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## EMERGENCY RESPONSE PLAN

### Pennecon/Ridge National Joint Venture

**JOB: Nation Rise – Early Works  
Crysler, ON**

| <b>Revision Record</b>  |     |         |   |                   |  |
|---|-----|---------|---|-------------------|--|
| Doc. No.  | Rev | Details |   | Rev Date          | Description  |
|   |     | Page    | Para.   |                   |  |
| 1839-ERP-01   | 00  | All     | All   | February 26, 2019 | Emergency Response Plan developed for Pennecon/Ridge National and sub-contractors for the Nation Rise – Early Works. |
| <b>Document Approval</b>  |     |         |   |                   |  |
| Approved By: EDP Renewables   |     |         | Approved By: Pennecon/Ridge National JV               |                   |  |
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## **1.0 Introduction**

This document is intended to present in a clear and organized fashion the Emergency Response Plan (ERP) for Pennecon/Ridge National JV and Subcontractors. This Emergency Response Plan is taken from existing Pennecon/Ridge National Joint Venture ERP's, which complies with legislative requirements and industry standards, and shall integrate any applicable client requirements in order to ensure a timely and appropriate approach to emergency situations. The contents of this plan shall apply to all Pennecon/Ridge National Joint Venture employees, Client employees, subcontractors and visitors to the site.

## **2.0 Purpose**

The purpose of this plan is to establish and develop procedures that will address potential issues that may arise from emergencies or disasters while completing work for EDP Renewables. The goal of this ERP plan is to provide the earliest possible coordinated and managed response to any emergencies and/or disasters to assure the following:

- Minimize the effects of the emergency or disaster to Pennecon/Ridge National Joint Venture and Client personnel, subcontractors and visitors.
- The protection and preservation of health, safety, property and the environment.
- The speedy return to normal services and activities.

## **3.0 Scope**


All personnel working at or visiting the Pennecon/Ridge National Joint Venture shall adhere to the Emergency Response Plan and its applicable procedures. All personnel must be aware of all emergency protocols in the event an incident was to occur.

## **4.0 Definitions**

**Accident:** An uncontrolled or unplanned event that results in damage to persons, property or the environment.

**Dangerous Substance:** Substance when accidentally released in such a quantity may result in harm to life, property or the environment. These substances are defined in the transportation of Dangerous Goods Act.

**Emergency:** Any event that arises suddenly and requires immediate coordination of actions or special direction of persons or assets to protect the health, safety or welfare of people, limit damage to property and the environment.

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**Emergency Response Plan:** A written plan of emergency measures to be taken by Pennecon/Ridge National Joint Venture to mitigate the effects of an emergency or local disaster.

**ERP:** Acronym for Emergency Response Plan.

**Hazard:** A condition with a possibility for human injury, damage to property, damage to the environment, or some combination of these.

**Muster Station:** A designated location where employees will meet in the event of an emergency. A head count is conducted and instructions are given at this location.

**Responders:** Persons or organizations (internal or external) named in the plan responsible for actions intended to reduce the risk, loss and/or damage resulting from an emergency.

**Risk:** A measure of the probability and severity of and adverse effect to health, property or the environment.

**Risk Reduction:** Reducing risks by lessening the chance and/or consequences of a hazardous event.

**Spill:** Accidental release of a liquid or solid material from its proper container whether from container failure, upset, or unintentional/release.

## 5.0 Responsibilities

### Project Director/Project Manager

The Project Director/Project Manager shall:

- Ensure that personnel, equipment and resources are adequate and available.
- Regularly reviews and evaluates the Emergency Response Plan to confirm that ERP is adequate for the construction work being performed.
- Assist, monitor and coordinate with all activities associated with a plant site emergency.



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### **Supervisors/Foremen**

The Supervisors/Foremen shall:

- Ensure this plan is implemented and that adequate resources are available to support emergency management activities.
- Ensure the roles and responsibilities of the ERP are effectively communicated to all employees.
- Respond to construction area emergencies, assess the situation, assist with initial first aid response, and provide an overview of incidents to the Emergency Response Team and assist as needed.
- Assist with the emergency response by obtaining personnel and material support as required.
- Attend injured employee to the First Aid station or hospital regardless of the severity of the worker's medical aid injury.
- Complete preliminary investigation for emergency incidents in his responsibility.

