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March 30, 2015

*Via Electronic Filing*

Ms. Barcy McNeal  
Administration/Docketing  
Public Utilities Commission of Ohio  
180 East Broad Street, 11<sup>th</sup> Floor  
Columbus, OH 43215-3793

**Re: Oregon Clean Energy, LLC**  
**Case No. 12-2959-EL-BGN**

Dear Ms. McNeal:

The May 1, 2013 Opinion, Order, and Certificate approving Oregon Clean Energy, LLC's ("Oregon") Certificate of Environmental Compatibility and Public Need to Construct an Electric Generation Facility ("Certificate") and the March 15, 2013 Second Supplement to Application established a set of conditions and supplemental commitments as part of the Certificate.

**Commitment #1** allows Oregon to conduct separate preconstruction meetings for each stage of construction. As such, Oregon has scheduled a preconstruction meeting for April 29, 2015 for the purpose of constructing the facility's switchyard.

The Certificate requires a number of conditions and commitments be met prior to the preconstruction conference. Attached to this letter are documents to address the following conditions and commitments:

- **Commitment #3** requires a set of detailed engineering drawing, attached hereto as **Attachment A**.
- **Commitment #2** requires a complaint resolution procedure, which is attached hereto as **Attachment B**.
- **Commitment #12** requires an emergency response plan, attached hereto as **Attachment C**.
- **Commitment #4** requires road coordination, attached hereto at **Attachment D**. Road coordination will also be discussed in further detail at the preconstruction meeting.
- **Commitment # 1** requires a preconstruction meeting agenda, attached hereto as **Attachment E**.

With the submission of Attachments A-F, Oregon is in compliance with meeting the necessary commitments and conditions required under the Certificate to be completed prior to the preconstruction meeting.

March 30, 2015

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If you have any questions please call at the number listed above.

Sincerely,



Sally W. Bloomfield

Attachments

Cc: Grant Zeto (w/Attachments)  
Chris Cunningham (w/Attachments)

# LALLENDORF SUBSTATION

## LIST OF DRAWINGS

<u>SHEET NO.</u>	<u>DESCRIPTION</u>
T-1183-04-00	TITLE SHEET
T-1183-04-01	EROSION CONTROL GRADING PLAN
T-1183-04-02	GRADING AND EROSION CONTROL DETAILS SW
T-1183-04-03	GRADING AND EROSION CONTROL DETAILS EC

4 TOTAL SHEETS

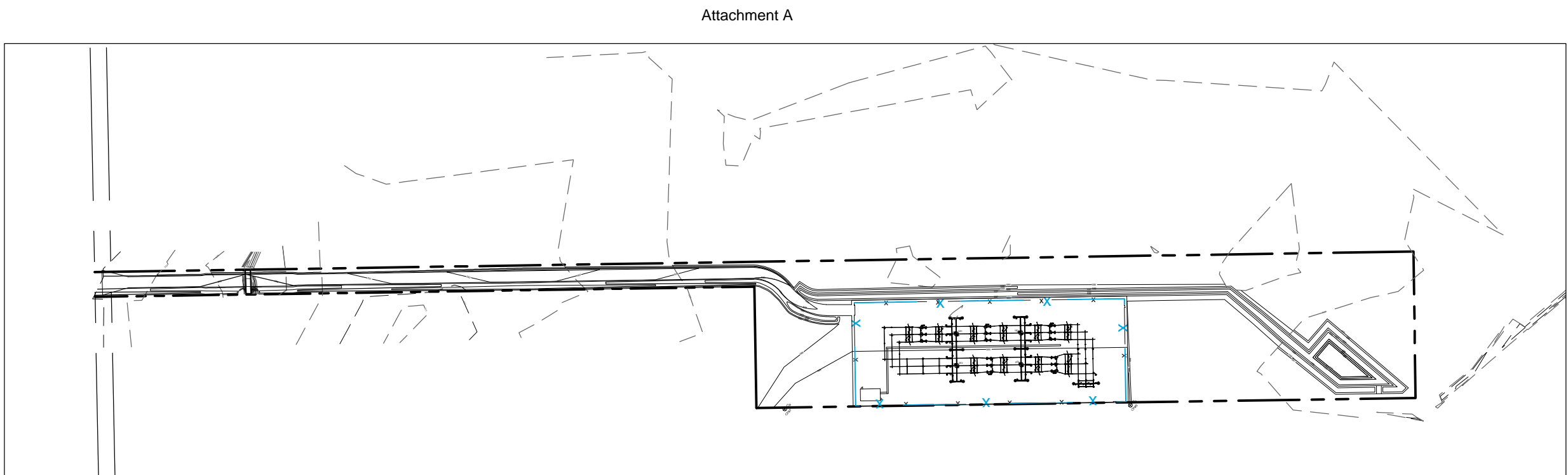
CITY OF OREGON  
LUCUS COUNTY, OHIO  
MARCH 24, 2015

## PROJECT CONTACTS

CITY OF OREGON ENGINEERING  
RODNEY SHULTZ, P.E.-DEPUTY CITY ENGINEER  
5330 SEAMAN ROAD  
OREGON, OH 43616  
PHONE: 419-698-7015

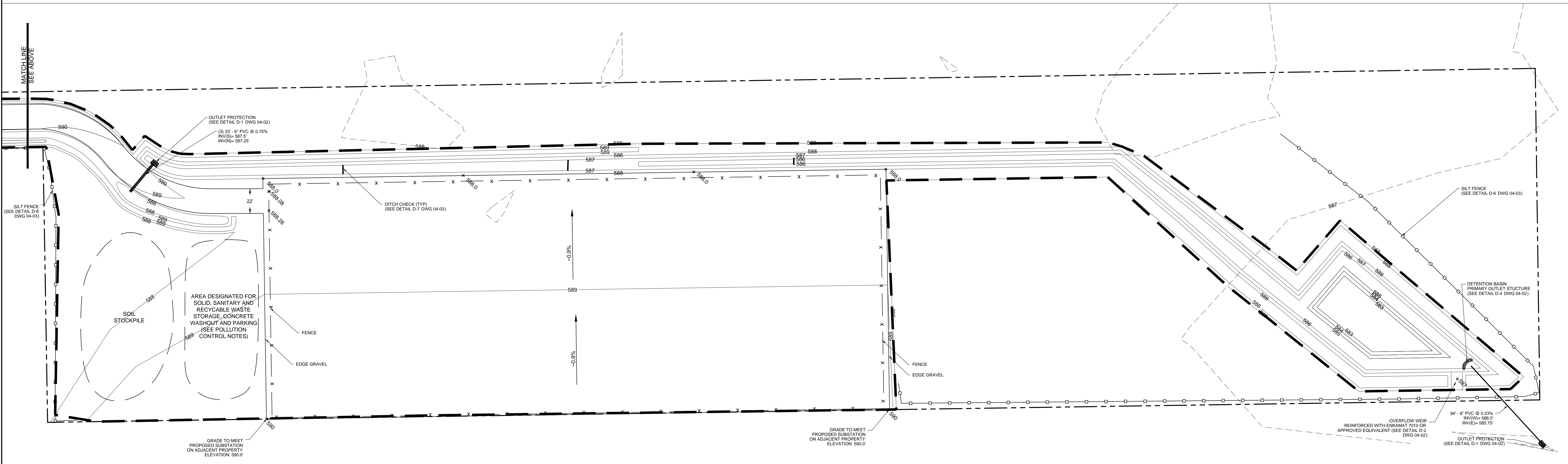
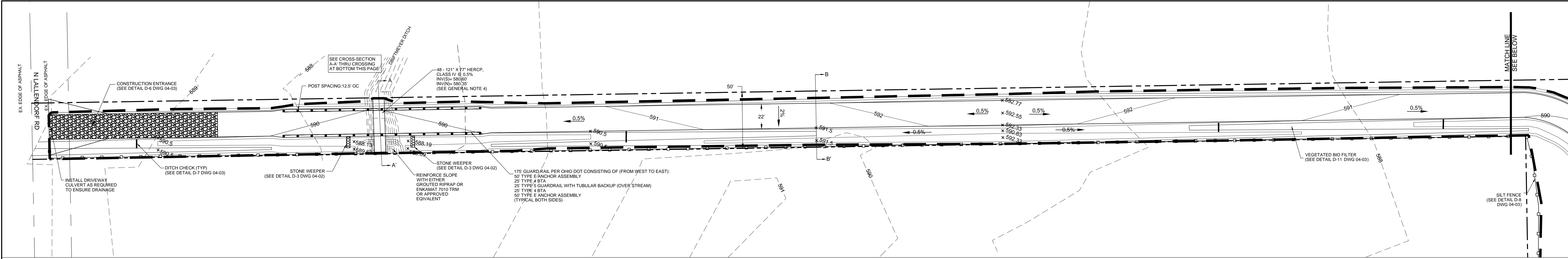
CONTRACTOR  
ERIK STENVIG, P.E.-M.J. ELECTRIC, LLC  
PO BOX 686  
IRON MOUNTAIN, MI 49801  
PHONE: 906-776-4597

OWNER  
XXXX-FIRSTENERGY CORPORATION  
XXXXXXX  
XXXXX, OH XXXXXX  
PHONE: XXX-XXX-XXXX



ALL WORK SHALL BE COMPLETED IN ACCORDANCE  
WITH THE FIRST ENERGY SPECIFICATION  
FE-CONST-1 AND FE-EROSIONCTRL-1

PROJECT START DATE: JUNE 2015  
PROJECT COMPLETION: DECEMBER 2015



**CONSTRUCTION SEQUENCE**

1. INSTALL STONE TRACKING PAD AND SILT FENCE.
2. STRIP AND STOCKPILE TOPSOIL.
3. CONSTRUCT WET DETENTION BASIN WITH BASIN CONTROL STRUCTURE, RIP-RAP OUTLET PAD, AND TEMPORARY SURFACE SKIMMER TO ACT AS CONSTRUCTION TIME SEDIMENT SETTLING BASIN.
4. COMPLETE ALL SITE GRADING AND RESTORATION WITH THE EXCEPTION OF THE SUBSTATION PAD WHICH SHOULD BE GRADED TO THE SUBBASE ONLY.
5. COMPLETE BELOW GRADE WORK INTERIOR TO THE SUBSTATION FENCE.
6. INSTALL SUBSTATION CRUSHED STONE.
7. REMOVE TEMPORARY EROSION CONTROL MEASURES AND TEMPORARY SURFACE SKIMMER IN THE WET DETENTION BASIN.

**GENERAL NOTES**

1. ALL WORK SHALL BE IN CONFORMANCE WITH FIRST ENERGY SPECIFICATIONS FE-EROSIONCTRL-1 AND FE-CONST-1.
2. ALL SLOPES ADJACENT TO THE ACCESS DRIVE ARE 2H:1V WITH THE EXCEPTION OF THE CULVERT EMBANKMENT. REMAINING SLOPES ON THE SITE ARE 3H:1V.
3. SURVEY PERFORMED BY ENGINEERS, SURVEYORS & ASSOCIATES, LLC.
4. CONTRACTOR TO ADJUST CULVERT INVERTS FOR DRIFTMEYER CREEK, AS NEEDED, TO FIT EXISTING FIELD CONDITIONS.

**RESTORATION NOTES**

1. THE ACCESS DRIVE AND SUBSTATION PAD SHALL BE CONSTRUCTED PER FIRST ENERGY SPECIFICATION FE-CONST-1.
2. AREAS INDICATED ON THE DRAWING TO BE SEEDED SHALL BE COVERED WITH 4 INCHES OF TOPSOIL (6 INCHES WITHIN PUBLIC RIGHT-OF-WAYS). TOPSOIL SHALL COMPLY WITH FIRST ENERGY SPECIFICATION FE-EROSIONCTRL-1.
3. AREAS INDICATED ON THIS DRAWING TO BE SEEDED SHALL HAVE LIME AND COMMERCIAL FERTILIZER APPLIED PER FIRST ENERGY SPECIFICATION FE-EROSIONCTRL-1.
4. FIRST ENERGY SEED MIX CONSISTING OF 40% CREEPING RED FESCUE, 20% ANNUAL RYEGRASS, AND 40% KENTUCKY BLUEGRASS AND EROSION CONTROL MAT SHALL BE USED ON SUBSTATION PAD SIDE SLOPES AND DITCHES PER MANUFACTURER RECOMMENDATIONS FOR SLOPES AND SLOPE LENGTHS ON THIS SITE (SEE DETAILS D-9 AND D-10).
5. DISTURBED AREAS WITHIN THE PROPERTY THAT ARE NOT DESCRIBED ABOVE SHALL BE RESTORED WITH FIRST ENERGY SEED MIX CONSISTING OF 40% CREEPING RED FESCUE, 20% ANNUAL RYEGRASS, AND 40% KENTUCKY BLUEGRASS AND MULCH PER FIRST ENERGY SPECIFICATION FE-EROSIONCTRL-1.
6. SEED SHALL BE APPLIED AT A RATE OF 150 POUNDS PER ACRE BY SEED DRILL BETWEEN THE DATES OF SEPTEMBER 1 AND OCTOBER 15 OR MARCH 1 AND MAY 15 AS DESCRIBED IN FIRST ENERGY SPECIFICATION FE-EROSIONCTRL-1.
7. TURF REINFORCEMENT MAT (TRM) SUCH AS ENKAMAT 7010 OR APPROVED EQUIVALENT SHALL BE USED ON THE DETENTION BASIN OVERFLOW. INSTALLATION OF TRM SHALL BE FOLLOWED BY SEEDING AND EROSION CONTROL MAT.

