

# EMERGENCY RESPONSE PLAN

<b>WALLA WALLA SOLAR FARM</b>	
	<b>GRANSOLAR O&amp;M AUSTRALIA</b>
<b>WAL-GRS-OM-WHS-PLN-003-02-Emergency Response</b>	

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REVISION HISTORY			
Rev:	Date:	Description	Owner:
00	29/11/2024	First issue	J.G.
01	11/03/2025	Add Site Specific Emergencies – PV Cell and PCU Fires	
02	21/03/2025	Add Emergency Response Procedure – Annexure 14.5	

**Note:** This Plan is subject to modification and adaptation to meet the specific O&M Scope Requirements or Contract Specifications. The content of this document is subject to each Centre's contractual and Client requirements.

#### **Plan Control**

The latest approved version of this Plan will be available for all O&M personnel on the Electronic Document Management System. This document will be reviewed periodically throughout the O&M to suit changes and requirements that would influence the content of the Plan. The Operation and Maintenance Manager or their delegate is responsible for the review of this Plan.

#### **Uncontrolled Copies**

Uncontrolled hard copy documents are up to date at time of issue, and only issued to outside organizations, customers, etc., upon request and approval by a Workplace Manager. Such uncontrolled documents will be clearly marked "Uncontrolled Copy When Printed" and will not be subject to an update.

#### **Amendments**

The Operation and Maintenance Manager is responsible for the review and implementation of the Plan. Each new revision to the Plan will be distributed to all relevant personnel for review and approval.

When a new revision to the document is available, a notification email will be distributed to all personnel by the Document Control staff advising of the update.

The Workplace Manager will approve new revisions of the Plan via the review and approval process as detailed in the Document Control procedures

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## 1. PURPOSE AND SCOPE

This Emergency Response Plan outlines measures to be taken in the event of an emergency to ensure a safe and coordinated response. An emergency, which demands immediate action, can arise as either an incident or dangerous event in the workplace, the result of severe climatic conditions, natural disaster or as a security threat.

The scope of this Emergency Response Plan covers such events as they may affect Company employees, subcontractors, clients, and the public at the WWSF site. This Emergency Response Plan will be reviewed periodically and amended as required.

Further information regarding the management of emergencies can be found in the Emergency Management Manual.

## 2. ABBREVIATIONS / DEFINITIONS

TERM	DESCRIPTION
WHS	Work Health and Safety
AIMS	Electronic Integrated Management System utilised to manage HESQ requirements
Centre	A Company workplace or location, that includes permanent and temporary offices, project locations, operations and maintenance contracts, buildings and/or other sites
Competent	Competent means that a person has been deemed to meet the combination of licenses, qualifications, training and instruction as defined by the Company or by legal requirements for an activity or works
Contractor	A person or business which provides goods or services to the Company under terms specified in a contract
Employee	A person employed by GRS under a contract of employment
Functional Manager	For the purpose of this Plan, is the person with the role (function) to carry out the responsibilities as described throughout this document, (Operations Manager or the Systems Manager, etc.)
GRS	Gransolar O&M
CLIENT	FRV Australia
Licensed	Licensed means that a person has been deemed to meet the defined regulatory requirements for an activity or works
Persons Conducting a Business or Undertaking	Is an employer, corporation, partnership, unincorporated association that has the primary duty of care for workplace health and safety - (, GRS and Contractors are a PCBU)
Qualified	Qualified means a person who holds a recognised degree, certificate or professional standing relevant to the activity or works
Trained	A worker who has been trained internally, consistent with Company defined requirements
Worker	Is anyone who carries out work for a PCBU and includes: an employee, contractor or sub-contractor or an employee of, labour hire personnel, apprentice or trainee, work experience student
Workplace Manager	For the purpose of this Plan, is the person who is accountable for the Centre, (Plant Manager)
O&M	Operation and Maintenance

## 3. EMERGENCIES

The following, although not exhaustive, illustrates the type of emergencies that may confront Company personnel and site visitors:

*A) Medical Emergency*

- Any acute medical condition requiring immediate intervention prior to the arrival of medical personnel. (Including snakebite.)
- May arise from an occupational accident or a health problem that has become acute (e.g., heart attack, epileptic fit).

*B) Fire, Implosion & Explosion Emergency*

- May arise from within the site, such as in plant and machinery, in the office from faulty kitchen appliances, or outside from a local grass fire, etc.
- Could also be a bushfire in adjoining areas or the potential for explosion in an adjoining building.

*C) Security Emergency*

- Occupational violence, criminal activity, vandalism, civil disturbance.

*D) Emergency Caused by Nature*

- High rainfall causing flooding or erosion, high winds, hail, landslides, cyclones.

*E) Hazardous Substance Emergency*

- Includes spills and accidental releases of hazardous substances.

*F) External Emergency*

- Includes traffic accident and bush fire.

*G) Environmental Emergencies*

- Uncontrolled escape of gas, hazardous substances, dangerous goods or steam including spillage or leakage e.g., toxic or flammable vapor emissions.

*H) Dangerous incidents including:*

- Collapse, overturning, failure or malfunction of or damage to plant and equipment e.g. collisions between vehicles both road and/or rail, train derailment, collapse of excavation or structure.

