



EMERGENCY RESPONSE PLAN

16 October 2008

Next Revision Due: 16 October 2009

AGL Gas Production (Camden) Pty Ltd
PO Box 67,
MENANGLE NSW 2568



FOR ALL EMERGENCIES

AMBULANCE
FIRE
POLICE

DIAL 000
FROM A MOBILE
TELEPHONE DIAL 112

CONVEY THE FOLLOWING:

1. **Give your name and the AGL operation name,**
2. **The location you are calling from,**
3. **The nature of the emergency, the assistance you require and the location/direction of the emergency.**

Note: Should your location not have telephone/mobile coverage, contact nearest available location to relay the emergency notification and information.



IF SOMEBODY IS INJURED:

1. PHONE THE AMBULANCE ON 000 (112 IF FROM A MOBILE TELEPHONE) AND GIVE CLEAR DIRECTIONS HOW TO GET TO WHERE YOU AND/OR THE INJURED PERSON ARE.
2. A FIRST AIDER SHOULD PERFORM SURVIVAL FIRST AID (AS APPROPRIATE). REMEMBER YOUR **D, R, A, B, C, D**:
 - » ENSURE THERE IS NO **D**ANGER TO YOURSELF, THE CASUALTY OR OTHERS.
 - » ASSESS THE CASUALTY FOR A **R**ESPONSE.
 - » ENSURE A CLEAR **A**IRWAY TO THE CASUALTY'S LUNGS.
 - » CHECK IF THE CASUALTY IS **B**REATHING?
 - » IF THE CASUALTY IS NOT BREATHING, PERFORM **C**ARDIO-PULMONARY RESUSCITATION.
 - » APPLY A **D**EFIBRILATOR (IF AVAILABLE).
3. ATTEND TO OTHER INJURIES IF YOU CAN.
4. MAKE COMFORTABLE UNTIL HELP ARRIVES.
5. DO NOT GIVE FOOD OR DRINK.

	FOR URGENT REFERENCE
Appendix 6.1	Rosalind Park Gas Plant Emergency Site Plan (map)
Appendix 6.2	Camden South Emergency Response Plan (map)



DISTRICT CONTACT DETAILS

After Hours Answering Service: (and 24 Hr Complaints Line)	(02) 9963 1318
AGL North Sydney Office:	(02) 9921 2999
AGL Rosalind Park Gas Plant Office:	(02) 4633 5200
AGL RPPG Control Room (24hours):	(02) 4633 5220
Ambulance:	000 (Mobile 112)
Camden Council:	(02) 4654 7777
Camden Hospital:	(02) 4634 3000
Campbelltown City Council:	(02) 4645 4000
Campbelltown Hospital:	(02) 4634 3000
Dept of Primary Industries:	(02) 4931 6656 0418 699 284 (Glyn Macdonald)
DECC:	131555
Fire:	000 (Mobile 112)
Jemena Network:	131909 (Emergency Response Centre) (02) 9630 5143 (02) 9630 6783
Land Owners:	On file at field office
Department of Water & Energy:	(02) 8281 7777
Operator Next of Kin:	On file at field office
Police:	000 or 112 (02) 4655 0599 (Camden) (02) 4628 5239 (Campbelltown)
Ray Beddoe Treatment Plant:	(02) 4655 5167
Rural Fire Services:	(02) 4677 0599
State Emergency Services:	132500 or (02) 4654 7600
Wollondilly Shire Council :	(02) 4677 1100
WorkCover:	131050 (business hours) (02) 9214 9220 (after hours)



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Document Control

Camden Gas Project - Emergency Response Plan.

Approval:

Authorising Officer	Mike Roy
Title	Head of Gas Operations
Signature	
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12	Rosalind Park Gas Plant	Control Room
13	Dept of Planning	Director General
14	Dept of Primary Industries	Director General
15	Dept of Primary Industries	Glyn Macdonald
16	Wollondilly Shire Council	Library
17	Campbelltown City Council	Library
18	Camden Council	Library
19	WorkCover, NSW	Library

List of Principal Legislation and Codes

1. Petroleum (Onshore) Act 1991
2. Petroleum (Onshore) Regulation 2007
3. Pipelines Act 1967
4. Schedule of Onshore Petroleum Exploration and Production Safety Requirements August 1992 (Department of Mineral Resources)
5. Protection of the Environment Operations Act 1997
6. Occupational Health and Safety Act 2000
7. Dangerous Goods Act 1975
8. Dangerous Goods (General) Regulation 1999
9. APPEA Code of Environmental Practice

Definitions

APPEA	Australian Petroleum & Production Exploration Association
Authorised Persons	Persons approved by AGL.
DECC	Department of Environment & Climate Change
DPI	Department of Primary Industries (Mineral Resources) responsible for exploration and establishment activities
EPA	Environmental Protection Authority (part of the DECC)
ESD	Emergency Shut Down
Field Operations	Field development operations under the control of AGL
Jemena	The new company name for the previously known Alinta Ltd.
LP	Low Pressure
DWE	Department of Water and Energy responsible for Pipelines
Person-in-Charge	The designated Field Supervisor approved by AGL to provide onsite supervision and control of operations at any particular time.
RBTP	Ray Beddoe Treatment Plant
RPGP	Rosalind Park Gas Plant
Shut-In	One or more wellhead valves have been closed.
Titleholder	AGL Gas Production (Camden) Pty Limited
WorkCover	Responsible for operational activities workplaces

1. Safety and Emergency Procedures

1.1. Project Introduction

Located 65km south-west of Sydney in the Camden, Campbelltown and Wollondilly Shires, AGL Gas Production (Camden) Pty Ltd is developing the coal seam methane resources from the sub-surface coals of the Sydney Basin.

The Camden Gas Project can be summarised as the construction, operation, maintenance and rehabilitation of well sites, access roads and gas gathering system, and the operation and maintenance of the Rosalind Park Gas Plant (RPGP) and the sales pipeline

A map of the Camden Gas Project works to date showing locations, road access and support services capability is presented in Appendix 7.2.

1.2. 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 a threat. The Emergency Response Procedures set out the minimum procedures that should be undertaken by personnel acting on behalf of AGL.

In the event that the emergency escalates and cannot be contained by the local Camden team, the AGL Code Red Management Plan will be activated. The AGL Code Red Management Plan is designed to minimise the impact of the incident or event on the AGL Group.

The goal of the Code Red Management Plan is to support this Plan, through providing a consistent communications framework that supports the operational response to a crisis and will enable AGL to provide timely, accurate information to all of our stakeholders.

