

SR Technics Ireland Limited.

EMERGENCY

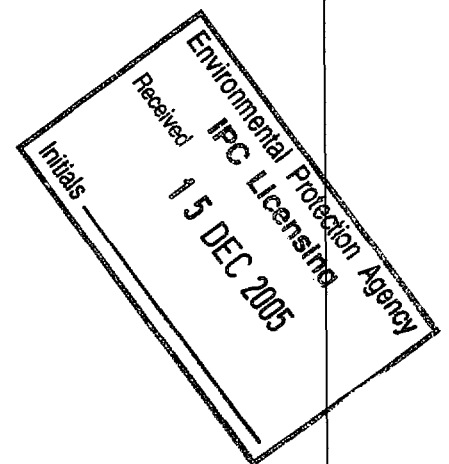
REACTION

PLAN

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**Issued by Harry Galvin
Safety and Security Manager
August 2005**

EMERGENCY REACTION PLAN



This is an important document you should familiarise yourself with its contents and have it readily available to you at all times.

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EMERGENCY CALL IN / STAND DOWN

STAFF CALLED IN AS PART OF THIS EMERGENCY PLAN MUST REPORT TO THE EMERGENCY CO-ORDINATOR WITHOUT DELAY. THEY WILL REMAIN ON DUTY AND ON THE PREMISES UNLESS AUTHORISED OTHERWISE BY THE EMERGENCY CO-ORDINATOR.

EMERGENCY PROCEDURES

Emergency Summary

In the event of an emergency including;

• Fire	• Major damage to buildings
• Explosion	• Building collapse
• Gas leaks	• Bomb warning
• Major traffic accidents	• Multiple persons seriously injured
• Major damage to aircraft	• Fatalities

Take the following actions *if appropriate*;

Evacuate the Area

Inform the Emergency Services

Airport 4444 External (9) 112 or 999

Activate the Emergency Plan by contacting the Line Maintenance Duty Shift Manager at 6798/6111

Duty Shift Manager will activate call out list Page 6.

He will hand over responsibility for the call out when he has made contact with the Emergency Plan Co-ordinator or his alternative. They are the first three (3) named on the list Page 6.

The Co-ordinator will;

Ensure that the appropriate Emergency Services have been contacted **Page 7**

Continue the Emergency Call out **Page 6**

Direct all internal emergency activities

Contact Employee Assistance for trauma counselling of victims and/or relatives

Communications

The Head of Communications and/or the Emergency Co-ordinator will control and direct, all external communications.

Note:

Do not give Media Interviews, Press briefings or access to Media personnel to our Facilities without authorisation from the Head of Communications.

Communications with our Customers will be carried out by Mary Mannion and/or

Kieran Duffy having gained authorisation from the Emergency Co-ordinator.

EMERGENCIES

An Emergency is a situation generally arising with little or no warning, which threatens or causes property damage, serious personal injury or death. This Emergency Plan must be activated in the event of an emergency.

Typical emergencies relate to;

- Fire
- Gas leaks
- Major traffic accidents
- Major damage to buildings
- Bomb warning
- Explosion
- Chemical spills
- Major damage to aircraft
- Building collapse
- Multiple serious persons injured/fatalities

OBJECTIVES

The objectives of this plan are to make maximum use of Company resources and external emergency services in order to;

- Rescue and treat casualties
- Minimise damage
- Identify the dead and injured
- Define an end to the emergency
- Facilitate a return to normal activities as soon as possible after the event.
- Protect other people
- Contain the emergency
- Keep records of events and activities

And, provide accurate information to;

- Management
- Relatives
- Emergency services
- Media and public

PRESS AND OTHER MEDIA

The Head of Communications will control all communications with the media, Personnel Director He/She will report to the Emergency Plan co-ordinator immediately on learning of the Emergency. He/She may delegate such matters to another person and may use the services of a P.R Company as required. The Head of Communications will have a senior manager at any press briefings. Managers attending press briefings should be dressed smartly and not in casual clothing.

No other employees are permitted to make any comments or statements to the media. If approached by reporters, staff should politely refer them to the Head of Communications/ Personnel Director. Employees are cautioned on the possibility of telephone callers who do not identify themselves as media personnel seeking information on the incident.

The Customer Services Department will require briefings by the Personnel Director in order to advise our customers and this should be done as early as possible.

EMERGENCY PLAN ACTIVATION

The Emergency Plan requires specified staff to be contacted in order to put the Plan into effect. The Emergency Call-Out List is on **page 6**. Whenever an Emergency event is reported, the emergency services required by the Emergency at hand should be notified immediately.

EMERGENCY SERVICE	Phone Number
Airport Fire / Ambulance Service	4444
Dublin Fire Service / Gardai / Ambulance	9-112 or 999
ESB	9-1850 327999
Fingal County Council.	9-8731415
Calor Gas	9-4505000
Bord Gais	9-1850 205050
Airport Police	5554666
Garda Station	(9) 6664000 Santry (9) 6664950 Dublin Airport
Internal Security	6660

The Line Maintenance Shift Manager, Ext.: 6798 / 6111 must be informed of the Emergency. Upon receiving this notification the Line Maintenance Shift Manager will initiate the **Emergency Call Out (Page 6)** of the Emergency Plan.

The first contact should be with the Emergency Plan Co-ordinator who will decide if all or part of the Call Out List is to be activated. This should be done as quickly as possible and a record kept of staff contacted. The Line Maintenance Shift Manager should avail of the assistance of others for this Call Out.

The person making the calls should, identify themselves, **only convey essential information** (e.g. state this is an emergency call out due to----- event) to the **named person** on the Call Out List and tell them to report in immediately. If the person named on the Call Out List is not present when you call leave a message that they should contact you urgently but **do not state why**.

The Line Maintenance Shift Manager will manage the situation until the Emergency Plan Co-ordinator or his deputy arrives and takes charge. He will then hand over to and fully brief the Emergency Co-ordinator on all actions to date confirming who has been contacted. (Emergency services and Call-Out List) If event is at an outstation, maintain contact with the local representative, obtain information on the support services available and likely requirements.

The Emergency Plan Co-ordinator will be the sole contact point between SR Technics and other Emergency Centres during the Emergency.

EMERGENCY PLAN CO-ORDINATOR:

	<u>Name</u>	<u>Tel</u>	<u>Home Phone</u>	<u>Mobile</u>
Primary	Liam D’Arcy	6023	8459176	0868541932
Alternate	Harry Galvin	6123	8423625	0862524908

The SR Technics Plan Co-ordinator will;

- Direct all internal emergency activities.
- Appoint contact person for the Emergency Services.
- Appoint a person to open and maintain a “Chronological Log” of events and decisions taken.
- Take hand over and full briefing from Line Maintenance Shift Manager.
- Set up and activate the SR Technics Control Centre.(Safety Office Facilities Building)
- Ensure that all areas / personnel nominated as part of the Emergency Plan are carrying out their responsibilities.
- Nominate a person to contact and convey information on the incident to Senior Management

Note:

- All Press Releases are to be controlled by the SR Technics Communications Unit.
- Contacts with Statutory Bodies, Dublin Airport Authority, etc. should be, through the Emergency Plan Co-ordinator.

EMERGENCY CALL OUT LIST

NAME	FUNCTION	HOME	OFFICE	MOBILE
Liam D'Arcy	Line Maintenance	8459176	6023	086 8541932
Harry Galvin	Safety & Security	8423625	6123	086 2524908
Declan O'Shea	CX	8257649	6176 / 6177	086 2523234
Les Lacey	Supply Chain	8451544	6420	086 2204531
Joe Daly	Facilities	0419887881	6434	086 8554553
Kieran Mooney	Facilities	8256695	6969 / 6777	086 8241531
Derek Rowe	Supply Chain	0419888775	6196	086 8356199
Liam Sisk	Technical Director	041 9845150	6327	086 2523945
Eugene O'Sullivan	Engineering	8169866	6323	086 2363712
Mary Mannion	Communications	8344437	6456	086 8524711
John Murphy	Components	8255065	6424	086 2363711
John O'Shea	Company Secretary	8324271	6790	086 8527483
Frank Buggie	Quality Assurance	8350877	6092	086 2391041
Ray Daly	Quality Assurance	8453967	6618	086 8072292
Michael Tyrell	AOH	8257950	6431	086 8554457
Niall Farrell	AOH	041 9828453	6990	086 8039838
John Rafter	AOH	8412360	6602	086 8568915
Dermot Swan	AOH	8402205	6567	086 8527480
Noel Murray	Finance	2981567	6502	086 2363710
Paddy Hickey	Line Maintenance	8351846	6448	086 2523233
Niall O'Ceallaigh	Human Resources	8492445	6178	086 2523942
Marcelino Sherlock	Human Resources	2808234	6508	
Martin Lynch	Human Resources	046 26441	6027	
Kieran Duffy	Commercial	8383055	6180	086 8063271
Dennis Murphy	Commercial	8351452	6259	086 8524298
Tony Conroy	I.T.	8207994	6451	086 8527604

EXTERNAL COMMUNICATION GUIDELINE

Emergency situations generally arise with little or no warning and in order to provide a timely and efficient response, good and swift communications are essential. Depending on the type of emergency it will be vital that some or all of the following are contacted.

EMERGENCY SERVICE	Phone Number
Airport Fire / Ambulance Service	4444
Dublin Fire Service / Gardai / Ambulance	(9)112 or 999
Medical	(9) 8457777 or M 086 2430567
ESB	(9)-1850 372999
Fingal County Council	(9) 8731415
Calor Gas	(9) 4505000
Bord Gais	(9)1850 205050
Airport Police	5554666 Response Line
Garda Station	(9) 6664000 Santry (9) 6664950 Dublin Airport
Internal Security	66660
Health and Safety Authority	(9)6620400
Environmental Protection Agency	(9)053 60600
Insurance Brokers	
Aon	(9)7037400
Kearney and Associates	(9) 4950814 –087 2341686
Fingal County Council	(9) 8731415
Beaumont Hospital	(9) 8377755 / 8093000
Radiological Protection Institute of Ireland	(9) 2697766
Employee Assistance Programme	66366 or (9) 2782211

A detailed internal Call Out List is on the PAGE 6 of this plan

FIRE / EXPLOSION

UPON DISCOVERING FIRE or EXPLOSION

- Sound the nearest Fire Alarm.
- Call for assistance Tel. 4444.
- Attack the Fire with extinguishing equipment, if safe to do so.
- Close doors and windows if safe to do so.
- Leave the building by the nearest exit.
- Do not stop to collect personal belongings
- Go to Assembly Point on the North Apron unless directed otherwise.
- Do not leave the Assembly Point unless authorised.
- Do not re-enter building until directed by Fire Marshals or Emergency Services.
- Follow the Instructions of the Fire Marshals.

ACTION TO BE TAKEN ON HEARING ALARM

INTERMITTENT SOUND

- Prepare to evacuate the building.
- Managers and Fire Marshals should attempt to establish the cause of the Intermittent Alarm.
- Staff working in restricted areas or at heights should move to Mezzanine or Floor level.
- Close all Fire Proof Vaults / Cabinets.
- Close computer files turn off electrical equipment.
- Secure valuables, cash etc.
- Close doors and windows.

