

Emergency Response Plan
Mohave Wind Farm Construction Project

**BP WIND ENERGY
OPERATIONS POLICIES AND PROCEDURES**

**Mohave Wind Farm Construction Project
Emergency Response Plan**

[**Document Control Details**](#)

Emergency Response Plan ***Mohave Wind Farm Construction Project***

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1.0 Purpose

- 1.1 The purpose of the Emergency Response Plan is to help prevent incidents, to assure preparedness in the event incidents occur, and to provide a systematic and orderly response to emergencies.
- 1.2 In the event of a spill, this plan will be used in conjunction with the site's Spill Prevention, Control and Countermeasure (SPCC) plan.

2.0 Reference

- 2.1 27.10.01 Incident Reporting and Investigation Procedure
- 2.2 27.30.01 Medical Case Management Procedure
- 2.3 27.40.01 ROC Emergency Response Responsibilities
- 2.4 27.50.01 Incident, Accident Notification and Tracking Procedure

3.0 Scope

- 3.1 This procedure applies to all personnel working on site. Prior to commencing work on the Wind site, BPWE and/or a representative from the BOP Contractor will review this procedure with all personnel assigned to the site to the extent necessary.

4.0 Procedure

4.1 Requirements

- A. Emergency Service Cards – Emergency Service Cards are to be posted in all of the offices on site and carried in all service vehicles. Maps to the clinic and hospital will be posted by all phones. The Emergency Service Cards will list emergency phone numbers for:
 - Fire Center for BLM Prescott Fire Center
2400 Melville Road
Prescott, AZ 86301
PDC Dispatch Number: (928) 777-5700
PDC 24-Hour Number: (928) 777-5700
 - Local Fire Department – 911 / Lake Mohave Ranchos Fire Dept.
PO Box 611
Dolan Springs, AZ 86441
928-767-3300
Fax 928-767-3301

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- Ambulance – 911 / TBD
River Medical Inc.
3425 Rutherford St. Kingman Az.
John Valentine
928-757-9235
- Life Flight Medical helicopters – TBD
- Local Police Dept – 911 /
- Local Medical Clinic – TBD
- Hospital – TBD
- BPWE Site Construction Manager – TBD
- Remote Operations Center (ROC) – 713-354-2199

- B. This Emergency Response Plan as well as the steps to take in an emergency (located at the end of this procedure) will be posted and readily accessible at the site.
- C. An adequate number of site personnel will have current certification cards in First Aid and CPR.
- D. The site will be equipped with a First Aid cabinet, trauma kit, AED, and stretcher basket.
- E. Medical personnel/facilities on site: This will be specifically determined before the start of construction.

4.2 Types of Emergencies

- A. Medical - Examples: Worker injury, heart attack,
- B. Hazardous Material Release - Examples: Chemical storage spill, ruptured hydraulic hose,
- C. Catastrophic - Examples: Earthquake, tornado, hurricane or other high wind event,
- D. Security - Threats to personnel or the facility

4.3 What To Do When An Emergency Occurs On Your Site

- A. Type “A” Emergencies - Medical
 - 1. Notify supervisor (or nearest Person in Charge) immediately. Be prepared to provide the following information:
 - Your name
 - Exact location
 - Name of the ill or injured person(s)
 - A brief description of situation, symptoms, accident and nature or type of injury/illness.

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2. Do not leave the injured unless you must do so to notify the jobsite office, then return.
3. Do not move the injured unless he/she is in immediate danger of further injury
4. Refer to Emergency Response Plan Procedures and Emergency Response Form Type "A" Medical (see Attachment A).

B. Type "B" Emergencies – HAZ-MAT (Hazardous Materials)

1. Notify supervisor (or nearest Person in Charge) immediately. Be prepared to provide the following information:
 - Your name
 - Exact location
 - Brief description of emergency and nature or type of leak or spill, injuries or other contamination.
2. Evaluate and determine if on site equipment is sufficient to handle the emergency.
3. If yes, attempt use only if doing so presents no exposure or risk to danger or contamination you and other involved person(s).
4. Refer to Emergency Response Plan Procedures and Emergency Response Form Type B – Hazardous Material (see Attachment B) and complete the information.

