

Pollution Incident Response Management Plan

GMP Pharmaceutical

2022



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1.0 Introduction

1.1 Purpose

On November 16, 2011, the Protection of the Environment Legislation Amendment Act 2011 (PELA) was signed into law, bringing revisions to the Protection of the Environment Operations Act, 1997. (POEO Act). The PELA's goal is to improve the reporting and management of pollution occurrences. Holders of Environmental Protection Licences (EPLs) are required to design, keep, test, and apply a Pollution Incident Response Management Plan (PIRMP). Part 5.7A of the POEO Act and the Protection of the Environment Operations (General) Regulation 2009 (POEO (G) Regulation specify the precise requirements for PIRMPs.

In summary, the following is required by this legislation:

- holders of EPLs must prepare a Pollution Incident Response Management Plan (Section 153A, POEO Act);
- the plan must include the information detailed in the POEO Act (Section 153C) and the POEO(G) Regulation (Clause 98C) and be in the form required by the POEO(G) Regulation (clause 98B);
- licensees must keep the plan at the premises to which the EPL relates (section 153D, POEO Act);
- licensees must test the plan at least once every 12 months and after a pollution incident in accordance with the POEO(G) Regulation (clause 98E); and
- if a pollution incident occurs during the course of an activity that causes or threatens material harm to the environment within the meaning of Part 5.7 of the POEO Act, licensees must immediately implement the plan (Section 153F, POEO Act).

GMP Pharmaceutical is required to comply with the POEO Act as the holder of **EPL XXXX**. As a result, this document was created to meet the PIRMP standards outlined above, and to define the procedures for reporting pollution incidents that cause or threaten to cause material harm to the environment.

Environmental occurrences are only needed to be reported under this PIRMP if they cause or threaten to cause material environmental harm (a material harm incident), as defined by the POEO Act (see Section 3.1).

1.2 GMP Pharmaceutical Site Details

GMP Pharmaceutical Proprietary Limited Girraween, is located on Amax Avenue, Girraween, New South Wales. The site comprises two properties including 7 Amax ave (Lot DP238354) and 9 Amax Ave (Lot 1 DP239719) and 14 Amax Ave (Lot 1 DP795797/Lot 687A DP362554) across the street. The properties are in the Cumberland Council local government area, approximately 26 Km Northwest of Sydney central business district (Figure 1 & 1.1)

GMP Pharmaceutical operate under Environmental Protection Licence (EPL) number **XXX**, with production activities categorised as chemical production waste generation and pharmaceutical and veterinary products production. GMP Pharmaceutical manufactures and packs dietary and functional.

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In addition to the premises themselves, the surrounding area that could be impacted by a pollution incident that may arise at GMP Pharmaceuticals comprise the following (see Figure 1.2):

Girraween Creek, about 190 metres west of 14 Amax Avenue and 175 metres west of 7-9 Amax Avenue, is the nearest surface water body that might receive surface water or groundwater from the site. Girraween Creek runs into Toongabbie Creek about 3 kilometres north-east of the site, then into the Parramatta River about 5.3 kilometres east of the site, and finally into Sydney Harbour about 23.5 kilometres east of the site.

Pendle Creek is also around 1 km east of both locations; however, given the geographical geography and closeness to the site, it is thought that surface and groundwater will flow towards Girraween Creek.

In relation to the Australian Height Datum, the site surface elevation is between 48 and 60 metres (mAHD). The surrounding topography slopes to the south and west, and both 7-9 and 14 Amax Avenue are kept at various levels.

The groundwater flow direction under the location has not been determined.

