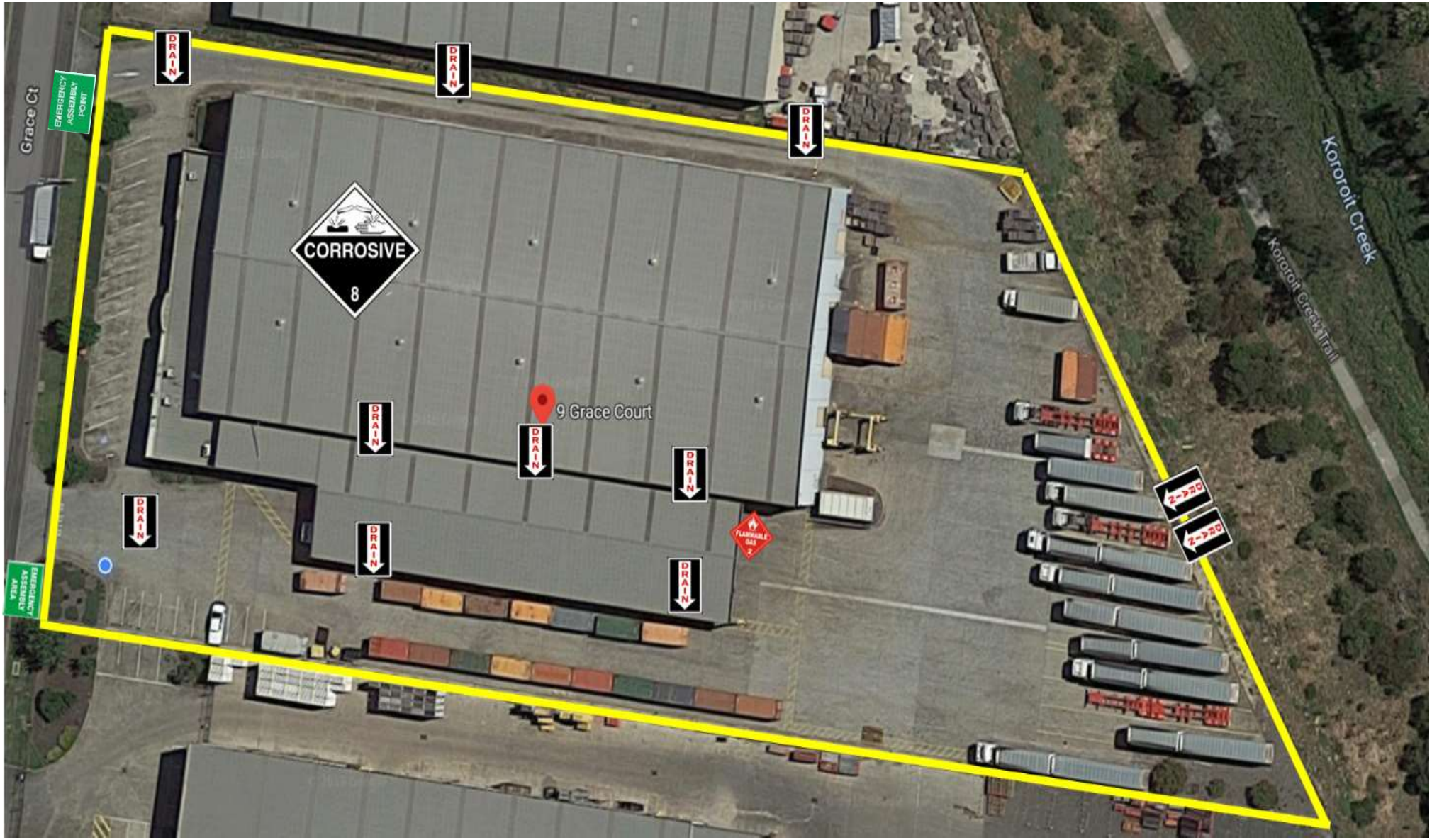
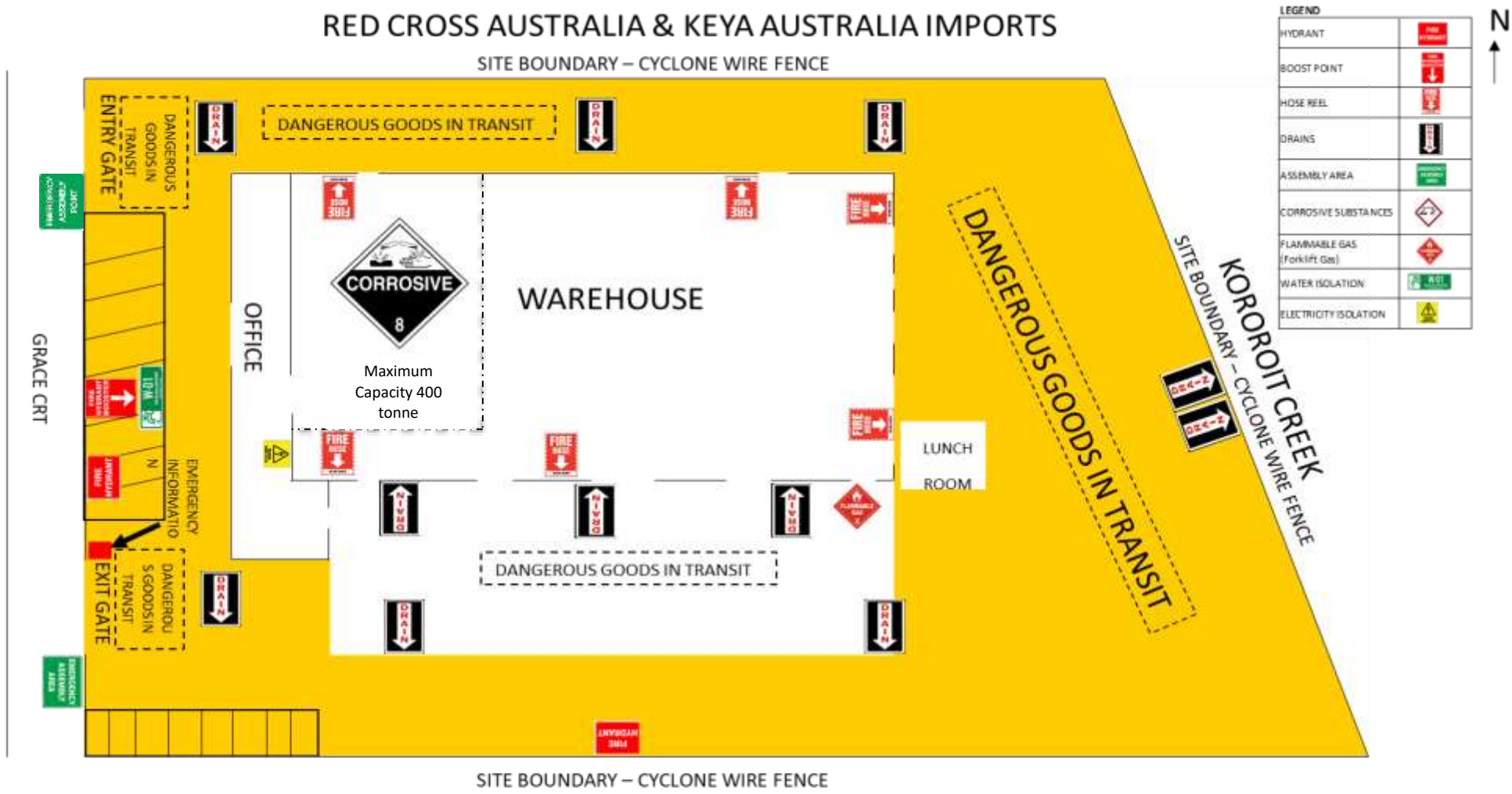
Section 1 – Fire Protection Drawing





