

# Hillcrest Solar

---

## *Emergency Response Plan*

|   |   |
|---|---|
| June 1 <sup>st</sup> 2019                   | Rev 0   |
| Created By                                  | Approved By                                       |
| Fatima Babiker                              | David Kline                                       |
| OHS Coordinator – Western Canada &<br>U.S.A | Senior Manager- Project & Business<br>Development |

## Table Of Contents

|   |   |
|---|---|
| 1.0 INTRODUCTION .....                        | 1 |
| 2.0 PURPOSE .....                             | 1 |
| 3.0 Definitions .....                         | 2 |
| 4.0 Responsibilities .....                    | 3 |
| 5.0 REFERENCES .....                          | 3 |
| 6.0 Hazards.....                              | 3 |
| 7.0 PREPAREDNESS .....                        | 4 |
| 8.0 Procedure.....                            | 4 |
| 8.1 Site Evacuation .....                     | 4 |
| 8.2 Life Threatening Scenarios/Injuries ..... | 5 |
| 8.3 Exercise And Training .....               | 6 |
| 8.4 Emergency Communication Strategies .....  | 6 |
| 9.0 Reporting.....                            | 6 |
| 10.0 All Clear .....                          | 7 |
| 11.0 Emergency Contact List.....              | 7 |
| 12.0 Location.....                            | 8 |

## 1.0 INTRODUCTION

The 200MW<sub>AC</sub> Hillcrest Solar project (“Hillcrest” or the “Project”) is a utility-scale solar development project in Ohio, located 30 miles east of Cincinnati in Brown County. The Project will interconnect to the existing Duke Energy 138/345 kV Hillcrest substation located at the intersection of Greenbush Road and Driver Collins Road. Development of the Project is significantly advanced, with the following key items completed:

- Site control and interconnection rights-of-way 100% secured.
- All environmental surveys completed.
- Interconnection services agreement fully executed.
- Ohio State Power Siting Board (“**OPSB**”) certificate obtained.
- Ohio Development Services Agency (“**ODSA**”) tax abatement certificate received.

Hillcrest is scheduled to begin full construction in Q1 2020 and commence commercial operations during Q4 2020.

## 2.0 PURPOSE

This Emergency Response Plan (“ERP”) is written as a guideline for Hillcrest and Brown County emergency services to agree on a planned response to emergency situations as may occur on site from time to time during the normal course of operation.

Additionally, the ERP is intended to comply with both Ohio Revised Code (ORC) 5727.75v1 (F)(5) to “Provide or facilitate training for fire and emergency responders for response to emergency situations related to the energy project and, for energy projects with a nameplate capacity of five megawatts or greater, at the person's expense, equip the fire and emergency responders with proper equipment as reasonably required to enable them to respond to such emergency situations” as well as the OPSB permit requirement that “prior to the start of construction of the Project, Applicant will develop an emergency response plan that will including plans for fire and ambulance, in consultation with potentially affected local officials and emergency personnel. These will include the Brown County Engineer, the Brown County Sherriff's Department, the Township Officials of Green Township, the Mt. Orab Fire Department, the Mt. Orab Medical Center, and local ambulance services. The emergency response plan will include information on the location of the different components of the Project, the potential hazards presented (including potential hazards to emergency responders), the locations of access gates for the Solar Fields and the Project Substation, and appropriate (24/7) contact information.”

The ERP provides guidance on:

- Communications
- Resources and Assets
- Safety and Security
- Staff Responsibilities
- Utilities Management

### 3.0 DEFINITIONS

- Evacuation:** Is a controlled egress of all persons including contractors and visitors from the site. In cases of evacuation it is assumed that Hillcrest's Operations and Maintenance ("O&M") staff will be available to coordinate the evacuation operation.
- Escape:** Is when egress from the site must be undertaken in a rapid timeframe to avoid a major hazard. In cases of escape it is assumed that the Hillcrest site will be immediately vacated and staff will not be available to coordinate ongoing operations. It is envisaged that this level of response could be necessary if an immediate life threatening situation exists; e.g. wildfire at or near the Hillcrest O&M building.
- Rescue:** Is the recovery of persons after they have Escaped from a hazardous situation or environment. This document assumes that persons can drive off site to a place of safety (muster point) and will not need to be rescued.