CONTINUOUS SOUND

- Close doors and windows if safe to do so.
- Leave the building by the nearest exit.
- Do not stop to collect personal belongings
- Go to Assembly Point on the North Apron unless directed otherwise.
- Do not leave the Assembly Point unless authorised.
- Do not re-enter building until directed by Fire Marshal.
- Follow the Instructions of the Fire Marshals.

OTHER MANAGEMENT ACTION

The Manager present should meet the Fire Service on arrival.

Inform them that he/she is the manager in charge and is available to assist them.

Convey any information available on the Alarm Activation to the Fire Officer in Charge.

This information should include persons still in building, flammable materials etc.

Cordon off the area

GAS LEAKS

ACTION TO BE TAKEN

Raise the Alarm by word of mouth DO NOT ACTIVATE ALARM AS THIS COULD CAUSE AN EXPLOSION.

Call for assistance.

FIRE SERVICE	4444.
Bord Gais	9-1850 205050
Calor Gas	9-4505000

- Leave the building by the nearest exit.
- Do not stop to collect personal belongings
- Do not turn electrically powered equipment on or off.
- Go to Assembly Point on the North Apron unless directed otherwise.
- Do not leave the Assembly Point unless authorised.
- Do not re-enter building until directed by Fire Marshals or Emergency Services.
- Follow the Instructions of the Fire Marshals.
- All staff should withdraw to a safe distance from the point of the Gas Leak and remain upwind of the Gas Leak.

OTHER MANAGEMENT ACTION

The Manager present should meet the Emergency Services on arrival.
Inform them that he/she is the manager in charge and is available to assist them.
Convey any information available on the Gas Leak to the Fire Officer in Charge.
This information should include persons still in building, flammable materials etc.

CORDON OFF THE AREA

CHEMICAL SPILL

Note:

A spill is considered **significant or major** if it cannot be contained or cleaned up by the individual(s) present or if any spill enters the drains.

A spill is considered **minor** if it can be immediately contained and cleaned up by the individual(s) present and it does not enter the drains.

ACTION TO BE TAKEN ON DISCOVERING CHEMICAL SPILL

Initiate immediately, in-house measures to deal with the spillage.

Note:

It must be stressed to all employees that in-house procedures for containment of spilled or released dangerous substances shall be undertaken only when it is deemed safe to do so.

- Manage the situation until the Environmental Emergency Reaction Plan Co-ordinator or his Deputy takes charge.
- Sound the nearest Fire Alarm.
- Call for assistance FIRE SERVICE Tel. 4444.
- Leave the building by the nearest exit.
- Do not stop to collect personal belongings.
- Do not turn electrically powered equipment on or off.
- Go to Assembly Point on the North Apron unless directed otherwise.
- Do not leave the Assembly Point unless authorised.
- Do not re-enter building until directed by Fire Marshals or Emergency Services.
- Follow the Instructions of the Fire Marshals.
- All staff should withdraw to a safe distance from the point of the Chemical Spill and remain upwind of the Chemical Spill.
- Cordon off the area

OTHER MANAGEMENT ACTION

The Manager present should meet the Emergency Services on arrival.
Inform them that he/she is the manager in charge and is available to assist them.
Convey any information available on the spill to the Fire Officer in Charge.
This information should include persons still in building, flammable materials etc.

Note:

See the Environmental Emergency Reaction Plan for full details.

INITIATING THE IN-HOUSE CONTAINMENT PROCEDURES

The person who causes or discovers the spilled or released hazardous material shall immediately confirm the nature of the spilled material.

Where practicable and safe to do so, the person who causes or discovers the spilled /released hazardous material shall contain the spillage using local containment equipment including; absorbent material, mats, drain plugs while wearing P.P.E.

If the spill is minor and it can be contained and cleaned up by the individual(s) present or it does not enter the drains, the individual(s) shall report the incident to his Manager, who should supervise the clean up operation.

If the spill is significant or major, and it cannot be contained or cleaned up by the individual(s) present or if it enters the drains, the person who causes or discovers it shall immediately inform the senior person on duty.

The senior person on duty shall make an immediate assessment to establish the hazard and any associated health risk. If it is established on this initial inspection that the spilled /released material is toxic or flammable, he/she shall immediately initiate Evacuation Procedures.

Any persons showing symptoms following exposure to the spilled/released material shall seek medical advice immediately, (Company Doctor or Hospital Casualty).

Based on initial assessment and providing it is safe to continue, the senior person on duty shall isolate the area and initiate in-house containment procedures using trained employees, absorbent materials and protective equipment.

If deemed that the Emergency Services are required, the senior person on duty shall alert the Airport Fire Services at **Ext.: 4444**.

If deemed necessary, Specialist Contractors shall be engaged to assist clean-up. Containment materials shall be placed around all nearby and down gradient gullies and manholes at potential risk of entry by the spillage.

In the event of hazardous material entering the surface water drainage system, Facilities Maintenance shall be contacted immediately at **Ext.: 6777** or Dublin Airport Authority Job Control at **Ext.: (555) 4555** or Dublin Airport Authority Duty Office at **Ext.: (555) 4724**.

All incidents, irrespective of how small, must be reported immediately to Environmental Coordinator **Ext.: 6969 mobile 086 8241531**.

Note:

Contact with Statutory Bodies, EPA, Fingal County Council, etc., shall be through Company Secretary or his Deputy.

MAJOR DAMAGE TO AIRCRAFT

The person who causes or discovers Major Damage to an Aircraft must notify the Quality Assurance Department immediately (EXT. 6092, 6618).

If there is any danger of fire contact the Airport Fire Service Ext 4444.

The Quality Assurance Department will notify the following as required by the situation,

CX	D O'Shea
Technical Director	L Sisk
Safety and Security Manager	H Galvin
Company Secretary	J O'Shea
Commercial /Legal Council	D McGeough
Quality Assurance Department of owner of Aircraft	
Irish Aviation Authority	
Dublin Airport Authority	

Quality Assurance will carry out an investigation into the cause and extent of the damage. The results of the investigation will be circulated to the appropriate people.

Insurance notification will be carried out by the Company Secretary or in his absence, by the Safety and Security Manager or the Contracts Manager.

For more detailed information contact the Quality Assurance Department.

CUSTOMERS

In the event that a customer's aircraft is involved in an incident or accident SR Technics must be prepared if requested, to assist the customer where possible as well as representing the interests of the Company.

In the above regard the Quality Assurance Department will secure the records appertaining to the specific aircraft.

SR Technics will support the customer where possible with technical resources.

MAJOR DAMAGE TO BUILDINGS - BUILDING COLLAPSE

ACTION TO BE TAKEN

Sound the nearest Fire Alarm.

Call for assistance

EMERGENCY SERVICE	Phone Number
Airport Fire / Ambulance Service	4444
Dublin Fire Service / Gardai / Ambulance	9-112 or 999
ESB	9-1850 372999
Fingal County Council.	9-8731415
Calor Gas	9-4505000
Bord Gais	9-1850 205050
Airport Police	5554666
Internal Security	6660

- Attack any Fire with extinguishing equipment, if safe to do so.
- Leave the building by the nearest exit.
- Do not stop to collect personal belongings
- Go to Assembly Point on the North Apron unless directed otherwise.
- Do not leave the Assembly Point unless authorised.
- Do not re-enter building until directed by Fire Marshals or Emergency Services.
- Follow the Instructions of the Fire Marshals.
- All staff should withdraw to a safe distance from the building.

OTHER MANAGEMENT ACTION

The Manager present should meet the Emergency Services on arrival.

Inform them that he/she is the manager in charge and is available to assist them.

Convey any information available on the explosion to the Fire Officer in Charge.

This information should include persons still in building, flammable materials etc.

Cordon off the area

BOMB WARNING

The decision to evacuate or not is mainly the responsibility of senior management and the Gardaí. The dilemma in such circumstances places both management and Gardaí in an invidious position if there is no specific positive information. The decision to evacuate must be balanced against a non-evacuation decision with the calamitous consequences that could ensue if a real incident were to occur. Issues to consider when making a decision on evacuation include;

- Structure of premises
- Nature of threat
- Actual wording of the threat
- Current Industrial / Political situation

ACTION TO BE TAKEN

Contact the Gardaí immediately. (9) 112 or 999 and Airport Fire 4444

Contact Safety and Security Manager 086 2524908, Office 6123 Home 8423625

If the threat is by phone the person receiving the call should record the date and time of the call, a description of Caller: ie. Male/ Female. Adult/ Child. Estimated Age / Accent and any details regarding the Caller's speech: Slow/Sincere/Disguised/Rapid/Loud/Excited

The person receiving the call should extract as much information as possible and should not give the caller any information or make suggestions as to where the device might be located, but should try to establish

- **WHERE** - the device is located.
- **WHAT** - type of device
- **WHEN** - it is expected to explode
- **WHY** - reason for placing the device
- **WHO** - person/organisation responsible for placing the device - if code word is used.

Panic and confusion should be avoided, publicity (especially in the case of a hoax) should be avoided. Avoid the use of the word bomb as this expression can cause panic and bring about an uncontrolled rush for the exits and result in injuries caused by trampling or crushing.

When the decision is made to evacuate - the following procedure should be implemented.

- Sound the nearest Fire Alarm
- Leave the building by the nearest exit.
- Staff should take personal belongings with them.
- Go to Assembly Point on the North Apron unless directed otherwise.
- Do not leave the Assembly Point unless authorised.
- Do not re-enter building until directed by Fire Marshals or Emergency Services.
- Follow the Instructions of the Fire Marshals.

OTHER MANAGEMENT ACTION

The Manager present should meet the Gardaí / Fire Service on arrival.

Inform them that he/she is the manager in charge and is available to assist them.

Convey any information available to the Gardaí / Fire Officer in Charge.

This information should include persons still in building, flammable materials etc.

Cordon off the area

Arrange management team for searching the premises in conjunction with the Gardaí.

MULTIPLE PERSONS SERIOUSLY INJURED - FATALITIES (MAJOR TRAFFIC ACCIDENTS)

The senior person present should, attend to the victims and contact the emergency services.

EMERGENCY SERVICE	Phone Number
Airport Fire / Ambulance Service	4444
Dublin Fire Service / Gardaí / Ambulance	9-112 or 999
ESB	9-1850 372999
Fingal County Council	9-8731415
Calor Gas	9-4505000
Bord Gais	9-1850 205050
Airport Police	5554666
Garda Station	(9) 6664000 Santry 6664950 Dublin Airport
Internal Security	6660

Render the accident site safe to prevent further injury.

Preserve the site for investigation purposes.

Contact the Safety and Security Manager.

Compile a list of those injured or killed and give this list to Safety Manager as soon as possible.

Compile a list of witnesses to the incident.

Note

Notification to the relatives of those injured or killed is the responsibility of the Company and the Garda Authorities and staff must be sensitive to the danger of inaccurate information causing undue distress to the relatives of those involved in the incident.

The assistance of the counselling services provided by the Employee Assistance Programme will be utilised in the circumstances.

