

Presentation Instructions

Who is this presentation for?

The trainer and learners.

What is in this Presentation?

- Course information that matches the Learner Guide content.
- Review questions and model answers.
- Slides contain summarised content, with full notes and information for the trainer, visible when the slide show is shown in "Presenter View" (see instructions on next slide).
- Use this presentation to support and reinforce the training information from the Learner Guide.

What do you need to do before you use it for the first time?

1. Rebrand the presentation.
2. Review the presentation as part of your validation process.

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Instructions for Viewing in Presenter View

NOTE: This view is only applicable when the computer is connected to a second screen or a data projector.

Once the second screen/projector is connected make sure that the "Use Presenter View" box is ticked.

This is found in the "SLIDE SHOW" tab as shown below.



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RIIRIS 2021

RESPOND TO SITE BASED S P I L L S



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Training Presentation Sections

Click on a box to go to that section.



Section 1: Plan and Prepare for Site Based Spills



Section 2: Assess and Identify Spill Type



Section 3: Respond to Spills



Section 4: Complete Reporting Requirements

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Section 1: Plan and Prepare for Site Based Spills



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1.1 Introduction

This course is based on the unit of competency **RIIRIS202E Respond to Site Based Spills.**

You will learn about:

- ◆ Emergency and spill response plans.
- ◆ Types of chemicals.
- ◆ Identifying potential spill risks.
- ◆ How to respond to a spill on site.
- ◆ Documentation and reporting requirements.



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1.1 Introduction

During mining operations, accidental spills and release of hazardous materials is likely to occur at some point.

Being prepared for these incidents can help to avoid environmental impacts and emergencies.

Mining operations generate hazardous waste, transport and store petroleum products and other hazardous materials, and are required to prepare spill control and clean up procedures and plans.



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1.2 Understand Work Requirements

It is important that you read and understand what is required to remain compliant with the policies and procedures of your workplace. These usually focus on safety in the workplace, minimising risk, responding to incidents and reporting and recording requirements.

Documents detailing work requirements can be compulsory or influenced by national and/or state and territory laws, regulations, and standards.



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1.2 Understand Work Requirements

The information and documents you access to better understand your work requirements will help you to understand how your workplace expects you to behave and carry out work. You will also learn the broader expectations for other parties within the company. Doing this will enable you to control workplace risks in line with the processes and procedures of your workplace.

If you have any difficulties accessing or interpreting documentation about work requirements or you do not understand something, speak to your supervisor or manager.



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1.2.1 Locate Relevant Documents

You can access workplace documents detailing work requirements through a range of procedures including:

- ◆ Asking your Health and Safety Representative.
- ◆ Speaking to management.
- ◆ Organisational intranet and internal databases.
- ◆ Organisational manuals, policies and procedures.
- ◆ Organisational libraries – hard copy or digital.
- ◆ Conducting an internet search.



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1.2.2 Key Documents

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Several documents you may find useful to access include:

Document	Health and Safety Rules
	WHS and Risk Management Policies and Procedures
	Work Instructions
	Spill and Emergency Response Documentation

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Document and Description

Health and Safety Rules - These can be found in National, or State legislation, regulations, codes of practice and Australian standards. Every workplace must follow laws and rules to ensure they meet requirements for managing risk on site, including spills.

WHS and Risk Management Policies and Procedures - A collection of documents that explain how the workplace makes sure everyone on site is safe and compliant with the relevant legislation. Different parties in the workplace will have different responsibilities when it comes to keeping the workplace safe; these will be detailed in WHS policies and procedures.

Work Instructions - Documents that provide more specific instructions on how to safely perform your own work activities. These documents may also identify known hazards and risk controls relating to different tasks or pieces of plant or equipment you may use. Work activities in the resource and infrastructure industries can have higher levels of risk. If your work activities are considered high risk then there will be more detailed work instructions to ensure your safety.

Spill and Emergency Response Documentation - Includes instructions

on how to raise the alarm, including contacting emergency services. Provides guidance on how workers should respond to an emergency to ensure the safety and health of all persons at the workplace and to minimise the risk of damage to property as well as the environment. Also details specific duties of prescribed persons such as fire wardens, emergency response or incident coordinators, rescue teams and first aid officers. These procedures will differ based on the size and type of the workplace, types and amounts of hazardous chemicals and the processes involved when these chemicals are used.

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1.2.2.1 Emergency Response Plan

The objectives of the Emergency Response Plan (ERP) are to provide personnel with clear instructions on how to assess and respond to an emergency. It should contain instructions for:

- ◆ An effective response to different kinds of emergencies.
- ◆ Evacuation procedures.
- ◆ Notification procedures to advise emergency services organisations as soon as practicable.
- ◆ Medical treatment and assistance.
- ◆ Communication procedures between the person coordinating the emergency response and all persons at the workplace.



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1.2.2.1 Emergency Response Plan

A comprehensive emergency plan should also include:

- ◆ A site map that indicates where hazardous chemicals, emergency response equipment and first aid supplies are stored.
- ◆ Roles and responsibilities of key personnel in managing emergencies.
- ◆ Situations that require the activation of the emergency response plan.
- ◆ Systems for raising the alarm.
- ◆ Identifying and classifying the severity of the emergency.
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Continued...

1.2.2.1 Emergency Response Plan

- ◆ Isolation of the emergency area.
- ◆ Roles of on-site emergency response personnel.
- ◆ Methods for containing any spillage.
- ◆ When and how to disconnect the power supply.
- ◆ Strategies to prevent hazardous chemicals or contaminated material of any kind from entering drains or waterways.
- ◆ Maintenance of site security throughout the emergency.
- ◆ Guidance for dealing with the public and the media.
- ◆ Site rehabilitation requirements.



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1.2.2.1 Emergency Response Plan

Copies of the ERP should be available from:

- ◆ Project/Site Office.
- ◆ WHS Office.
- ◆ Emergency Response Coordinator's Office.
- ◆ Environmental Manager's Office.
- ◆ First Aid room(s).
- ◆ Common areas and near telephones.
- ◆ Company corporate office.



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1.2.2.2 Spill Response Plan

The purpose of the Spills Response Plan is to provide instructions for responding to spills to minimise:

- ◆ Danger to persons.
- ◆ Pollution of land and water.
- ◆ Size of the affected area.
- ◆ Degree of disturbance to plants and wildlife.
- ◆ Degree of disturbance during clean up.



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Section 1 Review Questions

1. What documents detail the specific duties of prescribed persons such as fire wardens, emergency response or incident coordinators, rescue teams and first aid officers?

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Spill and emergency response documentation.

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