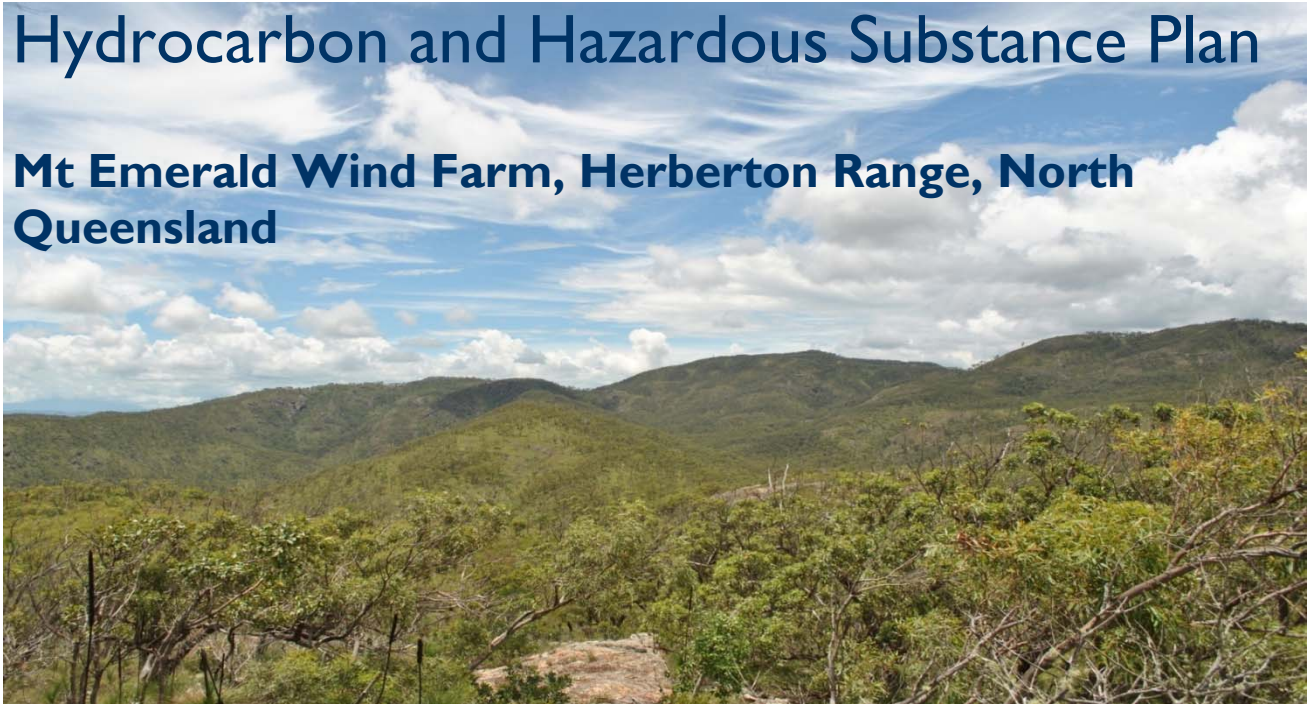


Appendix M

Hydrocarbon and Hazardous Substance Plan

Hydrocarbon and Hazardous Substance Plan

Mt Emerald Wind Farm, Herberton Range, North Queensland



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Name	Signature	Date
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Appendix 2	Non-conformance & Complaints Register
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I.0 Introduction

This Hydrocarbon and Hazardous Substance Plan (the plan) is prepared for RATCH Australia Corporation Limited (RACL) for construction and operational activities proposed to be carried out on the Mount Emerald Wind Farm (MEWF) site.

The project area comprises Lot 7 on SP235224, Easements A, C & E in Lots 1, 2 & 3 on SP231871 and part of Lot 905 on CP896501. The project involves the construction and operation of a wind farm located approximately 20km SSW of Mareeba on the Atherton Tablelands in north Queensland. The project approval allows for the construction of up to 63 wind turbines, associated access tracks and an electricity substation that will feed into the main electricity grid (Powerlink's Chalumbin – Woree 275 kV transmission line).

This plan provides procedures for any on site, permanent post construction storage of fuels lubricants waste oil or other hazardous substances or potential contaminants to be in bunded areas on the MEWF project in the Mareeba Walkamin district.

The plan also includes contingency measures to ensure that any chemical or oil spills are contained on site and cleaned up in accordance with the Council requirements.

2.0 Regulatory Requirements

2.1 Project Approvals

2.1.1 Sustainable Planning Act 2009

Conditions relevant to the preparation and implementation of the Hydrocarbon and Hazardous Substance Plan (HHSP) are detailed in Condition 13 of the Ministerial Decision Notice.