Escalation will normally be initiated via a 911 call to emergency services.

Emergency plant shutdown procedures should be implemented prior to site evacuation only if facilities are threatened. This would involve de-energizing Hillcrest's main power transformer, followed by the inverters. A further request to Duke Energy to de-energize the Project's 138kV transmission line may be required depending on severity and location of the emergency event.

The information and visitor log shall be used to account for persons during roll call.

## 4.0 RESPONSIBILITIES

- a. The Regional Operations Manager (“ROM”), or designee, has overall responsibility for the development, revision and implementation of emergency plans and for assigning the title and associated responsibilities of Emergency Coordinator (“EC”) to an employee to adequately cover all periods when the facility is occupied.
- b. The ROM is responsible for execution of these plans.
- c. The ROM is responsible for annual drills; ensuring all outside organizations are notified, if necessary, and coordinating a response to the incident as well as directing the evacuation according to this plan.
- d. The ROM shall designate an EC if the emergency requires personnel to evacuate.
- e. In the absence of the ROM, the Operations Manager (“OM”) will act as the ROM until further notice and shall account for all O&M personnel on-site. Sign-in sheet will be required for all staff, contractors and visitors to site.
- f. The EC shall maintain radio communication with the ROM and keep a head count of all evacuated, site and contract personnel in order to report status to the ROM. The EC may be any qualified site employee.
- g. All personnel will be trained regarding fire routes, exits, storm shelters, the location and use of emergency equipment, and understanding and following these plans. All personnel who have contractors or visitors at the site shall ensure that they are familiar with these plans.

## 5.0 REFERENCES

Hillcrest must also show compliance with applicable Ohio Fire Code (Administrative Code [OAC]) OAC 1301: 7-7-04 Emergency Planning and Preparedness and other standards to which the organization subscribes. As such, Hillcrest will also employ the Innergex Emergency Response Plan Procedure, as detailed in Section 8, which outlines expectations and response for an effective emergency response plan for emergencies on site.

## 6.0 HAZARDS

During the development and operation of Hillcrest, the exposure to potential emergencies such as fire, natural disasters, injury and incident may occur. This ERP is tailored using area-specific hazards and risk assessments. Local response requirements are planned to determine the training and equipment needed for local state emergency response services.

## 7.0 PREPAREDNESS

The ERP will be managed and maintained by the Innergex Health and Safety Department and Hillcrest O&M staff to ensure the correct implementation of the ERP should an emergency occur. During this phase, Hillcrest will develop plans and operational capabilities to improve the effectiveness of the site's response to emergencies. Duties of the O&M staff will include:

- Develop / update emergency plans and procedures, including the ERP
- Train emergency response personnel.
- Conduct drills and exercises.

## 8.0 PROCEDURE

### 8.1 Site Evacuation

The decision to evacuate site will be taken by the OM or ROM following consultation with O&M staff on site. Circumstances giving rise to evacuation of site include but are not limited to:

- A situation which has the capacity to threaten the integrity of the O&M building and the safety of persons inside within a defined timeframe.
- Advice to evacuate from another authority: e.g. Brown County Sherriff's Dept. or Mt. Orab Fire Dept.

The OM, with the assistance of O&M staff on site will:

- a) Initiate the evacuation procedure by reporting an emergency via VHF radio (emergency channel) and request all persons to report to the muster area for roll call.

*NOTE: Depending on circumstances the muster location for roll call will be determined by the OM and is likely to be outside the main gates of the plant.*

- b) If required, implement emergency plant shutdown procedures.
- c) Identify the safest evacuation route and method. This will include:
  - Identification of a muster point near the Project
  - Identification of transport requirements from Project to the muster point.
  - Onward transportation requirements (if required).
  - Identification of GPS co-ordinates for the identified muster point.
- d) Request assistance for evacuation transportation if persons are injured.

*NOTE: this will normally be via 911.*

- Provide details of injured persons to be evacuated (number and severity of injury).
- e) Perform a roll call of all persons expected to be at the muster point.
- Photograph and take visitor logs for the day to be used to identify persons on site.
- f) Handle casualties and communicate with emergency services as indicated in the following relevant sections.

