



EMERGENCY ACTION PLAN

South Dixon Solar

Lee County, Illinois

DUKE ENERGY RENEWABLES
EMERGENCY ACTION PLAN
South Dixon Solar

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DUKE ENERGY RENEWABLES

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PURPOSE

This Emergency Action Plan (EAP) has been developed for South Dixon Solar located in Lee County, Illinois. As drafted and implemented the EAP will provide, in the event of an emergency, a systematic process for the safe and expedient evacuation of all occupants.

SCOPE

The primary scope of this EAP is identified below:

- The EAP is applicable to all work areas, storage areas, and covered buildings/structures/receptacles.
- Requirements and guidelines within this EAP shall apply during normal hours, after hours, weekends, and holidays.
- The EAP will be placed into effect by designated emergency evacuation personnel upon activation of an emergency monitoring device, or notification of any emergency situation.
- Management and designated employees will administer the EAP. Implementation of the EAP requires management and designated employees to be trained so they are ready to respond to emergencies and making this plan available to all onsite employees and contractors so they know the proper response during emergencies. The effectiveness of this EAP depends on personnel that can exercise good judgment and remain calm in all types of emergencies.

SPECIFIC INSTRUCTIONS FOR EMERGENCIES

For all emergencies an Assembly Area will be designate which is a safe location marked in advance where employees and guest can congregate.

Employee instructions for the identified emergencies are shown below:

Fire:

- Verbal alert if needed onsite personnel in lieu of an alarm.
- Dial 911 to notify local emergency personnel. Be prepared to answer the following questions:
 1. Type of emergency (fire, police, medical).
 2. Name of company (Duke Energy Renewables).
 3. Building name, location, address.

4. Employee's name.
 5. Any other questions asked by operator.
- **Attempt extinguishment ONLY if trained and qualified to do so, and only if this can be done without endangering yourself or others.**
 - Remotely de-energize site.

Power Failure:

- If the power failure is associated with a fire emergency, all procedures for fire evacuation should be followed.
- If the power failure occurs independently of other emergency conditions, remain at your location for further instructions. Do not move around unnecessarily.

Severe Weather:

All Severe Weather

- Ensure communication radios and cellular telephones are working.
- Be alert for weather conditions to worsen.
- The Renewable Control Center (RCC) or management will advise site occupants of any actions to be taken.
- The Assembly Area for severe weather is the various service vehicles utilized by onsite personnel with such vehicles located offsite.
- Be prepared, as directed by the RCC or management, to retreat from the site and seek shelter. If no shelter is available move to a low laying area or depression for safety.

Lightning

- The RCC or management will contact personnel onsite to inform them of lightning alerts.
- No work will be performed during lightning storms.
- Personnel in vehicles should not be in direct contact with the vehicle's external conductive surfaces during lightning watches.
- Personnel during lightning alerts shall remain in the Assembly Area until no lightning has been detected within 30 miles of the site for 30 minutes.
- See weather policy for further guidance.

EVACUATION PROCESS

The Evacuation Coordinator shall first ensure all occupants have been notified of the emergency (alarm sounded and/or occupants contacted directly), and the local emergency telephone number has been called as needed (dial 911).

Upon receipt of the alarm or notification the actions listed below shall take place.

Evacuation Team and Emergency Coordinator:

The Evacuation Team and Emergency Coordinator shall:

- Muster at the site's "Front/main gate" so the Evacuation Coordinator can verify needed resources.
- Conduct area searches as determined and assigned by the Evacuation Coordinator based on personnel resources and emergency type.
- Communicate the "all clear" or other results back to the Evacuation Coordinator upon completion of an area search and proceed to the designated Assembly Area. Any missing individuals shall be reported immediately to the responding Incident Commander (fire department or Evacuation Coordinator). The Evacuation Coordinator will be the last person to exit the site.
- Remain in the designated Assembly Area until receiving instructions from the Evacuation Coordinator or fire department. The fire department assumes complete control of the emergency situation upon arriving onsite. If the fire department is unavailable, the Evacuation Coordinator is in control and will make decisions based on discussions with the Program Administrator.
- Participate at lessons learned sessions, following drills and real emergencies, to help improve the preparedness of organizations and persons involved.

Contractors, Visitors, and Employees:

Contractors, visitors, and employees not on the Evacuation Team shall:

- Calmly follow the nearest evacuation route out of the site and proceed directly to the designated Assembly Area.
- Do not delay evacuation but if time allows collect critical personal belongings (coats, keys, etc.).
- Persons needing special assistance will be located and assisted to the Assembly Area by the Evacuation Coordinator or designee.
- Remain in the designated Assembly Area until the Evacuation Coordinator or fire department approves leaving the area or re-entering the site.

FIRE PROTECTION PLAN

As a minimum standard, South Dixon will follow all applicable requirements in National Electric Code (NEC) 690. Additionally, in order to prevent fires, the following rules will be followed:

- No smoking of any kind will be done within the fenced area.
- Any hot work will be performed with a hot work permit and within the requirements of OPS.EHS.015 Hot Work Procedure.
- Any work involving energized equipment or deenergizing equipment will be done within the requirements of OPS.EHS.009 Electrical Safety Program and OPS.ESH.010 Lockout Tagout Procedure.
- Installation of modules and all connections will be performed skilled personnel. The individuals will be required to be properly licensed according to the local electrical codes, qualified and trained in the techniques for making terminations, connections, and supporting of wiring to prevent arcing.
- All crews will be equipped with at least a 2.5lb ABC rate fire extinguishers which will be inspected monthly.
- Fire extinguishers shall be inspected at the start of the project and not less than once per month thereafter.
- The following table enumerates the minimum fire protection necessary per item and activity. These minimum standards are required for every Subcontractor working on the project.

Cranes, forklifts, aerial devices, loaders, backhoes, etc.	10: BC	1 per piece of equipment
Work generating sparks or open flames	10: ABC	1 per operation
Temporary heating devices	4A: 40BC	1 per piece of equipment
Fueling areas	Dry chemical or carbon dioxide 20 ABC	2 per station
Floors	10: ABC	2 per floor <3,000 ft ² or every 100 ft. of travel

- Vegetation within the fence shall be maintained as required by the vegetation management plan and as required by the building permits.
- Gravel roads will be maintained throughout the site and will act as a fire break to reduce the probability of a fire spreading of a fire outside the facility.
- The substation will have gravel around the perimeter at least 15 feet to act as a fire break.
- South Dixon will meet with local fire districts to review and modify this EAP. South Dixon will work to educate emergency personnel on aspects of facility.

CONCLUSION

In conclusion, the safe and expedient evacuation of persons from threatened areas to areas of safety is the prime objective of this EAP and should not be hampered in any way. This EAP, in addition, shall be updated expediently as EAP improvements or corrections are uncovered, reported to management, or obtained from lessons learned sessions.

APPENDIX A
EMERGENCY CONTACT INFORMATION
South Dixon Solar

Agency / Organization	Agency Contact	Circumstances	When to Notify
LOCAL			
Lee County Sheriff Department 240 E Progress Drive Dixon, IL 61021	911 / 815-284-5217	Emergency / Non-Emergency	Immediately
Dixon Rural Fire Protection District 1020 Palmyra St Dixon, IL 61021	911 / 815-284-6897	Emergency / Non-Emergency	Immediately
KSB Hospital 403 E. 1 st Street Dixon, IL 61021	911 / 815-288-5531	Emergency / Non-Emergency	Immediately
DUKE ENERGY			
Project Developer Tyler Coon	317-838-2806		Immediately
Construction Manager TBD	TBD		
On Site Manager TBD	TBD		