

Spill Management Procedures



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Purpose

The purpose of this document is to outline the policy in relation to the prevention of spills and detail the correct procedures for airside operators in effective spill management in accordance with the NTA Conditions of Use. Effective prevention and management of spills supports airside safety, protects the environment and prevents damage to apron areas.

How to use this document

- » Use as a staff training resource
- » Single page procedures can be printed from this document for folders and noticeboards

Responsibilities

Spill prevention and response applies to all aircraft operators, handling agents, refuelling companies, engineers and all other airside tenants and their staff operating on Darwin International Airport.

It is every airside operator's responsibility to:

- » avoid spills
- » know the location of airport spill kits
- » provide maintained spill kits within tenancies be trained
- » in spill response
- » efficiently and effectively respond to spills
- » have well maintained equipment to prevent spills

Relevant legislation

Spills pose significant environmental and work health safety hazards. Effective spill response and reporting is a requirement under:

- » NT Work Health and Safety National Uniform Legislation Act and Regulations.
- » Airports Act 1996
- » Airport Environmental Regulations, 1997
- » The Biosecurity Act 2015



What is a spill?

It is a spillage of any substance that has the potential to contaminate stormwater or natural ground, damage pavement surfaces, result in a biosecurity incident or work health safety issue.

Substances may include (but are not restricted to):

- » **oils and fuels**
- » **chemicals**
- » **biosecurity related waste**
 - including plant and animal products
 - International toilet waste
- » **sewage/toilet waste**
 - Domestic
 - International (refer Biosecurity Spill)



Different spills require different procedures

Emergency Spills – Any of the following criteria:

- » discharge into airside drains
- » greater than 100 litres
- » uncontrolled risk to airside operators/aircraft
- » hazardous spills – could include unidentified or industrial chemicals, biological or radioactive material

Toilet Waste (Domestic Only)

- » sewage waste to be managed with specific materials PPE and waste management (International flights refer Biosecurity Spills)

Fuel, Oil and Non-Hazardous Chemical Spills

- » various fuel, oil and chemical spills to be handled with general PPE and specified spill kits

Biosecurity Spills, including International Toilet Waste

- » Spill involving toilet waste or bio waste material subject to Biosecurity control e.g. from International aircraft, managed with specific spill kits, materials, PPE and waste management.
- » In addition to notifying DIA, Biosecurity spills are required to be reported to Department of Agriculture and Water Resources (DAWR) in accordance with the Biosecurity Incident Response Procedures.

Spills Management generally follows these core principles:

- > **Stop Flow**
- > **Notify**
- > **Make Safe**
- > **Contain**
- > **Clean Up**
- > **Dispose**
- > **Report**
- > **Prevent**

Definitions/Glossary

Airside

The area inside the security fence of DIA.

Booms (or Socks)

Can be used to contain (or divert) a large spill – usually used in conjunction with Floor Sweep and/or Pads.

Degreaser/Disinfectant

Enviro Wash – product designed to break down the oils and fuels and a disinfectant added for treating waste spills.

Emergency Fuel Shut Off

When activated, they shut off the underground hydrant refuelling system.



Floor Sweep

Absorbent material that quickly absorbs a wide variety of liquids including fuels, oils, and sewage/waste.

Pads – White

Can be used to clean up hydrocarbons – Oil and fuel.

Pads – Grey

Can be used for absorbing hydrocarbons and water based products – note Floor Sweep must be used for toilet waste.

Pillows

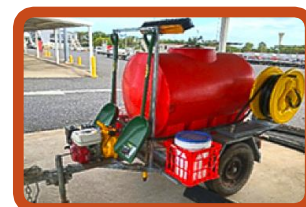
Can be used in conjunction with pads, booms or Floor Sweep to absorb spill.

PPE

Personal Protective Equipment – includes, gloves, protective clothing, safety shoes and eye protection.

Spill Trailer

Spill response trailer equipped with water tank, floor sweep, pads, brooms and shovel.



