

**Rich Road Solar Energy Center  
Matter No. 22-00031**

**Appendix 6-C Revised Safety Response Plan**



**August 2023**









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## Acronyms and Abbreviations

Acronym/ Abbreviation	Definition/Denotation
BESS	Battery energy storage system
BMS	Battery Management System
EMS	emergency medical services
GPS	global positioning system
HSE	Health, Safety, and Environment
NFPA	National Fire Protection Association
PV	photovoltaic
OCC	Operations Control Center
OSHA	Occupational Safety and Health Administration
SM	Site Manager
SRP	Safety Response Plan
SSP	Site Security Plan
RRSEC	Rich Road Solar Energy Center, LLC





## 1.0 INTRODUCTION

### 1.1 PROJECT DESCRIPTION

Rich Road Solar Energy Center, LLC (RRSEC), proposes to construct and operate a major solar electric generating facility (Facility) in St. Lawrence County, New York. The Facility would consist of an up to 240-megawatt commercial photovoltaic (PV) energy system and 20 MW, 4-hour duration battery energy storage system (BESS) located in the Town of Canton.

Table 1-1 lists the proposed project components and pertinent access points.

**Table 1-1: Proposed Project Components and Pertinent Access Point Locations**

<b>Project Component</b>	<b>Access Point<sup>1</sup></b>
<i>PV solar panels and their support systems</i>	<i>Access road locations</i>
<i>Battery energy storage system</i>	<i>Access road locations</i>
<i>Communications cables</i>	<i>N/A</i>
<i>Electrical system, including the collection system from inverters, collection substation, and Point of Interconnection Switchyard</i>	<i>Substation Access Gate location</i> <i>Point of Interconnection Switchyard Access Gate</i>
<i>Access roads</i>	<i>N/A</i>
<i>Fencing and gates around each array of panel</i>	<i>N/A</i>
<i>Temporary equipment laydown areas during construction</i>	<i>Access road locations</i>
<i>Operation and Maintenance building</i>	<i>Access road locations</i>

Note:

<sup>1</sup>RRSEC will obtain the exact addresses for 911 for the BESS, substations, O&M building, and each access road entrance through the St Lawrence County's "Enhanced 911- Notice of Official Address Assignment" during compliance filings for the final entrance locations.

Project construction is expected to begin mobilization for construction in March 2025 and is expected to take 24 months to complete. The commercial operation date (COD) for the Facility to be placed in service is November 2026. RRSEC expects the Facility to operate for more than 30 years before being decommissioned.



## 1.2 PURPOSE

RRSEC has developed this Safety Response Plan (SRP) in accordance with 6 New York Codes, Rules and Regulations (NYCRR) § 900-2. 7(c) to provide emergency response direction for the Facility and ensure the safety and security of the local community.

Disasters are the consequence of inappropriately managed risk. These risks are the product of a combination of both hazards and vulnerability. In order to prevent loss from a disaster, an SRP must be developed, implemented, and regularly tested.

The purpose of this SRP is to assist employees, subcontractors, contractors, suppliers, management, and first responders in making quality decisions during times of crisis and focuses on impacts to the surrounding community.

Solar PV facilities are not known to pose any significant health dangers to the public at large, or to properties in the vicinity of facilities. This SRP contains guidance in determining the appropriate actions to be undertaken to prevent injury and property loss, minimize hazards to human health and safety and to the environment from fire, electrical emergency, or criminal behavior. While construction and operation of the Facility will not release any gaseous, liquid, or solid wastes into the environment, this SRP also provides guidance in the unlikely event of a hazardous substance incident as required by 6 NYCRR § 900-2. 7(c)(6).

RRSEC has developed a separate Site Security Plan (SSP) (see Appendix 6-B) to address the safety and security of RRSEC employees and the Facility from contingencies such as a medical emergency, criminal behavior, or severe weather.

This document acts as a guideline in the event of an emergency. Every possible version of every imaginable scenario can never be captured in a usable document. The steps described may not occur in the same order at every site, every time, but this SRP provides baseline directions on the most common steps necessary to address each situation listed.

As required by 6 NYCRR § 900.2(d), RRSEC provided copies of this SRP and the Facility's Preliminary Site Security Plan for review and comment to the St. Lawrence County Emergency Response Manager and Department representatives from Fire Departments of Canton, DeKalb, Pyrites, and Rensselaer Falls as well as to the New York State Division of Homeland Security and Emergency Services. No comments have been received to date.

## 1.3 SCOPE

This SRP will serve as the baseline plan for employees and visitors in the event of an emergency. In situations where this SRP runs in parallel with another entity's plan (for example a building



manager, contractor, project manager, or customer) the plans shall be evaluated to determine if gaps exist, and management must coordinate to ensure effectiveness in the event of an emergency.

## **1.4 SRP DEVELOPMENT**

This SRP will be further developed alongside the maturation of the project design and ongoing collaboration with community stakeholders such as the St. Lawrence County Fire District One. Upon final equipment vendor selection and system design, the following updates will be made to the SRP during pre-construction compliance filings:

- Section 3.4: Procedures and schedules for conducting drills of these procedures and for training local first responders on the contents of the plan and appropriate response procedures, and procedures for updating the plan in response to emergency manager, manufacturer, and operator recommendations.
- Section 3.5.1: Procedures for inspection and testing of associated alarms, interlocks, and controls.
- Section 3.5.5: Procedures for safe shutdown, de-energizing, or isolation of equipment and systems under emergency conditions to reduce the risk of fire, electric shock, and personal injuries, and for safe start-up following cessation of emergency conditions.
- Section 3.5.9 Procedures to be followed in response to notifications from the Battery Energy Storage Management System that could signify potentially dangerous conditions, including shutting down equipment, summoning service and repair personnel, and providing agreed upon notification to fire department personnel for potentially hazardous conditions in the event of an incident.
- Section 5.5: Procedures to be followed in response to notifications from the Battery Energy Storage Management System.
- Section 5.5: Handling BESS equipment damaged in a fire or other emergency event as well as recycling and safe disposal of any hazardous waste will be developed during compliance filing once a vendor is selected.

## **2.0 ROLES AND RESPONSIBILITIES**

While the Site Manager (SM) can develop and enforce appropriate procedures to follow in the event of an emergency, it is the responsibility of every employee to become acquainted with the





SRP prior to an emergency and respond accordingly. A list of emergency contacts is provided in Appendix A of this SRP.

## **2.1 EMPLOYEES**

Every employee shall take reasonable care to protect the health and safety of themselves and of other employees present and inform their manager of potential hazards present on site.

Where practicable, every employee shall serve in the capacity of emergency first responder. Each employee shall be trained on the measures to take in case of emergency.

## **2.2 SRP COORDINATOR**

When an emergency occurs at the site, office and/or facility, the safety of employees and visitors will be coordinated by the SRP Coordinator or his representative. The SRP Coordinator shall be the SM of the site, office and/or facility, and he shall name a person who will be able to be the emergency contact in case of their absence. This person will be the main points of contact for the St. Lawrence County Sheriff, Canton Fire Department, Rensselaer Falls Fire & Rescue, and Canton Rescue (Paramedic), who would be the primary emergency responders at the Facility.