1.3. Classification of Emergencies

In the event of an emergency, the Person-in-Charge will classify the situation under the category of Minor, Serious or Major.

An emergency must be reported immediately to an inspector at the Department of Primary Industries (Mineral Resources) and WorkCover.



1.4. Minor Emergency

A minor emergency is one that can be satisfactorily handled by company personnel and does not affect or threaten parties beyond the scope of the direct operations.

1.5. Serious Emergency

A serious emergency is one that has implications beyond the control of local personnel. It would generally involve parties outside the direct scope of the operations including Government Agencies and outside contractors.

1.6. Major Emergency

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

1.7. Injury to Personnel

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 SHALL ONLY BE MADE BY A PERSON DESIGNATED BY AGL's GROUP GENERAL MANAGER.

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. Notification should be made by a member of the Police Force on advice from the doctor.

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



1.8. Investigating and reporting

In the case of an emergency involving a fatality, serious injury or significant damage to property or the environment, a senior AGL employee will visit the site and investigate the incident. Government agency representatives will also carry out investigations into the extent and causes of the situation and they are to be afforded full co-operation in the performance of their duties.

It is important to not disturb the site unless absolutely necessary for safety or environmental reasons.

Reports required by government regulations shall be promptly prepared and submitted. Statutory reports must be prepared with care, reporting facts only and expressing no opinions as to cause.

1.9. Fire

The Person-in-Charge is to be informed immediately of any fire around the Well Sites, Gathering Lines, Gas Plant or the Sales Gas Pipelines. Minor fires may be dealt with by using AGL fire-fighting equipment. Any fire that threatens property must be notified to the Fire Brigade.

1.10. General Safety

In general appropriate safety clothing must be worn at all times including a minimum of; hard hats, safety glasses, long sleeve shirts, long trousers and steel toe safety foot wear. Observe all safety signs such as "No Smoking" and "No Unauthorised Entry". These are placed for the safety of all personnel. All visitors are to be made aware of safety regulations.

1.11. The Press and News Media

At the site the Person-in-Charge shall have the responsibility to control news media personnel and in general they are to be denied access to all sites.

NO STATEMENTS WILL BE ISSUED ON SITE UNLESS AUTHORISED BY AGL'S GROUP GENERAL MANAGER OR HIS DEPUTY.

DO NOT SPECULATE ON WHAT HAPPENED OR THE EXTENT OF DAMAGE.

Redirect any queries from the media to the designated person.

Answer Press queries with:

"A statement will be issued by the Company as soon as we have determined the facts. Until then there is no information available".

Provide AGL contact details to the Press if necessary.

2. Emergency Procedures

2.1. General

As part of AGL's Health, Safety and Environment Policy, AGL is committed to the health and safety of its people by providing a safe and healthy work place.

The **Person-in-Charge** is responsible for:

- › Informing all personnel entering Well Sites, Field Operations, Gas Plants and the Sale Gas Pipeline area of safety requirements and the need for enforcing safety standards.
- › Ensuring that operations are carried out in a safe working environment and in accordance with good gas field practice as well as any applicable specific regulations.
- › Improving competence and efficiency through training and emergency drills.

Following are procedures for certain specific situations. It is impossible to cover every situation; however, the guidelines should be followed where possible. The main theme running through the procedures is communication and reporting. As soon as possible after an emergency situation develops, contact the next person in the chain of command.

2.2. Reports

2.2.1. Reporting of Death and Serious Injury

Serious injury means an injury that requires immediate attention by a medical practitioner.

Where a person dies or suffers a serious injury:

- › a report of the death or injury immediately to an
- › Inspector of DPI if associated with exploration and establishment
- › Inspector of the DWE if associated with the Sales Gas Pipeline
- › Inspector of Workcover if associated with operational activities including Gas Plant operations
- › Inspector of Workcover of any accident or other occurrence at a place of work notifiable under s.86 and/or s.87 of OH&S Act 2000
- › a report in writing giving full particulars of the death or injury and all related circumstances are to be transmitted to the appropriate regulator within the requested period after the occurrence of the death or injury.



2.2.2. Written Records of Death and Injury

A record is to be kept of each injury, whether or not a serious injury is suffered. These records shall include:

- › particulars of the injury;
- › the circumstances leading to the occurrence of the injury; and
- › the treatment (if any) given to the injured person and the name of each medical practitioner (if any) consulted in relation to the injury.

2.2.3. Reporting Serious Damage

Serious damage to property means:

- › the loss or destruction of property with a value exceeding \$50,000;
- › damage to property, the repair of which would cost an amount exceeding \$50,000; or
- › the loss or destruction of any property, or any damage to property, by reason of which any person dies or suffers serious injury.

Where a serious damage to property occurs:

- › a report of each occurrence is immediately to be made to the appropriate regulatory Inspector; and
- › a report in writing of such occurrence is to be submitted to the regulator within 5 days of the incident occurring, specifying:
 - i. the date, time and place of such occurrence;
 - ii. particulars of the damage;
 - iii. the events so far as they are known or suspected that caused or contributed to the occurrence;
 - iv. particulars of repairs carried out or proposed to be carried out to damaged property; and
 - v. measures taken, or to be taken, to prevent a possible re-occurrence.

2.2.4. Reporting Potentially Hazardous Event

Where an event occurs which is not in the normal or ordinary course of a particular operation and which is professionally considered to be likely to cause injury to a person or serious damage to property, but such event does not cause injury or serious damage, a report of the event is immediately to be made to the appropriate regulatory Inspector.

2.2.5. Reporting Damage Less than \$50,000

Where damage to property occurs which is not serious damage to property but which results in a significant loss of structural integrity or load bearing capacity in the property damaged or results in some other significant unsafe condition a report of the damage is immediately to be made to the appropriate regulatory Inspector.

2.2.6. Reporting Escape or Ignition of Petroleum and Other Material

A report is immediately to be made to the appropriate regulatory Inspector upon the occurrence of:

- › a spillage of hydrocarbons which in areas of inland waters is in excess of 80 litres and in other areas in excess of 500 litres;
- › an uncontrolled escape of Petroleum in a gaseous form in excess of 500 cubic metres; or
- › any uncontrolled escape or ignition of Petroleum, any other flammable or combustible material or toxic chemicals causing a potentially hazardous situation.

2.2.7. Public Reporting

All significant incidents shall be made public through the Community Consultative Committee. Information shall be provided on the incident, the cause and corrective and preventive actions taken to prevent recurrence. Status on the implementation of the corrective and preventive actions shall be detailed and updated.

