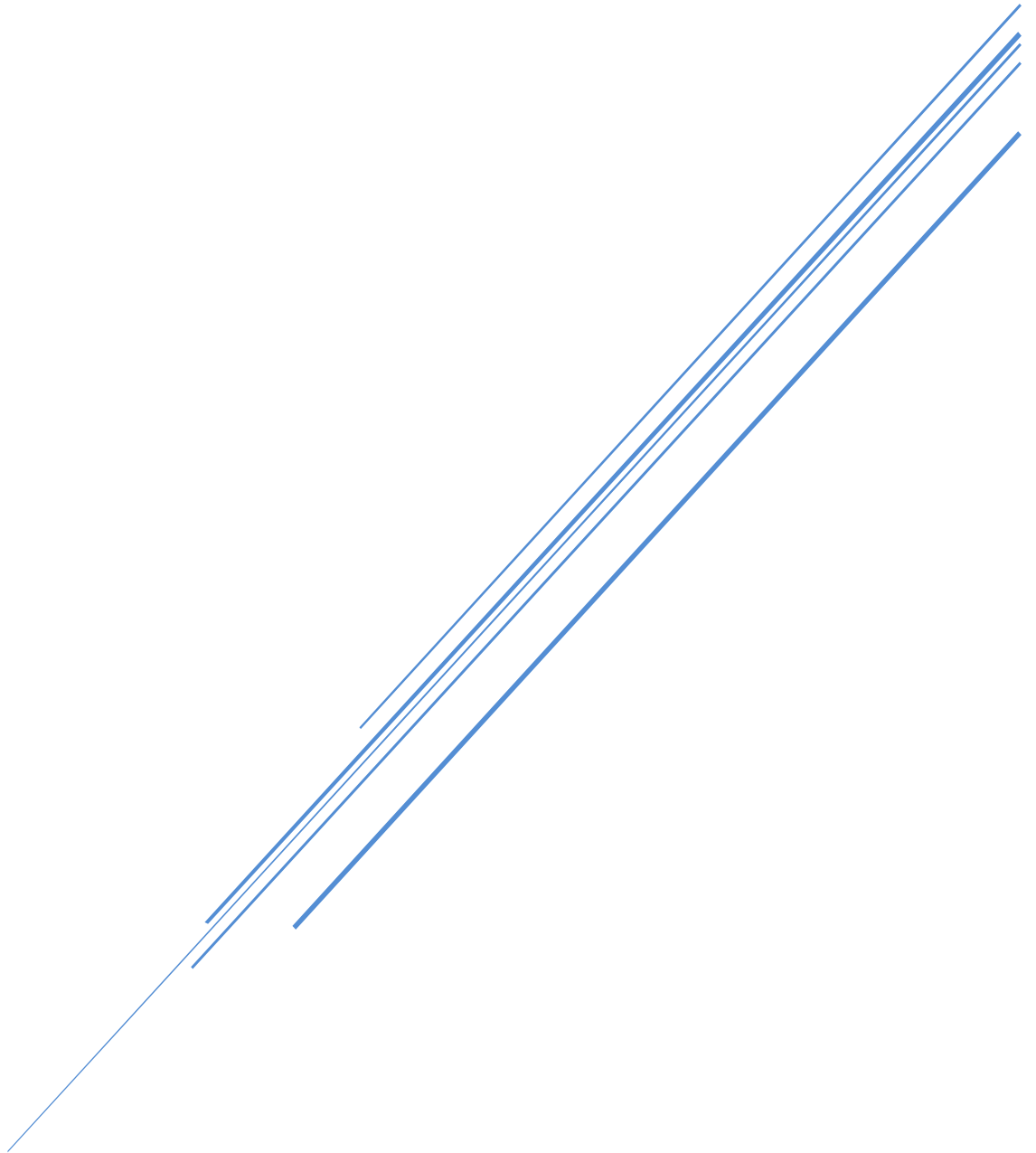


ELT Recycling Australia Pty Ltd

FIRE RISK ASSESSMENT

308 George Town Road Rocherlea Tasmania 7248



OCTOBER 2024

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SUMMARY

The following summarises the review and update of the **Fire Risk Assessment** conducted at the **ELT Recycling Australia Pty Ltd** site located at **308 George Town Road Rocherlea 7248**, undertaken by **Global Resource Management** in **October 2024**. Changes to the site and new information have been included in this report. A site inspection was conducted on **7th October 2024** with **ELT Recycling Australia Pty Ltd**

The activities of the site include:

- the receipt and storage of used Waste tyres
- shredding of tyres
- collection and storage of Waste Tyres
- distribution of materials for recycling
- plant equipment maintenance
- administration

This risk assessment review was conducted with reference to the *Tasmanian Occupational Health and Safety Act 2022* legislative requirements, the *Tasmanian OH&S (Transitional) Regulations 2022*, EPA guideline.

- *Management and storage of combustible recyclable and waste materials*, Fire Rescue Tasmania Guidelines, (NSW and Victoria) and other binding regulations, standards, and compliance codes.

This risk assessment recommends the best practice and guidelines for:

- Hazards involving the storage and shredding of waste tyres.
- Gaps in the OH&S Management System
- Improvement to the routine servicing of ESM

Improvements to documented housekeeping and maintenance practices will achieve a higher level of legal and regulatory compliance to reduce the risk of fire and workplace incidents including the overall safety of the workplace for employees.

Routine workplace inspections will be conducted at least every week. A checklist has been formulated to cover the different areas of the site, highlighting areas requiring routine maintenance and regular housekeeping activities. Also, the ongoing review and development of the Fire Risk Assessment Hazard Register have been included to assist in the ongoing controlling of hazards and the risk to harm.

