



Hansen Blackwattle Bay Emergency Management Plan

Prepared by

Liberty Industrial Pty Ltd

For



Lot 5, DP 1064339, 1/1A Bridge Road Glebe NSW

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Specialist Deconstruction Services

- Industrial demolition contractors
 - Mine closure consulting
 - 3D Modelling
 - Demolition consultants
 - Asbestos abatement
- Liberty Industrial Pty Ltd A.B.N. 99 147 758 487





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1 PURPOSE

This Emergency Management Plan (EMP) has been drafted specifically for the Hanson Blackwattle Bay project. All worker(s) carrying out work in connection with the Project shall adhere to this EMP, and other associated Project Management Plans.

The purpose of this EMP is to outline the procedure, practices and standards to be followed in the event of an on-site emergency. This includes:

- An effective response to an emergency;
- Evacuation procedures;
- Notifying emergency service organisations promptly;
- Medical treatment and assistance;
- Effective communication between the authorised person who coordinates the emergency response and all persons at the workplace.

Liberty Industrial's objective is to deliver the project by following;

- Zero harm safety and environmental objectives (zero recordable injuries and zero spills to deck);
- Risk mitigation;
- Excellent communications;

To achieve the Company objectives in these areas and others, an appropriate management system centred on early planning and correct implementation is necessary. A consistent systems approach is necessary for this purpose and will be supported by the uniform and comprehensive format provided in this plan for emergency response and evacuation management.

It is important that the Project Manager considers all the project management plan(s) information for comprehensive emergency response requirements.

A copy of this plan shall always be readily accessible on site. It is important that all worker(s) familiarise themselves with this plan.

1.1 EMERGENCY DEFINITION

An emergency is an unexpected event that poses a threat to life, property or the environment and requires immediate action to prevent or limit such threat. The Emergency Management Plan sets out the minimum procedures that should be undertaken by worker(s) working on the site.

This may also include the outbreak of infectious diseases and or community lockdown due to governmental decree.

If an incident escalates to an emergency or crises, the Emergency Management Plan will be activated. This EMP is designed to provide clear instruction and defined processes for managing emergencies.

The goal of the EMP is to provide a consistent communications framework that supports the operational response to a crisis and will enable the site to provide timely, accurate information to all concerned.

1.2 PRECEDENCE

This plan operates in conjunction with the Liberty Industrial Management System (LIMS). Where an ambiguity is detected between the detailed procedures in this EMP, the LIMS procedures shall take precedence.

Should any conflicts arise within the foregoing project Documents and Plans, the order of precedence shall be as follows:

- The Contract Agreement and Associated Contract Documents;
- The Project Plans and referenced procedures;

1.3 REVISION CHANGES

Changes to the EMP shall only be implemented with the approval of the Project Manager. The EMP will not be updated to reflect minor changes to the core Project Documents and Plans.

Revision of this Plan shall be carried out in accordance with requirements of the project Quality Management Plan. Revision status is noted on the cover page of this document.

This EMP shall be reviewed by the Project Manager during the demolition phases to comply with the requirements of the WHS framework. Should further amendments be required, this EMP will be revised to address any changes in the project management process, requirements of the client and changes identified through continual improvement.

In addition to further development of the EMP to address significant changes in the project management processes, the Project Manager shall review the plan, at regular intervals of not more than three months.

1.4 DISTRIBUTION LIST

The controlled copy of the EMP is maintained in the electronic project folder by the site HSEQ Advisor.

Copies of this EMP are available and may be downloaded from the electronic project folder. Such copies shall be deemed uncontrolled.

1.5 VERIFICATION AND ACCEPTANCE

The EMP shall be introduced to all worker(s) and on the project during inductions, kick off meetings or additional meetings as required, and will culminate in a practice emergency drill conducted within the first month of the project.

Office based Project staff shall verify their understanding and acceptance of their duties, herein by completing VOC-23 Emergency Response as part of their role description.

Note: It is required that all emergencies that occur on-site must be reported in accordance with this EMP as advised to all worker(s) at the initial site induction.

Ref: VOC-23 Emergency Response

FRM-005 Emergency Drill Exercise

1.6 AUTHORISATION

The EMP is issued with the authority of the Project Manager (PM). All worker(s) employed on this project shall perform their duties in accordance with the requirements of this plan, company employment procedures, and any specific project worker(s) procedure or instructions. Subsequent revisions are issued with the authority of the Project Manager.

2 OBJECTIVES

The objectives of this EMP comprise the combination of Liberty Industrial (hereby known as the Company) corporate requirements and the requirements of the Project Manager associated with the execution of the Project. The objectives are summarised as follows;

- To provide clear concise instruction for worker(s) to respond to in the event of an emergency;
- To ensure that resources are available to assist those in need during an emergency;
- To ensure that emergency procedures are established specific to the scope of works being conducted;
- To provide clearly defined evacuation corridors and Muster Point locations;
- To provide a system whereby emergency response is well communicated to all project worker(s) and relevant parties;
- To provide instructions on notifying emergency services;
- To continually improve the implemented plan and processes by undertaking drills, involving review points where change can be considered and subsequently incorporated the same in a controlled manner.
- To provide clear and concise instruction on outbreak of infectious diseases within the workplace.

3 RESPONSIBILITIES AND AUTHORITIES

3.1 GENERAL

Free access to the demolition site shall always be maintained to fire lanes and emergency and utility control facilities such as fire hydrants, utility valves, etc.

In the event that it is necessary to make one of these services or utilities temporarily inaccessible, the company shall ensure that an alternative supply of water is available.

The Project Manager will establish a hierarchy of authorities and define the responsibilities for the oversight, management and key involvement of worker(s) in the EMP for the project.

In addition, the Project Manager will prepare a regime to periodically review and audit the systems and processes from which improvements may be recorded and actioned. This may include a combination of independent parties as well as internal resources.

3.2 PROJECT MANAGER

The Project Manager shall have the ability to integrate with other emergency response team worker(s) and agencies involved in an emergency response. This allows for error-free communication and clear definition of roles.

The Project Manager shall be consistent to facilitate any coordinated emergency response across multiple jurisdictions.

The Project Manager will communicate the EMP and associated changes as well as any items deemed of importance to site worker(s).

3.3 EMERGENCY RESPONSE COORDINATOR

The Emergency Response Coordinator will attend all emergencies and ensure the EMP is activated as required.

The Emergency Response Coordinator is fulfilled by the Senior Liberty Industrial Supervisor on-site. In their absence, the next senior Demolition Supervisors or HSEQ Advisor will fulfil the role, followed by the Project Engineer.

3.4 WARDENS

The Emergency Response Coordinator will assign Wardens as required during an emergency. Wardens will assist in activation of the EMP.

3.5 FIRST AID OFFICERS

First Aid Officers have been identified for the project. The HLTAID003 Provide First Aid unit of competency is required for the position, and will be completed every 3 years. First Aid officers are identified during the site-specific induction and their photos are posted in the amenity buildings onsite.

3.6 SUB-CONTRACTORS

Where directed sub-contractors will be required to provide key emergency worker(s) to be available if an emergency eventuates, names shall be stated in the EMP.

Sub-Contractors are to confirm rigidly with this EMP and are required to adopt an integrated / team approach with the Project Manager for the overall project emergency response and evacuation planning particularly in respect to:

- Emergency notification plan;
- Site emergency response procedure;

4 EMERGENCY PROCESS

Prompt action is required to control fires, manage serious injuries, entrapments, the outbreak of infectious diseases or inundations. This EMP shall outline procedures for effective control of an emergency situation. Being properly prepared for an emergency can help save lives and protect financial investments.

The EMP helps to determine the following:

- What actions can be taken to manage an emergency;
- What precautions would minimise flow on effects of an emergency, should one occur;
- What immediate actions worker(s) should take to contain an emergency;
- Whether site worker(s) have the skills necessary to carry out the procedures outlined within this EMP;
- Who will assume temporary command of the emergency effort;
- Who is charge of which parts of the emergency operation;
- What kind of special services and mutual aid support are available to sustain recue actions;
- How site worker(s) will obtain information and assess reports to make critical decisions;
- Effective media response procedures.

The establishment of this EMP is critical to the projects ability to manage an emergency before it becomes out of control. This EMP ensures that supervisory and other site worker(s) know exactly what to do to prevent and/or control an emergency.