2.3. Casualty Evacuation

Decisions regarding casualty evacuation will be made by the Person-in-Charge in consultation with Ambulance personnel or local doctors. IF IN DOUBT EVACUATE.

After evacuation to local facilities, decisions on patient care and/or transfer will be made by Ambulance and/ or hospital personnel.

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

Job Title	Duties	
Person-in-Charge	1)	Administer immediate first aid.
	2)	Determine need for medical assistance and/or evacuation
	3)	Liaise with Ambulance personnel or local doctors.
	4)	Prepare patient for medical evacuation.
	5)	If incident occurred on public property advise Police, if on private land consider advising Police.
	6)	If required, accompany patient to hospital.
	7)	Ensure any necessary personal effects accompany patients, eg. Medications and ID.
	8)	Advise and liaise with Head of Gas Operations

Job Title	Duties	
	9)	At earliest possible time, obtain complete description of accident and fill out accident report.
Ambulance personnel/ Doctor	1)	Advise Person-in-Charge on treatment and 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.
Head of Gas Operations	1)	Advise as necessary Government departments, including DPI or WorkCover.
	2)	Advise and liaise with AGL Group General Manager and keep fully informed.
	3)	If necessary, arrange for next of kin to be notified via normal Police procedures.
	4)	Undertake corrective measures where applicable to prevent repeat of accident.
AGL Group General Manager	1)	Ensure emergency contacts have been notified and necessary steps taken.
	2)	Liaise with Government Departments as appropriate.
	3)	Notify other AGL personnel as appropriate.
	4)	Notify AGL legal counsel and Insurers, as appropriate.

2.4. General Evacuation

A condition may arise requiring a general evacuation of all or non-essential personnel. The reasons for such an evacuation are varied but may be due to fire, explosion or well blow out. The duties relating to Casualty Evacuation should be read and followed in conjunction with these notes. The situations are very similar but with an increase in magnitude of potential consequences.

Job Title	Duties	
Person-in-Charge	1)	Take whatever steps are necessary to minimise further injuries or damage prior to evacuation.
	2)	Determine need for total or partial evacuation.
	3)	Determine number of injured personnel and extent of injuries.
	4)	Determine whether evacuation is within capability of existing transport facilities.
	5)	Determine whether the number injured is within the capability of local facilities.
	6)	Advise and liaise with Head of Gas Operations
Head of Gas Operations	1)	Advise and liaise with appropriate Government officials, including Police, DPI, DWE or WorkCover, DECC, or other bodies eg. Fire Brigade, Camden, Wollondilly or Campbelltown Councils.
	2)	Advise and liaise with AGL Group General Manager.
	3)	Advise Jemena (as appropriate).
AGL Group General Manager	1)	Ensure emergency contacts have been notified and necessary steps taken.
	2)	Liaise with Government Departments as appropriate.
	3)	Notify other AGL personnel as appropriate.
	4)	Notify AGL legal counsel and Insurers, as appropriate.

2.5. Well Blowout, Fire or Explosion Emergency at a Well Site

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

With appropriate wind conditions, a fire can spread rapidly and present a threat to life and property not only on the well site, but also in the nearby areas.

The key to containing a Wellsite fire is to isolate the problem area and then de-pressure that section of plant and equipment at risk to a safe area, if possible.

The Person-in-Charge should ensure that the Fire Brigade are contacted and that personnel know and understand their duties. Drills should be conducted as appropriate.

Job Title	Duties	
All Personnel	1)	On discovery of a loss of hydrocarbon containment or fire, raise the alarm.
	2)	Inform the Person-in-Charge and give location, type and extent of fire.
	3)	Fight fire with appropriate fire equipment only if safe to do so.
Person-in-Charge	1)	Secure well and inlet to the associated gathering line if possible.
	2)	Determine type, location and extent of fire.
	3)	If safe to do so, de-pressure any gas containing equipment located close to the fire by venting/flaring to minimise collateral damage.
	4)	Direct visitors, contractors and service personnel to appropriate area.
	5)	Advise Fire Brigade.
	6)	Advise and liaise with Head of Gas Operations
	7)	Use appropriate fire extinguisher only if safe to do so.
	8)	Shut off or remove source of fuel if possible to do so safely.
	9)	Determine need for additional services or evacuation.
	10)	If possible, apply measures to eliminate off site impacts.
Other Personnel	1)	Report to muster stations immediately.

Job Title	Duties	
	2)	Unless directed otherwise or if part of the fire fighting crew, stay away from the area of the fire.
	3)	Assist or vacate the site as instructed.
Head of Gas Operations	1)	Coordinate with the AGL Land and Compliance Officer for the land owner and adjoining land owner/ occupiers to be informed as necessary.
	2)	Advise and liaise with appropriate Government officials, including Police, DPI (report occurrence immediately to an inspector) or WorkCover, DECC or other bodies, eg. Fire Brigade, Camden, Campbelltown or Wollondilly Councils.
	3)	Advise and liaise with AGL Group General Manager.
AGL Group General Manager	1)	Ensure emergency contacts have been notified and necessary steps taken.
	2)	Liaise with Government Departments as appropriate.
	3)	Notify other AGL personnel as appropriate.
	4)	Notify AGL legal counsel and Insurers, as appropriate.

2.6. Bush fire at a Well Site

Any fire is a serious situation that requires immediate corrective action.

With appropriate wind conditions, a bush fire close to a well site can spread rapidly and present a threat to life and property not only at its location, but also in the nearby areas.

The key to containing a well site fire is to isolate the problem area in the form of long grass and scrub and then shut in the affected well(s) at risk, so as to minimise damage from the fire.

Job Title	Duties	
All Personnel	1)	On discovery of a fire that threatens a well site, raise the alarm.
	2)	Inform the Person-in-Charge and give location, type and extent of fire.
	3)	If time permits clear away any long grass or scrub that may act as a fire source.
Person-in-Charge	1)	Secure well by closing Master valve.
	2)	Determine type, location and extent of fire. Do not close off any pipes or vessels that are subject to heat as they may become over pressured and fail.
	3)	Direct visitors, contractors and service personnel to appropriate area.
	4)	Advise Fire Brigade.
	5)	If bush fire is likely to be fuelled by gas and or hydrocarbon liquids from the surface flow line, either: Close gathering line inlet valve and bleed off Well Head facilities, and consider de-pressuring the gathering line at Gas Plant end. (See Note 2 below).
	6)	If safe to do so, de-pressure any gas containing equipment located close to the fire by venting/flaring to minimise collateral damage.