Direction	Land Use or Activity
North	Mandon Road followed by commercial/industrial businesses including food wholesalers (Bidfood), a toy shop (Tim the Toyman), auto supply store (Jim Hunters Suspension), sporting goods store (Webkart), windows store (Trinity Windows Pty Ltd) and furniture wholesaler (Alliance Furniture Trading) and a recreational facility (Bounce Gymnastics).
East	Industrial/commercial businesses include a car repair shop (Rage Automotive), automation company (MMG Engineering), galvanising company (Industrial Galvanizers), metal fabricators (Lowe Fabrications), piping manufacturers (Interflow) and an aluminium factory (Trend Windows).
South	Amax Avenue followed by light industrial businesses including auto body parts supplier (VG Auto Paints & Tools), piping manufacturers (Interflow), two poultry stores (Steggles and Baiada), an auto shop upholstery warehouse (Gary's Motor Trimming & Upholstery) and a motorsports store (Unigroup Engineering).
West	Industrial businesses including tyre manufacturing warehouse (Bearcat Wheel Manufacturing), concrete facility (Hanson), motorcycle repair shop (P&L Performance Cycles) and a paint manufacturing company (Lacnam Paints Australia), followed by Toongabbie Road and Fox Hills Golf Club beyond.
Near Surface water bodies	Girraween Creek is approximately 190 m west of 14 Amax Avenue and 175 m west of 7-9 Amax Avenue (located within the Fox Hills Golf Club) and Pendle Creek approximately 1 km east of both sites. Both creeks feed into Toongabbie Creek approximately 3 km northeast of the sites.

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Figure 1 - Site Location – 14 Amax Av



Figure 1.1 - Site Location – 9 Amax Ave

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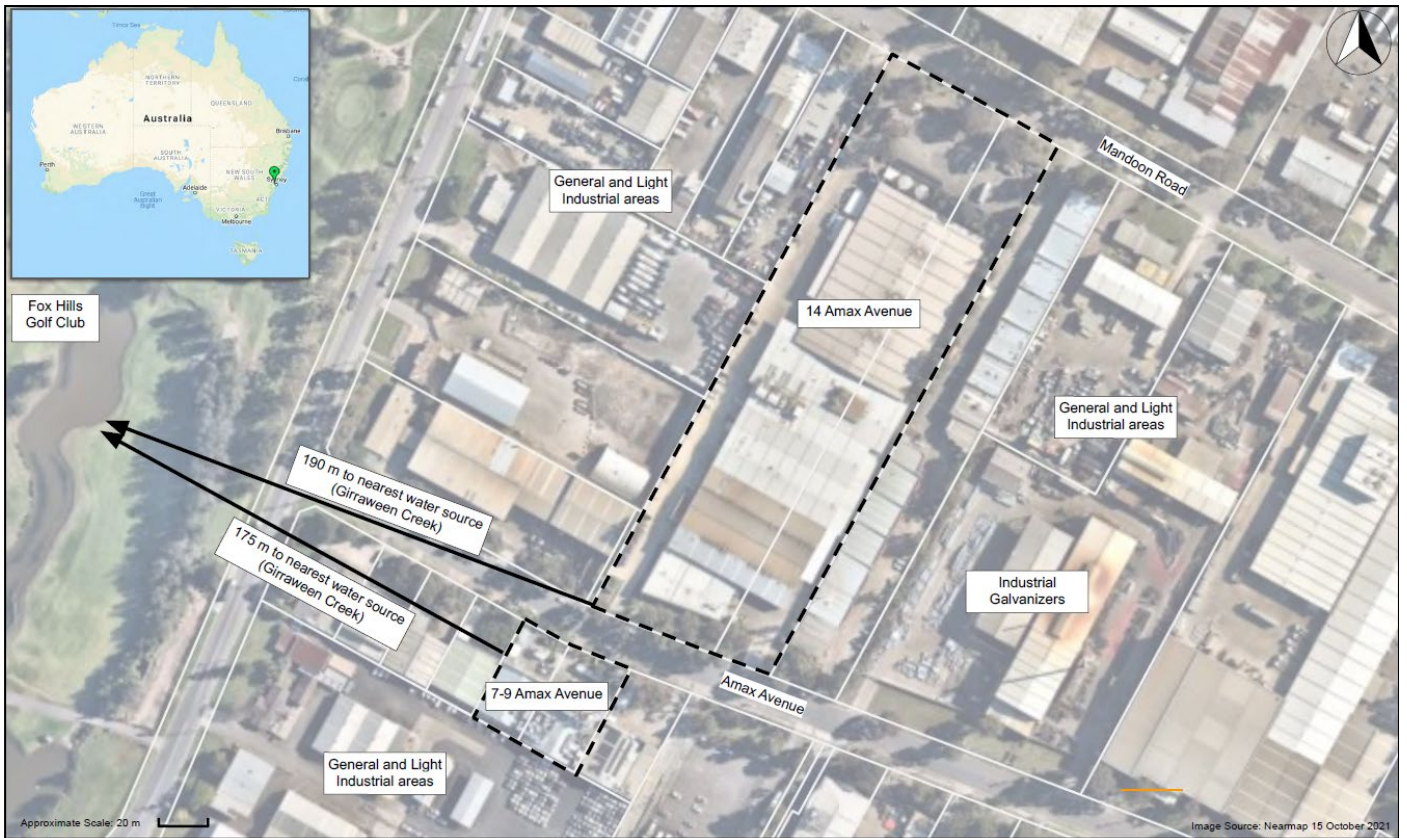