ANTHRAX

What is anthrax.

Anthrax sometimes referred to as wool-sorters' disease is a serious disease occurring in sheep and cattle, and in those who tend them or handle the bones, skins and fleeces of the animals. The cause is a bacillus, which grows in long chains and produces spores, which retain their life for years in dried skins and fleeces. Anthrax organisms can cause infection in the skin, gastrointestinal system, or the lungs. To do, so the organism must be rubbed into abraded skin, swallowed, or inhaled as a fine, aerosolized mist. Disease can be prevented after exposure to the anthrax spores by early treatment with the appropriate antibiotics.

Anthrax is not spread from one person to another person.

ACTION TO BE TAKEN

Contact the Gardaí immediately. (9) 112 or 999 and Airport Fire 4444.

Alert Safety and Security Manager 6123 or 0862524908 or 8423625

CORDON OFF THE AREA

Do not shake or empty the contents of packages and letters.

Do not try to clean up any powder or substance that may spill from the envelope or package.

Place the envelope or package in a plastic bag or other container to prevent contents leaking.

Leave the room and close the door, or section off the area to prevent others from entering.

Wash your hands with **soap and water** to prevent spreading any powder to your face.

Remove heavily contaminated clothing as soon as possible and place in a plastic bag, or other container that can be sealed. This clothing bag should be given to the emergency services.

Shower with **soap and water. Do Not Use Bleach Or Other Disinfectant On Your Skin.**

Identify all personnel who may have come in contact with the contaminant.

HOW TO IDENTIFY SUSPICIOUS PACKAGES AND LETTERS

Some characteristics of suspicious packages and letters include the following,

Unexpected mail from unknown addresses

Excessive postage

Hand-written or poorly typed addresses

Incorrect titles or title, but no name

Misspellings of common words

Oily stains, discoloration's or odour

Protruding wires or aluminium foil

Excessive security material such as masking tape, string, etc.

Marked with restrictive endorsements

No return address

Excessive weight, lopsided or uneven envelope,

Mail marked "Personal" or "Confidential" where such endorsements are not normal.

Shows a city or state in the postmark that does not match the return address

GENERAL

This Emergency Plan details the action to be taken in the event of an emergency, the implementation of this Plan will be the responsibility of Liam D'Arcy (or his deputy). During the operation of the Plan he will be referred to as the Emergency Plan Co-ordinator.

The Safety Office **Phone: 6123** will be the Control Centre for SR Technics in the event of an Emergency. The Facilities Maintenance Manager's office **Phone: 6434** will be the alternate Control Centre.

APPLICATION

This document contains basic information, procedures and policies in relation to accidents, incidents or security events and is designed to provide guidelines for personnel who have a function and responsibility in such an event.

PREPARATION

Co-ordinator is responsible for preparing and updating the Emergency Plan.

FAMILIARISATION

All nominees must familiarise themselves with the contents of this document.

EXERCISES

Exercises will be conducted from time to time to test out the Emergency Plan.

AVAILABILITY

It is recommended that the Emergency Plan nominees leave forwarding addresses and telephone numbers readily available, where possible.

INTERPRETATION

These procedures shall be interpreted in a reasonable and intelligent manner, bearing in mind that unforeseen circumstances have not been provided for and that the procedures do not preclude the use of common sense and initiative.

ACCESS TO CONTROL CENTRE

Only personnel who are specifically nominated are permitted to proceed to the SR Technics Emergency Control Centre.

ACCESS TO ACCIDENT SITE

Only personnel who are authorised by the Emergencies Services / Regulatory Agencies, or the Emergency Plan Co-ordinator to proceed to the incident site may do so.

TERMS OF REFERENCE

Name / Title	Function & Terms of Reference
L D'Arcy	Emergency Plan Co-ordinator or his deputy will ensure that the SR Technics Emergency Plan operates effectively..
H Galvin	Will deputise if required for the Emergency Plan Co-ordinator and will act as Administration Assistant to the Co-ordinator, and will provide safety and security advice as required
T Conroy	Will provide communications equipment required, advise and assist on all systems records, data, computer security, and operations.
Line Maintenance Shift Manager	The Line Maintenance Shift Manager will deputise for the Emergency Plan Co-ordinator until he or his deputy is on the premises.
P.Hickey	Receives briefing from LMSM and takes control of Line Maintenance.
N O'Ceallaigh	Will provide advice and assistance on all personnel matters.
M Mannion	Will manage communications and media briefings.
F Buggie	Ensure Quality Assurance Reaction Plan is implemented. Report to SR Technics Emergency Plan Co-ordinator on progress of Quality Assurance action. Detail Aircraft Records Officer to impound any related aircraft records and secure records in a safe area.
R Daly	Deputise for QAM. Render assistance to Aircraft Records officer to enable all relevant aircraft records to be impounded and secured.
Quality Assurance Inspectors	If during normal working hours report to Quality Assurance Inspector's office for instructions. If outside above hours, act as for QAM until QAM is briefed and advises further. Initiate Quality Assurance action.

ENGINEERING:

- Provide drawings and plans of the aircraft if required.
- Provide advice on weight and balance related to removal of Aircraft if required.

Note: **In the event of major damage to an aircraft it may not be permissible to move the aircraft without the express agreement of the State Investigator.**

PLANNING:

- Provide Planning information and documentation if required.
- Provide current airframe, engine and component records if required.

QUALITY ASSURANCE:

- MQA to be available to participate in Investigation Team if required.
- In the event of a customer aircraft MQA will on learning of the incident secure appropriate records of work carried out by SR Technics on the aircraft.

SUPPLY CHAIN:

- Provide appropriate emergency equipment spares, flight kit, manuals and documentation and transportation of same as required.

HUMAN RESOURCES:

- Provide necessary flight bookings, ticketing, other transport arrangements, accommodation, visas and money for personnel required to travel.
- Provide personal details of staff injured / killed.
- Provide personal details for contract staff injured / killed.
- Arrange counselling / support for staff / relatives as required.
- Arrange meeting rooms / accommodation for the relatives of victims.

NOTE

Where injury or death has occurred the civil authorities must be contacted to ascertain what can be advised to the next of kin. Due to the sensitivity of such matters only the Personnel Director or a person nominated by him may contact the civil authorities or the next of kin.

In the case of accidents/incidents, the personnel nominated by the Emergency Plan co-ordinator shall, in addition to performing their special functions will as applicable, act as marshals to ensure

- the safety of staff,
- the protection of property,
- the security of materials and equipment and
- the follow-up salvage and all-clear activities arising.

All Others

All other staff called as a result of an emergency situation will carry out the tasks assigned to them by the Emergency Reaction Plan co-ordinator.

FACILITIES, EQUIPMENT AND SERVICES

Office	Safety office or Facilities Services Manager's office, Garage Building
Communications	Telephone, Radio, Television, Runners, Walkie-Talkies, Hangar Tannoy Systems, Fax etc.
Documents	Chronological Log / Emergency Plan / Call-Out Lists / Maps
Equipment	PCs / Printing Equipment Keys
Assembly Points	Designate
Hotel Accommodation	Block Bookings as required
Identification	ID cards marked "Emergency Response"
Parking	Specify locations
Airport/Apron Passes	Available from Airport Authority.

SR Technics Vehicles licensed to go landside:

<u>Vehicle</u>	<u>Fleet Number</u>	<u>Registration</u>
Mitsubishi Canter	BFVAO8	89 D 15927
Ford Fiesta	BMVA03	91 D 24861
Ford Courier	BFVAO1	96 D 19514
Ford Courier	BAVA06	96 D 54574
Ford Courier	BAVA21	99 D 81854
Ford Courier	BAVA17	96 D 54489
Ford Courier	BMVA06	96 D 37878
Mitsubishi Canter	BFVA19	94 D 26320
Ford Transit	BFVA12	93 KE 1630
Ford Transit	BFVA15	94 D 18169
Ford Transit	BAVA28	96 D 43303
Ford Mondeo	BLCA05	96 D 56452
Toyota Previa	BAMB02	92 D 44756
Toyota Previa	BAMB03	94 D 45132
Mitsubishi	BFTR01	88 D 28716
Justy van	BMAAO5	91 D 32966

Extra Vehicles Can Be Hired In From

Hertz	01 8445466
Avis	01 6057500

Cranes Can Be Hired From

	Telephone	
O'Briens	01 4595500/5	018256211
D Clerkin Ltd	01 8331468	
Crane Hire Ltd	01 6268426	
Trackline	01 4567875	087 6488722

EMERGENCY CO-ORDINATOR

CHRONOLOGICAL LOG

DATE OF INCIDENT:

PAGE NO:

Time	Contact		Contact Made		Comments
	From	To	Yes	No	

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DISTRIBUTION LIST

NAME	FUNCTION
Liam D'Arcy	Co-ordinator Line Maintenance
Declan O'Shea	V.P. and AME Dublin
Harry Galvin	Safety & Security
Noel Murray	Finance
Liam Sisk	Technical Director
John Rafter	AOH
Frank Buggie	Quality Assurance
Ray Daly	Quality Assurance
John O'Shea	Company Secretary
John Murphy	Components
Joe Daly	Facilities
Paddy Hickey	Line Maintenance
Mary Mannion	Communications
Niall O'Ceallaigh	Human Resources
Marcelino Sherlock	Human Resources
Martin Lynch	Human Resources
Dennis Murphy	Commercial
Kieran Duffy	Commercial
Kieran Mooney	Facilities
Eugene O'Sullivan	Engineering
Les Lacey	Supply Chain
Michael Tyrell	AOH
Tony Conroy	I.T.
Line Maintenance Shift Managers	Line Maintenance
Niall Farrell	AOH
Dermot Swan	AOH

EMERGENCY PLAN

Issued by Harry Galvin

Safety and Security Manager

Facilities Services Department

Ext. 6123

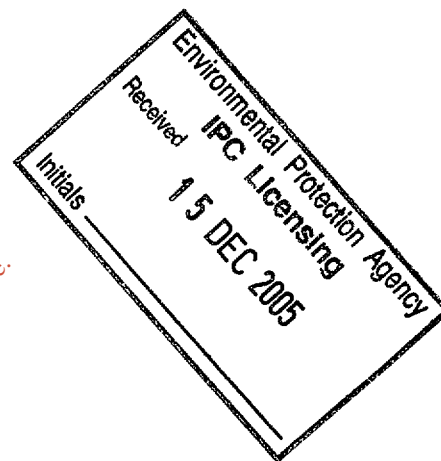
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SR Technics Ireland Limited

ENVIRONMENTAL EMERGENCY

REACTION PLAN



Prepared By: Kieran Mooney
Facilities Maintenance Manager

Signed By:

A handwritten signature in black ink, appearing to read "Kieran Mooney".

Approved By: Joe Daly
Facilities Services Manager

Signed By:

A handwritten signature in black ink, appearing to be a stylized signature of Joe Daly.