Section 1 - Fire Protection Drawing

SITE ACCESS – BLUE SECURITY CARD (ATTACHED) VIA ENTRY GATE (NORTH)

Section 2 - Dangerous Goods Manifest

Occupier:	**Rodney's Transport Service (Australia) Pty Ltd**
Address of Premises	**9 Grace Crt, Sunshine West Vic 3020**
Nature of Business	**Transport & Distribution**
Date of Preparation	**24th October 2025**

Emergency Contacts

Name	Position	Phone number	
Security After Hours Service	**Site Access**	**AH:**	**02 6922 2233**
Ashley Carnell	**State Manager**	**BH:**	**03 9311 2300**
		AH:	**04 1652 4781**
Michael Muscat	**Yard Supervisor**	**BH:**	**03 9311 2300**
		AH:	**04 0937 0163**
Graeme Wooller	**General Manager**	**BH:**	**02 6937 9100**
		AH:	**04 2796 7030**

Summary Information

Class	Packaging Group	Maximum Quantity
Class 8	**3**	**400 tonne**
Class 2.1	**Nil**	**16 x 35.3 litres**

Section 2 – Dangerous Goods Manifest

Occupier: **Rodney's Transport Service (Australia) Pty Ltd**

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Date of Preparation **24th October 2025**

Emergency Contacts

Name	Position	Phone number	
Ashley Carnell	**State Manager**	**BH:**	**03 9311 2300**
		AH:	**04 1652 4781**
Michael Muscat	**Yard Supervisor**	**BH:**	**03 9311 2300**
		AH:	**04 0937 0163**
Anna Austin	**Compliance Manager**	**BH:**	**03 9311 2300**
		AH:	**04 0732 6100**
Graeme Wooller	**General Manager**	**BH:**	**02 6937 9100**
		AH:	**04 2796 7030**

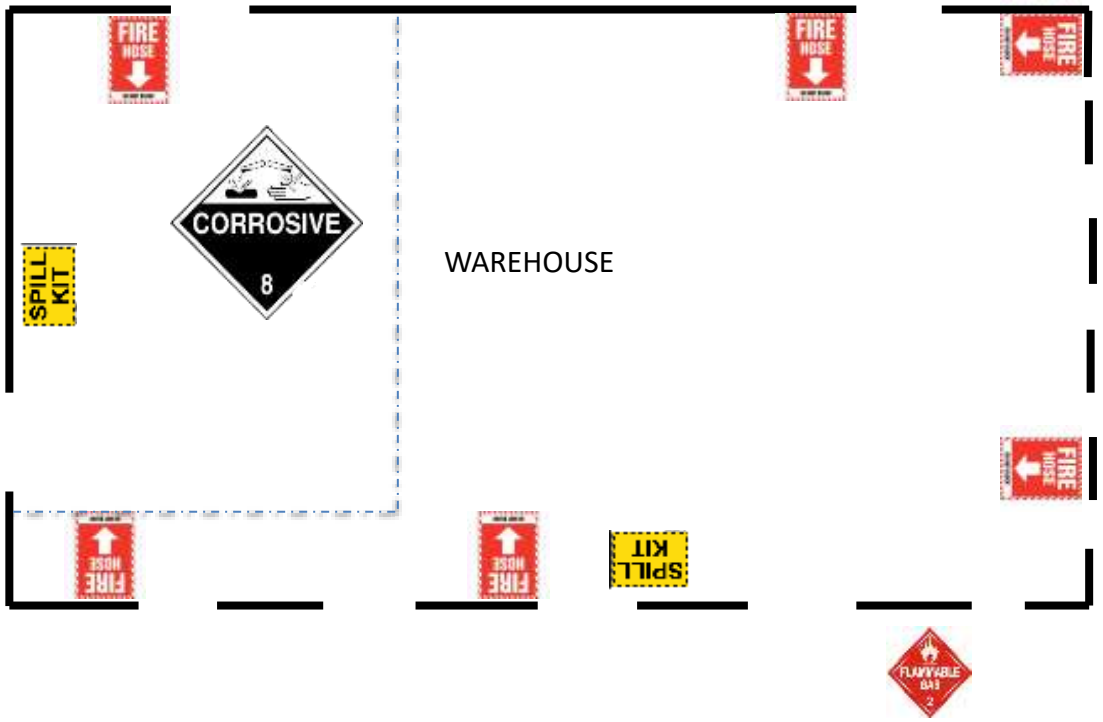
Summary Information

Class	Packaging Group	Maximum Quantity
Class 8	**3**	**400 tonne**
Class 2.1	**Nil**	**16 x 35.3 litres**

Other packaged dangerous goods

Storage Area	Class	Sub Risk(s)	Packaging Group	Prior Monthly Average Quantity	Maximum Quantity
Warehouse	**8**	**Nil**	**III**	**105.861 tonne**	**400 tonne**

Section 2 - Dangerous Goods Drawing



Section 3 – Emergency Contact List

Occupier:	**Rodney's Transport Service (Australia) Pty Ltd**
Address of Premises	**9 Grace Crt, Sunshine West Vic 3020**
Nature of Business	**Transport & Distribution**
Date of Review	**24th October 2025**

