

Safety Response Plan – Revision 1

Hoffman Falls Wind Project

Towns of Fenner, Nelson, Eaton, and Smithfield

Madison County, New York



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EMERGENCY CONTACT LIST

CONTACT	NUMBER	NOTES
General Emergency Contacts		
General Emergency	911	
Cazenovia Fire Department	(315) 366-2280 ¹	
Smithfield Fire Department	(315) 366-2280 ¹	
Morrisville Fire Station	(315) 366-2280 ¹	
Cazenovia Area Volunteer Ambulance Corps (CAVAC)	(315) 655-9798	
Smithfield-Eaton Volunteer Ambulance Corp. (SEVAC)	(315) 684-9342	
Madison County Office of Emergency Management	(315) 366-2789	
New York State Police, Troop D; Oneida Station	(315) 366-6000	
Madison County Sheriff	(315) 366-2318	
Occupational Health and Safety	(315) 451-0808 & (315) 451-1351	
Hospitals and Other Medical		
Oneida Health Hospital <ul style="list-style-type: none">No special designations	(315) 363-6000	11 miles NE of the Facility in Oneida, NY.
Community Memorial Hospital <ul style="list-style-type: none">No special designations	(315) 824-1100	15 miles South of the Facility in Hamilton, NY.
Upstate Community Hospital <ul style="list-style-type: none">Level I Trauma Center and Burn Unit	(315) 492-5011	21 miles NW of the Facility in Syracuse, NY.
Wynn Hospital <ul style="list-style-type: none">Comprehensive Stroke Center	(315) 917-9966	29 miles NE of the Facility In Utica, NY
Poison Center	(800) 222-1222	
Spill/Release Reporting; General Environmental		
NOTE: All spill reports and other environment-related outreach will be made by the Operations Manager or their designee.		
National Response Center	(800) 424-8802	Federally reportable spills/releases
New York State Spill Hotline	(800) 457-7362	State-reportable spills/releases
U.S. EPA Region 2	(877) 251-4575	Non-spill-related environmental emergencies
NYS Department of Environmental Conservation Region 7	(315) 426-7400	
General Municipal Outreach		
NOTE: All outreach to the towns regarding emergency incidents will be made by the Director of Communications or their designee.		
Madison County Board of Supervisors	(315) 366-2201	Emergency incidents of general interest to community
Town of Fenner Supervisor - <i>David Jones</i>	(315) 655-2705	
Town of Smithfield Supervisor - <i>TJ Stokes</i>	(315) 684-9293	
Town of Eaton Supervisor - <i>Joe Wicks</i>	(315) 684-9110	
Town of Nelson Supervisor - <i>Jim Cunningham</i>	(315) 655-8582	
Hoffman Falls Wind Project Personnel		
Operations and Maintenance (O&M) Manager	TBD	See Note 1
Plant Manager	TBD	See Note 1
EH&S Manager	TBD	See Note 1

¹ The local number listed—which is the same for three of the local fire departments—was specifically requested by these emergency service providers.

NOTE 1: Updated contact information will be provided in coordination with local emergency service providers prior to construction and in the course of the annual plan updates, as needed. Contact details for supervisors, qualified first aiders, and other personnel will be listed on a separate sheet that will be provided to employees and posted in the O&M facility.

OVERVIEW OF SAFETY RESPONSE PLAN

1. Purpose and Overview of Plan

Liberty Renewables, Inc. (Liberty) has developed this Safety Response Plan (SRP) to address emergency response during operation of the Hoffman Falls Wind Project (the Project), which is located within the Towns of Eaton, Fenner, Nelson, and Smithfield in Madison County, New York, on a site consisting of leased private lands that are rural in nature.

The SRP includes a basic discussion of emergency notification and evacuation procedures and a description of actions to be taken to respond to specific types of situations, including:

- Medical Emergencies
- Fire
- Turbine Structural Issues
- Earthquakes
- Spills/Releases
- Severe Weather Conditions (electrical storms, tornados, high winds, hurricanes, flooding, and snow or ice storms)
- Physical Security Threats and Criminal Activity (bomb or other security threats, discovery of suspicious package/device, active shooter or other violent situations, suspicious persons or activities, vandalism, equipment tampering, sabotage or trespassers).

2. Location/Distribution of Plan

A copy of the SRP will be located in the operations and maintenance (O&M) facility.

The SRP was provided to the NYS Division of Homeland Security and Emergency Services (DHSES) on October 04, 2023. In addition, the SRP was also provided to local emergency responders on October 04, 2023 for their review and comment and Liberty hosted a meeting with local first responders on November 28, 2023 to provide them with information about Liberty's emergency response procedures and to assist them in developing their own procedures for responding to incidents at the Project. To date, no comments have been received from the DHSES. Comments from local emergency responders have been received (see Appendix 2-A). If comments are received from DHSES, Liberty will work with the commenter to revise the SRP to incorporate comments, as appropriate. The revised SRP will be located in the Facility's O&M facility.

The Applicant will review the SRP annually and make changes, if needed. Any potential changes to the SRP will be made, as appropriate, based on input from stakeholders (e.g., local emergency responders). The O&M Facility Manager will be responsible for reviewing and approving any proposed changes to the SRP and providing the updated copy of the SRP to fire districts and local emergency responders. The local emergency responders will be invited to visit the Project to familiarize themselves with possible emergency response concerns. In addition, Liberty will conduct training drills with local emergency responders at least once per year and solicit and consider local emergency responder input as part of any annual training

3. Emergency Contacts and Related Information

A list of key emergency phone numbers (both internal and external) is included in the front of this plan.

4. Responsibility for Developing and Implementing Plan

Liberty is responsible for developing and updating this plan. An overview of the roles of individuals responsible for plan implementation is contained in Appendix A.

5. Emergency Equipment

A list of available emergency equipment is found in Appendix B.

6. Recordkeeping/Documentation

Liberty has prepared Response Action Checklists for specific categories of emergencies. These checklists must be completed by personnel responsible for implementing the emergency response following each emergency incident. All incidents must be reported/recorded in accordance with approved Liberty procedures.

EMERGENCY NOTIFICATION PROCEDURES

1. Communication Equipment

Communication is essential during an emergency. The following communications resources will be available:

- Each employee or contractor who is working at the Project will be required to carry a two-way radio. The two-way radios will be capable of:
 - Notifying Project personnel of an emergency; and
 - Providing immediate emergency instruction to personnel.
- Also, it is anticipated that all personnel working at the Project will be carrying personal cell phones.
NOTE: The two-way radios are not capable of dialing 911 directly. In the event of an emergency, personnel can dial 911 on their cell phones or contact the Plant Manager using the two-way radios. The Plant Manager will call 911 and relay the necessary information to plant personnel.
- Cisco IP phones will be located in the O&M facility.
- Emergency pull stations for fire alarms will be located next to all exits of the O&M facility.
- A satellite phone will be located in the O&M facility.
 - Note: The satellite phone is a back-up to the emergency communications mentioned above. **Only use the satellite phone when all other forms of communications are inoperable.** You cannot dial 9-1-1 from Iridium phones. The number to access emergency services from a satellite phone will be provided to all employees and posted in the O&M facility.

The topography of the Project Site may affect how certain communications systems function. Communication systems employed by Project personnel will be tested at each turbine site to determine functionality.