Document History

Version	Date	File Reference
<i>Draft.1</i>	<i>May 1998</i>	<i>Env0898</i>
<i>Draft.2</i>	<i>18th January 2000</i>	<i>Env0800.EERP</i>
<i>Issue 1</i>	<i>18th February 2000</i>	<i>Env0800.EERP</i>
<i>Issue 2</i>	<i>03rd March 2003</i>	<i>EERP Issue 2</i>
<i>Issue 3</i>	<i>04th June 2004</i>	<i>EERP Issue 3</i>
<i>Issue 4</i>	<i>03rd March 2005</i>	<i>EERP Issue 4</i>
<i>Issue 5</i>	<i>20th July 2005</i>	<i>EERP Issue 5</i>

ENVIRONMENTAL EMERGENCY REACTION PLAN

This is an important document. Upon receipt you should familiarise yourself with its contents. Keep it in a secure place and have it readily available to you at all times.

EMERGENCY CONTACT NUMBERS				
SR Technics Facilities Maintenance Job Control		Extn: 6777 (outside 812 6777)		
Dublin Airport Authority Emergency Services		Extn: (555) 4444		
REGULATORY AUTHORITIES				
Authority	Address	Contact	Telephone	Fax
E.P.A. (Environmental Protection Agency Headquarters) (Dublin Inspectorate)	IPC Enforcement Administration Licensing & Control Division PO Box 3000 Johnstown Castle Estate Co Wexford	Licensing & Control Division Enforcement Section	053-60 600 053-60 600	053-60 699 053-60 699
	Office of Environmental Enforcement East/North East Region Environmental Protection Agency McCumiskey House Richview Dublin 14	Ms Mary Gurrie	26 80 100 Extn: 4162	26 80 199
Fingal County Council	Water & Drainage Section 3 rd Floor County Hall Main Street Swords Co Dublin	Fingal County Council Office Hours After Hours (after 5 pm & Weekends) Jim Kavanagh, Pollution Officer	89 050 00 87 314 15 89 059 61	89 06 229 89 05 758
Eastern Regional Fisheries Board	Glasnevin, Dublin 9		83 792 06	83 60 060

EMERGENCY CALL-IN / STAND DOWN

All staff called in as part of the Environmental Emergency Reaction Plan must report to the Environmental Emergency Reaction Plan Co-ordinator without delay. They will remain on duty and on the premises unless authorised otherwise by the Environmental Emergency Reaction Co-ordinator.

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SECTION 1

GENERAL PLAN

Interpretation

These procedures shall be interpreted in a reasonable and intelligent manner, bearing in mind that unforeseen circumstances have not been provided for and that the procedures do not preclude the use of common sense and initiative.

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1.1

SUMMARY

- Environmental Emergency Reaction Plan outlines a single Company wide response to an environmental emergency.
- Plan is initiated by the Senior Person on Duty in affected area by contacting **Extn: 6777**.
- Also, contact Dublin Airport Authority Emergency Services at **Extn: (555) 4444**.
- Environmental Emergency Reaction Plan Co-ordinator will fully implement plan when contacted.
- If spilled/released material is toxic or flammable – evacuate the area.
- If Firewater is generated or contaminated spill enters sewage drains, initiate the following as appropriate;
 - **Hangar 1 & 2**
Install Drain plug at SE1 (Drain plugs located in cabinet at SE1, Tech Building fence).
 - **Hangar 3**
Isolate sump pumps in centre ducts, (Isolator at Switch Room, Hangar 3). Isolate sump pumps in holding chamber, Hangar 3. (Isolator at Switch Board SDB 3.3/1/1, North West corner of Hangar 4).
 - **Hangar 4**
Isolate sump pumps in holding chamber, Hangar 3 (Isolator at Switch Board SDB 3.3/1/1, North West corner of Hangar 4).
 - **Hangar 5**
Isolate sump pumps in centre ducts, (Isolator at Switch Board DB 5.7 at AMOSS).
 - **Stores and Hazardous Storage Area**
Isolate Ejector Chamber Pumps in Blue Zone Car Park, (Isolator in Ejector Chamber Pump House in Car Park No 1).
 - **Garage**
Install drain plug at SE3 (Drain plugs located in cabinet at SE3 opposite Hangar 6 Reception).
 - **Hangar 6**
Divert drains to holding tank, (Divertor Switch at Centre Plantroom).
- If safe to proceed;
 - Isolate cause of spill/release.
 - Contain spill/release and protect drains.
 - Clean up and dispose of contaminated material as hazardous waste.
- Investigate incident, report and implement measures to avoid a re-occurrence.
- Update procedures to reflect implemented measures.

1.2 INTRODUCTION

1.2.1 Overview

This Environmental Emergency Reaction Plan, (E.E.R.P.) outlines the actions to be taken in the event of an Environmental Incident, Accident or Emergency Situation.

The document contains basic information, procedures and policies in dealing with any environmental impact which may arise as a result of emergencies or abnormal operating conditions with potential to harm;

- People
- Environment
- Property

The document provides general guidelines for personnel who have a function and responsibility in such an event.

1.2.1.1 Control Centre

The Facilities Maintenance Manager's Office in the Facilities Building, **Extn: 6969/6777, Fax: 6847**, will be the Control Centre during an Environmental Emergency, (Alternative Control Centre, Aircraft Overhaul Office, 1st floor, Hangar 2, **Extn: 6249**).

During the operation of this plan, Environment Manager or deputy will be referred to as the Environmental Emergency Reaction Plan Co-ordinator.

1.2.2 Preparation

The Environment Manager is responsible for preparing and updating the S R Technics Ireland Limited, Environmental Emergency Reaction Plan.

1.2.3 Familiarisation

All nominees must familiarise themselves with the contents of this document.

1.2.4 Exercises

Exercises will be conducted from time to time to test out the Environmental Emergency Reaction Plan.

1.2.5 Readiness

Nominees should have in a state of readiness their I.D.'s, uniforms, protective clothing, list of duties and contacts at all times.

1.2.6 Access to Control Centre

Only personnel who are specifically nominated or authorised by the Environmental Emergency Reaction Plan Co-ordinator are permitted to proceed to the Environmental Emergency Reaction Control Centre.

1.2.7 Access to Affected Site

Only authorised personnel, with suitable personal protective clothing and equipment, are permitted near the affected site.

1.2.8 Availability

The contents of this document should be made available to all Managers in charge, or likely to be in charge of areas containing hazardous material. This document should be held in the office of the nominated staff in a secure location. It is recommended that a copy of their duties be kept close to hand at all times. This document shall not be amended without the approval of the Environment Manager.

Document also available on the P Drive/environment

ALL NOMINATED STAFF

All nominated personnel shall, in addition to performing their special functions and terms of reference as applicable, act as marshals to ensure the safety of staff, the protection of property, the security of materials, plant and equipment.

1.3 **OBJECTIVES**

The objectives of SR Technics Ireland Limited Environmental Emergency Reaction Plan are;

- To ensure an efficient response throughout the Company in dealing with spillages or accidental releases of hazardous material.
- To provide protection for personnel and prevent environmental pollution.
- Avoid contaminated Firewater reaching drains.
- To comply with Section 13 of Environmental Protection Agency's Integrated Pollution Control Licence.

1.4 **SCOPE**

This procedure applies to all staff whose duties include managing or handling hazardous materials or operations with the potential for environmental impact.

The procedure is implemented for all major releases of hazardous material such as fuel/chemical spillages or hazardous releases to atmosphere throughout the facility or if requested by SR Technics Ireland Limited, Main Accident/Emergency Reaction Plan Co-ordinator.

Note:

A spill is considered significant or major if it cannot be contained or cleaned up by the individual(s) present or if any spill enters the drains.

A spill is considered minor if it can be immediately contained and cleaned up by the individual(s) present and it does not enter the drains.

1.5 **PROCEDURES**

If an Environmental Incident, Accident or Emergency occurs, the Senior Person on Duty in the area at the time will;

- Initiate immediately in-house measures to deal with the spillage. See **Section 1.6**.
- If deemed necessary, activate the Environmental Emergency Reaction Plan. See **Section 1.7**.

- Manage the situation until the Environmental Emergency Reaction Plan

Co-ordinator or deputy takes charge.

- Hand over and brief Environmental Emergency Reaction Plan Co-ordinator.
- The Environmental Emergency Reaction Plan Co-ordinator will fully implement the Environmental Emergency Reaction Plan

Note: It must be stressed to all employees that in-house procedures for the containment of spilled or released dangerous substances shall be undertaken only when it is deemed safe to do so.

1.6 **ACTIONS TO BE TAKEN ON DISCOVERY OF ENVIRONMENTAL INCIDENT, ACCIDENT OR EMERGENCY**

THE SENIOR PERSON ON DUTY AT THE SPILL/RELEASE LOCATION SHALL;

- **Confirm the nature of the spill/release material, taking account of wind or draught direction when approaching the spill/release.**

ONCE THE NATURE OF THE SPILL/RELEASE IS CONFIRMED, REFER TO PART 2 OF THIS DOCUMENT FOR ADDITIONAL INFORMATION RELATING TO SPECIFIC HAZARDS.

- **Ensure Personal Protective Equipment is worn by staff attending to the spill.**
- **If practicable and safe to do so, isolate the cause of the spill/release hazardous material.**

IF SPILL/RELEASE IS CONSIDERED MINOR;

- **Organise containment and cleaning up by using suitable local containment equipment including absorbent material, sorbent booms and pillows.**
- **Containment materials from local spill kits must be placed around all nearby and down gradient gulleys and manholes at potential risk of entry of the spillage.**
- **Manage the cleanup operation and ensure all containment material is disposed of in accordance with Hazardous Waste Disposal Procedure, Current Issue and give all clear to resume operations.**
- **Forward incident Report to Environment Manager, Fax: 6847. See Page 26.**

HOWEVER, IF SPILL/RELEASE IS CONSIDERED MAJOR, THE SENIOR PERSON ON DUTY SHALL TAKE THE FOLLOWING ADDITIONAL ACTION;

- **Contact Facilities Maintenance Job Control at Extn: 6777 to initiate Environmental Emergency Reaction Plan.**
- **Contact Dublin Airport Authority Fire Services at Extn: (555) 4444.**
- **If spill has entered or is likely to enter surface water drains, contact Dublin Airport Authority Duty Office at Extn: (555) 4724.**
- **If Firewater is generated or contaminated spill enters sewage drains, initiate the following as appropriate;**
 - **Hangar 1 and 2 - Install drain plug at SE1.**
 - **Hangar 3 - Isolate Sump Pumps in centre ducts, (Isolator at Switch Room, Hangar 3) and holding chamber.**
 - **Hangar 4 - Isolate Sump Pumps in holding chamber, Hangar 3, (Isolator at Switch Board SDB 3.3/1/1 North West corner of Hangar 4).**

- Hangar 5 - Isolate Sump Pumps in centre ducts, (Isolator at Switch Board DB 5.7 at AMOSS).
- Stores and Hazardous Storage Area - Isolate Ejector Chamber Pumps in Blue Zone Car Park, (Isolator in Ejector Chamber Pump House in Car Park).
- Garage - Install drain plug at SE3.
- Hangar 6 - Divert drains to holding tank, (diverter switch at Centre Plantroom).
- If spill/released material is toxic or flammable, evacuate the area with Fire Marshals or other appointed staff.
- Any person exposed to hazardous spill/released material should seek medical advice immediately from First Aiders List on *Page 25*, or Hospital Casualty.

