emergency Response Plans is to:

- ✓ eliminate harm to person's health and safety
- ✓ eliminate harm to the environment
- ✓ ensure safety is the paramount consideration at all times

This plan will identify all potential emergency situations and nominate control measures to facilitate adequate emergency response.

5.2 Identified Emergency Situations

Incident	Cause
Fire	<ul style="list-style-type: none"> • Spark from hot work • Spark from plant exhaust • Equipment overload/ malfunction • Smoking on site • Traffic accident • Bush Fires • Electrical fire
Emissions to the atmosphere	<ul style="list-style-type: none"> • Fire • Chemical spill • Dust • Potential asbestos exposure
Discharge to water or land	<ul style="list-style-type: none"> • Chemical spill • Plant malfunction • Fuel tank leak

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	<ul style="list-style-type: none"> • Utility strike • Bund breach • Isolation procedure failure
Hazardous Substances Spill	<ul style="list-style-type: none"> • Plant malfunction • Pipe work breach • Bund breach • Faulty storage equipment • Breach of delivery protocol • Traffic accident
Damage to native flora and fauna	<ul style="list-style-type: none"> • Fire • Poor vegetation clearance protocol • Chemical spill • Vehicle/Fauna strike • Unauthorised clearing breach/damage to protected trees
Personal injury	<ul style="list-style-type: none"> • Potential for confined space work • Hot work • Manual handling • Removing equipment from transport • Working with hazardous materials • Excavation collapse • Traffic accident (onsite/off site) • Vehicle/pedestrian interface • Working in extreme temperatures • Snake/Spider Bite • Lightning strike
Contact with sewage flow	<ul style="list-style-type: none"> • Infections
Gas Monitor alarm	<ul style="list-style-type: none"> • Release of gases from sewage • Inadequate ventilation
Fall into Trench or Excavation	<ul style="list-style-type: none"> • Excavation without barricades
Lighting failure	<ul style="list-style-type: none"> • Power failure • Lighting equipment failure
Other existing workplaces	<ul style="list-style-type: none"> • Interface between other existing workplace emergency risks and response impact

CRITICAL INCIDENTS

Major National Disaster	<ul style="list-style-type: none"> • Fatality • Property lost • Flora/Fauna impact • Severe Thunderstorm
Community Outrage	<ul style="list-style-type: none"> • Fatality • Property lost
Major Spill	<ul style="list-style-type: none"> • Fatality • Property lost • Environmental major contamination



5.3 Emergency Drills/Exercises

Drills shall be conducted in accordance with the Emergency Management Procedure to assess the adequacy and effectiveness of this plan.

The following drill scenarios will be conducted with priority, due to the likelihood of these occurring on this project site:

- ✓ Trench/ground collapse
- ✓ striking of live services
- ✓ bush fire drill to be conducted (including electrical fire)
- ✓ mobile plant rolls over
- ✓ major spill – water contamination
- ✓ flooding
- ✓ mobile plant accident
- ✓ crushing due to plant
- ✓ venomous snake/spider bite

Emergency Drills will be recorded on the Emergency Evacuation Record.

5.4 Training

This project Emergency Response Plan shall be communicated to all persons (including subcontractor and visitors) using the following methods:

- ✓ Corporate Induction
- ✓ Site Induction (Project Induction, Delivery Driver and Visitors Induction)
- ✓ Safety Notice Board
- ✓ Tool Box Talk Meetings

All site personnel including sub-contractors will be instructed in the correct response to an occurrence, or emergency evacuation in accordance with the various procedures outlined in the appendices to this document, but in particular:

- ✓ Emergency Contacts
- ✓ Emergency Response Diagram
- ✓ Medical Services and Hospital Location Maps
- ✓ Emergency Response Prompts
- ✓ First Aid and Medical Response
- ✓ Emergency Evacuation Scenarios
- ✓ Other Incident Response Scenarios
- ✓ Emergency Services Contact Instruction, and



✓ Emergency Response Protocol Cards

The HS Manager/Crd and the Environmental Manager shall ensure that the project personnel are trained to deal with the anticipated emergencies in order to reduce the damages that could occur during an emergency event.

The HS Manager will ensure that an adequate number of suitably trained personnel are appointed as part of the Emergency Response Team (ERT).

Please refer to the First Aid Management Procedure for further information on first aid training.

5.5 Equipment

The maintenance, inspection, testing of all emergency equipment will be conducted as per required on the Emergency Management Procedure.

Please refer to Emergency Management Procedure and First Aid Management Procedure for further information.

5.6 Communication in the event of an Emergency

Radio and/or mobile telephone communications will be the main means of communications in the event of an emergency.

In the event of an emergency, persons that are not involved in the emergency shall maintain radio silence so as to allow radio communications between the On-scene Commander, Emergency Response Coordinator(s) and Leader, and other services/personnel involved in the emergency, to flow uninterrupted.

The On-scene Commander shall be in control of radio communications during an emergency

5.7 First Aid

First Aid will be conducted following the Emergency Management Procedure.