Figure 1.2 Site Boundary and Neighbouring properties

2.0 Planning

2.1 PIRMP Availability Requirements

In order to be included in the PIRMP, specific details are needed. The Table 2-1 shows where information required by Section 153C of the POEO Act and Clause 98C of the POEO (G) Regulation can be found in this publication.

See Table on following page

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Section	Detail required	Location
153C (a)	<i>The procedures to be followed by the holder of the relevant EPL in notifying a pollution incident to:</i>	Section 5
	a) <i>the owners or occupiers of premises in the vicinity of the premises to which the EPL relates;</i>	Section 5
	b) <i>the local authority for the area in which the premises to which the EPL relates, are located and any area affected, or potentially affected, by the pollution; and</i>	Section 5
	c) <i>any persons or authorities required to be notified by Part 5.7 (of the POEO Act)</i>	Section 5
153C (b)	<i>A detailed description of the action to be taken, immediately after a pollution incident, by the holder of the relevant EPL to reduce or control any pollution</i>	Section 4
153C (c)	<i>The procedures to be followed for coordinating with the authorities or persons that have been notified, any action taken in combatting the pollution caused by the incident and the persons through whom all communications are to be made</i>	Section 5.2
98C	<i>Any other matter required by the Protection of the Environment Operations (General) Regulation 2009 (as set out below):</i> 98C (1)(a) <i>A description of the hazards to human health or the environment associated with the activity to which the licence relates (the "relevant activity").</i>	Section 2.3
	98C (1)(b) <i>The likelihood of any such hazards occurring, including details of any conditions or events that could, or would, increase that likelihood.</i>	Section 2.3
	98C (1)(c) <i>Details of the pre-emptive action to be taken to minimise or prevent any risk of harm to human health or the environment arising out of the relevant activity.</i>	Section 2.2
	98C (1)(d) <i>An inventory of potential pollutants on the premises or used in carrying out the relevant activity.</i>	Section 2.3
	98C (1)(e) <i>The maximum quantity of any pollutant that is likely to be stored or held at particular locations (including underground tanks) at or on the premises to which the licence relates.</i>	Section 2.4
	98C (1)(f) <i>A description of the safety equipment or other devices that are used to minimise the risks to human health or the environment and to contain or control a pollution incident.</i>	Section 4

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Section	Detail required	Location
	<p>98C (1)(g)</p> <p>The names, positions and 24-hour contact details of those key individuals who:</p> <p>(i) are responsible for activating the plan;</p> <p>(ii) are authorised to notify relevant authorities under Section 148 of the POEO Act; and</p> <p>(iii) are responsible for managing the response to a pollution incident.</p>	Section 3.1
	<p>98C (1)(h)</p> <p>The contact details of each relevant authority referred to in section 148 of the POEO Act.</p>	Section 5.2
	<p>98C (1)(i)</p> <p>Details of the mechanisms for providing early warnings and regular updates to the owners and occupiers of premises in the vicinity of the premises to which the licence relates or where the scheduled activity is carried on.</p>	Section 5.3
	<p>98C (1)(j)</p> <p>The arrangements for minimising the risk of harm to any persons who are on the premises or who are present where the scheduled activity is being carried on.</p>	Section 4
	<p>98C (1)(k)</p> <p>A detailed map (or set of maps) showing the location of the premises to which the licence relates, the surrounding area that is likely to be affected by a pollution incident, the location of potential pollutants on the premises and the location of any stormwater drains on the premises.</p>	Figures 1.2
	<p>98C (1)(l)</p> <p>A detailed description of how any identified risk of harm to human health will be reduced, including (as a minimum) by means of early warnings, updates and the action to be taken during or immediately after a pollution incident to reduce that risk.</p>	Section 4
	<p>98C (1)(m)</p> <p>The nature and objectives of any staff training program in relation to the plan.</p>	Section 6.1
	<p>98C (1)(n)</p> <p>The dates on which the plan has been tested and the name of the person who carried out the test.</p>	Section 6.2
	<p>98C (1)(o)</p> <p>The dates on which the plan is updated.</p> <p>98C (1)(p)</p> <p>The manner in which the plan is to be tested and maintained.</p>	<p>Section 6.2</p> <p>Section 6.2</p>