The Project Manager shall develop standard response procedures for emergency situations by organising and preparing worker(s) to function and respond effectively. In particular, emergency response procedures:

- Assist worker(s) in responding quickly and effectively to an emergency;
- Provide a common set of practices that govern the activities needed for an orderly response;
- Outline strategies for early containment and control of an emergency;
- Establish a common set of rules for training all emergency response worker(s).

This EMP can be used to assess the sites current level of readiness and it can be applied to any area over the site. The Project Manager shall further develop specific goals for improving the sites emergency preparedness program.

5 SCOPE

The scope of this section is to articulate the process requirements for the emergency management. This includes key aspects requirements for planning, communicating, implementation and verification.

The principal legislation and codes are:

- Work, Health and Safety Act 2011 (NSW);
- Work, Health and Safety Regulation 2011 (NSW);
- Environment Protection Act (NSW);
- Environment Protection Regulations (NSW); and
- Australian Dangerous Goods Code Edition 7.4.

The Project Manager shall be responsible for ensuring compliance with the emergency response provisions and for directing emergency procedures.

It is the responsibility on an operation to:

- conduct safe and efficient site operations;
- ensure compliance with the requirements for emergency preparedness including but not limited to this EMP;
- communicate as required to all worker(s) as required for effective rescue efforts during an emergency and timely reporting of incidents; and
- In order to focus on properly controlling and containing an emergency in the event that one occurs; the Project Manager shall halt all activities not related to the emergency that may endanger other persons. This may include halting unrelated activities in order to supply the required emergency worker(s) and equipment.

5.1 RESPONSE STRATEGY

Any worker(s) discovering a situation that may develop into an emergency shall immediately notify the site supervisor or nominee and raise an alert.

The initial alert for most emergencies will be communicated across the radio channel network. All worker(s) using radio communication on the project must be trained for radio communication protocols during an emergency.

When required raise the alarm with the words: **“Emergency, Emergency, Emergency”**

If radio contact cannot be made, the use of mobile telephones or worker(s) contact may be undertaken. Contact details of the key emergency response worker(s) are to be readily available to all project worker(s).

All other radio traffic on that channel must then cease, to allow the emergency transmission to proceed.

On the discovery of flue like symptoms or an infectious out-break in workers/co-works the employee/s are to use the response statutory above, informing the attending emergency responders to remain 1.5 meters form the worker/s until the effected employee can be isolated and transported for further testing

5.2 EMERGENCY RESPONSE PROCEDURE

In the event of an emergency, the Emergency Response Coordinator will classify the situation under the category of Minor (Level 1), Serious (Level 2) or Major (Level 3).

The emergency response procedure shall address these three (3) levels of response in a site emergency operation:

- Containment;
- Notification; and
- Mobilisation.

5.2.1 Minor Emergency (Level 1)

Minor (level 1) a minor emergency is one that can be satisfactorily handled by site worker(s) and does not affect or threaten parties beyond the scope of the project operations.

Minor (level 1) is the initial step to control the site emergency. At this level, on-site worker(s) must be prepared to follow the concise emergency response procedure immediately.

The minor level exists from the moment a problem is discovered until emergency response worker(s) are notified. Generally, emergencies are contained by site worker(s) and do not go beyond this level. Specifically, the minor level consists of the following actions:

- discovery and reporting of the problem;
- monitoring the situation;
- early and immediate action;

At the minor level, the Emergency Response Coordinator must obtain precise information about the emergency. They need to evaluate the situation before they can initiate emergency response plans. This information comes from the discoverer and other individuals who report on conditions in the affected area. Emergency Response Coordinator then evaluate the information and initiate an appropriate and immediate response to control the problem. Evacuation to the muster point may not be required during this emergency. In the event of an infectious diseases outbreak on site the Emergency Response Coordinator may seek further advice and assistance for the Liberty Industrial Health and Safety regional manager.

5.2.2 Serious Emergency (Level 2)

A serious emergency (level 2) is one that has implications beyond the control of local site worker(s). It would generally involve parties outside the direct scope of the site operations.

In an emergency, the Emergency Response Coordinator may decide that they need outside assistance to handle a situation or that additional communication is necessary. Action is taken immediately to minimise hazards to all persons and to get assistance as quickly and easily as possible.

If an emergency occurs, all worker(s) are to be notified of the hazards and, if required, mobilised to safety. Notify other key worker(s) in order to mobilise the emergency response team if required.

5.2.3 Major Emergency (Level 3)

A major emergency is an incident having major safety, environmental or public welfare implications.

The major emergency level 3 takes affect when emergency operations have been established and the Emergency Response Coordinator has notified external emergency services providers to attend site.

Emergency Response Coordinators will assign wardens as required during the emergency.

Wardens will be appointed and assist as directed by the Emergency Response Coordinator.

5.3 EMERGENCY RESPONSE PLAN

5.3.1 Injury to Worker(s)

In the event of serious injury, it is crucial to notify medical authorities (Ambulance, Hospital and contact Doctor) as quickly as possible. It is also important that the next of kin of the injured are promptly notified, as detailed below.

Notification may be given along the lines of the following:

“An accident has occurred at the (location) and your (relationship), (name), has been injured and taken to the (name) hospital, at (location) for treatment. The hospitals/doctor’s details (name, telephone number and area code). We will keep you informed of further details as they are received.”

If a very serious injury has occurred, No notification should be given to the next of kin by project worker(s). Notification should be made by a member of the Police Force or other external emergency services or counselling professional.

Under no circumstances are names to be released before the next of kin have been notified.

5.3.2 Medical Treatment

In the event of an emergency that results in an injury, any person that is aware of the event must:

- Notify the closet person as soon as possible to firstly request help (ambulance or doctor) and then raise an Emergency over the two way;
- Do not leave the casualty unattended if not endangering self;
- Ensure the area is secure / safe and no further harm can occur;
- If there is considered to be an imminent risk of further injury arising, it may be necessary to move the injured worker(s) to safety. This should only occur if there will be no risk of injury to the worker(s) being moved;

- Provide First Aid until the First Aid Officer arrives;
- Make the casualty comfortable, but do not move until assessed by someone with appropriate medical knowledge;
- Protect the casualty and if possible, request assistance to provide clear access for emergency assistance;
- Where possible, ensure that the site of the incident is not disturbed until directed otherwise.
- If the person is suspected to have an infectious disease then all first responders are to maintain a 1.5meter distance to ensure their safety unless the victim is in imminent risk of further injury arising, it may be necessary to move the injured worker(s) to safety.

In the event that individual self or others are endangered by remaining with the injured person, then all persons capable of doing so must evacuate the area.

Ref: COVID-19 Management Plan

5.3.3 Evacuation Plan

A site evacuation plan complete with escape routes will be reviewed at the site-specific induction by all personnel including contractors, and reviewed during initial emergency drills for effectiveness.

All personnel are to wait in place during an emergency, and only evacuate if the Emergency Response Coordinator has called for a general evacuation. Vehicles may be used to move to the muster point during an evacuation.

Casualty Evacuation

Decisions regarding casualty evacuation will be made by the Emergency Response Coordinator in consultation with the Project Manager, or emergency services worker(s) (such as Ambulance) or local doctors 'IF IN DOUBT EVACUATE'.

After evacuation to designated Muster Point, decisions on patient care and/or transfer will be made by Ambulance and/ or hospital worker(s).

The method of evacuation will depend on incident location and the extent and type of injuries. Evacuation would normally be by road.