**EROSION CONTROL NOTES**

1. INSTALL CONSTRUCTION ENTRANCE PRIOR TO COMMENCING LAND DISTURBING ACTIVITIES.
2. NO CONSTRUCTION EQUIPMENT SHALL BE ALLOWED OUTSIDE THE CONSTRUCTION LIMITS.
3. DISTURBED AREAS WITHIN 50 FEET OF THE STREAMS WHICH WILL REMAIN DORMANT FOR OVER 14 DAYS SHALL BE TEMPORARILY STABILIZED WITHIN 2 DAYS OF DISTURBANCE.
4. DISTURBED AREAS FURTHER THAN 50 FEET FROM THE STREAMS WHICH WILL REMAIN DORMANT FOR OVER 14 DAYS SHALL BE TEMPORARILY STABILIZED WITHIN 7 DAYS OF DISTURBANCE.
5. SEDIMENT CONTROL DEVICES SHALL BE IMPLEMENTED FOR ALL AREAS REMAINING DISTURBED FOR OVER 14 DAYS OR WITHIN 7 DAYS OF GRUBBING ACTIVITIES.
6. SEDIMENT TRACKED ONTO NORTH LALLENDORF ROAD SHALL BE REMOVED AT THE END OF EACH WORKING DAY.
7. A NON-ERODIBLE PAD OR DIVERSION DAM SHALL BE INSTALLED DURING INSTALLATION OF THE DRIFTMEYER CREEK CROSSING.
8. WET DETENTION BASIN SHALL BE USED AS A TEMPORARY SEDIMENT SETTLING BASIN DURING CONSTRUCTION BY ATTACHING A SURFACE DEWATERING SKIMMER MEETING OHIO RDM TO THE PERMANENT 6" PVC PIPE. DEWATERING THROUGH THE SURFACE SKIMMER SHALL BE NO LESS THAN 48 HOURS.
9. SEDIMENT SHALL BE REMOVED FROM THE TEMPORARY SEDIMENT SETTLING BASIN WHEN SEDIMENT OCCUPIES 40% OF THE SEDIMENT STORAGE VOLUME.
10. ADDITIONAL MEASURES SHOWN (DITCH CHECKS, OUTLET PROTECTION AND SILT FENCE) SHALL BE INSTALLED IN A TIMELY MANNER AS CONSTRUCTION PROGRESSES.
11. EROSION CONTROL MEASURES SHOWN ON THE PLAN SHALL BE CONSIDERED MINIMUMS. ADDITIONAL EROSION CONTROL MEASURES REQUESTED BY STATE INSPECTORS, LOCAL INSPECTORS AND/OR ENGINEER SHALL BE INSTALLED WITHIN 24 HOURS OF REQUEST.
12. BMPs SHALL BE INSPECTED BY A QUALIFIED INSPECTION PERSONNEL WEEKLY WITHIN 24 HOURS AFTER EVERY RAIN EVENT OF 0.5 INCHES WITHIN A 24 HOUR PERIOD. AN INSPECTION CHECKLIST SHALL BE COMPLETED AND SIGNED BY THE INSPECTOR AFTER EVERY INSPECTION. INSPECTION RECORDS SHALL BE KEPT FOR 3 YEARS AFTER TERMINATION OF CONSTRUCTION ACTIVITIES.
13. NON-SEDIMENT POND BMPs THAT REQUIRE REPAIR OR MAINTENANCE SHALL BE REPAIRED OR MAINTAINED WITHIN 3 DAYS OF INSPECTION. IF DURING THE INSPECTION THE SEDIMENT POND REQUIRES REPAIR OR CLEANOUT, REPAIR OR CLEANOUT SHALL OCCUR WITHIN 10 DAYS OF INSPECTION. DURING THE INSPECTION, BMPs THAT ARE ARE NOTED AS MISSING OR NOT MEETING THE INTENDED FUNCTION SHALL BE REPAIRED OR INSTALLED WITHIN 10 DAYS OF INSPECTION.
14. EROSION CONTROL FEATURES SHALL REMAIN IN PLACE UNTIL VEGETATION IS SUFFICIENTLY ESTABLISHED, AS DETERMINED BY THE ENVIRONMENTAL MONITOR.
15. PERMANENT EROSION CONTROLS SHALL BE APPLIED TO DISTURBED AREAS WITHIN 90 FEET OF STREAMS WITHIN 2 DAYS OF REACHING FINAL GRADE.

**POLLUTION CONTROL NOTES**

1. A COVERED, LEAK-PROOF DUMPSTER SHALL BE MADE AVAILABLE FOR THE PROPER DISPOSAL OF GARBAGE, AND OTHER WASTE MATERIALS. ALL WASTE MATERIAL INCLUDING TOXIC OR HAZARDOUS WASTE SHALL BE DISPOSED OF AT FACILITIES APPROVED FOR THE PERTINENT MATERIAL.
2. ALL CONSTRUCTION & DEMOLITION DEBRIS (CDD) WASTE WILL BE DISPOSED OF IN AN OHIO EPA APPROVED CDD LANDFILL AS REQUIRED BY OHIO REVISED CODE (ORC) 3714. MATERIALS WHICH CONTAIN ASBESTOS MUST COMPLY WITH AIR POLLUTION REGULATIONS (SEE OHIO ADMINISTRATIVE CODE (OAC) 3746-02).
3. BRICKS, HARDENING CONCRETE, AND SOIL WASTE SHALL BE FREE FROM CONTAMINATION WHICH MAY LEACH CONSTITUENTS TO WATER RESOURCES. CLEAN CONSTRUCTION WASTES THAT WILL BE DISPOSED OF INTO THE PROPERTY SHALL BE SUBJECT TO ANY LOCAL PROHIBITIONS FROM THIS TYPE OF DISPOSAL.
4. THE AREA WEST OF THE SUBSTATION HAS BEEN DESIGNATED FOR THE MIXING OR STORAGE OF COMPOUNDS SUCH AS FERTILIZERS, LIME, ASPHALT, OR CONCRETE. THIS DESIGNATED AREA HAS BEEN LOCATED AWAY FROM WATERCOURSES, DRAINAGE DITCHES, FIELD DRAINS, OR OTHER WATER DRAINAGE AREAS.
5. ALL FUEL/LIQUID TANKS AND DRUMS SHALL BE STORED IN A MARKED STORAGE AREA. SECONDARY CONTAINMENT SHALL BE PROVIDED FOR ALL FUEL, OIL, STORAGE TANKS, VEHICLE FUELING AND MAINTENANCE SHALL OCCUR IN DESIGNATED AREAS. THESE AREAS SHALL BE LOCATED AWAY FROM WATER COURSES, DRAINAGE DITCHES, FIELD DRAINS, OR OTHER STORM WATER DRAINAGE AREAS.
6. CONCRETE CHUTE OR OTHER CONCRETE WASH WATERS SHALL BE DISCHARGED INTO DESIGNATED AREAS ONLY. DESIGNATED AREAS SHALL BE IDENTIFIED WITH SIGNAGE AND LOCATED AWAY FROM WATERCOURSES, DRAINAGE DITCHES, FIELD DRAINS, OR OTHER STORM WATER DRAINAGE AREAS.
7. ALL CONTAMINATED SOILS MUST BE TREATED AND/OR DISPOSED OF IN OHIO EPA APPROVED SOLID WASTE MANAGEMENT FACILITIES OR HAZARDOUS WASTE TREATMENT, STORAGE OR DISPOSAL FACILITIES (TSDFs). RUNOFF FROM CONTAMINATED SOILS SHALL NOT BE DISCHARGED FROM THE SITE.
8. IN THE EVENT OF A SMALL RELEASE (LESS THAN 25 GALLONS) OF PETROLEUM WASTE, THE LOCAL FIRE DEPARTMENT SHALL BE CONTACTED.
9. IN THE CASE OF A LARGE SPILL (25 GALLONS OR MORE) OF PETROLEUM, CONTACT THE OHIO EPA AT (1-800-282-9378), THE LOCAL FIRE DEPARTMENT, AND THE LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) WITHIN 30 MINUTES OF THE SPILL.
10. OPEN BURNING IS NOT PERMITTED.
11. USED OIL SHALL NOT BE USED AS A DUST SUPPRESSANT. DUST CONTROLS MAY INCLUDE THE USE OF WATER TRUCKS TO WET DISTURBED AREAS, TARPING STOCKPILES, TEMPORARY STABILIZATION OF DISTURBED AREAS, AND REGULATION OF THE SPEED OF VEHICLES ON THE SITE.

**CROSS SECTION A-A' THRU CROSSING**  
1"=6'

**CROSS SECTION B-B' THRU ACCESS DRIVE**  
1"=6'

**LEGEND**

- PROPERTY BOUNDARY
- EXISTING MINOR CONTOURS
- EXISTING MAJOR CONTOURS
- PROPOSED MINOR CONTOURS
- PROPOSED MAJOR CONTOURS
- PROPOSED GRAVEL EXTENTS
- PROPOSED FENCELINE
- SILT FENCE
- LIMITS OF DISTURBANCE

**NOT FOR CONSTRUCTION**

**REFERENCE DRAWINGS:**  
T-1183-04-02 GRADING & EROSION CONTROL DETAILS EC  
T-1183-04-03 GRADING & EROSION CONTROL DETAILS SW

BY: MARS	DATE: 03/24/15	SCALE: 36x24	OPERATING COMPANY: Toledo Edison (TE)	REVISION: DH-VE	AREA: Lakewood
FirstEnergy Energy Delivery Technical Services			FACILITY: LALLENDORF		
SWP NETWORK NO: 14271888			TITLE: EROSION CONTROL GRADING PLAN		
SEC. ID: B			REV: 1		



D	X	Y
6	48	96
8	48	96
12	48	96
15	54	108
18	60	120
21	66	132
24	72	144
27	78	156
30	84	168
36	96	192
42	102	204
48	108	216
54	114	228
60	120	240
66	126	252

NOTES

1. RIPRAP SHALL BE OHIO DOT MEDIUM RIP RAP.



MATERIAL NOTES

1. SEE GRADING, EROSION CONTROL, AND RESTORATION PLAN NOTES.

INSTALLATION NOTES

1. INSTALL TRM PER MANUFACTURER'S SPECIFICATIONS INCLUDING TRENCH ANCHORING.
2. LONG DIMENSION OF TRM ROLL SHALL BE ALONG THE FLOW DIRECTION TO AVOID SEAMS PERPENDICULAR TO FLOW.



NOTES

1. ACCUMULATED SEDIMENT SHOULD BE REMOVED AS NECESSARY.
2. CENTER OVERFLOW SECTION SHOULD BE APPROXIMATELY 6 INCHES BELOW THE ADJACENT GROUND SURFACE.
3. STONE WEEPERS SHALL REMAIN IN-PLACE IN ORDER TO MAXIMIZE INFILTRATION.



NOTES

1. RESTORE WITH FIRST ENERGY SEED MIX.
2. ENSURE THAT ROCK OR IMPERVIOUS SOIL LAYERS WILL NOT PREVENT VEGETATION FROM BEING ESTABLISHED AT THE INVERT OF FLOWLINE.
3. ADD 6\"/>

REFERENCE DRAWINGS:

T-1183-04-01 EROSION CONTROL AND GRADING PLAN

T-1183-04-03 GRADING & EROSION CONTROL DETAILS SW

NOT FOR CONSTRUCTION

BY: MARS	FirstEnergy	DESIGN CODE:	OPERATING COMPANY:	REGION:	AREA:
APP: RUE-JPM	Energy Delivery Technical Services	TOLEDO EDISON (TE)	TOLEDO EDISON (TE)	OH-VE	Lakewood
DATE: 03/24/15		SCALE:			
ISSUE: Permitting		DATE: 36x24			
			FACILITY: LALENDORF		
			TITLE: GRADING & EROSION CONTROL DETAILS SW		
			SAP NETWORK NO: 14271888		
			DEC. ID: T-1183-04-02		
			REV: B		





**MATERIAL NOTES**

1. THE AGGREGATE FOR TRACKING PAD SHALL BE OHIO DOT C&MS 703.01, SIZE NO 1 AND 2.
2. THE TRACKING PAD SHALL BE UNDERLAIN WITH OHIO DOT C&MS 712.05 TYPE B FILTER BLANKET

**INSTALLATION NOTES**

1. INSTALLATION SHALL CONFORM WITH THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION SUPPLEMENTAL SPECIFICATION 832: TEMPORARY SEDIMENT AND EROSION CONTROL.
2. THE CONSTRUCTION ENTRANCE SHALL BE INSTALLED PRIOR TO ANY TRAFFIC LEAVING THE SITE. CONSTRUCTION ENTRANCES SHALL BE USED AT ALL POINTS OF CONSTRUCTION EGRESS.
3. DIMENSIONS OF THE TRACKING PAD SHALL BE MINIMUM AS NOTED ON THE FIGURE ABOVE.
4. SURFACE WATER SHALL BE PREVENTED FROM PASSING THROUGH THE TRACKING PAD. FLOWS SHALL BE DIVERTED AWAY FROM TRACKING PADS OR CONVEYED UNDER AND AROUND THEM USING CULVERTS OR OTHER PRACTICES.
5. TRACKING PAD SHALL BE REMOVED OR INCORPORATED INTO GRAVEL DRIVEWAY ONLY AFTER CONSTRUCTION IS COMPLETE AND THE SITE HAS BEEN STABILIZED.

**INSPECTION & MAINTENANCE NOTES**

1. STONE TRACKING PADS SHALL BE INSPECTED WEEKLY AND WITHIN 24 HOURS AFTER EVERY PRECIPITATION EVENT THAT PRODUCES 0.5 INCHES OF RAIN OR MORE DURING A 24 HOUR PERIOD.
2. ADDITIONAL AGGREGATE SHALL BE PLACED IF THE TRACKING PAD BECOMES BURIED OR IF SEDIMENT IS NOT BEING REMOVED EFFECTIVELY FROM THE VEHICLE TIRES.
3. A MINIMUM 10-FEET WIDE BY 150-FEET LONG BY 6-INCH THICK PAD SHALL BE MAINTAINED AT ALL TIMES.
4. THE TRACKING PAD PERFORMANCE SHALL BE MAINTAINED BY SCRAPING OR TOP-DRESSING WITH ADDITIONAL AGGREGATE.
5. ANY SEDIMENT TRACKED ONTO A PUBLIC OR PRIVATE ROAD SHOULD BE REMOVED BY STREET CLEANING AT THE END OF EACH WORKING DAY.
6. MAINTENANCE SHALL BE COMPLETED AS SOON AS POSSIBLE WITH CONSIDERATION FOR SITE CONDITIONS.