### **Safety Representative**

The Safety Representative shall:

- Formulate, review and ensure implementation of the Emergency Response Plan and evacuation procedures.
- Ensure employees have been instructed on the emergency response plan.
- Coordinate emergency planning and response activities with Client.
- Prepare for submission emergency related reports and documentation to management and Client as required.
- Participate in post-incident critique meetings to review emergency response effectiveness.
- Assists with coordinating regular fire drill and "man down" drills to test and evaluate emergency preparedness.
- Assist with coordinating fire extinguisher training for employees
- Update and post emergency response plan, telephone lists and site plot plan (Command Post, Muster Areas and Evaluation Coordination Centre) on site bulletin boards on a regular basis.

### **Employee**

The employees shall:

- Perform duties as a "First Responder" to an emergency in his area, provide first aid and/or assist injured personnel if safe to do so.

- Meet Emergency Response Team near the emergency site and provide an overview of the emergency incident.
- Respond to an emergency alarm by assembling at designated muster area in the Pennecon/Ridge National Joint Venture area.
- Participate in an emergency response critique when requested.

## **6.0 Potential Emergency Situations**

Potential emergency situations that may occur on the project site include, but are not limited to the following:

- Medical Injuries
- Fire
- Power Line or Utility Contact
- Environmental Spills/Release
- Motor Vehicle Accidents

## **7.0 Location of Emergency Response Equipment**

Emergency equipment will be readily available for Pennecon/Ridge National Joint Venture employees and subcontractors and will include the following:

- First Aid kit in compliance with Ontario Reg. 1101, eyewash station, first aid blankets, etc.
- Mobile equipment, vehicles shall be equipped with a First Aid kit in compliance with Ontario Reg. 1101
- Firefighting equipment
- Spill response materials and kits
- Fire Extinguishers
- Portable Hand held cellular telephones
- Barricades/barrier tape
- Flashlights

### **First Aid Responders:**

- A list of qualified first aiders will be posted on site
- All Pennecon/Ridge National Joint Venture emergency first aid responders are trained in accordance with local First Aid Regulations.



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## **8.0 Emergency Response Procedures**

### **8.1 Medical Injuries**

In the event of a medical injury the injured worker or another worker must communicate the problem to the Project Manager or Supervisor. Information such as the nature of the injury, location and what first aid has been administered must be communicated.

If additional help is required, outside medical services will be contacted as per the numbers listed below. A designated member of the first aid team will then escort these services to the location of accident.


In the event of a personal injury a designated first aider shall administer first aid until outside medical services arrive at the scene. Once on the scene, medical services shall take control of the situation.

The Safety Representative will immediately report verbally, to the Onsite Client Representative or Designate of the injury. The Safety Representative, in consultation with the supervisor will then investigate the incident, determine the root cause and put control measures in place to prevent recurrence. The Safety Representative will then compile and complete all required injury forms and reports.

### **8.2 Fire**

In the event of a fire,

- Raise the alarm by contacting the Project Manager and/or Supervisor stating the nature of the fire, location and what is being done to control the fire at this point.
- Notify all employees and subcontractors by sounding the air horn located on site.
- If trained and comfortable in doing so utilize a fire extinguisher to put the fire out.
- If unable to control or fight the fire for any reason stand back a safe distance and control the area until help arrives.
- At this point the Project Manager and/or Supervisor will be at the scene and shall take control of the situation.
- If outside help is required the Project Manager and/or Supervisor shall contact Emergency Services as per the Emergency Contact Numbers List.
- The Safety Representative shall investigate the fire, determine the root cause and put control measures in place to prevent recurrence.

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- The Safety Representative shall report the Incident to the Client and/or Designate as per their Incident Notification requirements.

## **FIRE EXTINGUISHER USE – REMEMBER**

- If you need to use a fire extinguisher, be sure that the one you select is appropriate to the type of fire you are dealing with. If you have not received training in fire extinguisher use, you should not try to use one.
  - P** – Pull the pin
  - A** – Aim the hose at the base of the fire
  - S** – Squeeze the handle
  - S** – Spray from side to side until the fire is out or the extinguisher is empty

### **8.3 Power Line or Utility Contact**

#### **When Contact is made in a Piece of Equipment or Vehicle**

In the event of contact with an overhead electrical conductor, follow this written procedure:

- Do not leave your cab or the vehicle while in contact with the wire,
- Warn others to stay away from the vehicle.
- If possible, drive clear of the wire.
- If not possible, and you need to leave the vehicle due to a fire, jump clear with two feet, do not try to climb down the steps.
- When you have landed, shuffle step away from the vehicle, as the ground may have a strong enough electrical potential to harm you.
- Do not try and re-enter or disentangle the equipment until the owner of the wire states that it has been de-energized and made safe.

#### **When the Line has Been Severed**

- If a live wire is touching the ground then the area around the wire may be live as well.
- Immediately barricade the area to prevent inadvertent access by employees and the public.
- Only move the wire when the owner of the wire confirms that it has been de-energized and made safe.

#### **When Contact is made with a Utility Line (Gas, Bell, etc.)**



- If damage to the utility line occurs, including damage to the coating, you shall leave the utility line exposed barricade the area and contact the utility immediately.
- If gas is escaping from a gas pipeline, shut off vehicles or equipment, remove or extinguish all ignition sources, barricade the area off, and keep the public and workers away.
- Call 911 and the Gas utility immediately. No attempt should be made to control the escaping gas.

### **The Dangers of Pyrolysis (Tire Explosion)**

When a rubber tire becomes overheated, a chemical reaction in the rubber called pyrolysis can occur. Pyrolysis causes the rubber to deteriorate. At a certain point, this deterioration can create a very rapid pressure increase inside the tire that can lead to a sudden and unexpected explosion.

- If a tire has been heated and there is concern pyrolysis could be occurring, it's safer to assume it's actually happening and take precautions.
- Isolate the tire for 24 hours and keep people 200 meters (650 feet) away from the potential explosion area.
- After the 24-hour isolation period has ended, remove the tire from the rim and inspect it for deterioration or physical damage.

### **8.4 Evacuation**

- All occupants located in the worksite must gather at the designated Muster Station.
- All occupants located in the Pennecon/Ridge National Joint Venture office trailer must follow procedures and gather at the Designated Muster Station.
- It is very important to go directly to the Muster Station once you have evacuated the worksite. If you don't make the head count, you are believed to still be inside the building.

### **8.5 Environmental Spill or Discharge:**

- Raise the alarm by contacting the Safety Representative, Project Manager and/or Site Supervisor and state the nature of the spill, location and what is being done to control the spill at this point.
- Contact EDP Renewables Site Representative to advise of the spill.
- Depending upon the situation the Safety Representative, Project Manager and/or Site Supervisor shall advise on how to contain the spill utilizing cleanup materials located onsite.

- The Safety Representative, Project Manager and/or Supervisor shall be at the scene and take control of the situation.
- Ensure no entry to the affected area (vehicles and personnel) other than those authorized to affect contaminant or clean up operations.
- Await arrival of emergency services.
- Evacuate all personnel as needed.

### **Reporting**

The following information is required when a report of an oil spill is noted.

- Location of spill
- Source of spill
- Time of spill
- Estimated volume of spill and spill type
- Nature and potential danger of the spill and its anticipated movement
- Action already taken and measures taken to prevent further spillage
- Other relevant information


On receiving information that an oil spill has occurred the Safety Representative is responsible for initiating the first steps of the oil spill process (i.e. observe, verify, inform and advise). An incident report will be completed in preparation for the emergency response team and also for the company's and clients records.

### **Disposal**

It is the responsibility of Pennecon/Ridge National Joint Venture to ensure that all recovered oil and contaminated oil absorbent materials will be disposed of in a safe and legally compliant manner after consulting with environmental authorities

### **8.6 Transportation of Injured Worker**

- When a worker has been injured he/she must notify their Supervisor and or Safety Representative immediately.
- If the injury is of a minor nature then the employee is to be transported to the designated First Aid area by his/her Supervisor or the Safety Representative.
- If the injury is of a serious/major nature, the worker is not to be moved and local Emergency Responders will be contacted by phone.

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Be prepared to provide the following information: the incident, what happened, location, and nearest emergency meeting point.

- In the event that outside Emergency Services is needed and has been called, then a designated individual will wait at the nearest Emergency Meeting Point for the Emergency Conveyance Vehicle and escort the to incident scene.
- The Emergency Conveyance Vehicle will then transport the injured worker to the nearest medical center. The Safety Representative and/or Supervisor will accompany the worker as well.
- If at any time the injured must be sent to the hospital then the Safety Representative or Supervisor will escort the injured worker.

### 9.0 Responsibilities of the Emergency Team

The function of the emergency team (if set up) is to act as the first chain of command for the worksite. They will provide back-up, support and information to the emergency contact teams that may arrive on the scene in the event of an accident. They are the contact members until the emergency situation is rectified. Their assistance is required for the following:

- Evaluate the emergency
- Decide the responsive action required for the emergency
- Communicate the decision to staff if evacuation is necessary
- Control and direct personnel away from areas of danger
- Ensure respective response of support services (i.e. police, fire department and ambulance)
- Maintain a log detailing sequence of events
- Communicate externally

### 9.1 Location of the Team

The emergency response team will establish an emergency communications room in the office trailer or an area of the facility. This will be the focal point if there is an emergency. Everyone still has access to external phone lines (i.e. cell phone). It is highly unlikely that this area in the facility will be affected by an emergency. If it is then an alternative meeting place would have to be decided. (i.e. another designated room in the facility). The team (consisting of trained employees from Pennecon/Ridge National Joint Venture) shall be on command at all times and able to tackle any type of emergency that may occur at the facility.

### 10.0 Training

All Pennecon/Ridge National Joint Venture and Subcontractor employees will receive training to ensure a high level of emergency preparedness while on site.



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Emergency response plan training will be provided to all employees during Pennecon/Ridge National Joint Venture Employee Orientations and will include the following topics:

- a) Objectives of Emergency Response Plan
- b) Activation of Emergency Response Plan
- c) Response Plan for Fire Emergency
- d) Employee Responsibilities
- e) Emergency Evacuation Procedures
- f) Communication with External Agencies and Media

**11.0 Fire and Emergency Drills**

Emergency drills will be performed as per Clients requirements. Participating in drills will ensure the ERT becomes more comfortable with their responsibilities, improves evacuation efficiency, and identifies and addresses any issues so that in a real incident evacuation things go as smoothly as possible.

**12.0 Media Communications**

Communications with the media shall be only be performed by the President of Pennecon/Ridge National Joint Venture or Designate on any issues relating to an emergency. All other employees will reserve comments and direct the media to contact the above.

**13.0 Use of plan**

This plan will only be used in times of an emergency, or potential emergencies, no matter what the size, which endanger lives or property of all people involved in the facility and operation at Pennecon/Ridge National Joint Venture.



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**14.0 EMERGENCY PHONE NUMBERS**

In the event of an Emergency dial **911** for Police, Fire and Medical. The main site is located at 14637 Concession Road 12, Crysler Ontario, K0A 1R0.

**Non-Emergency Numbers**

North Stormont Fire Chief: (613) 984-2812 Ext. 224

Long Sault: (613) 534-2223


Winchester District Memorial Hospital: (613) 774-2420

**Emergency Contact Information Numbers**

|                                 |                                   |
|---------------------------------|-----------------------------------|
| Union Gas Emergency Line        | 1-877-969-0999                    |
| Hydro One Emergency Line (24/7) | 1-800-434-1235                    |
| MOECC Spills and Action Centre  | 1-800-268-6060                    |
| Coxous Services                 | 1-877-979-5421 or<br>519-979-5421 |