C. Type "C" Emergencies – Catastrophe

1. Notify supervision/management immediately. Be prepared to provide the following information:
 - Your name
 - Exact location
 - Name of any injured person(s), and
 - A brief description of emergency.
2. It is imperative that each employee is accounted for. The designated supervisor will perform a physical headcount of all on-site personnel as soon as possible.
3. The BPWE Site Manager or his designee should notify the ROC and assess them of the situation.
4. Refer to Emergency Response Plan Procedures and Emergency Response Form Type C Catastrophic (see Attachment C).

Note: 4.3

There will not be any unannounced drills, so every situation must be treated as real.

4.4 Additional steps to follow for all Type A, B, or C Emergencies

- A. All personnel will clear the radio for "Emergency Use Only" by calling "May-Day, May

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- Day, please clear the radio for emergency use".
- B. Give exact location of emergency and brief description.
 - C. Following notification, the BPWE Site Manager will either call "911" from the site or call the BPWE ROC at **(713) 354-2199** and have appropriate emergency response dispatched to the site.

NOTE: 4.4

If the BP Facility Manager elects to call "911" directly, he/she should call the BPWE ROC to update them of the situation and notify them that he has placed the call. He/she should periodically provide the ROC with key updates as the emergency response progresses.

- D. The BPWE Site Manager or the BOP Contractor Site Manager will designate an on-site employee to meet and escort the response team to the injury location.
- E. The site emergency response and rescue team will be dispatched to the location where the decision will be made on what measures need to be taken.
 1. In the event that there is an injured or ill person up tower, a decision must be made on the best and safest means to get the person down the tower.
 2. Up tower rescue will be the responsibility of the designated site rescue team.
 3. Site personnel who are not actively involved in the rescue or medical treatment should keep the route of access and the area of the injured person clear so as not to hamper or delay response: **Remember time could be critical.**
 4. Whenever an up-tower rescue must be made, either assisted by the injured/ill person or exclusively by the rescue team, utmost care must be taken to insure 100% fall protection of the victim and of the rescuers.
- F. If the best course of action is to immobilize the victim and lower him/her to the ground, only those persons who have been trained to conduct this type of rescue will be involved. The need to remain calm and insure that all of necessary precautions are taken cannot be overemphasized.
- G. The employee coordinating the rescue will give other responders adequate information to coordinate proper rescue procedures such as:
 1. Will additional employees be needed for the rescue? Examples of this need would be, but are not limited to:
 - Incapacitated employee
 - Hub rescue
 - Ground assistance
 2. Is there any additional rescue equipment needed?
- H. If first aid can be given before the injured person is rescued from the tower, the rescuer should provide first aid before rescue.

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- I. The supervisor (or lead person) will ensure that all necessary rescue equipment is obtained and measures are taken to immediately transport equipment to the rescue team.
- J. After attaching to the automatic controlled descent device, the rescuer will raise the injured person high enough to remove them from their fall arrest lanyard and any other devices that could interfere with lowering of the victim to the ground.
- K. Once these other devices are removed, the injured person can then be lowered safely to the ground.
- L. First aid should be administered to the injured person by a trained employee until the local emergency medical team arrives.
- M. Axiom should be notified when time allows.
- N. Once the injured person is safely on the ground, he/she should be placed in an area of protection until external medical personnel are prepared to assume the care of the person. When the injured person(s) is removed by the emergency response personnel, one person should be designated to go with or follow the ambulance to the hospital. This individual must have a cellular telephone with them to relay information to the BPWE Site Manager upon reaching the hospital.
- O. After initial stabilization at the hospital has taken place, the emergency department should be informed of the need to conduct a post incident drug screen and blood alcohol test. **This should only be done after the injured person has been stabilized.**
- P. Nothing at the scene of the accident may be moved until completion of the accident investigation. The investigation should include photographs, witness statements, any pieces of evidence, etc. Refer to the Accident Investigation Checklist (see Attachment E).
- Q. The BPWE Site Manager should immediately notify the BP ROC in Houston by calling **713 354-2199** after the ambulance personnel or helicopter personnel have assumed care for the injured person.

4.5 Emergencies Other Than Those Requiring Immediate Hospitalization

- A. Injured person should be administered first aid and taken to the onsite medical facility
- B. Axiom should be notified..
- C. The injured employee will always be accompanied to the doctor.
- D. A report returned from the doctor's office will indicate if the injured employee is able to return to work. **In no case shall an injured employee return to work without this clearance.**
- E. The injured employee's supervisor should be notified once the injured employee is released to return to work and if there are any restrictions placed on the injured employee's work activity.

