

## A. Statement of Compliance - Licence Details

**ALL Licence holders must check that the Licence details in Section A are correct.**

If there are changes to any of these details, **you must advise Environment Protection Authority (EPA) and apply as soon as possible for a variation to your Licence or for a Licence transfer.**

Licence variation and transfer application forms are available on the EPA website at: <http://www.epa.nsw.gov.au/licensing-and-regulation/licensing> or from regional offices of the EPA, or by contacting by telephone 02 9995 5700.

If you are applying to vary or transfer your Licence, you must still complete and submit this Annual Return.

### A1. Licence holder

**Licence number** : 2411  
**Licence holder** : HILLTOP MEATS PTY LTD  
**Trading name (if applicable)** :  
**ABN** : 82 143 273 349  
**ACN** : 143 273 349  
**Reporting period** : From: 12-6-2019 To: 11-6-2020

### A2. Premises to which Licence Applies (if applicable)

**Common name (if any)** : HILLTOP MEATS  
**Premises** : 13 SCENIC ROAD YOUNG 2594 NSW

### A3. Activities to which Licence Applies

Livestock processing activities

### A4. Other Activities (if applicable)

### A5. Fee-Based Activity Classifications

**Note** that the fee based activity classification is used to calculate the administrative fee.

Fee-based activity	Activity scale	Unit of measure
Rendering or fat extraction	> 0.00 - 4,000.00	T annual production capacity
Slaughtering or processing animals	> 30,000.00	T annual processing capacity

## A6. Assessable Pollutants (if applicable)

**Note** that the identification of assessable pollutants is used to calculate the **load-based fee**.  
The following assessable pollutants are identified for the fee-based activity classifications in the licence:

## B. Monitoring and Complaints Summary

### B1. Number of Pollution Complaints

Pollution Complaint Category	Complaints
Air	8
Water	0
Noise	0
Waste	0
Other	0
<b>Total complaints recorded by the licensee during the reporting period</b>	<b>8</b>

### B2. Concentration Monitoring Summary

For each concentration monitoring point identified in your licence, details are displayed below. If concentration monitoring is not required by your licence, **no data** will appear below.

If data was provided from an uploaded file, the file name will be displayed below instead of any data.

**Note** that this does not exclude the need to conduct appropriate concentration monitoring of assessable pollutants as required by load-based licensing (if applicable).

#### Monitoring Point 3

**Effluent Quality Monitoring point, post wastewater treatment system and prior to effluent irrigation, Sampling point marked as "Effluent quality monitoring point" on diagram "Environmental System Management Layout" Drawing number 72-70 Rev B**

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Ammonia	milligrams per litre	4	4	23	75.5	113
BOD	milligrams per litre	4	4	66	144.25	213
Conductivity	microsiemens per centimetre	4	4	2240	2280	2420
Nitrogen (total)	milligrams per litre	4	4	6.09	6.47	327
pH	pH	4	4	6.88	7.35	7.83
Phosphorus (total)	milligrams per litre	4	4	28.3	40.9	52.6

Sodium	milligrams per litre	4	4	204	267	340
Total suspended solids	milligrams per litre	4	4	1870	2685	3240

## Monitoring Point 4

Influent Quality Monitoring prior to wastewater treatment system, Sampling point marked as "Influent quality monitoring point" on diagram "Environmental System Management Layout" Drawing number 72-70 Rev B

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Ammonia	milligrams per litre	4	4	24.3	46.94	96
BOD	milligrams per litre	4	4	680	1291	2050
Conductivity	microsiemens per centimetre	4	4	1270	1924	2380
Nitrogen (total)	milligrams per litre	4	4	122	177	255
pH	pH	4	4	6.88	7.35	7.83
Phosphorus (total)	milligrams per litre	4	4	20.7	40.9	52.6
Sodium	milligrams per litre	4	4	204	267	340
Total suspended solids	milligrams per litre	4	4	1870	2685	3240