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2.2 Hazard Identified

The following are some of the key risks that have been identified for GMP Pharmaceuticals:

- spills (e.g. hazardous chemicals, Emu Oil, Soy Bean Oil etc.) resulting in land pollution;
- spills (e.g. Dangerous chemicals, hazardous chemicals, Oils, etc.) resulting in water contamination.
- fire.

The GMP Pharmaceuticals Health, Safety, Environment Risk Assessment has been used to determine the likelihood of environmental risks happening at GMP Pharmaceuticals. The Health, Safety, Environment Risk assessment is designed to identify significant safety and environmental hazards throughout the site, the risk they pose to operations, and the measures required to effectively manage them. Impact management is prioritised based on the risk level assigned to each hazard. GMP Pharmaceuticals explains the hazards that have been discovered, their possible impacts, risks, and the controls that have been implemented to manage them.

2.3 Chemical and any other Potential Pollutants

Work, Health, and Safety Regulations require that all chemicals be accompanied by the appropriate Material Safety Data Sheets (MSDS). WHS Monitor iCloud program offers up-to-date information on chemicals identified and/or utilised at GMP Pharmaceuticals

Pollutant Type	Location	Capacity
Ethanol	DG Cabinet	9061L
Emu Oil	Warehouse	??
Soy Bean Oil	Warehouse	??

The following are examples of potential pollutants formed as a result of manufacturing processes and hence omitted from registers:

- Waste Water;
- Gelatine

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3.0 Obligations and Management

GMP Pharmaceuticals and contractors must notify management of any environmental incidents or risks that may cause environmental harm or have the potential to cause environmental harm, regardless of their nature or scope.

The POEO Act (Section 148) outlines notification responsibilities for all site staff, including contractors and subcontractors. These can be broadly classified as follows:

- each person engaged as an employee or executing an activity (at the site) shall tell their relevant manager of any potential incident and any necessary information about it immediately after becoming aware of it. This must be done in accordance with Section 5.2; and
- it is the employer's or occupier's responsibility to notify relevant authority.

Any "material harm occurrences," including relevant facts, must be immediately reported to the competent regulatory body by an employer or occupier of the premises where the incident occurred who is notified (or otherwise becomes aware of) a potential pollution incident. As per Section 5.2, the Work Health Safety & Environment Manager or General Manager is responsible for notification.

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3.1 Contact Authorities

The following Table outlines GMP Pharmaceutical personnel responsible for activating the plan, notifying relevant authorities, and managing the response to a pollution incident.

Name	Contact Details	Position	Responsibilities
Rocky Lu	0452 189 882	General Manager	<p>Authorizing the PIRMP and any subsequent upgrades is your responsibility.</p> <p>Responsible for securing enough resourcing for the PIRMP's implementation.</p> <p>Authorized to communicate with the appropriate authorities</p>
<p><i>In the absence of the General Manager</i></p> <p>Xin Wang</p>	0451 789 883	Deputy General Manager	<p>Authorizing the PIRMP and any subsequent upgrades is your responsibility.</p> <p>Responsible for securing enough resourcing for the PIRMP's implementation.</p> <p>Authorized to communicate with the appropriate authorities</p>
Iqbal Saeed	0452 588 748	WHSE Manager	<p>Responsible for carrying out the notification procedures outlined in this PIRMP.</p> <p>In charge of coordinating the reaction to a pollution event.</p> <p>PIRMP testing and updates are the responsibility of this person.</p> <p>In charge of coordinating communications with people of the impacted community.</p>

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4. Incident Management

According to the POEO Act, a pollution incident is an incident or series of circumstances that occurs during or as a result of a leak, spill, or other escape or deposit of a substance, as a result of which pollution has happened, is occurring, or is likely to occur. It comprises an occurrence or set of circumstances in which a substance is placed or disposed of on premises, but not an incident or set of circumstances involving solely the production of noise.