Rodney's Transport Service Emergency Contacts

Name	Position	Phone number	
Ashley Carnell	**State Manager**	**BH:**	**03 9311 2300**
		AH:	**04 1652 4781**
Michael Muscat	**Yard Supervisor**	**BH:**	**03 9311 2300**
		AH:	**04 0937 0163**
Anna Austin	**Compliance Manager**	**BH:**	**03 9311 2300**
		AH:	**04 0732 6100**
Graeme Wooller	**General Manager**	**BH:**	**02 6937 9100**
		AH:	**04 2796 7030**

Fire Equipment Maintenance Company

Name	Phone Number	Email
The Axiom Group	**03 5444 2520**	**admin@theaxiomgroup.com.au**
Elliots Fire and Safety Services	**03 5221 1374**	**mjones@elliotsfire.com.au**
TMH Electrical	**03 5441 5213**	**tharrington@westnet.com.au**
Redox	**03 9369 3355**	

Neighbour contact list

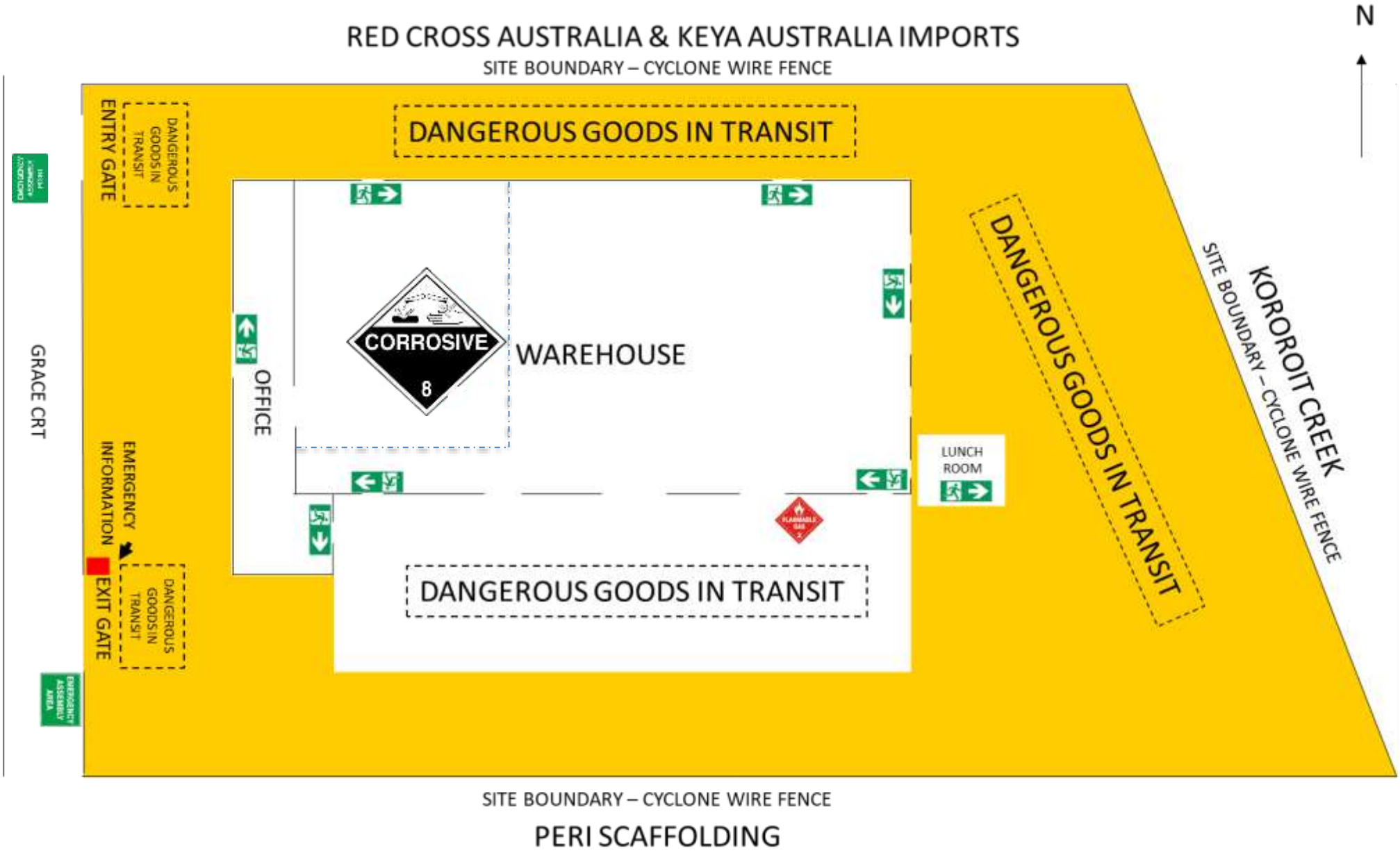
List the neighbours you will need to phone in an emergency