## Monitoring Point 5

Groundwater Quality Monitoring, Piezometer marked "A" on Plan 3 Hilltop Meats Effluent Water Management Plan, drafted by CPC Land Development Consultants and dated 19/9/14

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Conductivity	microsiemens per centimetre	4	0 No water	-	-	-
Nitrogen (total)	milligrams per litre	4	0	-	-	-
pH	pH	4	0	-	-	-
Phosphorus (total)	milligrams per litre	4	0	-	-	-

Standing Water Level	metres (Australian Height Datum)	4	0	-	-	-
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## Monitoring Point 6

Groundwater Quality Monitoring, Piezometer marked "B" on Plan 3 Hilltop Meats Effluent Water Management Plan, drafted by CPC Land Development Consultants and dated 19/9/14

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Conductivity	microsiemens per centimetre	4	4	2170	2302	2370
Nitrogen (total)	milligrams per litre	4	4	23.2	24.5	27.1
pH	pH	4	4	7.6	7.82	8.01
Phosphorus (total)	milligrams per litre	4	4	0.06	0.07	0.1
Standing Water Level	metres (Australian Height Datum)	4	4	5.9	7.52	8.5

## Monitoring Point 7

Groundwater Quality Monitoring, Piezometer marked "C" on Plan 3 Hilltop Meats Effluent Water Management Plan, drafted by CPC Land Development Consultants and dated 19/9/14

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Conductivity	microsiemens per centimetre	4	2	3360	3370	3380
Nitrogen (total)	milligrams per litre	4	2	65.1	65.7	66.3
pH	pH	4	2	7.45	7.54	7.64
Phosphorus (total)	milligrams per litre	4	2	0.04	0.19	0.34
Standing Water Level	metres (Australian Height Datum)	4	2	9.2	9.35	9.5

## Monitoring Point 8

Groundwater Quality Monitoring, Piezometer marked "D" on Plan 3 Hilltop Meats Effluent Water Management Plan, drafted by CPC Land Development Consultants and dated 19/9/14

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Conductivity	microsiemens per centimetre	4	4	2360	2550	2660
Nitrogen (total)	milligrams per litre	4	4	15	18.1	23.5
pH	pH	4	4	6.93	7.15	7.52
Phosphorus (total)	milligrams per litre	4	4	0.06	0.09	0.15
Standing Water Level	metres (Australian Height Datum)	4	4	8.2	8.55	8.8

### Monitoring Point 9

Groundwater Quality Monitoring, Piezometer marked "E" on Plan 4 Cherryhaven Orchards Effluent Water Management Plan, drafted by CPC Land Development Consultants and dated 19/9/14

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Conductivity	microsiemens per centimetre	4	0 No water	-	-	-
Nitrogen (total)	milligrams per litre	4	0	-	-	-
pH	pH	4	0	-	-	-
Phosphorus (total)	milligrams per litre	4	0	-	-	-
Standing Water Level	metres (Australian Height Datum)	4	0	-	-	-

### Monitoring Point 10

Groundwater Quality Monitoring, Piezometer marked "F" on Plan 4 Cherryhaven Orchards Effluent Water Management Plan, drafted by CPC Land Development Consultants and dated 19/9/14

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Conductivity	microsiemens per centimetre	4	2	1260	1275	1290
Nitrogen (total)	milligrams per litre	4	2	30	40.9	51.8

pH	pH	4	2	7.39	7.42	7.45
Phosphorus (total)	milligrams per litre	4	2	0.04	0.06	1.17
Standing Water Level	metres (Australian Height Datum)	4	2	8.3	8.4	8.5

## Monitoring Point 11

Soil Monitoring, Soil test point marked "1" (Lucerne Paddock 1) on Plan 3 Hilltop Meats Effluent Water Management Plan, drafted by CPC Land Development Consultants and dated 19/9/14

