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July 19, 2016

Via Electronic Filing

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

**Re: Clean Energy Future-Lordstown, LLC,
OPSB Case Nos. 14-2322-EL-BGN and 16-494-EL-BGA**

Dear Ms. McNeal:

The September 17, 2015, Opinion, Order, and Certificate ("Certificate") approving Clean Energy Future-Lordstown, LLC ("CEFL") Certificate of Environmental Compatibility and Public Need to Construct the Lordstown Energy Center established a set of conditions as part of the Certificate. On June 30, 2016, the Ohio Power Siting Board (OPSB") approved CEFL's application for a second amendment subject to the conditions set forth in the Certificate case ("Second Amendment").

Within this set of conditions, **Condition No. 19** requires that:

The Applicant shall coordinate with fire, safety, and emergency personnel during all stages of the project. At least 30 days before the preconstruction conference, the Applicant shall submit an emergency response plan to be used during construction for Staff's review to ensure compliance with this condition. This plan should be developed in consultation with the fire department(s) having jurisdiction over the area.

Attached is a copy of an updated Emergency Action Plan to include the temporary work areas, access road, and the storm water line as approved in the Second Amendment. A copy of the updated plan was provided to the OPSB Staff on July 18, 2016. Thus, this letter is to inform the OPSB Staff that CEFL is in compliance with **Condition No. 19**.

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

Sincerely,

Sally W. Bloomfield

Attachment

cc: Jon Whitis (w/Attachment)
Grant Zeto (w/Attachment)

Emergency Action Plan

Clean Energy Future – Lordstown

Trumbull County, Lordstown, Ohio

February 2016

Prepared for:

Siemens

Prepared by:

Tetra Tech, Inc.

6715 Tippecanoe Road, Suite C201
Canfield, OH 44406

EMERGENCY ACTION PLAN QUICK REFERENCE*

IN CASE OF EMERGENCY

Medical Emergency	<ol style="list-style-type: none"> 1. Call Safety on Channel 9 for Emergency Responders. 2. After normal working hours, contact Safety or Security on radio channel 9 or 10. After normal working hours contact the Kokosing afterhours number 800-994-0692. 3. Provide the specific location and the nature of the injury. 4. Call 911 to report the emergency or to request an ambulance. 5. Provide the following address: 1871 Henn Parkway, Warren Ohio, 44481 6. Do not move the affected person unless necessary to prevent further injury.
Fire	<ol style="list-style-type: none"> 1. Exit the area. 2. Call Safety or Security on radio channel 9 or 10. 3. Provide the specific location and the extent of the fire. 4. Call 911 to report the fire. 5. Provide the following address: 1871 Henn Parkway, Warren Ohio, 44481 6. Proceed to the designated evacuation assembly area located at the employee parking lot. 7. Account for all employees. <p>NOTE: Use portable fire extinguishers only if trained to do so.</p>
Tornado, Weather Disaster	<ol style="list-style-type: none"> 1. Listen for weather alerts and announcements. 2. Go to the area directed by the announcement or take shelter under a sturdy object. 3. Move away from any glass area.
Earthquake, Natural Disaster	<ol style="list-style-type: none"> 1. Listen for announcements. 2. Go to the area directed by the announcement. 3. Move away from any glass area. 4. Account for all employees if building is evacuated.
Bomb Threat	<ol style="list-style-type: none"> 1. Call 911 with the information from bomb threat checklist and notify supervisor Safety/Security. 2. Leave the area only if directed to do so by an announcement. 3. Refer to the list of Siemens emergency coordinators listed in the section "Other Important Phone Numbers."
Suspicious Items Active	<ol style="list-style-type: none"> 1. Call the Global Security Operations Center Manager at (Sarah Bynum) +1 (407) 399-2689 and site security (Local PD). 2. Isolate the suspicious item and keep others away.
Shooter	<ol style="list-style-type: none"> 1. If there is an accessible escape path Evacuate. 2. If unable to do above, Hide Out. 3. If all else fails, Take Action against the shooter. 4. Call 911 (or emergency number) when safe to do so.
Workplace Violence, Missing Professionals, or other Security Threats	<ol style="list-style-type: none"> 1. Call Safety or Security on radio channel 9 or 10 to report the situation. 2. Do not intervene while violence is in progress if there is any likelihood of further violence or personal injury. 3. Notify the Department Head, Employee Relations Director Sarah Bynum +1 (407) 399-2689 and Global Security Operations Center. Notify Kokosing Industrial Human Resources in Fredericktown (1-800-800-6315). 4. For missing professionals or other threats, contact the Global Security Operations Center at (Sarah Bynum) +1 (407) 399-2689 .
Bloodborne Pathogen Exposure	<ol style="list-style-type: none"> 1. Call Safety or Security on radio channel 9 or 10 for Emergency Responders. 2. After normal working hours, contact Safety or Security on radio channel 9 or 10. 3. Limit access to exposure areas and victims. 4. Define and isolate the hazard area. 5. Use protective equipment and containers. (Bloodborne Pathogen Cleanup Kit located at nurses station)

*Refer to the *Emergency Action Plan Reference Manual* for detailed information regarding these emergencies.