² While natural gas will normally disperse quickly and in an upward direction, gas vented from high pressures can be very cold and hence heavier than air, until it warms up, and can contain heavier hydrocarbon that will not disperse so easily.

Job Title	Duties	
	7)	If safe to do so, relocate fire trailer to wellhead in preparation for fire fighting activities.
	8)	Advise and liaise with Head of Gas Operations
	9)	Use fire trailer and/or knapsack if safe to do so. Note it may be appropriate to allow fire to diminish prior to using the correct type of extinguisher.
	10)	Determine need for additional services or evacuation.
Other Personnel	1)	Report to muster stations immediately.
	2)	Unless directed otherwise or is part of the fire fighting crew, stay away from the area of the fire.
	3)	Assist or vacate the site as instructed.
Head of Gas Operations	1)	Advise and liaise with AGL Group General Manager.
	2)	Advise other appropriate Government contacts including as appropriate, Police, DPI (report occurrence immediately to an inspector) or WorkCover, DECC or other bodies, eg. Camden, Campbelltown or Wollondilly Councils.
	3)	Advise Jemena (as appropriate).
AGL Group General Manager	1)	Ensure emergency contacts have been notified and necessary steps taken.
	2)	Liaise with Government Departments as appropriate.
	3)	Notify other AGL personnel as appropriate.
	4)	Notify AGL legal counsel and Insurers, as appropriate.

In regard to bushfire risk, the management objective is to reduce the threat of bushfires to personnel, third parties, property and the environment.

Management Strategies	Responsibility
<ul style="list-style-type: none"> › The induction program shall inform personnel of the required bushfire management procedures. › AGL shall maintain regular liaison with local emergency services organisations. › Regular liaison with landholder shall be conducted regarding the nature and schedule of operations activities. 	<ul style="list-style-type: none"> › Field Environment & Safety Officer › Land and Compliance Officer
<ul style="list-style-type: none"> › All operations and project/construction activities shall be restricted to the well site area and designated access routes. › All vehicles shall carry fire extinguishers. › A mobile safety trailer with water backpacks, water tank, fire extinguishers and general safety gear is used for site operational work. In addition, a 20,000 litre water tanker is available at the RPGP for dedicated use by the local Rural Fire Services. › All machinery shall be maintained and operated to comply with relevant fire safety standards. › Defective machinery shall be shut down until the defect is rectified and the machine made safe for operations. › The event of a fire shall be limited through the employment of fire prevention mechanisms. 	<ul style="list-style-type: none"> › Field Environment & Safety Officer › All personnel

2.7. Gas Gathering Line Emergencies

This is a situation where it has become apparent either from advice from a member of the public or the relevant trend is showing erratic changes that are not due to any controlled changes/procedures at the Gas Plant or the well sites.

If a rapid drop in Gas Gathering Line flow or pressure is observed, the fields are to be shut in at the field isolation valves. This isolates the field from the main low pressure gathering line. The well or wells supplying gas into the line where there is a concern, must be shut-in at the Master valve. The gathering line should then be de-pressured and made safe at the Gas Plant.

Job Title	Duties	
All Personnel	1)	On discovery of a leak or other problem raise the alarm.
	2)	Inform the Person-in-Charge and give location, type and extent of gas leak.
Person-in-Charge	1)	Secure well by closing the Well Head Master valve.
	2)	Determine type, location and extent of rupture.
	3)	Direct visitors, contractors and service personnel to appropriate muster area.
	4)	De-pressure gathering line at Gas Plant end.
	5)	Advise Fire Brigade.
	6)	Advise and liaise with Head of Gas Operations
	7)	Determine need for additional services or evacuation.
Other Personnel	1)	Report to designated muster area immediately.
	2)	Unless directed otherwise or is part of the fire fighting crew, stay away from the area.
	3)	Assist or vacate the site as instructed.
Head of Gas Operations	1)	Advise other appropriate Government contacts including as appropriate, Police, DPI (report occurrence immediately to an Inspector) or WorkCover, DECC or other bodies, eg. Camden, Campbelltown or Wollondilly Councils.
	2)	Advise and liaise with AGL Group General Manager.

Job Title	Duties	
	3)	Advise Jemena.
AGL Group General Manager	1)	Ensure emergency contacts have been notified and necessary steps taken.
	2)	Liaise with Government Departments as appropriate.
	3)	Notify AGL legal counsel and Insurers, as appropriate.
	4)	Notify other AGL personnel as appropriate.

2.8. Fire or Explosion Emergency at Gas Plant

Any fire is a serious situation that requires immediate corrective action.

With appropriate wind conditions, a fire within the plant can spread rapidly and present a threat to life and property not only at the Gas Plant, but also in the nearby areas.

The key to containing a gas plant fire is to isolate the problem area and then de-pressure that section of plant at risk to a safe area, if possible.

The **Person-in-Charge** should ensure that fire brigade are contacted and that personnel know and understand their duties.

Job Title	Duties	
All Personnel	1)	On discovery of a fire, raise the alarm.
	2)	Inform the Person-in-Charge and give location, type and extent of fire.
	3)	Only fight fire with nearest fire extinguisher if safe.
Person-in-Charge	1)	Secure Gas Plant or work site if situation demands so as to minimise the amount of fuel available.
	2)	Determine type, location and extent of fire.
	3)	Direct visitors, contractors and service personnel to appropriate area.
	4)	Shut off or remove source of fuel if possible to do so safely.

Job Title	Duties	
	5)	If safe to do so de-pressure any gas containing equipment located close to the fire by venting/flaring to minimise collateral damage. Note: Vent/flare to evaporation/flare pits if possible.
	6)	Advise Fire Brigade.
	7)	Advise and liaise with Head of Gas Operations
	8)	Use fire-fighting equipment only if safe and when appropriate to do so.
	9)	Determine need for additional services or evacuation.
	10)	Coordinate with the AGL Land and Compliance Officer for the land owner and adjoining land owner/ occupiers to be informed.
Other Personnel	1)	Report to muster stations immediately.
	2)	Unless directed otherwise or is part of the fire fighting crew, stay away from the fire area.
	3)	Assist or vacate the site as instructed.
Head of Gas Operations	1)	Advise Police and other appropriate Government contacts including as appropriate, DPI or WorkCover, DECC or other bodies, eg. Camden, Campbelltown or Wollondilly Councils.
	2)	Advise and liaise with AGL Group General Manager.
	3)	Advise Jemena.
AGL Group General Manager	1)	Ensure emergency contacts have been notified and necessary steps taken.
	2)	Liaise with Government Departments as appropriate.
	3)	Notify AGL legal counsel and Insurers, as appropriate.
	4)	Notify other AGL personnel as appropriate.