## **2.3 SITE MANAGER**

The SM shall ensure that:

- The employees under his care are present and safe in the event of an incident;
- All employees are present after a roll call;
- All employees are informed about the risks related to their job;
- All employees have read and understand the site SRP;
- All rescue equipment is available and in good condition;
- The SRP is complete, up to date and distributed to the proper parties;
- The SRP is used correctly and that emergency operations comply with current regulations (federal, New York State, corporate, and local);
- Material, financial and personnel resources are enough to enable the development and implementation of the SRP and the implementation of the training program; and
- Action plans are executed to correct any non-compliance and to implement the recommendations of post-incident reviews.





## **2.4 CONTRACTORS, SUBCONTRACTORS AND VISITORS**

The contractor or other entity makes available the skilled labor and equipment required during emergencies and collaborates with the SM or designee for a prompt and effective response. All contractors and subcontractors must sign the Contractor Orientation acknowledgement before working on site, at least once a year or after a major update of the document.

## **2.5 FIRST RESPONDERS**

St. Lawrence County Emergency Medical Services Fire District 1 manages the dispatch of several mutual response agencies that cover the Facility Site. Upon notification of an emergency, St. Lawrence County emergency medical services (EMS) will assess the nature of the emergency, location, and availabilities/response times of community response and dispatch the appropriate services.

In the event of an emergency, anticipated first responders may include the St. Lawrence County Sheriff (police), the Canton Fire Department (Fire), Rensselaer Falls Fire & Rescue (fire and EMS) and Canton Rescue (EMS). Appendix A provides a list of emergency contacts.

## **3.0 POLICY**

### **3.1 LEGAL REQUIREMENTS**

This SRP will meet the applicable requirements of federal and State regulations, as well as local regulations regarding emergency preparedness and response planning.

Failure to comply with this SRP may result in disciplinary action up to and including termination. This SRP will be reviewed at least annually by Health, Safety, and Environment (HSE) and may be revised based on changes to federal, State, and local regulations and requirements.

The present SRP is aligned with:

- Occupational Safety and Health Administration (OSHA) 1910.38 Emergency Action Plan Requirements
- National Fire Protection Association (NFPA) 1, Fire Code:
- NFPA 10 – Portable Fire Extinguishers

### **3.2 SRP DISTRIBUTION**

RRSEC will develop and maintain the SRP. During the construction phase, the SRP will be maintained by the general contractor. All SRP contact information and appendix pages for each facility/project must be updated annually. The updated contact page shall be sent to the Operations



Control Center (OCC) and RRSEC. When a project SRP is changed or information updated, the plan shall be updated and forwarded to the OCC and RRSEC within 72 hours.

Hard copies of the site SRP shall be kept in a prominent location near the main entrance. The SRP shall be stored in a red binder that is not like other binders utilized at the site. This allows ready identification by any personnel on site. All site personnel shall be familiar with the SRP location. RRSEC will provide copies of the SRP to the local fire departments and local Fire Code Official and will ensure distribution of revisions to the appropriate repositories.

### **3.3 TRAINING**

Training is an important part of the SRP. Training should be continuous and on a regular basis for employees and first responders to maintain their ability to use the emergency equipment and act appropriately in an emergency.

To ensure the instructions contained within the SRP are properly followed during site/facility emergencies, a training program is to be developed and training provided to all employees, upon hire and after any changes in site/facility operations or layout. The training program will include a dedicated training session for first responders.

The training must include exercises appropriate to the work site that simulate the potential emergencies identified in the SRP.

### **3.4 DRILLS AND EXERCISES**

To ensure that the site SRP is adapted to meet current site conditions and that all involved individuals will respond properly, the SRP will be tested on a regular basis (but not less than once per calendar year) by the SM.

Practical exercises should be performed regularly in order to: train employees and test their skills, check the SRP and its components and verify the efficacy of the emergency communication and organizational structure. These exercises should be regularly reviewed to identify and correct deficiencies.

An evacuation drill of the site must be performed at least once a year. To aid in these drills during a real emergency, a map of the facilities shall be posted at the site showing the escape routes, rescue evacuation kits, shelters, fire extinguishers, exits to be used during an evacuation and the designated assembly areas.



RRSEC will conduct annual training drills with local emergency services (fire department, emergency room, police, etc.) as required under 6 NYCRR § 900.2(c)(7). Additional informal coordination with local first responders and emergency services will be conducted as needed.

Upon site commissioning or when RRSEC accepts responsibility for the site, a full drill that includes local emergency services shall be held. These drills shall, as accurately as possible, mimic a real-time rescue event and include and exercise as many rescue organizations as possible. Though not required, HSE may manage and coordinate the execution of these drills.

Specific areas to be evaluated during the full drills will include the following:

- Evacuation and accountability of personnel;
- Proper functioning of alarm system (if applicable), radios and/or phones;
- Special procedures for evacuation of personnel with special disabilities or impairments;
- Response time of emergency response personnel; and
- Adherence to SRP procedures.

### **3.5 FIRE PREVENTION**

Listed below are specific procedures and systems that shall be addressed by the site to minimize the occurrence of, and impact from, a fire emergency. Special emphasis is placed on housekeeping and storage practices in all maintenance, shop, and general office areas where flammable and combustible materials may be used and stored.

Fire prevention is the responsibility of all personnel. Employees shall follow safe practices to minimize fire hazards, and managers must ensure safe practices are followed daily. RRSEC is committed to preventing the occurrence of fires and situations that may promote a fire at the Facility.

#### **3.5.1 Inspection of Fire Protection Equipment**

All fire protection equipment will be inspected monthly by the SM or designee.

All areas at each site/facility will be inspected to check for unsafe conditions, such as blocked or locked fire exits, poor housekeeping, smoking in non-designated areas, flammable/combustible materials not stored properly and obstructed access to electrical rooms and panels, etc.

Upon final equipment vendor selection and system design, this section will be updated with additional detail during pre-construction compliance filings.





### **3.5.2 Facility Fire Detection System**

The Operations and Maintenance (O&M) building will include smoke detectors paired with fire alarms to identify smoke or fires and alert on-site personnel. The BESS facility may include an automated fire detection system comprised of smoke and heat detectors, heat activated sprinkler system, and/or off-gas detectors. Thermal sensors within the BESS are designed to identify potential heat fluctuations within the system to promote automated mitigation responses (such as electrical shutoff or internal fire suppression) before a fire event. The final specification for the BESS will be submitted with the pre-construction compliance filing in accordance with the siting permit.

A Fire Prevention System will also be located at the substation control building (installed and portable). Installed components will consist of smoke detectors. Portable (fire extinguishers) will be inspected monthly and annual certification.

### **3.5.3 Facility Emergency Alarm System**

Fire alarms and/or fire suppression systems shall be installed in accordance with manufacturer's specifications, permit conditions, site requirements and local laws.

Fire alarms will be placed at the O&M building, substation, and at each BESS container. The fire alarm system will include visible and audible notifications which can be activated automatically by on-site fire detection systems, the battery management system, or the remote monitoring control center or manually by on-site personnel.

As part of the annual drills, the fire alarm system (if equipped) shall be tested for functionality after alerting the alarm company (or fire department if directly monitored) of the drill.

If the Facility does not have a central facility alarm system, a method of communicating a fire hazard to all employees in a rapid and obvious manner shall be developed at the site. This method of notification may include radio or other means, provided that all potential occupants of the facility can be notified from a singular location, meaning the notification process does not require an individual to move through the facility making notifications.

### **3.5.4 Battery Management System (BMS) and 24-hour Remote Operations Center**

The BESS component of the Facility will include a BMS which detects abnormal operating conditions in the batteries. It will collect data at the battery cell and module levels, monitoring temperature, voltage, current, state of charge, and state of health. The BMS will incorporate a thermal management system, in conjunction with the BMS, to ensure the batteries remain within their usable temperature profiles. The BMS is designed to identify abnormal battery conditions or deviations in normal system operating conditions and send data and warnings to monitor controls





for additional monitoring, action, and reporting to prevent and mitigate potential emergency events.

The Facility will be monitored 24 hours a day from a remote operations center. The remote operations center will monitor the full project system (both PV and BESS) for abnormal operating conditions and can remotely shutoff project components when abnormal conditions are identified. Contact information for the operations center will be available on-site (posted on access points or at the O&M building) and will be provided to local first responders with the SRP.

Additionally, the Facility will have on-site technicians monitoring project operation typically available during normal operating hours (during daytime production) with the ability to perform manual shutoffs in the event of an emergency.

### **3.5.5 Emergency Cutoff Locations**

Energized equipment including module arrays, inverters/transformers, and BESS containers will include emergency cutoff mechanisms (both remote and physically on-site) in order to de-energize components in the event of an emergency.

Remote emergency cutoff will be implemented via the 24-hour remote operations center described above. All on-site physical emergency cutoff locations will be accessible from project access roads.

Upon final equipment vendor selection and system design, this section will be updated with additional detail during pre-construction compliance filings.

### **3.5.6 Fire Extinguishers**

Fire extinguishers will be deployed at specific strategic locations of the Project site (see Appendix C – Emergency Equipment List). Fire extinguishers are to be placed in areas where flammable liquids are used/stored, compressed flammable gases, any Hot Work activities (per NFPA 10 requirements), field trailers, kitchens, inside heavy equipment and project site vehicles, in general construction work areas based on square footage, and at the O&M building. Personnel will be trained by the SM in their use and the extinguishers will be inspected on a monthly basis. A map of fire extinguisher locations will be available at the O&M building.

### **3.5.7 Automated Fire Protection Systems**

The purpose of the automated fire protection system is to extinguish any non-battery fires within the container before spread to battery cells and to prevent the propagation of fires between cells and module racks. Typical BESS fire protection systems can include water sprinkler, and/or inert



gas suppression (such as FM-200). All gaseous suppression agents are designed to no-harm concentration levels to humans and will meet the requirements of the New York State Fire Code and other relevant safety standards (NFPA, UL, and IFC).

The SM will be responsible for inspections of protection systems, maintenance of suppression material supply (water or gaseous), and oversight of remote monitoring and on-site fire detection equipment associated with the BESS. A fire protection system schematic will be provided to the local emergency first responders prior to project operation.

Upon final equipment vendor selection and system design, this section will be updated with additional detail during pre-construction compliance filings.

### **3.5.8 Deflagration Panels**

The BESS will incorporate deflagration panels consistent with NFPA 68 and the New York State Fire and Building Code that are designed to direct the force of any potential pressure build up and away from on-site personnel or emergency responders. This pressure release option serves to minimize structural and mechanical damage, and more important, to minimize the safety risk adjacent to BESS containers. The final specification for the BESS will be submitted with the pre-construction compliance filing in accordance with the siting permit.

### **3.5.9 No-Entry BESS**

The Facility will be remotely monitored. The controls for the BESS will be located in a separate control cabinet from the cabinets that contain the batteries. In the event of a fire emergency, this ensures that first responders will not need to breach the battery containers individually for entry. All emergency response can be performed from a safe distance. Section 5.1 directs employees, contractors, and first responders to not attempt to extinguish or fight an electrical fire or battery fire.

Upon final equipment vendor selection and system design, this section will be updated with additional detail during pre-construction compliance filings.

## **4.0 COMMUNICATIONS**

### **4.1 EXTERNAL COMMUNICATION**

In the event of any situation involving a medical, natural, or security emergency, Facility staff and/or subcontractors will call 911 and inform local first responders. First responders will evaluate the situation and help facilitate the correct courses of action.



An emergency contact number for RRSEC will be posted on signage at access road gates, the collection substation, and BESS should local first responders, local or State personnel, or members of the public need to report an emergency at the Facility Site. Local emergency responders will also have keyed access to these areas.

An emergency contact list is also attached to this SRP as Attachment A.

#### **4.1.1 Town Coordination**

Pre-construction meetings for each phase of the Project will be coordinated with the Town of Canton, St. Lawrence County, Office of Emergency Management, Fire Department/EMS, St. Lawrence County Sheriff, Canton Fire Department, Rensselaer Falls Fire & Rescue, and Canton Rescue (Paramedic) representing the primary emergency responders at the Facility. Topics will include a safety orientation, project schedule update, and Environmental/Agricultural Monitor Orientation.

Issued for construction drawings will be provided to the Town of Canton and St. Lawrence County when available. Prior to the start of construction, a dedicated training session will be planned for first responders, in addition to the pre-construction kick off meeting that will be held for all applicable local and state parties including the Town of Canton, St. Lawrence County, and officials from various state departments (e.g., Office of Renewable Energy Siting, New York State Department of Environmental Conservation, New York State Department of Public Services, New York State Department of Agriculture and Markets).

#### **4.1.2 Community Notification Procedures**

Site access will be restricted to ensure public safety. RRSEC will coordinate with local emergency responders during both the construction and operation of the Facility. In general, most contingencies covered by this SRP will involve communication with local emergency responders via 911, and dissemination of information among local responding agencies would be managed by those agencies and 911 operators in accordance with their established protocols.

The proposed Facility does not create safety concerns of a magnitude that would necessitate a community evacuation. However, in the event that the community needs to be notified of an emergency situation that is specific to the Facility and/or has the potential to affect the public (e.g., fires, hazardous material spills or releases, and certain physical security threats), the SM will notify local officials and emergency responders, as appropriate.

### **4.2 INTERNAL COMMUNICATION**

After contacting 911 and reporting the emergency(s), Facility staff and/or subcontractors will also contact their direct supervisors and the Facility Manager and apprise them of the situation. The Facility Manager will initiate a suitable response within the company.





Emergency response procedures for the Facility address the protocols for the various types of emergency situations that may be encountered. The emergency response procedures associated with this order and associated protocols are summarized by contingency in Section 5.

#### **4.2.1 Morning Safety Briefings –During Construction**

Morning safety briefings will occur every day during construction and when operations personnel are on site. The safety briefings will cover forecasted weather conditions for the day, as well as updates on any potential safety concerns.

#### **4.2.2 Transport to the Nearest Hospital**

If the situation requires transport by local EMS, trained staff will provide first aid while waiting for responding units to arrive. If EMS transport is not required, injured personnel would be driven to either the Canton-Potsdam Hospital in Potsdam, New York, or Gouverneur Hospital in Gouverneur, New York. The addresses and phone numbers for these hospitals are listed below.

Canton-Potsdam Hospital  
50 Leroy St.  
Potsdam, NY 13676  
Phone: (315) 365-3300

The Canton-Potsdam Hospital is approximately 14 miles northeast of the Facility. The hospital has 94 beds and its core programs include emergency medicine, acute care, hospitalist medicine, and critical care. The hospital has a 24-hour emergency room and a CPH Level III Trauma Center that allows the hospital to treat the most critically injured patients, including burn injuries.

Gouverneur Hospital  
77 West Barney St.  
Gouverneur, NY 13642  
Phone: (315) 287-1000

The Gouverneur Hospital is approximately 22 miles southwest of the Facility. The hospital has 25 beds, and services include inpatient detox, substance use disorder rehabilitation, emergency care, imaging and EKGs, physical therapy, and respiratory therapy. The hospital has a 24-hour emergency room.





### 4.2.3 Media

EDF Renewables recognizes that it is essential to present accurate information to the news media concerning an emergency involving any of our sites or facilities.

- Facility employees are not permitted to give any information, good or bad, to the media.
- The SM will contact the EDF Renewables communications team to speak with the media.
- If a journalist or any other person that is not an authorized asks a Facility employee or contractor a question, the employee or contractor will politely and professionally answer: "Please contact the SM. They will give the name and phone number of the person in charge of communications."

## 5.0 EMERGENCY PROCEDURES

The sections below provide further details on the emergency procedures that will be employed for each of the contingencies that would constitute a safety or security emergency outlined in Table 5-1. EDF Renewables-affiliated workers or the SM will call 911, as necessary (see Table 5-1); local emergency responders and other relevant individuals or groups in the community will be notified through this established system or as otherwise detailed in the sections below.

**Table 5-1: Revised Contingencies that would Constitute a Safety or Security Emergency**

Contingency	Call 911	Notes
Fire		
<i>Grass, Brush, and Forest Fire</i>	✓	
<i>Fire at the Operations Facilities, Buildings, Offices</i>	✓	
<i>Fire or Explosion in a Solar Power System, or Inverter</i>	✓	
<i>Electrical Fire for Explosion in Substation</i>	✓	
<i>Electrical Fire or Explosion in BESS</i>	✓	
Electrical Emergency		
<i>Fallen, Swaying, or Bouncing Power Lines</i>	✓	
<i>Electric Shock</i>	✓	



**Table 5-1: Revised Contingencies that would Constitute a Safety or Security Emergency**

Contingency	Call 911	Notes
Criminal Behavior		
<i>Sabotage or Suspicious Activity</i>	✓	
<i>Situation with Employee, Contractor, or Visitor</i>		Call 911, if needed.
<i>Third Party Threats to Facilities</i>	✓	
<i>Active Shooter</i>	✓	
<i>Bomb Threat</i>	✓	
Spills	Notify NYSDEC or other appropriate regulatory agencies, if needed.	

NYSDEC = New York State Department of Environmental Conservation

## 5.1 FIRE

Employees and contractors shall notify the SM immediately upon discovery of a fire. Different types of fire will require different types of response.

### Grass, Brush, and Forest Fire

1. Evaluate the situation to determine if the fire can be extinguished safely with an extinguisher (if you have been trained on the use of an extinguisher). Prohibit access to the affected area by other employees or contractors.
2. Call the SM. The SM will manage the incident and implement the site fire plan, if applicable.
3. The SM shall obtain details of the exact location and size of the fire from the person notifying the SM of the emergency (the Notifier).
4. The SM shall call 911 (and the St. Lawrence County 24-hour Office of Emergency Services phone number [315-379-2240]), as appropriate, if not already contacted) and coordinate with the Notifier to lead first responders to the appropriate site access point.



5. The SM will contact any landowners in the area to communicate the location and size of the fire.
6. The first responders may be directed by the SM to visit any buildings/dwellings that may be in the anticipated path of the fire.
7. Only employees trained to fight fires may do so and only under instruction from applicable first responders. In all other events, employees and contractors shall at no time attempt to extinguish or "fight" a grass/brush fire. The employee/contractor role is to notify the SM and lead first responders to the scene. DO NOT attempt to fight a fire that has escalated beyond your training or your capabilities; you and only you can evaluate your capabilities, if you think the fire has escalated beyond your capabilities, leave!
8. Report to the nearest assembly area (if applicable) for roll call until "ALL CLEAR" is given or until directed to do otherwise. DO NOT run or create panic.
9. If the SM is present, he will perform a roll call to confirm all personnel are accounted for. If not, process the roll call on your own.
10. Complete the Accident/Incident Report and call the HSE Manager as soon as all personnel are accounted.

**IF CAUGHT IN THE FIRE OR HEAVY SMOKE:**

- Take short breaths: breathe through your nose, then crouch under the smoke line to escape; and
- Place a shirt or a cloth covering over your nose and mouth, if possible.

If evacuation is necessary for RRSEC facility personnel or contractors, use the emergency escape routes.

**COMMUNITY NOTIFICATION REQUIREMENT:** Any community members in direct proximity to a non-electrical fire will need to be notified and maintain safe setback distance. This notification will be completed through existing first responder procedures as described in Section 4.1.1, above.

RRSEC will coordinate with the St. Lawrence County Sheriff, Canton Fire Department, Rensselaer Falls Fire & Rescue, and Canton Rescue (Paramedic) and Town of Canton representatives on any long-term coordination for media public outreach notifications. These could take the form of newspaper notices, direct mailings, or radio announcements.



## **Fire at the Operations Facilities, Buildings, Offices**

1. In the event of a fire in the operations facilities, the employee discovering the fire shall immediately stop work.
2. Evaluate the situation to determine if the fire can be extinguished safely with an extinguisher. DO NOT attempt to fight a fire that has escalated beyond your capabilities; you and only you can evaluate your capabilities. If you think the fire has escalated beyond your capabilities, leave!
3. Activate the fire alarm and alert all employees in the building.
4. Prohibit access to the affected area to other employees.
5. The person discovering the fire shall immediately get the global positioning system (GPS) coordinates or address of the facility.
6. Call the SM. The SM will take on the management of the incident and implement the site fire plan, if applicable.
7. Call 911 with GPS coordinates of site access point location, the exact location and the size of the fire.
8. The Notifier to remain in a safe place near the incident until help arrives and to direct the first responders toward the fire.
9. Calmly form evacuation lines. Be ready to merge with other people evacuating the building; close doors to offices and buildings as you leave.
10. If you are descending a stairwell, stay on the right side. Fire fighters use their right side when climbing stairs.
11. Keep talking to a minimum.
12. Listen for instructions and follow them.
13. Employees will assemble at the assembly point until "ALL CLEAR" is given by the SM or until directed to do otherwise; DO NOT return to any building for personal items; DO NOT run or create panic.
14. All employees, contractors and visitors shall remain clear of buildings and structures until an all clear notice is received from fire-fighting personnel.
15. If the SM present, he will perform a roll call to confirm all personnel are accounted for. If not, process the roll call on your own.
16. Complete the Accident/Incident Report and place a phone call to the HSE Manager as soon as all personnel are accounted.





17. For grass, brush, and forest fire, because of a fire at the operations facilities, buildings, or offices, refer to the previous section on that specific emergency response and coordination with the Town of Canton/St. Lawrence County/EMS.

If evacuation is necessary for RRSEC facility personnel or contractors, use the emergency escape routes.

**COMMUNITY NOTIFICATION REQUIREMENT:** Any community members in direct proximity to a non-electrical fire will need to be notified and maintain safe setback distance. This notification will be completed through existing first responder procedures as described in Section 4.1.1, above. RRSEC will coordinate with the St. Lawrence County Sheriff, Canton Fire Department, Rensselaer Falls Fire & Rescue, and Canton Rescue (Paramedic) and Town of Canton representatives on any long-term coordination for media public outreach notifications. These could take the form of newspaper notices, direct mailings, or radio announcements.

### **Fire or Explosion in a Solar Power System or Inverter**

1. In the event of a fire or explosion in a solar power system, the employee discovering the fire shall immediately stop work. DO NOT attempt to fight a fire in a solar power system.
2. Activate the fire alarm and alert all employees at the site or near the solar power system.
3. Alert all others present, and if time permits, place equipment in a safe condition.
4. Prohibit access to the affected area to other employees and contractors.
5. The person discovering the fire shall immediately get the GPS coordinates, the exact location, the size, the source of the fire or explosion, and the nature of any involved hazardous material, if relevant, and ask for the shutdown of the utilities, including the electrical utilities to remove the electrical shock hazard.
6. If the source of the fire or explosion is hazardous material, the Notifier must get the Safety Data Sheet (SDS) in order to inform emergency personnel of the substance they will have to neutralize.
7. Isolate and shutdown as much of the system as possible in accordance with manufacturer procedures to be determined upon equipment procurement and incorporated into this plan prior to finalization (see Section 3.5.5).
8. Isolate the PV system at the inverter using reliable methods if possible and not hazardous.
9. Call the SM. The SM will manage the incident and implement the site fire plan, if applicable.



10. The SM shall contact 911 (or the St. Lawrence County 24-hour Office of Emergency Services phone number [315-379-2240]), as appropriate, if not already contacted) with GPS coordinates of the solar power system, the exact location and the size of the fire or explosion AND inform the 911 operator that the emergency is a fire in a solar power system.
11. Inform emergency personnel about the PV system as a PV system includes electric shock hazard.
12. The Notifier shall remain in a safe place near the incident until help arrives to direct the first responders toward the fire.
13. Employees will assemble at the assembly point until "ALL CLEAR" is given by the SM or until directed to do otherwise.
14. Remain at the assembly area until directed to leave; All employees, contractors and visitors shall remain clear of the solar power system until an all clear notice is received from fire-fighting personnel.
15. Complete the Accident/Incident Report and place a phone call to the HSE Manager as soon as all personnel are accounted for.
16. For grass, brush, and forest fire, because of an electrical fire or explosion in a solar power system or inverter, refer to the previous section on that specific emergency response and coordination with the Town of Canton/St. Lawrence County/EMS.

If evacuation is necessary for RRSEC facility personnel or contractors, use the emergency escape routes.

**COMMUNITY NOTIFICATION REQUIREMENT:** Any community members in direct proximity to a non-electrical fire will need to be notified and maintain safe setback distance. This notification will be completed through existing first responder procedures as described in Section 4.1.1, above. RRSEC will coordinate with the St. Lawrence County Sheriff, Canton Fire Department, Rensselaer Falls Fire & Rescue, and Canton Rescue (Paramedic) and Town of Canton representatives on any long-term coordination for media public outreach notifications. These could take the form of newspaper notices, direct mailings, or radio announcements.

### **Electrical Fire or Explosion in Substation**

1. In the event of an electrical fire or explosion inside the substation, the employee discovering the fire shall immediately stop work. DO NOT attempt to fight an electrical fire.
2. Activate the fire alarm and alert all employees at effected location.



3. Alert all others present, and if time permits, place equipment in a safe condition. Prohibit access to the affected area to other employees and contractors.
4. The person discovering the fire or explosion shall immediately get the GPS coordinates of the substation, the exact location, the size, the source of the fire or explosion and the nature of any involved hazardous material, if relevant.
5. If the source of the explosion is hazardous material, the Notifier must get the Safety Data Sheet (SDS) in order to inform emergency personnel of the substance they will have to neutralize.
6. Call the SM. The SM will take on management of the incident and implement the site fire plan, if applicable.
7. The SM shall contact 911 (and the St. Lawrence County 24-hour Office of Emergency Services phone number [315-379-2240]), as appropriate, if not already contacted) and coordinate with the Notifier to lead first responders to the site access point.
8. Employees, contractors, and first responders shall at no time attempt to extinguish or fight an electrical fire. The employee or contractor role is to notify the SM and lead first responders to the scene.
9. The SM must ensure that no one was injured by flying debris and the debris did not cause damage immediately threatening to life. An area of at least 500 meters from the blast site shall be investigated to verify any damage.
10. Remote isolation of the substation should be requested, completed, and confirmed in accordance with manufacturer procedures to be determined upon equipment procurement and incorporated into this plan prior to finalization (see Section 3.5.5).
11. Transformers and capacitors contain flammable/combustible material and all personnel must remain in safe areas away from these potentially explosive sources.
12. IF CAUGHT IN THE FIRE OR HEAVY SMOKE
  - a) In case of heavy smoke, crouch below the smoke line to get to the lowest point then crawl to escape.
  - b) Take short breaths; breathe through your nose.
  - c) Place a shirt or a wet rag over your nose and mouth, if possible.
13. Employees will assemble at the assembly point until "ALL CLEAR" is given or until directed to do otherwise.
14. Listen for instructions and follow them; DO NOT return to the substation for personal items; DO NOT run or create panic.



15. If the SM present, he will perform a roll call to confirm all personnel are accounted for. If not, process the roll call on your own.
16. Complete the Accident/Incident Report and place a phone call to the HSE Manager as soon as all personnel are accounted. If evacuation is necessary, use the emergency escape routes.
17. For grass, brush, and forest fire, because of an electrical fire or explosion at the Substation, refer to the previous section on that specific emergency response and coordination with the Town of Canton/St. Lawrence County/EMS.

If evacuation is necessary for RRSEC facility personnel or contractors, use the emergency escape routes.

**COMMUNITY NOTIFICATION REQUIREMENT:** Any community members in direct proximity to a non-electrical fire will need to be notified and maintain safe setback distance. This notification will be completed through existing first responder procedures as described in Section 4.1.1, above. RRSEC will coordinate with the St. Lawrence County Sheriff, Canton Fire Department, Rensselaer Falls Fire & Rescue, and Canton Rescue (Paramedic) and Town of Canton representatives on any long-term coordination for media public outreach notifications. These could take the form of newspaper notices, direct mailings, or radio announcements.

### **Electrical Fire or Explosion in BESS**

1. The BESS containers have smoke alarms/fire detection systems and are monitored remotely 24/7. Fires are detected by the use of photoelectric smoke detectors and thermal detectors. Alarms generated from the smoke detector will trigger remote alarms to the 24/7 control center. The Operators located at the center will contact local SM immediately and ensure that local emergency responders are notified in the event of an emergency.
2. In the event of an electrical fire or explosion inside the BESS, any on-site employee discovering the fire shall immediately stop work. DO NOT attempt to fight an electrical fire.
3. Activate the fire alarm and alert all employees at effected location. Alert all others present, and if time permits, place equipment in a safe condition.
4. Prohibit access to the affected area to other employees and contractors.
5. The person discovering the fire shall immediately get the GPS coordinates of the BESS, the exact location, the size, the source of the fire or explosion and the nature of any involved hazardous material, if relevant.





6. If the source of the explosion is hazardous material, the Notifier must get the Safety Data Sheet (SDS) in order to inform emergency personnel of the substance they will have to neutralize.
7. Call the SM. The SM will take on management of the incident and implement the site fire plan, if applicable.
8. The SM shall contact 911 (and the St. Lawrence County 24-hour Office of Emergency Services phone number [315-379-2240]), as appropriate, if not already contacted) and coordinate with the Notifier to lead first responders to the site access point.
9. Employees, contractors, and first responders shall at no time attempt to extinguish or fight an electrical fire or battery fire. The employee or contractor role is to notify the SM and lead first responders to the scene.
10. The SM must ensure that no one was injured by flying debris and the debris did not cause damage immediately threatening to life. An area of at least 500 meters from the blast site shall be investigated to verify any damage.
11. Remote isolation of the BESS should be requested, completed, and confirmed in accordance with manufacturer procedures to be determined upon equipment procurement and incorporated into this plan prior to finalization (see Section 3.5.5).
12. All non-emergency responders or unnecessary personnel must remain in safe areas a minimum of 300-feet from the BESS fence line.
13. Avoid smoke from battery enclosures.
14. Employees will assemble at the assembly point until "ALL CLEAR" is given or until directed to do otherwise.
15. Listen for instructions and follow them; DO NOT return to the BESS for personal items; DO NOT run or create panic.
16. If the SM present, he will perform a roll call to confirm all personnel are accounted for. If not, process the roll call on your own.
17. Complete the Accident/Incident Report and place a phone call to the HSE Manager as soon as all personnel are accounted. If evacuation is necessary, use the emergency escape routes.
18. For grass, brush, and forest fire, because of an electrical fire or explosion in BESS, refer to the previous section on that specific emergency response and coordination with the Town of Canton/St. Lawrence County/EMS.

If evacuation is necessary for RRSEC facility personnel or contractors, use the emergency escape routes.



**COMMUNITY NOTIFICATION REQUIREMENT:** Any community members in direct proximity to a non-electrical fire will need to be notified and maintain safe setback distance. This notification will be completed through existing first responder procedures as described in Section 4.1.1, above. RRSEC will coordinate with the St. Lawrence County Sheriff, Canton Fire Department, Rensselaer Falls Fire & Rescue, and Canton Rescue (Paramedic) and Town of Canton representatives on any long-term coordination for media public outreach notifications. These could take the form of newspaper notices, direct mailings, or radio announcements.

## 5.2 ELECTRICAL EMERGENCY

### Fallen, Swaying, or Bouncing Power Lines

1. If an overhead power line has fallen to the ground, it may still be live. Keep well away—the current can travel along the ground, through objects such as fences or metal objects and through water or other liquid. You do not need to touch the power line to be killed or injured by it.
2. If you see a fallen power line stay well clear – ideally distance yourself by at least 10 meters / 33 feet.
3. Call 911 or the local power provider.
4. Call the SM.
5. If power lines fall on your vehicle, it is safest to remain inside the vehicle. Do not touch the windows, doors, or anything metal such as the radio. Wait for trained professionals to rescue you. Warn anyone who starts walking towards the vehicle to stay far away.
6. Use your horn to alert others.
7. If you are in a vehicle when a line falls, if it is safe to do so, remain in the vehicle until emergency services or local electricity provider says it is safe to get out. If you must get out of the vehicle because of fire, you must get out of the vehicle without touching metal and the ground at the same time.
  - a) Gently open the door all the way, being careful not to touch anything metal, and look for the flattest spot on the ground.
  - b) Position your body so that you are facing toward the ground.
  - c) When you jump, you will be more stable if you tuck in your elbows and keep your hands clasped.
  - d) Jump out of the vehicle and land on both feet at the same time with your arms folded across your chest. Do not contact the vehicle and the ground at the same time with any part of your body or clothing.



- e) Shuffle (or bunny hop—do not step) your feet across the ground until you reach a safe distance away from the vehicle. A safe distance is considered at least 10 feet (3 meters). Keep your feet no further than 6 inches apart.
- 8. Your vehicle may be pushed in the rear bumper by another vehicle to attempt to remove the power lines and clear your vehicle from the power line if emergency circumstances dictate an immediate evacuation. Do not attempt this if there is not an immediate threat.
- 9. In the event the vehicle catches fire, DO NOT attempt to fight the fire. Only employees or contractors trained to fight fires may do so and only under instruction from the applicable first responders. In all other events, employees, contractors, and first responders shall at no time attempt to extinguish or “fight” a fire in the presence of fallen electrical power lines. The employee or contractor role is to notify the SM and lead first responders to the scene.
- 10. Complete the Accident/Incident Report and place a phone call to the HSE Manager as soon as all personnel are accounted for.
- 11. For grass, brush, and forest fire, because of fallen, swaying, or bouncing power lines, refer to the previous section on that specific emergency response and coordination with the Town of Canton/St. Lawrence County/EMS.

**COMMUNITY NOTIFICATION REQUIREMENT:** None, unless the public is in direct vicinity of downed or swinging lines.

### **Electric Shock**

- 1. If an employee or contractor receives an electrical shock, work at the location shall be stopped immediately.
- 2. DO NOT attempt to rescue the injured employee unless you know and verify no risks remain.
- 3. Electrical contact can cause muscle contraction, preventing the victim from releasing their grip on an electrical source.
- 4. Rescuing a shock victim at elevation or in the presence of high voltages is likely to require specialized training and tools to do safely. Don't attempt any rescue if you are not confident you can do so safely. DO NOT touch the injured employee.
- 5. Remote isolation of the equipment should be requested, completed, and confirmed in accordance with manufacturer procedures to be determined upon equipment procurement and incorporated into this plan prior to finalization (see Section 3.5.5).



6. If de-energization is impossible, you may need to remove the victim from a live conductor. While this is never desirable, hazards can be controlled by utilizing tooling that won't conduct electricity (such as a wooden broom handle) to move the victim and donning insulating gloves and overshoes before attempting rescue if they are available.
7. If the only source of power to the victim's locale is a power cord or extension cord to portable equipment, simply disconnecting it at the power source may be enough. However, a trip to the breaker box to open the circuit may be necessary.
8. Call the SM. The SM will manage the incident.
9. The SM shall contact 911 (and the St. Lawrence County 24-hour Office of Emergency Services phone number [315-379-2240]), as appropriate, if not already contacted) and coordinate with the Notifier to lead first responders to the site access point.
10. Rescues are safest when the power is off, and you are standing on insulating material. Do not touch a shock victim unless you know the source of electricity that incapacitated them is powered down. If there is a risk of a neck injury or similar contingency, do not move the victim at all. Make sure the victim's airways are clear of obstruction, check for breathing and a pulse and provide CPR if necessary (provided you have been CPR trained).
11. Complete the Accident/Incident Report and place a phone call to the HSE Manager as soon as all personnel are accounted for.

If evacuation was necessary for RRSEC facility personnel or contractors, use the emergency escape routes.

**COMMUNITY NOTIFICATION REQUIREMENT:** None

### **5.3 CRIMINAL BEHAVIOR**

It is the responsibility of all employees, contractors and visitors to immediately notify the SM of sabotage, potential sabotage or suspicious activity.