## 8.2 Life Threatening Scenarios/Injuries

The decision to escape from the Hillcrest solar O&M building will be taken by the OM following consultation with the O&M Site Manager (or in his absence the site lead technician) on the advice of information immediately available. Circumstances giving rise to escape from the Hillcrest Solar O&M building would be:

- An immediate life-threatening situation to the O&M building or solar equipment from a natural disaster event or catastrophic failure of plant.

The OM with the assistance of the O&M staff on site will:

- a) Assess the emergency and identify a place of safety (muster point) outside the gates of the solar farm.
- b) Initiate the escape procedure by reporting an emergency via VHF radio (emergency channel) and request all persons to report to the muster point.
- c) If required initiate emergency plant shutdown procedures.
- d) Proceed to the muster point with a photograph of the daily site activity board and the daily visitor log.
- e) Perform a roll call of all person(s) expected to be at the muster point.
- f) Request assistance for evacuation transportation if persons are injured.

*NOTE: this will normally be via 911.*

- Provide details of injured persons who will need to be evacuated (number and severity of injury).
- g) Handle casualties and communicate with emergency services as indicated in the following relevant sections.

### 8.3 Exercise and Training

Hillcrest will carry out site evacuation response drills on an annual basis, including confirmation of all emergency supplies in coordination with the all external departments involved with the execution of this ERP.

### 8.4 Emergency Communication Strategies

In the case of an emergency, Hillcrest provides the following means of emergency communication:

- **Cellular Phones/Texting:** Staff personal cell phones will be used as available to communicate externally if hard wired phone systems are not operable.
- **Land Line Phones:** These phones are hard-wired into Hillcrest O&M building and are used for internal and external communications.
- **Two-way Radios:** These radios are used internally and externally with O&M staff for every-day communications. These radios will be a means of communication to report any emergency service personnel such as the Fire Dept, County Sheriff, etc.
- **RockStar GPS:** All field personnel are equipped with a Rockstar GPS device. Any of these devices can be used to contact both fellow field personnel or operation managers. These devices can also send alerts that are received by a local call center and the manager/coordinator. Most are capable of Bluetooth connection to enable text/email messaging through a smartphone

## 9.0 REPORTING

All medical emergencies shall immediately be reported to the ROM and Director of Operations as follows:

Attention: Tony Nott - Director of Operations

Phone: 778-877-0475

Email: [Tnott@innergex.com](mailto:Tnott@innergex.com)



Attention: Matt Allsup – Regional Operations Manager

Phone: 778-877-0475

Email: [Mallsup@innergex.com](mailto:Mallsup@innergex.com)

As per all medical emergencies, a complete accident investigation form will be completed within 2 days of the incident.

## 10.0 ALL CLEAR

The OM shall consult with Emergency Services before announcing an all clear which would signal that persons can return to the Hillcrest Solar O&M building.

## 11.0 EMERGENCY CONTACT LIST

| Contact Name                         | Emergency line | Non-emergency Line |
|--------------------------------------|----------------|--------------------|
| Brown County Sherriff's Department   | 911            | 920-391-7450       |
| Mt. Orab Fire Department             | 911            | 937-444-2379       |
| Mt. Orab Medical Center              | 911            | 937-444-4000       |
| Mt. Orab EMS                         | 911            | 937-444-3945       |
| Township Officials of Green Township | N/A            | 419-938-8832       |
| Brown Country Engineering Department | N/A            | 937-378-6456       |
| Ohio 24-hour emergency spill hotline | N/A            | 1-800-282-9378     |
| Innergex Vancouver Office            | N/A            | 604-633-9990       |

## 12.0 LOCATION

Hillcrest is located 30 miles east of Cincinnati in Mount Orab, Brown County, Ohio.

**Latitude: 39.076972° Longitude: -83.906046°**

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

**Commission of Ohio Docketing Information System on**

**11/30/2019 9:27:44 PM**

**in**

**Case No(s). 17-1152-EL-BGN**

Summary: Report Notice of Compliance with Certificate Condition 1 - Hillcrest Solar(Owner)  
Emergency Response Plan electronically filed by Ms. Julia M Mancinelli on behalf of Hillcrest  
Solar I, LLC