2.9. Bush Fire at Gas Plant

Any fire is a serious situation that requires immediate corrective action. With appropriate wind conditions, a bush fire close by or at a Gas Plant can spread rapidly and present a threat to life and property not only at its location, but also in the nearby areas. Operations activities have the potential to ignite bushfires through the operation of flammable fuel powered equipment and vehicles.

A Bush fire may occur without any warning and as a means of being prepared the fire trailer is to be kept full at all times and the fire-fighting pump checked weekly.

The **Person-in-Charge** should ensure that the fire brigade are posted and that personnel know and understand their duties.

Job Title	Duties	
All Personnel	1)	On discovery of a fire, raise the alarm.
	2)	Inform the Person-in-Charge and give location, type and extent of fire.
	3)	If time permits clear away any long grass or scrub that may act as a fire source.
Person-in-Charge	1)	Secure Gas Plant or work site if situation demands so as to minimise the amount of fuel available.
	2)	Determine type, location and extent of fire.
	3)	Direct visitors, contractors and service personnel to appropriate area.
	4)	Advise Fire Brigade.
	5)	Advise and liaise with Head of Gas Operations.
	6)	Shut in wells, if necessary.
	7)	Shut plant in at gathering lines, if necessary.
	8)	De-pressure fuel gas/instrument gas, if necessary.
	9)	Use fire-fighting equipment only if safe and when appropriate to do so.
	10)	Determine need for additional services or evacuation.
	11)	Coordinate with the AGL Land and Compliance Officer for the land owner and adjoining land owner/ occupiers to be informed.

Job Title	Duties	
Other Personnel	1)	Report to muster stations immediately.
	2)	Unless directed otherwise or is part of the fire fighting crew, stay away from the fire area.
	3)	Assist or vacate the site as instructed.
Head of Gas Operations	1)	Advise Police and other appropriate Government contacts including as appropriate, DPI or WorkCover, DECC or other bodies, eg. Camden, Campbelltown or Wollondilly Councils.
	2)	Advise and liaise with AGL Group General Manager.
	3)	Advise Jemena.
AGL Group General Manager	1)	Ensure emergency contacts have been notified and necessary steps taken.
	2)	Liaise with Government Departments as appropriate.
	3)	Notify AGL legal counsel and Insurers, as appropriate.
	4)	Notify other AGL personnel as appropriate.

In regard to bushfire risk, the management objective is to reduce the threat of bushfires to personnel, third parties, property and the environment.

Management Strategies	Responsibility
<ul style="list-style-type: none"> > The induction program shall inform personnel of the required bushfire management procedures. > AGL shall maintain regular liaison with local emergency services organisations. > Regular liaison with landholder shall be conducted regarding the nature and schedule of operations activities. 	<ul style="list-style-type: none"> > Field Environment & Safety Officer > Land and Compliance Officer

Management Strategies	Responsibility
<ul style="list-style-type: none"> > All operations and project/construction activities shall be restricted to the well site area, site office, lay down, workshop, Gas Plant and designated access routes. > All vehicles shall carry fire extinguishers. > A mobile safety trailer with water backpacks, water tank, fire extinguishers and general safety gear is used for site operational work. In addition, a 20,000 litre water tanker is available for dedicated use by the local Rural Fire Services. > All machinery shall be maintained and operated to comply with relevant fire safety standards. > Defective machinery shall be shut down until the defect is rectified and the machine made safe for operations. > The event of a fire shall be limited through the employment of fire prevention mechanisms. 	<ul style="list-style-type: none"> > Field Environment & Safety Officer > All personnel

2.10. Loss of Control at Gas Plant

This is a situation when integrity of pressure control equipment is lost or doubtful, or some other situation jeopardises the assessment/production equipment and personnel.

Job Title	Duties	
Person-in-Charge	1)	Immediately advise and liaise with Head of Gas Operations
Head of Gas Operations	1)	In consultation with Person-in-Charge, determine course of action, eg ESD plant shutdown.
	2)	Initiate evacuation of non-essential personnel.
	3)	Advise other appropriate Government contacts including as appropriate, WorkCover, DPI, Police, DECC, or other bodies, eg. Fire Brigade, Camden, Campbelltown or Wollondilly Councils.
	4)	Advise and liaise with AGL Group General Manager.
	5)	Advise Jemena.
AGL Group General Manager	1)	Ensure emergency contacts have been notified and necessary steps taken.
	2)	Liaise with Government Departments as appropriate.

Job Title	Duties	
	3)	Notify AGL legal counsel and Insurers, as appropriate.
	4)	Notify other AGL personnel as appropriate.

2.11. Fire or Explosion Emergency at Sales Gas Pipeline (Pipeline License No. 30)

Any fire is a serious situation that requires immediate corrective action.

With appropriate wind conditions, a fire can spread rapidly and present a threat to life and property in the nearby areas.

The key to containing a gas fire is to isolate the problem area and then de-pressure that section of plant at risk to a safe area, if possible.

The **Person-in-Charge** should ensure that the fire brigade are contacted and that personnel know and understand their duties.

Major **gas fires should be extinguished only by isolating the gas supply**. Until that can be achieved, structural supports and equipment should be cooled by water spray. Only in very exceptional circumstances should gas fires be extinguished by means of dry powder, since the uncontrolled gas release is usually more hazardous than the gas fire itself. Powder should be available in portable extinguishers, to deal with small incidents only.

There must at all times, be adequate access to all gas sales pipeline infrastructure for fire tenders, tankers and trailers. The fire equipment must have sufficient free space to manoeuvre into position to deal with the fire. Large quantities of water required for the emergency must be readily available.

Job Title	Duties	
All Personnel	1)	On discovery of a fire raise the alarm.
	2)	Inform the Person-in-Charge and give location, type and extent of fire.
Person-in-Charge	1)	Secure inlet to the Sales Gas Pipeline if possible and if situation demands so as to minimise the amount of fuel available.
	2)	Shut in wells.
	3)	Shut in Gas Plant.

