

Our Reference: Licence No. 1048

TERMINALS PTY LTD
PO BOX 148
MATRAVILLE NSW 2036

07-Feb-2014

LICENCE ANNIVERSARY NOTICE

I refer to Environment Protection Licence No. 1048, issued to TERMINALS PTY LTD by the Environment Protection Authority (EPA), under the *Protection of the Environment Operations Act 1997*.

This letter is to remind you of the annual licensing obligations, in particular the requirement to submit an Annual Return and annual licence fees.

Please find attached a customised Annual Return form that covers the period 07-Feb-2013 to 06-Feb-2014. The Annual Return is a declaration where you advise the EPA whether you complied or did not comply with the requirements of your licence. Where monitoring is required by your licence, you must enter a summary of the results in the Annual Return, using the table(s) provided. Please refer to <http://www.epa.nsw.gov.au/licensing> for guidance on completing annual returns.

All licensees must also provide specific information on the following:

Pollution Incident Response Management Plan (PIRMP)

In accordance with section 153A of the Protection of the Environment Operations Act 1997, all licensees are required to prepare and maintain a Pollution Incident Response Management Plan. In your Annual Return you must certify whether you have complied with the requirements to prepare and maintain a PIRMP.

For more information about the PIRMP requirements refer to the EPA's website at <http://www.epa.nsw.gov.au/legislation/20120227egpreppirmp.htm>.

Publication of Pollution Monitoring Data

In accordance with section 66(6) of the Protection of the Environment Operations Act 1997, all licensees who maintain a website are required to make any pollution monitoring data collected in compliance with monitoring conditions attached to their licence publicly available on the that website. If you operate a website you must clearly indicate the address of the website where the monitoring data can be accessed. In your Annual Return you must certify whether you have complied with these requirements.

For more information about the EPA's requirements for publishing pollution monitoring data, refer to EPA's website at

<http://www.epa.nsw.gov.au/legislation/20120263regpubpmdata.htm>.

The completed Annual Return must be submitted to the EPA by 07-Apr-2014

An Annual Licence Tax Invoice/Statement indicating the licence administrative fee is attached, please note that this fee must be submitted to the EPA by 07-Apr-2014. The licence administrative fee is based on the highest applicable administrative fee relevant to your Activity Type(s) minus any relevant credits that may be in your account. If your activity type or scale has changed you must apply for a variation of your licence using the form located at

<http://www.epa.nsw.gov.au/licensing/licenceforms.htm>.

If the activities authorised by the licence are subject to Load-Based Licensing (LBL), payment of a load-based fee may also be required. Section A in the Annual Return will indicate whether the licensed activities have assessable pollutants. If this is the case, LBL applies to the licence. The load-based fees are calculated using the worksheets found in section D of the Annual Return. We do not need to see the load calculation workings, only the final load figures. However, you are required to keep records of the load calculations for auditing by the EPA.

If your licence is subject to load-based licence fees, there is an LBL Load Calculation Protocol that sets out the methods that may be used to calculate your emissions of assessable pollutants. The LBL Load Calculation Protocol is located at

<http://www.epa.nsw.gov.au/licensing/lblprotocol/index.htm>.

It is important to note that the load based fee must not be paid at this time. A separate invoice for the load based fee will be issued once the EPA receives the Annual Return and load data. This load based fee must be submitted to the EPA **90 days after 06-Feb-2014**.

You are reminded that it is a condition of Licence No. 1048 that the Annual Return is submitted by the due date. It is an offence to:

- fail to complete the Annual Return;
- fail to return the Annual Return by the due date;
- provide false or misleading information in the Annual Return; or
- fail to provide monitoring data if required by a condition of your licence.

Failure to return your Annual Return by 07-Apr-2014 may result in the issue of a Penalty Notice with a penalty payable of \$750 (individual) or \$1500 (corporation), or prosecution.

If the licence fee is not paid by 07-Apr-2014, a penalty will be imposed in accordance with section 57 (4) of the *Protection of the Environment Operations Act 1997*. The penalty is 5% of the outstanding amount and will continue to accrue at the rate of 5% simple interest every two weeks until the outstanding amount and penalty is paid in full. In accordance with section 79 of the *Protection of the Environment Operations Act 1997* the EPA may suspend or revoke the licence if the outstanding licence fee is not paid in full by the due date.

