

**Appendix G**  
**Spill Response Plan**



# KIMBERLEY DIAMOND PROJECT

## SPILL RESPONSE PLAN

**JANUARY 2002**

Document Title:	SPILL RESPONSE PLAN (SRP)						
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## **FORWARD**

The Spill Response Plan was developed by Riverside Marine for Gulf Freight Services - NT for use at their Darwin Base and Client sites. The Plan recognises the need for close consultation between the operator of the supply vessel supporting the diesel transfer operation and its Master and crew and Striker Resources personnel at the shore facility. The Plan should be read in conjunction with its sister document the Shipboard Oil Pollution Emergency Plan. This is an uncontrolled document.

## **REFERENCE DOCUMENTS**

Dangerous Goods Information  
Material Safety Data Sheets  
Emergency Phone Numbers  
Proforma GFS Spill Report Form :- 3.001  
WA Transport – Oil Spill  
Contingency Plan

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**Procedure Title**                    **SPILL RESPONSE PLAN FIRST POINT OF CONTACT AND RESPONSE TO AN INCIDENT.**

**Procedure No**                    **Depot - 3.001**

**Responsible Person**            **ALL PERSONNEL**

The Managing Director - Mr Hume Campbell, is the first point of contact in an emergency situation.  
In his absence,  
Mr Ian Thomson is the next point of contact.

Managing Director:            Business hours    07 3358 2122  
    After hours        07 3720 8872  
    Mobile            0418 660 296

Mr Ian Thomson                Business hours    07 3358 2122  
    After hours        07 3378 3589  
    Mobile            0418 739 693

Striker Resources NL         Business hours    08 9161 4021  
Project Manager               Satphone          0145 110 417  
Beta Creek Camp

The undermentioned questions will need to be answered:

1. Name of vessel or depot
2. Position (Barge site or name of port and berth number name)
3. Brief details of incident including date and time
4. Injuries or Death?
5. Status of fuel aboard
6. What assistance is required
7. Who else has been notified or requires to be notified
8. Name, flag and type of any other involved vessel, and cargo aboard that vessel
9. Any pollution-type-quantity; who notified (in use authorities must be notified within 30 minutes of the incident).
10. Prevailing weather at location and forecast
11. Name of person making the initial report and (if applicable) their contact phone number

Finally - if practical, schedule a mutually agreeable time to reconnect the caller, ie. Call back in 30 minutes and establish by what means communication will be: VHF – Mobile, Satphone, etc.

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<b>Procedure Title</b>	<b>HYDROCARBON SPILL IN YARD/LAYDOWN/ROAD</b>
<b>Procedure No</b>	<b>Depot - 3.002</b>
<b>Responsible Person</b>	<b>Depot Supervisor / Darwin Manager / Striker Project Manager</b>

**PREPARATION:**

1. Material Safety Data Sheets detailing safety procedures to be followed
2. PPE's including breathing apparatus if required
3. Absorbent material and / or sand to form a containing barrier around the spill
4. Plastic shovel or method for moving the material and absorbent matter
5. Drums or Containers to hold the contaminated material for disposal.
6. Additional sand or dirt to prevent the spill from reaching the water
7. Phone numbers of Emergency Services including Ambulance and Fire Brigade
8. Pro forma report form for Brisbane Office - 3.001

**ACTION:**

1. The source of the spill must be located, material identified and source isolated to prevent further spill.
2. Assessment of the spill size, source and material to ensure Depot personnel can handle the spill
3. Any staff not required for the clean up must be relocated to a safe area where necessary
4. Any material not necessary for control of the spill must be relocated away from the spill to allow a clear and unhindered area of operation
5. Care should be taken in movement of materials and machinery to ensure no sparks are generated.
6. Appropriate Personal Protective Equipment must be used including breathing apparatus
7. The spill should be contained in as small an area as possible by use of absorbent material or sand.
8. Every effort should be carried out to ensure the spill does not reach the storm water drains or the water.
9. Barriers or dams must be set up in the open drains if the spill cannot be contained on the open ground
10. If awaiting external assistance the above items should be enacted provided the safety of the operator can be assured
11. The spill should be contained within the barriers where it may be scooped up or absorbed into appropriate material and then picked up and placed in containers for disposal as contaminated material
12. Brisbane Office must be notified verbally of proceedings as soon as possible form 3.001
13. An incident report form must be completed and sent to Brisbane Office
14. Dispose of material as contaminated material

**TRAINING:**

In consultation with Depot Manager.  
Knowledge and use of Personal Protective Equipment.