Job Title	Duties	
	4)	Shut off or remove source of fuel if possible to do so safely.
	5)	Direct visitors, contractors and service personnel to appropriate area.
	6)	Determine type, location and extent of fire.
	7)	If safe to do so de-pressure any gas containing equipment located close to the fire by venting/flaring to minimise collateral damage.
	8)	Advise Fire Brigade.
	9)	Advise and liaise with Head of Gas Operations.
	10)	Determine need for additional services or evacuation.
	11)	Coordinate with the AGL Land and Compliance Officer for the land owner and adjoining land owner/ occupiers to be informed.
Other Personnel	1)	Report to muster stations immediately.
	2)	Unless directed otherwise or is part of the fire fighting crew, stay away from the fire area.
	3)	Assist or vacate the site as instructed.
Head of Gas Operations	1)	Advise other appropriate Government contacts including as appropriate, WorkCover, DPI, Police, DECC, or other bodies, eg. Fire Brigade, Camden, Campbelltown or Wollondilly Councils.
	2)	Advise and liaise with AGL Group General Manager.
	3)	Advise Jemena.
AGL Group General Manager	1)	Ensure emergency contacts have been notified and necessary steps taken.
	2)	Liaise with Government Departments as appropriate.
	3)	Notify AGL legal counsel and Insurers, as appropriate.
	4)	Notify other AGL personnel as appropriate.

2.12. Fire Control for Sales Gas Pipeline

All AGL personnel, each Contractor and person in charge on behalf of AGL is responsible for the safety of their unit and personnel, and must have procedures in place to ensure that each person under their authority is fully acquainted with their duties in the event of fire.

If there is a fire, all precautions will be taken to eliminate any danger to personnel. Operations will be curtailed where necessary. Where a fire cannot be controlled with the resources available on site, other equipment will be called in to assist. AGL will provide a fixed tank containing 20,000 litres of water available at all times in case of an emergency. This tank will be located at the Rosalind Park Gas Plant and will be kept full of water at all times. The correct fitting to adapt the water tanker to emergency service vehicles will be kept on the tank at all times, so it is compatible to transfer water to the fire truck.

CALL IN OUTSIDE HELP IF THERE IS ANY DOUBT THAT THE FIRE CANNOT BE HANDLED BY SITE EMPLOYEES.

2.12.1. Sales Gas Pipeline Control

The following procedures set out the response to events associated with the delivery of natural gas to the AGL Gas Networks central trunk from the Rosalind Park Gas Plant:

2.12.2. Unavailability of the Rosalind Park Gas Plant Operator

If the Gas Controller at the Jemena Control Centre North Parramatta is unable, after two telephone calls, to contact the on shift Plant Operator at the Rosalind Park Gas Plant the following actions by the Gas Controller will occur:

- › The second AGL colleague on a telephone listing will be telephoned and advised that the Rosalind Park Gas Plant Operator is unable to be contacted. The AGL colleague second on the telephone listing is to be advised of the action required to be taken at the Rosalind Park Gas Plant;
- › If the second AGL colleague is not available by telephone then the third colleague on the AGL contact list is to be telephoned; and
- › This process is to be continued until an AGL colleague is contacted and advised of the necessary action at the Rosalind Park Gas Plant.

2.12.3. Event within the Rosalind Park Gas Plant

For an event that can affect or disrupt the supply of natural gas to the AGL Gas Networks central trunk within the Rosalind Park Gas Plant the following actions will be taken:

- › The Rosalind Park Gas Plant Operator will immediately manually close the Plant Control Valve SCV 160 to the Sales pipeline, to shut in the Rosalind Park Gas Plant;
- › The Rosalind Park Gas Plant Operator will, as soon as possible, notify the Gas Controller at the Jemena Control Centre North Parramatta;
- › The Rosalind Park Gas Plant Operator will continue the shut down of the Gas Plant and to isolate the faulty equipment within the plant;

- › The Gas Controller will complete all necessary internal notifications;
- › The Jemena Gas Controller will arrange any available resources to assist the Rosalind Park Gas Plant Operator as requested by AGL where commercial arrangements have already been made between AGL and Jemena; and
- › Both Jemena and AGL will then follow the specific Incident Management Procedures relevant to such an incident.

2.12.4. Event within the Sales Gas Pipeline between the Central Trunk and the Rosalind Park Gas Plant

For an event within the AGL Sales Pipeline between the AGL Gas Networks central trunk and the Rosalind Park Gas Plant the following actions will be taken:

- › The Rosalind Park Gas Plant Operator will immediately manually close, the Plant Control Valve SCV 160 to the Sales pipeline, to shut in the Rosalind Park Gas Plant;
- › The Rosalind Park Gas Plant Operator will as soon as possible notify the Gas Controller at the Jemena Control Centre North Parramatta;
- › The Gas Controller will immediately close the AGL Receipt Point Shut Down Valve SDV 190;
- › The Rosalind Park Gas Plant Operator will continue to shut down the Gas Plant;
- › The Gas Controller will then complete all necessary internal notifications;
- › The Gas Controller will arrange for Jemena colleagues to patrol the connecting pipeline and establish an Incident Controller and/ or Site Controller as necessary for the incident, if the necessary commercial arrangements have been made with AGL for this activity; and
- › Both Jemena and AGL should then follow the specific Incident Management Procedures relevant to such an event.

2.12.5. Event within the AGL Gas Networks Central Trunk

For an event on the AGL Gas Networks Central Trunk in the section of the AGL Receipt Point Valve the following actions should be taken:

- › The Gas Controller at the Jemena Control Centre North Parramatta will undertake the necessary operations to minimise damage to the AGL Gas Networks central trunk which may include closure of ALB Valves upstream and downstream of the AGL Receipt Point Shut Down Valve SDV 190;
- › If isolation of the central trunk is required the Gas Controller will immediately close the AGL Receipt Point Shut Down Valve SDV 190;
- › The Gas Controller will immediately notify the Rosalind Park Gas Plant Operator to cease deliveries from the Plant by closing the Plant Control Valve SCV 160 to shut in the Plant and cease deliveries to the Sales Gas Pipeline;
- › The Gas Controller will then complete all necessary internal notifications;
- › Both Jemena and AGL should then follow the specific Incident Management Procedures relevant to such an incident; and
- › The Rosalind Park Gas Plant Operator will keep the Plant shut in until advised by the Gas Controller at the Jemena Control Centre North Parramatta to come back on line.

2.13. Flooding (Emergency)

All AGL personnel, each Contractor and person in charge on behalf of AGL is responsible for the safety of their unit and personnel, and must have procedures in place to ensure that each person under their authority is fully acquainted with their duties in the event of a flood. For non-emergency flooding refer to these procedures.