First aid facilities shall be provided to all ERployees, with access to immediate first aid treatment when required. The site will maintain a First Aider Room.

Project first aid requirements will be identified as part of the Project HS Risk Assessment.

Checking/restocking of first aid provisions will be undertaken at least on a monthly basis or when required, and usually by the Site First Aider or nominated person(s).

The First Aid Attendant form shall be completed with the project First Aiders details and displayed in the Safety Notice Board.

An up-to-date list of all First Aiders will be displayed throughout the site.

Suitable independent medical providers shall be nominated for the project to provide medical treatment for all work injuries requiring treatment beyond first aid.



5.8 Fire Prevention and Protection

Fire Emergencies will be addressed following the Emergency Management Procedure.

All ERPlOyees will receive training and instruction on the relevant fire procedures as part of their induction training.

Firefighting equipment which is identified during the risk assessment process shall be made available to the appointed Emergency Response Team.

Smoking is prohibited in work areas, and within 5 meters of any door, window or air conditioner intake.

5.9 Emergency Response Diagram

An Emergency Response Diagram will be prepared for the project detailing the following:

- ✓ Emergency Assembly Point
- ✓ Fire Extinguishers
- ✓ First Aid Kit
- ✓ Spill Kits
- ✓ Offices
- ✓ Storage Facilities
- ✓ Sanitary Facilities
- ✓ Stockpile areas (if applicable)
- ✓ Traffic Flow (if applicable)

The Diagram will form part of this plan and the Site Induction and will be displayed on the Safety Notice Board.

5.10 Emergency Assembly Points

Emergency Assembly Points will be near the different Access/Egress of the site as per appendix 7.

Main access, as detailed in layout will be the normal access to the site. Access 2 and 3 will be used to connect East and West plots and in case of evacuation.

6 EMERGENCY RESPONSE

Emergency Response will be conducted as per Emergency Management Procedure, First Aid Management Procedure and particularly as describe on the following Appendices of this plan:

The Project Management Plan contains the site's specifics in regards to:

- ✓ First Aid Personnel
- ✓ Emergency Response Personnel
- ✓ Emergency Response Diagram
- ✓ Medical Services and Hospital Location Maps



Appendixes of this Emergency Response Plan contain the following:

- ✓ Appendix 1 – Emergency Response Prompts
- ✓ Appendix 2 – First Aid and Medical Response
- ✓ Appendix 3 – Emergency Evacuation Scenarios
- ✓ Appendix 4 – Other Incident Response Scenarios
- ✓ Appendix 5 – Emergency Services Contact Instruction, and

6.1 Incident Response Actions

Appendix 1 Emergency Response Prompts provides a list that details potential incidents and responses.

The specific treatment will vary for each case and may require the expertise of internal and/or external specialists to fully manage the incident.

When directed by GRS supervision, all personnel will evacuate to the nominated Emergency Assembly Points as detailed on the site's specific Emergency Response Diagram.

The Evacuation Signal is four (4) blasts of a horn. In the event of failure of the horn, the ERC will sound (4) long blasts of a whistle.

Details of contact numbers shall be displayed on the project Safety Notice Board.

6.2 Environmental incident Response Actions

In addition to the Appendix 4 Emergency Response Prompts and Appendix 6 Emergency Response Protocol Cards, the following actions shall be considered when responding to an environmental emergency:

- ✓ case of a plant and equipment or a machinery: immediate switching-off of machinery causing the leak
- ✓ notify the maintenance team concerned as soon as possible
- ✓ seal off the leak if possible or remove the cause of pollution (overturned canister)
- ✓ use absorbent products (sawdust, absorbents) to recover the maximum of spilled polluting products
- ✓ if leak persists, install a drain pan or other container to collect the polluting products that continue to spill out
- ✓ if the leak spread, trace the path of the product and minimise the extent of the pollutant using earth mound, absorbent socks

6.2.1 Treating Polluted Water

In case of discharging pollutants into water, complete and wrap-up the emergency actions:

- ✓ set up floating absorbing bunds as close as possible to the area of contamination in low turbulence areas to contain the spread of pollution
- ✓ prevent as much as possible the spreading of pollution
- ✓ use absorbing rolls on water surface
- ✓ procure the service of a specialized company if necessary, to pump out surface water



6.2.2 Treating contaminated soil

Contaminated soil will be dealt with as follows:

- ✓ carefully strip the polluted area with a shovel down to the untainted soil level
- ✓ store polluted earth in a special packaging and in an area intended for such
- ✓ evacuate polluted soil to authorised site

6.2.3 Crisis Management

A Crisis Situation is defined by one or a combination of the following events:

- ✓ fatality
- ✓ terrorist attack
- ✓ natural disaster
- ✓ Actual Class 1 Incident
- ✓ incident event where we are exposed to risk of prosecution

GRS will apply the Alarm Management Procedure for all the reporting of Crisis Situations.

In a crisis situation, it is imperative that the head of entity (Deputy CEO, CEO or Chairman and CEO) be informed as soon as possible. It is his or her responsibility to decide whether or not to set up a crisis task force, depending on a personal assessment of the situation.