**D-6 CONSTRUCTION ENTRANCE**  
N.T.S



**MATERIAL NOTES**

1. DITCH CHECKS SHALL BE CONSTRUCTED OF APPROVED MATERIALS LISTED IN STATE OF OHIO DEPARTMENT OF TRANSPORTATION SUPPLEMENTAL SPECIFICATION 832: TEMPORARY SEDIMENT AND EROSION CONTROL.
2. EROSION MAT SHALL BE SELECTED AND INSTALLED PER THE REQUIREMENTS LISTED IN DETAIL D-9.
3. WOOD STAKES SHALL MEET THE FOLLOWING REQUIREMENTS:  
FOR 12" SEDIMENT LOGS: 1 1/2" X 1 1/2" X 30" AIR OR KILN DRIED HICKORY OR OAK STAKES  
FOR 20" SEDIMENT LOGS: 1 1/2" X 1 1/2" X 48" AIR OR KILN DRIED HICKORY OR OAK STAKES

**INSTALLATION NOTES**

1. INSTALLATION SHALL CONFORM WITH THE REQUIREMENTS OF THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION SUPPLEMENTAL SPECIFICATION 832: TEMPORARY SEDIMENT AND EROSION CONTROL.
2. PROPRIETARY DITCH CHECKS SHALL BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS.
3. DITCH CHECK SHALL BE INSTALLED SUCH THAT ENDS ARE HIGHER THAN THE CENTER CREATING A STABLE OVERFLOW POINT. ENDS SHOULD BE A MINIMUM OF 6" HIGHER THAN THE EXPECTED DESIGN WATER LEVEL.
4. DITCH CHECKS SHOULD BE INSTALLED SUCH THAT ADJOINING PROPERTY IS NOT NEGATIVELY IMPACTED.
5. DITCH CHECKS SHOULD BE USED IN CONJUNCTION WITH OTHER PERMANENT RESTORATION PRACTICES.

**INSPECTION & MAINTENANCE NOTES**

1. DITCH CHECKS SHALL BE INSPECTED WEEKLY AND WITHIN 24 HOURS AFTER EVERY PRECIPITATION EVENT THAT PRODUCES 0.5 INCHES OF RAIN OR MORE DURING A 24 HOUR PERIOD.
2. WHEN OBSERVING CONDITIONS OF DITCH CHECKS, PAY SPECIAL CONSIDERATION TO THE PRESENCE OF INDICATORS THAT WATER IS ERODING AROUND THE ENDS, UNDERCUTTING THE DITCH CHECK, OR SIGNIFICANT EROSION IS OCCURRING DOWNSTREAM OF THE DITCH CHECK. THESE ITEMS MAY INDICATE THE NEED FOR CLOSER SPACING ON DITCH CHECKS OR USE OF A DIFFERENT EROSION MAT.
3. SEDIMENT SHALL BE REMOVED FROM BEHIND THE DITCH CHECK WHEN IT REACHES 1/2 THE HEIGHT OF THE LOWEST ELEVATION OF THE DITCH CHECK.
4. DITCH CHECKS SHALL BE REMOVED ONCE CHANNEL IS STABILIZED WITH VEGETATION UNLESS PART OF A PERMANENT STORMWATER MANAGEMENT PLAN.
5. MAINTENANCE SHALL BE COMPLETED AS SOON AS POSSIBLE WITH CONSIDERATION FOR SITE CONDITIONS.

**D-7 DITCH CHECK**  
N.T.S



**D-9 EROSION CONTROL MAT (CHANNELS)**  
N.T.S

**MATERIAL NOTES**

1. ONLY PRODUCTS LISTED IN THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION SUPPLEMENTAL SPECIFICATION 836 ARE ACCEPTABLE FOR USE.
2. STAPLES SHALL BE 1-2 INCH WIDE, U-SHAPED, MADE OF NO.11 (3.05mm) OR LARGER DIAMETER STEEL WIRE, AND NOT LESS THAN 6 INCHES LONG FOR FIRM SOILS AND 12 INCHES LONG FOR LOOSE SOILS.

**INSTALLATION NOTES**

1. EROSION CONTROL MATS SHALL BE INSTALLED AFTER TOPSOIL AND SEED HAVE BEEN PLACED.
2. INSTALLATION OF EROSION CONTROL MAT SHOULD BE COORDINATED WITH PERMANENT RESTORATION PRACTICES.
3. INSTALLATION SHALL CONFORM TO ODOT SUPPLEMENTAL SPECIFICATION 836.
4. ALL PRODUCTS SHALL BE INSTALLED PER THE MANUFACTURER'S RECOMMENDATIONS. THIS STANDARD DETAIL IS AN EXAMPLE OF TYPICAL INSTALLATION GUIDANCE.
5. MATS SHALL BE IN FIRM AND CONTINUOUS CONTACT WITH THE SOIL.
6. IF SECTIONS OF ECMR NEED TO BE OVERLAPPED, ENSURE THAT THE OVERLAP IS FACING DOWNSTREAM TO PREVENT WATER FROM FLOWING BENEATH THE ECMR.

**INSPECTION & MAINTENANCE NOTES**

1. INSTALL ADDITIONAL ANCHORING IN AREAS OF OBSERVED RILLING AND CONCENTRATED FLOW BENEATH THE EROSION MAT. IF RILLING IS SEVERE ENOUGH TO PREVENT VEGETATION ESTABLISHMENT, REMOVE EROSION MAT, REGRADE, COMPACT, RE-SEED, AND REPLACE THE SECTION OF MAT.
2. IF PRODUCTS WITH PLASTIC NETTING ARE USED, REMOVE NETTING OR REPLACE MAT IF SEPARATION OF THE NETTING FROM THE MAT IS OBSERVED.
3. ALL MAINTENANCE ACTIVITIES SHOULD OCCUR AS SOON AS POSSIBLE WITH CONSIDERATION OF SITE CONDITIONS.

**D-10 EROSION CONTROL MAT (SLOPES)**  
N.T.S



**MATERIAL NOTES**

1. ONLY PRODUCTS LISTED IN THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION SUPPLEMENTAL SPECIFICATION 836 ARE ACCEPTABLE FOR USE.
2. STAPLES SHALL BE 1-2 INCH WIDE, U-SHAPED, MADE OF NO.11 (3.05mm) OR LARGER DIAMETER STEEL WIRE, AND NOT LESS THAN 6 INCHES LONG FOR FIRM SOILS AND 12 INCHES LONG FOR LOOSE SOILS.

**INSTALLATION NOTES**

1. INSTALLATION SHALL CONFORM TO ODOT SUPPLEMENTAL SPECIFICATION 836.
2. EROSION CONTROL MAT SHALL BE IN FIRM AND CONTINUOUS CONTACT WITH THE SOIL AND EXTEND UPSLOPE ONE-FOOT FROM LAND DISTURBANCE.
3. EROSION CONTROL MAT SHALL BE ANCHORED, OVERLAPPED, STAKED AND ENTRENCHED PER THE MANUFACTURER'S RECOMMENDATIONS. THIS STANDARD DETAIL IS AN EXAMPLE OF TYPICAL INSTALLATION GUIDANCE.
4. WHERE POSSIBLE, USE A SINGLE ROLL OF EROSION CONTROL MAT TO SPAN THE DISTURBED AREA.



**MATERIAL NOTES**

SILT FENCE FABRIC SHALL BE ODOT TYPE C GEOTEXTILE FABRIC

**INSTALLATION NOTES**

1. INSTALLATION SHALL CONFORM TO THE REQUIREMENTS OF THE CITY OF OREGON.
2. CONSTRUCT THE SILT FENCE IN AN ARC WITH THE ENDS POINTING UPSLOPE TO AVOID EROSION AROUND THE ENDS OF THE FENCE.
3. FAILURE TO PROPERLY ANCHOR SILT FENCE COULD RESULT IN WATER AND SEDIMENT RELEASE BENEATH THE SILT FENCE. PROPERLY SECURE THE SILT FENCE INTO THE ANCHOR TRENCH.
4. CONSTRUCT THE FENCE FROM A CONTINUOUS ROLL OF GEOTEXTILE TO AVOID JOINTS. WHERE JOINTS ARE NECESSARY, OVERLAP TO THE NEXT POST OR WRAP ADJOINING FABRICS TOGETHER AROUND THE JOINT POST AND TIGHTLY FASTEN.
5. SILT FENCE SHALL NOT BE USED IN AREAS OF CONCENTRATED FLOW.

**INSPECTION & MAINTENANCE NOTES**

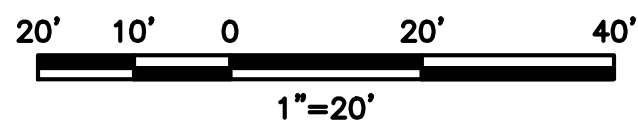
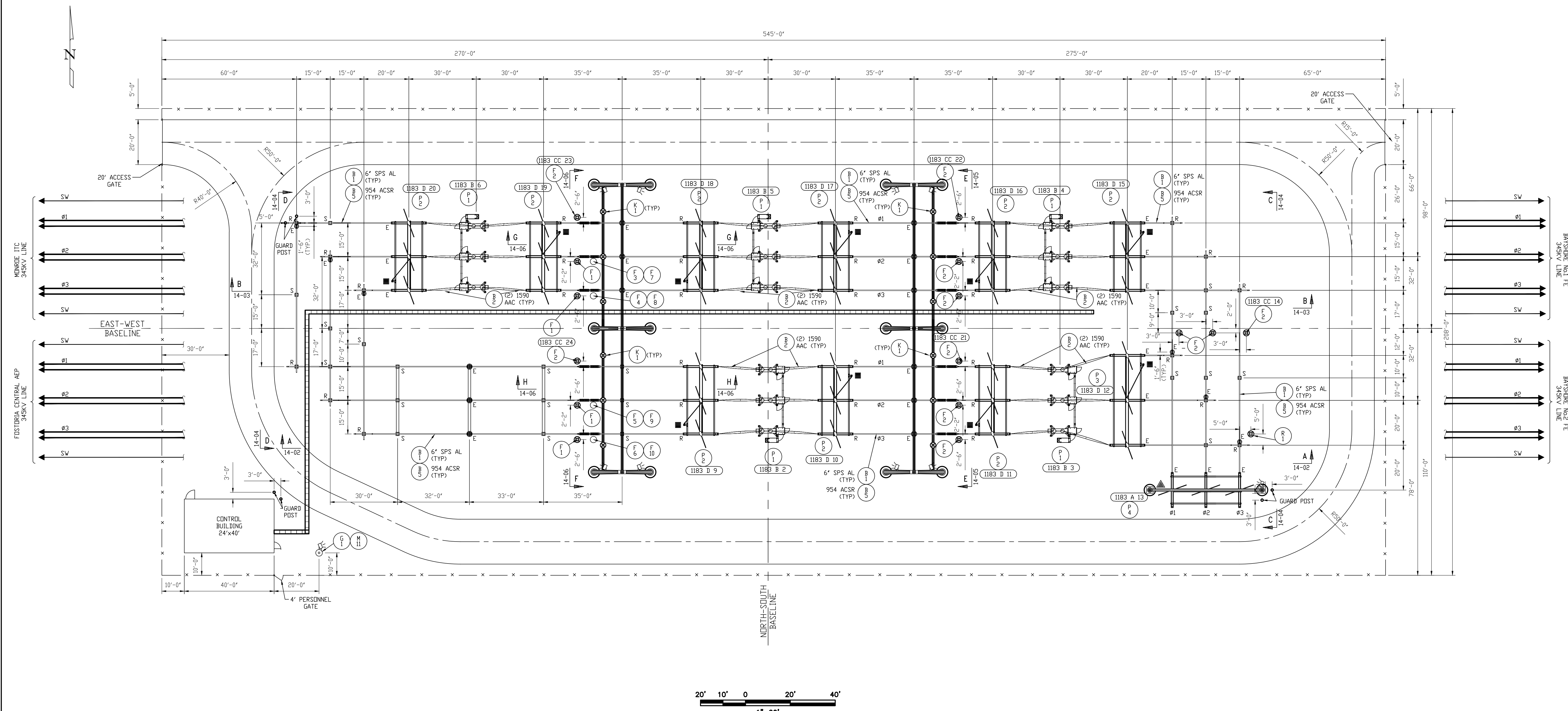
1. AT A MINIMUM, PERFORM INSPECTIONS WEEKLY AND WITHIN 24 HOURS OF PRECIPITATION EVENTS PRODUCING 0.5 INCHES OR MORE OF RAINFALL.
2. INSPECT FENCES FOR DAMAGE TO STAKES AND FABRIC, UNDERCUTTING, EXCESSIVE SEDIMENT ACCUMULATION (GREATER THAN 1/2 OF THE FENCE HEIGHT), AND INDICATIONS OF SCOUR AROUND THE EDGES.
3. REPAIR OR REPLACE SILT FENCE WITHIN 24 HOURS OF IDENTIFYING AND DEFICIENCIES.