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Available phosphorus	milligrams per kilogram	1	1	71.1	71.1	71.7
Cation Exchange Capacity	centimoles of positive charge per kilogram of soil	1	1	13.5	13.5	13.5
Conductivity	microsiemens per centimetre	1	1	88.7	88.7	88.7
Exchangeable aluminium	centimoles of positive charge per kilogram of soil	1	No lab result	-	-	-
Exchangeable calcium	centimoles of positive charge per kilogram of soil	1	1	5.9	5.9	5.9
Exchangeable magnesium	centimoles of positive charge per kilogram of soil	1	1	1.4	1.4	1.4
Exchangeable potassium	centimoles of positive charge per kilogram of soil	1.4	1	1.2	1.2	1.2
Exchangeable sodium	centimoles of positive charge per kilogram of soil	1	1	0	0	0
Exchangeable sodium percentage	percent	1	1	0.3	0.3	0.3
Nitrate	milligrams per kilogram	1	1	12.1	12.1	12.1
Nitrogen (total)	milligrams per kilogram	1	1	290	290	290
Organic carbon	percent	1	1	5.8	5.8	5.8

pH	pH	1	1	6.2	6.2	6.2
Phosphorus (total)	milligrams per kilogram	1	1	732	732	732
Phosphorus Sorption Capacity	milligrams per kilogram	1	1	9.7	9.7	9.7

## Monitoring Point 12

Soil Monitoring, Soil test point marked "2" (Lucerne Paddock 2) on Plan 3 Hilltop Meats Effluent Water Management Plan, drafted by CPC Land Development Consultants and dated 19/9/14

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Available phosphorus	milligrams per kilogram	1	1	79.9	79.9	79.9
Cation Exchange Capacity	centimoles of positive charge per kilogram of soil	1	1	11.92	11.92	11.92
Conductivity	microsiemens per centimetre	1	1	66.3	66.3	66.3
Exchangeable aluminium	centimoles of positive charge per kilogram of soil	1	No lab result	-	-	-
Exchangeable calcium	centimoles of positive charge per kilogram of soil	1	1	3.73	3.73	3.73
Exchangeable magnesium	centimoles of positive charge per kilogram of soil	1	1	0.9	0.9	0.9
Exchangeable potassium	centimoles of positive charge per kilogram of soil	1	1	0.87	0.87	0.87
Exchangeable sodium	centimoles of positive charge per kilogram of soil	1	1	0.02	0.02	0.02
Exchangeable sodium percentage	percent	1	1	0.17	0.17	0.17
Nitrate	milligrams per kilogram	1	1	9.22	9.22	9.22
Nitrogen (total)	milligrams per kilogram	1	1	299	299	299
Organic carbon	percent	1	1	5.7	5.7	5.7
pH	pH	1	1	5.4	5.4	5.4

Phosphorus (total)	milligrams per kilogram	1	1	799	799	799
Phosphorus Sorption Capacity	milligrams per kilogram	1	1	15.4	15.4	15.4

### Monitoring Point 13

Soil Monitoring, Soil test point marked "3" (Lucerne Paddock 3) on Plan 3 Hilltop Meats Effluent Water Management Plan, drafted by CPC Land Development Consultants and dated 19/9/14

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Available phosphorus	milligrams per kilogram	1	1	53.9	53.9	53.9
Cation Exchange Capacity	centimoles of positive charge per kilogram of soil	1	1	9.2	9.2	9.2
Conductivity	microsiemens per centimetre	1	1	76.5	76.5	76.5
Exchangeable aluminium	centimoles of positive charge per kilogram of soil	1	No lab result	-	-	-
Exchangeable calcium	centimoles of positive charge per kilogram of soil	1	1	4.0	4.0	4.0
Exchangeable magnesium	centimoles of positive charge per kilogram of soil	1	1	0.9	0.9	0.9
Exchangeable potassium	centimoles of positive charge per kilogram of soil	1	1	0.7	0.7	0.7
Exchangeable sodium	centimoles of positive charge per kilogram of soil	1	1	0	0	0
Exchangeable sodium percentage	percent	1	1	0.4	0.4	0.4
Nitrate	milligrams per kilogram	1	1	10.9	10.9	10.9
Nitrogen (total)	milligrams per kilogram	1	1	230	230	230
Organic carbon	percent	1	1	4.1	4.1	4.1
pH	pH	1	1	5.8	5.8	5.8