Organisation Name	Address	Phone number	Type
Paddock to Port Wool	**7 Grace Crt, Sunshine West**	03 9492 3998	Industrial
Peri Scaffolding	**10 Grace Crt, Sunshine West**	03 9310 1343	Industrial
Global Food Equipment	**6 Grace Crt, Sunshine West**	03 9038 1111	Industrial
Data Signs	**5 Grace Crt, Sunshine West**	03 9312 2177	Industrial
Wafex	**4 Grace Crt, Sunshine West**	03 8378 9900	Industrial
Farley Laser Lab	**3 Grace Crt, Sunshine West**	03 9454 0834	Industrial
Stan Cash	**2 Grace Crt, Sunshine West**	03 9988 7935	Industrial
Polyaire	**1 Grace Crt, Sunshine West**	03 9311 5679	Industrial
Empire Red	**24 Vella Dr, Sunshine West**	03 9310 1595	Industrial
Footscray Engine Re-Conditioning	**11 Vella Dr, Sunshine West**	03 9364 7800	Industrial
Infinite Engineering	**9 Vella Dr, Sunshine West**	03 9311 8551	Industrial
MechCAD Design	**5B Vella Dr, Sunshine West**	03 9310 1107	Industrial
Interfit Service	**31 Vella Dr, Sunshine West**	04 2415 2269	Industrial
Visual Exposure	**532 Sommerville Rd, Sunshine West**	03 9311 5722	Industrial
Malouf Steel Supplies	**6 Vella Dr, Sunshine West**	03 9311 2074	Industrial
On Duty Panels	**534 Somerville Rd, Sunshine West**	03 9314 2647	Industrial
Melbourne Equipment Rentals	**7 Vella Drive**	1300 637 368	Industrial

Emergency contacts

List your local emergency services numbers and any additional contacts you will need to phone in an emergency

Organisation Name	Contact	Title	Phone number
ALL Emergency Services	**Emergencies**	All types	**000**
State Emergency Services (SES)	**VIC Emergency Service**	State based contact	132500
EPA			
Waste Spill (Corrosive 8)	**EPA Victoria**	Report Pollution	1300 372 842
WorkSafe (reporting injured workers)	**WorkSafe Victoria**		132360
Local Government	**Brimbank City Council**	General Office number	(03) 9249 4000