**D-8 SILT FENCE**  
N.T.S

REFERENCE DRAWINGS:  
T-1183-04-01 EROSION CONTROL AND GRADING PLAN  
T-1183-04-02 GRADING & EROSION CONTROL DETAILS SW

**NOT FOR CONSTRUCTION**

BY: MARS	FirstEnergy	DESIGN CODE:	OPERATING COMPANY:	REGION:	AREA:
APP: RUE-JPM	Energy Delivery Technical Services	SCALE:	Toledo Edison (TE)	DH-WE	Lakewood
DATE: 03/24/15		DATE: 36x24			
USER: Permitting					
TITLE: GRADING & EROSION CONTROL DETAILS EC					
SHEET: 142/1898					
T-1183-04-03					



LEGEND:

- ▲ MOTOR SWITCH OPERATOR
- MANUAL SWITCH OPERATOR
- (1183 XX XX) DENOTES EQUIPMENT ID NO's
- (X XX) DENOTES BILL OF MATERIAL SEE T-1183-06
- XX=DESIGNED BUS LENGTH (FIELD CUT AS REQ'D)
- E EXPANSION FITTING
- S SLIP FITTING
- R FIXED FITTING
- 20' CABLE TRENCH

REFERENCE DRAWINGS:

- T-1183-14-02 ELECTRICAL LAYOUT 345KV SUBSTATION ELEVATION A-A
- T-1183-14-03 ELECTRICAL LAYOUT 345KV SUBSTATION ELEVATION B-B
- T-1183-14-04 ELECTRICAL LAYOUT 345KV SUBSTATION ELEVATION C-C & D-D
- T-1183-14-05 ELECTRICAL LAYOUT 345KV SUBSTATION ELEVATION E-E
- T-1183-14-06 ELECTRICAL LAYOUT 345KV SUBSTATION ELEVATION F-F, G-G & H-H
- T-1183-14-07 345KV ELECTRICAL DETAILS

NOT FOR CONSTRUCTION

ELECTRICAL DESIGN CLEARANCES				
MAX. SYSTEMS VOLTAGE	MINIMUM	DESIGN	MINIMUM	DESIGN
362KV (1300 BILL)	104'	106'	119'	174'

BY: RUE-MLM	OPERATING COMPANY: Toledo Edison (TE)	REGION: OH-VE	AREA: Lakewood
APP: RUE-JPM	SCALE: 1"=20'	FACILITY: LALENDORF	
DATE: 03/16/15	Energy Delivery Technical Services	TITLE: ELECTRICAL LAYOUT 345KV SUBSTATION PLAN VIEW	
ISS: Permitting	DATE: 3/24	SAP NETWORK NO: 14271888	
		DOC ID: T-1183-14-01	REV: A



## COMPLAINT RESOLUTION PROCEDURE

### INTRODUCTION AND PROJECT SUMMARY

- Construction duration: 30 weeks.
- Construction schedule: June 8, 2015 thru December 15, 2015
- Anticipated work days and hours: 5 days per week, 10 hours per day. 7:00 am to 5:30 pm

### LOCAL CONTACT /OUTREACH PLAN

- We will notify the City of Oregon one week prior to mobilization to the site. We will also notify the City of Oregon one week prior to de-mobilizing from the site.
- We will post a sign with the MJ logo and contact information at the road entrance. The sign will be clearly labeled with contact information for inquiries and information.
- Any complaints received through the B&V complaint program related to MJ activities will be communicated to MJ and will be addressed according to our plan

### ANTICIPATED NOISE IMPACTS

- Construction Phase
  - Noise related to substation construction is anticipated to be less than 60 dBA at existing residences.
  - Noise complaints for which validly measured operational noise levels exceed 60 dBA will be investigated and resolved through the complaint resolution process and mitigated to the extent possible for resolution.
- Operation Phase
  - Ownership of the Switchyard will transfer post-COD and noise complaints related to Operations will be directed to First Energy.
  - The sound level contribution from the switchyard at the plant boundary would be less than .1 dB and 0 dB at the four residential receptors.

### COMPLAINT RESOLUTION PROCESS

- Response time
  - All complaints responded to within 24 hours of receipt of complaint, except when received on weekends or holidays, in which they will be responded to by the end of the next business day
- Follow up investigation
  - MJ representative will contact the complainant to investigate the nature of the complaint.
- Resolution
  - MJ will negotiate an acceptable resolution to the complaint
- Form completion
  - Complaints, investigation results and resolutions will be documented on the attached Complaint Resolution Form.
  - Both parties will sign the form, documenting successful resolution of the complaint

### COMPLAINT RECORDS KEEPING

- OCE will communicate the status of any complaints received related to Switchyard construction to Staff monthly. Once the ownership of the Switchyard is transferred to First Energy, such communications will be the responsibility of First Energy. Should OCE receive any complaints after the transfer, OCE will convey those complaints to First Energy.
- During construction, complaint forms will be maintained on site and will be submitted to the project team on a monthly basis.





## COMPLAINT RESOLUTION FORM

Project Name: \_\_\_\_\_ Date Complaint Received: \_\_\_\_\_

Time Received: \_\_\_\_\_

### COMPLAINANT INFORMATION:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City/State: \_\_\_\_\_ Phone No. \_\_\_\_\_

1. **Nature of Complaint** \_\_\_\_\_

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2. **Investigation Findings** \_\_\_\_\_

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3. **Complaint Resolution** \_\_\_\_\_

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4. **Misc. Comments** \_\_\_\_\_

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Attempts to Contact: (Date & Time) \_\_\_\_\_


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MJ Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Complainant: \_\_\_\_\_ Date: \_\_\_\_\_

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## 1. PURPOSE

To adopt a uniform procedure regarding an Emergency Action Plan, appropriate to the hazards of the workplace, in order to respond to an emergency that may require rescue or evacuation.

## 2. OBJECTIVES

To provide guidance necessary to assist employees in their adoption of safe practices associated with the Emergency Action Plan.

## 3. SCOPE

3.1 This policy applies to all M. J. Electric office locations and job sites and to all employees working at these sites that may be required to apply the Emergency Action Plan.

3.2 Each Emergency Action Plan shall be prepared to reflect all known probable emergency conditions which may arise from within the workplace and from adjacent workplaces, the minimum of which will include fire or other emergencies.

3.3 An Emergency Action Plan must be in writing, kept in the workplace and available to employees for review. However, if a site has 10 or fewer employees the plan may be communicated orally.

## 4. EMERGENCY RESPONSE PLANNING, ISSUING, AND ANNUAL REVIEW GUIDELINES

4.1 Emergency Procedures shall be issued and discussed with all new/transferred personnel upon arrival for assignment.

4.2 Emergency Action Plans shall be established, implemented, reviewed, maintained and updated annually in conjunction with:

4.2.1 Client emergency services department requirements.

4.2.2 M. J. Electric safety staff and management.

4.2.3 The requirement to ensure the plan is up to date to reflect current circumstances at the workplace.

4.3 The plan is to be reviewed before the job, when conditions warrant, and should be used for routine and non-routine emergencies as well as changes in operation, and products or services which warrant new emergencies situations.

4.4 Additionally, a review of the Emergency Action Plan should occur with employees:


4.4.1 When the plan is developed or the employee is assigned initially to a job.

4.4.2 When the employee's responsibilities under the plan change.

4.4.3 When the plan is changed.

## 5. EVACUATION PROCEDURES PLANNING

5.1 Procedures for emergency evacuation shall include type of evacuation and exit route assignments. The individual site evacuation procedure shall be appropriate to the risk, and must be developed and implemented to:

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5.1.1 Notify staff, including the first aid attendant, of the nature and location of the emergency,

5.1.2 Evacuate employees safely,

5.1.3 Check and confirm the safe evacuation of all employees,

5.1.4 Notify the fire department or other emergency responders, and

5.1.5 Notify adjacent workplaces or residences which may be affected if the risk of exposure to a substance extends beyond the workplace. Notification of the public must be in conformity with the requirements of other jurisdictions, including provincial and municipal agencies.

## 6. LIST OF POTENTIAL EMERGENCIES

6.1 Each location shall conduct a risk assessment for hazards posed by potential hazardous substances from accidental release, fire or other such emergencies that could cause an evacuation or rescue and list the potential emergencies for M. J. Electric operations. Procedures for each of these potential emergencies shall be contained within the Emergency Action Plan. Examples include:

6.1.1 Fire

6.1.2 Gas Leaks/Chemical Spills

6.1.3 Bomb Threats

6.1.4 Medical Emergencies

6.1.5 Explosion

6.1.6 Workplace Violence

### 6.2 Guidance Procedures for Potential Emergencies

6.2.1 Fire

6.2.1.1 Warn others in the immediate area. Notify the appropriate emergency response personnel by phone or radio and pull the nearest fire alarm if present.

6.2.1.2 If nearby staff have been trained, and it is safe to do so, fight the fire using a portable fire extinguisher. Remember, if in doubt get out.

6.2.1.3 Evacuate the premises via the nearest exit and proceed to the nearest Emergency Assembly Area.

6.2.1.4 Re-enter only after the Emergency Coordinator has given an ALL CLEAR.


6.2.2 Gas Leaks/Chemical Spills

6.2.2.1 Upon smelling or noticing a gas leak or unusual vapors, or a chemical spill:

6.2.2.1.1 Pull fire alarm (if present) or sound warning and evacuate the premises via the nearest exit

6.2.2.1.2 Proceed to the Emergency Assembly Area



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6.2.2.1.3 Contact local emergency response personnel by phone or radio

6.2.2.1.4 Re-enter only after the Emergency Coordinator has given an ALL CLEAR.

6.2.2.2 If employees are required to control a release of a hazardous substance, to perform cleanup of a spill, or to carry out testing before re-entry, M. J. Electric shall provide:

6.2.2.2.1 Adequate written safe work procedures and documented training.

6.2.2.2.2 Appropriate personal protective equipment which is readily available to employees and is adequately maintained, and

6.2.2.2.3 Material or equipment necessary for the control and disposal of the hazardous substance.

#### 6.2.3 Bomb Threats

6.2.3.1 If a threat is received by phone, mail or other means, get as much information as possible.

6.2.3.2 If the threat is received by phone, try to keep the person on the line for as long as possible. Do not hang up the phone, even after the call has been terminated.

6.2.3.3 Contact local emergency response personnel by phone or radio.

6.2.3.4 If a suspicious device is identified, evacuate the immediate area and notify local emergency response personnel.

#### 6.2.4 Medical Emergencies

6.2.4.1 Call for assistance by phone or radio. Give the exact location and details of the medical emergency.

6.2.4.2 If qualified, provide basic first aid, and keep the person comfortable. Do not move the person. Do not leave him/her unattended.

6.2.4.3 Arrange for emergency medical transportation based on the medical planning portion of the site's Emergency Action Plan.

#### 6.2.5 Explosions


6.2.5.1 Get down on the floor, take shelter under tables or desks, and protect your face and head against flying glass and debris.

6.2.5.2 Once it is safe to do so, evacuate the premises via the nearest exit and proceed to the **NEAREST EMERGENCY ASSEMBLY AREA**.

6.2.5.3 Re-enter only after the Emergency Coordinator has given an ALL CLEAR.

#### 6.2.6 Workplace Violence

6.2.6.1 Notify security immediately by phone or radio and report the occurrence.

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6.2.6.2 Do NOT attempt to physically intervene. Protect yourself first at all costs.

## 7. EMERGENCY RESPONSE EQUIPMENT

### 7.1 Listing of Types of Emergency Equipment

7.1.2 Each site Emergency Action Plan shall identify, list the locations of and provide operational procedures for types of emergency equipment. For off-site locations, available emergency equipment should be identified and reviewed with workers prior to commencing work activities. Examples include:

7.1.2.1 Living areas with an audible alarm and a fire hose cabinet.

7.1.2.2 Emergency lighting, exit doors, dampers and fire stop flaps.

7.1.2.3 First aid kits located throughout the facility and in vehicles.

7.1.2.4 Portable fire extinguishers being located throughout the facility and clearly marked.


7.1.2.5 Only authorized and trained personnel will operate emergency equipment.

### 7.2 Inspection and Maintenance Records

7.2.1 Maintenance records must be kept, including but not limited to the name of manufacturer, the type of equipment, the date put into service, when and for what purpose the equipment has been used, the date of the last inspection and name of the inspecting person, any damage suffered, and the date and nature of any maintenance on emergency response equipment.

7.2.2 Ropes and associated equipment must be inspected visually and physically by qualified employees after each use for rescue, evacuation or training purposes.

7.2.3 The M. J. Electric designated representative will perform and maintain the M. J. Electric Emergency Inspection Checklist Form on a monthly basis. The checklist shall be maintained for retention in active files for two years and in on site archives for seven years.

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## 8. TRAINING

8.1 M. J. Electric shall ensure training for Emergency Action Plan is delivered, documented and prepares the staff and facility for emergency conditions. M. J. Electric will designate and train employees to assist in a safe and orderly evacuation of other employees. Requirements include:

8.1.1 All employees must be given adequate instruction in the fire prevention and emergency evacuation procedures applicable to their workplace.

8.1.2 The designated site representative shall provide the Emergency Action Plan orientation to all new/transferred personnel before they begin work.

8.1.3 All personnel shall receive a review/update orientation at least annually, or whenever any new/revised information is to be provided.

8.1.4 The Emergency Action Plan Orientation Check List shall be completed after orientation and the record maintained in the individual's training records.

8.1.5 M. J. Electric management shall ensure that contractors/consultants working in areas under the supervision of M. J. Electric also receive the Emergency Action Plan orientation upon arrival to the area.

8.1.6 Employees expected to perform duties under the Emergency Action Plan will be trained prior to assuming their roles. This will include simulated rescue or evacuation exercises and regular retraining, appropriate to the type of rescue or evacuation being provided, and training records must be kept.

8.1.7 A list of trained staff responders shall be posted and maintained indicating their name, response function, their work location and what type of equipment they have been trained for.

## 9. LOCATION AND USE OF EMERGENCY FACILITIES

9.1 M. J. Electric shall ensure each Emergency Action Plan lists the location and how to use emergency facilities for each work site. For off-site locations, outside services that can provide assistance in the event of an emergency should be identified and reviewed with workers prior to commencing work activities. A list shall be posted in a conspicuous area showing local emergency facilities and how to contact. Examples include:


9.1.1 Client Emergency Response Department (Initial Responder for All Emergencies If Applicable)

9.1.2 Local Police, Local Hospital, Poison Center (Poison Response) 1-800-332-1414, etc.

## 10. FIRE PROTECTION AND RESPONSE

10.1 M. J. Electric shall ensure each Emergency Action Plan provides fire protection and response planning within each site Emergency Action Plan and is utilized during all phases of work. As a minimum, all shall include the following:

10.1.1 Protection

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10.1.1.1 Smoking is not permitted except in designated ‘SMOKING’ areas.