In conclusion, this Fire Risk Assessment has established that most of the recommended controls once implemented will reduce the risk of an emergency such as fire, run-off, issues contaminating the environment or incident causing harm to people, property and the environment.

SCOPE

The scope of this **Fire Risk Assessment** report was undertaken as a review of the examination of updated information sourced from ELT Recycling Australia Pty Ltd the condition of the site building and surrounds and the observation of the activities and practices adopted at the time of the visit of 308 George Town Road Rocherlea 7248.

The principal objectives of this assessment and report have been provided by ELT Recycling Australia Pty Ltd which include but are not limited to:

- a) A review of the Fire Risk Assessment.
- b) Identify possible fire hazards and their potential causes at the premises.
- c) Assess the risks to human health and the environment from identified hazards.
- d) Identifies adequate controls and includes time-bound milestones for implementation to minimise the risk of harm from fire, including a risk ranking before and after the implementation of controls.
- e) Describes how controls will be checked for their effectiveness, actions to improve your site's risk management and how this process will be verified.

METHODOLOGY

The assessment involved:

- Discussions with relevant personnel to ascertain the changes to operations, site usage, plant equipment, storage, and work practices.
- A visual inspection of the fire safety systems installed on the premises.
- The buildings were not occupied at the time of assessment and the survey was

conducted during normal business hours.

- Registering identified hazards, and the level of risk and providing recommended corrective measures adopting the OH&S hierarchy of controls.

The assessment report was compiled with reference to documents provided by **ELT Recycling Australia Pty Ltd** and other documented guidelines:

- EPA guideline 1667.3 - *Management and storage of combustible recyclable and waste materials, (Vic)*
- Fire Rescue Tasmania guidelines for *Indoor Storage and Open-Air Storage of New or Used Tyres, (NSW and Victoria)*
- BOC *Guidelines for Gas Cylinder Safety*
- Alarm system commissioning report – Vantage Wiring Solutions – 10/8/21
- Fire Protection and Drenching Systems engineering drawing – Construction issue – 17/9/20.

BACKGROUND

The observation of the activities and practices adopted at the time of the visit in October 2024 to the **ELT Recycling Australia Pty Ltd** facility established that there was significant development achieved in general workplace OH&S monitoring and housekeeping procedures referring to ELT Recycling Australia policies and procedures.

The EP Act outlines environmental duties for managing and storing Combustible and Recyclable Waste Materials (CRWM). The EP Regulations support the EP Act by clarifying details for duty holders (anyone with obligations under the EP Act) on how to fulfil their obligations. This includes specific requirements for hazards where appropriate.

The risk to the environment in the event of a fire of tyre materials and the subsequent water run-off are mitigated due to the repairs and subsequent installation of a stormwater drainage shut-off valve. This is indicative of improvements with all ELT Recycling Australia facilities.

Fire Rescue Tasmania produce management and storage issue guidelines to provide advice and to make recommendations to building owners and operators for the safe storage of rubber tyres indoors, for both new and existing buildings.

The highest risk of fire is the stockpiling of waste tyres and shredded tyre materials in storage onsite. There is a clear plan in the quantity of materials to be stored onsite being significantly lower due to more efficient tyre processing methods and the incorporation of additional machinery.

EPA Guideline

Management and Storage of Combustible Recyclable and Waste Materials

The **EPA guideline 1667.3** is designed to support the management and storage of CRWM in a manner that minimises the risk of harm to human health and the environment. The guideline helps to support compliance with the new Tasmanian environmental protection laws.

EPA states that a Waste and Resource Recovery Facility (WRRF) is a facility that receives, stores or processes waste generated at another site for resource recovery or offsite transfer or disposal, including but not limited to:

- transfer stations
- materials recycling facilities
- resource recovery centres
- re-processors (for example, recyclers of paper, cardboard, plastic, and e-waste).

Any business responsible for receiving, reprocessing, or storing CRWM where there is a risk of fire, for example, metal recycling, organics processing, reprocessing of electronic or glass waste and tire storage, is to minimise their risk of harm to human health and the environment from fire as far as reasonably practicable.

Fire Risk Management Framework



Fire Services Guideline

Indoor Storage of New or Used Tyre Fire and Environmental Hazards

Rubber tyres are made of very combustible compounds, including carbon, oil, benzene, toluene, rubber, and sulfur. Tyres are not easy to ignite because they are designed to absorb the heat generated by the friction of road contact. Once ignition takes place, however, this same ability of tyres to absorb heat makes extinguishment difficult. The high carbon content and steel cords serve as heat sink, absorbing and storing heat within the tyre. Although extinguishment cools the tyre from open flaming to a smoldering stage, the stored tyre heat can re-ignite the tyres.

Tyres has a heat of combustion of about 35kJ/g, or roughly twice that of ordinary combustibles such as paper or wood. Once ignited, fire development is rapid and high temperatures can be expected due to the large, exposed surface area to mass ratio of tyres, and to the available ventilation. Burning is likely to persist for extended periods. In all fires, there is a high probability of ignition, even if the fire is controlled.

While tyres are stable and not considered to be a hazardous material, once there is a fire, the tyre product breaks down into hazardous compounds including gases, heavy metals, and oil, generating a great deal of smoke. Experience at large tyre fires in the US indicates that for every million tyres consumed by fire, approximately 208,000 liters of unburned run-off oil can pollute the environment unless it is contained. The average passenger car tyre is estimated to produce more than 7.5 liters of oil. Tyre fire run-off is a significant environmental pollutant that can get into groundwater and contaminate well water. In addition to run-off oil, at least 32 toxic gases are produced by tyre fires.