It is also up to the head of entity to notify Bouygues Construction by informing the following or seeing that they are informed: the senior management (Deputy CEO, Chairman and CEO), the head of the support department concerned, where appropriate, and the head of the Communication

Department at GRS. If the latter cannot be reached, the head of External Communication should be contacted. The latter are responsible for informing the senior management, management of the support department concerned, where appropriate, and management of the Communication Department at GRS.

6.2.4 Media

All statements to the media concerning an emergency at any GRS workplace shall only be made by a GRS Community Relations Manager or delegate as directed by GRS Senior Management.

In the majority of cases involving serious injury or fatality the media may learn of the incident from the reports made to the authorities and then attend the site without notice. The media will be treated courteously but should not be allowed access to the site.

In the first instance all media enquiries shall be referred to the GRS Community Relations Manager.

In case of a significant injury, it is important that the name(s) of those involved are not broadcast until all next of kin have been notified and legal advice has been obtained confirming the release of detail is acceptable.

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GOONUMBLA - AUSTRALIA
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7 POST EMERGENCY

Once the emergency has ended; incident investigation, rehabilitation and return to work, and ERployee assistance programs may be required to be initiated. All these processes will be conducted in accordance with the Emergency Management Procedure.

8 RECORDS

All records shall be maintained following the Document Control Register.

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Appendix 1 - Emergency Response Prompts

ON-SITE EMERGENCY EVACUATION		
Response	Responsible	Means of Contact
Contact Site Supervisor at the work site where the incident / accident has occurred and advice to sound emergency evacuation alarm. Sound four long blasts (4 x 3 seconds) of the emergency air horn	Area Supervisor	Telephone / Runner
The Site Supervisor at the work sites will sound the emergency evacuation alarm	Site Supervisor	Site = 4 x 3 sec Blast of Horn
Contact emergency services immediately if required at this stage.	Area Supervisor	000 / 112
Notify the Emergency Response Coordinator of the evacuation and the reason(s) why it has been required	Area Supervisor	Radio / Telephone
Emergency Response Coordinator activates the emergency response protocol for the scenario(s) being encountered	Emergency Response Coordinator	As per Scenario
All personnel evacuate to the nearest emergency assembly point and gather in their ERPloyer groups	Area Supervisor	Telephone
Area Supervisor (if safe to do so) does a sweep of the site to ensure no personnel remain on site	Area Supervisor	
Area Supervisors to account for the individuals under their supervision, including subcontractor ERPloyees	Area Supervisor	Visual and Verbal
Area Supervisor confirms that all personnel are accounted for to the Emergency Response Coordinator	Area Supervisor	Verbal / Telephone / Radio
If any member of the workforce cannot be accounted for, notify emergency services immediately	Area Supervisor All	
Supervisors are required to remain at the emergency assembly point with all evacuated ERPloyees and carry out instructions as directed by the Emergency Response Coordinator	Area Supervisor	Telephone / Radio

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EMERGENCY SERVICES REQUIRED - POLICE, FIRE, AMBULANCE

Response	Responsible	Means of Contact
Contact Emergency Service and follow instructions	Anyone	000 / 112
Direct the Emergency Services to the nearest site access. Refer: Emergency Response Diagram	Anyone	
Send someone to the site access gate to await and escort the Emergency Services into the site	Anyone	Verbal / Radio / Telephone
Secure the area and apply first aid as necessary until the Emergency Services arrive	Anyone / First Aider	
Notify the Emergency Response Coordinator (ERC) of the emergency and the reason(s) why Emergency Services are required	Area Supervisor	Radio / Telephone
Emergency Services to take control of situation. Directions to be followed by all on site	All	

Medical Emergency

Any GRS ERPloyee requiring medical treatment must be referred to the selected medical facility – Refer to project Notice Board	Area Supervisor	
Contact the medical facility and advise when an injured person is on their way to the medical facility	Area Supervisor	Radio / Telephone
Senior GRS staff member (preferably Site Manager) to accompany injured ERPloyee to the medical facility		
Appropriate transport (to medical facility and/or home) arrangements must be made available to injured ERPloyee	Area Supervisor	
Suitable duties to be immediately made available through the Rehabilitation Coordinator whenever possible	HS Manager/Crd/ Rehabilitation Coordinator	
Assistance from Rehabilitation Coordinator and HS Manager/Crd is available in selecting suitable duties	HS Manager/Crd/ Rehabilitation Coordinator	

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ENVIRONMENTAL EMERGENCY

Hydrocarbon/Chemical Spill, Contaminated Material Release or Turbid Run-off to Surface Water

Flooding, Bush Fire, Tropical Cyclone Events (QLD), Severe Thunderstorms, Venomous Snake/Spider bite, Potential Asbestos Exposure