2. Notification

If an emergency is occurring that poses an immediate threat to the health and safety of Project personnel or the surrounding community, make the following notifications:

- **CALL 911.** See Section 3 below for further instructions.
- **CONTACT THE PLANT MANAGER** and apprise them of the situation. The Plant Manager will provide instructions to on-site personnel and make the necessary communications, including outreach to the Operation and Maintenance Manager (O&M Manager) and any other necessary internal communications.

If the emergency is specific to the Project¹ and/or has the potential to affect the public (e.g., fires, hazardous material spills or releases, and certain physical security threats), the Plant Manager will notify host and adjacent landowners and the town supervisors, as appropriate.

NOTE: If there is a question about whether an outside emergency response is necessary, call the Plant Manager first and ask for guidance.

3. Calling 911

WHEN CALLING 911, STAY CALM AND BE SPECIFIC. State the following:

- **Your Name.**
- **Hoffman Falls Wind Project.**
- **Location of emergency.**
 - Give the operator the location of the emergency by referring to the nearest wind turbine (identified by turbine number and/or coordinates), structure or road junction.
 - If the emergency involves injury/illness, indicate whether the person is out in the open, trapped in some fashion and/or at height within a turbine.
- **Available call back phone number.**
- **Nature of the emergency.** Possible categories include, but are not limited to:
 - Medical emergency.
 - Fire (turbine/equipment fire, brush fire, building fire).
 - Transport incident (passenger vehicle/truck; aircraft impact).
 - Criminal activity/security threat.

4. Community Notification

The community would be notified of emergencies specific to the Project that have the potential to affect the public or adjacent properties (e.g., certain fires, hazardous material spills or releases, and physical security threats). The Plant Manager will coordinate with emergency responders to determine if host and adjacent landowners and the town supervisors should be notified. While wind projects are unlikely to require the evacuation of offsite properties, in the event of an emergency that requires a temporary safety setback

¹ This would not include general emergencies that would impact the community at large (e.g., earthquakes, snowstorms, etc.).

necessitating the evacuation of adjacent landowners (for instance when the standard safety setback falls into adjacent properties), local emergency responders and authorities will notify residents through means outlined by their agency or department. It is not expected that a temporary evacuation of local residents would be required for any emergency contingencies arising from the Project, however local evacuation procedures are determined and implemented by each town and county.

5. Other Immediate Notification Requirements

Certain incidents do not require notification of traditional emergency responders (fire departments and emergency medical services) but nevertheless require immediate outreach.

- **Spills/releases of petroleum or hazardous substances.**
 - **Contact the Plant Manager** and apprise them of the circumstances. The Plant Manager will reach out internally to decide whether the spill/release must be reported to federal, State, and/or local authorities. See the Project's Spill Prevention, Control and Countermeasures Plan (SPCC Plan) for additional details relating to spill reporting.
- **Community/media outreach during/following major event.**
 - If an incident involves a significant emergency response or is otherwise the focus of community or media attention, the Plant Manager will make the necessary internal notifications. All decisions regarding community or media outreach are made by Liberty's Director of Communications.

EVACUATION PLAN

Wind turbines such as those proposed for the Hoffman Falls Wind Project (the Project) pose little risk to the community. Setback requirements governing the location of the turbines and ancillary equipment protect people and structures in the vicinity of Project from potential harm in the event of an emergency. These factors minimize the potential need for community evacuation. However, events such as fire, earthquake, bomb threat or other security breach may require evacuation of the Project to protect the employees and contractors working there.

1. General Evacuation Procedures

The procedures below apply in the event evacuation of the O&M facility is required.

- **ASSESSMENT** The Plant Manager will evaluate the emergency to determine the severity of the event and whether a personnel evacuation is required.
- **NOTIFICATION** If evacuation is necessary, the Plant Manager or their designee will use the Project's two-way radios, cell phones or other communications devices to give instructions as required.
- **EVACUATION**
 - Follow instructions of Plant Manager or their designee.
 - Proceed with extreme caution.
 - Depending on the type of emergency, observe the wind direction and travel upwind at all times.
 - Handicapped visitors will be escorted by Project personnel to the evacuation area.
- **ASSEMBLY POINTS** The Plant Manager or their designee will lead personnel to safety at the assembly point.
 - Maps depicting assembly points will be developed prior to commencement of operation and will be provided to employees and posted in the O&M facility.
- **PERSONNEL ACCOUNTING** The Plant Manager or their designee will account for all personnel after assembling at the assembly point using the Visitor's Log and employee sign-in sheet.

Major roadways that will be used during any necessary evacuation of the Site, as well as the locations of local emergency medical service facilities, are shown in Figure 1. This map will be communicated and updated with any additional local emergency medical service (EMS) as changes are made. Meetings will be set with EMS prior to construction and a communication plan for daily hauling and construction activities will be agreed upon. The EMS will then develop an appropriate approach to the site based on their equipment and knowledge of local roads. If local EMS/Fire Departments provide additional suggestions or edits to the access routes, Liberty will update this Safety Response Plan and associated mapping to incorporate those suggestions or comments.

2. Turbine Evacuation

Most turbine repair/maintenance activities are performed by teams of two employees/contractors. In the event dangerous conditions arise during turbine repair/maintenance activities (e.g., fire, thunderstorms, or other dangerous weather conditions), the affected employees/contractors will take the following steps:

- **ASSESSMENT/IMMEDIATE RESPONSE** The crews working at the turbine site will assess conditions, determine whether they pose an immediate safety threat, and initiate evacuation, if necessary.
- **NOTIFICATION** If conditions at the site are questionable, use two-way radios, cell phones or other communications devices to inform the Plant Manager of the situation and request guidance.
 - If immediate evacuation is commenced without first consulting the Plant Manager, contact the Plant Manager and apprise them of the situation once evacuation is completed.
- **EVACUATION** Climb down the tower and/or evacuate the area.
- **ASSEMBLY POINTS** In the event of an emergency, crews will evacuate the immediate area. The appropriate assembly point differs depending on the nature of the emergency.
- **PERSONNEL ACCOUNTING** Personnel will contact the Plant Manager and report whether everyone at the location has been accounted for.

See Appendix C for procedures governing evacuation of injured persons from height.

NOTE: Local emergency responders do not have the equipment or training to climb the turbine tower and assist in lowering injured/ill individuals to the ground. Responsibility for this task rests solely with Liberty and/or its contractors.

CONTINGENCIES

MEDICAL EMERGENCY

General Personnel Injury/Illness

If the emergency involves injury/illness to personnel, the following steps should be followed:

- **SURVEY THE SCENE** to confirm whether it is safe to enter.
 - Ensure circuit is de-energized before touching the victim in the case of electric shock.
- **DO NOT MOVE THE VICTIM** unless it is unsafe for the victim to remain in a particular location.
- **BRIEFLY EXAMINE THE VICTIM** to determine the severity of the injury/illness.
- **CONTACT THE PLANT MANAGER OR DIAL 911 DIRECTLY IF THE VICTIM REQUIRES IMMEDIATE ATTENTION** and relay the necessary information to the 911 operator (see Emergency Notification Procedures above).
 - If personnel dial 911 directly using their cell phones, **contact the Plant Manager** afterwards and inform them of the injury/illness.
- **ADMINISTER FIRST AID** as appropriate and in accordance with training.
 - If the victim is conscious, ensure you have permission to help.
 - If the victim has stopped breathing, perform CPR and use the automated external defibrillator (AED), if available, and if it can be done safely.
 - Stop bleeding by applying pressure directly to wound.
 - Keep the victim warm to help reduce potential for shock until medical assistance arrives.

NOTE: All Liberty employees engaged in turbine operation and maintenance will be provided basic first aid and CPR training.
- **SEND AVAILABLE INDIVIDUAL** to meet the rescue unit and direct them to accident scene. A representative of Liberty or the contracted operations company will accompany the victim to the hospital.

If the victim does not require urgent medical attention, contact the Plant Manager and inform them of the injury/illness. If the injury can be addressed with first aid only (e.g., minor cuts and bruises), administer first aid. If further attention is required, the Plant Manager will arrange to take the injured person to the nearest hospital or urgent care center.

COMMUNITY NOTIFICATION REQUIREMENT: None

Special Requirements for Injury/Illness at Turbine Height

See Appendix C for procedures governing evacuation and management of injured persons from height.

NOTE: Local emergency responders do not have the equipment or training to climb the turbine tower and assist in lowering injured/ill individuals to the ground. Responsibility for this task rests solely with Liberty and/or its contractors. Once a turbine supplier has been selected, Liberty will consult with the company to develop procedures for elevated rescue.

RESPONSE ACTION CHECKLIST – MEDICAL EMERGENCIES

	Action	Primary Responsibility ¹	Completed?	Initials
1.	Survey scene and examine victim	Plant Personnel	<input type="radio"/>	
2.	Call 911 or Plant Manager re: injury/location (if immediate response required).	Plant Personnel	<input type="radio"/>	
3.	Notify Plant Manager of injury/location (if plant personnel contacted 911 directly via cell phone)	Plant Personnel	<input type="radio"/>	
4.	Move injured person only if it is unsafe to remain in the particular location	Plant Personnel	<input type="radio"/>	
5.	Provide first aid	Plant Personnel	<input type="radio"/>	
6.	Provide access and direction to emergency vehicles	Plant Personnel	<input type="radio"/>	
7.	Notify O&M Manager	Plant Manager	<input type="radio"/>	
8.	For minor injuries, transport to clinic or hospital, if necessary. O&M Manager or designee to accompany victim to hospital.	Plant Manager, O&M Manager or Designee	<input type="radio"/>	
9.	Contact Environmental, Safety & Health	Plant Manager	<input type="radio"/>	
10.	Follow-up on status of injured person.	Plant Manager	<input type="radio"/>	

1. These titles are subject to change as positions are filled.

FIRE PROCEDURE

Non-Turbine Fire (e.g., O&M facility, other non-turbine structures)

In the event of a fire, the employee shall:

- **REPORT** the fire to the Plant Manager.
- **EXTINGUISH** If the fire is small enough so as not to endanger personnel, determine the appropriate fire extinguisher and attempt to extinguish the fire.
 - If the fire is successfully extinguished, report the outcome to the Plant Manager.
 - Monitor the site to ensure the fire does not reignite.
- **ASSESS** the size and type of the continuing fire, sound the fire alarm (if any), and notify all personnel of the problem.
- **CALL 911.**
- **EVACUATE** all unnecessary personnel from the immediate area of the fire. If necessary, follow the Evacuation Plan.

COMMUNITY NOTIFICATION REQUIREMENT: Any community members in direct proximity to a non-turbine fire will need to be notified and maintain safe setback distance. This notification will be completed through existing first responder procedures as described in the Community Notification section of this plan.

Turbine Fire

In the event of a fire at a turbine while crews are working, employees shall:

- **REPORT** the fire to the Plant Manager.
- **EXTINGUISH** If the fire is small enough so as not to endanger personnel, determine the appropriate fire extinguisher and attempt to extinguish the fire.
 - If the fire is successfully extinguished, report the outcome to the Plant Manager.
 - Evacuate the turbine and await further instructions.
- **EVACUATE THE TURBINE** if the fire cannot be easily extinguished, use the fire extinguisher to create a safe evacuation route and evacuate to a designated safe location.
- **CALL 911** upon reaching safe location.
- **EXIT THE TURBINE** and report back to the Plant Manager.
- **ESTABLISH A CONTROLLED AREA** of approximately 200 feet around the base of the turbine. **DO NOT ENTER THE CONTROLLED AREA.** Allow fire debris to fall freely within the controlled area. Watch for debris to go beyond the controlled area and for possible brush fires.

- If brushfire starts and is small enough so as not to endanger personnel, determine appropriate fire extinguisher and attempt to extinguish fire.
- **EVACUATE THE AREA IF FIRE POSES AN IMMEDIATE RISK** Otherwise wait for the arrival of the local fire department.

COMMUNITY NOTIFICATION REQUIREMENT: Any community members in direct proximity to a non-turbine fire will need to be notified and maintain safe setback distance. This notification will be completed through existing first responder procedures as described in the Community Notification section of this plan.

NOTE: As a matter of industry practice, fires in the nacelle that cannot be immediately extinguished are typically allowed to burn themselves out. Local fire departments are called in the event of a turbine fire to prevent the fire from spreading on the ground. Local fire departments typically are not equipped to extinguish fires at height.

RESPONSE ACTION CHECKLIST – FIRE

	Action	Primary Responsibility¹	Completed?	Initials
1.	Notify O&M facility of fire, including location and size.	Plant Personnel	<input type="radio"/>	
2.	Attempt to extinguish fire with portable extinguisher, if safe to do so.	Plant Personnel	<input type="radio"/>	
3.	Call 911 and request firefighting assistance, if necessary.	Plant Personnel or Plant Manager	<input type="radio"/>	
4.	Notify O&M Manager.	Plant Manager	<input type="radio"/>	
5.	Assess extent of fire and take appropriate action.	Plant Manager or Designee	<input type="radio"/>	
6.	Evacuate building/turbine if necessary.	O&M facility (Plant Manager); Turbine Fire (Plant Personnel)	<input type="radio"/>	
7.	Establish sterile zone (Turbine Fire only).	Plant Personnel/O&M Manager	<input type="radio"/>	
8.	Assess extent of injuries and missing people.	Plant Manager or Designee/ Plant Personnel/ O&M Manager	<input type="radio"/>	
9.	Administer first aid.	Plant Personnel	<input type="radio"/>	
10.	Call 911 and request medical assistance and/or a rescue unit, if either is necessary.	Plant Manager	<input type="radio"/>	
11.	Provide access and direction to emergency personnel.	Plant Personnel	<input type="radio"/>	
12.	Provide advice and assistance for rescue, utilities, location of oil and hazardous materials, etc.	O&M Manager /Plant Manager	<input type="radio"/>	
13.	Contact Environmental, Safety & Health.	Plant Manager	<input type="radio"/>	
14.	Follow up on status of injured personnel.	Plant Manager	<input type="radio"/>	

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HAZARDOUS MATERIAL SPILL OR RELEASE

Various equipment at the Project, including the turbines, contains hydraulic and other oils. In addition, certain equipment may contain hazardous chemicals such as antifreeze or corrosives. Also, oils and chemicals may be used when operating/maintaining the Project.