#### 4. EMERGENCY PREPAREDNESS

Prior to commencement of the O&M team on site, the following site-specific arrangements must be established. These arrangements must be implemented and maintained throughout the duration of the O&M contract:

- Project HSE Manager to Prepare an Emergency Evacuation Plan (Annexure 1) including a site plan (Annexure 2) indicating assembly points and complete the Emergency Services Contacts (Annexure 3) and the Emergency Contacts (Annexure 4) lists.
- Sign-in book and visitor's register.
- Neighbours either side of property to be notified in an emergency, positive communication to be kept
- An effective "Emergency Alert" system.
- Establish a reliable communications system (radios, mobile phones).
- Establish and maintain a safe and clear evacuation route and assembly locations.
- Instruct workplace personnel in these procedures and ensure that they are fully aware of them.
- Maintain training records of all emergency training including but not limited to first aid, chief fire warden and regular emergency response drills on a 12 monthly basis.
- Maintain an up-to-date daily list(s) of all personnel on the site including visitors.
- Identify local Doctors/Medical Centres and liaise to set up medical arrangements.
- Identify and liaise with the local emergency services.
- Ensure all emergency equipment is inspected, tested and maintained on a quarterly basis. A register will be kept ensuring this is done routinely within this specified timeframe. Registers will be populated by the project administration monitored by the health and safety representative.
- All lone workers onsite to ensure positive communication via 2-way uhf radio channel 21 frequency this to be determined at the time and is based purely on channel usage by other contractors and adhere to emergency evacuation plan

## 5. INCIDENTS INVOLVING INJURY

### 5.1 MINOR INCIDENT

The classification of a minor incident is where the involved person suffers an injury that will only need first-aid attention on site. For minor incidents, the following must be followed:

- The injured person must report the injury to their Supervisor and the First Aider (if present).
- The supervisor will notify the first aider (if not notified already)
- First Aider to provide initial first aid treatment and determine if medical treatment is required.
- First Aider or Supervisor to notify medical provider if required.
- First Aider or Supervisor must ensure that an Incident report is completed.

### 5.2 SERIOUS INCIDENT

The classification of a serious incident is where the involved party suffers an injury or illness that requires medical treatment from a doctor or hospital. For serious incidents, the minor incidents protocols must be followed resulting in the injured/ill person being transported to a medical practitioner or hospital.

### 5.3 MAJOR OR CATASTROPHIC INCIDENT

The classification of major or catastrophic incidents is where the injured/ill person requires medical attention from a medical practitioner or hospital and results in death or permanent impairment.

In the event of a major or catastrophic incident, follow the below process:

- Personnel witnessing the incident must notify a supervisor.
- Supervisor to notify O&M Manager.
- Ensure all work is ceased in the area and isolate the area if necessary and secure the site to preserve evidence whilst ensuring the safety and care of the injured
- Ensure other persons do not endanger themselves in attempts to assist or rescue.
- First Aider to provide initial first aid treatment (where possible) until assistance arrives.
- Initiate and maintain communication with applicable emergency services and give clear information, meet emergency services at project site entrance and escorted emergency services to the scene of the incident.
- Supervisors must notify the O&M Manager. They will notify any applicable person or agencies (e.g. Client, Managing Director, local council, WorkSafe NSW etc.
- HSE representative to initiate the investigation into the cause of the incident in accordance with the Incident Reporting and Investigation Procedure.
- O&M Manager or HSE representative to notify legal counsel and obtain privilege over future investigations of the incident.
- HSE representative to liaise with the relevant regulatory authorities as necessary.

## 6. ENVIRONMENTAL INCIDENTS

An environmental incident is an event that causes or has the potential to cause environmental damage and includes such incidents as:

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- The escape, spillage or leakage of hazardous or toxic substances; (refer to OP 005- Hazardous Substances and OP066- Spill response process)
- Contamination of or discharge to natural waterways (streams, creeks, rivers, etc.) or public drains.
- Failure of soil erosion and sedimentation control structures.
- Identification of contaminated materials such as asbestos, low-level or prescribed wastes, etc.
- Excessive/harmful air emissions (dust, smoke, fumes, etc.), noise or vibration
- Disturbance of classified archaeological/heritage materials/sites; specified or protected flora/fauna or landscaped areas.
- Fire, explosion or implosion

When an Environmental incident occurs, this process must be followed:

- Personnel that witness an incident are to notify a site Supervisor or site Management immediately.
- Supervisors are to notify HSE Representative.
- Stop all works in the area to preserve the incident scene until notified by the HSE representative.
- Assess the damage and contain or limit the effects of the incident where possible.
- Care for any injured persons.
- Notify emergency services and provide clear information. Arrange an escort to guide emergency services to the scene of the incident.
- HSE Representative to notify the O&M Plant Manager.
- O&M Plant Manager to notify any applicable person or agency (e.g. Client, local council, EHP, fire brigade).
- O&M Plant Manager to notify legal counsel and obtain privilege and future investigations of the incident if it is assessed that the incident may lead to a prosecution.
- HSE representative to instigate investigation into the cause of the incident in accordance with the Incident reporting and Investigation procedure; and liaise with the relevant regulatory authorities as necessary.

## 7. POTENTIAL SITE-SPECIFIC EMERGENCIES

All workers and visitors to the Walla Walla Solar Farm site will undertake an induction, which will incorporate information regarding potential site-specific emergency and evacuation procedures.

