

EMERGENCY RESPONSE PLAN

Papakai Pest Control

Aerial Toxic Bait Operation

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CONTENTS

1. PERSONNEL AND CONTACT NUMBERS	3
2. TOXIC BAIT HANDLING & PPE STANDARDS	4
3. HANDLING UNOPENED PACKAGES	5
4. HANDLING BAIT OR OPEN PACKAGES	6
5. TRANSPORT - EQUIPMENT IN VEHICLE	7
6. TRANSPORT - VEHICLE ACCIDENT	8
7. TRANSPORT - VEHICLE BREAKDOWN	9
8. TRANSPORT - TOXIC BAIT SPILL	10
9. TRANSPORT - PRE-FEED LOST OR STOLEN	11
10. STORAGE & TRANSPORT - SUSPECTED POISONING	12
11. STORAGE & TRANSPORT - FIRE	13
12. OPERATION ON SITE – 1080 PROTEST ACTION	14
13. OPERATION ON SITE - INJURY	16
14. OPERATION ON SITE – SPILL AT LOADING SITE	17
15. OPERATION ON SITE – DROPPED LOAD WITHIN OPERATION AREA	18
16. OPERATION ON SITE – HELICOPTER CRASH	19
17. STOCK TRESPASS WITHIN TREATMENT AREA	20
18. SPILL CLEAN-UP	21
19. APPROVAL SIGNATURES	22

Emergency Response Plan: Personnel and Contact Details Papakai Pest Control Operation 2017

Management:

- Director Operations HWT Region: [REDACTED]
- DOC Operations Manager, Whitianga: [REDACTED]
- Incident Controller, Papakai : [REDACTED]
- Papakai Operations Manager: [REDACTED]

Sector A: Papakai:

- Loading Site Supervisor Air: [REDACTED]
- Loading crew supervisor: [REDACTED]

General across all sites:

- Aircraft Manager: [REDACTED]
- Planning/Intel Manager: [REDACTED]
- ICP Communications/Runner: [REDACTED]
- Safety Officer: [REDACTED]
- Media Officer: [REDACTED]
- Logistics Manager: [REDACTED]

Police Contact:

- Coromandel Police Station 07 866 1190
- Whitianga Police Station 07 866 4000

Traffic management:

- Contact Police in the event of an emergency incident that requires traffic management

Local medical centres:

- Coromandel Medical Centre 07 866 8500
- Whitianga Medical Centre 07 866 5911
- Thames Medical Centre 07 868 9444
- Tairua Medical Centre 07 864 8738
- Waihi Health Centre 07 863 8195
- Thames Hospital (07) 868 0040

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Emergency Response Plan – Safe Handling Standards & PPE Papakai Pest Control Operation 2017

Standards:

The Operations Manager, Whitianga is **accountable** and the appointed Incident Controller Papakai is **responsible** for ensuring that the following standards are met:

- An Emergency Response Plan is required when transporting any quantities of vertebrate pre-feeds, unless by ship (Maritime Transport Act) or aircraft (Civil Aviation Act).
- For quantities at or over the limits given below these plans must comply with the Hazardous Substances (Emergency Management) Regulations 2001 which require plans to be available, up to date and tested regularly.

The Safe Handling of Pre-feeds SOP is to be referenced prior to undertaking any amendments of substance to this document.

Pre-feed Handling & Personal Protective Equipment Standards

Standards for every task

- Only people lawfully assisting in the operation remain in the vicinity of the loading sites.
- Potential hazards, spillage and accident procedures are discussed before starting the work.
- Hand-washing facilities are available, e.g. soap, paper towels, clean water.
- Protective clothing and equipment is removed and hands/arms/face thoroughly washed at the end of a task or before eating, drinking, smoking or using the toilet.
- The pre-feed must not be opened or handled in a poorly ventilated or confined area.
- Everyone handling pre-feeds has read and has available at all times:
 - A current (up to date) copy of this **safe handling sheet**
 - The pre-feed **label**
 - **MSDS** (material safety data sheet)
 - Manufacturer's **instructions** for use and maintenance of **PPE** (where they exist)




Standards for every task

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Standards for this task:

- Follow “Standards for every task” given above.
- Approved Handlers receiving packaged pre-feeds check the product label matches the contents.
- The pre-feed packaging is inspected for damage that may lead to a spill.
- Operators of forklifts or other machinery used for loading or unloading pre-feed hold appropriate licences/qualifications where required.