If an environmental issue poses an imminent hazard to human health or property, the site must inform 000 before taking any further action. The first responders include Fire and Rescue NSW, NSW Police, and NSW Ambulance Service, who are in charge of controlling and containing events.

If the incident does not constitute a threat to human health or property, all practicable steps should be done to contain the pollution incident and minimise health, safety, and environmental implications while simultaneously contacting emergency services (000). To the greatest extent possible, these acts must be used to:

- ensure the safety of everyone on the site and in the surrounding area, and
- contain the pollution event

In accordance with the Incident procedure (Proc-11), the following actions must be taken at GMP Pharmaceuticals in the event of an incident:

- secure the location and confine the event.
- gather information (e.g., environmental monitoring, photographs);
- identify the level of investigation needed.
- review and classify information and determine actions.
- complete actions; and
- trend analysis reports

The following material contains arrangements, including descriptions and locations of safety equipment, for minimising the risk of harm to persons and the environment as a result of a pollution incident, as well as for containing or managing a pollution incident:

- Emergency Management Procedure (Proc-04)

In the event of an incident, the above management plan outlines the roles and responsibilities of essential employees.

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GMP Pharmaceutical's incident management focuses on activities to:

- acquire and assign appropriate tactical response resources, such as equipment and/or manpower, to reduce the incident's environmental impact;
- ensure that tactical response actions are conducted in a safe, well-organized, legal, and efficient manner;
- ensure the safety and well-being of all emergency personnel, employees, contractors, and visitors;
- coordinate the arrival of stakeholders on location;
- reduce the negative impact on people, the environment, property, production, and the company's reputation;
- develop an environmental monitoring programme to quantify incident-related consequences and to serve as the foundation for notifying nearby business.

The following incident procedures have been created for the individual primary dangers indicated in Section 2.2 :

- Emergency Response Control Plan (Proc-04)
- Spill Response Procedure

During their site induction, all GMP Pharmaceutical workers and contractor's complete emergency evacuation training.

GMP Pharmaceutical has no authorisation to conduct pollution management actions on private property or outside the site boundary, and in such circumstances, will communicate directly with the competent authority and give appropriate support.

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5. Procedures for Notification

5.1 Material Harm Determination

Following the incident's containment, immediate action must be done to determine if the incident may be classed as a 'material harm incident,' meaning that it is causing or threatening to cause material harm. A material harm incident has occurred, according to Section 147 of the POEO Act, if the incident:

- includes significant actual or potential harm to human health or safety, as well as ecosystems; or
- causes actual or potential loss (including all reasonable expenditures and expenses incurred in taking all reasonable and practicable efforts to prevent, mitigate, or make good environmental harm) or property damage in an amount, or amounts, exceeding \$10,000. (or such other amount as is prescribed by the regulations).

It is probable that a material damage occurrence will occur on territory inside the GMP Pharmaceutical's boundaries.

The General Manager, in consultation with the Work Health Safety and Environment Manager, will determine whether a material harm incident has occurred. If the General Manager is not immediately available, Assistant General Manager (or WHSE Manager (if neither are available) will make the decision.

5.2 Notification to Internal and External Parties

All site and contractor staff are responsible for notifying an environmental event, as outlined in Section 3.1.

In the event that an environmental incident or danger is discovered, workers will immediately notify their manager, who will then notify the General Manager and Work Health Safety and Environment Manager. 'Immediately' is interpreted as 'immediately and without delay.' The choice on whether to inform the occurrence under Part 5.7 of the POEO Act should not delay prompt efforts to ensure people's safety or control a pollution issue, according to EPA advice. However, incident notification will be made as soon as it is safe to do so.

The agencies listed in **Table 5-1** must be contacted in the order outlined below.

The 11.0 Incident Procedure shall be followed when it comes to keeping track of incident facts, including investigations and results.

Following initial notification of any material harm incident, the Work Health Safety and Environment Manager will be responsible for communicating with the authorities listed in Table 5-1, as well as any other authority providing management directions for the material harm incident and providing any additional information that is required or requested. This might contain incident investigation reports as well as the findings of continuous environmental monitoring.