Storage and stacking arrangements of rubber tyres create difficult challenges for firefighting since the tyres hollow toroidal (hollow doughnut-shaped) form provides ventilation and allows flames to grow on its inner surface while at the same time shielding flames from the sprinkler and fire hose spray.

IDENTIFY HAZARDS

Hazard Identification

While performing hazard identification of the facility there have been considerations based on what a fire needs to initiate and survive. There are 3 basic elements to consider fuel, oxygen and heat.

Other elements include the structural features of the facility including the existing fire safety equipment and the work processes being conducted on the site and the staff's capabilities to be able to provide an appropriate response.



The identification of fire hazards included the onsite review of:

1. Sources of ignition

- Heat or sparks caused by friction.
- Naked flames or hot work processes
- Fixed or portable heaters
- Lighting equipment

2. Sources of fuel

- Flammable gases, liquids, or solvents
- Plastics/rubber/foam materials
- Wood/paper/cardboard
- Waste materials

3. Sources of oxygen

- Natural or mechanical airflows
- Oxygen supplies from bottles, machinery, or equipment

4. Structural features

- Design, layout, and the materials used in the construction of the buildings.
- Openings in walls, floors, or ceilings

5. Work processes

- Review of work practices

Assess the Risk

A Risk Matrix is used to assist in calculating the risk level by finding the intersection between the likelihood of an incident occurring and the resultant consequences. Evaluating the consequences of a risk occurring is performed according to the ratings in the top row. Evaluating the likelihood of an incident occurring according to the ratings in the left-hand column.

The level of risk rating is used to determine an Action Timeframe to be aimed at implementing control measures.

Risk Matrix

Likelihood		Consequence				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Al mo st Cer tai n		Low (A1)	Significant (A2)	High (A3)	High (A4)	High (A5)
Likely		Low (B1)	Medium (B2)	Significant (B3)	High (B4)	High (B5)
Possible		Low (C1)	Low (C2)	Medium (C3)	Significant (C4)	High (C5)
Unlikely		Low (D1)	Low (D2)	Low (D3)	Medium (D4)	Significant (D5)
Rare		Low (E1)	Low (E2)	Low (E3)	Low (E4)	Medium (E5)

Risk Description and Action Timeframe

H	High risk: Most critical and must be addressed on a high priority basis. Has potential to endanger life, cause significant damage or seriously breach legislative requirements. Risk Action Plans to be developed to eliminate or reduce risk as far as reasonably practicable using the hierarchy of controls and reported to senior management. Recommended resolution timeframe: Immediately and within 1 month
S	Significant risk: Likely to cause lost time injury(ies), damage, business disruption or may breach legislative or Dexu requirements. Risk Action Plans to be developed to eliminate or reduce risk as far as reasonably practicable using the hierarchy of controls and reported to senior management Recommended resolution timeframe: generally within the next 1-3 months
M	Medium risk: Unlikely to cause much damage, injury and/or threaten the efficiency and effectiveness of the program/activity. Risk Action Plans to be developed and implemented by building/operations managers. Manage by specific response or response procedures. Recommended resolution timeframe: within 6 months
L	Low risk: Unlikely to require specific resources. Manage by routine procedures. Monitor and Review. Recommended resolution timeframe: within the next 12 months


Sources of Ignition

Sources of ignition include but are not limited to:

- Naked flames /hot work processes
- Fixed /portable heaters
- Boilers /engines /machinery
- Cooking facilities
- Lighting equipment

- Friction /sparks
- Smoking materials /matches, lighters etc.

Sources of Ignition – 1		
Hazard	Boilers / engines / machinery: <ul style="list-style-type: none"> • Failure of moving machine parts and conveyors, heat generated from failed bearings. • Electrical faults and failures. 	
Likelihood	Likely	E
Consequence	Moderate	3
Risk Level	Insignificant (B1)	
Recommended control measures	1. Maintain equipment as per manufacturers specifications, including but not limited to: routine lubrication of moving parts, testing of electrical motors and controls	
Residual Risk	Low (E3) Routine procedures	
Recommendations: <ul style="list-style-type: none"> • Routine workplace inspections and completion of housekeeping check list has been developed and conducted as a fire prevention strategy at least every week by order of site management. 		

Sources of Ignition – 2		
Hazard	Friction / sparks: Use of machinery to shred tyres.	
		
Likelihood	Unlikely	E
Consequence	Moderate	3
Risk Level	Medium (E3) Routine Procedures	
Recommended control measures	<ol style="list-style-type: none"> 1. Engage housekeeping activities to clear build-up of debris from moving parts. 2. Recommend documented / check list walkthrough inspections on a weekly basis to assist maintaining clear equipment and work areas from debris. 	
Residual Risk	Low (D2) Routine procedures	


Recommendations:



- Routine workplace will be conducted and documented as a fire prevention strategy at least on a weekly basis by order of site management.


Sources of Fuel

Sources of fuel include but are not limited to:

- Flammable liquids /solvents /oils etc.
- Chemicals
- Wood /paper /cardboard etc.
- Plastics /rubber /foam
- Furniture and fixings
- Flammable gases
- Textiles
- Display materials
- Waste materials

Sources of Fuel – 3		
Hazard	Forklift.	
		
Likelihood	Unlikely	D
Consequence	Minor	2
Risk Level	Medium (D2) Routine Procedures	
Recommended control measures	1. Store forklifts away from any fuel source	
Residual Risk	Low (D2) Routine procedures	
Comment:	<ul style="list-style-type: none"> • Regular inspection and housekeeping practices being maintained and documented. 	