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<b>Procedure Title</b>	<b>HYDROCARBON SPILL IN WATER.</b>
<b>Procedure No</b>	<b>Depot - 3.003</b>
<b>Responsible Person</b>	<b>Darwin Manager / Depot Supervisor/Master of the Vessel/Refueller / Striker Project Manager</b>

**PREPARATION:**

1. Material Safety Data Sheets detailing safety procedures to be followed
2. PPE's including breathing apparatus if required
3. Absorbent material and / or booms to form a containing barrier around the spill
4. Shovel, scoops or buckets for removing of the material and absorbent matter
5. Drums or Containers to hold the contaminated material for disposal.
6. Additional booms or absorbent material to prevent the spill from spreading
7. Phone numbers of Emergency Services including Ambulance, Fire Brigade and Port Authority
8. Pro forma report form for Brisbane Office:- 3.001

**ACTION:**

1. The source of the spill must be located, material identified and source isolated to prevent further spill.
2. Assessment of the spill size, source and material to ensure Depot personnel can handle the spill
3. If the spill is: large, beyond staff capabilities or resources, or uncontrollable Brisbane Office must be notified immediately as per schedule "a". The Port Authority, and Emergency response Group must be notified
4. Any staff not required for the clean up must be relocated to a safe area where necessary
5. Any material not necessary for control of the spill must be relocated away from the spill to allow a clear and unhindered area of operation
6. Care should be taken in movement of materials and machinery to ensure no sparks are generated.
7. Appropriate Personal Protective Equipment must be used including breathing apparatus
8. The spill should be contained in as small an area as possible by use of absorbent booms and material.
9. If awaiting external assistance the above items should be enacted provided the safety of the operator can be assured
10. The spill should be contained within the booms / barriers where it may be scooped up or absorbed into appropriate material and then picked up and placed in containers for disposal as contaminated material
11. Dispersal material may be sprayed on the spill if required.
12. Aeration and agitation of the spill material may assist in evaporation and dispersal of the spill
13. Brisbane Office must be notified verbally of proceedings as soon as possible :- 3.001
14. An incident report form must be completed and sent to Brisbane Office
15. Dispose of material as contaminated material

**TRAINING:**

In consultation with Depot Manager.  
Knowledge and use of Personal Protective Equipment

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<b>Procedure Title</b>	<b>CHEMICAL SPILL IN YARD / LAYDOWN / ROAD</b>
<b>Procedure No</b>	<b>Depot - 3.004</b>
<b>Responsible Person</b>	<b>Darwin Manager / Striker Project Manager</b>

**PREPARATION:**

1. Material Safety Data Sheets detailing safety procedures to be followed
2. PPE's including breathing apparatus and footwear as required
3. Absorbent material and / or sand to form a containing barrier around the spill
4. Shovel or method for moving the material and absorbent matter
5. Plastic drums or containers to hold the contaminated material for disposal.
6. Additional sand or dirt to prevent the spill from reaching the water
7. Phone numbers of Emergency Services including Ambulance and Fire Brigade
8. Pro forma report form for Brisbane Office :- 3.001

**ACTION:**

1. The source of the spill must be located, material identified and source isolated to prevent further spill.
2. Assessment of the spill size, source and material to ensure Depot personnel can handle the spill
3. Any staff not required for the clean up must be relocated to a safe area where necessary
4. Any material not necessary for control of the spill must be relocated away from the spill to allow a clear and unhindered area of operation
5. Care should be taken in movement of materials and machinery to ensure no cross contamination of chemical reactive materials causing greater damage or explosion occurs; eg: acids and alkalis.
6. Appropriate Personal Protective Equipment must be used including breathing apparatus and footwear
7. The spill should be contained in as small an area as possible by use of absorbent material or-sand.
8. Every effort should be carried out to ensure the spill does not reach the storm water drains or the water.
9. Barriers or dams must be set up in the open drains if the spill cannot be contained on the open ground
10. If awaiting external assistance the above items should be enacted provided the safety of the operator can be assured
11. The spill should be contained within the barriers where it may be scooped up or absorbed into appropriate material and then picked up and placed in containers for disposal as contaminated material
12. Brisbane Office must be notified verbally of proceedings as soon as possible:- 3.001
13. An incident report form must be completed and sent to Brisbane Office as soon as possible
14. Dispose of material as contaminated material