IF SAFE TO CONTINUE;

- Mark off the area with hazard tape (hazard tape included in spill kits).
- Appoint Marshals to control unauthorised entry to the spill zone.
- Organise containment procedures as described for minor spills. Additional containment equipment can be obtained from other local spill kits.
- If required, engage specialist Contractors from list on *Page 23*.
- All containment material for disposal must be sealed in plastic drums, labelled and moved to a secure safe place for disposal in accordance with Hazardous Waste Disposal Procedure, Current Issue.
- When the area is fully cleaned up and decontaminated, the Environmental Emergency Reaction Plan Co-ordinator and Safety Manager must give permission to resume normal activity.
- The Environmental Emergency Reaction Plan Co-ordinator shall arrange for the inspection of all relevant interceptors on the storm and sanitary sewer system and collect samples from the outfall for laboratory analysis. Where the spillage has entered the storm water and sanitary sewer system not provided with interceptors samples from the outfall shall also be collected and sent for analysis.

1.7 ACTIVATION OF ENVIRONMENTAL EMERGENCY REACTION PLAN (E.E.R.P.)

- **The Environmental Emergency Reaction Plan requires specified staff to be contacted in order to put the Plan into effect.**
- **The Senior Person on Duty in the Area where the incident, accident or emergency occurs will contact Facilities Maintenance Job Control at Extn: 6777, (24 hours) and Dublin Airport Authority Emergency Services at Extn: (555) 4444.**
- **The person receiving the call on Extn: 6777 will initiate the Environmental Emergency Response Plan by contacting the Environmental Emergency Reaction Plan Co-ordinator or deputy from list on *Page 16*.**
- **The Environmental Emergency Reaction Plan Co-ordinator or deputy will decide if all or part of the Primary Emergency Response Team List is to be activated, *Page 16*.**
- **The Emergency Call Out List, *Page 17 to Page 22* contains names of appropriate staff from operational areas where an incident is most likely to occur and may be called as decided by Environmental Emergency Reaction Plan Co-ordinator or deputy.**
- **The Environmental Emergency Reaction Plan Co-ordinator or deputy will take charge of the situation upon arrival on site and receive full briefing from Senior Person on duty who initiated the plan.**

1.8 REPORTING

- The Company Secretary shall report the incident to the Environmental Protection Agency, (E.P.A.) and Fingal County Council in accordance with Environmental Protection Agency's reporting protocols as soon as practicable.

Note: In the absence of Company Secretary, the Environment Manager or Safety Manager may initially inform Environmental Protection Agency of incident.

- The Environment Manager shall brief Senior Management who in turn shall brief Chief Executive SR Technics Ireland and SR Technics Ireland Limited Board.
- The Company Secretary shall compile full report on the incident and submit to Senior Management for SR Technics Ireland Limited Board Report.

1.9 INVESTIGATION

- **The Operational/Area Manager shall investigate the incident to identify the root cause. The investigation shall include recommendations for corrective action where required.**
- The investigation shall include a de-briefing with all involved with the incident and their input and recommendations taken into consideration.
- Where corrective action includes Capital Expenditure, Senior Management must evaluate and if practicable authorise the expenditure.

1.10 REVIEW

Following investigation and feedback from de-briefing session procedures will be amended to reflect corrective action recommended.

1.11 DOCUMENT CONTROL

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1.12 **FUNCTION AND TERMS OF REFERENCE**

Environment Manager

- Responsible for preparing and updating Environmental Emergency Reaction Plan.
- Assist in investigating incidents and corrective action implementation where appropriate, to avoid a reoccurrence.

Primary Environmental Emergency Reaction Plan Co-Ordinator

- The Environmental Emergency Reaction Plan Co-ordinator will ensure that the Environmental Emergency Reaction Plan operates effectively and in accordance with the Environment Management Manual by;
 - Take handover and full briefing from person who initiated the Environmental Emergency Reaction Plan.
 - Set up and activate the Environmental Emergency Reaction Centre.
 - Appoint a person to open and maintain a “Chronological Log” to record the events and decisions taken.
 - Liaise with the Dublin Airport Authority Emergency Services on the response actions and ensure instructions issued by Dublin Airport Authority are carried out.
 - Ensure that all areas/personnel nominated for Reaction Plan duties in SR Technics Ireland Limited are carrying out their responsibilities.
 - Contact Company Secretary or his deputy.
 - Cancel the alert.
 - Compile a log of events.
 - Brief Senior Management Representative.
 - Compile full report on incident.
 - Assist area managers investigate the incident and make recommendations for corrective action.

Alternative Environmental Emergency Reaction Plan Co-ordinator

- Acts as Assistant to the Primary Co-ordinator or deputises in his absence.

Operational/Area Manager

- Responsible for investigating the incident and implementing corrective action where appropriate to avoid a reoccurrence.
- Ensure the Environmental Emergency Reaction Plan is appropriate to the potential hazards in their area.
- Ensure relevant staff are familiar with the contents of the Environmental Emergency Reaction Plan.
- Identify and satisfy training needs to implement Environmental Emergency Reaction Plan.
- Notify Environment Officer of changes in Environmental Emergency Reaction Plan named personnel, or any changes in procedures.
- Updating procedures to reflect corrective action and recommendations following incident investigations and corrective action implemented.

Senior Person on Duty

See Sections 1.5 and 1.6.

Senior Manager Representative

- Approving the Environmental Emergency Reaction Plan.
- Briefing SR Technics Ireland Limited Chief Executive Officer and Ireland-Board.
- Securing the necessary resources for the implementation of appropriate corrective action where required to avoid a reoccurrence.

Company Secretary

- Report incident to Environmental Protection Agency and Fingal County Council as soon as practicable.
- Compile detailed reports to above or other statutory bodies as required.
- Control all press releases.
- Compile full report for Senior Management and SR Technics Ireland Limited Board.

Safety Manager

- Provide advice on safety issues.
- Liaise with Emergency Services.
- Assist in investigation of incident and make recommendations regarding health and safety issues for corrective action.

Facilities Manager

- Provide drawings and information on plant and equipment, buildings, sanitary, sewer, soil and ground water drainage.
- Provide qualified personnel to operate plant and equipment.

Facilities Services Manager

- Provide staff to assist clean up operation.
- Provide information on stock levels in Garage oil tanks.
- Make Safety Data Sheets, (SDS), for Facilities Stores stock available.

Environment Officer

- Provide advice on spilled chemical types and any specific precautions to be taken plus advise on safe and proper disposal of contained spill and any absorbent material used.
- Deputise for E,E,R,P co-ordinator.

Material Manager

- Provide information on stock levels in Chemical Compound, Oil Stores and Sub Stores.
- Make Safety Data Sheets, (SDS), for all stored chemicals available.

Environment Administrator/Officer

- Responsible for maintaining and upgrading all environmental documents such as Management Manual Procedures, Reports, etc. and all relevant information, which will be securely stored in Facilities Maintenance Library.

Others

- Selected staff from operational areas where spill has occurred as per lists.

1.13 PRIMARY ENVIRONMENTAL EMERGENCY RESPONSE TEAM

Name	Function	Home Tel.	Office Tel.	Mobile	Fax
Kieran Mooney	Co-ordinator	8256695	6969/6777	086-8241531	6847
Sean Lawlor	Alternative Co-ordinator Chemical Advice	0857156606	6918	086-8572266	6847
Paddy Hughes	Alternative Co-ordinator	8402511	6731	--	6847
Harry Galvin	Safety & Security	8423625	6123	086-2524908	6184
Ian Moore	Aircraft Overhaul	8641227	6249	086-8060767	6794
John O'Shea	Reporting	8324271	6790	086-8527483	6480
Dave Lewis	Containment/Disposal	8490184	6162	086-8319493	6847
Philip Farrell	Site Drawings and Plans		6425	086-8319496	6509
Ciaran O'Moore	Site Drawings and Plans		6470	086-8072753	6509
Derek Rowe	Inventory/Stock		6196	086-8356199	8889915
Joe Daly	Provide Resources		6434	086-8554553	8889921

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1.14 OTHER OPERATIONAL AREAS RESPONSE PERSONNEL

1.14.1

AIRCRAFT OVERHAUL

		Name	Office Tel	Home Tel	Mobile
Aircraft Overhaul	Primary	Niall Farrell	6990	--	086-8039838
	Alternative	Ian Moore	6249	8641227	086-8060767
Hangar 1	Primary	Tom Cox	6181	8437845	086-2670391
	Alternative	Conal Newman		8259789	087-2726916
	Alternative	Joe Smyth		8403462	087-2356314
Hangar 2	Primary	Tom Cox	6181	8437845	086-2670391
	Alternative	Eugene Foley	6443	8680884	086-8149653
	Alternative	Fergus Daly	6770	4907687	086-8558615
Hangar 3	Primary	Dave Cullen	6408	8460600	086-8541985
	Alternative	Paddy Helly	6081	8315838	086-8319465
	Alternative	John O'Connor	6081	8482754	--
Hangar 4	Primary	Tom Cox	6181	8437845	086-2670391
	Alternative	JJ Donoghue	6454	4974887	086-2509886
Hangar 5	Primary	Tom Cox	6181	8437845	086-2670391
	Alternative	Frank Begley	6409	8256395	--
	Alternative	Pat O'Neill	6835	8450687	--
	Alternative	John O'Connor		8255993	--
Hangar 6, Bay 1	Primary	John Rafter	6002	8412360	086-8568915
	Alternative	Jim Conroy	6724	--	087-6390367
Hangar 6, Bay 1A	Primary	John Rafter	6002	8412360	086-8568915
	Alternative	Christy Quinn	6241	--	087-2300266
Hangar 6, Centre Bay	Primary	John Rafter	6002	8412360	086-8568915
	Alternative	Ciaran Dunne	6003	--	086-8205836

1.14.1

AIRCRAFT OVERHAUL (Continued)

		Name	Office Tel	Home Tel	Mobile
Hangar 6, Bay 2	Primary	John Rafter	6002	8412360	086-8568915
	Alternative	Tom Brady	6145	8412510	--
	Alternative	Hugh Mullen	6938	8256425	--
Support Workshops	Primary	Niall Farrell	6990	--	086-8039838
	Alternative	Paul McAuley	6870	--	087-2177569
AMOSS	Primary	Dave Lewis	6162		086-8319493
	Alternative	Paul Bushby	6127	--	--

- Maintain local emergency response kit.
- Provide information on materials and chemicals (SDS).
- Provide staff to assist in clean up operation.
- Provide staff to act as Marshals and following an evacuation, ensure all staff on duty are accounted for at the assembly point.
- Make available key for access.