The Annual Return and fees must be sent to the following address:

Regulatory and Compliance Support Unit
Environment Protection Authority
PO Box A290
SYDNEY SOUTH NSW 1232

We are committed to assisting the licensed community to meet its obligations under the *Protection of the Environment Operations Act 1997*. If you have any questions relating to payment and calculation of fees or the submission of the Annual Return, please contact the EPA on 02 9995 5700.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Christopher Kelly'.

CHRISTOPHER KELLY
Head Regulatory and Compliance Support Unit
Environment Protection Authority

Annual Return

TERMINALS PTY LTD



ANNUAL RETURN

LICENCE NO	1048
LICENCE HOLDER	TERMINALS PTY LTD
REPORTING PERIOD	07-Feb-2013 to 06-Feb-2014

If your licence has been transferred, suspended, surrendered or revoked by the EPA during this reporting period, cross out the dates above and specify the new dates to which this Annual Return relates below:

REVISED REPORTING PERIOD ____ / ____ / ____ to ____ / ____ / ____

(Note: the revised reporting period also needs to be entered in Section E)

THIS ANNUAL RETURN MUST BE RECEIVED BY THE EPA BEFORE 08-Apr-2014

Your Annual Return must be completed, including certification in Section E, and submitted to the EPA no later than 60 Days after the end of the reporting period for your licence.

Failure to submit this Annual Return within 60 days after the reporting period ends may result in:

- the issue of a Penalty Notice for \$750 (individuals) or \$1500 (corporations);
- OR
- prosecution.

Please send your completed Annual Return by **Registered Post** to:

**Regulatory and Compliance Support Unit
Environment Protection Authority
PO Box A290
SYDNEY SOUTH NSW 1232**

It is an offence to supply any information in this form to the EPA that is false or misleading in a material respect, or to certify a statement that is false or misleading in a material respect.

THERE IS A MAXIMUM PENALTY OF \$250,000 FOR A CORPORATION OR \$120,000 FOR AN INDIVIDUAL.

Details provided in this Annual Return will be available on the EPA's Public Register in accordance with section 308 of the *Protection of the Environment Operations Act 1997*.

Use the checklist below to ensure that you have completed your Annual Return correctly.

(✓ the boxes)

CHECKLIST		
<input type="checkbox"/>	Section A:	All licence details are correct
<input type="checkbox"/>	Section B1:	You have entered the correct number in the complaints table
<input type="checkbox"/>	Section B2 – B3:	If there are tables, you have provided the required details
<input type="checkbox"/>	Section C:	You have answered question 1, and 2 if applicable
<input type="checkbox"/>	Section D:	If applicable, you have completed all load calculation worksheets
<input type="checkbox"/>	Section E:	You have answered question 1, 2, 3, 4, 5 and 6 if applicable
<input type="checkbox"/>	Section F:	You have answered question 1, 2 and 3 if applicable
<input type="checkbox"/>	Section G:	The Annual Return has been signed by appropriate person(s) and, if applicable, the revised reporting period entered
<input type="checkbox"/>	Make a copy of the completed Annual Return and keep it with your licence records	
<input type="checkbox"/>	Attach a cheque (unless you have paid separately) for the payment of the administrative fee for the next licence fee period	

Please send your completed Annual Return by **Registered Post** to:

**Regulatory and Compliance Support Unit
Environment Protection Authority
PO Box A290
SYDNEY SOUTH NSW 1232**

A Statement of Compliance - Licence Details

ALL licence holders must check that the licence details in Section A are correct

If there are changes to any of these details you must advise the EPA and apply as soon as possible for a variation to your licence or for a licence transfer.

Licence variation and transfer application forms are available on the EPA website at: <http://www.epa.nsw.gov.au/licensing>, or from regional offices of the EPA, or by contacting us on telephone 02 9995 5700.

If you are applying to vary or transfer your licence you must still complete this Annual Return.

A1 Licence Holder

Licence Number 1048
Licence Holder TERMINALS PTY LTD
Trading Name (if applicable)
ABN 87 000 348 407

A2 Premises to which Licence Applies (if applicable)

Common Name (if any) TERMINALS PTY LTD
Premises 45 FRIENDSHIP ROAD PORT BOTANY NSW 2036

A3 Activities to which Licence Applies

Waste Storage
Chemical Storage

A4 Other Activities (if applicable)

A5 Fee-Based Activity Classifications

Note that the fee based activity classification is used to calculate the administrative fee.