2.1.1.1 Ministerial Decision Notice

The Development Notice (dated 18 December 2015) in accordance with the SPA included a number of conditions relating to the preparation of a *Hydrocarbon and Hazardous Substance Plan* (HHSP). *Condition 13 - Environmental Management* which relates to the HHSP, states the following:

Submit to the chief executive administering SPA an Environmental Management Plan (EMP) prepared by a suitably qualified person(s). The EMP must:

- i. be generally in accordance with the Preliminary Environmental Management Plan prepared by RPS and dated November 2013 and the draft Statement of Commitments contained within Appendix A of the RPS Development Application Material Change of Use Report dated March 2012;*
- ii. be based on the revised Turbine Location and Development Footprint Plan submitted in accordance with condition 2 of this approval;*
- iii. include the following components as further detailed in Attachment 1:*
 - a hydrocarbon and hazardous substances plan (timing as required with the EMP).*

3.0 Storage of Hydrocarbons and Hazardous Substances

Environmental Legislation and standards relevant to the project and to be used in conjunction with this management plan include:

Table 1 Relevant Legislation and Standards

Element	Legislative and Other Requirements
Storage and Handling of Dangerous Goods	<i>Environmental Protection Act 1994 (Qld)</i> <i>Environmental Protection Regulation 2008 (Qld)</i> <i>Workplace Health and Safety Act 1995 (Qld)</i> AS1940 – The Storage and Handling of Flammable and Combustible Liquids
Transport of Dangerous Goods	Australian Code for Transport of Dangerous Goods by Road and Rail AS 1678 – Emergency Procedure Guide, Transport Series, AS 2809 – Road Tank Vehicles for Dangerous Goods

Hydrocarbons and hazardous substances will be stored at the Contractors Site Compound, Laydown Area or O&M Building as shown in **Figure 1**. Hydrocarbons and hazardous substances will be stored in accordance with AS1940 and specifically with:

- An on-site set of the relevant MSDS for all flammable and combustible substances and dangerous goods used during construction and operation. This will be maintained and available.
- Waste flammable and combustible substances which cannot be recycled will be transported to a licensed waste disposal facility such as Springmount landfill.
- All hydrocarbon and hazardous chemicals will be stored in bunded areas which can contain 110% of the largest container.
- No refuelling of plant and equipment over or within 100m of watercourses.
- The storage area shall be adequately ventilated.
- Appropriate signage warning flammable liquids/dangerous goods are present.
- Spill kits containing absorbent and containment material (e.g. absorbent matting) will be available where hazardous materials are used and stored and personnel trained in their correct use.
- Spills of flammable and combustible substances will be rendered harmless and collected for treatment and / or remediation or disposal at an approved landfill, including cleaning materials, absorbents and contaminated soils and reinstatement made to the affected area.
- Personal protective equipment (PPE) appropriate to the materials in use will be provided.