### 7.1 BUSH / GRASS FIRES

Bush / grass fires present a risk to the safety of site personnel, livestock, native fauna and the livelihood of surrounding landholders. Damage to the Electrical generation equipment is also a likely outcome of the fires. Care must be taken onsite to prevent the occurrence of bush / grass fires from all project works.

Hot works on site will be undertaken in a controlled manner (Permit System) to eliminate the risk of grass fires from occurring.

The O&M Department is to maintain sufficient fire fighting equipment to respond to Bush / Grass fires within the project site.

- Hand tools and mobile fire-fighting equipment.
- Fire extinguishers.

In the event of a fire, the following process will be implemented:

- Raise alarm and notify a supervisor and O&M Plant Manager.
- Care for any injured persons.
- O&M Plant Manager to assess the nature and extent of the fire, and to use fire-fighting equipment if appropriate (Refer to 7.2 and 7.3), call Fire Brigade and/or determine whether to evacuate the location. Where the fire is within a building, the building must be evacuated.
- O&M Plant Manager is to manage the incident until emergency services arrive. This may include arranging traffic management, roadblocks etc.

### 7.2 PV MODULE FIRES

PV Module fires are a present risk to the safety of site personnel, livestock, native fauna and the livelihood of surrounding landholders. Damage to the Electrical generation equipment is also a likely outcome of the fires. Care must be taken onsite to prevent the occurrence of bush / grass fires from PV Module fires.

Specific steps around PV Module fires are as follows.

1. Extinguish flames
  - On the PV modules a dry powder extinguisher will be used.
  - On the grass fire, water shall be used as noted in 7.1
2. Isolate PV Module
  - Initially isolate the affected area at the DC Combiner Box
  - Isolate the string of the affected PV module by removing fuses and disconnecting MC4 connectors where safe to do so.
3. Investigation of the root cause of the PV Module fire
  - Cordon off the area to ensure it is not interfered with prior to investigation by GRS Internal personnel or regulatory inspectors.

### 7.3 PCU – DC & HV ELECTRICAL FIRES

PCU fires, weather DC or HV in nature present risk to the safety of site personnel, livestock, native fauna and the livelihood of surrounding landholders. Damage to the Electrical generation equipment is also a likely outcome of the fires. Care must be taken onsite to prevent the occurrence of bush / grass fires from PCU Fires.

Specific steps around PCU fires are as follows.

1. Implement No Go Zone around the PCU
  - O&M Plant Manager to consider wind strength and direction in determining size of no go zone, consideration of harmful smoke.
  - A minimum of 20m No Go Zone is typically appropriate.
2. Isolate PCU
  - DC Isolation
    - To isolate the PCU from the DC side, Combiner boxes must be individually isolated.
    - SWMS requirements must be adhered to for this process.
  - HV Isolation
    - To isolate the PCU on the HV side, remote isolation via SCADA or the Substation will be required.
  - Extinguish PCU flames
    - Once isolation has been verified, CO2 or dry powder extinguishers may be used.
    - Note that the nature of the materials used in the PCU vary widely therefore judgement of the specific nature of the fire is required before use of extinguishers or water.

### 7.4 SNAKE BITE

The Walla Walla Solar Farm site is inhabited by several species of highly venomous snakes that become active in the summer months and breeding season. Although it is not possible to eliminate the hazards associated with snakebite with a combination of education and an action plan the risk can be managed.

- Toolbox and Induction to carry first-aid content for the treatment of snake bite.
- Site vehicles to carry first-aid kits with appropriate bandages for application of a pressure bandage.
- Regularly communicate the action plan for a response to a snakebite on the Project site.

The action plan for Snakebite response on the WWSF is as follows.

- Immobilise, pressure bandage and splint
- Support airway and breathing provide 100% oxygen where available
- Keep involved party calm
- Communicate with Albury Hospital to decide on transportation on a case-by-case basis.

- If transporting involved party to Albury Hospital drive to road conditions and speed limits. Stay calm and reassure the injured party.

## 7.5 FLOODING

Flash flooding in this region can occur rapidly with dry rivers and creeks, swelling and covering roads and bridges even when rain has not fallen in the immediate area.

Personnel are to receive communications during June to December of the risks associated with flooding and driving through floodwaters.

## 7.6 HEAT STRESS

The site is in a region that experiences very hot and dry conditions in the summer months (Oct – April). Assessing risks of heat related illness requires accurate identification and assessment of the following factors.

- Workplace conditions
- Job requirements
- Individual worker attributes.

Care must be taken to schedule works or implement controls to limit workers exposure to the elements. Air-conditioned lunchrooms, fatigue management and early identification all play a part in minimising the potential hazards associated with heat stress. Project Inductions and Toolbox talks are to be undertaken to educate workers on suitable control measures.

## 8. SITE SECURITY

The most significant security risk on the Walla Walla Solar Farm site relates to unauthorised access and theft of tools, equipment, fuels, and components, particularly after working hours. Plant tools and equipment must be secured at end of shift and when not in use to minimise potential loss.

When plant is unattended, it must be effectively secured and immobilised. This may be done by activating the battery isolation switch where fitted, applying locks, or guarding.

To avoid any undesirable situation, it was installed on site A CCTV system around the perimeter. That will be managed by the Scada operator and the O&M Plant Manager.