Type	Minimum Specifications	Product Code ¹
	Protective clothing – overalls – Yakka poly/cotton zip (white)	1221
	Protective clothing – disposable – Kleenguard coverall (white)	151564
	Foot protection – gumboots Bata Safemate (white)	SAFEMATE
	Hand protection – manual handling – Hyflex NBR²	501075
	Hand protection – Rubber – Nitrile chemical glove Mapa	492



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Standards for this task:

- Follow "Standards for every task" given above.
- All equipment used to handle, dispense or carry pre-feeds (e.g. bucket or hopper) must be fit for purpose and be free of defects (i.e. no damage that may lead to spill).

Type	Minimum Specifications	Product Code
	Eye protection – goggles – Ultrasonic clear UVEX <i>(wear over prescription glasses where necessary)</i>	253456
	Eye protection – goggles – Gogglegear AO safety <i>(wear over prescription glasses where necessary)</i>	300381

	Respiratory protection – disposable masks – respirator P2 dust Moldex 2700	405364
	Respiratory protection – disposable masks – respirator P2 dust Moldex 2300	405359
	Protective clothing – overalls – Yakka poly/cotton zip (white)	1221
	Protective clothing – disposable – Kleenguard coverall (white)	151564
	Foot protection – gumboots Bata Safemate (white)	SAFEMATE
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Emergency Response Plan – During Transport Papakai Pest Control Operation 2017

Emergency Response plan - Transport

Transfer of Toxic cereal bait from Whitianga Workshop storage to [REDACTED] loading site

Responsibility for safe transport from the bait store to loading sites rests with the aerial contractor, [REDACTED]. They must provide their own spill kit and PPE.

When bait transfers from the Whitianga workshop storage to the [REDACTED] landing sites, a DOC escort driver will be provided.

For any incidents, DOC staff responsibility is to assist with the safety of responders [REDACTED] until official emergency response arrive via a 111 call i.e. police and fire service. DOC staff's responsibility then shifts to managing communications/media to mitigate Department reputational risk. DOC staff are not to handle or transport cereal bait.

DOC office: Whitianga Office	DOC Incident Controller: [REDACTED] Whitianga Office 07 869 5639	Date: 21/08/2017
Operation: Papakai Ecological Area		Transport Company: [REDACTED] Phone: [REDACTED] DOC Ranger escort Phone: [REDACTED]

Equipment to be carried in vehicle:

- | | |
|---|---|
| <ul style="list-style-type: none"> <input type="checkbox"/> Warning signs <input type="checkbox"/> Road cones x4 <input type="checkbox"/> This plan <input type="checkbox"/> Product Label <input type="checkbox"/> Product MSDS | <ul style="list-style-type: none"> <input type="checkbox"/> First aid kit; <input type="checkbox"/> DOC radio <input type="checkbox"/> Cellphone <input type="checkbox"/> Map showing route and loading site <input type="checkbox"/> Note pad and pen |
|---|---|