Job Title	Duties	
All Personnel	1)	On advise from the SES or AGL or discovery of a flood that threatens a well site, raise the alarm.
	2)	Inform the Person-in-Charge and give location and extent of flood.
Person-in-Charge	1)	Secure Production well by remote closing Shut Down Valve (SDV) or Development well by closing BOP / master valve.
	2)	Determine location and extent of flood.
	3)	Advise State Emergency Service on actions taken
	4)	If safe to do so de-pressure any gas containing equipment located close to the flood by venting/flaring to minimise collateral damage.
	5)	Advise and liaise with Head of Gas Operations.
	6)	Direct visitors, contractors and service personnel to appropriate area.
	7)	Determine need for additional services or evacuation.
Other Personnel	1)	Report to muster stations immediately.
	2)	Unless directed otherwise or is part of the flood management crew, stay away from the area of the flood.
	3)	Assist or vacate the site as instructed.
Head of Gas Operations	1)	Advise appropriate Government contacts including as appropriate, DPI (report occurrence immediately to an inspector) or WorkCover, DECC or other bodies, eg. Police, Fire Brigade, Camden, Campbelltown or Wollondilly Councils.
	2)	Advise and liaise with AGL Group General Manager.

Job Title	Duties	
	3)	Advise Jemena.
AGL Group General Manager	1)	Ensure emergency contacts have been notified and necessary steps taken.
	2)	Liaise with Government Departments as appropriate.
	3)	Notify AGL legal counsel and Insurers, as appropriate.
	4)	Notify other AGL personnel as appropriate.

2.14. Oil or Chemical Spill

Pollution as a result of an oil or chemical spill can have a significant impact on the environment.

All spills will be handled in accordance with the APPEA Code of Environmental Practice.

Type		Person-in-Charge
General	1)	Location will be constructed so as to allow containment of spilt fluids.
	2)	Equipment will be inspected regularly for leaks.
	3)	All personnel will practice good housekeeping when handling or transporting products.
	4)	The Person-in-Charge will enforce good housekeeping and the APPEA Code.
Spill Control	1)	Arrest the spill and take steps to prevent repeat.
	2)	Arrest the spread of fluid. Mobilise equipment to build pits and/or bunds if required.
	3)	Begin clean up operations. Mobilise equipment and personnel to collect and place spillage in suitable containers or pits.
	4)	Report incident to appropriate contacts, including DECC and nearby operations as necessary.
Odorant Spill	1)	The RGP site holds a small volume of mercaptan odorant, stored within sealed brick housing with air filtration exhaust system and onsite spill kit. The threshold of mercaptan odorant is very low, and immediate action must be taken in the event of a spill.

Type		Person-in-Charge
	2)	The spill will be handled onsite as above.
	3)	Additionally, in the event of an odorant spill, local establishments must be informed of the incident to avoid the odorant spill being mistaken for a gas leak. The Person-in-Charge must immediately contact the AGL Land & Compliance Officer (0409 499 381) or AGL Head of Land and Approvals (0437 545 732) and inform of the spill.
	4)	The AGL Land and Compliance Officer must then immediately contact and inform the adjoining landowners/ occupiers including the Bloom residence, Macarthur Onslow residence and Hi Quality quarry (contact details kept onsite at RPGP).
	4)	After consideration of the size and potential off site impacts of the odorant spill, the Head of Gas Operations must then coordinate notification of the incident to the Police and other appropriate Government contacts including as appropriate, DECC, or other bodies, eg. NSW Fire Brigade, Camden, Campbelltown or Wollondilly Councils.
	4)	A report must be made immediately to an Inspector at DPI (Mineral Resources) (para.306, Onshore Petroleum Schedule) and WorkCover.

2.15. Security Breach

The presence on site of any individuals who have not made themselves known to the operations personnel is to be treated as a security breach.

Job Title	Duties	
All Personnel	1)	On discovery of unauthorised personnel on site, question them on who they are and why they are on site.
	2)	Inform the Person-in-Charge and if necessary, and safe to do so, escort individuals from the site.
Person-in-Charge	1)	If an intruder is acting in a dangerous fashion advise local police, requesting assistance, and notify the Head of Gas Operations.
	2)	If intruder is threatening plant in a manner that may lead to a process incident, secure the process appropriately to minimise risk of injury to personnel and damage to equipment.
Other Personnel	1)	Assist Person in Charge in controlling incident if necessary.



Job Title	Duties	
	2)	Assist or vacate the site as instructed.
Head of Gas Operations	1)	Advise and liaise with AGL Group General Manager.
	2)	Advise Police and other appropriate Government contacts including as appropriate, DPI, WorkCover, DECC, or other bodies, eg. Fire Brigade, Camden, Campbelltown or Wollondilly Councils.
AGL Group General Manager	1)	Ensure emergency contacts have been notified and necessary steps taken.
	2)	Liaise with Government Departments as appropriate.
	3)	Notify AGL legal counsel and Insurers, as appropriate.
	4)	Notify other AGL personnel as appropriate.

2.16. Bomb Threat

If you receive a Bomb Threat it is important to keep the person talking. To do this, ask the following questions which will be very helpful to the Police or Emergency Services.

Questions to ask	Answers given
When is the Bomb going to explode?	
Where is it right now?	
Why are you doing this to us?	
What will cause it to explode?	
What does it look like?	
What kind of Bomb is it?	
What is your address?	
What is your name?	
Where are you?	
Exact wording of the threat.	

The Police or Emergency Services will want to interview you about the caller. Try to be able to provide the following details.

Caller's Voice	
Accent (Specify)	
Any impediment (Specify)	
Voice (Loud, Soft, etc.)	
Speech (Flat, Slow, etc.)	
Diction (Clear, Muffled)	
Manner (Calm, Emotional, etc.)	
Did you recognise the voice?	
If so, who do you think it was?	
Was the caller familiar with the area?	



Language	
Well Spoken	
Incoherent	
Irrational	
Taped	
Message read by caller	
Abusive	
Other	

Background Noises	
Street Noises	
House Noises	
Aircraft	
Ships / Boats	
Traffic / Trains	
Machinery / Music	
Voices	
Public Phone / STD	
Other Noises	

Other Details	
Sex of Caller	
Estimated Age	
Date / Time	
Duration of Call	
Number Called	
Your details	

2.16.1. Bomb Threat Response

Job Title	Duties	
All Personnel	1)	Answer the phone and try to obtain the details in the preceding tables.
	2)	Inform the Person-in-Charge and if necessary, and safe to do so, escort individuals from the site.
Person-in-Charge	1)	Advise local police, requesting assistance, and notify the Head of Gas Operations.
Other Personnel	1)	Assist Person in Charge in controlling incident if necessary.
	2)	Assist or vacate the site as instructed.
Head of Gas Operations	1)	Advise and liaise with AGL Group General Manager.
	2)	Advise Police and other appropriate Government contacts including as appropriate, DPI, WorkCover, DECC, or other bodies, eg. Fire Brigade, Camden, Campbelltown or Wollondilly Councils.
AGL Group General Manager	1)	Ensure emergency contacts have been notified and necessary steps taken.
	2)	Notify other AGL personnel as appropriate.
	3)	Notify AGL legal counsel and Insurers, as appropriate.