Sources of Fuel – 4		
Hazard	Laced tyres	
	 <p>Laced Tyres</p>	 <p>Barrel Stacked Tyres</p>
Likelihood	Possible	C
Consequence	Moderate	3
Risk Level	<p align="center">Medium (C3) To be actioned within 6 months</p>	
Recommended control measures	<ol style="list-style-type: none"> 1. Maintain proper storage of laced tyres 2. Maintain proper storage of tyres barrel stacked 3. Store laced and barrel stacked tyres in area separated from other fuel ignition sources. 	
Residual Risk	<p align="center">Low (E3) Routine procedures</p>	
<p>Comment:</p> <ul style="list-style-type: none"> • Regular inspection and housekeeping practices being maintained. • Proper storage of laced and barrel stacked tyres and site generally tidy to be maintained and inspected at regular intervals 		


Sources of Fuel – 5		
Hazard	Shredded tyres in Jumbo Bags <ul style="list-style-type: none"> Indoor storage of complete and shredded tyre materials 	
		
Likelihood	Possible	C
Consequence	Catastrophic	5
Risk Level	High (D3) Immediate action if required and then one month	
Recommended control measures	<ol style="list-style-type: none"> Maintain low level of stored Jumbo Bags Maintain stockpiles of materials to contain aisles to allow air movement and minimise heat build-up and to remain clear to allow for firefighter access. There is no outdoor storage 	
Residual Risk	Medium (D4) Maintain action plans	
Comment: <ul style="list-style-type: none"> Refer to Fire Rescue Tasmania guidelines for <i>Indoor Storage and Open-Air Storage of New or Used Tyres</i> Maintenance of floor space, clear paths of travel and tidy storage of bulk bags. 		

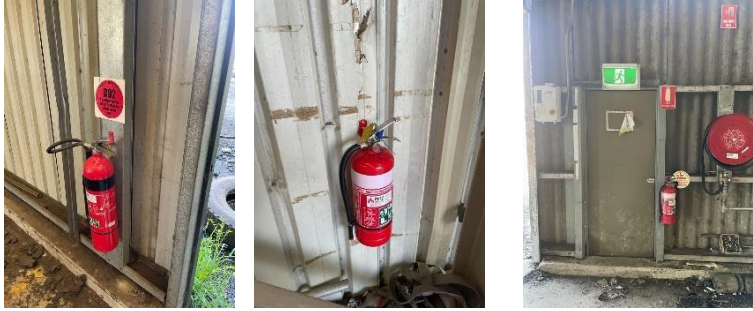
Sources of Oxygen

Sources of oxygen include but are not limited to:

- Natural or mechanical airflows
- Chemicals such as oxidising materials
- Oxygen supplies from bottles, machinery, or equipment

Sources of Oxygen – 1		
Hazard	Warehouses	
		
Likelihood	Unlikely	D
Consequence	Major	4
Risk Level	Medium (D4) To be actioned within 3 months	
Recommended control measures	1. Maintenance 1. Maintain roller doors, drain shut off valves and emergency exists. 2. Inspection of all escape routes, doors as per fire drill instructions	
Residual Risk	Low (D2) Routine procedures	
Comment: <ul style="list-style-type: none"> • Warehouse sheds fitted with dampers and roller doors closing in the event of activation of the FIP alarm restricting airflow and source of oxygen being maintained as part of ESM maintenance regime. • Shut off valve at drain being maintained and tested as part of ESM maintenance regime. • Ensure roller doors are closed for all times outside working hours. 		

Structural Features – 2		
Hazard	Electrical switchboards	
		
Likelihood	Possible	C
Consequence	Major	4
Risk Level	Significant (C4) Resolution within next 1 – 3 months	
Recommended control measures	<ol style="list-style-type: none"> 1. Maintenance <ol style="list-style-type: none"> a. Ensure annual RCD testing is being performed annually. b. Ensure 5 yearly Thermal Imaging testing is being performed 5 yearly. c. Only use suitable qualified licensed electricians for all electrical work. d. Keep all items clear – minimum of 1M perimeter (painted floor) 	
Residual Risk	Low (D3) Routine procedures	
<p>Comment:</p> <ul style="list-style-type: none"> • Thermal imaging and testing of switchboards conducted annually and records kept <p>Recommendation:</p> <ul style="list-style-type: none"> • Ensure recommended service and maintenance items identified in electrical testing are being completed routinely. • Use only qualified companies to test and report 		

Structural Features – 2		
Hazard	Essential safety items and equipment	
		
Likelihood	Possible	D
Consequence	Catastrophic	3
Risk Level	<p style="text-align: center;">Low (D3) Immediate action required in the event any of the below list is not currently being performed.</p>	
Recommended control measures	<ol style="list-style-type: none"> 1. Ensure all fire safety equipment onsite is being maintained as listed in the Occupancy Permit (OP) and AESMR (Annual certification) is being performed as per the <i>Tasmanian Building Act 2016</i> and other regulatory requirements. 2. Ensure all electrical equipment is tagged in accordance with Occupancy Permit (OP) and AESMR (Annual certification) is being performed as per the <i>Tasmanian Building Act 2016</i> and other regulatory requirements. 	
Residual Risk	<p style="text-align: center;">Low (D3) Routine procedures</p>	
<p>Recommendation:</p> <ul style="list-style-type: none"> • All extinguishers and hoses to be checked every 6 months, tagged and recorded • Testing of ESM fire safety equipment to be undertaken by specialist contractors only. • Proper training for staff and record training sessions. 		