Phosphorus (total)	milligrams per kilogram	1	1	599	599	599
Phosphorus Sorption Capacity	milligrams per kilogram	1	1	6.1	6.1	6.1

## Monitoring Point 14

Soil Monitoring, Soil test point marked "4" (Milners Paddock) on Plan 3 Hilltop Meats Effluent Water Management Plan, drafted by CPC Land Development Consultants and dated 19/9/14

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Available phosphorus	milligrams per kilogram	1	1	45	45	45
Cation Exchange Capacity	centimoles of positive charge per kilogram of soil	1	1	6.6	6.6	6.6
Conductivity	microsiemens per centimetre	1	1	48.1	48.1	48.1
Exchangeable aluminium	centimoles of positive charge per kilogram of soil	1	No lab results	-	-	-
Exchangeable calcium	centimoles of positive charge per kilogram of soil	1	1	2.1	2.1	2.1
Exchangeable magnesium	centimoles of positive charge per kilogram of soil	1	1	0.4	0.4	0.4
Exchangeable potassium	centimoles of positive charge per kilogram of soil	1	1	0.5	0.5	0.5
Exchangeable sodium	centimoles of positive charge per kilogram of soil	1	1	0	0	0
Exchangeable sodium percentage	percent	1	1	0.2	0.2	0.2
Nitrate	milligrams per kilogram	1	1	7.0	7.0	7.0
Nitrogen (total)	milligrams per kilogram	1	1	200	200	200
Organic carbon	percent	1	1	3.28	3.28	3.28
pH	pH	1	1	5.2	5.2	5.2

Phosphorus (total)	milligrams per kilogram	1	1	513	513	513
Phosphorus Sorption Capacity	milligrams per kilogram	1	1	8.6	8.6	8.6

## Monitoring Point 15

Soil Monitoring, Soil test point marked "5" (Hay Shed Paddock) on Plan 3 Hilltop Meats Effluent Water Management Plan, drafted by CPC Land Development Consultants and dated 19/9/14

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Available phosphorus	milligrams per kilogram	1	1	65.3	65.3	65.3
Cation Exchange Capacity	centimoles of positive charge per kilogram of soil	1	1	8.82	8.82	8.82
Conductivity	microsiemens per centimetre	1	1	66.5	66.5	66.5
Exchangeable aluminium	centimoles of positive charge per kilogram of soil	1	No lab results	-	-	-
Exchangeable calcium	centimoles of positive charge per kilogram of soil	1	1	2.5	2.5	2.5
Exchangeable magnesium	centimoles of positive charge per kilogram of soil	1	1	0.65	0.65	0.65
Exchangeable potassium	centimoles of positive charge per kilogram of soil	1	1	0.91	0.91	0.91
Exchangeable sodium	centimoles of positive charge per kilogram of soil	1	1	0.04	0.04	0.04
Exchangeable sodium percentage	percent	1	1	0.45	0.45	0.45
Nitrate	milligrams per kilogram	1	1	10.2	10.2	10.2
Nitrogen (total)	milligrams per kilogram	1	1	210	210	210
Organic carbon	percent	1	1	3.62	3.62	3.62
pH	pH	1	1	5.6	5.6	5.6

Phosphorus (total)	milligrams per kilogram	1	1	81.3	81.3	81.3
Phosphorus Sorption Capacity	milligrams per kilogram	1	1	1.3	1.3	1.3

