

# **Bushfire Emergency Plan**

**Location:** Lot 101, Jarrick Way, Jindera, NSW

**Business Name:** Green Earth Material Co.

**Prepared by:** Andrew Glenn

**Date:** 23 June 2025

## **1. Site Overview**

- Location: Lot 101, Jarrick Way, Jindera NSW
- Use: Bulk landscape supply and recycling yard
- Area: Approx. 15,000m<sup>2</sup> with hardstand surface and perimeter fencing
- Access: Single main gate from Jarrick Way

## **2. Flood Risk Assessment**

- Regional risk: Moderate flood risk due to proximity to local water channels and heavy storm activity
- Site-specific risks: Pooling in low areas, potential access disruption, water ingress into office or stockpile zones

## **3. Key Contacts**

- Site Manager: Andrew Glenn - 0400 809 235
- State Emergency Service (SES): 132 500
- Emergency Services: 000
- Greater Hume Council: (02) 6036 0100

## **4. Flood Preparedness Measures**

- Maintain clear drainage around site perimeter
- Store materials and equipment above ground level where possible
- Elevate electrical equipment and fuel storage

## Bushfire Emergency Plan

- Keep sandbags on site for use at key entry points
- Designate elevated zones for relocating sensitive stock or assets

### 5. Flood Emergency Response

- Monitor BOM and SES alerts during severe weather
- Stop operations immediately if flood warnings are issued
- Move staff and mobile equipment to elevated zones
- Block potential water entry paths with sandbags
- Evacuate all personnel if directed by emergency services

### 6. Post-Flood Actions

- Do not re-enter until safe and cleared by relevant authorities
- Check for water and electrical hazards
- Record and photograph any damage for insurance purposes
- Begin clean-up with PPE and dispose of any contaminated materials appropriately

### 7. Staff Responsibilities

Role	Name	Responsibility
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Site Manager	Andrew Glenn	Coordinate flood plan and lead response
2IC/Supervisor	[Name]	Assist in mobilisation and communication
All Staff	-	Follow instructions and evacuate safely

### 8. Document Control

## **Bushfire Emergency Plan**

- Location of This Plan: Site Office
- Training: Annual flood safety briefing and exercise
- Reviewed by: Andrew Glenn - 23 June 2025