#### **Sabotage or Suspicious Activity**

1. In case of sabotage or suspicious activity, call the SM.
2. The SM will call 911.





3. If sabotage occurs at generating units, transmission facilities, electric collection systems, the operational telecommunication, or control devices associated with generating units, transmission facilities, or electric collection systems the SM shall report the occurrence to OCC and HSE.
4. Do not confront or attempt to detain trespassers or attempt to intervene with suspicious activities. If an immediate threat exists, contact 911 (if not already done).
5. Investigation into suspicious individuals may require conversation with the individual to ascertain that person's connection with the site. At no time should any confrontation be allowed. If suspicious individuals seem hostile or violent, employees and contractors shall leave the area and inform the SM.
6. Complete the Accident/Incident Report

**COMMUNITY NOTIFICATION REQUIREMENT:** None

### **Third Party Threats to Facilities**

1. In the event there is a threat to employees, contractors, or the site, immediately stop work, alert all others present, and if time permits, place equipment in a safe condition.
2. Call the SM to initiate the evacuation procedure
3. Call 911 for assistance.
4. Once all employees and contractors have been accounted for, the SM will report the site evacuated to authorities.
5. Upon "ALL CLEAR" notification from law enforcement, employees and contractors may return to site facilities.
6. Complete the Accident/Incident Report and place a phone call to the HSE Manager.

**COMMUNITY NOTIFICATION REQUIREMENT:** None, unless emergency responders deem necessary.

### **Active Shooter**

1. In the event of an active shooter, affected employees and contractors shall immediately stop working.
2. Call 911 (from an area of safety or concealment) and provide as much of the following information as possible:
  - a) Description of suspect(s) and possible location.
  - b) Number and the types of weapons.



- c) Suspect's direction of travel.
  - d) Location and condition of any victims.
3. Evacuate – If there is an accessible escape path, attempt to evacuate the premises. Be sure to:
- a) Have an escape route and plan in mind.
  - b) Evacuate regardless of whether others agree to follow.
  - c) Leave your belongings behind.
  - d) Help others escape, if possible.
  - e) Prevent individuals from entering the active shooter area.
  - f) Keep your hands visible.
  - g) Follow the instructions of any police officers.
  - h) DO NOT attempt to move wounded people.
  - i) Call 911 when you are safe.
4. Hide – If evacuation is not possible, hide. Your hiding place should:
- a) Be out of the shooter's view.
  - b) Provide protection from gunshots, such as behind a heavy desk.
  - c) Not trap you or restrict your options for movement (broom closet).
    - I. Lock the door.
    - II. Block the door.
    - III. Silence cell phones.
    - IV. Remain quiet.
5. FIGHT – If no other options exist, and there is imminent/immediate danger to yourself, take direct action against the shooter:
- a) Remain calm.
  - b) If you have not already done so, call 911 and leave the line open.
  - c) Commit to your actions.
  - d) Act as aggressively as possible against the shooter.
  - e) Move with speed and force. Improvise weapons if time permits.
  - f) Continue to fight until the shooter is physically incapacitated.



6. Once shooter is incapacitated leave the area immediately, taking as many people as possible with you.
  - a) Keep hands visible.
  - b) Do not group together once outside the building, in the event of a second shooter.
  - c) Follow all commands of law enforcement officials.
7. Regroup – When possible and safe to do so, account for all personnel and report this information through one person to law enforcement. Conduct a roll call.
8. Report – As soon as possible and practical, report the incident through the EDF Renewables reporting chain.

**COMMUNITY NOTIFICATION REQUIREMENT:** Any community members in direct proximity to an active shooter will need to be notified. This notification will be completed through existing first responder procedures as described in Section 4.1.1, above.

### **Bomb Threat**

1. A bomb threat should never be taken lightly; though experience shows that most bomb threats are false alarms. EDF Renewables will consider all bomb threats to be valid.
2. Under no circumstances are employees or contractors allowed to engage in any physical search activities.
3. Under no circumstances are employees or contractors allowed to enter the building site, until condition is deemed safe by authorities.
4. The use of electrical equipment, radio communication devices, pager or cell phones should be avoided because they produce waves that could trigger the detonation of the bomb. Keep cell phones and pagers closed.
5. When initial threat is received / discovered, gather as much information as possible from the caller using the protocols outlined in the Bomb Threat Information List (Appendix B).
6. Stop Work! Notify all employees and contractors
7. Follow building / site evacuation procedures and reconvene at defined assembly point.
8. Call 911 to report the threat and follow instructions given by authorities and cooperate with local officials.
9. Call HSE Manager as soon as possible to report the event.
10. Employees and contractors must not make statements to the press regarding bomb



threat incidents. Refer to Section 4.2.3 Media.

11. All employees and contractors must remain at assembly areas until "ALL CLEAR" is given by the SM or until directed to do otherwise.
12. Complete the Accident/Incident Report and place a phone call to the HSE Manager.

**COMMUNITY NOTIFICATION REQUIREMENT:** None, unless emergency responders deem necessary.

## 5.4 SPILLS – HAZARDOUS OR NON-HAZARDOUS MATERIAL

For purposes of the SRP, a spill is defined as the unintentional release of any chemical in excess of 15 gallons, regardless of location, hazard rating or surrounding circumstances.

If a spill occurs, immediately stop work, alert all others present, and if time permits, make safe any equipment being worked on.

- Confine the spill, prevent chemical from spreading and entering the drainage system. Stop the spill from becoming worse by shutting down pumps, closing valves or clamping broken hoses.
- Try to contain the spill from spreading further through diking or other means.
- Add neutralizing agents and/or absorbents.
- Inform the SM.
- Be prepared to show the safety data sheet.

If a spill occurs that is Immediately Dangerous to Life or Health (IDLH):

- Call 911 from a safe location and provide GPS coordinates of site access point location, the exact location and nature of the emergency, the chemicals/materials involved, and the location of the spill/release.
- Notify SM immediately.
- Remove any unnecessary personnel from the immediate area of the release and evacuate to an area upwind, if appropriate. If the incident is large, uncontrollable, and/or dangerous, tell the SM and follow the Evacuation Procedures identified in Section 6. Use appropriate PPE.

DO NOT attempt to handle any spilled material that you cannot identify (assume it is hazardous) Complete the Spill Report and place a phone call to the HSE Manager.





**COMMUNITY NOTIFICATION REQUIREMENT:** Any community members in direct proximity to a chemical spill will need to be notified and maintain safe setback distance. This notification will be completed through existing first responder procedures as described in Section 4.1.1, above.

## **5.5 EMERGENCY OPERATIONS PLAN FOR THE BATTERY ENERGY STORAGE SYSTEM**

Upon final BESS vendor selection and system design, the Emergency Operations Plan (EOP) will be developed during pre-construction compliance filings with the conditional requirements of the issued Siting Permit. Before filing with the Office of Renewable Energy Siting, RRSEC shall have a coordination meeting and discuss the EOP with the Town of Canton/St. Lawrence County/EMS. The EOP will contain:

- EOP distribution list;
- Standard Operating Procedures;
- Emergency procedures and response considerations for facility staff, contractors, and emergency responders, including use of the BESS Access road muster point and 20,000-gallon water storage tank;
- Procedures and schedules for conducting drills;
- Cross references to coordination with all requirements of the SRP;
- Procedures for handling BESS equipment damaged in a fire or other emergency event, as well as recycling and safe disposal of any hazardous waste, including maintaining contact information for personnel qualified to safely remove damaged BESS equipment from the Facility and timeliness of dispatching qualified personnel to the site; and
- Procedures for containment and management of water used in the event of a fire protection systems and cleanup kits that contain absorbent materials, booms, and other portable barriers appropriate for response contain runoff of fire protection water.