## Monitoring Point 16

Soil Monitoring, Soil test point marked "6" on Plan 4 Cherryhaven Orchards Effluent Water Management Plan, drafted by CPC Land Development Consultants and dated 19/9/14

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Available phosphorus	milligrams per kilogram	1	1	51.5	751.5	51.5
Cation Exchange Capacity	centimoles of positive charge per kilogram of soil	1	1	10.8	10.8	10.8
Conductivity	microsiemens per centimetre	1	1	128	128	128
Exchangeable aluminium	centimoles of positive charge per kilogram of soil	1	No lab result	-	-	-
Exchangeable calcium	centimoles of positive charge per kilogram of soil	1	1	4.6	4.6	4.6
Exchangeable magnesium	centimoles of positive charge per kilogram of soil	1	1	2	2	2
Exchangeable potassium	centimoles of positive charge per kilogram of soil	1	1	0.99	0.99	0.99
Exchangeable sodium	centimoles of positive charge per kilogram of soil	1	1	0.07	0.07	0.07
Exchangeable sodium percentage	percent	1	1	0.65	0.65	0.65
Nitrate	milligrams per kilogram	1	1	21.8	21.8	21.8
Nitrogen (total)	milligrams per kilogram	1	11	210	210	210
Organic carbon	percent	1	1	3.51	3.51	3.51
pH	pH	1	1	6.5	6.5	6.5

Phosphorus (total)	milligrams per kilogram	1	1	555	555	555
Phosphorus Sorption Capacity	milligrams per kilogram	1	1	9.95	9.95	9.95

## Monitoring Point 17

Soil Monitoring, Soil test point marked "7" on Plan 4 Cherryhaven Orchards Effluent Water Management Plan, drafted by CPC Land Development Consultants and dated 19/9/14

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Available phosphorus	milligrams per kilogram	1	1	57.8	57.8	57.8
Cation Exchange Capacity	centimoles of positive charge per kilogram of soil	1	1	10.7	10.7	10.7
Conductivity	microsiemens per centimetre	1	1	13.2	13.2	13.2
Exchangeable aluminium	centimoles of positive charge per kilogram of soil	1	No lab result	-	-	-
Exchangeable calcium	centimoles of positive charge per kilogram of soil	1	1	4.55	4.55	4.55
Exchangeable magnesium	centimoles of positive charge per kilogram of soil	1	1	2.09	2.09	2.09
Exchangeable potassium	centimoles of positive charge per kilogram of soil	1	1	0.7	0.7	0.7
Exchangeable sodium	centimoles of positive charge per kilogram of soil	1	1	0.2	0.2	0.2
Exchangeable sodium percentage	percent	1	1	1.86	1.86	1.86
Nitrate	milligrams per kilogram	1	1	18.3	18.3	18.3
Nitrogen (total)	milligrams per kilogram	1	1	230	230	230
Organic carbon	percent	1	1	4.46	4.64	4.64
pH	pH	1	1	6.5	6.5	6.5

Phosphorus (total)	milligrams per kilogram	1	1	464	464	464
Phosphorus Sorption Capacity	milligrams per kilogram	1	1	11.7	11.7	11.7

## Monitoring Point 18

Soil Monitoring, Soil test point marked "8" on Plan 4 Cherryhaven Orchards Effluent Water Management Plan, drafted by CPC Land Development Consultants and dated 19/9/14

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Available phosphorus	milligrams per kilogram	1	1	6.3	6.3	6.3
Cation Exchange Capacity	centimoles of positive charge per kilogram of soil	61	1	8.3	8.3	8.3
Conductivity	microsiemens per centimetre	1	1	174	174	174
Exchangeable aluminium	centimoles of positive charge per kilogram of soil	1	No lab result	-	-	-
Exchangeable calcium	centimoles of positive charge per kilogram of soil	1	1	3.6	3.6	3.6
Exchangeable magnesium	centimoles of positive charge per kilogram of soil	1	1	1.4	1.4	1.4
Exchangeable potassium	centimoles of positive charge per kilogram of soil	1	1	1.2	1.2	1.2
Exchangeable sodium	centimoles of positive charge per kilogram of soil	1	1	0.5	0.5	0.5
Exchangeable sodium percentage	percent	1	1	5.4	5.4	5.4
Nitrate	milligrams per kilogram	1	1	43	43	43
Nitrogen (total)	milligrams per kilogram	1	1	200	200	200
Organic carbon	percent	1	1	3.4	3.4	3.4
pH	pH	1	1	6.2	6.2	6.2