Spill Bin types



Green/Purple

Biosecurity spill kit (including International toilet waste)



Green with White lid

Oil and Fuel spill kit



Green with Grey lid

Non-hazardous spill kit



Purple

Toilet waste disposal (Domestic)



Yellow

All spill waste (except toilet waste)











Emergency Spill for Airside Operators

A spill is classified as an **emergency** under any of the following circumstances:










- » Poses uncontrolled safety risk to airside operators/aircraft
- » Discharges into airside drains and potentially to Rapid Creek
- » Is greater than 100 litres

	ACTION	RESPONSE Operator	RESPONSE DIA
	1 STOP FLOW If safe and practical, stop flow (activate Emergency Fuel Shut Off, close valve on equipment, shut down equipment etc).	Action	Assist
	2 NOTIFY Notify Safety One of the spill immediately – phone 0402 088 145 . Safety One will contact emergency services and pollution removal contractors as required.	Action	Receive and act
	3 MAKE SAFE AND KEEP CLEAR Make safe and keep clear if uncontrolled hazards and ensure all non-essential people are kept clear.	Action	Assist
	4 PERSONAL PROTECTIVE EQUIPMENT Put on PPE (Minimum: Face shield, gloves, coveralls, appropriate footwear). Ensure no ignition sources.	Action	Assist
	5 CONTAIN If safe and practical, contain the spill/leak using floor sweep/pads/booms. Remember to stand upwind, remove ignition sources, avoid breathing fumes.	Action	Assist
	6 CLEAN UP Await instruction on clean up from Safety One . Note: clean-up of an emergency spill will most likely involve a specialist third party.	Assist	Action
	7 WASH HANDS Wash hands thoroughly immediately after clean-up using disinfectant handwash.	Action	Action
	8 REPORT Report spill and clean-up details and forward to DIA .	Action	Assist
	9 PREVENT REOCCURRENCE Prevent reoccurrence through undertaking a root cause analysis of the spill.	Action/ Assist	Action/ Assist
	10 EXTERNAL REPORT External reporting to federal environment regulator and others as required.	Assist	Action

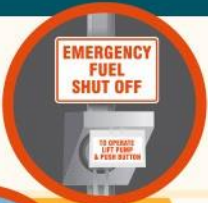








Fuel, Oil and Non-Hazardous Chemical Spill

	ACTION		RESPONSE Operator	RESPONSE DIA
 	1 STOP FLOW	If safe and practical, stop flow (activate Emergency Fuel Shut Off, close valve on equipment, shut down equipment etc).	Action	Assist
	2 PPE	Stop, put on PPE (Minimum: Face shield, gloves, coveralls, appropriate footwear).	Action	Assist
	3 CONTAIN	Contain the spill/leak using floor sweep in Spill Kit bins. Stand upwind, remove ignition sources, avoid breathing fumes.	Action	Assist
	4 NOTIFY	Notify Safety One of the spill immediately – phone 0402 088 145 .	Action	Receive and act
	5 SPILL TRAILER	Deliver spill trailer upwind of spill.	Receive and act	Action
	6 KEEP CLEAR	Keep all non-essential people clear.	Action	Assist
	7 SPILL KIT	Place floor sweep or pads – Use Green Spill Kit with white lid for oil and fuel; use Green bin with grey lid for other non-hazardous liquids.	Action/ Assist	Action/ Assist
	8 MIX/ SWEEP	Mix/sweep spill and floor sweep together.	Action/ Assist	Action/ Assist
	9 PICKUP SPILL	Use <u>plastic</u> spade to pick up spill product and place in bucket.	Action/ Assist	Action/ Assist
	10 TREAT AREA	Treat area with small amount of enviro-wash.	Action/ Assist	Action/ Assist
	11 HOSE OFF	Hose off and broom down area (wash, broom, spade).	Action/ Assist	Action/ Assist
	12 SEAL BAG	Seal liner bag, then double bag (and dispose of gloves).	Action/ Assist	Action/ Assist
	13 DISPOSE OF BAG	Dispose of bag in Yellow wheelie bin .	Action/ Assist	Action/ Assist
	14 WASH HANDS	Wash hands immediately and thoroughly after clean-up using handwash.	Action	Action
	15 REPORT	Report spill clean-up details and forward to DIA .	Action	Assist
	16 PREVENT	Prevent reoccurrence through undertaking a root cause analysis of the spill occurrence.	Action	Assist

Toilet Waste Spill (Domestic Only)