11.1.1.2. Facilities shall be designed and maintained in accordance with local fire code and regulations.

11.1.1.3 Portable fire extinguishers shall be stationed, inspected and maintained in accordance with local fire code and regulations. M. J. Electric personnel shall be trained in their use.

11.1.1.4 Flammable and combustible liquids shall be properly stored.

11.1.1.5 Employees shall report all fire safety issues to their immediate supervisor.

11.1.1.6 Facilities shall be inspected by use of the M. J. Electric Emergency Inspection Checklist

#### 11.1.2 Response

11.1.2.1 In the event of a fire, personnel working in facility will adhere to the following procedure for their work area:

11.1.2.1.1 Warn others in the immediate area. Notify the appropriate emergency response personnel by phone or radio and pull the nearest fire alarm if present.

11.1.2.1.2 If nearby staff have been trained, and it is safe to do so, fight the fire using a portable fire extinguisher. Remember, if in doubt get out.

11.1.2.1.3 Evacuate the premises via the nearest exit and proceed to the nearest Emergency Assembly Area.

11.1.2.1.4 Re-enter only after the Emergency Coordinator has given an ALL CLEAR.

11.1.2.2 Roads are designated as fire lanes. Vehicles can stop there for unloading, but no parking will be allowed.


## 11. ALARM AND EMERGENCY COMMUNICATION

11.1 Each Emergency Action Plan for M. J. Electric shall contain methods to address alarms and communications in case of an emergency. For off-site locations, the method of emergency notification should be identified and reviewed with workers prior to commencing work activities.

#### 11.1.1 Alarm System

11.1.1.1 Each work location must have and maintain a system to alert employees of emergencies. The alarm system shall be distinctive and recognizable as a signal to evacuate the work area or perform actions designated under the emergency action plan. For sites with 10 or fewer employees in a particular workplace, direct voice communication is an acceptable procedure for sounding the alarm provided all employees can hear the alarm. Each Emergency Response Plan will describe how to activate an alarm and what to do after either activating or hearing an alarm.



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11.1.1.2 Personnel responding to any alarm shall avoid complacency. Every alarm should be treated as an actual incident until proven otherwise. Treating and responding to alarms as a routine happening can result in injuries, fatalities and destruction of property.

#### 11.1.2 Communications

11.1.2.1 M. J. Electric responders and security use telephones, cell phones and radios in conjunction with emergency response.

## 12. RESCUE AND EVACUATION PROCEDURES

### 12.1 Procedures for Rescue and Medical Services

12.1.1 Each site Emergency Action Plan shall address who performs rescue services when required. It is the position of M. J. Electric that all rescue and medical duties are performed by client emergency responders or local governmental responders when on their location. For off-site locations, evacuation procedures and methods of rescue shall be identified and reviewed with workers prior to commencing work activities.

12.1.2 At least one member of a rescue team must be a first aid attendant trained to immobilize an injured employee.

12.1.3 Effective communications must be maintained between the employees engaged in rescue or evacuation and support persons.

### 12.2 Procedure for Evacuation

#### 12.2.1 Preparation for Evacuation

12.2.1.1 Each site Emergency Action Plan shall contain a procedure for evacuation if required.

12.2.1.2 The M. J. Electric designated Emergency Coordinator will maintain an active list of all M. J. Electric and contract emergency responders.

#### 12.2.2 Critical Plant Operations Personnel


12.2.2.1 Staff designated to remain in the facility to shut down or supervise critical operations or equipment will be specifically trained and authorized by management to perform their duties before any evacuation may occur.

#### 12.2.3 Evacuation Drills

12.2.3.1 Evacuation drills shall be conducted at least annually. Before conducting an evacuation drill a pre-drill assessment of the evacuation routes and assembly points shall be conducted. The pre-drill assessment is intended to verify that all egress components (stairs, doors, etc.) are in proper order and that occupants can use them safely.

#### 12.2.4 Coordination Within a Facility

12.2.4.1 Emergency training and drills should also be coordinated within a M. J. Electric facility so that key staff are involved in the planning process and are aware of their responsibilities in an emergency as well as during the drill.

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12.2.4.2 Facility management also needs to be informed of the potential for the interruption in productivity and business operations. Alternatives for the continuity of critical operations need to be considered.

#### 12.2.5 Emergency Evacuation Notification and Routes

12.2.5.1 In the event of an emergency occurring within or affecting the work site, the Emergency Coordinator makes the following decisions and ensures the appropriate key steps are taken:

12.2.5.1.1 Advise all personnel of the emergency.

12.2.5.1.2 Activate the emergency notification sequence to alert the appropriate responders and initiate emergency notification within the building.

12.2.5.1.3 Evacuate all persons to the identified assembly area and account for everyone including visitors and clients.

12.2.5.2 All personnel will proceed to the primary safe area immediately located at the identified emergency assembly area for their location.

12.2.5.3 A copy of escape routes shall be posted in all offices, at all alarm stations and at all exits.

#### 12.2.6 Sweep Check by M. J. Electric Designated Responders

12.2.6.1 M. J. Electric trained responders will establish a pattern that will permit covering the area in the shortest time, with a minimum of backtracking.

12.2.6.2 When the evacuation alarm rings, stop work immediately, and conduct a sweep of the area. Ask everyone to leave the premises immediately and proceed to the identified emergency assembly area for their location.

12.2.6.3 If you encounter smoke or flame, leave that section immediately, finish your sweep and evacuate the building by activating fire alarm pull stations. Remember, if in doubt get out.


12.2.6.4 If anyone refuses to leave, note their name and location, and advise the client emergency services personnel.

12.2.6.5 Meet the client emergency services personnel and advise them of your sweep or an area of smoke or flame that you were unable to check. Assist with head count and evacuation if required.

12.2.6.6 Ensure that everyone stays at the emergency assembly area until the Emergency Coordinator has given an all clear to re-enter the building.

12.2.6.7 In the event of inclement weather, the client will make arrangements to have buses either as temporary shelter or to transport personnel to another location.

#### 12.2.7 Evacuation or Drill Evaluation

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12.2.7.1 Following an evacuation or drill a response review shall be conducted and documented by the M. J. Electric Emergency Coordinator and lessons learned share with the appropriate responders and staff using the M. J. Electric Evacuation Report.

### **13. EMERGENCY RESPONSE PROGRAM MANAGEMENT**

13.1 The M. J. Electric site manager will have the overall accountability for administering the Emergency Action Plan. This is the person who may be contacted by employees who need more information about the plan or an explanation of their duties under the plan.

13.2 For the purpose of this Emergency Action Plan guidance the Emergency Coordinator will be designated by the M. J. Electric site manager. His/her alternate will be the M. J. Electric Site Safety Supervisor or otherwise designated by the site manager.

13.3 Employees performing rescue or evacuation must wear personal protective clothing and equipment appropriate to the hazards likely to be encountered.

#### **13.4 Duties**

##### **13.4.1 M. J. Electric Emergency Coordinator**

##### **13.4.1.1 The M. J. Electric Emergency Coordinator ensures that:**

13.4.1.1.1 Evacuation drills are conducted on an annual basis.

13.4.1.1.2 Inspections of facilities are performed monthly.

13.4.1.1.3 All necessary repairs of components for evacuation paths are completed.

13.4.1.1.4 Plans for the modification of any part of an evacuation path are reviewed.

13.4.1.1.5 An up to date list of Fire Wardens is maintained.

13.4.1.1.6 Radios and reflective vests and other response equipment are available.

##### **13.4.1.2 During an evacuation or evacuation exercise, the M. J. Electric Emergency Coordinator:**


13.4.1.2.1 Coordinates activities in accordance with either local authorities or the client Security and ERT as required.

13.4.1.2.2 Coordinates Fire Wardens and informs them the nature of the emergency via handheld radios.

##### **13.4.1.3 Following an evacuation or evacuation exercise, the M. J. Electric Emergency Coordinator:**

13.4.1.3.1 Notifies Fire Wardens that it is safe to re-enter the building.

13.4.1.3.2 Prepares a report following an evacuation (actual or drill).

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13.4.1.3.3 Reports to management for follow up or corrective actions.

#### 13.4.2 M. J. Electric Site Safety Supervisor

13.4.2.1 Assist the M. J. Electric Emergency Coordinator when requested.

#### 13.4.3 Fire Wardens

13.4.3.1 Be equipped with radios and reflective vests. The equipment is to be handed into the M. J. Electric Emergency Coordinator and reissued to the next oncoming Fire Warden for the designated area.

13.4.3.2 Be familiar with exits and muster stations for their responsible area.

13.4.3.3 Direct residents safely out of the building to the designated muster station or to an alternate location.

13.4.3.4 Sweep their affected area, ensuring that the alarms are properly functioning and that residents evacuate safely.

13.4.3.5 In order to account for all employees after evacuation the fire wardens or designated personnel shall complete a head count and reconcile the evacuees with the attendance or daily housing report at the assigned muster station or alternate location.

13.4.3.6 Radio unaccounted for personnel to Security.

13.4.3.7 Notify personnel that they may re-enter the building when permission has been given by the appropriate authorities.


#### 13.4.4 Residents, Contractors and Visitors

13.4.4.1 All employees, users, contractors and visitors will follow the instructions of the Fire Wardens, Security, ERT, Safety Personnel, managers and supervisors when asked to evacuate the building.


13.4.4.2 Know the two safest and most direct evacuation routes from their work area(s).

13.4.4.3 Know the designated evacuation assembly point for the building.




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Monthly Emergency Inspection Checklist			
Department:	Location: OCE Switchyard	Date of Inspection:	
Inspected by:	Title:	Ext:	
		N/A	Yes No
<b>EGRESS</b>			
Is every means of egress arranged and clearly marked, so that the way to safety is unmistakable at all times?			
Are exits signs lit?			
Are there sufficient exits for the prompt escape of all employees in case of fire or other emergencies?			
Are doors that aren't exits that could be mistaken as one, clearly marked "Not an Exit"?			
Do exit doors swing out?			
Are means of egress at least 28 inches at any point and adequate width for the number of people?			
Are egresses kept clear of obstructions and materials at all times?			
Is there proper lighting for emergency exiting? (i.e. during a power failure)			
Are at least two exits by separate ways of travel available for each occupant?			
Is the minimum width of any exit way no less than 28 inches?			
Are furnishings and decorations so placed that they will not obstruct the exits, the access thereto, or the egress there from, or the visibility thereof?			
Are explosive and highly flammable furnishings or decorations prohibited?			
<b>EMERGENCIES / EVACUATION</b>			
Are evacuation maps posted in readily accessible places?			
Do employees know where their muster point is located?			
Do employees know area hazards, the nearest exit and alternate routes of escape?			
Do employees know the preferred means of reporting emergencies?			
Do employees know the site emergency number(s)?			
Is the site emergency number posted on or by the phone?			
Do employees know what signal indicates evacuation?			
Can all personnel perceive the employee alarm?			
Do employees with special assistance needs been addressed?			
Employees questioned know where the emergency shut off is for the natural gas			
<b>FIRE PROTECTION</b>			
Are fire hydrants accessible?			
Are fire hydrants inspected yearly and records maintained to show the date?			
Are control and operating valves locked open or electronically supervised?			
Are fire hoses maintained and periodically tested?			
Are combustible materials kept away from ignition sources?			
Are standpipe and hose system components visually inspected quarterly?			
Is the accumulation of flammable and combustible materials controlled so they do not contribute to fire emergency?			
All product, supplies, merchandise etc. not piled within 18" of Sprinkler heads			
No Combustibles within three feet of Hot Water Tank, Space Heaters and/or Electrical panels			
All Compressed Gas Cylinders tied or chained to eliminate tipping			
<b>DETECTION AND ALARM SYSTEMS</b>			
Are detection systems installed and maintained?			
Are all trouble alarms and fire signals investigated?			

	<b>OREGON CLEAN ENERGY SUBSTATION</b>	<b>Effective Date:</b>
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	N/A	Yes	No
Do detection/alarm systems shut down or reverse HVAC systems for smoke control?			
Do detection/alarm systems close smoke or fire doors?			
Do detection/alarm systems activate local alarms?			
Are alarm and PA systems periodically tested?			
<b>PORTABLE FIRE EXTINGUISHERS</b>			
Does everyone know where the nearest fire extinguisher is stored?			
Has the area fire extinguisher been maintenance tested within the last year and tagged to show the date?			
Are fire extinguishers accessible and the proper type for the fire hazard?			
Are employees trained in how to use fire extinguishers?			
Is there a fire extinguisher mounted within 75 ft of any point in an area?			
Are the extinguishers clean and well cared for?			
Is the seal and lock pin in place?			
Clear access to extinguishers? Not blocked			
Is the extinguisher location plainly marked, so as to be visible at a distance?			
Is the extinguisher class marked on the extinguisher?			
<b>FIRST AID / MEDICAL SUPPLIES</b>			
Are first aid supplies stocked, clean, accessible and sanitary?			
Are there eye/body wash facilities near injurious corrosive materials?			
Is a person or persons adequately trained to render first aid available in the near proximity to the workplace?			
Are AEDs present and operators trained?			
Condition of First Aid Kits Acceptable			
Are employees/subcontractors familiar with the incident/accident reporting process?			
Do employees/subcontractors know where accident/incident forms are located?			
Date of last inspection of sprinkler system (required yearly) _____ <u>Comment/Actions:</u> _____ _____ _____ _____ _____			

	<b>OREGON CLEAN ENERGY SUBSTATION</b>		<b>Effective Date:</b>
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### Emergency Action Plan Orientation Check List


Employee Name \_\_\_\_\_ Department \_\_\_\_\_  
Hire/Transfer Date \_\_\_\_\_ Orientation Date \_\_\_\_\_

- ☐ Emergency Procedures
- ☐ Evacuation route(s) from assigned work area
- ☐ Evacuation from an unfamiliar area
- ☐ Location of Emergency Assembly Areas
- ☐ Receiving and following instructions during an emergency
- ☐ ALL CLEAR and re-entry procedure
- ☐ Reporting hazards and/or substandard conditions
- ☐ Advising anyone who may require assistance during an emergency evacuation
- ☐ Location of Emergency Equipment (i.e. Fire Extinguishers, etc.)

