

HSEQ Improvement / Action PLAN –Melbourne 2020 – November Community Meeting Update

Aspect	Action	Responsible	Timing	Description and progress	Date Complete
System	Develop new system element for emergency response	S Lewis	Q3 2020	This is a new component of the new integrated HSEQ management system and provides an emergency response standard and guidelines. Work is complete and management of change is now being implemented	Sep 2020
System	Develop new system element for Environmental Effects Management	S Lewis	Q3 2020	This is a new component of the new integrated HSEQ management system and provides environmental standard and guidelines. Work is underway and should largely be complete in Q4	
System	Develop new system element for Management of Change	S Lewis	Q4 2020	This is a new component of the new integrated HSEQ management system and provides environmental standard and guidelines. Work is underway and should largely be complete in Q4	
General	Develop / implement new Quantem induction	S Lewis	Q3 2020	A new Quantem induction that is common to all sites is being developed to provide greater consistency and improved quality of delivery. Presentation prepared	Apr 2020
General	Commence operation of Learning Management System	S Castellias	Q3 2020	This is our system for delivery of online training and part of emphasis on improving the quality of training. Operation has commenced with the first module being the Quantem induction.	Sep 2020
General	Prepare upgraded alarm response schedule	S Johnson	Q3 2020	This is a review of our alarm response schedule to ensure its completeness. The schedule provides advice on the actions to be taken when an alarm occurs. This is 80% complete	
Audit	Design new Terminal Audit protocol	S Lewis	Q4 2020	The goal of this audit is to ensure we have a robust audit to ensure our facilities are safe. A proposed audit checklist has been prepared.	
General	Implement radar gauging / level switches on all tanks	T Truong	Q4 2020	This action is an upgrade that arose from a recommendation in the fire safety study prepared in 2017 for the safety case and supported by safety	Nov 2020

HSEQ Improvement / Action PLAN –Melbourne 2020 – November Community Meeting Update

	– Phase 3 of 5.			case processes. This is a 5 year program. 16 scheduled tanks were scheduled to be completed in 2020 and they have now been completed.	
General	Upgrade aspects register to provide more detailed linkages	S Lewis	Q3 2020	The intent of this action is to provide more specific detail with references to documents to allow easier auditing by others (i.e. EPA) This has been completed.	May 2020
Water Quality	Increase spill containment of gantry pits - Phase 1 – Site 3	P Kostrevski	Q3 2020	This was a recommendation arising from the fire safety study to ensure all flammable liquid will be collected and increased foam retention. Site 3 has been completed	Oct 2020
Water	Develop bund integrity upgrade program	P Kostrevski	Q4 2020	A study was completed of bund integrity and they were found not to be impervious (i.e. they leak). A plan is being developed for rectification. While the recommendation arose out of an internal audit this is now subject to a EPA notice. The plan will be issued to EPA prior to 30 th of November	
Water	Develop bund mitigation plan	S Lewis	Q4 2020	This is a plan to mitigate the risk of not having impervious compounds and also to ensure the risk of spill during the construction phase. This is complimentary to the bund rectification plan. The plan will be issued to the EPA prior to 30 th of November.	
Air Quality	Develop Air Quality Management plan	S Lewis	Q3 2020	An air quality management plan was action arising from internal audit to provide a comprehensive coverage of our air quality management practices including justifying suitability of monitoring regime. This requirement was reaffirmed by the EPA. This was completed and provided to EPA and accepted with several minor changes.	July 2020
Air Quality	Provide performance monitoring reports for air emissions (combustor / VECS)	T Truong	Q3 2020	This action is to have records that can demonstrate compliance with the EPA licence on a continuous basis. An attempt was made to get a report but we may need a capital upgrade to facilitate this level of reporting. This is likely to occur in 2021	

HSEQ Improvement / Action PLAN –Melbourne 2020 – November Community Meeting Update

Groundwater	Re-instate/upgrade T49 compound	A Figgis	Q2 2020	This project was to provide impervious secondary containment to the tanks in this compound. Complete	June 2020
Groundwater	Update groundwater plan based on recent analyses	S Lewis	Q2 2020	An update to the groundwater management plan was required not only to meet changed circumstances at the site but to also meet EPA expectations. The revised plan has been completed based on a model that was approved by the EPA at our Geelong facility.	June 2020
Groundwater	Generate benzene remediation plan for Site 1	S Lewis	Q4 2020	Remediation has been a considered since 2016 as a way of moving away from a reliance on the air sparge system. Progress was delayed due to a spill of aluminium sulphate however has renewed. This could also be subject to a future pollution abatement notice from EPA due to a changed focus. The remediation plan is on track for completion in Q4. An application to the EPA to commence the remediation will be made this year with work to commence in 2021.	
Groundwater	Develop PFAS clean-up plan	S Lewis	Q1 2021	PFAS levels in the groundwater exceed criteria and the EPA have issued a Pollution abatement notice. This PFAS exists primarily from testing of the foam system that was required by the OHS regulator and fire brigade historically. A plan has been developed and while some hold-ups have occurred due to COVID we are still on track to complete by the end of March 2021.	
Groundwater	Prepare PFAS management plan	S Lewis	Q2 2020	As PFAS was above criteria a PFAS management plan was to be prepared to describe the foam system, assess the risks and develop a plan to mitigate the risk to the environment. This plan is complete.	August 2020
Waste	Develop Waste Management Plan	S Lewis	Q3 2020	An updated Waste Management Plan is required. Not started as new activities have been required (i.e. PFAS clean-up plan)	
Safety	Provide improved Site C slopping facilities	A Figgis	Q4 2020	This project is to improve waste handling (from slopping) to improve safety. This project was underway however the Engineer has now left the business	

HSEQ Improvement / Action PLAN –Melbourne 2020 – November Community Meeting Update

				and this will not be actioned until 2021.
Health	Implement ChemAlert safety data sheet service	S Lewis	Q3 2020	<p>This is a safety data sheet information service to improve accessibility of safety data sheets and to ensure they remain up-to-date.</p> <p>Data input complete and awaiting final set-up. Will be complete in November</p>

Note:

- Site 1 was previously Plant B and Site 3 was previously Plant C