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EMERGENCY PHONE NUMBERS

Ambulance	<u>911</u>
Fire	<u>911 330-824-2321</u>
Police	<u>911 330-824-2545 (non-emergencies)</u>
National Poison Control Center	<u>800-222-1222</u>
Site Security (During Work Hours)	<u>304-859-2868</u>
Site Security (After Hours)	<u>304-859-2868</u>
Global Security Operations Center (GSOC)	
1st call to SARAH BYNUM 1 (407) 399-2689	
2nd call to Mark Codd (732) 590-6881	
3rd call to GM SEC Hotline (24/7) +49 (89) 636 12345	

MEDICAL TREATMENT

Emergency and Non Emergency

Facility	<u>St. Elizabeth Emergency and Diagnostic Center</u>
Address	<u>6252 Mahoning Avenue, Youngstown, Ohio 44515</u>
Phone	<u>330-792-7418</u>
Hours of Operation	<u>24 hours</u>

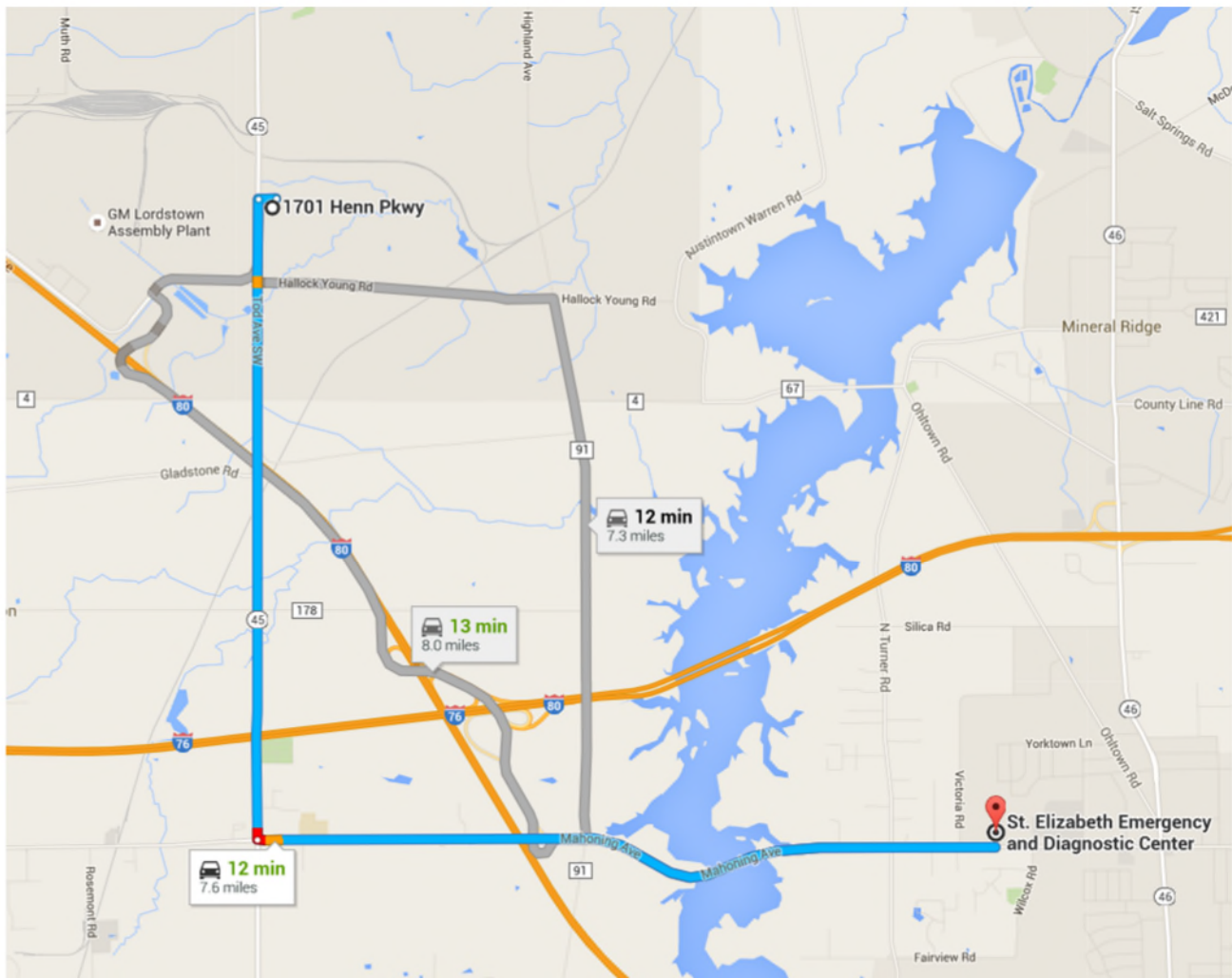
Local Emergency Health Care Facilities

St. Elizabeth Emergency and Diagnostic Center
6252 Mahoning Avenue, Youngstown, Ohio 44515
330-792-7418