Fee-based activity	Activity scale	Unit of measure
Chemical storage waste generation	> 100.00	T generated or stored
Waste storage - hazardous, restricted solid, liqui	> 0.00	T stored
Petroleum products storage	> 5,000.00 - 100,000.00	kL stored

A6 Assessable Pollutants (if applicable)

Note that the identification of assessable pollutants is used to calculate the **load-based fee**.

The following assessable pollutants are identified for the fee-based activity classifications in the licence:

Petroleum products storage

Benzene (Air)

Volatile organic compounds - Summer (Air)

Volatile organic compounds (Air)

B Monitoring and Complaints Summary

B1 Number of Pollution Complaints

<p>Number of complaints recorded by the licensee during the reporting period.</p> <p>If no complaints were received enter nil in the attached box, otherwise complete the table below.</p>	
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Pollution Complaint Category	Number of Complaints
Air	
Water	
Noise	
Waste	
Other	

B2 Concentration Monitoring Summary

For each monitoring point identified in your licence complete all the details for each pollutant listed in the tables provided below.

If concentration monitoring is **not** required by your licence, **no tables** will appear below.

Note that this does not exclude the need to conduct appropriate concentration monitoring of assessable pollutants as required by load-based licensing (if applicable).

Discharge & Monitoring Point 1

Discharge to air

Air emissions monitoring, Vent stack on vapour emission control plant 1 labelled "DP1" on drawing No. BB-421 titled "Port Botany-Site Plan" submitted to the EPA dated 11 November 2005.

Pollutant	Unit of measure	No. of samples required by licence	No. of samples you collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Organic vapours	parts per million					

Discharge & Monitoring Point 2

Discharge to air

Air emissions monitoring, Vent stack on vapour emission control plant 2 labelled "DP 2" on drawing No. BB-421 titled "Port Botany-Site Plan" submitted to the EPA dated 11 November 2005.

Pollutant	Unit of measure	No. of samples required by licence	No. of samples you collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Organic vapours	parts per million					

Monitoring Point 3

Thermal oxidiser for treatment of benzene emissions., The point marked as 'Thermal Oxidiser' on drawing number LAY-001 Revision D, dated 19 August 2011.

Pollutant	Unit of measure	No. of samples required by licence	No. of samples you collected and analysed	Lowest sample value	Mean of sample	Highest sample value
residence time	seconds					
Temperature	Celsius					

Discharge & Monitoring Point 4

Vent stack on thermal oxidiser for treatment of benzene emissions., The vent stack servicing the point marked as 'Thermal Oxidiser' on drawing number LAY-001 Revision D, dated 19 August 2011.

Pollutant	Unit of measure	No. of samples required by licence	No. of samples you collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Benzene	milligrams per cubic metre					
Carbon monoxide	milligrams per cubic metre					
Dry gas density	kilograms per cubic metre					

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Hydrogen Sulfide	milligrams per cubic metre					
Moisture content	percent					
Molecular weight of stack gases	grams per gram mole					
Nitrogen dioxide	milligrams per cubic metre					
Oxygen (O2)	percent					
Solid Particles	milligrams per cubic metre					
Sulphur dioxide	milligrams per cubic metre					
Temperature	degrees Celsius					
Velocity	metres per second					
Volatile organic compounds	milligrams per cubic metre					
Volumetric flowrate	cubic metres per second					

Discharge & Monitoring Point 7

Vent stack on the bitumen vapour burner., The vent stack servicing the point marked as 'B220 Bitumen Vapour Burner' on drawing number 218533-L-003 Revision 1, dated 4 May 2011.