Response	Responsible	Contact
Assess the risk, identify the spilled material and determine how much has spilled. Use the container's label or SDS to identify the liquid and the primary dangers posed to spill responders and the environment	Anyone / Area Supervisor	Radio / Telephone / Runner
If a major spill notify the Emergency Response Coordinator (ERC) of the requiring emergency response	Area Supervisor	Radio / Telephone / Runner
If possible limit the spill area by blocking, diverting or confining the spill. Stop the spread of liquid before it has a chance to contaminate a water source	Anyone / Area Supervisor	Radio / Telephone / Runner
Ensure the appropriate PPE to safely respond to the spill is used		
After the spill is confined, stop the source of the spill. This may simply involve turning a container upright, closing a valve, or plugging a leak from a damaged hose, drum or container	Area Supervisor	Radio / Telephone / Runner
Notify the Environmental Manager and Construction Manager	Area Supervisor	Radio / Telephone / Runner
Limit the spill area by blocking, diverting or confining the spill. Stop the spread of liquid before it has a chance to contaminate a water source	Anyone / Area Supervisor	
If necessary isolate the area	ERC	Radio / Telephone / Runner
If Emergency Services need to be contacted, follow Emergency Services Protocol as above	ERC	Telephone
Provide First aid as appropriate to any individuals exposed to a hazardous substance.	First Aider	Radio / Telephone / Runner
ERC in consultation with Environmental Manager activates emergency response protocols for the scenario/s being encountered	AEM	Telephone

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<p>If it is safe to do so, take further steps to isolate the spill or run off from the surrounding environment such as dig up, place in container, treatment and /or add additional control measures downstream</p>	<p>Anyone</p>	<p>Radio / Telephone</p>
<p>Once the spill is confined and the source has been stopped, a clean-up plan needs to be implemented. Place absorbents that are chemically compatible with the liquid spilled throughout the area. Once the absorbents are saturated, they should be properly disposed of</p> <p>Rags and oil-absorbent materials that only contain non- volatile petroleum hydrocarbons and do not contain free liquids may be Disposed of as General Solid Waste (non- putrescibles) under the project relevant state Waste Classification Guidelines</p> <p>Note that sorbents do not render liquids non-flammable, neutral or less-hazardous and will take on the characteristics/properties of whatever liquid is absorbed. Therefore, all measures must be taken as if you were handling the liquid itself. Sorbents do not make the liquid less hazardous. Always refer to the MSDS for the chemical absorbed before proceeding</p>	<p>Area Supervisor or EM</p>	<p>Radio / Telephone</p>
<p>In the case of an uncontrolled release to a water course representative samples should be taken of the discharged liquid and the receiving water</p>	<p>Environmental Team</p>	<p>Telephone</p>
<p><u>In the event of significant inclement weather conditions, or severe thunder storms, ongoing monitoring of situation is required in consultation with relevant local emergency services. No vehicles are to attERPt river or creek crossings in the event of centralised flooding. – Site ERC to ensure regular updates maintained via Australian Government Bureau of Meteorology Website; www.bom.gov.au</u></p>	<p>Area Supervisor</p>	<p>Radio / Telephone</p>

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<p>Severe Thunderstorms; after visually sighting approaching storm front, ERC/Supervisor to ERploy 30/30 rule to determine proximity of lightning to site (If the time between seeing a flash of lightning and hearing thunder is less than 30 seconds, head for shelter immediately. Works may resume after 30 mins from last lightning or thunder event) Suitable refuge shelter provided for on ground personnel</p>	<p>Construction Manager/ERC</p>	
<p>Bush fires- coordination between GRS and local emergency services to ensure regular updates to site. Site evacuation protocol implemented as instructed by ERC, and local emergency authorities</p>	<p>Area Supervisor Construction Manager/ERC</p>	<p>Radio / Telephone</p>
<p>Venomous snake/spider bite – stabilise involved person, identify type of snake/spider if possible (remain well clear, and do not approach however) apply compression bandage and mark point of injection with a marker pen if available. Limit movement. Immediately contact local emergency services and follow all instructions – local snake handler contact details to be sourced and available for the safe removal of any identified snake(s) within the site boundary</p>	<p>First Responder First Aider/ERC</p>	<p>Radio / Telephone 000 Local snake handler contact details as available</p>
<p>Potential Asbestos Exposure – Strong management and control of all in situ asbestos-containing materials (ACM) is essential. Ensure area is isolated to prevent entry The well-known adverse health consequences of exposure to airborne asbestos fibres can be prevented if precautions are taken and appropriate procedures are followed. The risks posed by ACM depend on the nature and condition of the materials and the potential for exposure. The main elements of managing the risks of ACM in workplaces are to:</p>	<p>Area Supervisor Construction Manager/ERC</p>	<p>Notifications</p>

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- identify all ACM in the workplace, as far as practicable;
- assess the risks associated with all ACM; and
- introduce control measures to prevent, as far as practicable, the generation of airborne asbestos fibres and any exposure to airborne asbestos fibres.

Tropical Cyclonic Events (QLD) – Site ERC to ensure regular updates maintained via Australian Government Bureau of Meteorology Website: www.bom.gov.au

ERC to liaise with local emergency services and follow all instructions

Construction Manager/ERC

Radio / Telephone/

internet

GAS PIPELINE EMERGENCY

Response	Responsible	Contact
1. Damage Identified to Pipe or Lining	Anyone / Supervisor	Radio / Telephone / Runner
2. Sound Emergency Warning and Evacuate the incident site	Anyone / Supervisor	Radio / Telephone / Runner
3. Contact Project Director, Gas Service provider and if required Emergency Services	Supervisor / ERC	Radio / Telephone / Runner
4. Secure site and follow instructions from Gas Service provider and Project Director	Supervisor / ERC	Radio / Telephone / Runner

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Appendix 2 – First Aid Response

First Aid Treatment	Responsible	Mean of Contact
Notify first aider and/or Supervisor	Any	Radio / Telephone / Runner
Treat injured person on site	First Aider	
Move injured person to Project Office first aid room if required. (This is at the discretion of the First Aider)	First Aider	
Assess patient and stabilise. If further treatment is required follow “off-site medical treatment” process below	First Aider	
Complete first aid injury register and forward on to HS Manager/Crd	First Aider	Hand

Off-Site Medical Treatment	Responsible	Mean of Contact
Following initial first aid treatment;		
Contact HS Manager/Crd and inform them that non- emergency medical treatment is required	First Aider / Area Supervisor	Telephone / Runner
HS Manager/Crd to contact GRS approved medical centre(s) then instruct the First Aider to the appropriate medical centre	HS Manager/Crd	Telephone
Accompany the injured person to medical centre	First Aider / Area Supervisor	
Injured person to be assessed for alternate / modified duties	Medical Practitioner	
Accompany injured person back to site (or if required, ensure transportation to home is managed) after treatment	First Aider / Area Supervisor	
Medical certificate and any other documentation relating to the medical treatment completed	Area Supervisor / HS Manager/Crd	



Appendix 3 – Emergency Evacuation Scenarios

INITIATE EMERGENCY EVACUATION PROTOCOLS

Overhead or Underground Power Strike	Responsible	Mean of Contact
Remove all personnel from the area, if safe to do so, secure area	Anyone	
Apply first aid to injured person(s) if safe to do so	First Aider	
Contact Emergency Services if required and follow instructions, e.g. if persons are injured/trapped	Anyone	
Evacuate personnel to emergency assembly area if necessary	Area Supervisor	4 x 3 sec Blast of Horn
Notify the Emergency Response Coordinator (ERC) of the incident requiring emergency response	Anyone / Area Supervisor	Telephone / Radio
Notification to asset owner applicable to state (NSW/QLD)	ERC	Telephone
ERC attends incident site and coordinates emergency response and recovery	ERC	
Quarantine the scene for investigative purposes	ERC	
Fire/Explosion	Responsible	Mean of Contact
Assess the situation - Try to extinguish with portable firefighting equipment if not out of control. Contact Emergency Services if required, and follow instructions	Anyone / Supervisor	000 / 112
Give first aid to injured personnel if necessary and safe to do so	First Aider	Runner / Telephone
Evacuate if necessary or as instructed, sound Emergency Evacuation Alarm	Site Supervisor	Site = 4 x 3 sec Blast of Horn
Personnel to evacuate to the nearest safe Emergency Assembly Point	Area Supervisor	
Notify the Emergency Response Coordinator (ERC) of the incident requiring emergency response	Area Supervisor	
Prevent personnel from entering explosion/fire area.	Supervisor / Anyone	Verbal
ERC attends incident site and coordinates emergency response until Emergency Services arrive	ERC	Verbal

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Assist Emergency Service as necessary (evacuation of adjacent property) and/or follow direct and provide assistance

ERC

Plant or Car Accident on Site, Vehicle/Pedestrian Strike

Responsible

Mean of Contact

Remove other personnel from area and secure

Anyone

Apply first aid if necessary

First Aider

Contact Emergency Services if required and follow instructions

Anyone

000/112

Notify the Emergency Response Coordinator (ERC) of the incident requiring emergency response

Anyone

Radio / Telephone / Runner

ERC attends incident site and coordinates emergency response and recovery or until Emergency Services arrive

ERC

Verbal

Assist Emergency Services as necessary and/or follow direct and provide assistance

ERC

Quarantine the scene for investigative purposes

ERC

Bomb Threat

Responsible

Mean of Contact

Recipient of call or threat to record details on the Bomb Threat Checklist – **DON'T HANG UP**

Recipient

Contact Emergency Services

Recipient

000 / 112

Evacuate all personnel to Emergency Assembly Points

Area Supervisor / Manager

Notify the Emergency Response Coordinator (ERC) of the incident requiring emergency response

ERC

Telephone

ERC attends incident site and coordinates emergency response until Emergency Services arrive