1. Head west from site on Henn Parkway to Tod Avenue SW 500 feet
1 minute

2. Turn Left onto OH-45S/Tod Avenue 3.4 mi
5 minutes

3. Turn left onto Mahoning Avenue destination
will be on left. 6252 Mahoning Avenue 4.0 mi
5 minutes



OTHER IMPORTANT PHONE NUMBERS

Energy Division Environmental, Safety,	<u>(407) 736-3410 (Office)</u>
Health & Security (ESH&S) Manager – Brian Daly	<u>(407) 619-2973 (Cell)</u>
Director and VP of Corporate ESH&S – Rick Rameriz	<u>(770) 751-4977</u>
Corporate ESH&S Admin/Resource Line – Joe Watson	<u>(407) 412-1656</u>
Global Security Manager – Sarah Bynum	<u>(407) 399-2689</u>
Global Security Operations Center (GSOC)	

1st call to SARAH BYNUM 1 (407) 399-2689

2nd call to Mark Codd (732) 590-6881

3rd call to GM SEC Hotline (24/7) +49 (89) 636 12345

Workers' Compensation Coordinator –	<u>1-800-800-6315</u>
Employee Relations –	<u>1-800-800-6315</u>
Director of Media Relations – Michelle Ghorbanian	<u>407-719-1093</u>
Division HR Contact (Employee Relations)	<u>1-800-800-6315</u>
Ohio State Highway Patrol	<u>330-898-2311</u>
FBI	<u>330-965-2940</u>
Trumbull County Sheriff	<u>330-675-2508</u>

Onsite Emergency Coordinators

Jeff Hartman, Field Project Manager	<u>614-633-6812</u>
Adam Prato, Field ESH&S Manager	<u>937-603-7244</u>

INTRODUCTION

This Emergency Action Plan (EAP) provides information necessary to ensure the health and safety of employees in case of an emergency. This manual should be kept onsite at all times and be accessible by all on-site employees and personnel. This manual can be used for employee training, site visitor training, and for continued employee reference and refresher. This EAP may be used by Siemens managers and construction managers to aid in emergency planning and training and for coordination with local emergency agencies in the event of an emergency. The EAP outlines the following:

- Emergency contact information, including names, locations, and phone numbers
- Procedures to be followed in the event of common emergency situations.
- On-site emergency escape routes and procedures.
- Procedure to account for all personnel.
- Routes and transit time to emergency care facilities.

EMERGENCY RESPONDERS

Lists of Emergency Responders will be posted throughout the facility and office areas and will be updated to confirm with current personnel. These volunteer responders will be trained and certified through accredited certifying agencies and will be able to provide emergency first aid and assist outside emergency responders. All Emergency Responders will be equipped with First aid kits.

Subcontractors which have more than 12 personnel onsite, will also be required to have a full-time safety professional monitoring their scope of work. This safety professional will also serve as an Emergency Responder dedicated to their work scope.

TRAINING

All on-site personnel shall be made aware of the EAP for their location or for areas they visit frequently, and know how to access it. All supervisors shall review the plan with all new professionals and subcontractors as they enter the site, use for regular tailgate safety meetings, and to present any updates or changes to the EAP. All site personnel shall be familiarize themselves with the locations of applicable medical facilities, building exits, assembly areas, and fire alarm pull stations.

Medical Emergencies Procedures

QUICK REFERENCE

1. Call Radio Channel 9 or 937-603-7244 for Emergency Responders.
2. After normal working hours, contact Security at 304-859-2868.
3. Provide the specific location and the nature of the injury.
4. Call 911 to report the emergency or to request an ambulance.
5. Provide the following address: 1871 Henn Parkway, Warren, OH 44481
6. Do not move the affected person unless necessary to prevent further injury.

IN MORE DETAIL

Critical Emergencies¹

1. If the injury or illness is severe or critical, call 911 immediately and give the address (1871 Henn Parkway, Warren, OH 44481). Be prepared to answer the operator's questions. Emergency Responders should try to stabilize the injured or ill employee until medical assistance arrives (refer to the section "Request for Ambulance").
2. Call Radio Channel 9 or 937-603-7244 for Emergency Responders to treat minor medical emergencies onsite and provide first aid or CPR if required.
3. Do not move the affected person unless he or she is in danger of further injury.
4. Have personnel at the gate to direct emergency personnel to the affected person if an ambulance has been called.
5. Notify site security to make sure that the gate and access roads are clear for emergency vehicle access.
6. Control traffic (personnel and vehicular) in the area around the emergency situation.
7. Following the emergency assistance, the senior responsible person should contact Division Environmental, Safety, Health & Security (ESH&S) and the Workers' Compensation Coordinator (refer to the section "Other Important Phone Numbers").
8. If the injury or illness requires emergency transportation assistance, the first Emergency Responders should arrange for transportation to the appropriate medical facility. If time allows, they should complete the form in the section "Request for Ambulance."
9. In some cases, the injury or illness may require the use of an Automatic External Defibrillator (AED). The AED is a device that defibrillates a victim of sudden cardiac arrest in an attempt to restore the normal heart rhythm. AEDs should be used only by those trained in their use.