Pollutant	Unit of measure	No. of samples required by licence	No. of samples you collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Dry gas density	kilograms per cubic metre					
Hydrogen Sulfide	milligrams per cubic metre					

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Moisture content	percent					
Molecular weight of stack gases	grams per gram mole					
Nitrogen dioxide	milligrams per cubic metre					
Oxygen (O2)	percent					
Temperature	degrees Celsius					
Velocity	metres per second					
Volatile organic compounds	milligrams per cubic metre					
Volumetric flowrate	cubic metres per second					

Monitoring Point 8

Thermal oxidiser for Bitumen Plant, The point marked 'B220 Bitumen Vapour Burner' on drawing number 218533-L-003 Revision 1, dated 4 May 2011

Pollutant	Unit of measure	No. of samples required by licence	No. of samples you collected and analysed	Lowest sample value	Mean of sample	Highest sample value
residence time	seconds					
Temperature	Celsius					

B3 Volume or Mass Monitoring Summary

For each monitoring point identified in your licence complete the details of the volume or mass monitoring indicated in the tables provided below.

If volume or mass monitoring is not required by your licence, **no tables** will appear below.

Note that this does not exclude the need to conduct appropriate concentration monitoring of assessable pollutants as required by load-based licensing (if applicable).

C Statement of Compliance - Licence Conditions

C1 Compliance with Licence Conditions

(the boxes)

-
- 1 Were all conditions of the licence complied with (including monitoring and reporting requirements)? Yes No
(a box)
-

- 2 If you answered 'No' to question 1, please supply the following details for each non-compliance in the format, or similar format, provided on the following page.

Please use a separate page for each licence condition that has not been complied with.

- a) What was the specific licence condition that was not complied with?
- b) What were the particulars of the non-compliance?
- c) What were the date(s) when the non-compliance occurred, if applicable?
- d) If relevant, what was the precise location where the non-compliance occurred?

Attach a map or diagram to the Statement to show the precise location.

- e) What were the registration numbers of any vehicles or the chassis number of any mobile plant involved in the non-compliance?
- f) What was the cause of the non-compliance?
- g) What action has been, or will be, taken to mitigate any adverse effects of the non-compliance?
- h) What action has been, or will be, taken to prevent a recurrence of the non-compliance?

-
3. How many pages have you attached?

Each attached page must be initialled by the person(s) who signs Section G of this Annual Return

C2 Details of Non-Compliance with Licence

Licence condition number not complied with
Summary of particulars of the non-compliance (NO MORE THAN 50 WORDS)
If required, further details on particulars of non-compliance
Date(s) when the non-compliance occurred, if applicable
If relevant, precise location where the non-compliance occurred (attach a map or diagram)
If applicable, registration numbers of any vehicles or the chassis number of any mobile plant involved in the non-compliance
Cause of non-compliance
Action taken or that will be taken to mitigate any adverse effects of the non-compliance
Action taken or that will be taken to prevent a recurrence of the non-compliance

D Statement of Compliance - Load-Based Fee Calculation Worksheets

If you are **not** required to monitor assessable pollutants by your licence, **no worksheets** will appear below. Please go to Section E.

If assessable pollutants have been identified on your licence (see licence condition L2), complete the following worksheets for each assessable pollutant to determine your load-based fee for the licence fee period to which this Annual Return relates.

Loads of assessable pollutants must be calculated using any of the methods provided in the EPA's Load Calculation Protocol for the relevant activity. A Load Calculation Protocol would have been sent to you with your licence. If you require additional copies you can download the Protocol from the EPA's website or you can contact us on telephone 02 9995 5700.

You are required to keep all records used to calculate licence fees for four years after the licence fee was paid or became payable, whichever is the later date.

PENALTIES APPLY FOR SUPPLYING FALSE OR MISLEADING INFORMATION

Reporting loads of NOx (summer) and VOCs (summer) in the Sydney Basin

From 1 July 2007, all licensees in the Sydney Basin that have NOx and/or VOCs as an assessable pollutant must **also** report loads of these pollutants discharged over the summer period (December, January, February).

NOx and VOCs loads discharged over the relevant reporting period (e.g. 12 months) must be reported.

In addition, NOx (summer) and VOCs (summer) and Actual Quantity (summer) must be reported in the appropriate Load-Based Fee Calculation Worksheet to determine any fees payable.

Example: Fee Based Activity [17] Paint Production

Pollutant	Actual Quantity (T produced)	Fee Rate Threshold	Assessable load (kg)	Pollutant Weighting	Critical Zone weighting	Pollutant Fee
Benzene	16,400	3,832	1,800	740	1	\$4,895
NOx	16,400	42,573	12,440	9	7	\$2,880
NOx (summer)	4,100	42,573	3,110	9	28	\$2,880
PM10	16,400	70,955	3,241	125	1	\$1,489
VOCs	16,400	123,887	88,000	6.6	7	\$14,941
VOCs (summer)	3,500	123,887	22,000	6.6	28	\$14,941
Total						\$42,026

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Benzene discharged to Air

D1 Pollutant Load

	actual load (kg)	weight load (kg)	'agreed' load (kg)
Petroleum products storage	<input type="text"/>	<input type="text"/>	<input type="text"/>

Actual Load

If applicable, the method used to calculate the **actual load** was:

(Method Numbers must be as per the NSW EPA's publication "Approved Methods for the Sampling and Analysis and Analysis of Air/Water Pollutants in NSW" referred to in the "Load Calculation Protocol".)

Petroleum products storage	<input type="checkbox"/> Source Monitoring (SM)	Type of SM	<input type="text"/>
		Method Number	<input type="text"/>
	<input type="checkbox"/> Emission Factors (EF)	Type of EF	<input type="text"/>
		Has the calculation method of the actual load resulted in an underestimation of the amount of the assessable pollutant discharged?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Mass Balance (MB)		
	<input type="checkbox"/> Other EPA Approved Method		

Weight Load

If applicable, the **load weighting** measure used was:

Petroleum products storage	<input type="checkbox"/> Effluent re-use on site		
	<input type="checkbox"/> Effluent transfer beyond the licensed premises	If so, where to?	<input type="text"/>
	<input type="checkbox"/> Flow optimised discharge		

Agreed Load

If applicable, the **agreed load** used was agreed under:

Petroleum products storage	<input type="checkbox"/> Load Reduction Agreement	<input type="checkbox"/> Bubble Licence Arrangement
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D2 Assessable Load (AL)

The assessable load for an activity is the smallest of actual, weighted or agreed loads. If you have more than one fee-based activity classification listed in D1, the assessable load for your licence is the sum of the assessable loads of this substance for each activity.

Assessable Load (AL) (kg)

D3 Calculate Fee Rate Threshold (FRT)

The Fee Rate Threshold is the amount of an assessable pollutant that may be discharged during the licence fee period before the fee rate for any further discharges of the assessable pollutant increases.

E.g. If you are a Cement Producer and you produced 500,000 tonnes of cement during the licence fee period, your calculated FRT for coarse particulates is:

$$\begin{aligned} \text{FRT} &= 500,000 \text{ tonnes produced} \times 0.23 \text{ (FRT factor for coarse particulates is 0.23 kg/tonne produced)} \\ &= 115,000 \text{ kg} \end{aligned}$$

Actual quantity of activity
(expressed in units of
measure specified at A5)

Petroleum products storage

$$\text{Actual quantity of activity} \times 0.0005000 = \text{calculated FRT}$$

If more than one activity, add calculated FRTs for each activity to obtain the total FRT for the pollutant

FRT

D4 Apply Fee Rate Threshold

Is the Assessable Load (D2) greater than the Fee Rate Threshold (D3)?

Yes, calculate AL1 below

No, go to D5

$$2 \times \text{AL (D2)} - \text{FRT (D3)} = \text{AL1}$$

D5 Calculate Pollutant Fee for Benzene discharged to Air

Calculation Factor, CF = [pollutant fee unit amount x pollutant weighting x critical zone] / 10,000

$$= 42.62 \times 740 \times 1/10,000$$

$$\begin{array}{ccc} \text{Assessable Load} & & \text{Calculation Factor} & & \text{Pollutant Fee} \\ \text{AL or AL1} & & \text{(CF)} & & \text{(PF)} \\ \text{} & \times & \text{3.1538800} & = & \$ \text{} \end{array}$$

Copy Pollutant Fee (PF) for this assessable pollutant to the summary page at D6

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Volatile organic compounds - Summer discharged to Air

D1 Pollutant Load

	actual load (kg)	weight load (kg)	'agreed' load (kg)
Petroleum products storage	<input type="text"/>	<input type="text"/>	<input type="text"/>

Actual Load

If applicable, the method used to calculate the **actual load** was:

(Method Numbers must be as per the NSW EPA's publication "Approved Methods for the Sampling and Analysis and Analysis of Air/Water Pollutants in NSW" referred to in the "Load Calculation Protocol".)

Petroleum products storage	<input type="checkbox"/> Source Monitoring (SM)	Type of SM	<input type="text"/>
		Method Number	<input type="text"/>
	<input type="checkbox"/> Emission Factors (EF)	Type of EF	<input type="text"/>
		Has the calculation method of the actual load resulted in an underestimation of the amount of the assessable pollutant discharged?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Mass Balance (MB)		
	<input type="checkbox"/> Other EPA Approved Method		

Weight Load

If applicable, the **load weighting** measure used was:

Petroleum products storage	<input type="checkbox"/> Effluent re-use on site		
	<input type="checkbox"/> Effluent transfer beyond the licensed premises	If so, where to?	<input type="text"/>
	<input type="checkbox"/> Flow optimised discharge		

Agreed Load

If applicable, the **agreed load** used was agreed under:

Petroleum products storage	<input type="checkbox"/> Load Reduction Agreement	<input type="checkbox"/> Bubble Licence Arrangement
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D2 Assessable Load (AL)

The assessable load for an activity is the smallest of actual, weighted or agreed loads. If you have more than one fee-based activity classification listed in D1, the assessable load for your licence is the sum of the assessable loads of this substance for each activity.

Assessable Load (AL) (kg)

D3 Calculate Fee Rate Threshold (FRT)

The Fee Rate Threshold is the amount of an assessable pollutant that may be discharged during the licence fee period before the fee rate for any further discharges of the assessable pollutant increases.

E.g. If you are a Cement Producer and you produced 500,000 tonnes of cement during the licence fee period, your calculated FRT for coarse particulates is:

$$\begin{aligned} \text{FRT} &= 500,000 \text{ tonnes produced} \times 0.23 \text{ (FRT factor for coarse particulates is 0.23 kg/tonne produced)} \\ &= 115,000 \text{ kg} \end{aligned}$$

	Actual quantity of activity (expressed in units of measure specified at A5)	x		=	calculated FRT
Petroleum products storage	<input type="text"/>	x	0.0500000	=	<input type="text"/>
<i>If more than one activity, add calculated FRTs for each activity to obtain the total FRT for the pollutant</i>					FRT <input type="text"/>

D4 Apply Fee Rate Threshold

Is the Assessable Load (D2) greater than the Fee Rate Threshold (D3)?

- Yes, calculate AL1 below
- No, go to D5

$$\begin{array}{ccccc} 2 \times \text{AL (D2)} & & \text{FRT (D3)} & & \text{AL1} \\ \hline \text{[]} & - & \text{[]} & = & \text{[]} \end{array}$$

D5 Calculate Pollutant Fee for Volatile organic compounds - Summer discharged to Air

$$\begin{aligned} \text{Calculation Factor, CF} &= [\text{pollutant fee unit amount} \times \text{pollutant weighting} \times \text{critical zone}] / 10,000 \\ &= 42.62 \times 6.60 \times 28 / 10,000 \end{aligned}$$

Assessable Load AL or AL1		Calculation Factor (CF)		Pollutant Fee (PF)
<input type="text"/>	x	0.7876176	=	\$ <input type="text"/>

Copy Pollutant Fee (PF) for this assessable pollutant to the summary page at D6

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Volatile organic compounds discharged to Air

D1 Pollutant Load

	actual load (kg)	weight load (kg)	'agreed' load (kg)
Petroleum products storage	<input type="text"/>	<input type="text"/>	<input type="text"/>

Actual Load

If applicable, the method used to calculate the **actual load** was:

(Method Numbers must be as per the NSW EPA's publication "Approved Methods for the Sampling and Analysis and Analysis of Air/Water Pollutants in NSW" referred to in the "Load Calculation Protocol".)

Petroleum products storage	<input type="checkbox"/> Source Monitoring (SM)	Type of SM	<input type="text"/>
		Method Number	<input type="text"/>
	<input type="checkbox"/> Emission Factors (EF)	Type of EF	<input type="text"/>
		Has the calculation method of the actual load resulted in an underestimation of the amount of the assessable pollutant discharged?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Mass Balance (MB)		
	<input type="checkbox"/> Other EPA Approved Method		

Weight Load

If applicable, the **load weighting** measure used was:

Petroleum products storage	<input type="checkbox"/> Effluent re-use on site		
	<input type="checkbox"/> Effluent transfer beyond the licensed premises	If so, where to?	<input type="text"/>
	<input type="checkbox"/> Flow optimised discharge		

Agreed Load

If applicable, the **agreed load** used was agreed under:

Petroleum products storage	<input type="checkbox"/> Load Reduction Agreement	<input type="checkbox"/> Bubble Licence Arrangement
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D2 Assessable Load (AL)

The assessable load for an activity is the smallest of actual, weighted or agreed loads. If you have more than one fee-based activity classification listed in D1, the assessable load for your licence is the sum of the assessable loads of this substance for each activity.