Emergency Response Plan – During Transport

Papakai Pest Control Operation 2017

Vehicle accident		
	<p>REMINDER: recovery of Toxic bait spills is the responsibility of [REDACTED]</p> <p>Actions:</p>	Responsibility
1	<p>Assess the situation: Identify further hazards to your own safety or others, e.g. other traffic, flammable liquids, fallen electricity lines; and determine the number & extent of injuries.</p> <p><input type="checkbox"/> Staff to wear high Vis vests.</p>	All people involved
2	<p>Prevent situation from worsening: Take immediate steps to warn other traffic e.g. by hazard warning lights, directing traffic, and deal with hazards which could result in further injuries e.g. moving vehicles off the road.</p>	All people involved
3	<p>Call for help: Contact emergency services where necessary e.g., dialling 111 on cell phone, asking others to go for help, using DOC radio system, activating PLB. Caller must be able to describe the number and extent of injuries, what assistance is required and the precise location.</p>	All people involved
4	<p>Provide first aid: According to the standard priorities e.g. life threatening injuries before patients who can safely await treatment.</p>	Trained personnel
5	<p>DOC staff actions for spilt toxic bait . Identify the substances being carried to emergency services, e.g. hand over dangerous goods declaration located in the driver's door pocket.</p>	All people involved. Note TBA only to handle pre-feed
6	<p>Follow DOC vehicle accident. Exchange contact details with other parties involved and fill in accident forms which should be carried in glove-box of vehicle.</p>	DOC Ranger escort
7	<p>Remain with vehicle until the pre-feed can be transferred Do not leave pre-feed unattended unless the load is securely locked.</p>	All people involved
8	<p>Report accident:</p> <ul style="list-style-type: none"> o As soon as possible to DOC Incident Controller [REDACTED] who will notify management as appropriate 	DOC Ranger escort

**Emergency Response Plan – During Transport
Papakai Pest Control Operation 2017**

Vehicle breakdown		
	Actions:	Responsibility
1	Prevent accident: <ul style="list-style-type: none"> ○ Take immediate steps to warn other traffic e.g. by hazard warning lights, directing traffic and using road cones if available ○ Staff to wear High Vis vests. ○ Move vehicle off the road if possible. 	Driver/DOC Ranger escort
2	Remain with vehicle until the toxic bait can be transferred <ul style="list-style-type: none"> ○ Do not leave toxic bait unattended unless the load is securely locked. 	Driver/DOC Ranger escort
3	Call for assistance <ul style="list-style-type: none"> ○ DOC radio, cell phone, asking others to go for help 	All people involved
4	Report incident: <ul style="list-style-type: none"> ○ As soon as possible to DOC Incident Controller [REDACTED] [REDACTED] who will notify management as appropriate 	Driver/DOC Ranger escort

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Emergency Response Plan – During Transport
Papakai Control Operation 2017

Toxic Bait spill		
	Actions:	Responsibility
	REMINDER: recovery of Toxic bait spills is the responsibility of ██████████	
1	<p>Assist in isolating the spill:</p> <ul style="list-style-type: none"> ○ Take immediate steps to prevent the Toxic Bait from entering any waterway or drain and contaminating other people or vehicles. ○ Take all necessary steps to prevent non-target animal access to the Toxic Bait e.g. erect temporary fencing or move stock. 	All people involved. Note ██████████ only to handle Toxic Bait
2	<p>Report incident:</p> <ul style="list-style-type: none"> ○ Immediately to DOC Incident Controller ██████████ who will notify management as appropriate ○ To Safety Officer, ██████████ ○ Immediately to affected land owner(s) seeking immediate permission to enter land to undertake cleanup <p>If spill is significant:</p> <ul style="list-style-type: none"> ○ within 24 hours to all consent providers and; <ul style="list-style-type: none"> ○ EPA HSincidents@epa.govt.nz ○ MOH info@health.govt.nz / 0800 855 066 ○ within 24 hours to the nearest Police station for VTA's requiring a Controlled Substance Licence ○ within 24 hours to the Regional Council in whose area the substance may have been spilt 	<p>Driver/DOC Ranger escort</p> <p>Incident Controller ██████████</p>

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**Emergency Response Plan – During Transport
Papakai Pest Control Operation 2017**

Toxic Bait missing (lost or stolen)		
	Actions:	Responsibility
1	<p>Report incident:</p> <ul style="list-style-type: none"> ○ Immediately to Incident Controller [REDACTED] who will notify management as appropriate ○ within 24 hours to all consent providers and; <ul style="list-style-type: none"> ○ EPA HSincidents@epa.govt.nz ○ MOH info@health.govt.nz / 0800 855 066 ○ within 24 hours to the nearest Police station for VTA's requiring a Controlled Substance Licence ○ within 24 hours to each owner or occupier of the land on which the substance may have been lost or stolen ○ within 24 hours to the Regional Council(s) in whose area the substance may have been lost or stolen 	Driver/DOC Ranger escort
2	<p>Record:</p> <ul style="list-style-type: none"> ○ Actions taken to notify affected parties and recover it. ○ Use a log-book to specify the timing and who was involved for each action 	Operations Manager