Structural Features – 3


<p>Hazard</p>	<p>Essential safety items and equipment</p> <div data-bbox="518 340 1382 947" data-label="Diagram"> <p>EMERGENCY EVACUATION PLAN</p> <p>EVACUATION PROCEDURES</p> <p>EMERGENCY DIAL 000</p> <p>Leave building by nearest exit. Follow arrows Muster Point - Across Road All staff to assemble in Muster Area for a staff check to be carried out by a fire Warden. DO NOT LEAVE ASSEMBLY AREA UNTIL NOTIFIED BY FIRE WARDEN OR EMERGENCY PERSONNEL.</p> <p>IN THE EVENT OF A FIRE</p> <p>R "Rescue" any person(s) on immediate danger A "Alarm" Raise the alarm. Contact emergency services or 000 C "Contain" Close doors to contain the fire and smoke (if safe) E "Extinguish" Attempt to extinguish the fire only if you are trained and it is safe to do so. Evacuate to the Muster point</p> <p>Leave the building immediately by the nearest exit; proceed to the Muster Point indicated in the map above. Remain in the Assembly Area until you receive further instructions from the Fire Warden or Emergency Personnel</p> <p>Do Not re enter the building until advised it is safe to do so by the Fire Warden or Emergency Personnel</p> <p>Nearest Hospital - Northern Hospital 181 Cooper</p> </div>	
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<p>Likelihood</p>	<p>Possible</p>	<p>A</p>
<p>Consequence</p>	<p>Moderate</p>	<p>3</p>
<p>Risk Level</p>	<p>High A3 Immediate</p>	
<p>Residual Risk</p>	<p>Low (D2) Routine procedures</p>	

Comment:

- A3 laminated/framed diagrams to be placed in "You Are Here" locations

Environmental Hazards

Environmental Hazards – 1		
Hazard	Rain or water system run off – contamination of storm water drains.	
		
Likelihood	Possible	C
Consequence	Major	4
Risk Level	Significant (C4) Resolution within next 1 – 3 months	
Recommended control measures	1. Storage <ol style="list-style-type: none"> a. Maintain storage of materials inside or undercover from rain. b. Limit quantity of materials onsite 2. Storm water drains <ol style="list-style-type: none"> a. Install shut off valves if not already in place b. Use of grate stockings to catch foreign objects 	
Residual Risk	Medium (D4) To be actioned within 6 months and/or monitored under housekeeping inspection protocols.	
Comment: <ul style="list-style-type: none"> • Storm water shut off valves have been fitted to drains on site. It is recommended that storm water drain filter catches be fitted to all drains. Once fitted the mesh should be cleaned or replaced monthly to ensure unnecessary blockage 		

Water Run Off

In the event of an incident fire water to extinguish a blaze will be held within the facility. Contaminated Water will be collected by Spectran Group, Launceston. Spectran Group efficiently collects liquid waste with a payload capacity from 6 tonnes to 20 tonnes and transports the waste to a designated and approved disposal site.

Fire Hydrants

There are 4 fire hydrants located at the facility. Two are located directly outside at 308 Geogre Town Rd Rocherlea and a further 2 opposites at 315 George Town Rd Rocherlea.

Access For Emergency Vehicles

In Tasmania, fire engine access to buildings and firefighting water supplies is crucial for effective fire-fighting operations. Building owners and occupiers are legally obligated to ensure that access is not obstructed, and the Fire Service has specific design and construction requirements for access.

The occupier of a building must ensure that the access of Fire Service members to fire protection equipment and essential services is not obstructed, with some exceptions for reasonable security.

Design and construction requirements for property access are outlined in the "Building for Bushfire" guideline, specifically for bushfire-prone areas.

A fire engine accessway of at least $\frac{1}{4}$ length of perimeter (minimum 15m), whichever is greater, shall be provided to access at least one entire façade of each block and shall be located at a distance of at least 2m and at most 10m away from the façade of the building.

Implement Controls

A review of controls should be conducted once the facility is operational. The Check of Controls will be conducted to assess the performance outcomes of implemented procedures and identification of additional improvements to be implemented by site management using the level of risk as a priority.

Recommended control measures that have been deemed a High Risk are to be considered first with immediate action, Significant Risk to be actioned within 1 – 3 months, Medium Risk to be actioned within 6 months and Low Risk are changes to routine procedures.

High	Immediate action required, cessation of activity
Significant	Resolution within next 1 – 3 months
Medium	Resolution within 6 months
Low	Actioned by review / monitoring of routine procedures

Any changes to the plant equipment, warehouse and storage of used tyres and recycled materials may require a review of OH&S documentation and consultation with onsite staff members.

Workplace Inspections and Routine Maintenance

Routine workplace inspections, equipment maintenance activities and housekeeping procedures including basic fire prevention strategies will be performed.

These routine inspections' purpose is to ensure equipment and plant are being routinely maintained and to monitor the effectiveness of housekeeping activities and conditions of the site that contain identified hazards and previously implemented control measures.

All firefighting equipment will be inspected every 6 months by "a qualified inspection Service". The extinguishers and hoses will be routinely checked and up to date.

All electrical equipment, including office equipment should be tested and tagged annually by "a Qualified Test and Tag Service". All electrical equipment will be routinely checked and up to date.

Risk rating:	Medium	Resolution within 6 months
Residual risk:	Low	Actioned by monitoring of routine procedures

Staff Induction, Training and Consultation

Once staff members are employed full time. The staff will be active in all operations of the facility and will be inducted properly into the workplace.

The staff members take an active role In, Fire Safety, Work Safety and will be inducted properly in the operation of all machinery and equipment.

A copy of the induction will be stored by management and further training should be conducted with the introduction of new machinery and or equipment.

Risk rating:	Low	Actioned by monitoring of routine procedures
Residual risk:	Low	Actioned by monitoring of routine procedures

Hazard Register

To ensure the ongoing management of risks, it is important to document all identified fire hazards and risks, and their controls. The development of a Hazard Register would assist in the ongoing controlling of hazards and the risk to harm. Risk assessments and resulting control measures are to be implemented for identified hazards to eliminate where possible or decrease the level of risk of harm or injury.