## 9. PERSON/S EXHIBITING AGGRESSIVE BEHAVIOUR

When confronted with a person displaying threatening or aggressive behaviour, you should:

- Remain Calm – do not raise your voice or make sudden movements, do not argue, answer all questions politely and treat the person as normal.
- Call for assistance when safe to do so. If unable to call, try to discreetly attract the attention of others. If possible, ensure that a second member of staff is present to act as a witness or render physical assistance if required.
- Keep distance between you and the aggressor. Do not approach them or attempt to restrain them, and only defend yourself when there is no other option.
- Do not converse with the aggressor unless asked to, or ridicule or abuse them
- Do not block the aggressors exit point or detain the aggressor if they wish to leave.

- Notify your supervisor after being confronted by an aggressive person; and notify Police when an assault has occurred, a threat has been made with a weapon or there is damage to property.

## 10.COMMUNICATION METHODS

In circumstance where phone or UHF radio reception is poor, the following standard phonetic alphabet can be used to convey important information such as type of emergency and location.

- |     |         |   |          |
|-----|---------|---|----------|
| • A | Alpha   | B | Bravo    |
| • C | Charlie | D | Delta    |
| • E | Echo    | F | Foxtrot  |
| • G | Golf    | H | Hotel    |
| • I | India   | J | Juliatt  |
| • K | Kilo    | L | Lima     |
| • M | Mike    | N | November |
| • O | Oscar   | P | Pap      |
| • Q | Quebec  | R | Romeo    |
| • S | Sierra  | T | Tango    |
| • U | Uniform | V | Victor   |
| • W | Whiskey | X | X-Ray    |
| • Y | Yankee  | Z | Zulu     |

**An example of its usage is as follows:**

The word is phonetically spelt as follows over the UHF radio.

Alpha – Tango – Tango – Echo – November – Tango – India – Oscar - November

## 11.FILE

Refer to the Record Retention Guideline for full details of record retention periods.

DOCUMENTATION	DISTRIBUTION or LOCATION	RESPONSIBLE	RETENTION
Emergency Debrief Checklist	Filed on site	HSE Representative	7 years
Staff Roll Call Form	Filed on site	HSE Representative	7 years
Cyclone Preparedness Checklist	Filed on site	HSE Representative	7 years
Incident Reports	EDMS secure files	HSE Representative	7 years 30 years for notifiable incidents

## 12.RELATED DOCUMENTS

Emergency Debrief Checklist
Staff Roll Call form
Visitors Register
Emergency Management Manual
Incident Reporting and Investigation Procedure

## 13.REFERENCES

AS 3745 -2010 Planning for emergencies in facilities
Work Health and Safety Act 2011 Codes of Practices for NSW
OHSAS 18001 - Occupational Health and Safety Management Systems
AS/NZS 4801 - Occupational Health and Safety Management Systems
ISO 14001 - Environmental Management Systems
Federal Safety Commissioner Audit Criteria