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**Emergency Response Plan – During Storage and Transport
Moehau Pest Control Operation 2015**

Suspected poisoning		
	Actions:	Responsibility
1	Follow information on label and MSDS: <ul style="list-style-type: none"> ○ Where necessary contact manufacturer for further information or take advice from National Poisons centre ph 0800 764 766. ○ Label and MSDS to be carried in drivers door pocket. ○ First Aid kit containing appropriate antidote (if any) to be carried with the vehicle. 	All people involved
2	Provide first aid: <ul style="list-style-type: none"> ○ According to label & MSDS instructions ○ According to instructions with antidote where appropriate. 	Trained personnel
3	In all cases seek medical advice: <ul style="list-style-type: none"> ○ Contact emergency services where necessary (Dial 111) ○ Take patient to medical centre or hospital (contact above on page 3) 	All people involved
4	Report incident: <ul style="list-style-type: none"> ○ To DOC Incident Controller [REDACTED] who will advise Management as appropriate 	All people involved

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**Emergency Response Plan – During Storage and Transport
Papakai Pest Control Operation 2017**

Fire in storage or during transport		
	Actions:	Responsibility
1	Report incident: <ul style="list-style-type: none"> ○ If fire is anything other than very minor and cannot be easily extinguished call 111 immediately ○ Immediately to DOC Incident Controller [REDACTED] who will advise Management as appropriate 	Site Supervisor/ Driver/DOC Ranger escort
2	Follow information on label and MSDS: <ul style="list-style-type: none"> ○ Label and MSDS to be carried in drivers door pocket or on operation personnel ○ If Emergency services called provide them with details, Safe Handling Sheet and Material Safety Data Sheet ○ Where necessary contact manufacturer for further information ○ Stay upwind. ○ Use dry chemical, CO2 fire extinguisher from vehicle. ○ Sodium Fluoroacetate will not burn. ○ Low flammability risk. ○ DO NOT GET WATER INSIDE CONTAINERS. 	Site Supervisor/ Driver/DOC Ranger escort

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**Emergency Response Plan for Aerial 1080 Operation at Site
Papakai Pest Control Operation 2017**

1080 Protest Action		
	Actions	Responsibility
1	<p>Peaceful Protest</p> <ul style="list-style-type: none"> ○ Notify Site Supervisor, public liaison ○ Decide if police intervention required. ○ Protestors kept away from loading zones and command area. ○ Protestors kept away from helipad ○ DOC staff are not to obstruct, restrain or be involved in any action against protestors or intruders. That is the role of the New Zealand Police. 	All people involved
2	<p>Public road blocked by protesters</p> <ul style="list-style-type: none"> ○ Immediately notify Incident Controller [REDACTED] who will advise Management as appropriate ○ Operations Manager [REDACTED] will notify the New Zealand Police 	All people involved
3	<p>Forced invasion of helipad or loading zone OPERATION STOPS</p> <ul style="list-style-type: none"> ○ Immediately notify Incident Controller [REDACTED] ○ A log of the incident is to be kept, take photos. ○ Ensure adequate staff numbers are present to ensure safety of all parties. ○ Operations Manager [REDACTED] will keep aircraft away from site, if possible. Helicopter pilots will be briefed as to alternative landing sites in the pre-operation briefing. NOTE these alternative sites may be in bait exclusion zones and this will result in the deployment of “Dropped bait outside the operational area” protocol in this Emergency Response Plan ○ Incident Controller to request Police presence if required – ensuring they were pre-warned of operation on that day. ○ DOC staff will secure bait under the supervision of the Loading Site Supervisor, if it is safe to do so. ○ Avoid confrontation. DOC staff are not to obstruct, restrain or be involved in any action against protestors or intruders. That is the role of the New Zealand Police. ○ Operations Manager will make contact with Incident Controller to make a decision whether to continue or not at that point. 	All people involved \ Operations Manager