4.6 Emergency Response at Jobsite Offices

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A. Escape Procedures – From office

1. Test door for heat. If cool, open door carefully, being ready to slam it shut. If egress is clear, escape. Close door.
2. If egress area is filled with smoke or fire, stay inside and keep door closed and try secondary egress.
 - a) Call for help by telephone and stay near windows to await rescue.
 - b) If smoke comes in around door or through the ventilators, seal them with tape and trash bags or any available material.

B. Evacuation

1. When evacuation is determined necessary, employees will leave any turbine towers, buildings and the plant site area or as advised and report to the designated emergency staging area.
2. When evacuating work areas, employees should close doors behind them, but do not lock unless otherwise instructed. Employees working with electrically operated machines or equipment should switch the equipment off or unplug it prior to leaving the work area. Leave lights on for Emergency personnel.
3. When evacuating, employees should walk, remain quiet, and follow all other emergency instructions.
4. Employees will gather at the emergency staging area. The emergency staging area for the Mohave Wind Farm Construction Site will be at the laydown yard. This designated area will be used unless it is downwind of the particular hazard. An alternate site area will be designated if this occurs. The alternate site will be the **TBD**.
5. After evacuation is completed, police and other emergency personnel will prevent entrance to this effected site area.
6. When emergency is over, the BPWE Site Manager **or** BOP Contractor Site Manager, in conjunction with site HSSE personnel, will advise employees when it is safe to return to the site.

C. Emergency Reporting

1. If it is safe to do so from the office, call appropriate emergency number posted on the Emergency Plan.

D. Medical and First Aid Emergencies

1. Serious illness or injury to employee, subcontractor or client
 - a) Notify the BPWE Site Manager (or his designee) immediately
 - b) Request site rescue team to respond to the location
 - c) BPWE Site Manager or his designee will call “911” to request dispatch of Ambulance Service.
 - d) The BPWE Facility Manager or his designee should then call the ROC **(713) 354-2199 and** report the incident
 - e) If, in the estimation of the BPWE Site Manager, the situation is

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“serious” or “critical” the BPWE Site Manager will request the dispatch of a medical helicopter

- f) Do not move victim unless absolutely necessary
- g) Initiate first aid action as necessary
- h) Refer to appropriate Emergency Response Form

2. Minor Injuries

- a) Initiate immediate first aid action as necessary through the use of trained first aid providers
- b) If required, summon assistance as stated in Section 4.3 for all types of emergencies
- c) Arrange for hospital emergency service, doctor's office emergency service, and doctor's appointment as needed.

3. Medical clinic and hospital information:

- a) **Medical Clinic**
TBD
- b) **Hospital**
TBD
- c) **Air Evacuation/Life Flight service company**
TBD

4.7 Emergency Fire Problems

A. Person discovering fire:

- 1. Alert site personnel by radio.
- 2. The BPWE Site Manager will initiate the "911" call to initiate the response and report the following information:

I am reporting a fire at –

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*Fire is where on site?
What is burning?
Injuries if any, and need for ambulance.*

- Fire Center for BLM Prescott Fire Center
2400 Melville Road

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Prescott, AZ 86301
PDC Dispatch Number: (928) 777-5700
PDC 24-Hour Number: (928) 777-5700

- Local Fire Department – 911 / Lake Mohave Ranchos Fire Dept.
PO Box 611
Dolan Springs, AZ 86441
928-767-3300
Fax 928-767-3301

- B. BPWE Site Manager or his/her designee, may call the ROC (**713-354-2199**) to report the **911** call and complete the following:
1. Evaluate situation
 2. Assign person(s) to use fire extinguisher if fire is controllable
 3. Designate person to prepare for evacuation
 4. Location of fire
 5. Fire Department notified? 911 (circle) Time: am/pm
 6. What is burning?
 7. Size of fire and smoke conditions?
 8. Any injuries and how serious?
 9. Will evacuation be necessary?
 10. Evacuate personnel if necessary.
 11. Establish security measures as necessary to safeguard records and equipment.
- C. All Site Personnel
1. When ordered to evacuate, do not take personal belongings with you
 2. Leave all lights on for firemen.
 3. Close all doors, but do not lock them

4.8 Security Threats

- A. Security threats to the facility will be immediately communicated to the BPWE Site Manager. Based on the information or type of threat received, a response will be initiated by the BPWE Site Manager that may include any of the following:
- Cessation of all work activity and mustering of site personnel
 - Notification of the BPWE Remote Operations Center
 - Notification of local law enforcement agencies
 - Notification and consultation with BP Group Security
 - Notification of the Federal Bureau of Investigation

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B. Bomb Threat

1. Keep the caller on the phone as long as possible.
2. Call '911' and report incident as soon as possible.
3. Refer to the 'Bomb Threat Checklist' (see Attachment D) for information that you should try and obtain from the caller.
4. BPWE Site Manager (or his/her designee) will immediately call for all personnel to muster in the external designated muster area away from all buildings and vehicles.