Assessable Load (AL) (kg)

D3 Calculate Fee Rate Threshold (FRT)

The Fee Rate Threshold is the amount of an assessable pollutant that may be discharged during the licence fee period before the fee rate for any further discharges of the assessable pollutant increases.

E.g. If you are a Cement Producer and you produced 500,000 tonnes of cement during the licence fee period, your calculated FRT for coarse particulates is:

$$\begin{aligned} \text{FRT} &= 500,000 \text{ tonnes produced} \times 0.23 \text{ (FRT factor for coarse particulates is 0.23)} \\ &= 115,000 \text{ kg} \end{aligned}$$

Actual quantity of activity
(expressed in units of
measure specified at A5)

Petroleum products storage

$$\text{Actual quantity of activity} \times 0.0500000 = \text{calculated FRT}$$

If more than one activity, add calculated FRTs for each activity to obtain the total FRT for the pollutant

FRT

D4 Apply Fee Rate Threshold

Is the Assessable Load (D2) greater than the Fee Rate Threshold (D3)?

Yes, calculate AL1 below

No, go to D5

$$2 \times \text{AL (D2)} - \text{FRT (D3)} = \text{AL1}$$

D5 Calculate Pollutant Fee for Volatile organic compounds discharged to Air

Calculation Factor, CF = [pollutant fee unit amount x pollutant weighting x critical zone] / 10,000

$$= 42.62 \times 6.60 \times 7 / 10,000$$

$$\begin{array}{ccc} \text{Assessable Load} & & \text{Calculation Factor} & & \text{Pollutant Fee} \\ \text{AL or AL1} & & \text{(CF)} & & \text{(PF)} \\ \text{} & \times & \text{0.1969044} & = & \$ \text{} \end{array}$$

Copy Pollutant Fee (PF) for this assessable pollutant to the summary page at D6

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D6 Load-Based Fee

Assessable pollutants	Pollutants fee from D5 for each pollutant
Benzene (Air)	<input type="text"/>
Volatile organic compounds - Summer (Air)	<input type="text"/>
Volatile organic compounds (Air)	<input type="text"/>
Total of Assessable Pollutant Fees	<input type="text" value="\$"/>
Less the administrative fee you paid last year to cover this reporting period. This amount would have been paid at the beginning of the licence period.	<input type="text" value="\$"/>
NOTE: If you varied your licence during the reporting period and your administrative fee changed, enter the total administrative fee paid for the period. Please use your invoice for the upcoming reporting period which shows payment and the fee details for the last twelve months as a reference for determining your administrative fee. If you are unsure about the administrative fee you paid last year, please contact us on telephone 02 9995 5700.	
Load-based Fee (if negative, write zero)	<input type="text" value="\$"/>

It is important to note that the load-based fee must **not** be paid at this time. A separate invoice for the load-based fee will be issued once the EPA receives the Annual Return and load data. This load-based fee must be submitted to the EPA by **90 days after 06-Feb-2014**

E Statement of Compliance - Requirement to Prepare Pollution Incident Response Management Plan (PIRMP) Under Section 153A of the POEO Act 1997

1 Have you prepared a PIRMP as required under s153A of the Protection of the Environment Operations Act 1997?

(✓ a box)

Yes

No

If you answered 'Yes' to question 1, please tick the appropriate box to indicate the following:

2 Is the PIRMP available at the premises?

(✓ a box)

Yes

No

3 Is the PIRMP available in a prominent position on a publicly accessible web site?

(✓ a box)

Yes

No

If the PIRMP is available on a publicly accessible web site please indicate clearly below the address of the web site where the PIRMP can be accessed:

Web site Address

4 Has the PIRMP been tested?

(✓ a box)