In the event of an oil, hazardous waste, or chemical spill or chemical exposure accident, personnel shall perform the following procedures as applicable:

- **IF PERSONNEL IS DIRECTLY EXPOSED TO CHEMICAL CONTAMINATION**, take the following steps:
 - Begin flushing the exposed area immediately with water.
 - **Call 911** if emergency attention is required.
 - Obtain Safety Data Sheet (SDS) from 3E online or O&M facility to aid in administering first aid. Send the SDS with the victim to the hospital.
- **REPORT** the incident immediately to the Plant Manager, including extent of any injuries, if any, type of material spilled, amount, direction, and whether spill has impacted water or other sensitive environmental receptors. The Plant Manager will initiate procedures to determine whether the spill must be reported to federal, state or local authorities and/or whether a third party must be called to assist in responding to/remediating the spill.
- **ISOLATE/STOP SPILL** (i.e., close valve/stop pump) unless it cannot be done safely.
- **EVACUATE AND CORDON OFF AREA OF SPILL** Remove any unnecessary personnel from the immediate area of the release, and upwind if appropriate. If the incident is large, uncontrollable, and/or dangerous, tell the Plant Manager and follow the Evacuation Plan. Use appropriate Personal Protective Equipment (PPE).
- **ASSESS EXTENT OF SPILL** (amount and type of material spilled, fire potential, whether contained, etc.).
- **CONTAIN SPILL** using appropriate spill kit (oil or chemical). All employees will be HazMat trained and certified to handle spills.
- **CLEAN UP THE SPILL** as instructed by Plant Manager.
 - For larger spills, a third-party contractor may be called to clean up the spill/release.

COMMUNITY NOTIFICATION REQUIREMENT: Any community members in direct proximity to a chemical spill will need to be notified and maintain safe setback distance. This notification will be completed through existing first responder procedures as described in the Community Notification section of this plan.

RESPONSE ACTION CHECKLIST– HAZARDOUS MATERIAL SPILL OR RELEASE

	Action	Primary Responsibility ¹	Completed?	Initials
1.	Assess whether spill resulted in direct exposure to personnel and implement first aid if necessary.	Plant Personnel	<input type="radio"/>	
2.	Call 911 if exposed persons require immediate medical attention.	Plant Personnel	<input type="radio"/>	
3.	Notify O&M Manager of spill and spill location.	Plant Personnel	<input type="radio"/>	
4.	Isolate/stop spill (close valve, stop pump), if it can be done safely.	Plant Personnel	<input type="radio"/>	
5.	Evacuate and cordon area (i.e., remove unnecessary personnel). Use appropriate PPE.	Plant Personnel/Plant Manager	<input type="radio"/>	
6.	Notify Plant Manager.	O&M Manager	<input type="radio"/>	
7.	Assess extent of spill (contained or uncontained). Contain spill if possible.	Plant Personnel/O&M Manager	<input type="radio"/>	
8.	Clean up spill as directed by Plant Manager or wait for cleanup contractor.	Plant Personnel/O&M Manager	<input type="radio"/>	
9.	Contact Environmental, Health & Safety.	Plant Manager	<input type="radio"/>	
10.	If repairs are necessary, initiate repairs.	O&M Manager/Plant Manager	<input type="radio"/>	
11.	If spill is reportable, make agency notifications. (See SPCC for list of agency contacts).	Plant Manager or Designer	<input type="radio"/>	
12.	Provide access and directions to emergency and cleanup personnel.	Plant Personnel/O&M Manager	<input type="radio"/>	
13.	Follow-up on status of injured, if any.	Plant Manager	<input type="radio"/>	

1. These titles are subject to change as positions are filled.

EARTHQUAKE

During Earthquake

- **IF INSIDE** stay Inside.
 - Drop where you are onto your hands and knees.
 - Cover your head and neck with one arm and hand.
 - If a sturdy table or desk is nearby, crawl underneath it for shelter. If no shelter is nearby, crawl next to an interior wall (away from windows).
 - Avoid exterior walls, windows, hanging objects, mirrors, tall furniture, large appliances, and kitchen cabinets with heavy objects or glass.
 - Stay on your knees; bend over to protect vital organs.
 - Hold on until shaking stops. If under a shelter, hold on to your shelter with one hand; be ready to move with it if it shifts. If no shelter, hold on to your head and neck with both arms and hands.
- **IF OUTSIDE** go to a clear area if you can safely do so.
 - Drop to your hands and knees.
 - Cover your head and neck with both arms and hands.
 - Avoid power lines, trees, signs, buildings, vehicles, and other hazards.

After Earthquake

- **BE PREPARED FOR AFTERSHOCKS** which may continue for several minutes.
- **CALL 911** if any personnel require immediate medical attention.
- **EVACUATE** to your assembly point if you feel safe in doing so.
 - Do not leave the location until accounted for by the Plant Manager.
- **NOTIFICATION** Notify the Plant Manager of your status, location and circumstances (damage, fire, injuries, etc.).
- **ADMINISTER FIRST AID** to any injured persons.
- **INSPECT BUILDING/AREA** The Plant Manager or designee will inspect building/area for fires, downed power lines, and other damage, including evaluating potential for future damage caused by aftershocks.

COMMUNITY NOTIFICATION REQUIREMENT: None.

NOTE: Wind turbines are equipped with vibration sensors that will automatically shut down the turbine in the event of a severe earthquake. Accordingly, no shut down process is necessary.

NOTE: In the event of a major earthquake, be prepared to be without power, water and any emergency assistance from outside agencies for a significant length of time.

RESPONSE ACTION CHECKLIST – EARTHQUAKE

	Action	Primary Responsibility ¹	Completed?	Initials
1.	Follow basic procedures depending on whether inside or outside during quake.	Plant Personnel	<input type="radio"/>	
2.	After quake, call 911 if any personnel require immediate medical attention.	Plant Personnel	<input type="radio"/>	
3.	Evacuate to assembly point if safe to do so and account for personnel on-site.	Plant Personnel/O&M Manager	<input type="radio"/>	
4.	Notify Plant Manager of status, location and circumstances following quake (property damage, fire risk, injuries, etc.).	Plant Personnel	<input type="radio"/>	
5.	Administer first aid, if properly trained.	Plant Personnel/Plant Manager/O&M Manager	<input type="radio"/>	
7.	Assess impact on plant and take appropriate action.	O&M Manager	<input type="radio"/>	
8.	Contact Environmental, Health & Safety.	Plant Manager	<input type="radio"/>	

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SEVERE WEATHER

(ELECTRICAL STORMS, TORNADOES, HURRICANES, FLOODING, SNOW STORMS)

Warnings of electrical storms, tornadoes, hurricanes, flooding and snowstorms that have the potential to impact the safety of Liberty-affiliated workers and the community are typically distributed by the local government emergency organization via radio and television stations. In the event any employee becomes aware of a severe weather warning, the Plant Manager must be notified. The Plant Manager will determine if shelter in place or evacuation of plant personnel is necessary. **If conditions in the field indicate the weather poses an immediate risk, plant personnel may take appropriate measures to protect themselves (depending on the particular weather emergency) and then contact the Plant Manager.**

Morning safety meetings will cover forecasted weather conditions for the day. In addition, weather forecasts will be reviewed throughout the day. Potentially significant changes in weather conditions during the day will be communicated by the Plant Manager to personnel in the field.

Below are procedures to follow if facing specific weather conditions.

Electrical Storms (i.e., Thunder/Lightning)

Thunderstorms are a common occurrence in the summer months in upstate New York. The measures to be followed depend, in part, on whether personnel are in the O&M facility or out in the field.

O&M Facility

- **NOTIFICATION** The Plant Manager will inform personnel if thunderstorms are occurring in the area.
- **REMAIN INDOORS** If outside and thunderstorms are occurring within thirty (30) miles of the O&M facility go indoors.
 - Stay away from open doors and windows, metal pipes, electrical appliances and other conductive equipment/structures.
 - Avoid use of telephone, washing hands, or any contact with conducting surfaces and exposure to the outside (metal door and window frames, electrical, telephone and cable wiring, plumbing).
 - All clear will be issued when lightning is thirty (30) miles or more from the site.