Phosphorus (total)	milligrams per kilogram	1	1	477	477	477
Phosphorus Sorption Capacity	milligrams per kilogram	1	1	33.50	33.50	33.50

## Monitoring Point 20

**Air Emissions Monitoring - Biofilter Inlet, Sampling point marked "Odour monitoring point (inlet)" on diagram "Environmental System Management Layout" Hilltop Meats, 13 Scenic Rd, Young, Drawing number 72-70 Rev B**

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Moisture content	percent	1	2	87	91.5	96
Odour	odour units	1	2	6320	6605	6890
Pressure	Pascals	1	2	30	177.5	325
Temperature	Celsius	1	2	16.5	17.85	19.2
Velocity	metres per second	1	2	3.4	10.6	17.8
Volumetric flowrate	cubic metres per second	1	2	5600 Inlet 2	35250	67700 Inlet 1

## Monitoring Point 21

**Air Emissions Monitoring - Biofilter Outlet, Sampling point(s) "Odour monitoring point (outlet)" Biofilter 1 and Biofilter 2 on diagram "Environmental System Management Layout" Hilltop Meats, 13 Scenic Rd, Young, Drawing number 72-70 Rev B**

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Moisture content	percent	1	1	87	87	87
Odour	odour units	1	3	1120	1263	1450
Pressure	Pascals	1	2	6320	6605	6890
Temperature	Celsius	1	1	19.1	19.1	19.1
Velocity	metres per second	1	18	0.49	0.84	1.32
Volumetric flowrate	cubic metres per second	1	1	67700	67700	67700

## Monitoring Point 22

**Air Emissions Monitoring - Biofilter 2 outlet, TBA**

Pollutant	Unit of measure	No. of samples required	No. of samples collected and analysed	Lowest sample value	Mean of sample	Highest sample value
Moisture content	percent	1	1	96	96	96
Odour	odour units	1	3	128	349	558
Pressure	Pascals	1	3	6320	6605	6890
Temperature	Celsius	1	1	16.5	16.5	16.5
Velocity	metres per second	1	18	0.05	0.24	0.56
Volumetric flowrate	cubic metres per second	1	1	5600	5600	5600

### B3. Volume or Mass Monitoring Summary

For each volume or mass monitoring point identified in your licence, details are displayed below. If volume or mass monitoring is not required by your licence, **no data** will appear below.

If data was provided from an uploaded file, the file name will be displayed below instead of any data.

**Note** that this does not exclude the need to conduct appropriate volume or mass monitoring of assessable pollutants are required by load-based licensing (if applicable).

#### Monitoring Point 2

**Effluent Volume Monitoring point, post wastewater treatment system and prior to effluent irrigation, Flowmeter marked as "Effluent volume monitoring point" on diagram "Environmental System Management Layout" Drawing number 72-70 Rev B**

Unit of measure	Frequency	No. of measurements made	Lowest result	Mean result	Highest result
kilolitres per day	Daily	37	36	248	442

## C. Statement of Compliance - Licence Conditions

### C1. Compliance with Licence Conditions

Were all conditions of the licence complied with (including monitoring and reporting requirements)?	Yes
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## D. Statement of Compliance - Load Based Fee Calculation

If you are not required to monitor assessable pollutants by your licence, **no data** will appear below.

If assessable pollutants have been identified on your licence, the following worksheets for each assessable pollutant will determine your load based fee for the licence fee period to which this Annual Return relates.