Table 1 overleaf outlines the reporting strategies required for casualty evacuation

General Evacuation

Table 1 – Casualty Evacuation

| Job Description Duties | Job Step | Duties |
|--------------------------------|----------|---|
| Emergency Response Coordinator | 1 | Administer immediate First Aid. |
| | 2 | Determine need for medical assistance and/or evacuation. |
| | 3 | Liaise with Ambulance worker(s) or local doctors. |
| | 4 | Prepare patient for medical evacuation. |
| | 5 | If incident occurred on private property advise Police, if on private land consider advising Police. |
| | 6 | If required, organise Liberty personnel to accompany patient to hospital. |
| | 7 | Ensure any necessary personal effects accompany patient (s) e.g. Medications and ID. |
| | 8 | Advise and liaise with Liberty Industrial senior management. |
| | 9 | HSEQ Advisor to complete Liberty Industrial incident report FRM-31 or complete an incident report on IPM within the set timeframes. |
| Ambulance worker(s) / Doctor | 1 | Advise Project Manager on treatment necessity for evacuation. |
| | 2 | If situation warrants, travel on evacuating vehicle to supervise patient handling. |
| | 3 | Meet vehicle on arrival and arrange care and/or transfer as necessary. |
| Liberty Industrial | 1 | Advise as necessary Government departments, including DPI or SafeWork NSW |
| | 2 | If necessary, arrange for next of kin to be notified via normal Police procedures. |
| | 3 | Undertake corrective measures where applicable to prevent repeat of incident. |
| | 4 | Ensure emergency contacts have been notified and necessary steps taken. |
| | 5 | Notify Insurers, as appropriate. |

A condition may arise requiring a general evacuation of all or non-essential worker(s). The reasons for such an evacuation are varied but may be due to fire or explosion or the discovered of an outbreak of an infectious disease.

Table 2 overleaf outlines the reporting strategies required for general evacuation

Table 2 – General Evacuation

| Job Description Duties | | Duties |
|---------------------------------------|----------|--|
| Emergency Response Coordinator | 1 | Take whatever steps are necessary to minimise further injuries or damage to evacuation |
| | 2 | Determine need for total or partial evacuation |
| | 3 | Determine whether evacuation is within capability of existing transport facilities |
| | 4 | Determine number of injured worker(s) and extent of injuries |
| | 5 | Determine whether the number injured is within the capability of local facilities |
| | 6 | Advise and liaise with Company |
| | 7 | HSEQ Advisor to complete Liberty Industrial incident report FRM-31 or complete on IPM within the set timeframes. |
| Liberty Industrial | 1 | Liaise with appropriate Government officials, including Police, or SafeWork NSW or Fire Brigade, local councils if required. |
| | 2 | Ensure emergency contacts have been notified and necessary steps taken |
| | 3 | Notify Insurers, as appropriate |

6 INDUCTIONS

The site-specific project induction is an important avenue for notifying emergency management requirements and the role each individual play in this respect.

The induction will have a dedicated section outlining the emergency notification and response plan, and testing of understanding of this EMP management plan requirements.

The location of emergency assembly area (Appendix C) and evacuation routes is a key aspect of the induction communication.

6.1 SITE SPECIFIC EMERGENCY PLAN INDUCTION

All designated emergency personnel and office-based staff on-site will be inducted into this plan by the completion of VOC-23 Emergency Response and stored electronically on IPM.

The Site-Specific Emergency Plan Induction will be facilitated by the Site HSEQ Advisor who will hold a minimum of Certificate 4 in WHS/OHS.

Ref: VOC-23 Emergency Response

7 COMMUNICATIONS

Mandatory communication systems have been incorporated into this plan to assist with the correct functioning of the EMP. Other communication events are described below.

It should be noted that mobile phones for personal communications will not be permitted for use outside of the designated facility areas. This is due to phones being a significant cause of distraction.

Proper communication is essential to the reasonable control of a site emergency operation. An effective communication system provides:

- Provides for the flow of information that occurs during the entire operation;
- Affects all orders, reports and assignments;
- Ensures the timely assessment of changing conditions;
- Speedily transmits reports used to monitor conditions and actions; and
- Helps the emergency Response Coordinator keep track of available worker(s), resources and services.

The flow of calls and reports can increase at an alarming rate during the notification level and mobilisation level as on-site worker(s) try to assess the severity of the situation and attempt to monitor changing conditions.

Radios are issued to all personnel on site and operate on Liberty Industrial dedicated channels. A radio will also be kept in the site office to allow communication between the office-based team and the workers on-site.

Ref: POL-009 Mobile Phone Policy

7.1 PRE-START TOOLBOX MEETING

A mandatory process of summarising or describing work areas are discussed during the Pre-start toolbox meeting. The toolbox meeting may be used to reiterate key points of the EMP or any changes affecting the EMP.

8 MEDIA PROTOCOLS

All form of communication received by the company will be directed to the client's representative. All further protocols in relation to Liberty Industrials involvement in an Emergency will be discussed by senior Liberty Industrial Management with a Client Representative.

9 EMERGENCY NOTIFICATION

Any worker who notices a potential or actual emergency is responsible for immediately notifying others as appropriate. An emergency will be raised on the radio by saying "Emergency, Emergency, Emergency," and follow below:

| | |
|---------------------------|---|
| Use radio to call: | EMERGENCY, EMERGENCY, EMERGENCY |
| State your: | NAME & LOCATION |
| Provide a: | DESCRIPTION OF EMERGENCY |
| Check message: | FULLY UNDERSTOOD |
| Ask receiver: | TO REPEAT INFORMATION BACK |
| Maintain: | RADIO CONTACT |
| Ensure: | OWN SAFETY & THAT OF OTHERS AT THE SCENE AT ALL TIMES |
| Provide: | FIRST AID TO INJURED |
| Attempt: | TO EXTINGUISH UNCONTROLLED FIRE AFTER Alarm raised; and Area evacuated. |
| Contain: | CHEMICAL/OIL/FUEL SPILL IF POSSIBLE |
| De-energise: | ELECTRICAL EQUIPMENT |
| Isolate: | POWER SOURCE IF NECESSARY |
| Attempt: | TO CONTROL EMERGENCY AS APPROPRIATE |
| Assist: | EMERGENCY RESPONSE COORDINATOR ON ARRIVAL AT SCENE |

10 EMERGENCY SCENARIOS

10.1 FIRE

Any loss of containment of hydrocarbons or fire is a serious situation that requires immediate corrective action.

Only those trained in the use of fire extinguishers or other emergency control equipment are to attempt to put out a localised fire and only then if it is safe to do so.

With appropriate wind conditions, a fire can spread rapidly and present a threat to life and property not only on the site, but also in the nearby areas. The key to containing a site fire is to isolate the problem area. If the fire cannot be easily extinguished then evacuate the area, notifying others en route.

The management of these scenarios can be found in **Appendix E**, and may be covered in Emergency Drill exercises conducted on-site.

The Emergency Response Coordinator should ensure that the Fire Brigade is contacted. Fire drills should be conducted as appropriate. Table 3 below outlines the reporting strategies required for a fire emergency.

Table 3 – Fire Emergency

| Job Description Duties | | Duties |
|---------------------------------------|----------|---|
| All site worker(s) | 1 | On discovery of a loss of hydrocarbon containment or fire, raise the alarm |
| | 2 | Inform the Emergency Response Coordinator and give location, type and extent of fire |
| | 3 | Fight fire with appropriate fire equipment only if safe to do so |
| Emergency Response Coordinator | 1 | Determine type, location and extent of fire |
| | 2 | Direct visitors, contractors and service worker(s) to appropriate area |
| | 3 | Advise Fire Brigade |
| | 4 | Use appropriate fire extinguisher or water truck only if safe to do so |
| | 5 | Shut off or remove source of fuel if possible, to do so safely |
| | 6 | Determine need for additional services or evacuation |
| | 7 | If possible, apply measures to eliminate off site impacts |
| Other Worker(s) | 1 | If evacuation called move to the Muster Point area immediately |
| | 2 | Unless directed otherwise or if part of the firefighting crew, stay away from the area of the fire |
| | 3 | Assist or vacate the site as instructed |
| Liberty Industrial | 1 | Liaise with appropriate Government officials, including Police, WorkSafe, Fire Brigade or local councils if required. |
| | 2 | Ensure emergency contacts have been notified and necessary steps taken |
| | 3 | Notify legal counsel and Insurers, as appropriate |

10.2 OIL OR CHEMICAL SPILL

The Spill Control Plan Appendix G, outlines the process for managing different types of spills. Generally, the process for responding to a spill needs to follow the steps below:

- 1. CHECK** for any hazards to the responder or other personnel;
- 2. CONTROL** the source of the spill;
- 3. CONTAIN** the spread of the spill;
4. CLEAN UP the spill; and
- 5. COMMUNICATE** - Notify Supervisor and raise an incident.

Raise incident in the Incident Management System (ensure that an investigation is completed and corrective actions are assigned to prevent recurrence of the incident), as well as any learnings from

the incident (e.g. via a toolbox talk, site notice or awareness poster). Some spills may require external reporting- refer to NSW EPA legislation

10.3 WORKING AT HEIGHTS (W@H)

Working at Heights (W@H) is a regular demolition hazard and a range of fall protection measures are used including:

- fall arrest systems;
- Scaffolding;
- Edge Protection; and
- Elevated Work Platforms (EWP's).

All personnel who W@H must have completed the following training conducted by a Registered Training Organisation (RTO):

- RIIWHS204D Work Safely at Heights

10.3.1 W@H Scenarios

Working at heights emergencies can have a number of outcomes including:

- Fall to ground;
- Fall suspension; and
- Fall to another level.

The management of these scenarios can be found in **Appendix E**, and may be covered in Emergency Drill exercises conducted on-site.

REF: *PRO-050 Falls Prevention*

FRM-005 Emergency Drill Exercise

10.3.2 W@H Elevated Work Platforms

Elevated Work Platforms (EWP's) are essential equipment used on site. The sub permits **FRM-035** Height Work Permit, identifies the requirement of the Rescue plan as identified by the completion of a Job Hazard Analysis (JHA).

The Working at Heights- Rescue Plan should be placed in the work pack with the Height Work Permit when required. This plan will be followed for W@H emergencies involving EWP's or workers rescue at roof height level.

All personnel who use an EWP with a boom length 11m or more must have completed the following training conducted by a Registered Training Organisation (RTO) and obtain a High-Risk licence (WP).

- TLILC2005 Licence to operate a boom type Elevated Work Platform

Ref: FRM-035 Height Work Permit

FRM-058 Job Hazard Analysis

10.4 PLANT EMERGENCIES

Mobile plant including Articulated Dump Trucks (Moxy's), Telehandlers, Material Handlers and Excavators are used on demolition sites. The following emergency scenarios involving plant have been identified for the site:

- Plant roll over/ collision; and
- Plant fire.

The management of these scenarios can be found in **Appendix E**, and may be covered in Emergency Drill exercises conducted on-site.

10.5 EXTERNAL THREAT

If any person becomes notified or aware of an external threat, that person is to inform the Project Manager or delegate if safe to do so. In the event that the threat is pressing, evacuation to the Muster Point is to be immediately actioned by the person who is notified or becomes aware of the threat.

On notification of an external threat the Project Manager or delegate will:

- evaluate the status of the threat and decide whether to immediately evacuate;
- contact the appropriate authority to respond to the threat;

10.6 SECURITY THREAT

Any person aware of a security threat shall immediately report the nature and location of the threat to the Project Manager or delegate.

NO attempt should be made to restrain the offender.

The Project Manager will determine subsequent actions to take:

- confront the perpetrator if it's considered safe to do so;
- It is important to ensure that no action is taken that may endanger the life or well-being of any person including self in attempting to bring the situation under control;

- Notify the Police;
- Secure area against further entry;
- Request evacuation of the area if necessary, to protect all worker(s) in the area.

Table 4 below outlines the reporting strategies required for a security breach

| Job Description Duties | | Duties |
|--------------------------------|---|---|
| All Worker(s) | 1 | On discovery of unauthorised worker(s) on site, question them on who they are and why they are on site. |
| | 2 | Inform the Project Manager and if necessary, and if safe to do so, escort individuals from the site. |
| Emergency Response Coordinator | 1 | If an intruder is acting in a dangerous fashion advise local police, requesting assistance |
| | 2 | If intruder is threatening in a manner that may lead to an incident, secure the site appropriately to minimise risk of injury to worker(s). |
| All Worker(s) | 1 | Assist Emergency Response Coordinator in controlling incident if necessary |
| | 2 | Assist or vacate the site as instructed |
| Liberty Industrial | 1 | Advise Police and other appropriate Government contacts including as appropriate, DPI, or SafeWork NSW, or other bodies, e.g. Fire Brigade, local Council |
| | 2 | Ensure emergency contacts have been notified and necessary steps taken |
| | 3 | Liaise with Government Departments as appropriate |
| | 4 | Notify Insurers, as appropriate |

10.7 ELECTRICAL EMERGENCIES

Electrical emergencies are a serious event that may result from personal or machine contact with buried, energised or overhead services. On discovery of any person of plant in contact with energised services raise the alarm and inform the Emergency Response Coordinator immediately.

In an exposed energised high voltage situation, the electricity supply should be isolated and proved de-energised before carrying out any rescue. Do not touch anyone who is receiving an electric shock and stay 8 meters away from any exposed plant.

Plant that is exposed to overhead or underground services should stop work immediately and raise the alarm. If the supply cannot be isolated the operator should aim to break contact with the

energised electric line if safe to do so. If it is not possible operators must remain in the cab until the electricity has been isolated and the 'all clear' given by the Supply Authority.

Should the operator be required to evacuate due to any immediate life-threatening danger the following shall apply;

- Jumping clear of the equipment.
- Do not touch the equipment and the ground at the same time.
- When moving away from the equipment, hop or shuffle away from the mobile plant with both feet together until at least 10 metres from the nearest part of the operating plant.

In the event of an electrical fire, if it is safe to do so a Carbon dioxide or powder type fire extinguisher must be used against electrical fires. Extinguishers including water, foam and wet chemical should not be used as they significantly increase the risk of electric shock.

10.8 INFECTIOUS DISEASES OUTBREAK

In the event that an infectious disease (such as COVID-19) being discovered on a Liberty Industrial site the worker identified is required to self-quarantine and self-isolate from the remaining workforce the following will apply:

- PM to notify head office as soon as possible;
- The site where the person was working will begin increased cleaning regime onsite including daily cleaning of all food preparation and eating areas;
- All common areas will be cleaned daily;
- Staff should be instructed to obey the Federal Government's self-quarantine rules
- The remaining site personal will increase both the self-monitoring and social distancing measures in accordance with Federal Government guidance and guidelines.

11 EVACUATION PROCEDURE

11.1 IDENTIFICATION OR NOTIFICATION

Upon identification or notification of an emergency all worker(s) not directly involved in the emergency may be instructed to make their way to the Muster Point.

Worker(s) should remain calm and walk (not run) to the Muster Point ideally following designated routes. Vehicles may be used during the evacuation.

The Liberty Industrial office-based staff will take the role of 'Muster Point Controller', until such time as the Project Manager or delegate arrives.

As worker(s) arrive to the Muster Point, they are required to report to the 'muster point controller' who will then cross their names off the 'Pre-Start Record sheet'.

This will then be used to compile a list of workers(s) that are unaccounted for.

The Muster Point Controller will liaise with the Project Manager who in turn will communicate with emergency services worker(s) as necessary.

Worker(s) are required to remain at the Muster Point unless directed otherwise by the muster point controller or when emergency services have given the all clear.

11.2 DEBRIEFING SESSION

The Project Manager or delegate shall organise and facilitate the emergency debriefing session.

Debriefing of all worker(s) involved with an emergency provides for an exchange of experiences and views during which the effectiveness of the Emergency Response shall be reviewed.

The objective of debriefing is to assess the efficiency of the procedures as documented and how it was implemented during the emergency.

The deficiencies identified shall be lessons for incorporation into the review of the Emergency Procedure Documentation.

A debrief shall be convened within 48 hours of the conclusion of the emergency.

12 LEGISLATIVE REQUIREMENTS

All persons and entities undertaking works on the project have a duty of care under law, to themselves and to all users to take reasonable measures to prevent incidents or injury over which they have control or influence.

This EMP forms part of the overall project safety requirements and provides details on how to efficiently manage an emergency for the safety of all site worker(s) or visitors to the site.

It is essential that all worker(s) comply with all the requirements of the EMP as well as the site-specific safety requirements.

This EMP is required to be effectively communicated to all worker(s) that will use or be affected by it.

13 EMERGENCY ARRANGEMENT

In the event of a project wide or emergency involving other stakeholders, this EMP shall be used as a site guideline, and common sense must prevail.

14 EMERGENCY DRILLS

An emergency drill shall be undertaken onsite within 4 weeks of commencement of the works and then yearly as per the WHS Management Plan.

All Emergency drills will be recorded using the Form FRM-005 Emergency Drill Exercise and will be saved online. Emergency Drill scenarios will be based on possible emergencies as identified in the First Aid and Emergency Risk Assessment completed for the project (Appendix D).