Field Work, Including Turbine Crews.

- **ADVANCE NOTIFICATION**
 - **Initial warning** to technicians using available communications devices (two-way radios, cell phones) will be issued when lightning is detected within thirty (30) and fifty (50) miles of the work site.
 - **Immediate work stand down** will be called when lightning is detected within thirty (30) miles of the work site.
 - ✓ Technicians will be ordered to immediately stop work and head to their vehicles until the storm passes.

- **Plant Manager will confirm that all employees are accounted for and down from the tower(s).**
- **Technicians will be directed to return to the O&M facility or stay in the field** until the lightning passes.
- **All clear will be issued** when there have been no lightning strikes reported within 30 miles for 30 minutes.
- **NO ADVANCE NOTIFICATION**
 - **Thunder heard** indicating thunderstorm is likely to be within ten (10) miles of the site.
 - **If inside the tower:**
 - ✓ Immediately proceed to one of safe zones within the tower (platforms under the yaw section and at ground level, but not in front of electrical cabinets).
 - ✓ Sit or stand in the center of the platform without touching the tower walls.
 - **If outside the tower:**
 - ✓ Take shelter in the tower or a vehicle immediately.
 - **Contact the Plant Manager and report circumstances.**
- **APPLY 30/30 RULE IF UNABLE TO RECEIVE INSTRUCTIONS FROM PLANT MANAGER ON LOCATION/DIRECTION OF STORM**
 - **If you see lightning strike** count out 30 seconds. If you hear thunder within 30 seconds, the storm is close enough to stop job for 30 minutes.
 - **Seek shelter** in safe zones in tower or vehicle.
- **GENERAL LIGHTNING SAFETY GUIDANCE**
 - **Be alert before and after storms.**
 - ✓ If you can see lightning and/or hear thunder, you are already potentially at risk and should seek shelter.
 - ✓ Many lightning casualties occur as the storm approaches and after the perceived threat has passed.
 - **Avoid being in or near the following:**
 - ✓ Communication towers, isolated trees, light poles, metal fences.
 - ✓ Open fields.
 - ✓ Open water.
 - **If taking shelter in vehicle**
 - ✓ Avoid touching any metal objects with inside-to-outside connection.
 - **If driving**
 - ✓ Pull off to side of road in safe manner (low area, not on a hill).
 - ✓ Turn on emergency blinkers, turn off engine, and wait out storm with hands in lap.
 - **If operating heavy equipment (e.g., boom trucks, cranes, bulldozers, loaders, etc.) which employ rollover system canopy.**
 - ✓ Shut down equipment, close doors, and wait out storm with hands in lap.
 - ✓ If operating boom truck or crane, retract boom and place in the boom rack.
- **SPECIAL INSTRUCTIONS (TURBINES)**
 - **After the storm has passed, wait at least one hour before approaching equipment.**
 - ✓ If you hear hissing or crackling sound, this may be a sign that the wind turbine is holding a charge. **DO NOT TOUCH.**

- ✓ If waiting out storm in vehicle, maintain a distance of at least 80 feet between the parked vehicle and a turbine.

COMMUNITY NOTIFICATION REQUIREMENT: None.

Tornados

Although tornados are not common in upstate New York, they have occurred. To prepare for a possible tornado, it is important to know the difference between a tornado watch and a tornado warning.

- **Tornado Watch:** Conditions are favorable for tornados to develop.
- **Tornado Warning:** Either official spotters have sighted a tornado or Doppler radar has reported a developing tornado. A tornado warning is typically issued for a small area (possibly one or two counties) for less than an hour.

Tornado Notification/Safety

As noted at the outset, weather issues are discussed in the morning briefing and monitored throughout the day.

- **TORNADO WATCH ISSUED** in the area. Take the following steps:
 - Designate a person to monitor a radio or other information source.
 - Notify all affected site personnel of the tornado watch and ensure they are in immediate contact if an emergency arises.
 - If conditions warrant, remove personnel from the field.
- **TORNADO WARNING ISSUED** in the area. Take the following steps:
 - **If in the O&M facility or other building:**
 - ✓ Go at once to a windowless interior room, storm cellar, or basement.
 - ✓ If not available, go to an inner hallway or a small inner room without windows such as a bathroom or closet.
 - ✓ Bring radio or other equipment to monitor status of tornado warning.
 - ✓ Stay away from windows, doors and outside walls.
 - **If in the field:**
 - ✓ If possible, get inside a building.
 - ✓ If shelter is not available, lie in a ditch or low-lying area or crouch near a strong building; do not enter the turbine.
 - ✓ Use arms to protect head and neck.
 - **If in a car:**
 - ✓ Get out of the car immediately and follow the above field procedures. **DO NOT ATTEMPT TO OUTDRIVE A TORNADO.**

After Tornado

- **CALL 911** if any personnel require immediate medical attention.
- **NOTIFICATION** Notify the Plant Manager of your status, location and circumstances (property damage, fire, injuries, etc.)

- **TURN ON RADIO OR TELEVISION** to get latest emergency information.
- **BE AWARE OF YOUR SURROUNDINGS**
 - Watch for downed power and telephone lines, falling debris and chemical/petroleum spills.
- **ADMINISTER FIRST AID** to any injured persons if qualified to do so.
- **STAY OUT OF DAMAGED BUILDINGS/STRUCTURES**
 - The Plant Manager or designee and/or State/local authorities will inspect buildings to ensure they are safe. **RETURN ONLY WHEN AUTHORITIES SAY IT IS SAFE.**

COMMUNITY NOTIFICATION REQUIREMENT: None.

High Winds

High winds may occur independent of a storm event. If weather forecasts predict high wind conditions, the following steps will be taken to protect field crews:

High Wind Notification and Safety

- **ADVANCE NOTIFICATION**
 - **Initial warning** to technicians in the field using available communications devices (two-way radios, cell phones) will be issued when winds are detected that could potentially pose a safety risk.
 - **Immediate work stand down** will be called when wind speeds exceed dangerous levels.
 - ✓ Technicians will be ordered to immediately stop work and head to their vehicles until the conditions abate.
 - **The Plant Manager will confirm that all employees are accounted for and down tower.**
 - **Technicians will be directed to return to the O&M facility or stay in the field** until the conditions abate.
 - **All clear will be issued** when wind speeds fall to safe levels.
- **SAFETY PROCEDURES**
 - Workers shall not be permitted to climb the tower if the sustained 10-minute wind speeds at that tower are at or above 25 m/s, or as specified by the tower manufacturer, whichever is lesser.
 - When wind speeds are lower than 25 m/s, the decision to climb is at the management and employee discretion.
 - Workers shall not be permitted to access the interior of the hub when sustained 10-minute wind speeds are above 17 m/s, or as specified by the turbine manufacturer, whichever is lesser.
 - Workers shall not be permitted to access the hub or roof when sustained 10-minute wind speeds are above 17 m/s, or as specified by the turbine manufacturer, whichever is lesser.

After High Wind Event

- **FOLLOW POST TORNADO PROCEDURES ABOVE.**

NOTE: Wind turbines are equipped with sensors that will automatically shut down the turbine in the event of high winds. Accordingly, no shut down process is necessary.

COMMUNITY NOTIFICATION REQUIREMENT: None.

Hurricanes

Although hurricanes are not common in upstate New York, they have occurred. However, unlike tornadoes, warnings for hurricanes are typically issued several days in advance, allowing time to prepare.