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4	<p>Public entering treatment area while helicopters delivering bait</p> <ul style="list-style-type: none"> ○ DOC staff to place ‘track closure’ signage at all track ends prior to start of bait delivery ○ DOC staff will not physically stop members of the public from entering the treatment area. DOC staff are not to obstruct, restrain or be involved in any action against protestors or intruders. That is the role of the New Zealand Police. ○ If a member of the public is aggressive, staff will be non confrontational and advise Site Supervisor. ○ Site Supervisor will discuss response with Operations Manager. 	All people involved / Site Supervisor

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**Emergency Response Plan for Aerial 1080 Operation at Site
Papakai Control Operation 2017**

Injury		
	Actions	Responsibility
1	<p>Look after the patient</p> <ul style="list-style-type: none"> ○ Administer First Aid or call emergency services if required. ○ Evacuate from site using helicopter or vehicle depending on the seriousness of injury. 	Trained first aider/Operations Manager
2	<p>Investigate cause of injury and implement eliminate, isolate, or minimise and preserve scene:</p> <ul style="list-style-type: none"> ○ Identify cause of injury and take immediate steps to ensure it does not happen again. ○ Preserve 'scene' as far as practical to allow for an investigation ○ Papakai Operations Manager [REDACTED] ○ To Safety Officer, [REDACTED] 	Safety Officer / Operations Manager
5	<p>Report incident:</p> <ul style="list-style-type: none"> ○ Immediately to Incident Controller [REDACTED] who will advise Management as appropriate ○ Papakai Operations Manager [REDACTED] ○ Office to notify injured persons family if required. 	Safety officer / Operations Manager

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**Emergency Response Plan for Aerial 1080 Operation at Site
Papakai Pest Control Operation 2017**

Toxic Bait spill at loading site		
	Actions	Responsibility
	<p align="center">REMINDER: recovery of Toxic Bait spills is the responsibility of [REDACTED]</p>	
2	<p>Assist [REDACTED] to isolate the spill:</p> <ul style="list-style-type: none"> ○ Take immediate steps to prevent the Toxic Bait from entering any waterway or drain and contaminating other people or vehicles. ○ Take all additional steps necessary steps to prevent non-target animal access to the Toxic Bait 	<p>All people involved. Note [REDACTED] only to handle pre-feed</p>
5	<p>Report incident:</p> <ul style="list-style-type: none"> ○ Immediately to Incident Controller [REDACTED] who will advise management as appropriate ○ Papakai Operations Manager [REDACTED] ○ To Safety Officer, [REDACTED] 	<p>Operations Manager</p>

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**Emergency Response Plan for Aerial 1080 Operation at Site
Papakai Pest Control Operation 2017**

Dropped load within operational area		
	Actions	Responsibility
	<p align="center">REMINDER: recovery of Toxic Bait spills is the responsibility of [REDACTED]</p>	
1	<p>Report spill:</p> <ul style="list-style-type: none"> ○ Immediately to Incident Controller [REDACTED] who will notify management as appropriate ○ Papakai Operations Manager [REDACTED] ○ To Safety Officer, [REDACTED] 	Operations Manager
3	<p>Spillage into water</p> <ul style="list-style-type: none"> ○ If there is an accidental discharge to water from the bucket, immediately identify where the baits are in the water and how many you can see. Record this number and mark each site where baits can be seen from the shore with spray dots, rock cairns because as the bait spends more time in the water it will change colour and as the day progresses the baits will be harder to see in the water. ○ Record the procedure in the logbook: i.e. how many baits, what happened to the baits after they were retrieved, how long the baits were in the waterway. ○ This report may need to be passed on to the MOH if requested. ○ Crew safety is paramount at all times. DO not under any circumstances attempt to remove bait at the risk of personal safety (i.e. swift, deep currents etc) 	Incident Controller, appointed Supervising Ranger
4	<p>Report incident:</p> <ul style="list-style-type: none"> ○ within 24 hours to all consent providers and; <ul style="list-style-type: none"> ○ EPA HSincidents@epa.govt.nz ○ MOH info@health.govt.nz / 0800 855 066 	Incident Controller