This document is being used to assist site management in identifying hazards on site. However, identifying hazards and assessing risk is an ongoing exercise and is to be continuously monitored and routinely updated. Risk assessment involves understanding the relative likelihood should an event occur and the scale of potential consequences.

Understanding the likelihood and consequence of a hazard leading to an event can support and inform the selection, development, and application of controls. (EPA 1667.3; 3.7)

Risk rating:	Medium	Resolution within 6 months
Residual risk:	Low	Actioned by monitoring of routine procedures

Emergency Information Booklet (EIB)

EPA states that a Waste and Resource Recovery Facility (WRRF) is a facility that receives, stores or processes waste generated at another site for the purposes of resource recovery or offsite transfer or disposal, including but not limited to:

- 7.1.1. transfer stations
- 7.1.2. materials recycling facilities
- 7.1.3. resource recovery centres
- 7.1.4. re-processors (for example, recyclers of paper, cardboard, plastic, and e-waste).

In this instance Fire Rescue Tasmania requires onsite an Emergency Information Book (EIB). The EIB is designed to ensure that key information is available to the emergency services in the event of an emergency or incident at your site.


The information contained in the EIB is designed to ensure the safety of emergency services personnel and help them make decisions regarding response actions and

strategies.

Information contained within the EIB is required to be reviewed every five years and is required to be regularly updated if circumstances onsite change.

The details must be an accurate representation of the site's required information as contained within the EIB. Information and explanatory notes are listed here to assist you with the required documentation.

Recommendations:

<p>Emergency Information Book (EIB) to be implemented on site.</p> <p>Emergency Information Book (EIB) Information sheet and order form is available using this link to the FRV website: https://www.frv.vic.gov.au/dangerous-goods-0</p>	
<p>The provision of an Emergency Information cabinet for the storage of an EIB and other relevant site and contact information or use by Emergency Services is to be installed at the site.</p> <p>Emergency Information cabinets can be purchased online from local suppliers of fire safety equipment.</p>	

Risk rating:	Medium	Resolution within 6 months
Residual risk:	Low	Actioned by monitoring of routine procedures

Evacuation Diagrams

The existing Evacuation Diagrams have been drafted and supplied in compliance with AS 3745:2010 *Planning for Emergencies in Facilities*. These diagrams are to be displayed as recommended by the "You Are Here" points in the diagrams. This assists with the locations of fire safety equipment, paths of travel, exits, and Assembly Areas of the site. Copies of these diagrams are to be placed in the Emergency Management Plan (EMP), the Emergency Information Booklet (EIB) and are to be used for emergency procedures training.

Risk rating:	Medium	Resolution within 6 months
Residual risk:	Low	Actioned by monitoring of routine procedures

EPC and ECO Training

The training schedule outlined in the ELT Recycling Australia Emergency Management Plan (EMP) is being followed to ensure compliance with AS 3745:2010 *Planning for Emergencies in Facilities*.

Risk rating:	Medium	Resolution within 6 months
Residual risk:	Low	Actioned by monitoring of routine procedures

Storm Water Shut Off Valves

Emergency valves for stormwater drains have been fitted. Drain mesh is yet to be installed. It is suggested that the mesh be fitted as a priority. The mesh can be purchased at a Bunnings store.

Risk rating:	Significant	Resolution within next 1 – 3 months
Residual risk:	Low	Actioned by monitoring of routine procedures

Testing of Electrical Switchboards, power points electrical appliances and machinery

Testing will be conducted by a suitably qualified and experienced licensed tester.

Item	Frequency
1. Electrical test and tag	Annually
2. Firefighting equipment	Every six months

Risk rating:	Medium	Resolution within 6 months
Residual risk:	Low	Actioned by monitoring of routine procedures

Structural Features

Structural features include but are not limited to:

- Structural features that could promote the spread of fire (e.g., open staircases, openings on walls and floors, large voids above ceilings or below floors and in the roof).
- The potential combustibility of any structural features.

The facility is constructed of Metal Clad. The roof is also constructed of metal Clad. The warehouses are mostly open. At the time of this report there was no office space. It has been advised that a portable office will be installed at the facility in due course. Once the portable office is installed the Fire Risk Assessment should be updated, inspected and include the new structure.

General day-to-day operational waste

As with any other commercial or industrial facility, a series of other operational wastes may be generated. These waste types and proposed management method are presented below.

Table 5: Potential operational waste types

General waste such as soiled paper and cardboard, food, and mixed plastics	Collected by waste contractor and sent to transfer station for recovery and/or disposal.
Recyclable beverage containers including glass, plastic, aluminum, and steel cans	Via recycling bin or separated and collected/delivered to operator under Queensland's Containers for Change scheme.

Spent or broken bulk bags	Collected by waste contractor and sent to transfer station for recovery and/or disposal.
E-waste	Off-site recycling
Spent smoke detectors	Disposal to landfill or off-site processing at licensed facility
Light bulbs and Fluro tubes	Offsite recycling or disposal.
Cleaning chemicals, solvents, area wash downs, empty oils/lubricants, or other chemical containers	Prepared for off-site recycling or disposal in accordance with the Transport of Dangerous Goods Code.
Fire-water runoff	Contained on site and removed by suitably licensed contractor for off-site treatment or disposal.

Table 5 identifies other potential operational wastes at the facility and their management measures. General waste and recycling bins will be stored on site within the warehouse facility, under cover and on hard standing prior to collection by an appropriately licensed waste contractor. Any wastes to be sent for recycling, recovery or disposal through specialist pathways will be separated and stored on site, under cover, prior to collection.