¹A critical emergency is one where life or limb may be in jeopardy. Emergency Responders may aid in making this distinction if it is not obvious.

Non-Critical Medical Emergencies²

1. Call Radio Channel 9 or 937-603-7244 for Emergency Responders.
2. After normal working hours, contact Security at 304-859-2868
3. Provide the specific location and the nature of the injury.
4. Render first aid if qualified to do so until Emergency Responder is on location.
5. Contact the individual responsible for the injured or ill person.
6. If injury or illness is serious, but not life threatening, the supervisor or Emergency Responder should transport the individual to St. Elizabeth Emergency Room as directed on page 4 of the EAP.
7. If the injury involves exposure to a chemical and is a non-emergency situation, the appropriate Safety Data Sheet should be sent with the injured employee to the medical facility. Safety Data Sheets are available from the onsite ESH&S Manager.
8. Report all incidents to the onsite ESH&S Manager.

Emergency Automatic External Defibrillator (AED) Protocol

Do the following in the event of an emergency requiring the use of the AED:

1. Call Radio Channel 9 or 937-603-7244 for Emergency Responders. Inform the Emergency Responder of the specific location of the employee.
2. After normal working hours, contact Security at 304-859-2868
3. When the first Emergency Responders arrive at the scene, one should be designated to be in charge of the emergency situation.
4. Only first aid/CPR trained personnel who have been trained in the proper use of the AED should operate the equipment.
5. During an evacuation, the AED should be kept with the Emergency Responders.

²A non-critical medical emergency is one where life or limb is not in immediate danger, and skilled medical care is not needed immediately.

BLOODBORNE PATHOGEN EXPOSURE PROCEDURES

QUICK REFERENCE

1. Call Radio Channel 9 or 937-603-7244 for Emergency Responders.
2. After normal working hours, contact Security at 304-859-2868.
3. Limit access to exposure areas and victims.
4. Define and isolate the hazard area.
5. Use protective equipment and containers.

IN MORE DETAIL

Emergency Responders will be trained on bloodborne pathogens and will be offered the Hepatitis B vaccination prior to accepting duties. When administering first aid in situations where there is a potential to be exposed to blood, body fluids, and other potentially infectious materials, additional precautions must be taken.

Work Practice Controls

The primary methods used to reduce bloodborne pathogen exposure during emergencies include the following:

- Isolate or contain the hazard.
- Treat all blood and other potentially infectious materials as though they are infectious.
- Use appropriate personal protective equipment, including disposable gloves, surgical masks, face shields, protective eyewear, etc.
- Limit access to potential exposure areas.
- Emergency Responders will have access to bloodborne pathogen exposure kits when responding to emergency situations.
- Emergency kits will include germicide hand wipes or hand washing fluids.
- Prohibit storage or consumption of food, drink, tobacco, etc., or the application of contact lenses, cosmetics, lotions or chap-stick in areas of potential exposure.
- Use disposable, puncture-resistant containers that are closeable and leak proof on the sides and bottoms, and properly labeled with the "biohazard" symbol, for used needles, blades, implements of treatment, and/or other regulated waste (blood or other potentially infectious materials in a liquid or semi-liquid state). These containers must be easily accessible, kept upright, replaced routinely and not allowed to be overfilled. When containers of regulated waste are moved, the containers must be securely closed to prevent spillage or leakage. For disposal of biohazard waste, contact the Field ESH&S Manager.

REQUEST FOR AMBULANCE PROCEDURES

HAS AN AMBULANCE BEEN CALLED?

Yes ☐

No ☐

IF NO, DIAL **911** AND ASK FOR AN AMBULANCE.

1. Name of person calling position: _____
2. Are you an Emergency Responder? Yes ☐ No ☐
If No, is there one on the scene? Yes ☐ No ☐
3. Victim's exact location: _____
(Example: West End of Cooling Tower)
4. Nature of problem and care being given: _____
(Example: chest pains)
5. Victim's name: _____
Approximate age: _____

The Emergency Responder will designate persons to do the following:

- Notify Security to stop any vehicles from entering site and open the access control gate.
- Keep onsite access roads clear for the ambulance.
- Meet the ambulance at the main access gate and direct them accordingly.

EMERGENCY FACILITY MAP

Local Emergency Health Care Facilities

St. Elizabeth Emergency and Diagnostic Center
6252 Mahoning Avenue, Youngstown, Ohio 44515
330-792-7418