Note: 4.8 B

In the event of a Bomb Threat or the discovery of a suspicious object, DO NOT use 2-way radios or cellular telephones since the radio or cellular telephone signal could detonate an explosive device.

5. Bomb Search

- a) Only trained law enforcement personnel will conduct searches with the assistance of the **BPWE Site Manager**.
- b) Report the location of the suspicious object.
- c) What to look for (suspicious object):
 - Explosives can be packaged in a variety of containers. Most likely, they will be camouflaged.
 - The container is likely to be a common article, such as a box (shoe, cigar, etc.), a grocery bag, airline flight bag, suitcase, attaché case, briefcase, etc.
 - Look for something that appears to be out of place.
 - It is important that someone familiar with the area search in order to note something, which is unusual or alien to the surroundings.
 - Anything that does not belong, or whose nature and presence cannot be adequately explained, it is a suspicious object.

6. Suspicious Object Located

- a) When a suspicious object is located, it will not be touched, moved, or disturbed in any way.
- b) Get a good description of the object; size, color, markings without disturbing the item.
- c) Get the exact location of the object; room and location within the room.
- d) Notify the **BPWE Site Manager** in person or through a hard-line telephone for instructions and begin clearing all people from the immediate vicinity.

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- e) The **BPWE Site Manager** will notify the Bomb Squad or if police are present, they will contact the Bomb Squad.
7. Explosion – In the event of an explosion on the site, employees should perform the following actions:
- a) If possible, immediately evacuate the area to a safe location.
 - b) Notify the **BPWE Site Manager**.
 - c) The **BPWE Site Manager** should notify '911' or the ROC and request the appropriate level of emergency services required.
 - d) After the effects of the explosion have subsided, the **BPWE Site Manager** will determine if evacuation is necessary.
 - e) If evacuation is ordered, exit as instructed previously.
 - f) Upon leaving the area, proceed to the onsite or external muster area and await instructions from the emergency personnel.
- C. **Cyber / Computer Threat** – Cyber or computer threats will normally be detected by either the BPWE Remote Operations Center (ROC).
- D. **Sabotage** – “The deliberate damaging or destroying of property or equipment, e.g. by resistance fighters, enemy agents, or disgruntled workers...”
- 1. In the event that sabotage is observed or detected, the BPWE Site Manager should immediately report the event to the BPWE Remote Operations Center and then notify local law enforcement since this is a criminal act.
- E. **Terrorism** – “Violence, or the threat of violence, especially bombing, kidnapping, and assassination, carried for political purposes...”
- 1. In the unlikely event of Terrorism, either threatened or real, the BPWE Site Manager will immediately notify the BPWE Remote Operations Center (ROC).
 - 2. The ROC will then notify the Asset Manager who will confer with the BPWE Business Security Representative and notify BP Group Security.
 - 3. If the threat is credible, the BP Asset Manager will call the Federal Bureau of Investigation and BP Group Security will notify the BP Anti-Terrorist Branch-Counter Terrorism Section.

4.9 Tornado / Severe Weather Threat

- A. A severe thunderstorm watch or warning and/or a tornado watch or warning will be communicated to the site by Data Transmission Networks/Meteorologics, Inc. Notification will be made via the web-based application and emails, text messages and/or pages will be sent to selected personnel at the site by the application.
- B. The following are the notifications that will be communicated by the system:

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1. **50 miles-** An **“alert”** message will be sent following observation/information of severe weather that includes high winds, hail, lightning, etc. If crane activities are taking place at this time, loads should be placed back on the ground, booms lowered or pawls engaged and the boom turned downwind of the approaching front. Preparations should begin to secure work areas and prepare to go to the O&M building for shelter.
 2. **30 miles-** A **“warning”** message will be sent notifying selected personnel of severe weather within 30 miles of the site indicating that all personnel should be coming down tower and seeking shelter in the O&M building.
 3. **30 minute** period of no lightning within 30 miles- An **“all clear”** message will be sent notifying personnel that the severe weather threat has ended and no lightning has been observed within 30 miles for 15 minutes.
- C. In the event of direct observation of severe weather, such as a tornado, the person observing the condition should utilize the site radio and call, “Mayday, Mayday, Mayday” and notify all persons of the condition, location and direction of movement. If possible, all personnel should evacuate the site. See the site safety plan for specific procedures.
- D. Additionally, a weather alert radio that is dedicated to monitoring the National Weather Service frequency for this area has been placed in the BPWE trailer. This radio emits an alert tone that is activated by the National Weather Service whenever information is received of severe weather. This will serve as an additional warning method to personnel at the site.

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Fujita Tornado Rating Scale

F-Scale Number	Intensity Phrase	Wind Speed	Type of Damage Done
F0	Gale tornado	40-72 mph	Some damage to chimneys; breaks branches off trees; pushes over shallow-rooted trees; damages sign boards.
F1	Moderate tornado	73-112 mph	The lower limit is the beginning of hurricane wind speed; peels surface off roofs; mobile homes pushed off foundations or overturned; moving autos pushed off the roads; attached garages may be destroyed.
F2	Significant tornado	113-157 mph	Considerable damage. Roofs torn off frame houses; mobile homes demolished; boxcars pushed over; large trees snapped or uprooted; light object missiles generated.
F3	Severe tornado	158-206 mph	Roof and some walls torn off well constructed houses; trains overturned; most trees in fores uprooted
F4	Devastating tornado	207-260 mph	Well-constructed houses leveled; structures with weak foundations blown off some distance; cars thrown and large missiles generated.
F5	Incredible tornado	261-318 mph	Strong frame houses lifted off foundations and carried considerable distances to disintegrate; automobile sized missiles fly through the air in excess of 100 meters; trees debarked; steel reinforced concrete structures badly damaged.
F6	Inconceivable tornado	319-379 mph	These winds are very unlikely. The small area of damage they might produce would probably not be recognizable along with the mess produced by F4 and F5 wind that would surround the F6 winds. Missiles, such as cars and refrigerators would do serious secondary damage that could not be directly identified as F6 damage. If this level is ever achieved, evidence for it might only be found in some manner of ground swirl pattern, for it may never be identifiable through engineering studies

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4.10 Other – Media / News Crews

- A. The media shall only be allowed on site if accompanied by the owner's representative.
- B. The BPWE Site Manager has sole responsibility for making this decision.

5.0 Training

- 5.1 Prior to commencing work on the project site, a representative from BPWE will review this procedure with all personnel assigned to the site. This is normally done in site orientation.
- 5.2 Periodic updates to this procedure may be required and changes to the procedure must be communicated to all site employees.

6.0 Auditing

- 6.1 The procedure content and training requirements are subject to review during the annual BPWE audits.
- 6.2 This procedure shall be reviewed and/or updated annually.

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7.0 Attachments

Attachment A: Type 'A' Emergency Response Form

Attachment B: Type 'B' Emergency Response Form

Attachment C: Type 'C' Emergency Response Form

Attachment D: Bomb Threat Checklist

Attachment E; Incident Investigation Checklist

Attachment F: EMERGENCY CONTACT INFORMATION

FIRE/POLICE/AMBULANCE/RESCUE:

911 / **TBD**

Lake Mohave Ranchos Fire Dept.

PO Box 611

Dolan Springs, AZ 86441

928-767-3300

Fax 928-767-3301

Chief: Keith Maher

kmaher@lmrfd.org

River Medical Inc

3425 Rutherford St. Kingman Az.

John Valentine

928-757-9235

Police Department

911 /

TBD

Medical Helicopter

TBD

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Landing Zone at Site

Central- **TBD**

South- **TBD**

North- **TBD**

Hospital

TBD

Medical Clinic

TBD

BP AE REMOTE OPERATIONS CENTER (ROC): (713) 354-2199

BP Group Security 24 Hour Communication's Center

Western Hemisphere (630) 420 4400

Chemical Leak/Spill Response

Safety-Kleen 1-888-ER KLEEN (1-888-375-5336)

Federal Bureau of Investigation

BPWE EMERGENCY CONTACT LIST

Owner: BP Wind Energy
Address: 700 Louisiana St. 33rd Floor, Houston TX
Ph #: (713) 354-2100

Asset Mgr: TBD
Office Ph #:
Cell Ph #

Site Mgr