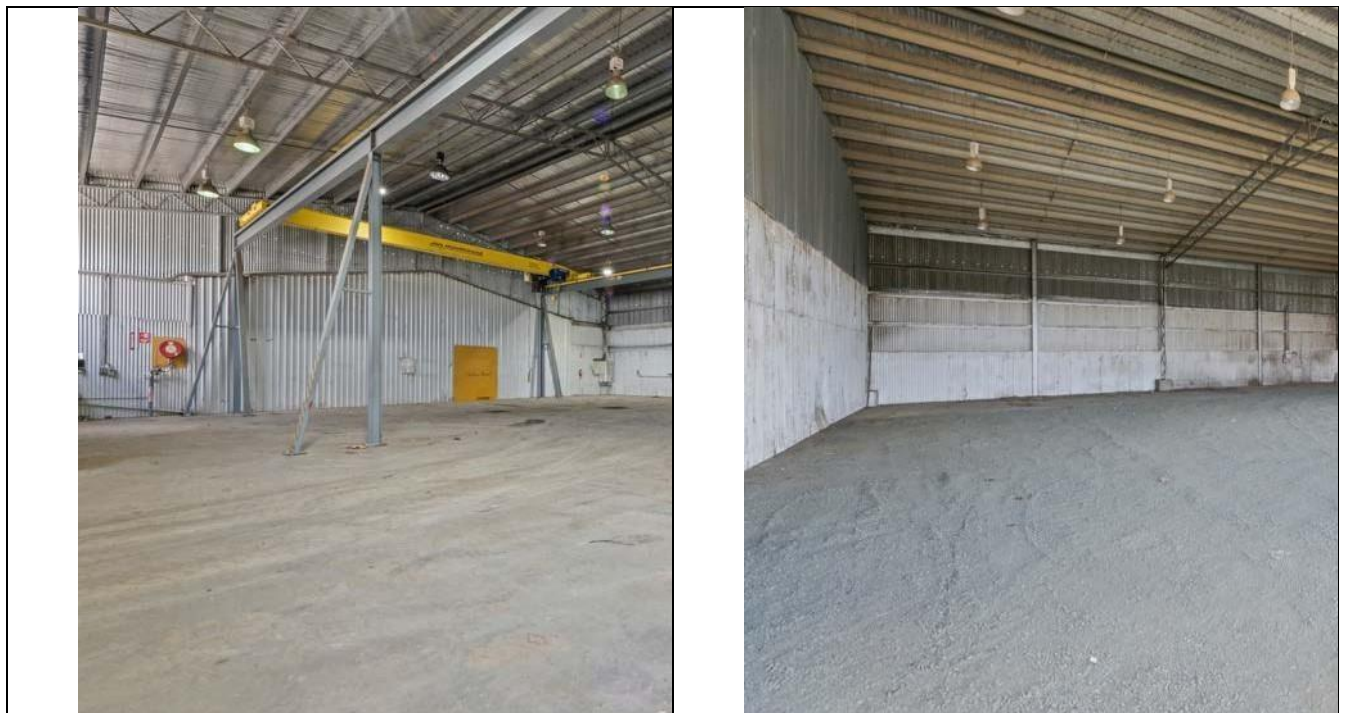
Closure

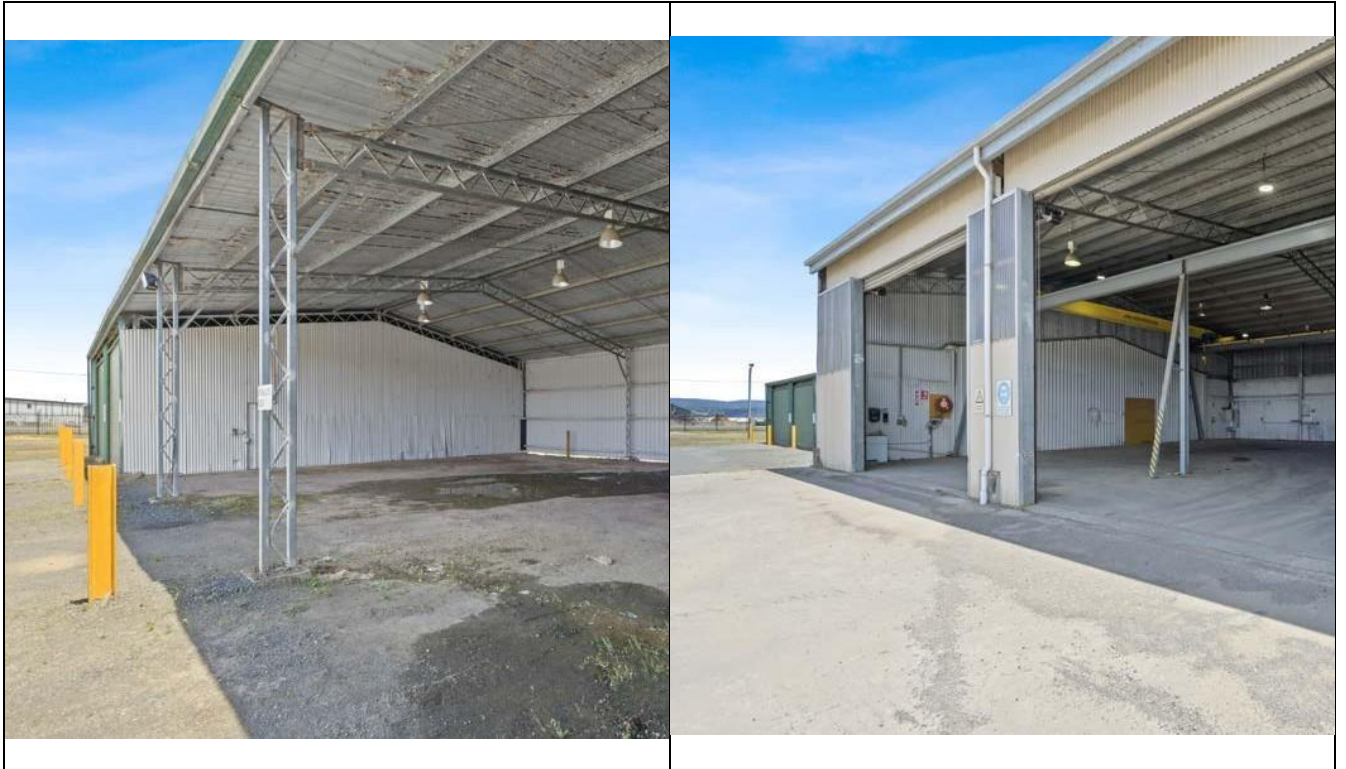
This document has been developed in response to a specific ELT Recycling Australia facility that is seeking Council and EPA permits. We trust the information provided provides sufficient clarity to allow progress regarding these matters.