**Pennecon/Ridge National Joint Venture:**

|  |                         |
|--|-------------------------|
| Project Director – Trevor Dwyer          | 709-725-1319 (Cell)     |
| Project Manager – Andrew Martini         | 519-996-2612 (Cell)     |
| Site Supervisor – Ed Bondy               | 519-796-0729 (Cell)     |
| HSEQ Corporate Manager – Mike O’Reilly   | (709) 782-5191 (Office) |
| H&S Coordinator - Roberto Calcara        | 519-300-4068 (Cell)     |
| H&S Director – Ken Barry                 | 519-791-0474 (Cell)     |
| Environmental Manager – Deidre Puddister | (709) 689-8086 (Cell)   |
| Environmental Monitor (Tulloch) – TBD    |                         |

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**EDP Renewables Emergency Contacts:**

### 15.0 Directions to Clinic

Google Maps 14637 Concession Rd 12, Chrysler, ON K0A 1R0 to Centre De Santé Communautaire Drive 7.3 km, 8 min  
Directions to Clinic

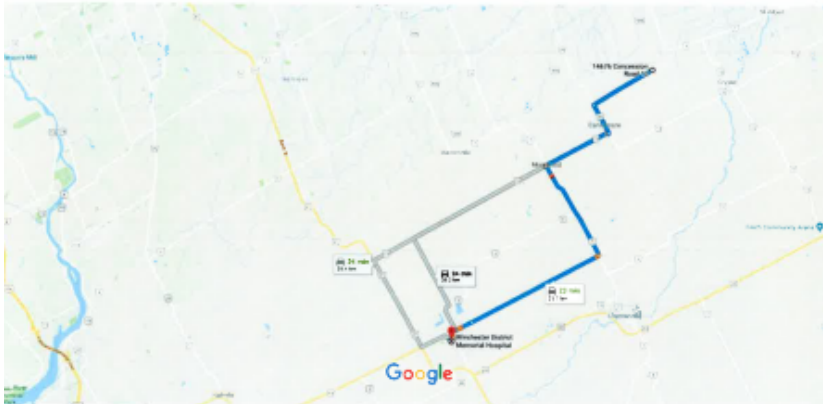


**14637 Concession Rd 12**  
Chrysler, ON K0A 1R0

- ↑ 1. Head northeast on Concession Rd 11/Concession Rd 12 toward Farley Rd  
1.1 km
- ↶ 2. Turn left onto Farley Rd  
700 m
- ↷ 3. Turn right onto Rte 900 W/County Rd 5  
2.1 km
- ↷ 4. Turn right onto County Rd 12/County Rd 5 (signs for Chrysler)  
Continue to follow County Rd 12  
3.5 km
- ↶ 5. Turn left onto Nation St  
Destination will be on the left  
24 m

## 16.0 Directions to Hospital

Google Maps 14676 Concession Rd 12, Chrysler, ON K0A 1R0 to Winchester District Memorial Hospital Drive 25.7 km, 23 min  
Directions to Hospital



### 14676 Concession Rd 12

Chrysler, ON K0A 1R0

- ↑ 1. Head southwest on Concession Rd 11/Concession Rd 12 toward Noel Rd  
3 min (3.8 km)

### Take County Rd 13, County Rd 7 and Boyne Rd to Clarence St in Winchester

- ↩ 2. Turn left onto County Rd 32  
17 min (21.5 km)
- ↪ 3. Turn right onto Morewood Rd/County Rd 13  
1.0 km  
① Continue to follow County Rd 13
- ↩ 4. Turn left onto Moffat St/County Rd 7 (signs for Chesterville)  
4.0 km  
① Continue to follow County Rd 7
- ↪ 5. Turn right onto Boyne Rd  
5.9 km  
8.1 km





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- ↑ 6. Continue onto Main St E/Winchester Main St 1.4 km
- ↩ 7. Turn left onto St. Lawrence St/County Rd 38 (signs for County Road 38) 350 m
- Continue on Clarence St to your destination** 2 min (400 m)
- ↪ 8. Turn right onto Clarence St 240 m
- ↩ 9. Turn left at Cass Crescent 16 m
- ↑ 10. Continue straight 95 m
- ↪ 11. Turn right 25 m
  - 📍 Destination will be on the right

**Winchester District Memorial Hospital**  
566 Louise St, Winchester, ON K0C 2K0