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**Emergency Response Plan for Aerial 1080 Operation at Site
Papakai Pest Control Operation 2017**

Aircraft crash		
	Actions	Responsibility
1	<p align="center">OPERATION STOPS</p> <p>Call for help: Contact emergency services e.g., dialling 111 on cellphone or sat phone preferably, asking others to go for help, using DOC radio system if required, activate PLB. Caller must be able to describe the number and extent of injuries, what assistance is required and the precise location. NB: Aiding injured takes priority over environmental cleanup</p>	Incident Controller or Operations Manager or one of the people involved
2	<ul style="list-style-type: none"> ○ Administer First Aid (see injury section). ○ Notify Incident Control (USE CELLPHONE OR SAT PHONE IF AVAILABLE RATHER THAN THE RADIO). ○ Secure the area (authorised personnel only). ○ Do not attempt to move or clean up the bait from area except what may be required for safety reasons. ○ Someone must remain onsite with the bait at the loading zone to ensure security of that site. 	Trained personnel (1 st Aid) Operation Manager or Site Supervisor or one of the people involved
5	<p>Report incident:</p> <ul style="list-style-type: none"> ○ Incident Controller, [REDACTED] who will notify the following; <ul style="list-style-type: none"> - Police immediately - Public information manager, [REDACTED] - Papakai Operations Manager [REDACTED] - DOC Operation Manager, [REDACTED] - Director, Operations, HWT Region, [REDACTED] 	Contractor or Operation Manager or Site Supervisor or one of the people involved

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**Emergency Response Plan for Aerial 1080 Operation at Site
Mochau Pest Control Operation 2017**

Stock Trespass within Operational Area		
	Actions	Responsibility
1	Report stock: <ul style="list-style-type: none"> ○ Immediately to Operations Manager [REDACTED] who will notify management as appropriate 	Site Supervisor
3	Remove Stock <ul style="list-style-type: none"> ○ Notify Farmer immediately ○ Farmer to remove stock with the help of Emergency Response team if required. ○ Repair Fencing if required 	Operation Manager

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Emergency Response Plan for Aerial 1080 Papakai Pest Control Operation 2017

Spill Cleanup:

REMINDER: recovery of Toxic Bait spills is the responsibility of [REDACTED].
DOC's role is to monitor recovery and ensure it is completed to standard and all personnel are kept safe.

Operations Manager must implement the following instruction:

- Appoint Supervising Ranger to monitor cleanup operation and ensure safety of personnel involved.
- Ensure the furthest bait found is identified, allowing a buffer of 50 meters and the spot is marked with spray paint, fencing peg or rock cairn.
- Ensure if the spillage is not cleaned up thoroughly by dark that [REDACTED] and DOC agree on management regime.
- Ensure the spill site is inspected in good light conditions; ensure this is washed down again if there's any evidence of bait remaining.
- Ensure all bait is bagged and labelled and returned to [REDACTED] for disposal after operation.

If on farm land with stock;

Follow instruction above plus

- Notify Farmer immediately and request to remove stock if appropriate
- Ensure any grassed areas are scrub-bar and any bait picked up within a 100m buffer zone for a paddock/private land or 50m buffer zone if a road.
- Ensure grass is raked up and put into bags and transported to [REDACTED] for disposal after operation.

If spectators arrive, secure the site by

- Run danger tape around the boundary of the site.
- Put 1080 warning sign (A3) at entry points (to be manned)
- Public enquiries to be referred to Public Liaison officer or Conservation Services Manager.

**Emergency Response Plan for Aerial 1080 - Approval
Moehau Pest Control Operation 2017**

Recommended for Approval:

Date: 21/08/2017

[REDACTED]

INCIDENT CONTROLLER

[REDACTED]

Emergency Response Plan Approved:

Date: 21/08/2017

[REDACTED]

DOC OPERATIONS MANAGER, WHITIANGA

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