Hurricane Notification, Preparation, and Safety

As noted at the beginning of this section, weather issues are discussed in the morning briefing and monitored throughout the day. Certain basic measures should be taken at all Project-related sites.

- **Beginning 48 Hours Prior to Expected Hurricane Arrival (Construction Site and Project, including O&M Facility):**
 - Dispose of any loose debris off-site.
 - Relocate outdoor equipment or other items that may become “missiles”.
 - If possible, secure any heavy outdoor equipment that cannot be moved indoors or relocate it off-site.
 - Cover critical stock and equipment that cannot be moved with waterproof tarpaulins.
 - Relocate containers of all petroleum and chemicals (other than that in heavy equipment) indoors or off-site.
- **Beginning 48 Hours Prior to Expected Hurricane Arrival (O&M Facility Only):**
 - Review building exterior and make repairs to any loose tiles, flashing, etc. as time allows.
 - Verify roof drains, storm drains and catch basins are clean (i.e., free of debris).
 - Protect or relocate vital business records.
 - Raise critical equipment off floors.
 - Install manual protection systems (e.g., shutters, plywood covers and/or flood gates).
 - Verify all fire protection systems are in service.
 - Set up flood barriers at all first-floor doors and entrances.
- **24 Hours Before Expected Arrival** End all work at the Project Site and evacuate.

Post-Hurricane Activities

- **AFTER THE HURRICANE**
 - O&M Manager, in consultation with the Plant Manager, will conduct safety assessment of O&M facility, substation and other critical components.
 - ✓ Identify hazards.
 - ✓ Verify status of protection systems (alarms, security systems, etc.).
 - ✓ Expedite necessary repairs and cleanup.
- **AFTER THE HAZARD ASSESSMENT**
 - If the site is deemed safe to return by the Plant Manager, an ALL CLEAR will be communicated to personnel, authorizing their return to the Project.

COMMUNITY NOTIFICATION REQUIREMENT: None.

Floods/Significant Rain Events

The majority of the Project is located outside floodplains and so is unlikely to be affected by floods. The primary risk of flooding is related to transportation to/from the Project. If flooding occurs while driving:

- **DO NOT DRIVE THROUGH STANDING WATER.** Areas of standing water may be deeper than they appear. If you come across standing water, take an alternate route.
- **IF YOU ARE FORCED TO DRIVE THROUGH STANDING WATER.** Take the following precautions:
 - Do your best to estimate the depth of the water (watch other cars driving through and note how deep the water seems to be).
 - Drive slowly and steadily through the water.
 - Avoid driving through water that downed electrical lines have fallen in.
 - Watch for items traveling downstream.
 - If you become trapped in rising water, immediately abandon the vehicle for higher ground. Try to open the door or roll down the window to get out of the vehicle. If you are unable to get to safety, call 911.

Snowstorms/Icing/Snow Accumulation

Madison County receives more than 150 inches of snow annually and is the site of major snow and ice storms. The following steps will be followed to protect employees from sudden snow and ice events.

- **NOTIFICATION** The O&M facility tracks weather conditions. If a major snow/ice storm is predicted, the Plant Manager will inform on-site personnel and implement procedures for early release.
- **PREPARATION** Supplies will be maintained in the O&M facility to shelter employees who become stranded at the site (e.g., food, drinking water, comfort items).
- **FOLLOWING THE SNOW EMERGENCY**, repair any damage, remove snow and ice from parking lot, roads, walkways, and work platforms.
 - After an icing event or snow accumulation event, icing related hazards such as ice throw or ice fall and snow accumulation hazards shall be evaluated by operations management to determine the need for implementation of protective actions.
 - Evaluation will include the risk posed by both ice throw from operating turbine blades and ice and snowfall from wind turbine structural elements.

COMMUNITY NOTIFICATION REQUIREMENT: None.

RESPONSE ACTION CHECKLIST – SEVERE WEATHER

	Action	Primary Responsibility ¹	Completed?	Initials
1.	Monitor weather conditions and report to plant personnel	Plant Manager	<input type="radio"/>	
2.	Assess weather conditions in the field and report concerns to Plant Manager	Plant Personnel	<input type="radio"/>	
3.	Electrical Storms/Wind/Tornados Notify plant personnel and order work stand-down when (1) lightning is detected within an unsafe distance of the work site; (2) unsafe wind conditions are detected at the work site; or (3) a tornado watch is issued.	Plant Manager	<input type="radio"/>	
4.	Electrical Storms or Other Sudden Weather Changes Immediately proceed to safe areas if thunder is heard in the field or lightening is observed, unsafe wind conditions exist, or a tornado is observed and no previous warning was issued.	Plant Personnel	<input type="radio"/>	
5.	After serious weather event, call 911 and request medical assistance, if necessary	Plant Personnel	<input type="radio"/>	
6.	After weather event, contact Plant Manager and advise regarding status of personnel/Project and receive instructions	Plant Personnel	<input type="radio"/>	
7.	Assess impact on plant and take appropriate action	O & M Manager	<input type="radio"/>	
8.	Contact Environmental, Health and Safety.	Plant Manager	<input type="radio"/>	

1. These titles are subject to change as positions are filled.

Ice Shedding and Ice Throw

Ice shedding and ice throw refer to the phenomena that can occur when ice accumulates on rotor blades and subsequently breaks free and falls to the ground. Public health and safety impacts related to ice shedding are unlikely because any ice is likely to fall within established setbacks. Moreover, as ice builds up on the blades of an operating wind turbine, it can lead to vibration, caused by the mass of the ice or the aerodynamic imbalance. Modern commercial turbines are equipped with vibration monitors, which shut the machine down when vibrations exceed a pre-set level. Most modern wind turbines also monitor the wind speed to power output ratio. If ice accumulates on the blades, this ratio becomes too high, and the turbine will stop itself.

In the event that icy conditions are present, site personnel should follow the standard snowstorm/icing/snow accumulation response procedures. In addition, where ice buildup on the turbine blades occurs, the following steps should be followed.

- **STEPS TAKEN IF ICE BUILDUP ON THE TURBINE BLADES IS PRESENT:**

- On-site personnel will not approach turbines where unsafe conditions due to ice buildup are present.
- Blades with ice buildup will cause the turbines to fault on vibration errors or power curve errors.
- When temperatures rise and ice clears from the indicators, the Plant Manager will wait at least one hour and remotely start all turbines that were offline due to ice buildup.
- Once the turbines have run in the warmer ambient temperature for one additional hour, on-site personnel will cautiously proceed into the field, staying upwind and observing blades from a distance.
- If ice is shedding or has the potential to be thrown from the turbine, on-site personnel will not approach. Conditions will continue to be monitored and the turbine will only be approached when it is completely safe.

COMMUNITY NOTIFICATION REQUIREMENT: None unless the Plant Manager deems necessary.

PHYSICAL SECURITY THREAT

BOMB OR OTHER SECURITY THREAT, DISCOVERY OF SUSPICIOUS PACKAGE/DEVICE, ACTIVE SHOOTER OR OTHER VIOLENT SITUATION, SUSPICIOUS PERSON OR ACTIVITY/TRESPASSER, AND VANDALISM, EQUIPMENT TAMPERING, SABOTAGE OR TRESPASSING.