	ACTION		RESPONSE Operator	RESPONSE DIA
	1 STOP FLOW	If safe and practical, stop flow (activate Emergency Fuel Shut Off, close valve on equipment, shut down equipment etc).	Action	Assist
	2 PPE	Stop, put on PPE (Minimum: Face shield, gloves, coveralls, appropriate footwear).	Action	Assist
	3 CONTAIN	Contain the spill/leak using floor sweep in Grey Spill Kit bin .	Action	Assist
	4 NOTIFY	Notify Safety One of the spill immediately – phone 0402 088 145 .	Action	Receive and act
	5 SPILL TRAILER	Deliver spill trailer.	Receive and act	Action
	6 KEEP CLEAR	Keep all non-essential people clear.	Action	Assist
	7 SPILL KIT	Use Green Spill Kit bin with grey lid for toilet spills. Place floor sweep on spill (do not use pads).	Action/ Assist	Action/ Assist
	8 SPRAY AREA	Spray water and a small amount of enviro-wash on floor sweep.	Action/ Assist	Action/ Assist
	9 LINE BUCKET	Line bucket with plastic bag.	Action/ Assist	Action/ Assist
	10 MIX/ SWEEP	Mix/sweep spill and floor sweep together.	Action/ Assist	Action/ Assist
	11 PICKUP SPILL	Use spade to pick up spill product and place in bucket.	Action/ Assist	Action/ Assist
	12 TREAT AREA	Treat area with small amount of enviro-wash.	Action/ Assist	Action/ Assist
	13 HOSE OFF	Hose off and broom down area (wash, broom, spade).	Action/ Assist	Action/ Assist
	14 SEAL BAG	Seal liner bag, then double bag (and dispose of gloves).	Action/ Assist	Action/ Assist
	15 DISPOSE OF BAG	Dispose of bag in Purple wheelie bin (located in Waste Transfer building).	Action/ Assist	Action/ Assist
	16 WASH HANDS	Wash hands thoroughly immediately after clean-up using disinfectant handwash. Bag clothes and shoes, disinfect and wash.	Action	Action
	17 REPORT	Report spill clean-up details and forward to DIA .	Action	Assist
	18 PREVENT	Prevent reoccurrence through undertaking a root cause analysis of the spill occurrence.	Action	Assist

Biosecurity Spills, including International Toilet Waste

	ACTION		RESPONSE Operator	RESPONSE DIA
	1 STOP FLOW	If safe and practical, stop flow and curtail source of contamination	Action	Assist
	2 PPE	Stop, put on PPE (Minimum: Face shield, gloves, coveralls, appropriate footwear).	Action	Assist
	3 CONTAIN	Contain the spill/leak clean-up using Purple Spill Kit bin with green lid (located adjacent to baggage carousel #4)	Action	Assist
	4 NOTIFY	Notify Safety One of the spill immediately – phone 0402 088 145 . Report to DAWR Airport Duty Officer – phone 8998 4980 .	Action	Assist
	5 SPILL TRAILER	Deliver spill trailer upwind of spill.	Receive and act	Receive and act
	6 KEEP CLEAR	Keep all non-essential people clear.	Action	Action
	7 SPRAY AREA	Spray spill area with mix of water and DAWR approved disinfectant (in Spill Kit).	Action	Assist
	8 SPILL KIT	Use Purple Spill Kit bin with green lid . Place floor sweep on spill (do not use pads).	Action/ Assist	Action/ Assist
	9 LINE BUCKET	Line bucket with plastic bag.	Action/ Assist	Action/ Assist
	10 MIX/ SWEEP	Mix/sweep spill and floor sweep together.	Action/ Assist	Action/ Assist
	11 PICKUP SPILL	Pick up spill and place in bucket.	Action/ Assist	Action/ Assist
	12 TREAT AREA	Treat area with small amount of enviro-wash.	Action/ Assist	Action/ Assist
	13 HOSE OFF	Hose off and broom down area (wash, broom, spade).	Action/ Assist	Action/ Assist
	14 SEAL BAG	Seal liner bag, then double bag (and dispose of gloves).	Action/ Assist	Action/ Assist
	15 DISPOSE OF BAG	Dispose of bag in Green bin with purple lid (located adjacent to baggage carousel #4).	Action	Action
	16 WASH HANDS	Wash shovel and hands thoroughly immediately after clean-up using disinfectant handwash. Bag clothes and shoes, disinfect.	Action	Assist
	17 REPORT	Report spill clean-up details and forward to DIA .	Action	Assist
	18 PREVENT	Prevent reoccurrence through undertaking a root cause analysis of the spill occurrence.	Action	Assist