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Agency	Contact Details
Fire and Rescue	000 <i>(If the occurrence poses an imminent threat to human health or property, emergency services should be called first; otherwise, emergency services should be called last.)</i>
EPA NSW Environment Line	131 555
Ministry of Health	(02) 4924 6477 (ask for Public Health Officer on call)
SafeWork NSW	13 10 50
Cumberland Council	(02) 8757 9000 (office hours)

5.3 Notification of local Business

The Work Health, Safety, and Environment Manager will decide whether or not to notify the community. The GMP Pharmaceutical Stakeholder Register contains the names and contact information of stakeholders, including local and downstream businesses. It is suggested that the following notification approach be used when needed:

- early warnings: landowners who may be impacted by the occurrence over the next 24 hours will be notified by phone the same day.
- The notification of premises in close vicinity would be given first attention.

The following details may be included in the information presented to the premises in in close proximity and local businesses in relation to the incident:

- type of incident that has occurred.
- potential impacts local business and the community.
- site contact details; and
- advice or recommendations based on the incident type and scale.

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6. Training, Testing and Communication

6.1 Training

All GMP Pharmaceutical Site Inductions must cover incident management and emergency response.

6.2 Testing, Review and Maintenance

The PIRMP will be tested to ensure that the information is correct and up to date, and that the plan can be implemented in a practical and successful way. The following methods of testing will be used:

- The PIRMP will be put to the test by examining and reviewing it, as well as making any required revisions. Testing is viewed as either a desk review or an emergency drill process in the environment. All aspects of the strategy, including training requirements, will be tested.
- Effective from the date of authorisation by the GMP Pharmaceutical General Manager, the PIRMP will be reviewed every 12 months. This document's contact information must be maintained up to date at all times; and
- Any pollution event that happens during the course of an activity to which the EPL applies will be examined within one month of the date of the pollution occurrence. In light of the occurrence, this review will be conducted to ensure that the information contained in the plan is correct and up to date, and that the plan can still be implemented in a viable and effective manner.

The following information for PIRMP testing should be taken into account:

- the process through which the test was carried out;
- the dates on which the plan was tested;
- the individual who conducted the tests; and
- the date and details of any plan updates or amendments.

Form XX.X - PIRMP Test Record will be used to conduct PIRMP testing. Appendix A contains records of testing, as well as dates and descriptions of revisions to this plan.

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6.3 PIRMP's Accessibility

The PIRMP must be kept in writing form at GMP Pharmaceutical and made available upon request to all people involved for implementing the plan, as well as an authorised official (as stipulated in the POEO Act).

Within 14 days of finalisation (defined to mean authorisation of the PIRMP by the General Manager), the PIRMP will be made publicly available on the GMP Pharmaceutical website, in a prominent location.

As part of the PIRMP, no personal information (as defined by the Privacy and Personal Information Protection Act, 1998) will be made publicly available.

7. Document Specifics

Legislation, standards, and other reference information must be assessed and updated on a regular basis and should be incorporated in the site management system. This section's related documents and reference information provide as both a connection and a source for developing and maintaining site compliance information.

7.1 Reference Information

The information provided in Table 7-2 below is reference information, which is information that was directly referred to for the preparation of this document or is referred within this document.

Reference	Title
NSW EPA	Protection of the Environment Operations Act 1997 (POEO Act)
NSW EPA	Protection of the Environment Operations (General) Regulation 2009 (POEO (G) Regulation)
NSW EPA	Environmental Guidelines: Preparation of Pollution Incident Response Management Plans

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8.0 Accountabilities

Role	Accountabilities for this Document
General Manager	Responsible for authorising the PIRMP and all subsequent updates Responsible for ensuring adequate resourcing for implementation of the PIRMP Authorised to liaise with the relevant authority
Work Health Safety and Environment Manager	Responsible for undertaking notification as defined in this PIRMP Responsible for managing the response to a pollution incident Responsible for arranging testing and updating of the PIRMP Responsible for coordinating communications with affected community members

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Appendix A - History of PIRMP Testing

Date	Review Team (Name/s of person organising Review)	Nature of the Test (Desktop or simulated Emergency)	Actions

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