**14.ANNEXURES**

**14.1 EMERGENCY EVACUATION PLAN**

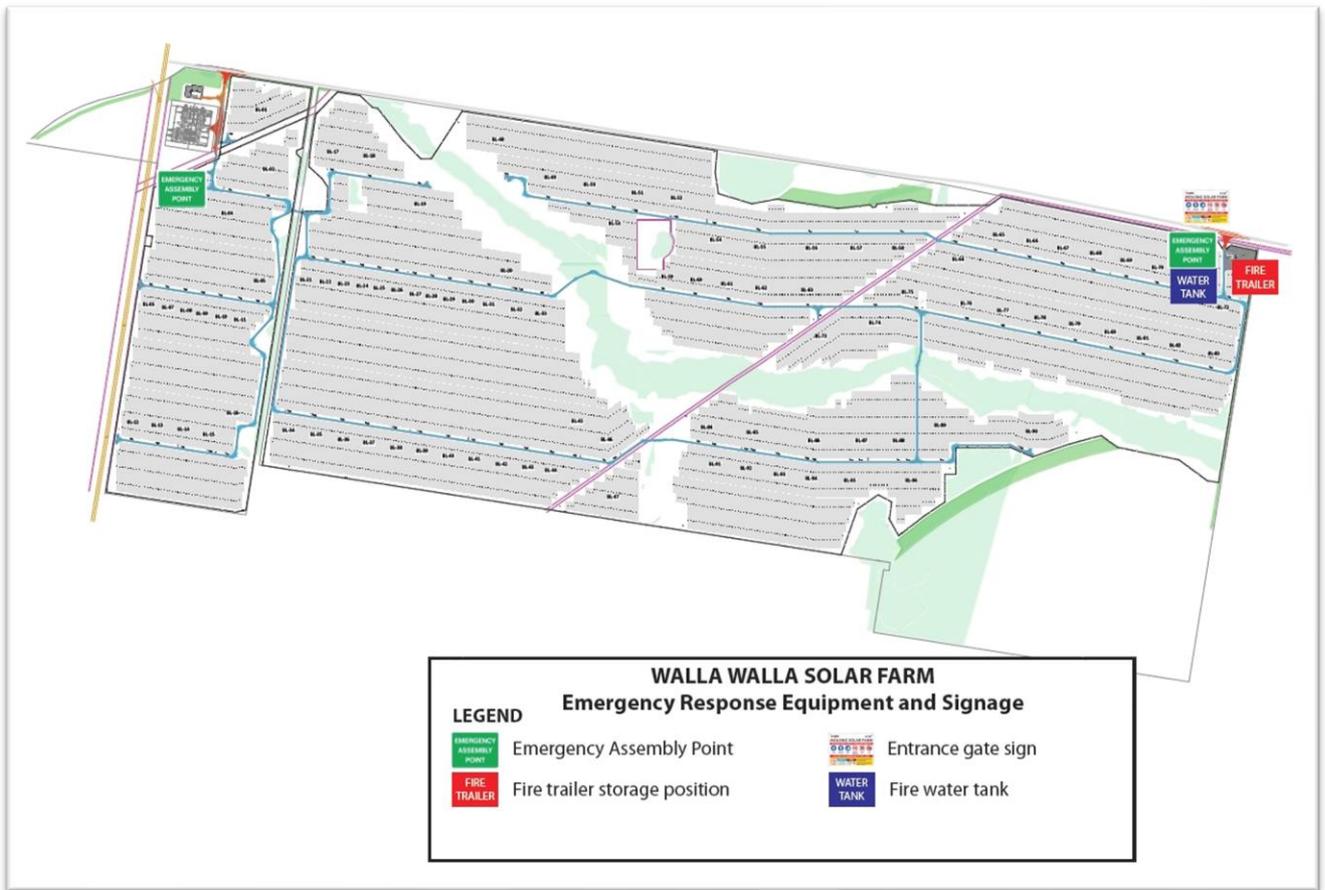
**PROJECT: WALLA WALLA SOLAR FARM**

COMPLETE EVACUATION RECORD IN ANY CASE OF EVACUATION.

ACTIONS	COMMENTS
<ul style="list-style-type: none"> <li>If an emergency occurs, (e.g. fire, medical emergency etc.) contact the HSE Representative and provide details of the nature and location of the emergency.</li> <li>The contact emergency services and send a person to the site gate to escort emergency services to the incident scene.</li> </ul>	
<p><b>EVACUATION ALERT</b></p> <ul style="list-style-type: none"> <li>The site HSE representative or delegate will send an emergency call on UHF channel 21 stating EMERGENCY EMERGENCY EMERGENCY (follow by relevant information and directions to must to evacuation point). The HSE representative will verbally advise all relevant supervisors to direct site evacuation.</li> </ul>	
<p><b>EVACUATION PROCEDURES</b></p> <ul style="list-style-type: none"> <li>When the evacuation order is given, all supervisors must ensure that all site personnel (including all subcontractors and visitors) LEAVE THEIR WORK AREAS and assemble at the nominated assembly points,</li> </ul> <p><b>Security Check Point at front entrance</b></p> <p><b>Supervisors must get their prestart sign in sheets an ensure their whole work group attends the muster point. This will be quality checked by the site security register to ensure every person on the project is accounted for.</b></p> <ul style="list-style-type: none"> <li>Personnel must not go back for their valuables.</li> <li>Stay calm and encourage others to remain calm and orderly.</li> <li>Shut down any plant and equipment.</li> <li>If escaping through a smoke-filled area, keep close to the ground or floor (where there is most oxygen) and do not move too quickly.</li> <li>Where required supervision must check every work area, floor, and room or building, including lunchrooms and toilets, and close doors to fire escapes and windows.</li> <li>SITE PERSONNEL AND VISITORS MUST STAY AT THE NOMINATED ASSEMBLY POINTS UNTIL THE ALL CLEAR IS GIVEN.</li> <li>HSE Representative to Complete the Emergency Debrief Checklist</li> </ul>	

### 14.2 SITE EMERGENCY PLAN

The Emergency Assembly Points are located adjacent to the main office buildings and adjacent to the sub-station.



### 14.3 EMERGENCY CONTACTS - EXTERNAL

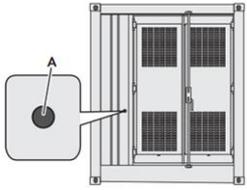
CONTACT	ADDRESS	PHONE NUMBER
POLICE	8 William St, Walla Walla NSW 2659	02 6053 4570 or 000
CULCAIRN MULTIPURPOSE SERVICE (HOSPITAL)	51-55 Balfour St, Culcairn NSW 2660	02) 6044 6100 or 000
WALLA WALLA Regional Fire Service	Victoria St, Walla Walla, NSW 2659	02 6051 1511
CULCAIRN FIRE & RESCUE	5 Black St, Culcairn NSW 2660	02 6043 8672 or 000
STATE EMERGENCY SERVICES (SES)	All of NSW	13 25 00
WORKSAFE NSW	N/A	13 10 50
NSW Office Of Environment & Heritage	4 Parramatta Square, 12 Darcy St Parramatta NSW 2124	1300 361 967
POISONS INFORMATION CENTRE	N/A	13 11 26

### 14.4 EMERGENCY CONTACTS – SITE CONTACTS

Name	Position	Telephone	Email
Paul Stacey	<b>O&amp;M Manager</b>	+61 427 920 482	pstacey@gransolar.com