Employee Signature: \_\_\_\_\_

Orientation Conducted by: \_\_\_\_\_

Job Position/Title: \_\_\_\_\_

	<b>OREGON CLEAN ENERGY SUBSTATION</b>		<b>Effective Date:</b>
	Policy Title:		
	<b>EMERGENCY ACTION PLAN</b>		<b>Page 15 of 16</b>

<b>Emergency Action Plan Core Requirements</b>		
<b>POTENTIAL EMERGENCIES (BASED ON HAZARD ASSESSMENT)</b>	<p>The following are identified potential emergencies:</p> <ul style="list-style-type: none"> <li>• Fire</li> <li>• Medical Emergency</li> <li>• Tornado, Weather</li> <li>• Bomb Threat</li> <li>• Active Shooter</li> </ul>	
<b>FIRST RESPONDER PLANNING</b>	<p>Before beginning work on site, contact local First Responders (EMS) and Fire to notify them of the type of work you will be performing and where to access the site in the event of an emergency.</p> <p>Notify First responders if there are any specific hazards they need to be aware of such as energized equipment (prior to beginning work)</p> <p>Post a map on site showing the route to the local medical facility</p>	
<b>EMERGENCY PROCEDURES</b>	<p>In the event of an event requiring medical or other health/safe work related emergency occurring within or affecting the work site, the General Foreman (or assigned personnel) makes the following decisions and ensures the appropriate key steps are taken:</p> <ul style="list-style-type: none"> <li>• Call for help (911) or First Responders as applicable</li> <li>• Notify Site Manager</li> <li>• Stop Work as applicable and advise all personnel</li> <li>• Evacuate all persons to a safe point in the assembly area and account for everyone including visitors and clients</li> </ul>	
<b>LOCATION OF EMERGENCY EQUIPMENT</b>	<p>Emergency equipment is located at:</p> <ul style="list-style-type: none"> <li>• Fire Extinguisher – List</li> <li>• AED- List</li> <li>• SKY Genie Aerial Lift Rescue Kit-List</li> <li>• First Aid Kits-List</li> </ul>	
<b>WORKERS TRAINED IN THE USE OF EMERGENCY EQUIPMENT</b>	<p>(1) _____</p> <p>(2) _____</p> <p>(3) _____</p> <p>(4) _____</p>	
<b>EMERGENCY RESPONSE TRAINING REQUIREMENTS</b>	<p>Type of Training</p> <ul style="list-style-type: none"> <li>• Use of fire extinguishers</li> <li>• Use of AED's</li> <li>• CPR</li> <li>• SKY Genie Aerial Lift Rescue Kit-List</li> </ul>	<p>Frequency</p> <ul style="list-style-type: none"> <li>• Orientation and annually</li> <li>• At the call of site management</li> </ul>
<b>LOCATION AND USE OF EMERGENCY FACILITIES</b>	<p>The nearest emergency services are located at:</p> <ul style="list-style-type: none"> <li>• See Site Specific Safe Work Plan</li> </ul>	
<b>FIRE PROTECTION REQUIREMENTS</b>	<ul style="list-style-type: none"> <li>• List all site fire protection requirements.</li> </ul>	



<p><b>FIRST AID</b></p>	<p>First aid supplies are located at: List</p> <p>First Aiders are:</p> <ul style="list-style-type: none"> <li>List all names</li> </ul> <p>Transportation for ill or injured workers is by (describe). The contact number or radio channel is (describe).</p>
<p><b>PROCEDURES FOR RESCUE AND EVACUATION</b></p>	<p>In case of fire:</p> <ul style="list-style-type: none"> <li>Advise all personnel</li> <li>Evacuate all persons to a safe point in the staff parking lot and account for everyone including visitors and clients</li> <li>Assist ill or injured workers to evacuate the site</li> <li>Provide first aid to injured workers if required</li> <li>Call emergency response personnel to arrange for transportation of ill or injured workers to the nearest health care facility if required.</li> </ul>
<p><b>DESIGNATED RESCUE AND EVACUATION WORKERS</b></p>	<p>The following workers are trained in rescue and evacuation (or describe client rescue organization):</p> <p>(1) _____</p> <p>(2) _____</p> <p>(3) _____</p> <p>(4) _____</p>
<p>Completed on: _____</p> <p>Signed: _____</p>	



# Safe Project Plan

M.J. Electric, LLC. considers safety to be a top concern on this and all projects. We plan to have zero accidents. Accordingly, we have made a safe work plan as follows, which is to be used on all jobs.

Date	5-13-2014
Project Description	Oregon Clean Energy Substation
M.J. Project #	25161030000
Plan Revision #	0

## Emergency Contact Information

### Emergency 911

Work Site Address	M.J. Electric LLC – 914 North Lallendorf Road, Oregon, Ohio
Police Department	Oregon Police Department 5330 Seaman Road Oregon, Ohio 43616 419-698-7062 911
Fire Department	Oregon Fire Department 5002 Seaman Road Oregon, Ohio 43616 419-698-7021 911
Emergency Care	St Luke's Hospital 3113 Dustin Road Oregon, Ohio 43616 419-697-5265 911
Non-Emergency Care	Mercy Occupational Health, 2600 Navarre Ave Oregon, Ohio 43616 419-696-7493

## Project Contacts

M.J. Engineering Manager	Erik Stenvig	Phone	906-776-4597
M.J. Construction Manager	Cole Thoreson	Phone	906-221-2956
M.J. Superintendent	George Grundner	Phone	906-282-8558
M.J. Project General Foreman	Gerald Lipowski	Phone	906-282-4900
M.J. Safety Representative	Robin Abel	Phone	906-396-1941
Utility Field Representative	TBD	Phone	

## Scope of Work

This greenfield project consists of a new 345kv substation in a 3 breaker ring bus configuration. Work includes site preparation (Subcontract), Foundations, Fencing (Subcontract), Below Grade Conduit & Grounding, Steel, Equipment Installation, Bus & Fittings, Control Cables and all other electrical and civil work for a complete and operational switching substation.

## M.J. Electric Labor Sub-Contractors

Subcontractor	Civil and Site Work	Contact Name/Phone	TBD
Subcontractor	Fencing	Contact Name/Phone	TBD
Subcontractor	Survey and Civil Testing	Contact Name/Phone	TBD
Subcontractor		Contact Name/Phone	

## Risk Analysis

Prior to the start of physical construction, a walk-down will be performed. Job site hazards will be noted and discussed on the Daily Job Briefing Form.

### Noted hazards at this time include:

<input checked="" type="checkbox"/> Excavations	<input type="checkbox"/> Manhole/Vaults (confined space)	<input checked="" type="checkbox"/> Lockout Tagout (LOTO)
<input checked="" type="checkbox"/> Fall Protection	<input checked="" type="checkbox"/> Scaffold/Ladders	<input checked="" type="checkbox"/> Tools – Hand and Power
<input checked="" type="checkbox"/> Material Handling	<input checked="" type="checkbox"/> Personal Protective Equipment	<input checked="" type="checkbox"/> Aerial Work Platforms
<input checked="" type="checkbox"/> Work Area Protection/Flagger	<input checked="" type="checkbox"/> Rigging	<input checked="" type="checkbox"/> Hazardous Chemicals
<input type="checkbox"/> Live Line Rules	<input checked="" type="checkbox"/> Respiratory Protection	<input checked="" type="checkbox"/> Welding and Cutting
<input checked="" type="checkbox"/> Fire Protection	<input checked="" type="checkbox"/> Walking/Working Surfaces	<input checked="" type="checkbox"/> Locates Required
<input checked="" type="checkbox"/> Cranes and Derricks	<input checked="" type="checkbox"/> Grounding	<input checked="" type="checkbox"/> Other Weather, Slips/Trips/Falls

## Hazard Mitigation

- ☒ M.J. Electric will conduct a daily briefing prior to the start of work, after lunch, and anytime when working conditions change. All employees will attend and document
- ☒ Daily, prior to the start of work, the work area will be surveyed by the M.J. Electric General Foreman and/or Foreman for hazards
- ☒ Onsite PPE will include, but is not limited to the following:
  - FR clothing outer layer will be worn as required
  - Safety glasses will be worn at all times
  - Hard hats will be worn at all times
  - Safety toe shoes will be worn at all times
  - Hearing protection will be worn as required
  - Work gloves will be worn as required
  - Rubber gloves and rubber sleeves will be worn as required
  - Proper fall protection will be worn as required
  - Traffic vests will be worn as required
- ☒ Independent location services will be used to survey the excavation area prior to excavation. A state one-call will be notified before any digging or excavating will begin
- ☒ First aid and fire extinguisher locations will be clearly noted on the work site
- ☒ Tools – hand and power (M.J. Electric, Inc. Safety Policy and Program Manual, Tab 24)
- ☒ Welding and cutting (M.J. Electric, Inc. Safety Policy and Program Manual, Tab 25)
- ☐ Confined space entry and permit (M.J. Electric, Inc. Safety Policy and Program Manual, Tab 4)
- ☒ Live line rules (M.J. Electric, Inc. Safety Policy and Program Manual, Tab 15)
- ☒ Grounding (M.J. Electric, Inc. Safety Policy and Program Manual, Tab 11)
- ☒ Site set-up (M.J. Electric, Inc. JHA Manual, Section 1, Tab C)
- ☒ Material handling and storage (M.J. Electric, Inc. Safety Policy and Program Manual, Tab 17; JHA Manual, Section 1, Tab A)
- ☒ All equipment will be grounded when working on or near energized bus (equipment) (M.J. Electric, Inc. Safety Policy and Program Manual, Tabs 11 and 15)
- ☐ Framing poles (M.J. Electric, Inc. JHA Manual, Section 1, Tab D)
- ☒ Fire protection (M.J. Electric, Inc. Safety Policy and Program Manual, Tab 9)
- ☐ Lifting and setting poles (M.J. Electric, Inc. Safety Policy and Program Manual, Tab 5; JHA Manual, Section 1, Tab E)
- ☒ Aerial work (M.J. Electric, Inc. Safety Policy and Program Manual, Tabs 2 and 8; JHA Manual, Section 1, Tab F)
- ☒ Personal protective equipment (M.J. Electric, Inc. Safety Policy and Program Manual, Tab 19)
- ☒ Pulling wire (M.J. Electric, Inc. JHA Manual, Section 1, Tab 1)
- ☐ Sagging and clipping wire (M.J. Electric, Inc. JHA Manual, Section 1, Tab J)
- ☒ Customer Utility Substation Entry Policies will be used when required by the customer
- ☒ All workers onsite will be made aware of proper body clearances
- ☒ All conductors being worked on that are de-energized will be grounded and short-circuited
- ☒ All personnel working on the project will read and sign the Safe Project Plan
- ☒ Cranes and derricks (M.J. Electric, Inc. Safety Policy and Program Manual, Tab 5)
- ☒ Hazardous chemicals (M.J. Electric, Inc. Safety Policy and Program Manual, Tab 12)
- ☒ The Zone of Protection will be identified

### Pre-Task Planning

Utilize the Scope of Work, Risk Analysis, and Hazard Mitigation information from above in conjunction with the MJ Safety Manual and JHA book to complete the following information. Identify as many tasks involved with this specific project as possible.

Work Tasks	Hazards Involved	Safe Work Practice	Contingency Plan
Conduit Runs	<ul style="list-style-type: none"> <li>• Open Trenches</li> <li>• Moving Equipment</li> <li>• Swinging Booms</li> <li>• Hot Box Burns</li> <li>• Cement</li> </ul>	<ul style="list-style-type: none"> <li>• Proper PPE</li> <li>• Barricades</li> <li>• Communication</li> <li>• Stay Clear of Elements in Hot Box</li> </ul>	•
Grounding	<ul style="list-style-type: none"> <li>• Trenching</li> <li>• Back Strain</li> <li>• Cadweld Burns</li> <li>• Moisture in Molds / Wire</li> <li>• Torch Use</li> </ul>	<ul style="list-style-type: none"> <li>• Barricades</li> <li>• Proper PPE</li> <li>• Communication</li> <li>• Stay Clear of Trencher</li> <li>• Stay Clear of Fence / Foundations</li> <li>• Preheat Molds / Wire</li> <li>• Face-shields / Gloves</li> </ul>	•
Setting Steel	<ul style="list-style-type: none"> <li>• Improper Rigging</li> <li>• Pinch Points</li> <li>• Overhead Loads</li> <li>• Moving Equipment</li> <li>• Use of ONE signal man</li> <li>• Unqualified Personnel</li> <li>• Undersized Equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Inspect Rigging/Use Load Charts</li> <li>• MJE Qualified Operator</li> <li>• Use Tag Lines</li> <li>• Watch hand Placement</li> <li>• Use softeners against steel</li> <li>• Proper PPE</li> <li>• Communication</li> <li>• Tie off drilling equipment if using magnetic drills. Use reliable power source.</li> </ul>	•
Apparatus	<ul style="list-style-type: none"> <li>• Overhead Loads</li> <li>• Improper Rigging</li> <li>• Extremely Heavy Loads</li> <li>• Moving Equipment</li> <li>• Equipment Damage</li> <li>• Equipment Pressurization</li> </ul>	<ul style="list-style-type: none"> <li>• Inspect Rigging</li> <li>• Use Softeners</li> <li>• Critical Lift Form when Necessary</li> <li>• Use Tag Lines</li> <li>• Proper PPE</li> <li>• Communication</li> </ul>	•
Setting Panels	<ul style="list-style-type: none"> <li>• Top Heavy</li> <li>• Weight of the Panel</li> <li>• Use of Power Tools</li> </ul>	<ul style="list-style-type: none"> <li>• Use enough Personnel for the Task</li> <li>• Use Tools Properly and Within Limits</li> </ul>	•
Terminate Control Cable	<ul style="list-style-type: none"> <li>• Cuts</li> <li>• Burns</li> <li>• Scorching Cable / Skin</li> <li>• Being Aware of Energized Cables</li> <li>• Being Aware of Energized Panels</li> </ul>	<ul style="list-style-type: none"> <li>• Use Kevlar Gloves/ Proper PPE</li> <li>• Protect Wiring</li> <li>• Clear Safety Glasses in Use</li> <li>• Lockout Tagout in Use</li> <li>• Sign on / off Protection</li> <li>• If You Don't Know...Ask!</li> <li>• Adjacent Hazard Protection</li> </ul>	•