ERC

Wait for clearance to return to site from Emergency Services

ERC

Verbal

Appendix 4 – Other Incident Response Scenarios

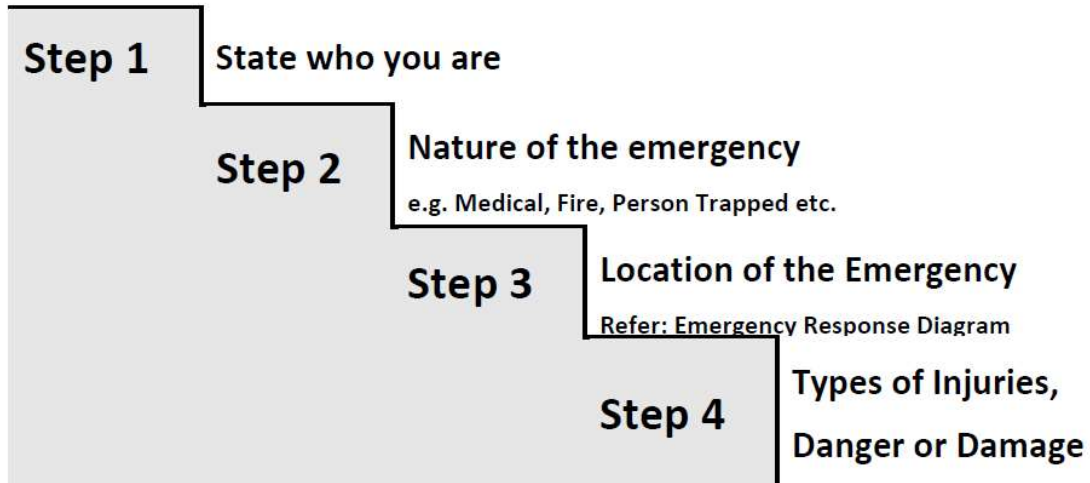
Water Mains Damage	Responsible	Mean of Contact
Secure the area so that it is safe	Anyone	
Notify the Emergency Response Coordinator (ERC) of the incident requiring emergency response	Supervisor / Anyone	Radio / Telephone / Runner
Contact Water service provider	ERC	Telephone
ERC attends incident site and assesses the severity of the situation coordinates response and recovery	ERC	

Car Accident	Responsible	Mean of Contact
Make the area safe i.e. implement traffic control if safe to do so, remove personnel from the area.	Anyone	
Apply first aid if safe to do so as required	First aider	
Contact Emergency Services and follow instructions	Anyone	000 / 112
Notify the Emergency Response Coordinator (ERC)	Anyone	Radio / Telephone / Runner
ERC attends incident site and assesses the severity of the situation coordinates response until Emergency Services arrive	ERC	
Assist Emergency Service as necessary	ERC	

Assault or Threatening Person/s	Responsible	Mean of Contact
Do not attempt to arrest or restrain persons	All	
Remove yourself from the threat if possible	All	
Contact Emergency Services	Anyone	000 / 112
Apply first aid if necessary	First aider	
Notify the Emergency Response Coordinator (ERC) of the incident requiring emergency response	Area Supervisor / Anyone	Telephone
ERC attends incident site and coordinates emergency response until Emergency Services arrive	ERC	
Wait for clearance to return to site from Emergency Services	ERC	Verbal

Appendix 5 - Emergency Services Contact Instruction

EMERGENCY SERVICE CONTACT INSTRUCTION – DIAL 000



1. CALL 000
2. Direct someone to wait at site entrance to guide emergency
3. Keep calm – so you can help
4. Administer First Aid as necessary
5. Do not move any injured person unless they are under further danger

ROLE	NAME	PHONE No
Emergency Response Coordinator	Stuart Light	TBP
Emergency Response Coordinator (Alternate)	TBA	TBP
Project Director	Juan M. Madrid	0491294239
Project Manager	David Trilles	0456805025
Construction Manager	Javier Lapiedra	0475936514
Superintendent	Bill Bentick	TBP

Appendix 6 – Recommendations from RFS to be implemented

vi. 03/05/2019 14:27
 Cameron Bird <Cameron.Bird@rfs.nsw.gov.au>
FW: GOO-GRS-RFS-FRV-EML.0001.A1.Emergency Response Plan
Para  Juan Manuel Madrid Guijarro

Hi Juan

Please see below the recommendations from Paul Whiteley. In summary the Plan should be presented and discussed at the LEMC (Local Emergency Management Committee) which is run by Parkes Shire Council. A contact directory should be established and a map be created and attached identifying all relevant information to emergency services.

From this we will create our own plan which we will enact should there be an incident at your site. We would also require an inspection and tour of the facility upon completion.

Regards

Cameron Bird



vi. 03/05/2019 14:27
 Cameron Bird <Cameron.Bird@rfs.nsw.gov.au>
FW: GOO-GRS-RFS-FRV-EML.0001.A1.Emergency Response Plan
Para  Juan Manuel Madrid Guijarro

From: Paul Whiteley <Paul.Whiteley@rfs.nsw.gov.au>
Sent: Friday, 3 May 2019 9:38 AM
To: Ken Neville <Ken.Neville@rfs.nsw.gov.au>
Cc: Cameron Bird <Cameron.Bird@rfs.nsw.gov.au>; Renee Williams <Renee.Williams@rfs.nsw.gov.au>; Paul Whiteley <Paul.Whiteley@rfs.nsw.gov.au>; Andrew Dillon <Andrew.Dillon@rfs.nsw.gov.au>
Subject: RE: GOO-GRS-RFS-FRV-EML.0001.A1.Emergency Response Plan

Good Morning Ken,

I have reviewed the supplied Emergency response Plan for this facility and make the following Comments.

- This Plan is an all Hazards plan and probably should be discussed at the LEMC responsible for the Area
- A Contact Directory should be attached to the Plan capturing both 24Hr contacts for the Facility/Operators and Emergency Services.
- A current Facility Map should also form part of the document with Egress and Access along with Evacuation Points identified.
- The RFS District should develop an Pre Incident Plan for RFS Brigades and personnel most likely to be responded to an emergency at this facility.

Happy to discuss further if you would like

Thanks & Regards,

Paul



Client:



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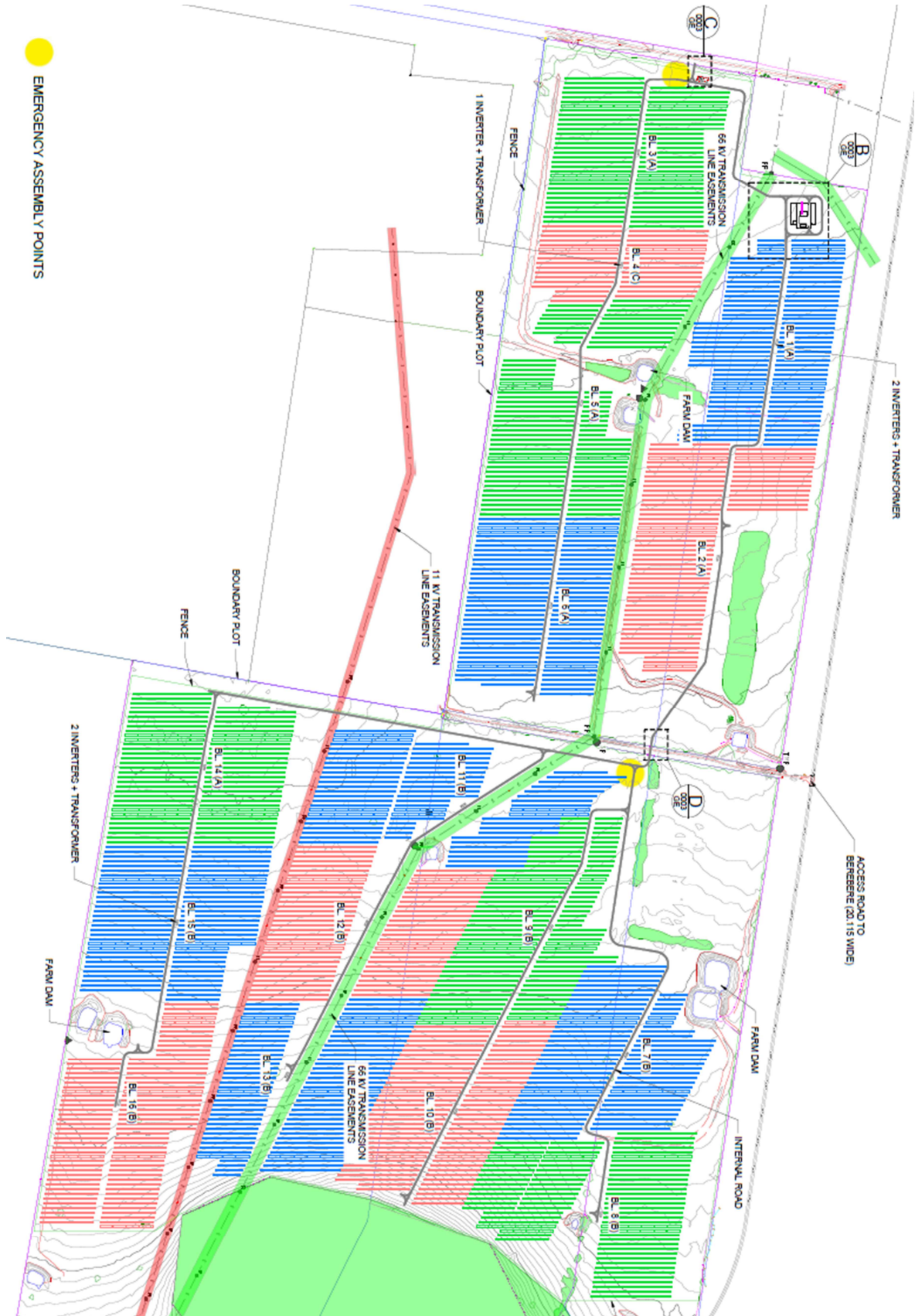
Revision: A3

Date: 2019/05/14

Contractor:



Appendix 7 – Site Map



● EMERGENCY ASSEMBLY POINTS

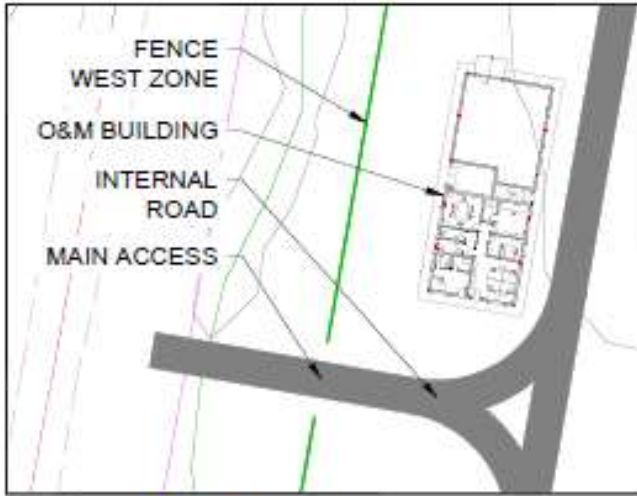
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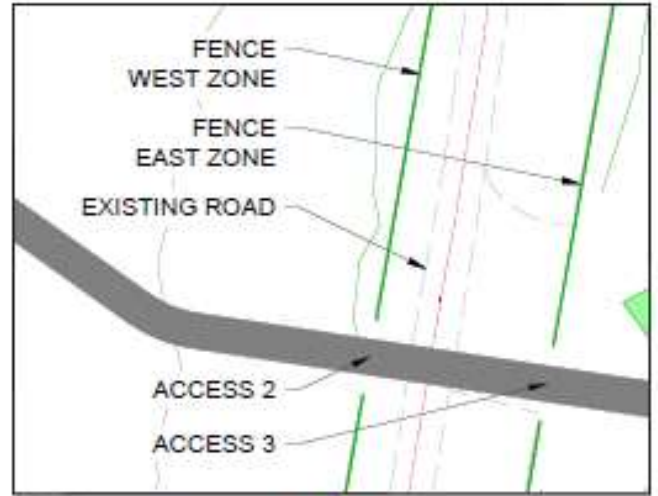
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C MAIN ACCESS
Scale 1/800






D ACCESS 2 & 3
Scale 1/800

Appendix 8. Approval from Authorities

lu. 13/05/2019 14:50

 Cameron Bird <Cameron.Bird@rfs.nsw.gov.au>
RE: GOO-GRS-RFS-FRV-EML.0001.A1.Emergency Response Plan

Para  Juan Manuel Madrid Guijarro
CC  Ken Neville
 Respondió a este mensaje el 13/05/2019 15:15.

Elementos de acción + Obtener más complement

Hi Juan


I can confirm that the recommendations from the RFS have been implemented. The only outstanding item is the discussion of this plan at the LEMC. As the Rural Fire Service we can only comment on the threat of bush/grass fires. I appreciate that you have also sent this plan to Fire & Rescue NSW who can provide specialist advice on structural fires and HAZMAT, although we feel it is necessary to present this plan to all other agencies e.g. police, ambulance, SES etc at the next LEMC meeting. From this further comment may be made from other agencies and I would recommend being prepared and open to taking these into consideration. As far as the current plan is concerned the NSW RFS is happy with it as a response plan and we will use it as a reference document to our own plan.

Please ensure that any updated details e.g. contacts or maps are sent out when necessary.

Also note that it is the responsibility of the landowner/occupier to prevent fires from entering or escaping their land. Please ensure that your site is maintained to a standard that allows you to achieve this e.g. cleared/mowed vegetation around the site, no use of machinery or hot tools on elevated fire danger days.

Regards

Cameron Bird

 **Cameron Bird** | Learning & Development | Mid Lachlan Valley Team
NSW RURAL FIRE SERVICE
26 Union St Forbes NSW 2871 | PO Box 483 Forbes NSW 2871
P 02 6851 1541 F 02 6851 1840 M 0428 954 500 E cameron.bird@rfs.nsw.gov.au
www.rfs.nsw.gov.au | www.facebook.com/nswrfs | www.twitter.com/nswrfs
PREPARE. ACT. SURVIVE.

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Contractor:



lu: 13/05/2019 20:20

Craig Gibson <Craig.Gibson@fire.nsw.gov.au>

Re: GOO-GRS-HS-PLN-0005_A1_Emergency Response Plan

Para Juan Manuel Madrid Guijarro

CC CODY VENAGLIA

Hi

As discussed on phone I had forwarded your ERP to my duty commander Inspector Steve Knight for his opinion

He was overall pleased with the ERP

Myself and my Deputy Captain Cody Venaglia have looked over the ERP and with Inspector knights advice

We would like the following to be Actioned in thERP

A. A visit by all services to sight when works are completed

B.Out line what emergency service would be primary agent in the event of an incident and contact details EG. FRNSW Structure Fire and Hazmat

C. Immediate action which can be implemented before emergency services arrive on site

I hope this helps

Thanks Craig



CAPTAIN CRAIG GIBSON

STATION COMMANDER
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