## 14.5 EMERGENCY RESPONSE PROCEDURE

INADVERTENT CONTACT WHILST WORKING ON/NEAR LIVE ELECTRICAL PARTS		
<b>Emergency scenario</b>	Personnel contact with live electric parts when performing works on or near live electrical parts resulting in electric shock, or arc fault resulting in arc flash incident	
<b>Preparation</b>	<ul style="list-style-type: none"> <li>Establish and maintain Permit to Work System for energised electrical work</li> <li>Ensure sufficient number of personnel on site trained in low voltage emergency rescue</li> <li>Ensure emergency equipment (e.g. low voltage emergency rescue kit) is adjacent to high risk locations, clearly labelled on the site map and routinely inspected</li> <li>Clear obstructions to allow for easy access and exit</li> <li>For substation works – (When energised). Display CPR resuscitation poster in a prominent location in the substation</li> <li>Where there is a danger of accidental contact with exposed live parts (as determined in the SWMS or PTW), ensure there is a safety observer present who is trained in LV rescue</li> </ul>	
<b>PHASE</b>	<b>ACTION – LOW VOLTAGE</b>	<b>RESPONSIBLE PERSON</b>
<b>Immediate actions</b>  	<ol style="list-style-type: none"> <li>1. In consultation with the electrician working on the apparatus or other competent person (where available), identify the isolation point (which should be clearly marked or labelled).</li> <li>2. Isolate supply from isolation point</li> </ol> <p><b>If the source of electricity is LOW VOLTAGE</b> and cannot be isolated (or cannot be proved to be isolated) carry out steps for low voltage emergency rescue:</p> <ul style="list-style-type: none"> <li>Put on insulating gloves.</li> <li>Grab the insulated crook.</li> <li>Check for danger such as live parts, live cables and the potential to cause a short circuit.</li> <li>Approaching from behind the victim, place the insulated crook under the victim's shoulder.</li> <li>Turn the insulated crook into the victim's body so that it does not slide off when the victim is pulled clear.</li> <li>Pull the victim clear of the live exposed electrical equipment.</li> <li>If the victim was standing they may now fall, stand clear as they may push you towards the exposed electrical equipment.</li> <li>If possible, support the victim's head as you help them into a safe position.</li> <li>Assess the victim's condition using DRABCD, CPR and defibrillation may be necessary if the victim is in cardiac arrest.</li> </ul>	Person trained in LV Rescue (Or next person familiar in isolation)
	As soon as possible and if safe to do so, isolate the source of electricity	First Person Available / Area Warden
	If the source of electricity is high voltage call emergency services immediately and follow HV Response steps below.	
	Notify the Chief Warden and Emergency Response Coordinator via radio, request First Aid equipment and/or emergency services if necessary	
	If the electrical incident has resulted in an electrical fire, use an ABE or CO <sub>2</sub> extinguisher to bring the fire under control if safe to do so	Warden(s)

PHASE	ACTION – HIGH VOLTAGE	RESPONSIBLE PERSON															
<b>Immediate actions</b>  	<div style="background-color: red; color: white; padding: 5px; margin-bottom: 10px;"> <b>INVERTER/ TRANSFORMER INCIDENT AT PCU</b> </div>  <div style="background-color: green; color: white; padding: 5px; margin-bottom: 10px;"> <b>Emergency Stop to be activated at PCU</b> </div> <p style="font-size: small;">4.13.6 Fast-stop switch of the MV Power Station The MV Power Station is equipped with a fast-stop switch depending on the order option.</p>  <div style="background-color: red; color: white; padding: 5px; margin-bottom: 10px; border: 2px solid red;"> <b>IF UNABLE TO DO SO SAFELY</b> </div>  <div style="background-color: red; color: white; padding: 5px; margin-bottom: 10px;"> <b>HV INCIDENT AT HARMONIC FILTER OR</b> </div>  <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 33%;">Position</th> <th style="width: 33%;">Telephone</th> <th style="width: 33%;">Email</th> </tr> </thead> <tbody> <tr> <td colspan="3"><b>Transgrid</b></td> </tr> <tr> <td colspan="3">Real Time Contacts:</td> </tr> <tr> <td>System Operator/South (Normal contact)</td> <td>02 8818 0621 (recorded)</td> <td><a href="mailto:system.operator@Transgrid.com.au">system.operator@Transgrid.com.au</a></td> </tr> <tr> <td>Network Control Manager</td> <td>02 8818 0623 (recorded)</td> <td></td> </tr> </tbody> </table> <div style="background-color: green; color: white; padding: 5px; margin-top: 10px;"> <b>State -EMERGENCY at Walla Walla Solar Farm please De-energize WWSF Feeder 1 -12 and or</b> </div>	Position	Telephone	Email	<b>Transgrid</b>			Real Time Contacts:			System Operator/South (Normal contact)	02 8818 0621 (recorded)	<a href="mailto:system.operator@Transgrid.com.au">system.operator@Transgrid.com.au</a>	Network Control Manager	02 8818 0623 (recorded)		<p style="text-align: center;"><b>HV Operator / Trained Staff</b></p>
Position	Telephone	Email															
<b>Transgrid</b>																	
Real Time Contacts:																	
System Operator/South (Normal contact)	02 8818 0621 (recorded)	<a href="mailto:system.operator@Transgrid.com.au">system.operator@Transgrid.com.au</a>															
Network Control Manager	02 8818 0623 (recorded)																

**Note:** Arc flash incidents can present different challenges to low voltage electric shock. Victims are likely to sustain severe burns. Victims may be thrown great distances, resulting in broken bones, neck and spinal injuries, concussions, and internal injuries. Hearing loss can also result. If an arc flash incident has occurred:

- Immediately call emergency services
- Isolate the source of electricity if safe to do so
- Follow the instructions of the emergency services operator to administer first aid
- Treat burns by running cool water continuously over the affected area/s
- Extinguish any resulting fire if safe to do so.