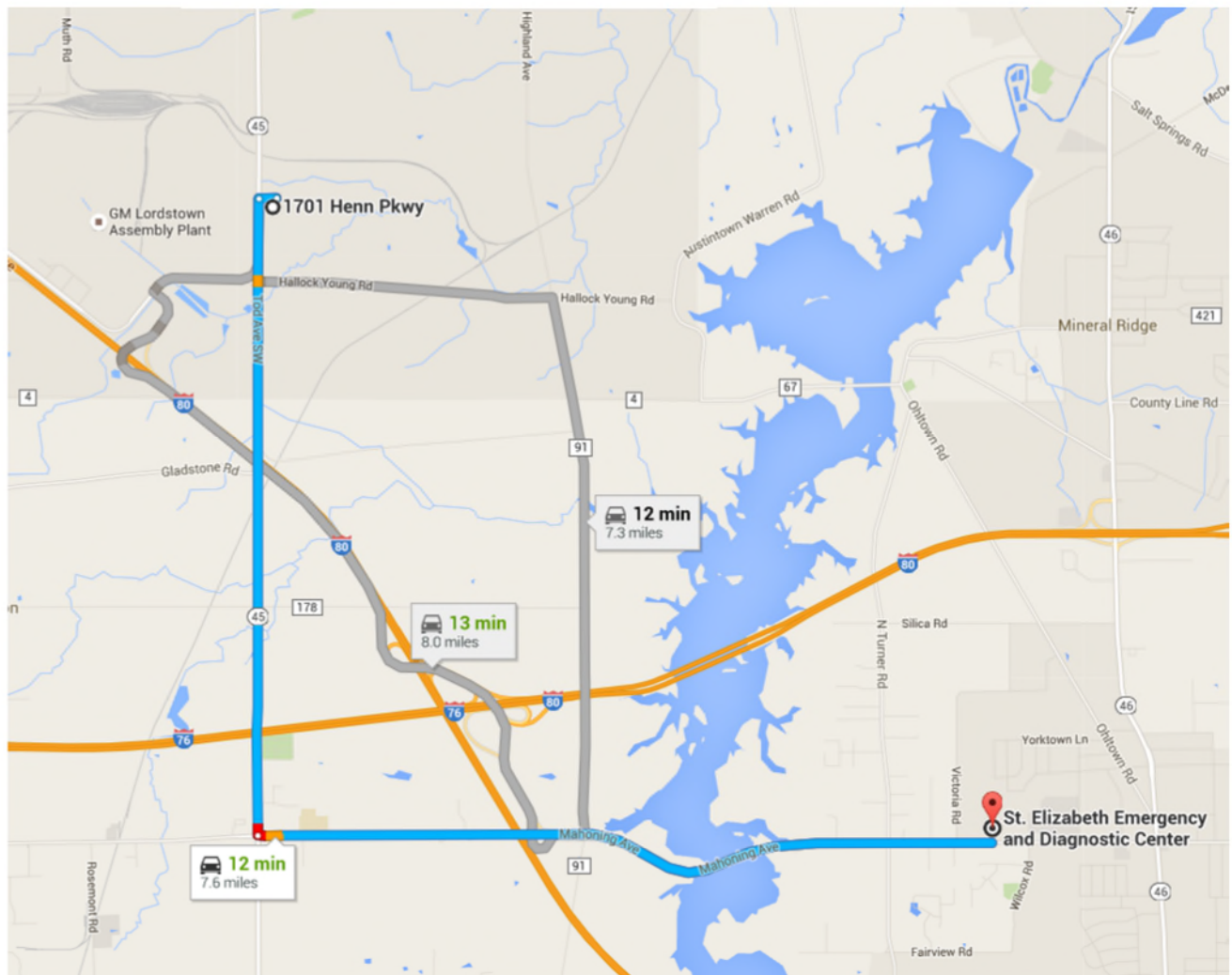
2. Head west from site on Henn Parkway to Tod Avenue SW 500 feet
 1 minute



2. Turn Left onto OH-45S/Tod Avenue 3.4 mi
 5 minutes



3. Turn left onto Mahoning Avenue destination
 will be on left. 6252 Mahoning Avenue 4.0 mi
 5 minutes



FIRE EMERGENCY PROCEDURES

QUICK REFERENCE

- | | |
|--------------------------|---|
| If you see fire or smoke | <ol style="list-style-type: none">1. Exit the area.2. Call Security at Radio Channel 10.3. Provide the specific location and the extent of the fire.4. Call 911 to report the fire.5. Provide the following address: 1871 Henn Parkway, Warren, OH 444816. Proceed to the designated evacuation assembly area located at the employee parking lot.7. Account for all employees. |
|--------------------------|---|

NOTE: Use portable fire extinguishers only if trained to do so.

IN MORE DETAIL

If a fire occurs, the Field ESH&S Manager or designated alternate will determine if emergency assistance is required (refer to the sections titled “Emergency Phone Numbers” and “Other Important Phone Numbers”). In the event of a fire alarm, all employees shall evacuate the premises and assemble in their designated areas. Please note the map at the end of this manual shows the assembly areas.

Major Emergency

Anyone who discovers a fire or smoke should call Security at Radio Channel 10. If the alarm sounds, the site will be evacuated. The Field ESH&S Manager or designated alternate will attempt to determine that all employees have evacuated safely.

When calling the fire department, be prepared to relay as much of the following information as possible:

- Type of emergency.
- Building number and street address (1871 Henn Parkway, Warren, OH 44481).
- Specific location where smoke or fire exists.
- Severity of emergency.
- Number of personnel onsite.
- Name and telephone number of the person making the call.

The Field ESH&S Manager or designated alternate must also contact Corporate Environmental Safety, Health & Security (ESH&S).