3. Responsibilities, Training and Drills

3.1. General

The Head of Gas Operations is responsible for the implementation of this Emergency Response Plan. Resources shall be obtained and maintained to provide the level of protection required by this plan. As a minimum,

- › All District personnel shall understand the requirements of this Plan;
- › All Field personnel shall be trained in first aid and fire fighting techniques;
- › All Supervisory personnel shall understand the detail of all emergency response procedures; and
- › The Person-in-Charge of any works shall be competent in all of the above requirements as they apply to the works.

The Head of Gas Operations shall ensure all personnel are appropriately trained and that drills of the emergency response procedures are performed.

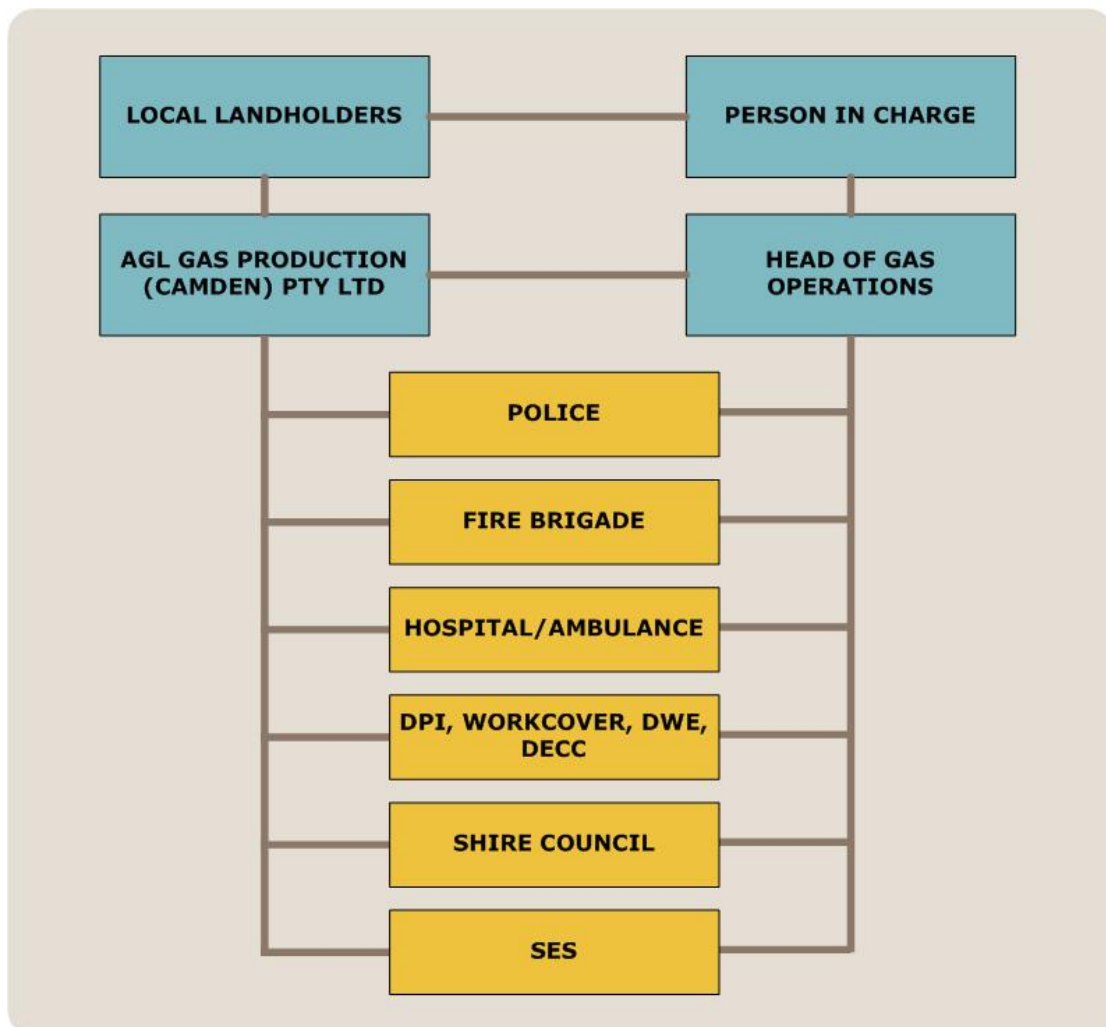
Regular drills will be carried out to refresh knowledge of emergency equipment and procedures. Drills will be noted on the morning reports and monthly Environment, Health and Safety meetings.

3.2. Review

The Head of Gas Operations and Field Environment & Safety Officer shall ensure that this Emergency Response Plan is reviewed:

- › After each and every drill;
- › After any emergency situation; and
- › Every year.

4. Emergency Reporting Responsibilities



5. Dangerous / Hazardous Goods (Rosalind Park)

Process Tank/ Vessel Storage

Tank Type	Capacity	Product Details	UN #	Class
Aboveground in enclosure	1000 litres	Flammable Liquid (tertiary Mercaptans)	1993	3.1
Compressor x 3	837 kg each	Natural Gas	1971	2.1

NB: Class C1 indicates combustible 1

Packaged Goods

Location	Product Details	UN #	Class	Quantity	Maximum Quantity
Drum Storage	Tri-Ethylene Glycol	-	C2	205 L	1025 litres
Drum Storage	Compressor Lube Oil	-	-	205 L	6000 litres
Pail Storage	Paint	1263	3.1	5 L	<50 litres
Workshop	Mixed goods	-	3.1 & 3.2	< 250 L	<250 litres
Area	Nitrogen (cylinder)	1066	2.2	25.5 SCM	
Area	Carbon Dioxide (cylinder)	1013	2.2	7 SCM	

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6. Appendices

- 6.1 Rosalind Park Gas Plant Emergency Site Plan (Map)
- 6.2 Camden South Emergency Response Plan (Map)
- 6.3 Procedure Field Production Flood Management