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COMPONENT OVERHAUL

		Name	Office Tel:	Home Tel:	Mobile
Component Overhaul	Primary	Brendan Hoare	6759	8470846	086-8063267
	Alternative	Paul Brennan	6671	041-9836605	086-8063269
Plating Shop	Primary	Brendan Hoare	6759	8470846	086-8063267
	Alternative	Frank Dunleavy	6514	8376516	--
Cleaning Shop	Primary	Paul Brennan	6671	041-9836605	086-8063269
	Alternative	Sam O'Connor		8472056	--
APU Shop, NDT & Test Cell	Primary	Fergus Woods	6653	0507-26365	086-8241529
	Alternative	Dave Keogh	6058	8391428	--
Landing Gear	Primary	Brendan Hoare	6759	8470846	086-8063267
	Alternative	Dermot O'Hara	6183	8551467	--
Wheel & Brake, NDT	Primary	Brendan Hoare	6759	8470846	086-8063267
	Alternative	Jimmy Walker		6281938	--
Hydraulic Shop	Primary	Paul Brennan	6671	041-9836605	086-8063269
	Alternative	Ray Fahy	6955	8372404	--
Fuel Shop	Primary	Fergus Woods	6653	0507-26365	086-8241529
	Alternative	Noel Carter	6840	8311651	--

- Maintain local emergency response kit.
- Provide information on materials and chemicals (SDS).
- Provide staff to assist in clean up operation.
- Provide staff to act as Marshals and following an evacuation, ensure all staff on duty are accounted for at the assembly point.
- Make available key for access.

1.14.3

MATERIALS

		Name	Office Tel:	Home Tel:	Mobile
Materials	Primary	Les Lacey	6420	8451544	086-2204531
	Alternative	Derek Rowe	6196	8402419	086-8356199
Goods Inwards / Goods Outwards	Primary	Peter Gleeson		--	--
	Alternative	Noel Kane	6386	--	--
Chemical Store	Primary	Duty Section Leader AOG desk		--	--
	Alternative	Liam Mc Conalogue		--	--
Oil Stores	Primary	Larry Madden		--	--
	Alternative	Philip Blanche	6374	--	--
Hangar 4, Sub-Stores	Primary	Brendan Mulvey	6138	--	--
	Alternative	Philip Blanche	6374	--	--
Hangar 6, Sub-Stores, Virgin Stores	Primary	Brendan Mulvey	6138	--	--
	Alternative	Myles Ivory	6172	--	--
	Alternative	Philip Blanche	6374	--	--

- Maintain local emergency response kit.
- Provide information on materials and chemicals (SDS).
- Provide staff to assist in clean up operation.
- Provide staff to act as Marshals and following an evacuation, ensure all staff on duty are accounted for at the assembly point.
- Make available key for access.

		Name	Office Tel:	Home Tel:	Mobile
Line Maintenance	Primary	Paddy Hickey	6448	8351846	086-2523233
	Alternative	Dave McCormack	6029	8451327	086-8542204

- Maintain local emergency response kit.
- Provide information on materials and chemicals (SDS).
- Provide staff to assist in clean up operation.
- Provide staff to act as Marshals and following an evacuation, ensure all staff on duty are accounted for at the assembly point.
- Make available key for access.

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1.14.5

FACILITIES SERVICES

		Name	Office Tel:	Home Tel:	Mobile
Ground Equipment	Primary	Tony McDonagh	6904	8409068	086-8527529
	Alternative	Joe Daly	6434		086-8554553
Facilities, Hangars 1, 2, 3, 4, 5 & Tech Stores	Primary	Ciaran O'Moore	6470		086-8072753
	Alternative	Philip Farrell	6425		086-8319496
Facilities, Garage, Hangar 6	Primary	Philip Farrell	6425		086-8319496
	Alternative	Ciaran O'Moore	6470		086-8072753
Stores	Primary	Joe Daly	6434		086-8554553
	Alternative	Mick Ryan	6539	--	--

- Maintain local emergency response kit.
- Provide staff to carry out clean up operation.
- Provide staff to act as Marshals etc.
- Make available keys, master key, pass keys.
- Take control of Plant and Equipment and operate as requested.
- Provide transport for personnel and equipment.
- Make available drawings of building
- Make available drawings of sanitary sewer system, soil and ground-water.

SPECIALIST CONTRACTORS

Company	Phone No. (Office Hours)	Phone No. (Outside office Hours)	Fax No.	Function
CARA Environmental	01 2601199	01 2601199 To obtain emergency number	01 4010260	Technical Support and Clean-up.
Shannon Environmental Services (SES)	061-707400	061-707400	061-707401	Technical Advice and Disposal of Chemicals.
Atlas Environmental	0502-78600	0502-78600 To obtain emergency number Free Phone 1850-504-504	0502-78699	Collection and Disposal of Waste Oil.
Jumbo Bins	041-9838585	041-9838585 (Answer Machine)	041-9824120	Disposal of Effluent.

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Authority	Address	Contact	Telephone	Fax
Environmental Protection Agency (Headquarters)	IPC Enforcement Administration Licensing & Control Division PO Box 3000 Johnstown Castle Estate Co Wexford	Licensing & Control Division Enforcement Section	053-60600 053-60600	053-60699 053-60699
(Dublin Inspectorate)	Office of Environmental Enforcement East/North East Region Environmental Protection Agency McCumiskey House Richview Dublin 14	Ms Mary Gurrie	01-2680100	01-2680199
Fingal County Council	Water & Drainage Section 3 rd Floor County Hall Main Street Swords Co Dublin	Fingal County Council Office Hours After Hours (after 5 pm & Weekends) Jim Kavanagh, Pollution Officer	01-8905000 01-8731415 01-8905961	01-890622 01-8905758
Eastern Regional Fisheries Board	Glasnevin, Dublin 9		01-8379206	01-8360060

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FIRST AIDERS

NAME	LOCATION	NAME	LOCATION
Sean Hehir	AOH	John Gildea	Engineering, Hangar 6
Gerry Kane	AOH, Hangar	Dave Keogh	Component OH Shop
Richard Browne	AOH,	John Flynn	Facilities,
Daniel O'Kane	Hangars	Martin Donoghue	Hangars
Tony Corcoran	Component OH Shops	John McMullen	Garage
Joe Hilliard	Sheetmetal	Brian Quinn	Hangars
Pat Duffy	Engineering,	Richard Kilduff	Interiors
Larry Groome	Line Maintenance	Paul Hannon	Line Maintenance
Michael McCabe	AOH, Hangars	Liam Duff	Hangars
Paddy Hughes	Facilities Garage	Eddie O'Brien	Hangars
Tom Cox	Hangars	Fionn Ginnity	Hangars
Joe Moran	AMOSS	Colm McGrath	Line Maintenance
Cliff Burnby	Hangars	Noel Grogan	Component OH Shop
Harry Garland	Wheel/Brake Shop	Sheila McDermott	Finance
Larry Meany	Planning	Finbar Crowley	Hangars
Ken Farrell	Hangars	Des Currivan	COH Offices H2
PJ Murray	COH	Damien Pierce	Planning
Peter Farrell	Line Maintenance	Maurice Treacy	Interior Shop
Kathy Tiernan	Customer Services	Paul McDermot	Hangars
Steward McNeil	Hangars	Mick Kane	Sheetmetal
Leo Breslin	Tool Crib	John Kenny	Line Maintenance
Dave McKeon	Sheetmetal	John O'Hanlon	Line Maintenance
Harry Galvin	Safety Office	John Campbell	Line Maintenance
Liam Craig	Hangars	Jack Cullinan	Hangars
Dave Allen	Piper Alpha	Bryan Gildea	Training School
Joe O'Brien	Wheel and Brake Shop	Pat Conlon	AOH
Ray Shannon	AOH	Roisin O'Shea	AOH
		Gerry Ryan	AOH

1.18 ENVIRONMENT INCIDENT INVESTIGATION REPORT FORM

This Form To be Completed by Department Manager, Following Receipt of SRT's Environment Incident Form or Attendance of Incident

Reported by

Staff No

Section

Department

Location of Incident

**Date/Time
Of Incident**

**Duration of
Incident**

**Emergency
Response
Personnel**

Details of Occurrence/Incident

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Investigation

**Material
Emitted**

**Weather
Conditions**

Personnel Injuries

Property Damage

Regulatory Bodies Notified

Corrective Action

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**Incident
Number**

(Number Issued by Facilities Maintenance)

Signed: _____

Person Completing Form, (Name and/or Signature)

Attachment N° J1(c) - Environmental Emergency Reaction Plan Part 2

Emergency Procedure for a Chemical Spill Cleaning Shop Component Repair - Hangar 3

Purpose

1. To provide a procedure for CLEANING SHOP personnel should a chemical spillage occur within the CLEANING SHOP Hangar 3

Preconditions

1. Full use MUST be made of Personal Protective Equipment (PPE)
2. Only if safe to do so should an attempt to stop/clean up the spill be made
3. Awareness of Companies Environmental Emergency Reaction Plan
4. Availability of Safety Data Sheets (SDS) for chemicals being used

Chemicals

The following chemicals are routinely found in this area

=>Ardrox 185 - Tank No.1	=>Ardrox 188 - Tank No.5
=>Ardrox 1873 - Tank No.3	=>Cee Bee 7x7 - Tank No.7
=>Turco 5351 Thin - Tank No.8	=>Ardrox 6025 - Tank No.9
=>Ardrox 204	=>Ardrox 6345
=>Ardrox 6085	=>Honey Bee 76
=>Supersolvent 621	

Remember a dangerous substance is still a dangerous substance regardless of whether it is cleaned up or not (i.e. an acid absorbed by an absorbent material is still an acid, only now its form has changed but it will still cause damage)

NOTE: THE SPILL KIT for this area is located at the Desk on the ground floor

Procedures on detection of a Spill:

Note: in the event of a spill all unnecessary persons must be removed from the affected area

1. Contain the Spill

- > Isolate power/switch off the sump pump. This is done by turning the power switch to the off position. This is located on the electrical panel to the left of the stairs in the Cleaning Shop
- > Isolate water supply to tanks. For Tanks 1 - 5 this is done by turning the water valve clockwise. This valve is located at the centre of the back wall (west) at tank level. For Tank 6 this is done by turning the water valve to the off position. This is located between tanks 5 and 6 (tank 6 side). For Tanks 7 - 9 this is done by turning the water valve clockwise. This valve is located behind the shower unit at the back wall (west).
- > If a drum is leaking, right it so that the hole is facing upwards
- > Surround the spill with absorbent material from the spill kit
- > Place absorbent material (e.g. oil dry) on the spill

2. EERP - Implement the Environmental Emergency Reaction Plan by calling 6777. Brief the Emergency Services indicating any information available on the spill

3. Specific Precautions for Chemicals stored/ used in this area

- > Ardrox 185 - Corrosive, will react with water, and acids and is dangerous to the environment
- > Ardrox 1873 - Reacts with caustics, carbonates and oxidizers and is dangerous to the environment
- > Ardrox 188 - Corrosive, Oxidizing, will react with water, and acids and is toxic to water bodies