Minor Emergency

If trained to do so, and if the fire is in a beginning stage, the professional may attempt to extinguish the fire. **Use the portable fire extinguishers only if you have been trained to use them.**

In all cases of major or minor fire emergency, the Field ESH&S Manager or designated alternate should report the incident to Corporate ESH&S.

EVACUATION PROCEDURES

QUICK REFERENCE

When an evacuation is ordered:	1. Immediately stop what you are doing.
	2. Report to the nearest designated assembly areas.
	3. Remain in the designated assembly area until instructed otherwise.

IN MORE DETAIL

1. Upon hearing an alarm or if instructed to evacuate, all employees must immediately leave their work area and go directly to the designated evacuation assembly area.
2. Designated Emergency Responders will attempt to account for all employees by sweeping the site to ensure that all professionals have evacuated.
3. Designated Emergency Responders will report to the emergency coordinator on the status of the evacuation in their sectors.
4. Upon the arrival of the fire department, the coordinator will report any missing persons.
5. Occupants will remain in the evacuation assembly area until released by the Siemens emergency coordinator or designated alternate.
6. Your location at the time of the evacuation orders will determine your route to the evacuation assembly areas. Go to your designated evacuation assembly area for further instructions. Do not cross a fire to get to an exit; choose an alternate exit.
7. Familiarize yourself with your location onsite and the flow pattern on the evacuation route map located on the last page of this section and the last page of this manual.
8. First Aid/CPR Responders should evacuate with their emergency equipment.
9. The emergency coordinator will be stationed at the Safety Office.
10. Be alert for arriving emergency vehicles and give them the right-of-way.

TORNADO AND WEATHER DISASTER PROCEDURES

QUICK REFERENCE

A **tornado warning** means that a tornado has been detected and may be approaching the area. A **tornado watch** indicates that weather conditions are right for a tornado to form. The basic response to a tornado **warning or watch** is as follows:

Tornado/Severe Weather

1. Listen for announcements.
2. Go immediately to the area directed by the announcements.
3. Move away from any glass or loose materials.

IN MORE DETAIL

The supervisor or designated alternate will attempt to make the decision for an evacuation in any natural disaster event if time is available. When alerted to an impending tornado or other severe weather, the Siemens coordinator or designated alternate will relocate all employees and visitors to the designated shelter area (Material Warehouse) and attempt to account for all employees.

Typical severe weather shelter areas are located in Permanent Structures such as the Material Warehouse and Steam Turbine Building.

The following will occur for any severe weather:

1. Impending emergency will be announced over the intercom if information and time permit.
2. Move out of offices on the building's perimeter and close the doors.
3. Go to the designated shelter area (interior conference rooms). Wait for further instructions.
4. Do not leave the building unless instructed to do so.
5. If no advanced warning has been given, take shelter under a sturdy object such as a desk.
6. Stay away from windows, potential falling objects, and open areas.
7. If building damage occurs, leave the building when safe to do so and assemble in designated areas. Do NOT use matches or lighters for light. Avoid all electrical use.

EARTHQUAKE EMERGENCY PROCEDURES

QUICK REFERENCE

Earthquake, Natural Disaster

1. Immediately take cover under a desk/table or in a doorframe.
2. Move away from any glass or potential fire area.
3. Listen for announcements and account for all employees if building is evacuated.

IN MORE DETAIL

Earthquakes hit without warning. It is important that all employees be familiar with the facility, including their office, specific workspaces, and designated shelter areas to be able to respond without hesitation. In the event of an earthquake, do the following:

1. Move away from windows, cabinets, or other potential falling hazards.
2. Take cover under desks, strong tables, or door frames during tremors.
3. Drop to your knees or sit with your upper torso bent forward.
4. Put head down toward knees, hands clasped behind neck, arms against ears, and eyes closed. Hold that position for a minimum of 60 seconds after shaking stops.
5. Use appropriate materials for head protection.
6. Be silent and listen for additional directions.
7. Stay calm, and be prepared for aftershocks.
8. Scan area prior to moving and keep away of potential falling or collapsing structural areas.
9. If any unsafe conditions are observed, remain at location until help arrives.
10. Avoid all exposed electric lines.
11. DO NOT smoke or use matches or open flames.
12. DO NOT attempt to leave the building until you are advised to do so by management or emergency personnel or the tremors stop. Most injuries occur from falling objects during a panic evacuation.
13. As soon as practical after the event, assess conditions and further required actions.

WORKPLACE VIOLENCE PROCEDURES

QUICK REFERENCE

Threat of Violence	<ol style="list-style-type: none">1. Call Security at Radio Channel 10 or 937-603-7244 to report the situation.2. Assess the situation before intervening.
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IN MORE DETAIL

Siemens' goal is to provide a working environment for its employees, subcontractors, and any visitors that is free from violence. Verbal or physical aggression and threats of violence, whether directed at a supervisor, coworker, client, vendor, or visitor, are prohibited.

An employee who threatens, initiates, or participates in any act of violence while on the site premises, including parking lots, will be subject to disciplinary action up to and including termination of employment, arrest and prosecution. Any subcontractor or visitor who instigates or performs an act of violence or intimidation on company property, including parking lots, will be subject to arrest and prosecution.