Bomb or Other Security Threat

- **REMAIN CALM.**
- **IF TELEPHONE THREAT IS RECEIVED:**
 - Keep the caller on the line as long as possible to obtain the most information you can.
 - Use the Security Threat Checklist included at the end of this section as a questioning guide to organize and document the conversation.
- **IF WRITTEN THREAT IS RECEIVED:**
 - Preserve and protect the document with an outer cover; limit contact with the document.
 - If threat is received electronically, do not delete it.
- **NOTIFICATION:**
 - Notify the Plant Manager as soon as possible.
 - Call **911**
 - ✓ **DO NOT USE TWO-WAY RADIOS WHEN A BOMB IS SUSPECTED TO BE ON-SITE.**
A two-way radio transmission can set off a bomb.
 - Notify applicable agencies related to the following NERC Standards, if necessary:
 - ✓ EOP-004-1- REL-STDs-Contacts.
 - ✓ CIP-001-1- REL-STDs-Contacts.
- **DETERMINE THE COURSE OF ACTION** in conjunction with local authorities.
 - **DO NOT ATTEMPT TO LOCATE ANY SUSPICIOUS DEVICE.** Leave the site investigation to the experts.
- **EVACUATE** if needed. Begin site evacuation to the designated assembly point. Pay particular attention to anyone who is listed onsite and does not report to the safe zone. Inform the authorities of anyone missing and their last known whereabouts.

COMMUNITY NOTIFICATION REQUIREMENT: None unless emergency responders deem necessary.

Discovery of a Suspicious Package/Device

- **NOTIFICATION** If a suspicious package is identified, make the notifications identified under Item 1, Bomb or Other Security Threat.
- **EVACUATE** Immediately evacuate the area in accordance with the procedures in the evacuation section of this SRP.
- **DETERMINE THE COURSE OF ACTION** in conjunction with local authorities.

- **DO NOT MOVE/OPEN SUSPICIOUS PACKAGES/DEVICES.**

COMMUNITY NOTIFICATION REQUIREMENT: None unless emergency responders deem necessary.

Active Shooter or Other Violent Situations

- **NOTIFICATION Call 911**
- **EVACUATE.**
 - Have an escape route and plan in mind.
 - Leave belongings behind.
 - Keep your hands visible.
- **HIDE OUT** If evacuation not possible.
 - Hide in an area out of the shooter's view.
 - Block entry to your hiding place and lock the doors.
 - Silence your cell phone and/or pager.
- **TAKE ACTION** As a last resort and only when your life is in imminent danger.
 - Attempt to incapacitate the shooter.
 - Act with physical aggression and throw items at the active shooter.

Additional information about responding to an active shooter situation can be found in the U.S. Department of Homeland Security's Active Shooter Pocket Card included at the end of this Section.

COMMUNITY NOTIFICATION REQUIREMENT: None unless emergency responders deem necessary.

NOTE: If an intruder is making an attack on the perimeter of the Project, lock all doors, take cover and call 911.

Suspicious Person or Activity

- **NOTIFICATION**
 - Plant personnel who observe a suspicious person or activity must immediately report the incident to the Plant Manager.
 - The Plant Manager, in consultation with the O&M Manager, will decide whether to contact the police.

Vandalism, Equipment Tampering, Sabotage, Trespassers

- NOTIFICATION** If evidence of vandalism, equipment tampering, sabotage or trespass is discovered.
- Contact the Plant Manager.

- The Plant Manager, in consultation with the O&M Manager, will decide whether to contact the police.
- **FOLLOW-UP ACTIONS** The O&M Manager will:
 - Investigate the incident.
 - Decide, with the Plant Manager, whether to implement security upgrades. See the Hoffman Falls Wind Site Security Plan for details.

COMMUNITY NOTIFICATION REQUIREMENT: None unless emergency responders deem necessary.

SECURITY THREAT – CALLER INFORMATION CHECKLIST

Try to Record the Caller's Exact Words:

Do Not Interrupt the Caller Except to Ask:

Where is the device located? _____

When will the device explode? _____

What kind of device is it? _____

What does it look like? _____

Why are you doing this? _____

Who are you? _____

Description of the Caller:

Male Female Adult Juvenile Approximate Age of the Caller: _____


Voice Characteristics	Speech	Language	Accent	Manner	Background Noises
<input type="checkbox"/> Loud <input type="checkbox"/> Soft <input type="checkbox"/> High Pitch <input type="checkbox"/> Deep <input type="checkbox"/> Raspy <input type="checkbox"/> Pleasant <input type="checkbox"/> Intoxicated <input type="checkbox"/> Other	<input type="checkbox"/> Fast <input type="checkbox"/> Slow <input type="checkbox"/> Distinct <input type="checkbox"/> Distorted <input type="checkbox"/> Stutter <input type="checkbox"/> Nasal <input type="checkbox"/> Slurred <input type="checkbox"/> Precise <input type="checkbox"/> Other	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor <input type="checkbox"/> Foul <input type="checkbox"/> Other	<input type="checkbox"/> Local <input type="checkbox"/> Not Local <input type="checkbox"/> Foreign <input type="checkbox"/> Regional <input type="checkbox"/> Race <input type="checkbox"/> Pleasant <input type="checkbox"/> Other	<input type="checkbox"/> Calm <input type="checkbox"/> Angry <input type="checkbox"/> Rational <input type="checkbox"/> Irrational <input type="checkbox"/> Coherent <input type="checkbox"/> Incoherent <input type="checkbox"/> Deliberate <input type="checkbox"/> Emotional <input type="checkbox"/> Righteous <input type="checkbox"/> Laughing <input type="checkbox"/> Other	<input type="checkbox"/> Office <input type="checkbox"/> Machines <input type="checkbox"/> Factory <input type="checkbox"/> Machines <input type="checkbox"/> Traffic <input type="checkbox"/> Airplanes <input type="checkbox"/> Trains <input type="checkbox"/> Voices <input type="checkbox"/> Music <input type="checkbox"/> Alarms <input type="checkbox"/> Quiet <input type="checkbox"/> Other

RESPONSE ACTION CHECKLIST– SECURITY THREAT

	Action	Primary Responsibility ¹	Completed?	Initials
1.	If a threatening call is received, REMAIN CALM, KEEP THE CALLER ON THE LINE, and follow the CALLER INFORMATION CHECKLIST on next page	Anyone	<input type="radio"/>	
2.	If threat received by mail/email or if suspicious package received, preserve item as specified in procedure	Anyone	<input type="radio"/>	
3.	Notify Plant Manager of bomb threat, suspicious package or breach of security	Anyone	<input type="radio"/>	
4.	Notify Management.	Plant Manager	<input type="radio"/>	
5.	Call 911 – State your name, the nature of the problem, and the specific location of the problem (if known)	Plant Manager or Designee / Plant Manager	<input type="radio"/>	
6.	Notify applicable agencies related to the following NERC Standards, if necessary: EOP-004-1 and CIP-001-1	Plant Manager	<input type="radio"/>	
7.	Assess security threat and take appropriate action. DO NOT send employees to search for a bomb – wait for emergency personnel to arrive.	Plant Management	<input type="radio"/>	
8.	If evacuation is necessary, notify personnel (Do not use radios or cell phones).	Plant Manager	<input type="radio"/>	
9.	If shutdown is necessary, shutdown the turbines.	Plant Manager	<input type="radio"/>	
10.	Provide access to emergency personnel.	Plant Personnel	<input type="radio"/>	
11.	Contact Environmental Health and Safety	Plant Manager	<input type="radio"/>	

