

## Leak Notification Underground Petroleum Storage Systems (UPSS)

**Notification of a pollution incident to the relevant authority under Part 5.7 of the *Protection of the Environment Operations Act 1997* (POEO Act)**

The person responsible for the UPSS must, immediately after becoming aware of a pollution incident, notify Uralla Shire Council. Where the notification was verbal, a written notification using this form must be submitted within seven (7) days.

This form should be completed where at least one of the following scenarios apply to the UPSS site (**tick where appropriate**):

- A leak from a UPSS, verified in accordance with loss detection or incident management procedures that is causing or threatens material harm to human health or the environment.
- There is evidence on the site of free-phase hydrocarbons in surface water and/or groundwater.
- There is evidence that offsite migration of hydrocarbons could occur, is occurring, or has occurred.

### Section A: UPSS site details

Site name (or name of business):

ABN/ ACN:

Street address:

Lot and DP Number:

Nature of activity at the site:

Environment Protection Licence number (if applicable):

Dangerous Goods Licence/Notification Number and date of expiry (if applicable):

### Section B: Details of the incident

Date and Time leak was identified:

Duration of incident (or date leak stopped):

Nature of incident:

What aspects of the environment are affected? (**tick all that apply**):

- Air
- Surface water
- Soil
- Other (please specify)
- Groundwater
- Stormwater
- Sediments

Pollutants involved:		
<input type="checkbox"/> Unleaded petrol	<input type="checkbox"/> Kerosene	<input type="checkbox"/> Other (please specify)
<input type="checkbox"/> Diesel	<input type="checkbox"/> Waste oil	
Estimated quantity or volume of pollutants involved:		
Action taken or proposed to be taken to deal with the incident and any resulting pollution or threatened pollution:		
Any additional information (eg. adjoining land uses, other possible source(s) of pollution):		
Location of the incident (maps and/or diagrams attached) <input type="checkbox"/>		
<b>Section C: Person responsible for the UPSS site</b>		
If the 'person' responsible is a corporation, an individual who is authorised to act on the organisation's behalf must be nominated.		
Name:	Phone number:	
Address:	Email:	
<b>Section D: Details of person who submitted notification</b>		
Name:	Position:	
Address:	Phone number:	
Signature:	Date:	
<p><b>Please send completed form to:</b>          Uralla Shire Council          PO Box 106          URALLA NSW 2358          Or by Email to: <a href="mailto:council@uralla.nsw.gov.au">council@uralla.nsw.gov.au</a></p>		