**TRAINING:**

In consultation with Depot Manager.  
Knowledge and use of Personal Protective Equipment  
Dangerous Goods Course  
Knowledge of Material Safety Data Sheets

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<b>Procedure Title</b>	<b>CHEMICAL SPILL IN WATER.</b>
<b>Procedure No</b>	<b>Depot - 3.005</b>
<b>Responsible Person</b>	<b>Darwin Manager/ Depot Supervisor/ Striker Project Manager</b>

**PREPARATION:**

1. Material Safety Data Sheets detailing safety procedures to be followed
2. PPE's including breathing apparatus and footwear as required
3. If shallow water and the spill can be contained by dams or absorbent material or sand to form a containing barrier around the spill; this work must be carried out
4. Shovel or method for moving the material and absorbent matter
5. Drums or containers to hold the contaminated material for disposal.
6. Phone numbers of Emergency Services including Ambulance and Fire Brigade
7. Pro forma report form for Brisbane Office:- 3.001

**ACTION:**

1. The source of the spill must be located, material identified and source isolated to prevent further spill.
2. Assessment of the spill size, source and material to ensure Depot personnel can handle the spill
3. If the spill is: large, beyond staff capabilities or resources, or uncontrollable Brisbane Office must be notified immediately as per schedule "a". The Port Authority, and Emergency response Group must be notified
4. Any staff not required for the clean up must be relocated to a safe area where necessary
5. Any members of the Public must be kept out of the water in the immediate area and immediately upstream and downstream of the spill
6. Any material not necessary for control of the spill must be relocated away from the spill to allow a clear and unhindered area of operation
7. Care should be taken in movement of materials and machinery to ensure no cross contamination of the chemical
8. Appropriate Personal Protective Equipment must be used including breathing apparatus and footwear
9. If possible the spill should be contained in a small area by use of absorbent booms and material.
10. If awaiting external assistance the above items should be enacted provided the safety of the operator can be assured
11. Where possible the spill should be contained within the booms / barriers/dams where it may be scooped up or absorbed into appropriate material and then picked up and placed in containers for disposal as contaminated material
12. Dispersal material may be sprayed on the spill if required.
13. Depending on the spill size dilution by the water may be the best means of preventing further damage
14. Brisbane Office must be notified verbally of proceedings as soon as possible:- 3.001
15. An incident report form must be completed and sent to Brisbane Office
16. Dispose of material as contaminated material

**TRAINING:**

In consultation with Depot Manager.  
Knowledge and use of Personal Protective Equipment  
Dangerous Goods Course  
Knowledge of Material Safety Data Sheets



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<b>Procedure Title</b>	<b>RECEIVING GENERAL GOODS</b>
<b>Procedure No</b>	<b>Depots - 4.001</b>
<b>Responsible Person</b>	<b>Depot Supervisor / Barge Site Coordinator</b>

**PREPARATION:**

1. All freight received must generate a Bill of Lading and the relevant information completed on the sheet.
2. If a receipt is required an Interim Receipt is to be completed and handed to the client. The Interim receipt contains important information on the reverse side, which must be supplied to the client.
3. The Interim Receipt number is included on the Bill of Lading.
4. Should the supplier provide an Interim receipt this number must be included on the BoL. If only part of an order is received the items delivered must be marked and the BoL designated "Part Order Only".
5. Pallet movement must be recorded on the Interim Receipt in the space provided and on the BoL in the lower right hand side. This is to be transferred to the Pallet Movement book on the first morning of work following barge loading
6. All freight received should be weighed and it's volumetric (cubic metre) measure calculated and inserted on the Bill of Lading.
7. If the freight is in excess of 5 m the length must be noted on the B o L
8. If the freight is for freezer and / or chiller the weight only is required on the BoL
9. The BoL must be completed as soon as possible after freight is received and prior to the BoL sheets being removed from the BoL book
10. The BoL number is copied onto the relevant coloured sticker and the sticker placed on the item or pallet such that it is visible to the forklift driver when loading.
11. A destination sticker must be attached to every piece of freight loaded onto the barge

**TRAINING:**

1. Induction
2. On site supervision and tuition.

**REFERENCE DOCUMENTS:**

1. Interim Receipt
2. Bill of Lading
3. Coloured Destination Dockets
4. Pallet Movement book.
5. Equipment Hygiene Procedure
6. WAQIS Permit to Import Quarantine Material