**Pre-Task Planning - Continued**

<b>Work Tasks</b>	<b>Hazards Involved</b>	<b>Safe Work Practice</b>	<b>Contingency Plan</b>
Mounting Boxes	<ul style="list-style-type: none"> <li>• Improper Use of Power Tools</li> <li>• Heavy / Awkward Lifting</li> <li>• Slips / Trips / Falls</li> <li>• Drilling – Eye Hazard</li> </ul>	<ul style="list-style-type: none"> <li>• Use Power Tools Appropriately</li> <li>• Use GFI's</li> <li>• Proper Lifting Techniques</li> <li>• Use Equipment when Necessary</li> <li>• Know Your Surroundings</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
Material Handling / Fork Lift Use	<ul style="list-style-type: none"> <li>• Improper Rigging</li> <li>• Moving Equipment</li> <li>• Unstable Loads</li> <li>• Pinch Points</li> <li>• Blind Spots on Forklift</li> </ul>	<ul style="list-style-type: none"> <li>• Use Spotter/Communication</li> <li>• Equipment Inspections</li> <li>• 360 Degree Walk Around</li> <li>• Pre-Trip Inspection</li> <li>• Stay Clear of Loads</li> <li>• Inspect Rigging</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
Fueling Equipment	<ul style="list-style-type: none"> <li>• Fires</li> <li>• Spills</li> <li>• Static Electricity</li> <li>• Splashing of Fuel</li> </ul>	<ul style="list-style-type: none"> <li>• Spill Kits on Site</li> <li>• NO SMOKING</li> <li>• Fire Extinguisher Available</li> <li>• Use of Proper Grounding</li> <li>• Containment Pit</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
Cutting and Grinding	<ul style="list-style-type: none"> <li>• Use of Power Tools</li> <li>• Flying Debris/Hot Shavings</li> <li>• Sparks</li> <li>• Cuts/Sharp Edges</li> <li>• Energized Equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Use Tools Appropriately</li> <li>• Proper PPE</li> <li>• Face Shields Must Be Used</li> <li>• Protect Adjacent Equipment</li> <li>• Unplug After Use</li> <li>• Tool guards in place.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
Adverse Weather Conditions	<ul style="list-style-type: none"> <li>• Snow /Ice/Rain</li> <li>• Frost Bite</li> <li>• Heat Stroke</li> <li>• Equipment Not Working Properly</li> <li>• High Winds/Tornadoes</li> </ul>	<ul style="list-style-type: none"> <li>• Use Salt / Sand When Necessary</li> <li>• Dress Appropriately</li> <li>• Be Cautious of Ground Conditions</li> <li>• Proper Maintenance and Care of Equipment.</li> </ul>	<ul style="list-style-type: none"> <li>• Use Weather Alert Radios</li> <li>• Find/identify tornado shelters in the area.</li> </ul>
Driving	<ul style="list-style-type: none"> <li>• Snow/Ice/Rain</li> <li>• Other Drivers</li> <li>• Condition of Vehicle</li> <li>• Terrain</li> <li>• Train Tracks</li> <li>• Semi Traffic</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain Vehicle</li> <li>• 360 Degree Walk-around</li> <li>• Drive According to Conditions</li> <li>• Drive Defensively</li> <li>• Obey all Traffic Signs</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
Pulling Cable	<ul style="list-style-type: none"> <li>• Back / Body Strains</li> <li>• Pinch Points</li> <li>• Improper Rigging</li> <li>• Moving Equipment</li> <li>• Jack Stands</li> <li>• Confined Space</li> </ul>	<ul style="list-style-type: none"> <li>• Proper PPE</li> <li>• Communication/ Use Radios</li> <li>• Use Enough Personnel for the Task</li> <li>• Inspect Rigging/Jack Set Up</li> <li>• DO NOT Stand in front of Jack Stands</li> <li>• Egress Ladders in use when Necessary</li> </ul>	<ul style="list-style-type: none"> <li>• ANYONE can stop the pull.</li> </ul>

**Pre-Task Planning - Continued**

<b>Work Tasks</b>	<b>Hazards Involved</b>	<b>Safe Work Practice</b>	<b>Contingency Plan</b>
Tube Bus / Jumpers	<ul style="list-style-type: none"> <li>• Heavy Lifting</li> <li>• Overhead Loads</li> <li>• Moving Equipment</li> <li>• Slips / Trips / Falls</li> <li>• Pinch Points</li> <li>• Improper Rigging</li> <li>• Hot Bus</li> </ul>	<ul style="list-style-type: none"> <li>• Use enough Personnel for Heavy Lifting</li> <li>• Stay Clear of Loads</li> <li>• Use Taglines</li> <li>• Use of ONE signal man</li> <li>• Watch Hands</li> <li>• Inspect Rigging</li> <li>• Use Proper PPE</li> <li>• Communication</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
Trenwa	<ul style="list-style-type: none"> <li>• Overhead Loads</li> <li>• Open Excavations</li> <li>• Trips / Slips / Falls</li> <li>• Moving Equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Stay Clear of Overhead Loads</li> <li>• Taglines in use</li> <li>• Watch Your Step</li> <li>• Communication</li> <li>• Proper PPE</li> <li>• Use Load Charts</li> <li>• Use Spreader Bar</li> </ul>	<ul style="list-style-type: none"> <li>• Use barricades for open Trenwa</li> </ul>
Civil – Earth Moving	<ul style="list-style-type: none"> <li>• Moving Equipment</li> <li>• Open Excavations</li> </ul>	<ul style="list-style-type: none"> <li>• Spotters When Moving Equipment</li> <li>• Communication</li> <li>• Make Sure Subs Attend Safety Meeting</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
Equipment / Vehicle Use	<ul style="list-style-type: none"> <li>• Dynamic worksite</li> <li>• Slips and Falls from equipment</li> <li>• Equipment tipping / rolling over</li> <li>• Driving under low hanging equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Perform 360 walk arounds,</li> <li>• Use spotters for backing</li> <li>• Use 3 points of contact when getting off and on equipment / Lower all access steps on equipment</li> <li>• Wear seat belts</li> <li>• Use outrigger pads or crane mats under all outriggers</li> <li>• Use of wheel chocks</li> <li>• Perform pre-flights</li> <li>• Pre &amp; post trip inspections</li> <li>• Check annual inspection dates and dielectric test dates on vehicles</li> <li>• Check fire extinguishers and DOT items</li> <li>• Defensive driving</li> <li>• Any equipment that is less than 16 feet will be marked and spotters used when necessary</li> </ul>	
All Overhead Work	<ul style="list-style-type: none"> <li>• Unknown weights &amp; forces</li> <li>• Rigging failure</li> <li>• Changing stress &amp; strain placed on adjacent structures</li> <li>• Unknown integrity of existing structures, hardware</li> <li>• Unexpected energization</li> </ul>	<ul style="list-style-type: none"> <li>• Calculate weights and forces</li> <li>• Inspect rigging</li> <li>• Use of proper rated rigging &amp; equipment</li> <li>• Stay out of bite / drop zone / line of fire</li> <li>• Equipment properly grounded &amp; barricaded</li> <li>• Outage obtained on line &amp; grounds placed</li> </ul>	





Signatures

Printed Name

Signature

Date



# Daily Job Briefing

Date \_\_\_\_\_

Time \_\_\_\_\_



## Emergency Contact Information

### Emergency 911

Nearest Hospital:

Who will meet the  
Emergency Vehicles?

Medical Care Facility:

General Foreman Phone  
Number:

MJE 24-Hour Hotline (800) 451-6866

INFOTRAC (800) 535-5053

Supervisor Quality Review  
of Briefing

Name \_\_\_\_\_

Signature \_\_\_\_\_

Job # \_\_\_\_\_

Site Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

General Foreman

Person in Charge

Circuit # \_\_\_\_\_

DELTA ☐ Y ☐

Voltage \_\_\_\_\_

MAD (Minimum Approach Distance)

Other Work Groups Involved \_\_\_\_\_

Temperature \_\_\_\_\_

Heat Index

C M H V/H/E

Weather Conditions \_\_\_\_\_

AED Location \_\_\_\_\_

## HOST INFORMATION

Max T (TOV 1.5-3.5) \_\_\_\_\_ Temporary Grounds ☐ Yes ☐ No Pole/Structure Condition ☐ OK ☐ Poor  
 Induced Voltage ☐ Yes ☐ No \_\_\_\_\_ Temporary Grounds Condition ☐ OK ☐ Poor Environmental Conditions \_\_\_\_\_  
 System design information needed for assessments: Ground Size \_\_\_\_\_ FR Rating \_\_\_\_\_ Available Fault Current \_\_\_\_\_ Other \_\_\_\_\_

## ZONE OF PROTECTION/ENERGIZED WORK – USE PROPER TESTING EQUIPMENT

Clearance Order Reviewed ☐ Yes ☐ N/A Minimum Approach Distance Requirements \_\_\_\_\_ Dig Locate # \_\_\_\_\_  
 Clearance Order # \_\_\_\_\_ Line/Feeder/Circuit # \_\_\_\_\_ Voltage \_\_\_\_\_  
 Equipment Lock Out Tag(s) Needed ☐ Yes ☐ N/A Equipment # \_\_\_\_\_ Clearance Holder \_\_\_\_\_  
 Equipment Lock Out Tag(s) Placed ☐ Yes ☐ N/A Identified All Potential Energy Sources, Including Backfeed ☐ Yes ☐ N/A  
 Zone of Protection Accepted from Designated Authority ☐ Yes ☐ N/A  
 Zone of Protection Established and Identified with Grounds and Barriers ☐ Yes ☐ N/A Tested De-Energized ☐ Yes ☐ N/A  
 Vehicles Grounded ☐ Yes ☐ N/A Equipment Line Grounded ☐ Yes ☐ N/A Un-Dispatched Grounds ☐ Yes ☐ N/A  
 Number of Grounds \_\_\_\_\_ Identified and Discussed All Points of Potential Energy Release (Gas, Steam, Mechanical, Etc.) ☐ Yes ☐ N/A

**Review the above information prior  
to contacting the OCC (Dispatcher)**

**You must call the OCC (Dispatcher) before doing any alterations to the system, such as:  
switching, closing in fuses, disconnects, removing or installing taps, LOTO tags, etc.**

## SCOPE OF WORK/JOB DESCRIPTION

### WORK AREA PROTECTION

### (CHECK ALL THAT APPLY)

### VEHICLE

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Barriers Placed                       | <input type="checkbox"/> Rules to Dig By                               | <input type="checkbox"/> Trucks, Wheels Chocked             |
| <input type="checkbox"/> Flaggers Being Used                   | <input type="checkbox"/> Confined Spaces (Manholes, Transformer, Etc.) | <input type="checkbox"/> Outriggers (Pads and Floats Level) |
| <input type="checkbox"/> Public and Pedestrian Safety in Place | <input type="checkbox"/> Spotters Used for Boom/Bucket Movement        | <input type="checkbox"/> Bucket Truck Grounded              |
| <input type="checkbox"/> Signs Placed                          | <input type="checkbox"/> Spotters Used for Vehicle Backing             | <input type="checkbox"/> Digger Truck Grounded              |
| <input type="checkbox"/> Excavations                           |  |   |

### Vehicle Inspection / Pre Flight / Trial Lift

**If answer "No" to any of these questions, DO NOT operate the equipment.**

- |  |   |  |   |
|--|---|--|---|
| Bucket Truck Daily Inspection / Dielectric | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | Other Equipment Inspections (Annual, Etc.) | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Digger Truck Daily Inspection              | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | Pre Flight Bucket                          | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Cranes (Inspections)                       | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | Trial Lift                                 | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |

### Traffic Hazards

- ☐ Traffic Flow Direction Discussed ☐ Traffic – Heavy-Light ☐ Environmental ☐ DOT - Compliance (DOT Markings/Load Securement/Pre-Trip, Etc.)

## PPE TO BE USED TODAY

- |  |   |  |  |  |
|--|---|--|--|--|
| <input type="checkbox"/> Hard Hat                                      | <input type="checkbox"/> Rubber Gloves  | <input type="checkbox"/> Work Gloves   | <input type="checkbox"/> Safety Vest           | <input type="checkbox"/> Di-Electric Boots         |
| <input type="checkbox"/> Safety Glasses                                | <input type="checkbox"/> Rubber Sleeves | <input type="checkbox"/> Kevlar Gloves | <input type="checkbox"/> Arc Flash Face Shield | <input type="checkbox"/> Rubber Hoses and Blankets |
| <input type="checkbox"/> Fall Protection:                              |   |  | <input type="checkbox"/> FR Balaclava          | <input type="checkbox"/> Chainsaw Chaps            |
| - Climbing Towers and Poles Ground to Ground                           |   |  | <input type="checkbox"/> FR Clothing           | <input type="checkbox"/> Environmental             |
| - Excavations, Aerial Devices, Pole Holes, Heights Greater Than 6 Feet |   |  | <input type="checkbox"/> Other _____           |  |

### LIST ALL THE HAZARDS THAT YOU MIGHT COME ACROSS TODAY

JHA CODE(S) \_\_\_\_\_

*What could go wrong?*

*Worst outcomes?*

### WHAT WILL BE DONE TO PREVENT THE HAZARD LISTED ABOVE (INCLUDE TRAFFIC CONTROL)

*What defenses are in place?*

*Special tools?*

*Special equipment?*

### LIST THE CREW AND WHAT EACH PERSON WILL DO

Who will be the Lead while in air?  
Who is our Qualified Operator?