An emergency drill incorporating the client and all adjacent or individual stakeholders may be conducted annually, to improve coordinated emergency response and management for the site.

Ref: WHS Management Plan

FRM-005 Emergency Drill Exercise

FRM-049 First Aid and Emergency Risk Assessment

14.1 EMERGENCY TRAINING

Each type of emergency scenario may require specific training to effectively manage the emergency while keeping workers and Supervisors safe. The following table identifies the type of courses that may be completed by Liberty industrial to effectively manage emergencies on-site.

Note: Course codes may change as individual nationally recognised training is reviewed and updated.

| Emergency Scenario | Training Required |
|-----------------------|--|
| Fire | CPPFES2005A Demonstrate first attack firefighting equipment |
| Oil or chemical spill | RIIRIS202D Respond to site-based spills |
| W@H | RIIWHS204D Work Safely at Heights TLILC2005 Licence to operate a boom type Elevated Work Platform PUASAR022A Participate in rescue operation |

The Emergency Response Coordinator will ensure that workers have the required training prior to being directed to respond to emergency scenarios.

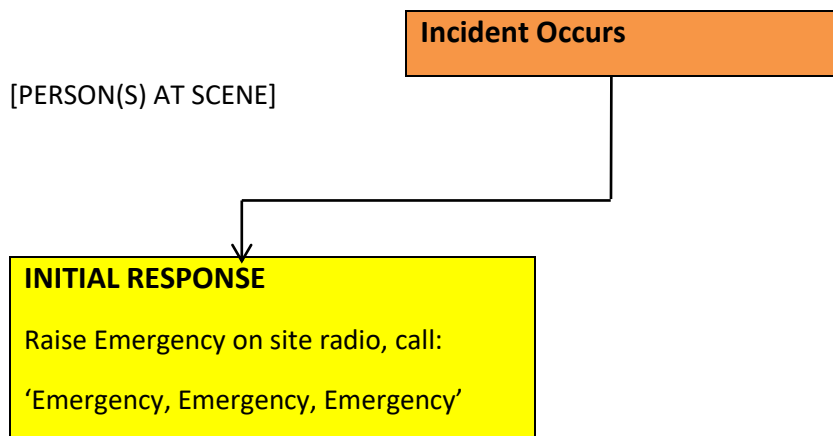
15 AUDITS

This EMP will be subject to a suitability audit during mobilisation phase of the project and during the project progress.

Other independent audits may be performed.

Ref FRM-153 Mobilisation Checklist

APPENDIX A – EMERGENCY RESPONSE PLAN



| | |
|-----------------------|---|
| State your: | NAME & LOCATION |
| Provide a: | DESCRIPTION OF EMERGENCY |
| Check message: | FULLY UNDERSTOOD |
| Ask receiver: | TO REPEAT INFORMATION BACK |
| Maintain: | RADIO CONTACT |
| Ensure: | OWN SAFETY & THAT OF OTHERS AT THE SCENE AT ALL TIMES |
| Provide: | FIRST AID TO INJURED |
| Attempt: | TO EXTINGUISH UNCONTROLLED FIRE AFTER <ul style="list-style-type: none">▪ Alarm raised; and▪ Area evacuated. |
| Contain: | CHEMICAL/OIL/FUEL SPILL IF POSSIBLE |
| De-energise: | ELECTRICAL EQUIPMENT |
| Isolate: | POWER SOURCE IF NECESSARY |
| Attempt: | TO CONTROL EMERGENCY AS APPROPRIATE |
| Assist: | EMERGENCY RESONSE CORR DINATOR ON ARRIVAL AT SCENE |

Persons not required to assist at scene of emergency should remain at their work station and await further advice from the Emergency Response Coordinator. If evacuation is required move quickly to Muster Point and await further advice from the Muster Point Controller.

APPENDIX B – EMERGENCY CONTACT LIST

| Contact | Radio Contact | Mobile Number (outside of Work zone) |
|--|---|---|
| Project Manager: | "Site" Channel on two-way radio | 0499992837 |
| Emergency Response Coordinator: | "Site" Channel on two-way radio | 0424505476 |
| Emergency Response Team: | "Site" Channel on two-way radio | 0424505476 |
| Emergency (Fire Police and Ambulance) | 000 | |
| Nearest Police Station: | Glebe Police Station – 02 9552 8099 | |
| Nearest Medical Centre: | My Health Medical Centre Broadway – 02 8866 3111 Harold Park Medical Centre – 02 9056 8888 | |
| Nearest Hospital: | Balmain Hospital – 02 9395 2111 Royal Prince Alfred Hospital – 02 9515 6111 | |
| Client Representative: | Mauro Lipo – 0412 498 365 | |

APPENDIX C – EVACUATION PLAN

IN EVENT OF EVACUATION

- IN EVENT OF NOTIFICATION OF AN EVACUATION ALL WORKER(S) ARE TO MAKE THEIR WAY TO THE DESIGNATED MUSTER POINT
- WORKER(S) SHOULD REMAIN CALM AND WALK, NOT RUN; VEHICLES MAY BE USED
- OFFICE BASED PERSONNEL WILL TAKE THE ROLE OF MUSTER POINT AREA CONTROLLER
- WORKER(S) ARE TO REMAIN AT THE MUSTER POINT UNTIL GIVEN THE ALL CLEAR

Muster Point Folder

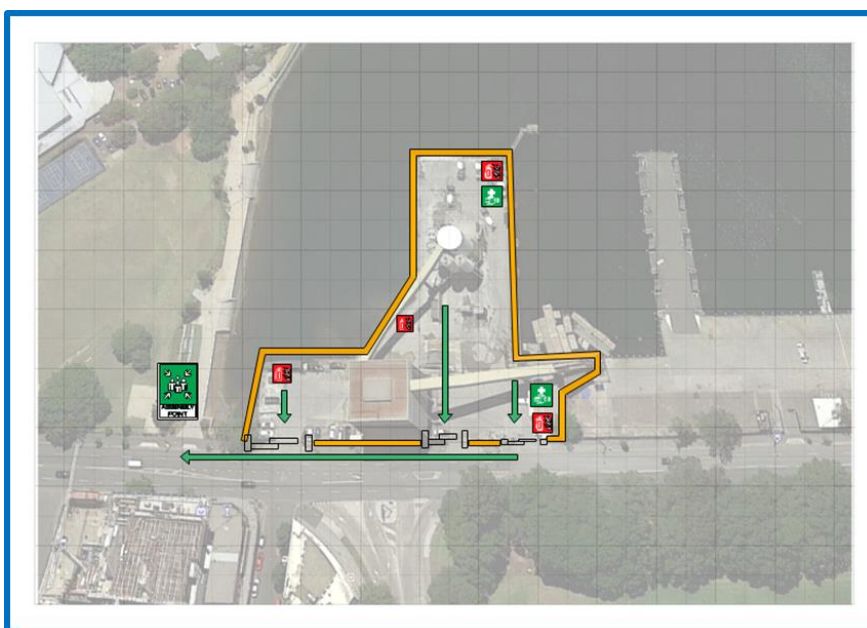
A file is to be kept at the office and contain all that is necessary to assist the Muster Point Controller in recording all information.

The file must contain the following items:

- A Pen
- A Note Pad
- Pre-Start Sheet
- Emergency Services Contact Details
- Employee Emergency Contact Details

THE MUSTER POINT LOCATION SHOWN BELOW

In case of an emergency on site the emergency assembly point is located at the Glebe Foreshore Bubbler this is located adjacent to the Hanson work site and on Bridge Road.