Figure 1. Location address



Figure 2. Warehouse structure





Metal clad walls and Metal Clad roof

Figure 3. Driveway access



Figure 4. Overhead view of warehouse



Figure 5. Surrounding area

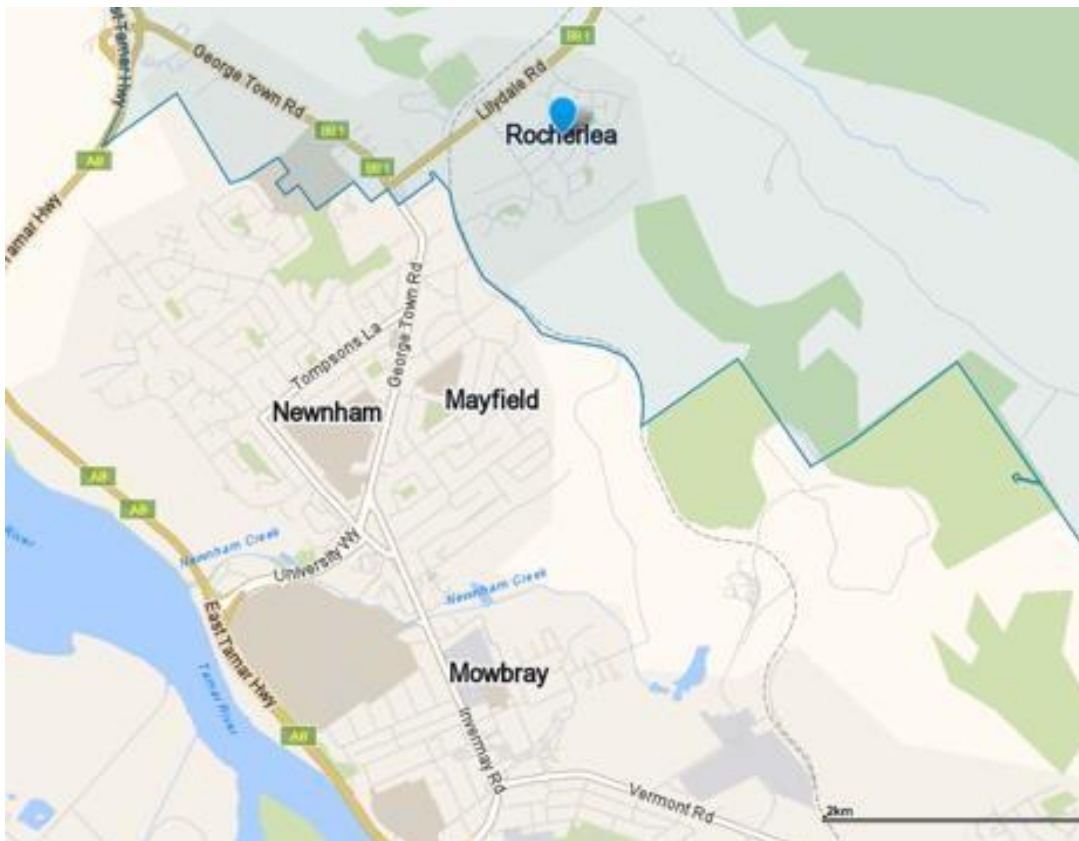


Figure 6. Storage Plan



Figure 7. Emergency evacuation plan

EMERGENCY EVACUATION PLAN

EMERGENCY EVACUATION PLAN

EMERGENCY EVACUATION PLAN

EVACUATION PROCEDURES

**EMERGENCY DIAL
000**

**Leave building by nearest door,
Follow arrows
Muster Point – Across Road
All staff to assemble in Muster
Area for a staff check to be
carried out by a fire Warden.**

**DO NOT LEAVE ASSEMBLY
AREA UNTIL NOTIFIED BY FIRE
WARDEN OR EMERGENCY
PERSONNEL.**

IN THE EVENT OF A FIRE

R "Rescue" any person(s) on immediate danger

A "Alarm" Raise the alarm. Contact emergency services or 000

C "Contain" Close doors to contain the fire and smoke (if safe)

E "Extinguish" Attempt to extinguish the fire only if you are trained and it is safe to do so. Evacuate to the Muster point

Leave the building immediately by the nearest exit: proceed to the Muster Point indicated in the map above. Remain in the Assembly Area until you receive further instructions from the Fire Warden or Emergency Personnel

Do Not re enter the building until advised it is safe to do so by the Fire Warden or Emergency Personnel

Assembly area across the road

Nearest Hospital – Northern Hospital 185 Cooper