Yes

No

If you answered 'Yes' to question 4 please indicate clearly below the date that the PIRMP was last tested:

The PIRMP was last tested on

5 Has the PIRMP been updated?

(✓ a box)

Yes

No

If you answered 'Yes' to question 5 please indicate clearly below the date that the PIRMP was last updated:

The PIRMP was last updated on

6 How many times has the PIRMP been activated in this reporting period?

If the PIRMP has been activated, please indicate clearly below the date/s when the PIRMP was activated:

The PIRMP was activated on

The EPA's guidelines for preparation of pollution incident response management plans are available at

<http://www.epa.nsw.gov.au/legislation/20120227egpreppirmp.htm>

F Statement of Compliance - Requirement to Publish Pollution Monitoring Data Under Section 66(6) of the POEO Act 1997

1 Are there any conditions attached to your licence that require pollution monitoring to be undertaken?

(✓ a box)

Yes

No

If you answered 'Yes' to question 1, please tick the appropriate box to indicate the following:

2 Do you operate a web site?

(✓ a box)

Yes

No

3 Is the pollution monitoring data published on your web site in accordance with the EPA's written requirements for publishing pollution monitoring data?

(✓ a box)

Yes

No

If you publish pollution monitoring data on a web site please indicate clearly below the address of the web site where the pollution monitoring data can be accessed:

Web site address

The EPA's written requirements for publishing pollution monitoring data are available at

<http://www.epa.nsw.gov.au/legislation/20120263reqpubpdata.htm>

Note - if you do not maintain a web site, you must provide a copy of any monitoring data that relates to pollution, to any person requests a copy of the data at no charge to the person requesting the data.

G Signature and Certification

This Annual Return may only be signed by a person(s) with legal authority to sign it as set out in the categories below. **Please tick (✓) the box** next to the category that describes how this Annual Return is being signed.

If you are uncertain about who is entitled to sign or which category to tick, please contact us on telephone 02 9995 5700.

If the licence holder is:	the Annual Return must be signed and certified:
an individual	<input type="checkbox"/> by the individual licence holder, or <input type="checkbox"/> by a person approved in writing by the EPA to sign on the licence holder's behalf
a company	<input type="checkbox"/> by affixing the common seal in accordance with Corporations Act 2001, or <input type="checkbox"/> by 2 directors, or <input type="checkbox"/> by a director and a company secretary, or <input type="checkbox"/> if a proprietary company that has a sole director who is also the sole company secretary – by that director, or <input type="checkbox"/> by a person delegated to sign on the company's behalf in accordance with the Corporations Act 2001 and approved in writing by the EPA to sign on the company's behalf.
a public authority (other than a council)	<input type="checkbox"/> by the Chief Executive Officer of the public authority, or <input type="checkbox"/> by a person delegated to sign on the public authority's behalf in accordance with its legislation and approved in writing by the EPA to sign on the public authority's behalf.
a local council	<input type="checkbox"/> by the General Manager in accordance with s.377 of the Local Government Act 1993, or <input type="checkbox"/> by affixing the seal of the council in a manner authorised under that Act.

It is an offence to supply any information in this form that is false or misleading in a material respect, or to certify a statement that is false or misleading in a material respect. There is a maximum penalty of \$250,000 for a corporation or \$120,000 for an individual.

I/We

- declare that the information in the Monitoring and Complaints Summary in section B of this Annual Return is correct and not false or misleading in a material respect, and
- certify that the information in the Statement of Compliance in sections A, C, D, E and F and any pages attached to Section C is correct and not false or misleading in a material respect.

If your licence has been transferred, suspended, surrendered or revoked by the EPA during this reporting period, cross out the dates below and specify the new dates to which this Annual Return relates below:

For the reporting period 07-Feb-2013 to 06-Feb-2014 or ___/___/___ to ___/___/___

SIGNATURE: _____

NAME:
(printed) _____

POSITION: _____

DATE: ___/___/___

SIGNATURE: _____

NAME:
(printed) _____

POSITION: _____

DATE: ___/___/___

SEAL(if signing under seal)

PLEASE ENSURE THAT ALL APPROPRIATE BOXES HAVE BEEN COMPLETED AND THAT THE CHECKLIST ON PAGE 2 OF THE ANNUAL RETURN HAS BEEN COMPLETED