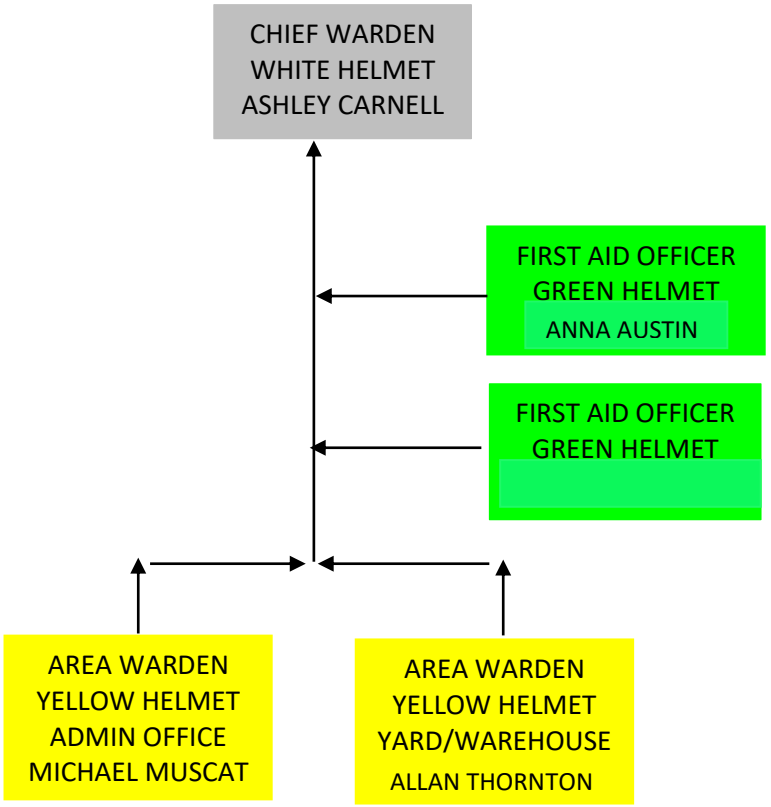


Section 4 - Emergency Exit Drawing

Rodney's Transport Emergency team roles & responsibilities

Role	Details of responsibilities	Person responsible	Email	Phone/Mobile numbers
Chief Warden	▪ *Attend relevant training courses if necessary* ▪ *Communicate procedures to all staff.* ▪ *Conduct regular drills.* ▪ *Supervise and action emergency procedures for the whole site (including contacting emergency services, accounting for staff).* ▪ *Contact neighbouring businesses*	*Ashley Carnell*	ashley@rodneystransport.com.au	*(03) 9311 2300* *0416 524 781*
First Aid Officers	▪ *Administer first aid support in an emergency.*	*Anna Austin*		*0407 326 100*
Area Wardens	• *On becoming aware of an emergency, should implement and supervise the emergency procedure for their allocated area of work*	*Michael Muscat*	michaelm@rodneystransport.com.au	*0409 370 163*
Compliance Manager	▪ *Update relevant insurance and finance documents* ▪ *Ensure employee next of kin list is up to date* ▪ *Ensure neighbouring business list is up to date*	*Anna Austin*	anna@rodneystransport.com.au	*(03) 9311 2300* *0407 326 100*
General Manager	*Person to deal with media*	*Graeme Wooller*	graeme@rodneystransport.com.au	*0427 967 030*

Emergency Control Organisational Chart



Emergency procedures

[List your emergency/evacuation procedures. It may be useful to attach a copy of your detailed emergency procedures and floor plan with the location of emergency exits, emergency kit and safety equipment clearly marked. Your emergency procedures should also include a map of evacuation locations for all emergencies.]

Procedures	Brief outline of procedures	Evacuation point/ address	Reference to full procedure document	Supporting documentation
Emergency Evacuation Procedure (eg Fire , Waste spill)	*1. Alarm (horn will sound) raised and relevant emergency services authorities contacted.* *2. Calmly evacuate the premises from nearest emergency exit.* *3. Emergency Warden to locate and take emergency kit to emergency evacuation location (kit is located beside entrance/exit door in Operations office)* *4. Arrive at evacuation location.* *5. Locate and account for all staff* *6. Follow emergency warden instructions* *7. Alert neighbouring businesses of emergency* *8. Notify relevant emergency services* *- Ambulance if any injured workers* *- fire if evidence of flames, smoke or spills of DG listed products* *- Police if emergency coordination is required* *- EPA if the emergency relates to DG listed products* *- Workcover if injured worker* *9. Notify next of kin for any injured workers*	*Grassy area outside site Exit gate beside light pole*	*The emergency procedures.doc can be found on the shared drive in the ÓH&S folder. A hard copy is located in the folder 'RTS Emergency Response Kit' housed in the Administration Office on the bookshelf to the left of the door.*	- *Emergency Evacuation Plan document describing emergency exits* - *Company Induction training records* - *List of neighbouring businesses contained in emergency kit* - *List of employee next of kin contained in emergency kit* - *Copy of this plan with emergency contact numbers contained in the emergency kit*

Evacuation drill schedule

Evacuation procedure type	Drill frequency	Position/person responsible	Next drill dates
All emergency types	*Annually*	*Ashley Carnell*	*February 2026*

Emergency kit

Location
On the bookshelf to the left of the Entrance/Exit door in the Administration Office

Contents
Reviewed and checked biennial or as needed

Object	Checked/Reviewed Date	Person responsible
Emergency management & recovery plan	*October 2027*	*Anna Austin*
Emergency and recovery contacts	*October 2027*	*Anna Austin*
Copy of Employee next-of-kin list	*October 2027*	*Anna Austin*
Copy of Neighbouring businesses list	*October 2027*	*Anna Austin*
Insurance documents	*October 2027*	*Anna Austin*
Torch	*October 2027*	*Anna Austin*
First-aid kit	*October 2027*	*Anna Austin*
Spare batteries	*October 2027*	*Anna Austin*
Adhesive tape	*October 2027*	*Anna Austin*
Pen/pencil and notepad	*October 2027*	*Anna Austin*