

## Notice

### Spill minimisation and response on Port of Tauranga Limited Land

Please ensure this notice is read and understood in its entirety as it may affect your operation.

#### Spill definition

A spill is any deliberate or unintentional discharge of contaminant to land, stormwater drains or directly into the harbour (or other water).

Contaminants include, but are not limited to:

- Fuels
- Hydraulic fluids
- Oils
- Coolants
- Paint
- Chemical Products (including detergents, soaps, and other cleaning products)
- Wash water
- Cargo

#### Expectations and responsibilities

By law all people and businesses have the responsibility to avoid, remedy and mitigate adverse environmental effects including those related to spills of contaminants.

By law, you may also hold some degree of responsibility for spills caused by your agents/contractors acting for you. We recommend this notice is forwarded to these parties.



To manage this risk, when operating on Port land, we require you to:

- **Minimising spill risk** - this may be by undertaking preventative maintenance on machines, fixing leaks or compromised equipment, storing potential contaminants in safe places, providing secondary containment where required and/or appropriate, securing containers to avoid them falling over, review near misses and incidents and installing corrective actions to minimise future spill risk where possible.
- **Immediately stopping the source of a spill** should it occur (if safe to do)- This may be by ensuring your staff remain vigilant in looking for signs of spills.

Spills from mobile plant do occur from time to time on the Port, shutting down a piece of machinery suffering a spill in a safe place as soon as possible is often a key step to minimising the size of a spill.

- **Immediately containing and cleaning up spills**, should they occur - This may require having appropriately stocked spill response equipment close at hand to enable an immediate spill response.

This also involves a timely recovery of the used absorbent materials. As a rule of thumb, absorbent should be recovered within an hour of being applied, or potentially faster if it is raining or there is a risk of rain, as this could wash away absorbents containing the contaminant.

If contaminants remain on the ground following this, more absorbent can be applied, however, removing the first load of absorbent should mean the majority of the contaminant will have been removed from the area.

Used spill materials should be disposed of to a facility appropriately authorised to accept that type of waste. Discuss with your waste management provider what they can offer in terms of appropriate disposal options.

- **Ensuring that all spills are immediately reported to the Port CCTV Team.**

**All spills must be immediately reported to the 24-hour CCTV Team via telephone. 07 572 7543.**



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### Reminder:

A spill response is only complete once all absorbents and spill response materials have been recovered and appropriately disposed of.

## **Spill Minimisation and Response Procedures or Plans**

If there is a risk of spills occurring in relation to your operations on Port, we request that spill minimisation and response procedures or plans are in place for your operations.

Key considerations to make when assessing your spill minimisation and response procedures or plans include:

- What contaminants are present at your site and/or associated with your operations that could spill.
- What controls are in place to minimise the risk of spills from the identified contaminants.
- Where are your spill kits located to enable rapid spill response.
- What is there to use in your spill kits to contain and clean up a spill of contaminant, should it occur.
- What are your procedures to ensure that appropriate stocks of spill equipment are maintained in your spill kits, so they are ready to be used when a spill occurs.
- If some of your potential spills are not able to be responded to with a spill kit, i.e. a spill of solid cargo, what are your procedures for recovering the spill materials.
- What are your health and safety protocols when responding to spills.
- Where are the stormwater entry points located in your working area and how will they be protected from contaminants entering them following a spill.
- How will you ensure appropriately trained staff are present to minimise spill risk and respond to spills should they occur.
- How will you ensure information detailing spill minimisation controls and spill response is readily available and easy to understand for all the staff and agents/contractors operating in association with your operations.
- How will you ensure all spills are immediately reported to the Port CCTV team.



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**For further details, contact:**

Joey McKenzie

Environmental Manager, Port of Tauranga Limited

Email. [joeym@port-tauranga.co.nz](mailto:joeym@port-tauranga.co.nz)



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