**Loads of assessable pollutants must be calculated using any of the methods provided in EPA's Load Calculation Protocol for the relevant activity.** A Load Calculation Protocol would have been already sent to you with your licence. If you require additional copies, you can download the Protocol from the EPA's website or you can contact us on telephone 02 9995 5700.

You are required to keep all records used to calculate licence fees for four years after the licence fee was paid or became payable, whichever is the later date.

## E. Statement of Compliance - Requirement to Prepare PIRMP

<b>Have you prepared a Pollution Incident Response Management Plan (PIRMP) as required under section 153A of the Protection of the Environment Operations (POEO) Act 1997?</b>	<b>Yes</b>
Is the PIRMP available at the premises?	<b>Yes</b>
Is the PIRMP available in a prominent position on a publicly accessible website?	<b>Yes</b>
Address of the web page where the PIRMP can be accessed ▼	
<b>www.hilltopmeats.com.au</b>	
Has the PIRMP been tested?	<b>Yes</b>
The PIRMP was last tested on	<b>10-8-2020</b>
Has the PIRMP been updated?	<b>No</b>
Number of times the PIRMP was activated in this reporting period?	<b>0</b>
The PIRMP was activated on	

## F. Statement of Compliance - Requirement to Publish Pollution Monitoring Data

<b>Are there any conditions attached to your licence that require pollution monitoring to be undertaken as required under section 66(6) of the Protection of the Environment Operations (POEO) Act 1997?</b>	<b>Yes</b>
Do you operate a website?	<b>Yes</b>
Is the pollution monitoring data published on your website in accordance with the EPA's written requirements for publishing pollution monitoring data?	<b>Yes</b>
Address of the web page where the pollution monitoring data can be accessed ▼	
<b>www.hilltopmeats.com.au</b>	

## G. Statement of Compliance - Environment Management System and Practices



Do you have an ISO 14001 certified Environmental Management System (EMS) OR any other system that EPA considers is equivalent to the accountability, procedures, documentation and record keeping requirements of an ISO 14001 certified EMS?	No
Have you conducted an assessment of your activities and operations to identify the aspects that have a potential to cause environmental impacts and implemented operational controls to address these aspects?	Yes
Have you established and implemented an operational maintenance program, including preventative maintenance?	Yes
Do you keep records of regular inspections and maintenance of plant and equipment?	Yes
Do you conduct regular (at least yearly) environmental audits at the premises that are conducted by a competent and independent person?	No
Have you undertaken an independent environmental audit covering documented environmental practices, procedures and systems in place during the annual return period?	No
Have you established and implemented an environmental improvement or management plan?	No
Do you train staff in environmental issues that may arise from your activities and operations at the premises and keep records of this?	Yes

## H. Signature and Certification

**This Annual Return may only be signed by person(s) with legal authority to sign it as set out in following categories: an Individual, a Company, a Public authority or a Local council.**

**It is an offence under section 66 of the Protection of the Environment Operations Act 1997 to supply any information in this form that is false or misleading in a material respect, or to certify a statement that is false or misleading in a material respect. There is a maximum penalty of \$250,000 for a corporation and \$120,000 for an individual.**

I/We

- declare that the information in the Monitoring and Complaints Summary in Section B of this Annual Return application is correct and not false or misleading in a material respect, and
- certify that the information in the Statement and Compliance in sections A, C, D, E, F, G and H and any other pages attached to Section C is correct and not false or misleading in a material respect.

<b>Signature</b>	
<b>Name</b>	
<b>Position</b>	
<b>Date</b>	/ /

## Declaration

**I declare that the information in the Monitoring and Complaints Summary in section B of this Annual Return is correct and not false or misleading in a material respect, and**

**I certify that the information in the Statement of Compliance in section A,C,D,E,F and G and any pages attached to Section C is correct and not false or misleading in a material respect.**