Who will be the Observer on Ground?  
Who is the Qualified Rigger/Signal Person?

Name & Classification

Job Today

1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

### ALL-WORKER READINESS (Crew to identify any issues that would limit ability to perform effectively)

Allergies \_\_\_\_\_

Other \_\_\_\_\_

### CHANGES (Any of the changes indicated below necessitates completing a NEW "Job Briefing")

Change of Condition ☐ Yes ☐ N/A

Job Scope Change ☐ Yes ☐ N/A

Change of Person in Charge ☐ Yes ☐ N/A

### ATTENDEES (Visitors to the job site are required to review the "Job Briefing" with the Person in Charge and sign below)

(Print Name) Person in Charge \_\_\_\_\_

(Signature) Person in Charge \_\_\_\_\_

Print Name

Signature

Mid-Shift  
Job Review  
Initials

Post-Shift  
Job Review  
Initials

Print Name

Signature

Mid-Shift  
Job Review  
Initials

Post-Shift  
Job Review  
Initials

### WE MUST NOTIFY THE HOST WITHIN 48-HOURS OF ANY UNANTICIPATED HAZARDOUS CONDITIONS NOT MENTIONED BY THE HOST.

1. Were there any unique hazardous conditions presented by the work performed? ☐ Yes ☐ No

If yes list.

2. Were there any unanticipated hazardous conditions not mentioned by the Host encountered? ☐ Yes ☐ No

If yes list and complete notifications below.

#### NOTIFICATIONS

1. Who from the Host did you notify of the unanticipated hazardous condition?

On what date?

What time did you contact them?

How did you contact them?

### POST-SHIFT REVIEW (Initial under "Attendees" section above)

#### ACCIDENTS / INJURIES / INCIDENTS

1. Any accidents or injuries to report today? ☐ Yes ☐ No

If yes, was your Supervisor notified? ☐ Yes ☐ No

2. Any unanticipated incidents (near misses) to report? ☐ Yes ☐ No

3. If yes to questions 1 or 2 list here.



THE JOB AT ANY POINT IF THERE IS DOUBT, CONFUSION, OR DISAGREEMENT ON COMPLETING THE TASK SAFELY. CONTACT YOUR SUPERVISOR



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# Daily Job Briefing Process

*Note: Each day a new "Daily Job Briefing" must be legible and complete*



## 1. At Each Job Site, Provide:

- Date and time
- Location and phone number of nearest hospital
- Location and phone number of medical care facility
- Name of person designated to meet emergency vehicles
- General Foreman's telephone number
- The Supervisor's quality review of briefing shall be completed by the Supervisor after the Supervisor is satisfied that no areas of follow-up are needed with the person in charge. When applicable, after discussion has taken place with the person in charge, the Supervisor should complete this section.
- Job number
- Site Address: provide an actual street, such as 12 N. Main St. If not available, use the closest reference point for Emergency Response Personnel
- Name of General Foreman and Person in Charge
- Circuit number, voltage amount, and if Delta or Y and minimum approach distance
- List other work groups involved
- Expected high temperature and Heat Index (**Caution** <91° / **Moderate** 91°-103° / **High** 103°-115° / **Very High to Extreme** 115° or higher)
- Weather conditions predicted for the day, ex: sunny no clouds, cloudy and overcast, partly cloudy with rain expected early afternoon.
- Location of the AED

## 2. Host Information - Host information must be obtained from the Host Employer to complete this section. All items must be completed and reviewed with the crew. Max T (TOV 1.5-3.5) is Max Transient Overvoltage.

## 3. Zone of Protection/Energized Work - **You must call the OCC (dispatcher)** before doing any alterations to the system such as switching, closing in fuses, disconnects, removing or installing taps, LOTO tags, etc.

- Review the clearance order minimum approach distance requirements, and provide the dig locate number
  - Write in the clearance order number, line/feeder/circuit number and voltage information in the spaces provided
  - If equipment lock out tags are required, check off the appropriate response (yes or N/A) and write in the equipment number the tags are placed onto in the space provided
  - If equipment lock out tags have been placed, check off the appropriate response (yes or N/A)
  - Identify all potential energy sources including backfeed and check the appropriate response (yes or N/A)
  - Check off the appropriate response (yes or N/A) if a Zone of Protection has been accepted from the Designated Authority
  - Check off the appropriate response (yes or N/A) if a Zone of Protection has been established and identified with grounds & barriers
  - Check off the appropriate response (yes or N/A) if the equipment has been tested de-energized and vehicles are grounded
  - Check off the appropriate response (yes or N/A) if the equipment/line is grounded, un-dispatched grounds are placed and write the appropriate number of grounds that have been placed
  - Check off the appropriate response (yes or N/A) for all potential energy releases
- Crews shall review the above information prior to contacting the OCC (Dispatcher)

## 4. Scope of Work/Job Description - The Scope of Work/Job Description section shall be completed by describing the specific steps of the job, what tools and safety equipment and amount of safety equipment are needed to safely perform the job, any critical steps of the job that are the most challenging that apply to a specific job site. The scope of work/job description section has been included in the job briefing form to alert crews that additional safety precautions and planning will be required to complete the task at hand. Try to anticipate all special precautions and give written details of the situation.

## 5. Work Area Protection/Vehicles - The Work Area Protection section shall be checked appropriately to allow work crews to document how to minimize the hazards associated with the work area and any vehicle traffic. Make sure to discuss each applicable item with all affected employees. The Vehicle Inspection / Pre Flight / Trial Lift section shall be completed and checked appropriately. The inspection must be done, where applicable, or the equipment cannot be used.

## 6. PPE - Check each box of all required Personal Protective Equipment needed for the job. Discuss with each employee the safety inspection required of the PPE and how to use the equipment. Discuss rubber goods type, placement, and number used.

## 7. Hazards Anticipated - The Hazards anticipated section shall be completed by listing all applicable JHA codes. JHA codes are listed on each individual JHA and can be found in MJE's JHA manual. A thorough walk down of the job will assist you in determining which JHA's are needed. Atmospheric testing, terrain issues, and environmental concerns all have hazards that need to be included in the job brief. If additional hazards require special equipment or training, contact your supervisor or safety department to assist you in making your job site safe.

## 8. Hazard Prevention - The Hazard Prevention section is to be used as a project-specific discussion with your crew members. The prevention method(s) used for each hazard(s) listed need to be listed in this section. The controls, measures, procedures, critical steps, special precautions and defenses required to eliminate each hazard shall be identified for a successful task performance.

## 9. Crew Members and Individual Responsibilities - All crew members' names, job classifications, and what they will be doing for the day are listed in this section. Information to be listed is, but not limited to, who will be the observer on the ground, who is leading the Journeyman Lineman while in the air, who is the Qualified Operator, who is the Qualified Rigger/Signal Person?

## 10. All Worker Readiness / Changes

**All Worker Readiness** - Employees should inform the person in charge of any health concerns they may have which would affect the job safety of the crew or themselves. Issues such as sensitivity to bee stings shall be noted in the space provided.

**Changes** - When there is a change in conditions, job scope or person in charge, another job brief is to take place.

## 11. Attendees/Signatures

**Beginning of the Shift** - Prior to the start of the job the person in charge at the job site shall sign the top line; signatures are required by everyone who attended the job brief. If a new employee or visitor shows up at the job site, a briefing shall be held and they shall sign the job briefing form.

**Mid-Shift Job Review** - The minimum requirement is to conduct two job briefs per shift. The second brief (Mid-Shift Job Review) helps review changes in working conditions that occurred after the first brief. Initials are required by everyone who attends the Mid-Shift Job Review. Jobs are often interrupted (for example, by lunch break or work stoppage) and it is important that all crew members regain the appropriate focus on working safely and efficiently.

**Post-Shift Job Review** - A Post-Shift Job Review will be held at the end of the shift to review any accidents, injuries, or incidents that occurred during the work shift (see Section 13). Initials are required by everyone who attends the Post-Shift Job Review.

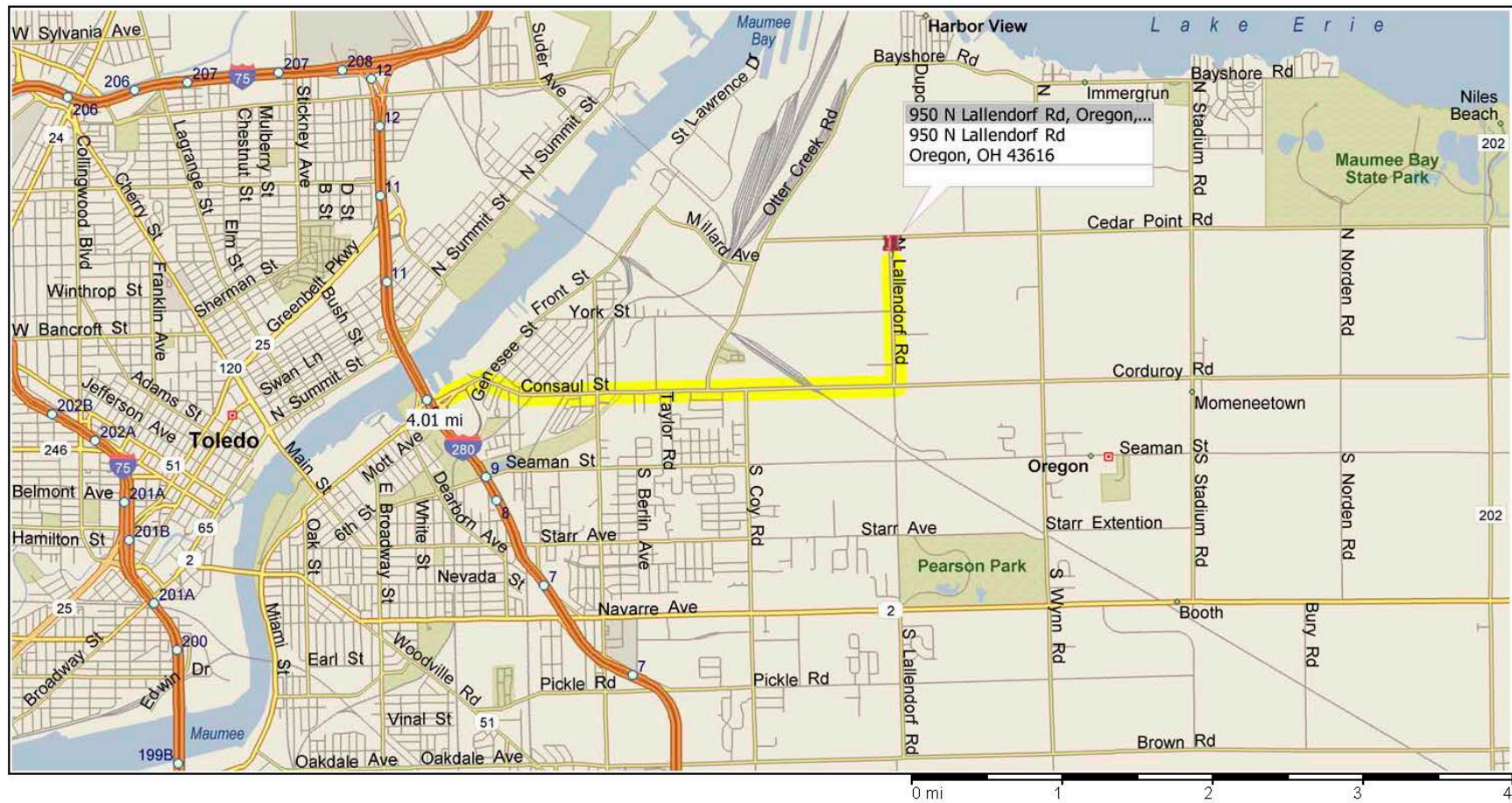
## 12. Host Notification - The Host must be notified within 48 hours of any unanticipated hazardous conditions that were not mentioned by the Host. Check yes or no to indicate if there were any unique or unanticipated hazards, and list what they were. Indicate who at the Host was notified, along with the date, time, and method of notification.

## 13. Post-Shift Review - A post-shift job review will be held at the end of the shift to review any accidents, injuries, or incidents that occurred during the work shift. Answer each question by checking yes or no, and list details of any answered yes. Indicate attendance at Post-Shift Job Review by initialing in Section 11.



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## Construction Heavy Haul/Oversize Truck Route







# **Oregon Clean Energy Center Switchyard**

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## **Pre-construction Meeting Agenda**

**Location:** Maumee Bay Lodge & Conference Center  
1750 State Park Road #2  
Oregon, OH 43616

**Date/Time:** April 29, 2015, 10:00 am

### **1. Introduction**

- a. Project Team
- b. Presentation overview
- c. Switchyard ownership and operation

### **2. Project Overview**

- a. Switchyard Overview
- b. Permitting Overview

### **3. Construction Schedule**

- a. Overall construction schedule
- b. Construction Sequencing
  - i. Site civil work (8 weeks)
  - ii. Switchyard construction (28 weeks)

### **4. Complaint Resolution Procedure**

### **5. Emergency Action Plan**

### **6. Conclusions/Question and Answer Session**

**This foregoing document was electronically filed with the Public Utilities**

**Commission of Ohio Docketing Information System on**

**3/30/2015 4:08:02 PM**

**in**

**Case No(s). 12-2959-EL-BGN**

Summary: Correspondence electronically filed by Teresa Orahod on behalf of Sally Bloomfield