<b>Continued response</b>	Follow the steps in the 'Medical Emergency' Procedure	Emergency Response Coordinator
	Use isolation tags and lockout/tagout equipment to lock and label isolation points on electrical equipment	Emergency Response Coordinator / Electrical Supervisor
	Where emergency requires a network response by the NSP or GRS, phone power systems operator or O&M Operations control room	O&M Plant Manager / Electrical Supervisor
	Do not re-energise the electrical equipment until it has been assessed, repaired (if applicable) and deemed safe by a qualified person	O&M Plant Manager / Electrical Supervisor
<b>Follow-up / close out actions</b>	Use the Return to Work system to support the victim's recovery and eventual return to normal duties	O&M Plant Manager / HSE Manager
	Complete entry in the Project Incident Register and carry out investigation/corrective actions if applicable	O&M Plant Manager / HSE Manager

RESOURCE AND TRAINING REQUIREMENTS		
<b>Resources</b>	<ul style="list-style-type: none"> <li>• Low voltage emergency rescue kit</li> <li>• Lockout/tagout equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Defibrillator</li> <li>• CPR Fact Sheet - DRSABCD</li> </ul>
<b>Training</b>	<ul style="list-style-type: none"> <li>• Low voltage emergency rescue</li> <li>• Emergency procedures</li> </ul>	

## 14.6 BUSHFIRE MANAGEMENT PLAN

PREPAREDNESS				
Step	Procedure	Responsible person	When to action	Event log
1	Maintain up-to-date contact lists.	Plant Manager		
2	Liaise with Fire Brigade Team about bushfire response and how the WWSF Operator may assist them in providing a first response and/or additional resources.	Plant Manager		
3	<p>Review adequacy of bushfire hazard controls:</p> <ul style="list-style-type: none"> <li>• Monitor and minimise the amount of potential fire “fuel” around infrastructure, and on and around buildings including roofs. Ensure flammable and combustible materials are kept in appropriate storages. The fuel load over the entire WWSF will need to be continually monitored and fuel load reduction measures will be implemented as required. These measures will be limited to either mechanical slashing or generators on site.</li> <li>• Prescriptive specification of the frequency of slashing/grazing is not appropriate as seasonal circumstances will vary.</li> <li>• No burning of vegetation or any waste material will take place on the site.</li> </ul>	Supervisor		
4	<ul style="list-style-type: none"> <li>• Review adequacy of firefighting equipment in different locations and vehicles, and ensure that it is serviced and in good condition, and trained staff know where it is located</li> </ul>	Plant Manager		
5	Train staff in emergency evacuation procedures and test these at least annually.	Plant Manager/Supervisor		
6	Organize an annual pre-season day with Local brigade for RFS and GRS Staff. Ask for recommendations.	Plant Manager		
7	Identify water sources and check status periodically	Supervisor		
8	Ensure site access is available at any moment in case a bush fire is detected	Plant Manager		
9	<p>On TOBAN (Total Fire Ban) days, the following precautions shall be taken in place additionally:</p> <ul style="list-style-type: none"> <li>• In the early morning, provide a toolbox talk to all personnel to remind them about site dams, bushes location, fire extinguishers location.</li> <li>• Increase Site Inspections to 30 mins each round, paying special attention to bushes and vegetation.</li> <li>• Cessation of Hot Works (any activity which could produce sparks)</li> </ul>	Plant Manager		

RESPONSE				
Response	Procedure	Responsible person	When to action	Event log
1	Attempt to contain or extinguish the fire if: <ul style="list-style-type: none"> <li>• it is safe to do so, and</li> <li>• if trained the water tank on site to try to mitigate the fire.</li> </ul> Take no further action in fighting the fire or protecting property	Any trained person on site	Immediately	
2	Contact (1) Emergency Services “000” and (2) Plant Manager, Supervisor & other relevant WWSF employees. Report the bushfire, its location, wind direction, buildings or other infrastructure threatened etc. Never assume that they already know about the fire.	Any trained person on site	immediately it is safe to do so	
3	At the first sign that a bush fire has spread outside of your control: <ul style="list-style-type: none"> <li>• raise the alarm to people in the immediate vicinity</li> <li>• shut down plant (if there is time to safely do this)</li> </ul> evacuate yourself from the area as well as any person in the immediate vicinity, if safe to do so (to the designated evacuation assembly point where available in the vicinity or other safe place away from the fire) – do not stay to protect property unless (1) it is safe to do so and the Operations Manager approves this course of action or (2) it is not safe to evacuate and there is no alternative but to take protection measures.	Fire Warden or any trained person on site	immediately	
4	If it is not safe to evacuate the area, follow the general steps provided in fire training and specific procedures if caught in a building, a vehicle, and on foot in the open.	Fire Warden or any trained person on site	immediately	
5	Check the site entry log and account for everyone who was on the site/in the immediate area. Immediately alert the Operations Manager and Supervisor if there are people unaccounted for. Search for missing people only if safe to do so. Inform Emergency Services of any missing persons	Fire Warden or any trained person on site	immediately it is safe to do so	
6	Follow Incident Investigating and reporting	Operations Manager or its Deputy	immediately	
7	Liaise with the local Fire Brigade about implementation of WWSF actions under the Bushfire Emergency Response Plan	Plant Manager or its Deputy	immediately	