Signed: Paul Dhe - a Position: Gen Comp Mgr Date: 6-12-05

- Cee Bee 7x7 – Caustic and is toxic to water bodies
 - Turco 5351 Thin – Corrosive, Toxic and is dangerous to the environment
 - Ardrox 204 – Caustic, toxic will react with oxidizers and is dangerous to the environment
 - Ardrox 6345 – Corrosive, Toxic, Irritant, will react with acids and is dangerous to the environment
 - Ardrox 6085 – Caustic, will react with acids and is dangerous to the environment
 - Ardrox 6025 – Harmful, Irritant, will react with acids and is dangerous to the environment
 - Honey Bee 76 – Irritant
 - Supersolvent 621 – Flammable, Harmful, will react with oxidizers
4. **Clean up Procedures – Take care to avoid sparks and contamination**
- See Procedure: ProcE03.Gen – Hazardous Waste Disposal
 - Solid material goes into open top, UN approved drums
 - Liquid goes into tight head, UN approved drums
 - All drums must be labelled (labels are available from the Environment Officer at 6918)

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Signed: Paul Stearns Position: Gen Comp Mgr Date: 6-12-05

Emergency Procedure for a Chemical Spill **AIRCRAFT DE-FUELLING in HANGARS**

Purpose

1. To provide a procedure for personnel de-fuelling an aircraft should a chemical spillage occur within the Hangars

Preconditions

1. Full use MUST be made of Personal Protective Equipment (PPE)
2. Only if safe to do so should an attempt to stop/clean up the spill be made
3. Awareness of Companies Environmental Emergency Reaction Plan
4. Availability of Safety Data Sheets (SDS) for chemicals being used

Remember a dangerous substance is still a dangerous substance regardless of whether it is cleaned up or not (i.e. an acid absorbed by an absorbent material is still an acid, only now its form has changed but it will still cause damage)

Procedures on detection of a Spill:

Note: in the event of a spill all unnecessary persons must be removed from the affected area

1. Contain the Spill

If Firewater is generated or contaminated spill enters sewage drains, initiate the following as appropriate:

- Hangar 1 & 2
 - Install Drain plug at SE1 (Drain plugs located in cabinet at SE1, Tech Building fence).
- Hangar 3
 - Isolate sump pumps in centre ducts, (Isolator at Switch Room, Hangar 3). Isolate sump pumps in holding chamber, Hangar 3. (Isolator at Switch Board SDB 3.3/1/1, North West corner of Hangar 4).
- Hangar 4
 - Isolate sump pumps in holding chamber, Hangar 3 (Isolator at Switch Board SDB 3.3/1/1, North West corner of Hangar 4).
- Hangar 5
 - Isolate sump pumps in centre ducts, (Isolator at Switch Board DB 5.7 at AMOSS).
- Stores and Hazardous Storage Area
 - Isolate Ejector Chamber Pumps in Blue Zone Car Park. (Isolator in Ejector Chamber Pump House in Car Park No 1).
- Garage
 - Install drain plug at SE3 (Drain plugs located in cabinet at SE3 opposite Hangar 6 Reception).
- Hangar 6
 - Divert drains to holding tank, (Diverter Switch at Centre Plant Room).

Signed:



Position:



Date:

6th Dec 2005

2. EERP - Implement the Environmental Emergency Reaction Plan by calling 6777. Brief the Emergency Services indicating any information available on the spill

3. Specific Precautions for Chemicals stored/ used in this area
➤ Consider all chemicals in this area as dangerous (to man and the environment) with the potential for explosion (fuels)

4. Clean up Procedures – Take care to avoid sparks and contamination
➤ See Procedure: ProcE03.Gen – Hazardous Waste Disposal
➤ Solid material goes into open top, UN approved drums
➤ Liquid goes into tight head, UN approved drums
➤ All drums must be labelled (labels are available from the Environment Officer at 6918)

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Signed:



Position:

Business Manager

Date:

6th Dec 2005

Emergency Procedure for a Chemical Spill APU Service Centre Cleaning Shop – Hangar 1

Purpose

1. To provide a procedure for APU CLEANING SHOP personnel should a chemical spillage occur within the APU CLEANING SHOP Hangar 1

Preconditions

1. Full use MUST be made of Personal Protective Equipment (PPE)
2. Only if safe to do so should an attempt to stop/clean up the spill be made
3. Awareness of Companies Environmental Emergency Reaction Plan
4. Availability of Safety Data Sheets (SDS) for chemicals being used

Chemicals

The following chemicals are routinely found in this area

- | | |
|------------------------------------|-----------------------------|
| =>Ardrox 185 – Tank No.1 | =>Ardrox 188 – Tank No.3 |
| =>Ardrox 1873 – Tank No.4 | =>Cee Bee 300LF – Tank No.8 |
| =>Turco 5351 Thin – Tank No 7 & 10 | =>Ensolv – Degreaser Tank |

Remember a dangerous substance is still a dangerous substance regardless of whether it is cleaned up or not (i.e. an acid absorbed by an absorbent material is still an acid, only now its form has changed but it will still cause damage)

NOTE: THE SPILL KIT for this area is located at the back wall (north) of the APU Shop opposite the chiller unit

Procedures on detection of a Spill:

Note: in the event of a spill all unnecessary persons must be removed from the affected area

1. Contain the Spill

- > Isolate/Switch off the Main Water Supply Valve. This valve is found between Tanks 2 & 3
- > Power switch for the Degreaser is on the wall behind the degreaser to the left
- > If a drum is leaking, right it so that the hole is facing upwards
- > Surround the spill with absorbent material from the spill kit
- > Place absorbent material (e.g. oil dry) on the spill

2. EERP - Implement the Environmental Emergency Reaction Plan by calling 6777. Brief the Emergency Services indicating any information available on the spill

3. Specific Precautions for Chemicals stored/ used in this area

- > Ardrox 185 – Corrosive, will react with water, and acids and is dangerous to the environment
- > Ardrox 188 – Corrosive, Oxidizing, will react with water, and acids and is toxic to water bodies
- > Ardrox 1873 – Reacts with caustics, carbonates and oxidizers and is dangerous to the environment
- > Cee Bee 300LF – Corrosive, and is dangerous to the environment
- > Turco 5351 Thin – Corrosive, Toxic and is dangerous to the environment
- > Ensolv – Irritant, will react with acids, caustics, oxidizers and free water

4. Clean up Procedures – Take care to avoid sparks and contamination

- > See Procedure: ProcE03.Gen – Hazardous Waste Disposal
- > Solid material goes into open top, UN approved drums
- > Liquid goes into tight head, UN approved drums
- > All drums must be labelled (labels are available from the Environment Officer at 6918)

Signed: Sund Veng Position: Area Manager Date: 6/12/05

Emergency Procedure for a Chemical Spill Plating Shop - Hangar 1

Purpose

1. To provide a procedure for PLATING SHOP personnel should a chemical/fuel spillage occur within the PLATING SHOP area

Preconditions

1. Full use MUST be made of Personal Protective Equipment (PPE)
2. Ensure that all equipment is grounded avoid electrostatic and heat sources
3. Only if safe to do so should an attempt to stop/clean up the spill be made
4. Awareness of Companies Environmental Emergency Reaction Plan
5. Availability of Safety Data Sheets (SDS) for chemicals being used

Chemicals

The following chemicals are routinely found in this area

=>Sodium Cyanide	=>Chronic Acid
=>Nitric Acid	=>Hydrofluoric Acid
=>Sulphuric Acid	=>Hydrochloric Acid
=>Caustic Soda	=>Cadmium Oxide
=>Metsolv 4023	

Remember a dangerous substance is still a dangerous substance regardless of whether it is cleaned up or not (i.e. an acid absorbed by an absorbent material is still an acid, only now its form has changed but it will still cause damage)

NOTE: THE SPILL KIT for this area is located against the South-west Wall of the Plating Shop (inside)

Procedures on detection of a Spill:

Note: in the event of a spill all unnecessary persons must be removed from the affected area

1. Contain the Spill

- Isolate power/switch off pumps. This is done by breaking the 'Break Glass Units'. These are found at all three doors of the Plating Shop
- Switch off water supply to tanks. This is done by turning the valve on the mains supply to the off position. This valve is located at the Right Hand Side (south side) of the Degreasing Tank.
- If a drum is leaking, right it so that the hole is facing upwards
- Block hole in tank with repair putty (found in spill kit)
- Block the drains:
 - i. East wall approximately 2 meters from the main entrance (internal)
 - ii. At the door (internal) to the Managers office (north side)
- If large spill seal doors of Shop using sandbags. These are found outside at the back (ramp side, north) of the managers Office
- Surround the spill with absorbent material from the spill kit
- Place absorbent material (e.g. oil dry) on the spill

2. EERP - Implement the Environmental Emergency Reaction Plan by calling 6777. Brief the Emergency Services indicating any information available on the spill

Signed: 

Position: CREW TRAINING AGENT Date: 6-12-05

3. Specific Precautions for Chemicals stored/ used in this area

- Sodium Cyanide - Very Toxic, will react with acids to emit a toxic gas, caustics, oxidizers, water, chlorates and is dangerous to the environment
- Chromic Acid - Toxic, Corrosive and is dangerous to the environment
- Nitric Acid - Corrosive, will react with acids, caustics, ammonia and is dangerous to the environment
- Hydrofluoric Acid - Very Toxic, Corrosive and is dangerous to the environment
- Sulphuric Acid - Corrosive and is dangerous to the environment
- Hydrochloric Acid - Corrosive, Irritant and is dangerous to the environment
- Caustic Soda - Corrosive and is dangerous to the environment
- Cadmium Oxide - Very Toxic and is dangerous to the environment
- Metsolv 4023 - Harmful

4. Clean up Procedures - Take care to avoid sparks and contamination

- See Procedure: ProcE03.Gen - Hazardous Waste Disposal
- Solid material goes into open top, UN approved drums
- Liquid goes into tight head, UN approved drums
- All drums must be labelled (labels are available from the Environment Officer at 6918)

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Signed: 

Position: RESN 1742

Date: 6-17-05

Emergency Procedure for a Chemical Spill
WASTE OIL and HAZARDOUS WASTE STORAGE
AREA- OPPOSITE HANGAR 5 (north-east)

Purpose

1. To provide a procedure for personnel working in the WASTE OIL and HAZARDOUS WASTE STORAGE AREA should a chemical spillage occur within this area (opposite Hangar 5 – north-east)

Preconditions

1. Full use MUST be made of Personal Protective Equipment (PPE)
2. Only if safe to do so should an attempt to stop/clean up the spill be made
3. Awareness of Companies Environmental Emergency Reaction Plan
4. Availability of Safety Data Sheets (SDS) for chemicals being used

Chemicals

The chemicals that are found in the Hazardous Waste Storage (4 banded Chemstore units) Area are a mixture of chemicals. The Chemstores are divided into an Acid section, a Caustic section, an Oxidizer section, a Flammable section, a Non-reactive section and a Crushed Can section.

The Waste Oil Storage Area consists of a banded unit which houses 2 oil/Skydrol/fuel tanks with a capacity of 10,000 litres each.