1. These titles are subject to change as positions are filled.

ACTIVE SHOOTER POCKET CARD

COPING		PROFILE	
WITH AN ACTIVE SHOOTER SITUATION		OF AN ACTIVE SHOOTER	
<ul style="list-style-type: none">• Be aware of your environment and any possible dangers• Take note of the two nearest exits in any facility you visit• If you are in an office, stay there and secure the door• Attempt to take the active shooter down as a last resort <p><i>Contact your building management or human resources department for more information and training on active shooter response in your workplace.</i></p>		<p>An active shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area, typically through the use of firearms.</p>	
		CHARACTERISTICS	
		OF AN ACTIVE SHOOTER SITUATION	
		<ul style="list-style-type: none">• Victims are selected at random• The event is unpredictable and evolves quickly• Law enforcement is usually required to end an active shooter situation	
			
CALL 911 WHEN IT IS SAFE TO DO SO			
HOW TO RESPOND		HOW TO RESPOND	
WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY		WHEN LAW ENFORCEMENT ARRIVES	
1. EVACUATE <ul style="list-style-type: none">• Have an escape route and plan in mind• Leave your belongings behind• Keep your hands visible		<ul style="list-style-type: none">• Remain calm and follow instructions• Put down any items in your hands (i.e., bags, jackets)• Raise hands and spread fingers• Keep hands visible at all times	
2. HIDE OUT <ul style="list-style-type: none">• Hide in an area out of the shooter's view• Block entry to your hiding place and lock the doors• Silence your cell phone and/or pager		<ul style="list-style-type: none">• Avoid quick movements toward officers such as holding on to them for safety• Avoid pointing, screaming or yelling• Do not stop to ask officers for help or direction when evacuating	
3. TAKE ACTION <ul style="list-style-type: none">• As a last resort and only when your life is in imminent danger• Attempt to incapacitate the shooter• Act with physical aggression and throw items at the active shooter			
CALL 911 WHEN IT IS SAFE TO DO SO		INFORMATION	
		YOU SHOULD PROVIDE TO LAW ENFORCEMENT OR 911 OPERATOR	
		<ul style="list-style-type: none">• Location of the active shooter• Number of shooters• Physical description of shooters• Number and type of weapons held by shooters• Number of potential victims at the location	

TURBINE STRUCTURAL ISSUES

Proper assembly and routine maintenance (e.g., bolt tensioning) are the best preventative measures for the turbines and for the prevention of turbine structural issues. Public health and safety impacts related to turbine structural issues are unlikely as wind turbines are set back hundreds of feet from the nearest potentially sensitive receptors (e.g., residences, public roads, and utility infrastructure). In the event that a turbine does experience a structural failure (e.g., a partial or full collapse or blade throw), the following steps would be followed.

- **NOTIFICATION** Notify the Plant Manager immediately. The Plant Manager and will then inform on-site and off-site personnel and other parties, as necessary.
- **STEPS TAKEN AFTER NOTIFICATION:**
 - Coordinate with the Plant Manager to assess the area for any secondary emergency contingencies, to the extent it is safe to do so.
 - If any secondary emergency contingencies (e.g., a fire) are identified, follow the procedures outlined in this plan.
 - Secure the area against unauthorized entry using existing security features (e.g., ensure access road gates are secured) and supplemental measures, as needed, (e.g., set up safety cones, warning ribbon, etc.).
 - Coordinate with the Plant Manager and O&M Manager to establish appropriate procedures to repair, remove, and/or replace the failed equipment.

COMMUNITY NOTIFICATION REQUIREMENT: None unless the Plant Manager deems necessary.

APPENDIX A – GENERAL RESPONSIBILITIES

Below is a general overview of the responsibilities of Liberty personnel for developing and implementing the Safety Response Plan (SRP). To the extent the general responsibilities identified here differ from those described elsewhere in this plan, the more specific discussions elsewhere control.

The three major categories of personnel involved in emergency response at wind farms are plant personnel (i.e., O&M technicians), the Operation and Maintenance Manager (O&M Manager), and the Plant Manager. Their basic roles and responsibilities with respect to emergencies are set forth below.

Plant Personnel

The employees conducting day-to-day operation and maintenance activities at the Hoffman Falls Wind Project are responsible for basic emergency preparation and response activities, including, but not limited to: completing training on the SRP; determining whether an incident (i.e., injury/illness, fire, etc.) requires an immediate response and dialing 911, if necessary; communicating with the Plant Manager; performing basic emergency response activities (e.g., extinguishing small fires, administering first aid); monitoring site conditions to determine whether a work stand down is necessary; and assisting with other emergency response activities as directed by the O&M Manager and/or Plant Manager.

Note: All plant personnel will be provided with basic fire response and first aid training.

Operation and Maintenance Manager (O&M Manager)

The O&M Manager directly oversees the work of the plant personnel in the field and provides on-site supervision in emergency situations. In an emergency, the Plant Manager will notify the O&M Manager who will generally be expected to visit the scene of the emergency and provide assistance. In that capacity, the O&M Manager's responsibilities include directly supervising emergency response activities, communicating developments to the Plant Manager, and providing assistance to on-site personnel.

Plant Manager

The Plant Manager is responsible for the safety and security of all Project personnel, contractors, visitors, and equipment. Among other things, the Plant Manager is responsible for: reviewing and approving this SRP and scheduling and coordinating SRP training. In an emergency, the Plant Manager is responsible for incident communication within Liberty and for overseeing the emergency response.

The Plant Manager will provide any personnel and/or operational changes that may affect this plan to the appropriate EH&S Specialist so the plan can be updated, and if necessary, so personnel may be trained on those updates.

VP of EH&S

The VP of EH&S will review the Safety Response Plan and update it as necessary, but not less frequently than annually.

APPENDIX B – EMERGENCY EQUIPMENT AND LOCATIONS

Emergency Response Supplies	Location
First Aid Kit /CPR Kit / Burn Kit / Bloodborne Pathogen Kit	O&M facility; also basic first aid kits on O&M trucks
AED Unit ¹	O&M facility
Oil Spill Kit	O&M facility and trucks
Chemical Spill Kits (5 gallon buckets)	O&M facility
Fire Extinguishers	O&M facility; O&M vehicles; equipment (forklifts, backhoes, etc.); potentially each turbine location
Emergency Response Alarms & Devices	Location
Fire Emergency Pull Stations	O&M facility
Fire Alarm Panel	Each turbine location
Smoke Detection Systems	O&M facility; each turbine location
Fire Alarm Panel	Each turbine location
Emergency Rescue Equipment (for lowering injured/ill person from tower)	O&M Facility and Wind Turbines

¹ AED machines purchased will be compatible with those under use by CAVAC and SEVAC.

APPENDIX C – PROCEDURES FOR RESCUE FROM TURBINE HEIGHTS

The equipment/procedures for rescuing employees from turbine heights will be established once the turbine model has been selected and prior to beginning construction of the Project.

APPENDIX D – TRAINING

All Liberty-affiliated employees responsible for operation and maintenance of the Project are required to read and understand this SRP.

Liberty will conduct training drills with local emergency responders at least annually.

- Training shall be administered when the employee is first hired, whenever the employee's responsibilities or designated actions under the plan change, and whenever the plan is changed. Plant personnel shall perform a Safety Response Plan drill at least annually to provide an understanding of employees' duties in assisting in a safe and orderly evacuation, communication requirements, etc.
- Training records will be kept for the duration of employee employment plus one year. Training records will include training courses attended, trainer and dates completed.

NOTE: If any employee requires additional information about this plan or an explanation of their duties under this plan, please contact your supervisor or the EH&S Specialist.

APPENDIX E – RECORD OF REVIEWS AND REVISIONS

[illegible]