Act of Violence in Progress

1. Call Security at Radio Channel 10 or 937-603-7244 and report the situation.
2. Be prepared to direct Security to the incident.
3. Do not attempt to intervene physically or verbally.
4. If the situation merits it, advise those nearby to move away from the area.
5. Follow directions of Security when they arrive.
6. Do not evacuate the site unless directed to do so.

Threat of Violence

1. If you hear, observe or receive a threat, contact Security at Radio Channel 10 or 937-603-7244.
2. Take all threats seriously.

ACTIVE SHOOTER PROCEDURES

QUICK REFERENCE

Active Shooter Situation	<ol style="list-style-type: none">1. If there is an accessible escape path Evacuate.2. If unable to do above, Hide Out.3. If all else fails, Take Action against the shooter.4. Call 911 (or emergency number) when safe.
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IN MORE DETAIL

An Active Shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area; in most cases Active Shooters use firearm(s) and there is no pattern or method to their selection of victims. In other cases, the intended victim(s) are co-workers, ex-co-workers, or intimate partners.

Active Shooter situations are unpredictable and evolve quickly. Typically, the immediate deployment of law enforcement is required to stop the shooting and mitigate harm to the victims. Because active shooter situations are often over within 10 to 15 minutes, before law enforcement arrives at the scene, employees must be prepared both mentally and physically to deal with an active shooter situation.

Best Practices in an Active Shooter Situation

1. Be aware of your environment and any possible dangers.
2. Take note of the two nearest exits in any facility or location you are in or visit.
3. Place your cell phones on vibrate or silent to not give away your location.
4. If you are in an office or restroom, stay there and secure the door. Try to barricade the door with furniture, boxes, chairs, etc. If you are in a room that the door opens out try to secure it by using a belt around the door knob and tie it to something or hold tight to it. Wrap the belt around the closer arm to prevent it from being opened.
5. If you are in a hallway, get into a room and secure the door.
6. As a last resort, attempt to take the Active Shooter down. When the shooter is at close range and you cannot flee, your chance of survival is much greater if you try to incapacitate him/her. Use everything as a weapon and throw anything you can at their face/head. This will distract the person and break their concentration.
7. CALL 911 WHEN IT IS SAFE TO DO SO! Stay calm give as much detail as possible of the location where you are and the location of the shooter if known, what the person was wearing if known, who it is if known.

How to React when Law Enforcement Arrives

1. Remain calm and follow officers' instructions.
2. Put down any items in your hands, immediately raise your hands and spread your fingers, keeping hands visible at all times.
3. Avoid making quick movements toward officers, pointing, screaming or yelling.
4. Do not stop to ask officers for help or direction if evacuating.
5. If you secure a weapon from the shooter place it in a trash can and carry the trash can over your head with your hands visible to law enforcement.

When Safe

Contact the Global Security Operations Center or the appropriate Regional Security Manager.

Title	Contact	Office No.	Cell No.	E-mail
Global Security Manager	Sarah Bynum		(407) 399-2689	sarah.bynum@siemens.com
Regional Security Manager-Americas	Mark Codd		(732) 590-6881	Mark.codd@siemens.com
Global Security Operations Center	GM SEC Hotline	+49 (89) 636 12345		Corporate.security@siemens.com

Remember in most of these situations the person that is doing the shooting has come to do HARM! They are not planning on going home. Time and distance is in your favor, attempt to get both when possible. When you cannot escape create mass chaos, create sounds, sights, and touches that will increase the skill level required to harm people. Hitting a passive, static target is easy. Chaos and movement will increase the skill required to do harm.

A.L.I.C.E.

- Alert! - Get the word out!
- Lockdown - If you can't get out, hide out (barricade, impede access, etc.)
- Inform - communicate with others and inform authorities
- Counter - apply skills to distract, confuse, and gain control
- Evacuate - reduce the number of potential targets for the shooter, and reduce the chances of victims resulting from friendly fire when help arrives

BOMB THREAT PROCEDURES

QUICK REFERENCE

Bomb Threat	<ol style="list-style-type: none">1. Call <u>911</u> with the information.2. Signal others if possible to aid you in monitoring the call.3. Fill out the bomb threat checklist as much as possible.4. If you were/are not the person receiving the call, leave the area as directed by the announcement.
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IN MORE DETAIL

Report call immediately to: Global Security Operations Center

Phone No.: Sarah Bynum (407) 399-2689

A majority of bomb threats to businesses are hoaxes that result in nothing more than a disrupted work routine. The threat **must be taken** seriously, however, and appropriate action taken.

Personnel who are likely to receive bomb threats should follow the sequence of actions below and have on hand a copy of the Bomb Threat Checklist, which follows:

1. If the threat is received by phone, keep the caller on the line as long as possible and get as much information as possible (refer to checklist).
2. Immediately inform the appropriate Field ESH&S Manager or designated alternate (refer to the list in the section titled "Other Important Phone Numbers") who will determine with the fire and police departments whether the building should be evacuated. Tell no one else.
3. All bomb threats are to be reported to the Global Security Operations Center at: Sarah Bynum (407) 399-2689

BOMB THREAT CHECKLIST

Note: Print this sheet and provide the most complete information possible.