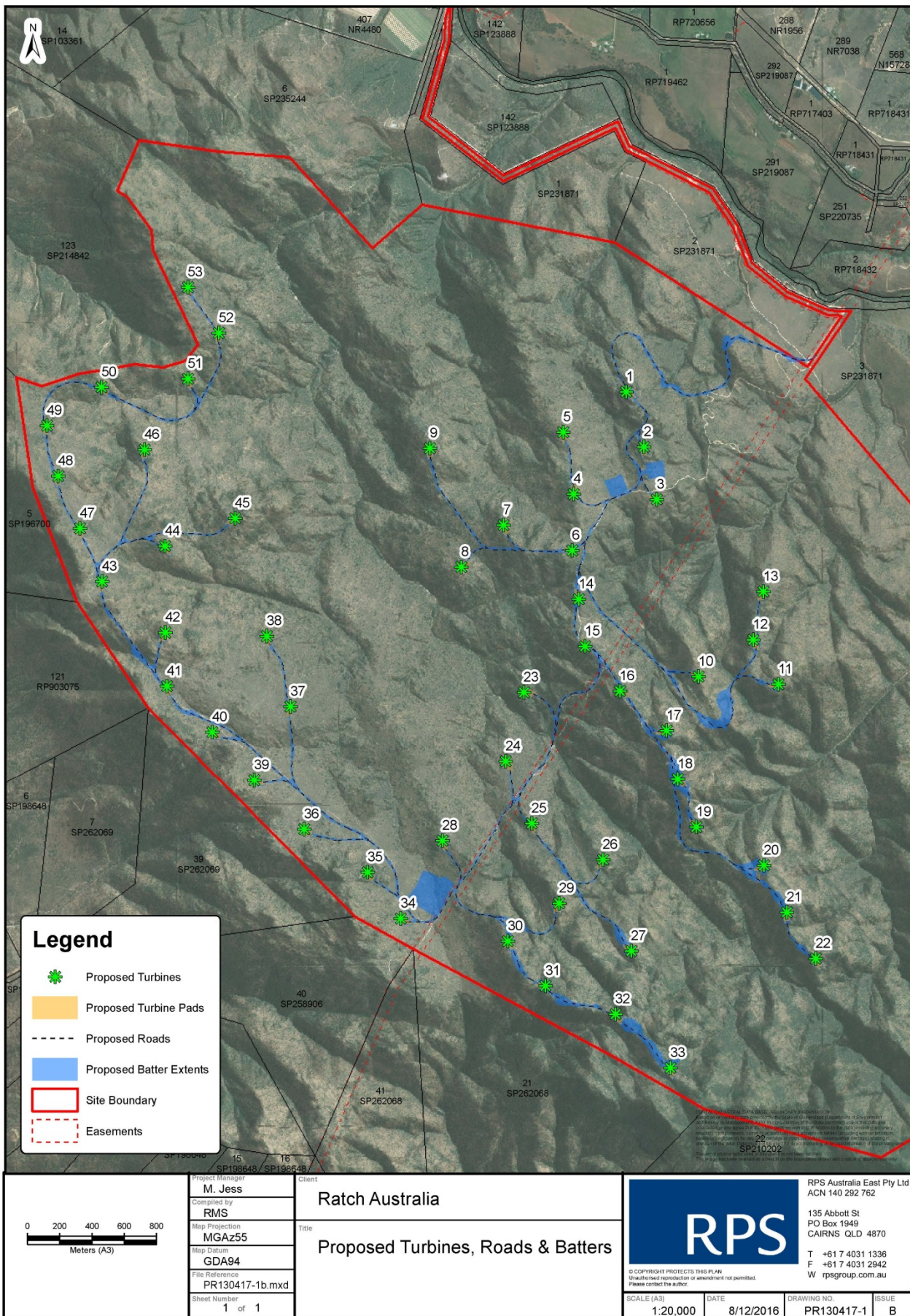


Figure 1 Site Infrastructure Overview

4.0 Incident Response

4.1 Site Contacts

Relevant site contacts are detailed in **Table 2**.

Table 2 Site Contacts Details

Issue	Organisation	Person	Position	Contact Details
Implementation and management of this Plan	Vestas	TBA	Project Manager / HSEQ Coordinator	
Receiving the following reports; monitoring, remedial action, environmental complaints and emergencies	Vestas	TBA	Project Manager / HSEQ Coordinator	
Ensuring measures/action plans are implemented	Vestas	TBA	Project Manager / HSEQ Coordinator	
Reporting	Vestas	TBA	Project Manager / HSEQ Coordinator	

4.2 Records Management

A copy of this Plan shall be kept in the site office at all times.

Any record or document required as an outcome of this Plan, or requested by a regulatory authority, must be kept at the site for a period of 5 years and be available to an authorised person upon request.

Records must be kept of the key environmental performance indicators, monitoring results, corrective actions, environmental incidents and complaints, reports to management, and any records required by law such as regulated waste tracking.

4.3 Training Requirements

It will be the Project Manager / HSEQ Coordinator's responsibility to ensure all employees and sub-contractors are fully formally inducted into this Plan. An employee and sub-contractor training register is located in **Appendix 1**.

Inductions will cover the following:

- Spill kit use and response;
- Equipment and maintenance;
- This Plan's requirements; and
- The general duty of environmental care.

4.4 Incident Management

4.4.1 What is an Incident

An incident is any non-compliance with this Plan. This may include but is not limited to:

- Complaints regarding hydrocarbons and hazardous substances;
- Spilling of hydrocarbon or hazardous products; and
- Unauthorised waste disposal.

4.4.2 Incident Investigation

All incidents shall be investigated by the Project Manager / HSEQ Coordinator to determine:

- Nature, type, location and extent of the incident and the affected area;
- Actual and/or potential environmental impacts of the incident;
- Suspected cause of the incident;
- Measures required to mitigate any further environmental harm;
- Remedial measures required to correct any environmental harm; and
- Measures to be implemented to prevent a recurrence of the incident.

4.4.3 Incident Reporting

All personnel are responsible for reporting all incidents to the Project Manager / HSEQ Coordinator. The Project Manager / HSEQ Coordinator will be responsible for reporting environmental incidents to the Department of Environment and Heritage Protection (DEHP) and any other appropriate agencies. All incidents are to be recorded on the Incident Report Form provided in **Appendix 3**. All persons attending the site are required to sign in and be provided with the contact details for emergencies (refer to **Table 3**).