Appendix D – First Aid and Emergency Risk Assessment

| | | |
|---|--|---|
| Site Name & Location: | Hanson Black Wattle Bay | |
| The size and location of the workplace | | |
| Number of floors | 01 | |
| Access between floors | Foot way | |
| Nearest hospital | My Health Medical Centre Broadway – 02 8866 3111 | |
| Nearest medical or occupational health service | My Health Medical Centre Broadway – 02 8866 3111 | |
| Maximum time to medical service | 8 min | |
| The number and composition of the workers and other persons at the workplace | | |
| Number of workers | 10 | |
| Number of other persons | Nil | |
| Shifts | 01 | |
| Overtime worked | No | |
| Remote or isolated workers | No | |
| Injuries, illnesses and incidents | | |
| Last 12 months' claims data | 0 | |
| Incidents not resulting in injury | 0 | |
| Other | Nil | |
| Nature of the work being carried out and the nature of the hazards and possible emergencies at the workplace | | |
| Hazards | Types of Emergencies | Likelihood of occurrence and degree of harm |
| <i>Hydrocarbons stored on-site</i> | <i>Fire</i> | <i>Unlikely- possible burns</i> |
| <i>Aging workforce</i> | <i>Medical Emergencies</i> | <i>Possible- medical evacuation, require defibrillator</i> |
| <i>W@H</i> | <i>Rescues</i> | <i>Unlikely- minimal W@H to be conducted</i> |
| <i>Oxy fuel</i> | <i>Explosion</i> <i>Burns</i> | <i>Unlikely- medical evacuation</i> <i>possible- minor burns</i> |
| <i>Mobile Plant</i> | <i>Plant interaction</i> | <i>Unlikely- medical evacuation</i> |
| <i>Sharp edges</i> | <i>Minor cuts</i> | <i>Unlikely- first aid, band aids or bandages to be applied</i> |
| <i>Manual handling</i> | <i>Minor strains/ sprains</i> | <i>Possible- Strapping medical referral</i> |
| <i>Hazardous materials</i> | <i>Eye injuries</i> | <i>Possible- eye wash to be available in first aid kits</i> |

| | | |
|---|---|---|
| <i>Objects falling from heights</i> | <i>Crushing/ trapped</i> | <i>Unlikely- medical evacuation</i> |
| Do safety data sheets and labels specify a first aid response? | | <i>Yes – seek medical assistance if chemicals are inhaled or ingested</i> |
| Required first aid | | |
| Number of first aiders needed | | |
| Training and competencies for first aiders | <i>Applied First Aid: providing competencies to recognise and respond to common life-threatening injuries or illnesses using cardiopulmonary resuscitation (CPR) and other first aid procedures, and provide appropriate first aid for a range of injuries and illnesses.</i> | |
| Number and location of kits | <u>2 large site kits and inside the site vehicles</u> | |
| Contents of first aid kits and modules | <u>As per WHS compliant</u> | |
| Kit maintenance | <u>6 months</u> | |

Comments:

Name:

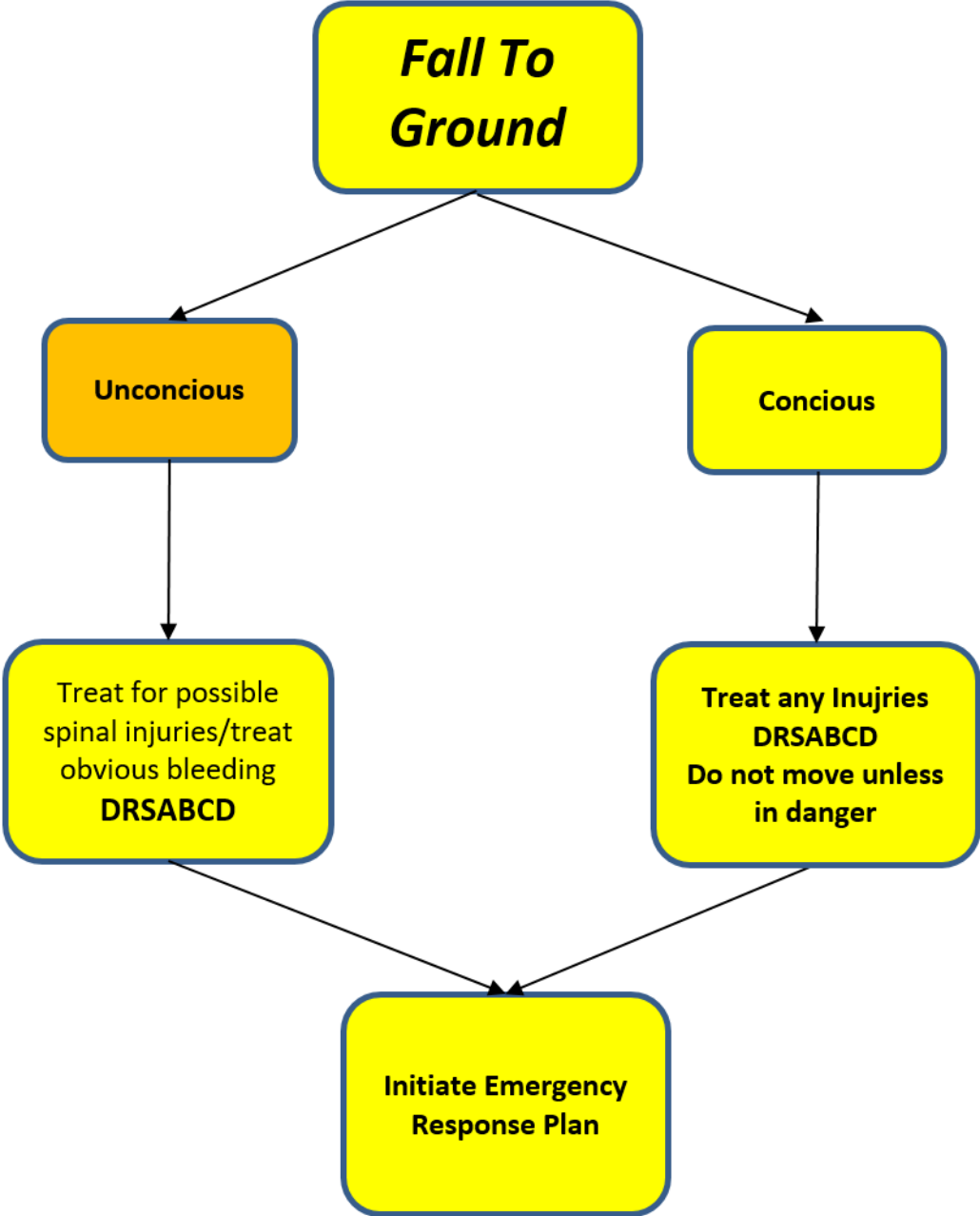
Raymond Bennett

Signature:

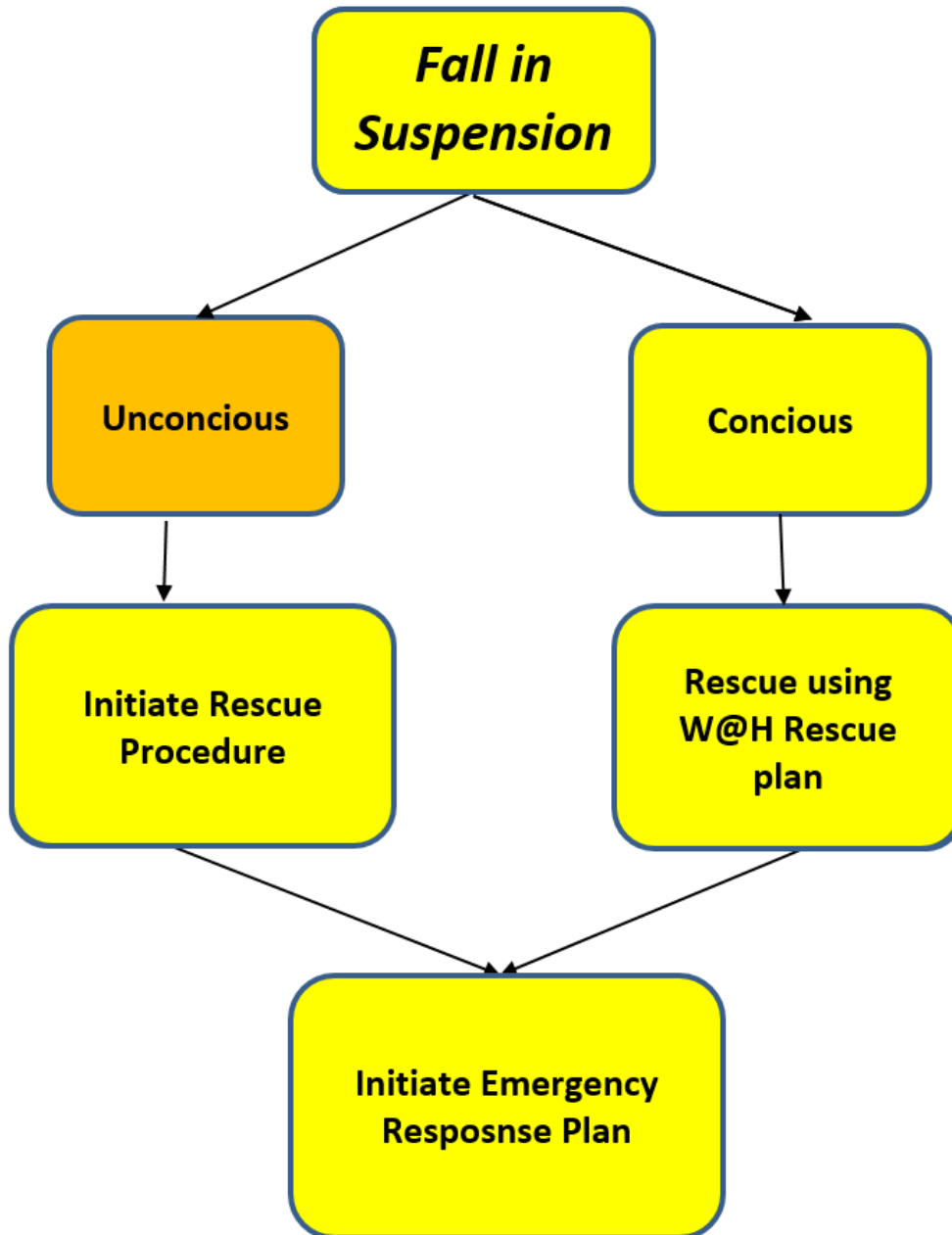
Date: 06/04/2020

APPENDIX E – EMERGENCY SCENARIOS

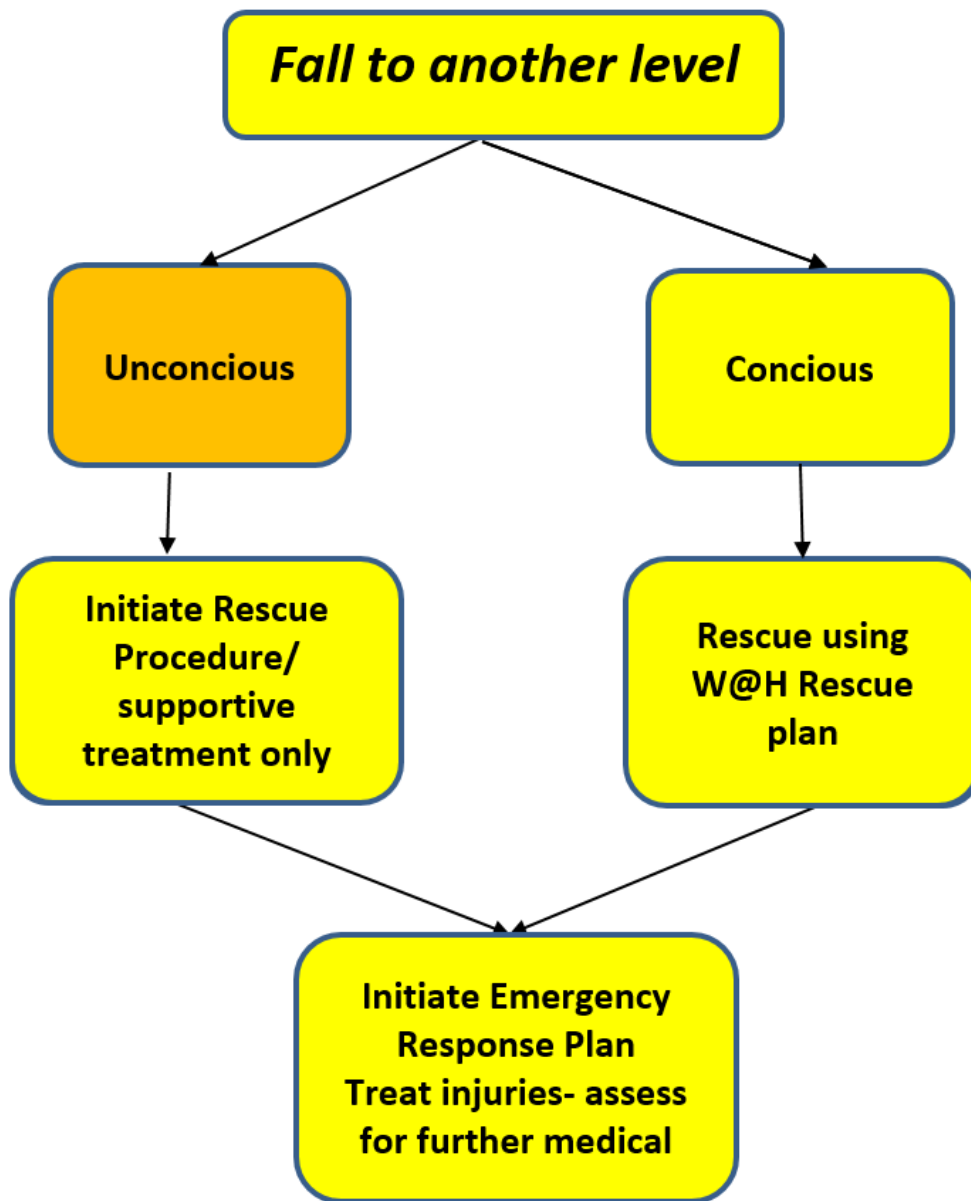
Emergency Scenarios -W@H Fall to Ground



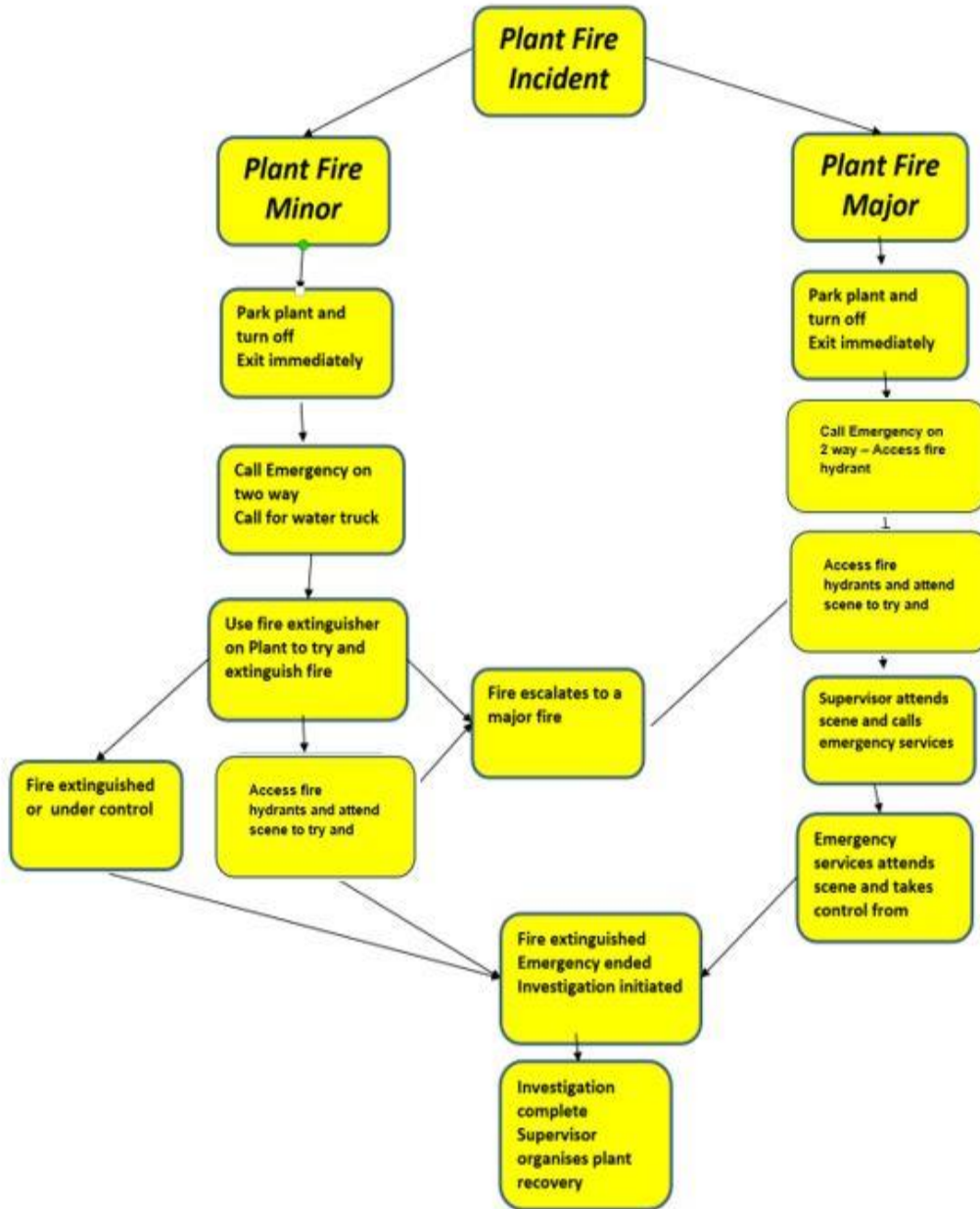
Working at Height Rescue Chart



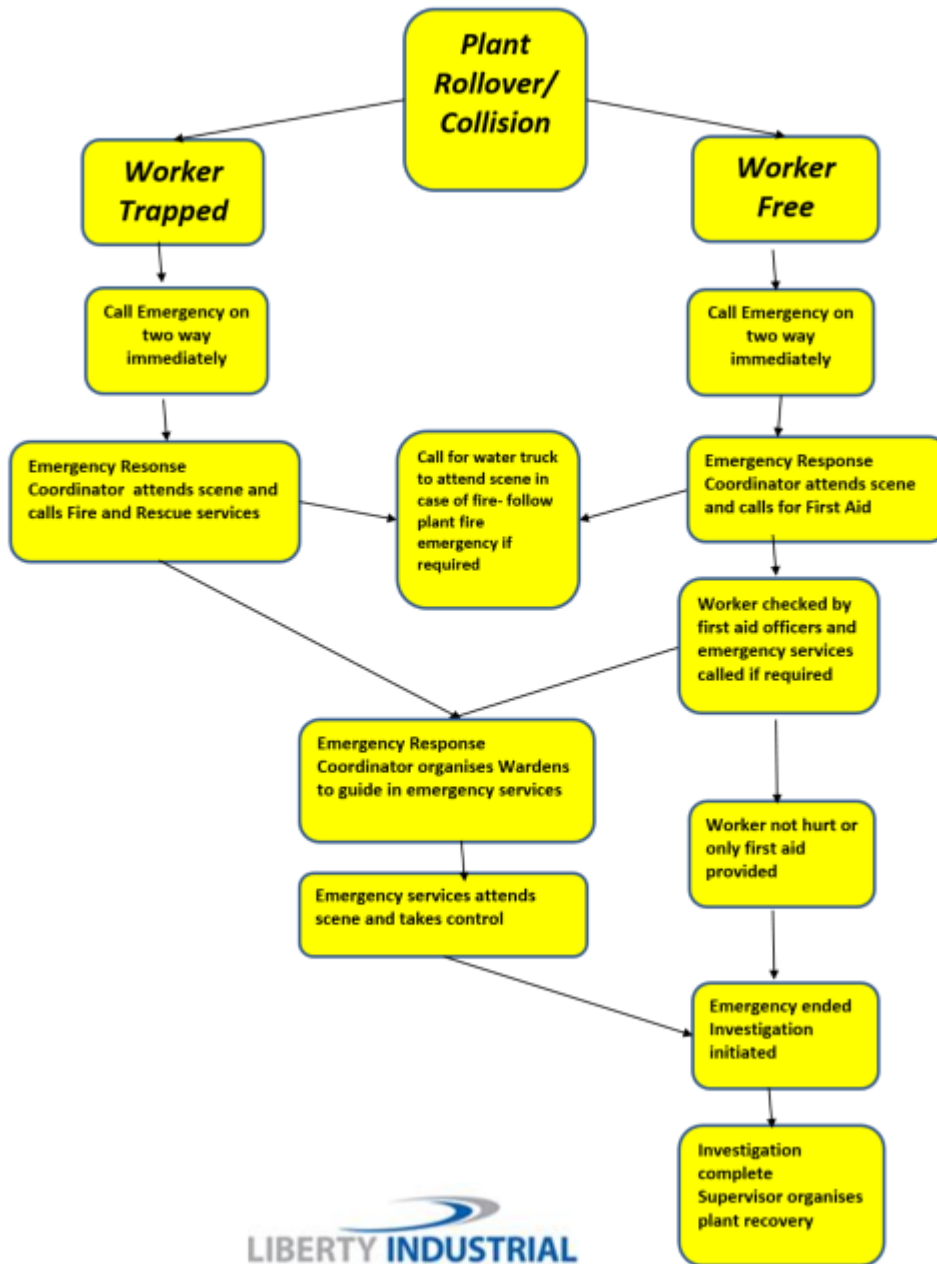
Working at Height Rescue Chart



Emergency Scenarios – Plant Fire



Emergency Scenarios –Plant Rollover/Collision



APPENDIX F – WORKING AT HEIGHT - RESCUE PLAN

PROJECT EMERGENCY CONTACTS

| Name/Work Area | Contact Details |
|--|---|
| Name Percy Piper Demolition Supervisor | Mobile: 0499992837 Project Radio channel Liberty 1 |
| Name Lee Whale Demolition Supervisor | Mobile: 0424505476 Project Radio channel Liberty 1 |
| Name Percy Piper Project Manager | Mobile: 0499992837 Project Radio channel Liberty 1 |
| Name Raymond Bennett HSEQ Advisor | Mobile: 0437245628 Project Radio channel |

- In the event of potentially serious or life-threatening event call **“Emergency Emergency, Emergency”** over the repeater radio channel;
- Provide Name/Location/nature of Emergency Situation
- Supervisor to take control as Emergency Response coordinator
- Emergency Response coordinator will organise personnel to assist as wardens or head to MUSTER POINT
- Emergency Services to be called 000 if required and warden posted at the front entrance to guide to emergency location

| Demolition Project | |
|--|--|
| EWP EMERGENCY RESPONSE PLAN | |
| ACTIVITY | RESCUE PLAN |
| <i>EWP or Scissor Platform works</i> | <ul style="list-style-type: none"> - Use of the Emergency EWP or Scissor Lift Retrieval System to enable the prompt lowering of the platform to the ground (eg <i>incapacitation of the operator</i>) - The ground spotter will switch the platform control to ground control - They will manually control the platform and lower it to the ground. - <i>STANDBY EWP or Scissor Lift in vicinity as contingency for primary rescue plant failure during final sequence</i> |
| <i>Worker rescue at roof height level</i> | <ul style="list-style-type: none"> - STANDBY EWP or Scissor Lift to be used for worker retrieval - The designated rescue operator must make sure that the rescue basket position is optimal for planned retrieval (<i>telehandler transfer point wherever possible</i>) - Available roof level co-worker to provide assistance with same level transfer from roof to basket - Maintain an adequate means of communication between all personnel involved at all times - Ensure that workers in the basket wear full-body safety harnesses attached to a lanyard and anchored to appropriate points in the basket at all times; - Assessment of risk of injury or exacerbation prior to worker transfer to EWP or Scissor Lift must be made - basket must be tied off to structure or in direct contact with roof level |

| | |
|--|---|
| | <ul style="list-style-type: none">- If injured worker non-ambulant, attending Emergency Services to provide on-scene assistance |
|--|---|



Spill Control Plan



The Spill Control Plan outlines the process for managing different types of spills. Generally the process for responding to a spill needs to follow the steps below:

- 1. CHECK for any hazards to the responder or other personnel;**
- 2. CONTROL the source of the spill;**
- 3. CONTAIN the spread of the spill;**
- 4. CLEAN UP the spill; and**
- 5. COMMUNICATE- Notify Supervisor and raise an incident.**

Raise incident in the Incident Management System (ensure that an investigation is completed and corrective actions are assigned to prevent recurrence of the incident), as well as any learnings from the incident (e.g. via a toolbox talk, site notice or awareness poster). Some spills may require external reporting – refer to NSW EPA legislation

Our Values

“At Liberty Industrial, we strive for innovation, safety, professionalism and excellence.”