

# STORING AND HANDLING LIQUIDS: ENVIRONMENTAL PROTECTION

## TRAINING PLAN

The existing training resources have been developed around a one-day workshop format. Shorter sessions can be created by truncating or removing content and activities. The training supports the guideline document, so shorter training sessions can aim to encourage participants to become aware of guideline content.

### One day workshop

Detailed notes for the content and the activities are provided within the **Notes** section of the PowerPoint presentation.

|               |   |  |
|---------------|---|--|
| 9.00 – 9.15   | Welcome and introductions   | Housekeeping and introduce the resources on their tables   |
| 9.15 – 10.00  | NSW Environmental Legislative requirements                          | PowerPoint presentation relating to legal issues. Use Definitions handout and refer to Appendix 1 of the Guideline, as suggested in the Notes section of the PowerPoint presentation   |
| 10.00 – 10.30 | <b>MORNING TEA</b>  |  |
| 10.30 – 11.00 | Typical areas of non-compliance                                     | PowerPoint presentation relating to images of poor practices. Notes are provided for each image. Encourage participants to suggest what the problems are.  |
| 11.00 – 11.30 | Prosecution proceedings activity                                    | Court case activity – the instructions and timing for this are included in the PowerPoint presentation Notes. This activity can be varied depending on numbers and timing and can be changed to a simple summary by the trainer of several of the cases. |
| 11.30 – 12.30 | Application of risk assessment to pollution control                 | This activity is detailed in the Notes section of the PowerPoint presentation. Participants commence work on their site plans.   |
| 12.30 – 1.15  | <b>LUNCH</b>  |  |
| 1.15 – 1.45   | Site management to reduce pollution risks<br><br>Cleaner Production | PowerPoint presentation on control measures and Cleaner Production, including discussion activities as detailed in the Notes.  |
| 1.45 – 3.00   | Identification of control measures and action plan development      | Using Cleaner Production information and the butchers' paper activity participants complete Action Plans as detailed in PowerPoint Notes.  |
| 3.00 – 3.30   | Questions, clarifications and close                                 | Finalise action plans, questions, comments, evaluation forms etc.  |