## **6.0 FACILITY EVACUATION PROCEDURES**

The Facility was properly sited and designed and will be constructed and operated to avoid public health and safety impacts to the local community that would require a public evacuation. A fire, electrical emergency, criminal behavior, or a hazardous spill may require Facility evacuation of construction crews and operation employees. Appendix D shows the emergency routes for the Facility. Construction crews and operation employees are required to follow the following procedures in the event of Facility evacuation:



- Facility evacuation will occur upon direction by the SRP Coordinator/SM. Notification will be made via two-way radio or cell phone;
- Be aware of all site exit points and muster locations;
- When instructed to evacuate, do so quickly to the nearest muster location;
- If it is safe, remain in this location until roll call has been taken. Do not leave premises until accounted for and given permission to do so. Valuable time could be wasted searching for personnel who have not followed correct procedures;
- Keep entrances and egresses clear for emergency crews and equipment;
- During emergency situations, only authorized personnel will be allowed on the Facility Site to perform such responsibilities as shutting down power, potentially hazardous equipment, heat sources, gases, machines and other electrical equipment; and
- Should you become trapped in any location, DO NOT PANIC:
  - Stay calm and use cell phone to call the SM; and
  - Stand by and wait for help.

## 7.0 EMERGENCY EQUIPMENT

A list of emergency equipment is included in Appendix C of this SRP, including Safety Data Sheets, fire extinguishers, and spill kits. In general, the O&M building will store equipment to respond to fire emergencies or hazardous substance incidents.

Equipment available from local fire departments includes:

- Canton Fire Department – One tanker truck.
- Hannawa Fall Fire Department (Pierrepont Fire Department) – Multiple tankers and pump trucks.
- Morley Volunteer Fire Company – Multiple tankers and pump trucks.

## 8.0 REFERENCES

### EXTERNAL

- OSHA 1910.38 Emergency Action Plan Requirements
- NFPA 1, Fire Code:
- NFPA 10 – Portable Fire Extinguishers



## Appendix A: Revised Emergency Contact List

Contact	Number	Notes
<b>General Emergency Contacts</b>		
General Emergency	911	
St. Lawrence County Emergency Services	(315) 379-2240	Office
	(315) 786-2601	Dispatch Center (24/7)
New York State Police, Troop B, Zone 3	(315) 366-6000	
St. Lawrence County Sheriff	(315) 379-2222	Emergency Responder
Canton Fire Department	(315) 386-4613	Emergency Responder
Rensselaer Falls Fire & Rescue	(315) 344-8853	Emergency Responder
Canton Rescue (Paramedic)	(315) 386-4613	Emergency Responder
<b>Hospitals and Other Medical Facilities</b>		
EJ Noble Professional Building – Urgent Care	(315) 386-3300	In Canton, NY
Helen Snell Cheel Medical Campus – Urgent Care	(315) 779-2273	In Potsdam, NY
Canton-Potsdam: Emergency	(315) 265-3300	In Potsdam, NY
Gouverneur Hospital: Emergency	(315) 287-1000	In Gouverneur, NY
Poison Center	(800) 222-1222	
<b>Spill/Release Reporting; General Environmental:</b> NOTE: All spill reports and other environment-related outreach will be made by the HSE Manager or their designee		
Safety-Kleen Emergency Response	(888) 375-5336	Safety-Kleen environmental emergency response
National Response Center	(800) 424-8802	Federally reportable spills/releases
New York State Spill Hotline	(800) 457-7362	State-reportable spills/releases
U.S. EPA Region 2	(877) 251-4575	Non-spill-related environmental emergencies





Contact	Number	Notes
NYS Department of Environmental Conservation Region 6	(315) 785-2239	Non-spill-related environmental emergencies
<b>General Municipal Outreach:</b> NOTE: All outreach to the towns regarding emergency incidents will be made by the Director of Communications or their designee		
Town of Canton Code Enforcement Officer, Michael McQuade	(315) 714-3659 ext.3	Emergency incidents of general interest to community
Town of Canton Supervisor Officer, Mary Ann Ashley	(315) 386-2962	Emergency incidents of general interest to community
<b>Electric &amp; Natural Gas Pipeline Contacts</b>		
New York State Electric and Gas (NYSEG)	TBD	
<b>RRSEC/EDF Renewables Contacts</b>		
RRSEC Site Manager	TBD	
RRSEC Control Room Operator	TBD	
EDF Renewables Project Manager	TBD	
EDF Renewables Safety Manager	TBD	





## Appendix B: Bomb Threat Information List



Procedure  
Emergency Action Plan (EAP)

### APPENDIX B – BOMB THREAT INFORMATION LIST

#### WHEN BOMB THREAT IS RECEIVED

1. Listen
2. Be calm and courteous
3. Do not interrupt the caller
4. Obtain as much information as possible
5. Complete this form and give it to your supervisor

#### EXACT WORDING OF THREAT

#### TELEPHONE CALL INFORMATION

DATE	TIME	DURATION OF CALL
	<input type="checkbox"/> AM <input type="checkbox"/> PM	

#### QUESTIONS TO ASK

What time is the bomb expected to explode?	
Where is it?	
What does it look like?	
Where are you calling from?	
Why are you placing a bomb here?	
What is your name?	

#### IDENTIFYING CHARACTERISTICS

Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<input type="checkbox"/> Not Sure
Estimated Age	[     ] ENTER AGE	<input type="checkbox"/> Adult	<input type="checkbox"/> Young Adult <input type="checkbox"/> Teen
Accent	<input type="checkbox"/> English	<input type="checkbox"/> French	<input type="checkbox"/> Spanish <input type="checkbox"/> Other
Voice	<input type="checkbox"/> Loud	<input type="checkbox"/> Soft	<input type="checkbox"/> Other <input type="checkbox"/> Other
Speech	<input type="checkbox"/> Fast	<input type="checkbox"/> Slow	<input type="checkbox"/> Normal <input type="checkbox"/> Other
Diction	<input type="checkbox"/> Normal	<input type="checkbox"/> Nasal	<input type="checkbox"/> Lisp <input type="checkbox"/> Other
Manner	<input type="checkbox"/> Emotional	<input type="checkbox"/> Calm	<input type="checkbox"/> Vulgar <input type="checkbox"/> Other

#### OBSERVATIONS

Background noises	
Voice was familiar (specify)	
Caller was familiar with area	

#### THREAT RECIPIENT'S PARTICULARS

Name	Phone Number



## Appendix C: Emergency Equipment

Emergency Equipment	Location	Contingency
Safety Data Sheets	O&M Building	All
First Aid Kit CPR Kit Automatic External Defibrillator (AED)	O&M Building	All
CPR Kit	O&M Building	All
Automatic External Defibrillator (AED)	O&M Building	All
Oil Spill Kit	O&M Building	Spill
Chemical Spill Kit	O&M Building	Spill
Fire Extinguishers	O&M Building, Substation Control Building	Fire
Fire suppression system	BESS	Fire
Smoke detection system	O&M and BESS	Fire
Emergency Cutoff	Arrays, inverters, BESS	All
Portable loud speaker and/or audible signal alarm	O&M Building	All



## **Appendix D: Revised Emergency Routes**