Name of person receiving threat: _____	Phone No.: _____	Location: _____
Department: _____		

Sex of Caller: _____	Race: _____	
Age: _____	Length of _____	call: _____
Number at _____	which _____	is _____
	Time: _____	received: _____

ASK THE CALLER:

1. When is the bomb going to explode? _____
2. Where is it right now? _____
3. What does it look like? _____
4. What kind of bomb is it? _____
5. What will cause it to explode? _____
6. Did you place the bomb? _____
7. Why? _____
8. What is your address? _____
9. What is your name? _____

WORDING OF THREAT:

WAS THE CALLERS VOICE:			WERE THERE BACKGROUND SOUNDS:	
	Calm	Nasal	Street Noise	Animal Noises
	Angry	Stuttering	Dishes	Clear
	Excited	Lisping	Voices	Static
	Slow	Raspy	PA System	Local
	Rapid	Deep	Music	Long Distance
	Stout	Ragged	House Noises	Booth
	Loud	Clearing Throat	Motor	Other
	Laughing	Deep Breathing	Factory Machinery	
	Crying	Crackling Voice	Threat Language	
	Normal	Disguised	Well Spoken	Incoherent
	Distinct	Accented	Foul Language	Taped
	Slurred	Familiar	Irrational	Message Read
If voice is familiar, whom did it sound like?			English	Foreign Language
			Spanish	

SUSPICIOUS ITEMS PROCEDURES (PACKAGES AND LETTERS)

QUICK REFERENCE

Suspicious Items, Packages, and Letters	<ol style="list-style-type: none">1. Do not panic; call the Global Security Operations Center: Sarah Bynum (407) 399-26892. Contact your supervisor.3. Isolate the suspicious item, do not move it, and keep others away.4. Be prepared to remain at location.
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IN MORE DETAIL

If an improvised explosive device (IED) or biological or chemical weapon is left at the site or mailed via the postal or delivery system, employees must be protected. Plans and training must be put into place to detect such items prior to their use or to mitigate their results upon discovery or opening.

Detection of a Suspicious Item (such as a backpack, briefcase, etc.) in an Unusual Location

1. Do not panic.
2. Contact your supervisor.
3. Attempt to determine ownership among other professionals present.
4. If directed or if in doubt, call 911 (or local emergency number).
5. Contact Global Security Operations Center at (407) 399-2689.
6. Contact the 24x7 news media information line: Michelle Ghorbanian, Communications and Government Affairs, 407-719-1093

Delivery of a Suspicious Package or Letter

1. Do not panic.
2. Contact your supervisor.
3. Isolate the package or letter.
4. Leave the package or letter sealed; only emergency personnel should open or touch it.
5. Leave the package or letter in place.
6. Protect the package or letter in a plastic bag and/or cover it up.
7. Keep others away.
8. Consider shutting down the HVAC systems, if applicable.
9. If directed or if in doubt, call 911 (or local emergency number).

10. Contact Global Security Operations Center: Sarah Bynum .(407) 399-2689
11. Contact the 24x7 news media information line: Michelle Ghorbanian, Communications and Government Affairs, 407-719-1093

OTHER SECURITY THREATS: PROCEDURES

QUICK REFERENCE

1. Immediately call the Global Security Operations Center: Sarah Bynum .(407) 399-2689
2. Notify the Global Security Operations Center before notifying any police or government agencies.

IN MORE DETAIL

1. Threats of violent acts toward Siemens employees, visitors, vendors, or subcontractors should be reported to the Global Security Operations Center immediately.
2. Call the Global Security Operations Center at the following phone number:

Sarah Bynum - (407) 399-2689
3. Call the Global Security Operations Center before notifying any police or government agencies.
4. Threats include bomb threats; telephone threats; threats via the mail or communicated electronically or verbally; threats to commit acts of violence upon any Siemens employee or property; threats against any visitors, vendors, or subcontractors associated with Siemens; and threats to extract money or assets from Siemens in lieu of committing any act of violence or other criminal acts (e.g., criminal vandalism or destruction). In the case of bomb threats, this notification may take place after you have followed your EAP (refer to Bomb Threat Section).

MISSING PROFESSIONALS PROCEDURES

QUICK REFERENCE

1. Immediately call the Global Security Operations Center: Sarah Bynum - (407) 399-2689.
2. Notify the Global Security Operations Center before notifying any police or government agencies.

IN MORE DETAIL

1. If any person, professional, visitor, vendor, or subcontractor does not report at the arranged time or you are unable to contact these persons, and reasonable efforts have been undertaken to determine the location and status of these individuals, you are to immediately notify the Global Security Operations Center.
2. Call the Global Security Operations Center at the following phone number:

Sarah Bynum - (407) 399-2689
3. Call the Global Security Operations Center before notifying any police or government agencies.

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Summary: Correspondence Clean Energy Future-Lordstown, LLC in Compliance with Condition No. 19 electronically filed by Teresa Orahod on behalf of Sally W. Bloomfield