Remember a dangerous substance is still a dangerous substance regardless of whether it is cleaned up or not (i.e. an acid absorbed by an absorbent material is still an acid, only now its form has changed but it will still cause damage)

NOTE: THE SPILL KIT for this area is located outside at the west side of the waste Oil Storage Area

Procedures on detection of a Spill:

Note: in the event of a spill all unnecessary persons must be removed from the affected area

1. **Contain the Spill**
 - Block all drains in the immediate vicinity
 - If a drum is leaking, right it so that the hole is facing upwards
 - Surround the spill with absorbent material from the spill kit
 - Place absorbent material (e.g. oil dry) on the spill
2. **EERP - Implement the Environmental Emergency Reaction Plan by calling 6777. Brief the Emergency Services indicating any information available on the spill**
3. **Specific Precautions for Chemicals stored/ used in this area**
 - Consider all chemicals in this area as Extremely Dangerous (to man and the environment) with the potential for explosion (fuels)
4. **Clean up Procedures – Take care to avoid sparks and contamination**
 - See Procedure: ProcE03.Gen – Hazardous Waste Disposal
 - Solid material goes into open top, UN approved drums
 - Liquid goes into tight head, UN approved drums
 - All drums must be labelled (labels are available from the Environment Officer at 6918)

Signed: David Lewis Position: Operations Support Manager Date: 07/12/05

Emergency Procedure for a Chemical Spill **Cleaning Shop Component Repair - Hangar 3**

Purpose

1. To provide a procedure for CLEANING SHOP personnel should a chemical spillage occur within the CLEANING SHOP Hangar 3

Preconditions

1. Full use MUST be made of Personal Protective Equipment (PPE)
2. Only if safe to do so should an attempt to stop/clean up the spill be made
3. Awareness of Companies Environmental Emergency Reaction Plan
4. Availability of Safety Data Sheets (SDS) for chemicals being used

Chemicals

The following chemicals are routinely found in this area

=>Ardrox 185 - Tank No.1	=>Ardrox 188 - Tank No.5
=>Ardrox 1873 - Tank No.3	=>Cee Bee 7x7 - Tank No.7
=>Turco 5351 Thin - Tank No.8	=>Ardrox 6025 - Tank No.9
=>Ardrox 204	=>Ardrox 6345
=>Ardrox 6085	=>Honey Bee 76
=>Supersolvent 621	

Remember a dangerous substance is still a dangerous substance regardless of whether it is cleaned up or not (i.e. an acid absorbed by an absorbent material is still an acid, only now its form has changed but it will still cause damage)

NOTE: THE SPILL KIT for this area is located at the Desk on the ground floor

Procedures on detection of a Spill:

Note: in the event of a spill all unnecessary persons must be removed from the affected area

1. **Contain the Spill**
 - Isolate power/switch off the sump pump. This is done by turning the power switch to the off position. This is located on the electrical panel to the left of the stairs in the Cleaning Shop
 - Isolate water supply to tanks. For Tanks 1 - 5 this is done by turning the water valve clockwise. This valve is located at the centre of the back wall (west) at tank level. For Tank 6 this is done by turning the water valve to the off position. This is located between tanks 5 and 6 (tank 6 side). For Tanks 7 - 9 this is done by turning the water valve clockwise. This valve is located behind the shower unit at the back wall (west).
 - If a drum is leaking, right it so that the hole is facing upwards
 - Surround the spill with absorbent material from the spill kit
 - Place absorbent material (e.g. oil dry) on the spill
2. **EERP - Implement the Environmental Emergency Reaction Plan by calling 6777. Brief the Emergency Services indicating any information available on the spill**
3. **Specific Precautions for Chemicals stored/ used in this area**
 - Ardrox 185 - Corrosive, will react with water, and acids and is dangerous to the environment
 - Ardrox 1873 - Reacts with caustics, carbonates and oxidizers and is dangerous to the environment
 - Ardrox 188 - Corrosive, Oxidizing, will react with water, and acids and is toxic to water bodies

Signed: Paul She - - c Position: Gen Conf Mgr Date: 6-12-05

- Cee Bee 7x7 – Caustic and is toxic to water bodies
 - Turco 5351 Thin – Corrosive, Toxic and is dangerous to the environment
 - Ardrox 204 – Caustic, toxic will react with oxidizers and is dangerous to the environment
 - Ardrox 6345 – Corrosive, Toxic, Irritant, will react with acids and is dangerous to the environment
 - Ardrox 6085 – Caustic, will react with acids and is dangerous to the environment
 - Ardrox 6025 – Harmful, Irritant, will react with acids and is dangerous to the environment
 - Honey Bee 76 – Irritant
 - Supersolvent 621 – Flammable, Harmful, will react with oxidizers
4. **Clean up Procedures – Take care to avoid sparks and contamination**
- See Procedure: ProcE03.Gen – Hazardous Waste Disposal
 - Solid material goes into open top, UN approved drums
 - Liquid goes into tight head, UN approved drums
 - All drums must be labelled (labels are available from the Environment Officer at 6918)

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Signed: Paul Sk... Position: Gen Comp Mgr Date: 6-12-05

Attachment N^o J1(d) – Firewater Retention
Firewater Retention at SR Technics Ireland limited.

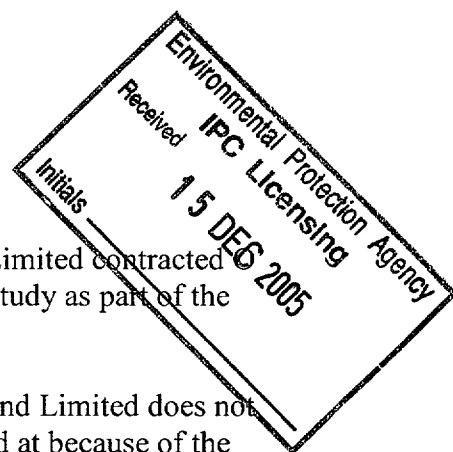
In 1999 FLS Aerospace (Irl) Limited now SR Technics Ireland Limited contracted Callaghan Moran & Associates to conduct a firewater retention study as part of the IPC licensing process.

The Firewater Retention report concluded that SR Technics Ireland Limited does not require a firewater retention facility. This conclusion was arrived at because of the following:

- The rapid response of the Dublin Airport Authority Fire Brigade (approximately 5 minutes) and their familiarity with the site will contain fire outbreaks and contribute to the reduction in firewater quantities
- Firewater generated combating fires in Hangars 3, 4, 5 and 6 can be retained in existing holding tanks
- The preferred extinguishing media for all flammable materials is carbon dioxide, dry powder or foam, all of which are available on site which minimizes the generation of firewater
- The high degree of fire awareness of all employees, including training and education which should ensure the rapid reaction to and containment of fire outbreak
- The minimal risk of fire spreading from one area to another due to fire design characteristics of the buildings and bunded units
- SR Technics Ireland Limited operates a Just in Time (JIT) policy for supply of chemicals. This minimizes the volumes of flammable materials stored on site
- Only a working stock of flammable materials is kept in production areas, this reduces the quantities of materials which can contribute to the contamination of firewater

The report also included a recommendation section which recommended that:

1. SR Technics Ireland Limited should update all information held by Dublin Fire Brigade (i.e. site layout map, materials held on site and quantities, safety data sheets, etc.) – *There is a two way communication line between Dublin Airport Fire Brigade and SR Technics information is transferred via site visits and data transfer*
2. SR Technics Ireland Limited should implement all measures identified in the fire safety assessment of the site. The EPA should be informed of any improvements made – *All priority A items listed in the Fire Safety Assessment Report have been implemented. Priority B items have been recommended to be carried out in a phased basis once funding is made available*
3. Refresher courses should be run at regular intervals for employees in fire safety training and chemical spill response – *Fire safety training is conducted annually*
4. Complete all bund integrity testing and upgrade any bunds as necessary – *All repairs to bunds were carried out following the test report. Recent bund testing has highlighted damaged bunding, these identified bunds have either been decommissioned or are in the process of repair*



5. Provide a foaming unit at the nearest hydrant to the Inflammable Goods Store – Dublin Airport's Chief Fire Officer confirmed that the method of extinguishing an outbreak of fire in the Inflammable Goods Store will always be foam (brought to the fire by the Fire Brigade). Given the hazards associated in dealing with a fire in this particular area, the fast response times of Dublin Airport Authority Fire Service and the recommendation from Dublin Airport's Chief Fire Officer that SR Technics Ireland Limited should refrain from tackling the fire themselves, no further action is planned.
6. Put in place a procedure to shut off the sump pumps in Hangar 3 and Hangar 5 during a fire situation in these areas. This would give a firewater retention capacity of 375m³ for Hangars 3 and 4 and a retention capacity of 360 m³ in Hangar 5 – This procedure is incorporated into SR Technics's Environmental Emergency Reaction Plan
7. Consider increasing the available bund capacity for the Inflammable Goods Store and/or installing a fire suppression system (i.e. sprinkler, halon or carbon dioxide extinguisher system) – As per Point 5. The presence of adequate fire fighting equipment within and adjacent to this area and trained personnel coupled with the prompt reaction time of the Dublin Airport Authority Fire Service would help to minimize any fire-water/foam generated in this area
8. SR Technics Ireland Limited should put in place a procedure to manually divert firewater to the 6,810 litre holding tank – This procedure is incorporated into SR Technics's Environmental Emergency Reaction Plan.

An original and three copies were forwarded to the EPA on behalf of SR Technics Ireland Limited by O' Callaghan Moran & Associates on the 28th February 2000 – confirmed by EPA acknowledgement letter ref: M480/AP04MG. This letter acknowledged the report and stated that it was to the satisfaction of the Agency subject to the following:

- a) The recommendation section of the firewater retention report are implemented - All priority A items listed in the Fire Safety Assessment Report have been implemented. Priority B items have been recommended to be carried out in a phased basis once funding is made available
- b) Mechanism are put in place to prevent firewater generated in Hangar 1 and the Facilities Service Garage Building from discharging directly to sewer – In the case of a fire in the Facilities Services Garage Building the interceptor on the Garage line can be closed to prevent any discharge to sewer. The Hangar 1 effluent discharge line to sewer has drain blocking air-bags that can be put in place should they be needed. The air-bags will act to seal the drain and prevent firewater from entering the sewer system
- c) Mechanisms are put in place to prevent firewater from Hangar 2 and any other external storage areas discharging to surface water – All surface water exits the site via interceptors, in the case of Hangar 2 this is exits via the Dublin Airport Authority interceptor/lagoon which can be shut off in an emergency

- d) Clarify whether in the event of a fire, water might be used as a coolant at the inflammable goods storage area and if so, increase the sump capacity to accommodate such use – *As per Point 5*
- e) Clarify whether the sump in the paint store is sufficient to retain the volume of paints stored within and install a fire detection system at this location – *The sump has a standard 25% storage capacity of the total volume stored therein*
- f) Ensure that the Emergency Response Procedure is updated to include the manual shutoff valves to prevent discharge to sewer or surface water drains as necessary – *The Emergency Response Procedure has been updated to include this issue*
- g) Provide details of agreement with the sewer undertaker to accept discharge of contaminated firewater –*An acceptance letter for discharge of firewater to sewer from DAA was received on 15th June 2001. This acceptance was subject to the company complying to its IPC licence, that reasonable measures are made to minimize the amount of firewater generated on site and that the incident is reported to DAA Operations immediately*

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