The Project Manager / HSEQ Coordinator shall telephone DEHP's pollution hotline as soon as practical after becoming aware of any release of contaminants not in accordance with the DEHP Permits. Following this, a written notice detailing the following information must be provided to DEHP within 14 days of the initial notification:

- The name of the operator, including their approval / registration number;
- The name and telephone number of a designated contact person;
- Quantity and substance released;
- Vehicle and registration details;
- Person/s involved (driver and any others);
- The location and time of the release;
- The suspected cause of the release;
- A description of the effects of the release;
- The results of any sampling performed in relation to the release,
- Actions taken to mitigate any environmental harm caused by the release; and
- Proposed actions to prevent a recurrence of the release.

Table 3 Incident/Emergency Contact Details

Issue	Person/Organisation	Contact Details
Incident / Emergency / Spills	Project Manager	TBA
	Department of Environment and Heritage	Pollution Hotline – 1300 130 372
Fire or other emergency	QLD Fire and Rescue	000
	QLD Ambulance	000
	QLD Police	000

4.5 Emergency Response

4.5.1 Spill Response

If a spill threatens the safety or health of people, creates a fire hazard or has the potential to cause or causes serious environmental harm then the site emergency procedure shall be followed.

4.5.1.1 Chemical Spills

Where a chemical spill occurs, consult the Material Safety Data Sheet (MSDS) for spill procedures. If the MSDS indicates a requirement for containment and clean up then the following steps should also be considered:

- (1) Stop the source and spread of the spill if safe to do so:
 - Check for danger;
 - Prevent the spill from getting larger (turn off valves, block damaged tanks or pipes), and
 - Use any suitable material or equipment to confine the spill by “damming it off” (e.g. use available spill response equipment such as booms or absorbent or if unavailable then use soil or other suitable material).
- (2) Clean up the spill
 - Once the spill has been contained, retrieve as much of the spilled liquid as possible and place in an appropriate container (e.g. 20 L drum or 1000 L pod). The liquid should then be disposed of;
 - Absorb remaining spill with absorbent material and place used absorbent in the appropriate waste bin; and
 - Where applicable, replenish equipment used from Spill Response Kit.
- (3) Report the spill
 - Report and investigate all spills in accordance with Incident Reporting and Analysis (see above).

4.5.1.2 Spill Kits

Spill kits and/or spill cleanup equipment should be available at all locations hydrocarbons and hazardous substances are being handled or stored. Equipment contained in spill response kits shall be replenished upon use, equal to the specified list contained within the kit. The Project Manager / HSEQ Coordinator will ensure that Spill Response Kits are inspected regularly and missing items replenished when necessary.

5.0 Monitoring and Review

5.1 Non Compliance and Corrective Action

The Project Manager / HSEQ Coordinator shall assume responsibility for implementation of this Plan. Where the Project Manager / HSEQ Coordinator becomes aware of a site or operational condition that does not comply, a Corrective Action Report (CAR) form is to be completed and actioned. An example CAR form is provided in **Appendix 4** of this Plan. CAR for any non-compliance is to be actioned within 24 hours of receiving confirmation of the non-compliance.

Appendix I

Environmental Site Induction / Training Register

Appendix 2

Non-conformance & Complaints Register

Record the complaint in this register, and action the Non Conformance Corrective Action Record for each complaint.

Date	Issue / Complaint	Affected Neighbours	Activity Date	Follow-up/Complaints	
				Action	Date



Appendix 3

Incident Report Form

DATE:	TIME:
INCIDENT REPORTED BY:	
AREA WHERE INCIDENT OCCURRED:	
DETAILS OF INCIDENT:	
ACTIONS FOLLOWING INCIDENT: (date, method, personnel)	
RECOMMENDED FUTURE ACTIONS: (date, method, personnel)	
RELEVANT PERSONNEL INFORMED: (names and signatures)	
SITE SUPERVISOR:	
COPY SENT TO DEHP: (date and initial)	

Appendix 4

Corrective Action Report



Report No:	
Date:	
Details of Non-conformance:	
Inspected by:	
Details of Recommended Corrective Action:	
Recommended completion date:	
Preventative/ Corrective Action to Prevent Issue Recurring	
Date action required by (if applicable):	
Signed (by Principal Contractor):	Date:
Authority to Proceed	
Sign:	Date:
Action Carried Out	
Sign:	Date:
Element Re-inspected by	
Sign:	Date:
Copy Issued to Principal Contractor	
Sign:	Date: