



## Procedure

# Biosecurity Protocols at the Port Alma Shipping Terminal

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### Brief description

Describes the Procedure for the biosecurity management of container imports, operation and treatment of biosecurity waste at the Port Alma Shipping Terminal.

### Document information

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### Document accountability

Role	Position
Owner	Craig Walker
Custodian	Colin Munro

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## Terms and definitions

The following key terms and definitions apply to this Procedure:

<b>Term</b>	<b>Definition</b>
Owner	Under the GPC governance structure, the Owner is accountable for approval and has the authorised discretion to implement or significantly change the system
Custodian	Under the GPC governance structure, the Custodian is accountable for monitoring the application of the system and advising the owner of the monitoring outcomes, and is also accountable for proposing system design or redesign and facilitation of conformance
PAST	Port Alma Shipping Terminal
GPC	Gladstone Ports Corporation
DAWR	Department of Agriculture & Water Resources – Biosecurity Division
Stevedore	A person employed at a wharf to load and unload ships
STP	Port Alma Shipping Terminal Sewerage Treatment Plant
RGT	RG Tanna Coal Terminal
DG	Dangerous Goods
Container	Shipping Container (various sizes)



# 1 Introduction

## 1.1 Procedure purpose

PAST is a first point of entry in the Port of Rockhampton (PoR) under the *Biosecurity Act 2015* and must enable effective management of biosecurity risks associated with landing place operations.

To ensure compliance with the Waste Management Standard and the General Goods Standard imposed by the Department of Agriculture & Water Resources – Biosecurity Division (DAWR).

This procedure describes the biosecurity management of container imports including:

1. The handling and storage of containers (for treatment);
2. The operation and cleaning of the quarantine wash bay and waste water treatment

In addition this procedure also addresses the collection, transport and treatment of biosecurity waste.

## 1.2 Procedure scope

Applicable to all persons that may undertake activity at PAST, both GPC, Contractors or Port Users.

## 1.3 Procedure objectives

Objectives of this Procedure are to:

- Document the process for container handling (including DG containers)
- Outline biosecurity inspection and container unpacking protocols
- Document the process for the quarantine wash bay operation
- Outline fumigation protocols
- Document the process for quarantine waste management
- Communicate requirements to relevant and involved parties
- Support GPC's Safety and Environment Management Systems; and
- Ensure all compliance obligations are met

# 2 Container Management

To manage biosecurity risk at PAST effectively, the following container manager protocols shall apply.

PAST has a nominated secure area for biosecurity management (Container Yard #2 – Refer Map 6.2.7).

This area has an impervious base, is security fenced, has biosecurity signage and secured with a lockable gate.

The following steps are taken to ensure appropriate biosecurity management of containers:

- Containers are inspected after discharge by DAWR Officers;
- Containers requiring biosecurity treatment and further inspection will be transported to the nominated secure area for treatment.
- Treatment can include:
  - Wash-down of the outside of the container using the wash bay; or
  - Inspection / unpacking of the container; or
  - Fumigation of the container.
- When treatment is complete, DAWR re-inspect the containers for 'proof of freedom' and
- If cleared, are transported to its destination

For additional dangerous goods protocols, refer to Section 2.1



## 2.1 Dangerous Goods Containers

In order to ensure compliance with GPC's Explosives Licence issued under the *Explosives Act 1999* from the Department of Natural Resources, Mines and Energy (DNRME), GPC will coordinate the handling of DG containers as follows:

- Containers are inspected after discharge by DAWR Officers;
- Containers requiring biosecurity treatment and further inspection will be transported to the nominated secure area;
- In conjunction with DNRME, a risk assessment is conducted giving consideration to risk factors such as segregation of different classes of DG and distance to local infrastructure and population;
- GPC will implement the appropriate controls in accordance with the risk assessment. This will inform the quantity of containers that can be taken to the area and the configuration to effect required separation distances;
- If the risk assessment indicates that no/low/ limited numbers of containers can be taken to the area for treatment, GPC will liaise with DAWR to determine a solution which could be:
  - the use of other impervious laydown areas inside the port on a temporary basis (with similar distances to the wharf/vessel); or
  - The application of logistical separation by delaying the unloading of the vessel; or
  - other agreed protocol.
- When treatment is complete, DAWR may re-inspect the containers and when cleared, are transported to their destination. Biosecurity treatments must be performed prior to leaving the Port.

This process meets compliance with GPC's FPOE and Explosives Licence requirements.

## 3 Biosecurity Treatment

### 3.1 Inspection / unpacking of containers

Containers may be subject to an inspection while in the yard.

The inspection may include:

- the outside of the container, including container lugs, doors and hatches, may be inspected for biosecurity pest or biosecurity matter
- the inside of the container, by either opportunistic observation or by unpacking the container to determine if biosecurity pests or biosecurity matter is present.

Inspection is typically carried out by DAWR, and positive confirmation may result in either washing and / or fumigation of the container.

Containers for inspection must not be disturbed until 'proof of freedom', has been granted by DAWR.

### 3.2 Fumigation

Containers may be subject to fumigation while in the yard and can be treated by DAWR or an approved pest controller.

Containers subject to fumigation must not be disturbed until 'proof of freedom' has been granted by DAWR.

### 3.3 Quarantine Wash Bay

When shipping containers are unloaded from vessels at PAST, DAWR Officers inspect each container and if foreign or organic matter is found, the container is directed to the wash bay to be cleaned. The wash bay is located in a secure hardstand area (refer Appendix 6.2.1 for wash bay photo and Appendix 6.2.7 for location on map).



### 3.4 Wash bay procedure (Stevedores):

- 3.4.1 The container must be transported the short distance to the wash bay by truck and top lifter forklift.
- 3.4.2 Container must be pressure washed (by the Stevedores that are working the vessel unless otherwise authorised by Port Management).
- 3.4.3 If any debris is left on the wash bay walls, floor or stand they must be washed down thoroughly.
- 3.4.4 If it is raining whilst the wash bay is being used all water must be trapped in an approved drainage and collection sump which has a 100 micron sieve to collect grit and other matter. (refer photo - Appendix 5.2.2 – Sediment Filter and Sump)
- 3.4.5 At completion the operator must ensure that the area is completely cleared of any foreign material.
- 3.4.6 Grit and other matter must be collected from the 100 Micron Sieve, collected and double bagged in plastic bags supplied by the Stevedores and placed in the biosecurity waste bins in the secure “Biosecurity Area” for collection and treatment. Refer photos - Appendix 5.2.3 for Biosecurity Bin and 5.2.4 for Biosecurity Area.
- 3.4.7 Disposal of waste water must be handled by GPC as per Section 2.2. When the quarantine wash bay is not in use stormwater is transferred via a spoon drain to the site stormwater system. If rain occurs during use, the water is captured and pumped into the pod along with the waste water from the wash down procedure.

### 3.5 Transportation and treatment of wash bay waste water

- 3.5.1 Waste water from the collection sump must be pumped into a Pod which is located adjacent to the wash bay.
- 3.5.2 When full the Pod must be transported via Forklift to the STP by GPC staff who will decant the contents into the STP via a dedicated transfer hose. Refer Appendix 5.2.6 for photo and refer Appendix 5.2.7 for location on map.
- 3.5.3 The STP treats and chlorinates the waste water prior to being released as sub surface irrigation.  
*Note: The STP is operated and maintained in accordance with the STP Operation and Maintenance Manual.*

## 4 Biosecurity Waste

### 4.1 Collection of Biosecurity Waste (Stevedores)

- 4.1.1 Biosecurity waste goods (eg. Galley waste, loose items that do not form part of the documented consignment and wash down grit) must be double bagged and sealed/closed securely. These bags must then be placed in the biosecurity waste bins in the secure “Biosecurity Area”. Refer Appendix 5.2.7 map for location.
- 4.1.2 The biosecurity waste bins are clearly marked and maintained free of cracks, tears and damage that could effectively contain biosecurity waste particles.
- 4.1.3 GPC personnel must be contacted by the Stevedores and advised that biosecurity waste is ready for transportation to the approved quarantine treatment facility.



## 4.2 Transportation and Treatment of Biosecurity Waste

- 4.2.1 PAST must contact the approved quarantine treatment facility at RGT - Q1385 (Ph: 0408 738 615) and advise that biosecurity waste is ready for transportation for treatment at the facility.
- 4.2.2 The waste will be collected by the RGT personnel and transported via road to the facility in an approved enclosed vehicle.
- 4.2.3 The waste will be then treated and disposed of in the appropriate manner.

## 5 More information

This Procedure will be available to all personnel, vendors and consultants.

This document is uncontrolled when printed. The current version of this Procedure is available on GPC's Intranet.

If you require any further information, please contact the Custodian, listed under Document Accountability on the cover page.



## 6 Appendices

### 6.1 Appendix 1 – Related documents

#### 6.1.1 Legislation and regulation

Key relevant legislation and regulation, as amended from time to time, includes but is not limited to:

Type	What
Federal Acts	<i>Biosecurity Act 2015</i>
State Acts	<i>Biosecurity Act 2014</i>
Other	First point of entry biosecurity standards (landing places) Guide to meeting section 56 of the <i>Biosecurity Regulation 2016</i>

#### 6.1.2 Gladstone Ports Corporation documents

The following documents relate to this Procedure:

Type	Document number and title
Policy	DOCSCQPA#365624 Safety Policy DOCSCQPA#366016 Environment Policy
Standard	DOCSCQPA#809151 Environment Standard DOCSCQPA#854303 Safety Standard
Specification/Procedure	STP Operation Maintenance Manual

### 6.2 Appendix 2 – Related Photos and Maps

#### 6.2.1 Quarantine Wash bay







### 6.2.2 Sediment Filter and Sump



### 6.2.3 Biosecurity Bin





## 6.2.4 Biosecurity Area



## 6.2.5 Sewerage Treatment Plant







## 6.2.6 Pod and Decant Line





### 6.2.7 Map of Port Alma Shipping Terminal