RECOVERY				
Step	Procedure	Responsible person	When to action	Event log
1	Do not allow people to return to the area until the fire has been extinguished and the area is declared safe by Emergency Services	Fire Warden or any trained person on site	Immediately after the fire has passed and until area is declared safe	
2	Account all MSF staff and contractors in the vicinity of the fire. Determine any injuries and extent of injuries.	Plant Manager	as soon as possible after the fire has passed	
3	Carry out an inspection of the affected areas. Assess immediate action to be taken to make areas safe and secure from further damage or unauthorised access, e.g.: barricade off damaged buildings; fence repairs.	Fire Warden	as soon as it is safe to do so	
4	Assess impact on water supplies (including possible contamination of water)	Team Leader	as soon as possible after the fire has passed	
5	Carry out testing and fault finding on assets and systems affected by the fire, and program corrective/ refurbishment works as required	Plant Manager	within 5 working days of the fire passing	
6	Undertake and document an assessment of property damage. Report property damage to the GRS Board	Plant Manager	as soon as possible after the inspection has been completed	
7	Declare insurance damage to WWSF insurers.	Plant Manager	as soon as the incident report is received	
8	Develop and implement a communications strategy to external parties regarding impacts, as required.	Plant Manager	as soon as the impacts have been verified and broad response strategies formulated	
9	Document an Operations Recovery Plan for return to normal operations and instigate staged return to normal operations if required	Plant Manager	as per Recovery Plan	
10	Communicate the Operations Recovery Plan to staff, confirming details of and timeframes for return to the operational area, when infrastructure is safe and ready to be reoccupied / reactivated	Plant Manager	as per Recovery Plan	
11	Implement the Operations Recovery Plan	Plant Manager	as per Recovery Plan	
12	Instigate Rehabilitation and Return to Work Plans where appropriate	Plant Manager	as appropriate	

RECOVERY				
13	Hold an incident de-briefing with staff. Talk to affected staff about availability of confidential counselling where required to assist in recovery from the event	Plant Manager	as appropriate	
14	Conduct a review of adequacy of bushfire preparations in place prior to the event, and actions taken during the emergency, document lessons learnt and communicate to all personnel. Advise Operations Manager of any improvements to this ERP.	Plant Manager	as soon as possible after other recovery measures have been determined	
15	Implement any corrective/preventive actions identified in the de-brief	Plant Manager	As per corrective/preventive action plan	

Managing Contingencies	
Media contacts site personnel or the regional or site office	Refer all media enquiries to O&M Manager
Landholders or members of the community contact site personnel or manager	Refer all media enquiries to O&M Manager

If this happens	Do this
<p><b>People are caught in a building</b></p>	<ul style="list-style-type: none"> <li>• Call Emergency Services “000” (Fire Brigade) and report the situation.</li> <li>• If there is time to safely do so before the fire front arrives, hose down walls, vegetation etc on sides facing the fire front.</li> <li>• <b>Go in and stay inside the building.</b></li> <li>• Turn off gas and power.</li> <li>• Close all external windows and doors and block gaps under doors and around windows with wet towels. Remove any curtains/window-dressings and furniture away from windows.</li> <li>• Turn on the deluge system</li> <li>• Prepare all firefighting equipment and ensure it is easily accessible. Fill sinks, buckets and any other vessels with water.</li> <li>• Put on long, woollen or heavy clothing, solid boots, gloves and balaclava, if available. Put wet cloth over mouth and nose if potential to inhale smoke or heat.</li> <li>• Stay away from windows and wait for the fire to pass. Turn on the sprinkler system if available. If possible, locate a portable (battery operated) radio and listen for official local information.</li> <li>• Quickly extinguish any fires (with water if you have not been trained in the use of a fire extinguisher) which may have started in, near or under the building or roof. <b>Do not exit the building unless there is no other alternative.</b></li> <li>• <b>If the fire gains hold on the building and cannot be extinguished, leave the building if safe to do so and move away onto burnt ground that the fire has moved on from. Take the radio and means of communication with you. Do not leave – wait for help.</b></li> </ul>

Managing Contingencies (Training Material)

During the Bushfire – Personal Protection Measures

If this happens	Do this
<b>People are caught in a vehicle</b>	<ul style="list-style-type: none"><li>• If you see smoke and fire in the distance whilst driving, <b>turn around and drive away from the danger.</b></li><li>• Do not attempt to drive through flames or thick smoke.</li><li>• Stop at a clearing or roadside in a low vegetation area (for example an embankment or gravel stand). Park behind a natural barrier such as a rocky outcrop if possible. Position the vehicle facing towards the oncoming fire front. Don't Park too close to other vehicles.</li><li>• Turn headlights and hazard lights on and turn the engine off.</li><li>• Stay inside the vehicle unless near a safe shelter that you can go to. Remember that the fuel tank is unlikely to explode.</li><li>• Turn off fans and air conditioning and keep vents, windows and doors closed. Lie inside the vehicle, below window level, under a woollen blanket or coat if available. Stay as close as possible to the floor as the fire-front passes; if possible, put a wet cloth over your mouth. Drink plenty of water if available to avoid dehydration.</li><li>• Once the fire front has passed and the temperature has dropped cautiously exit the vehicle, bearing in mind the vehicle body including the fuel tank and door handles will be very hot. Move to a safe area such as a strip of land that has already been burnt. Continue to remain covered (e.g. with a blanket or coat) and drink water if available. <b>Wait for help.</b></li></ul>

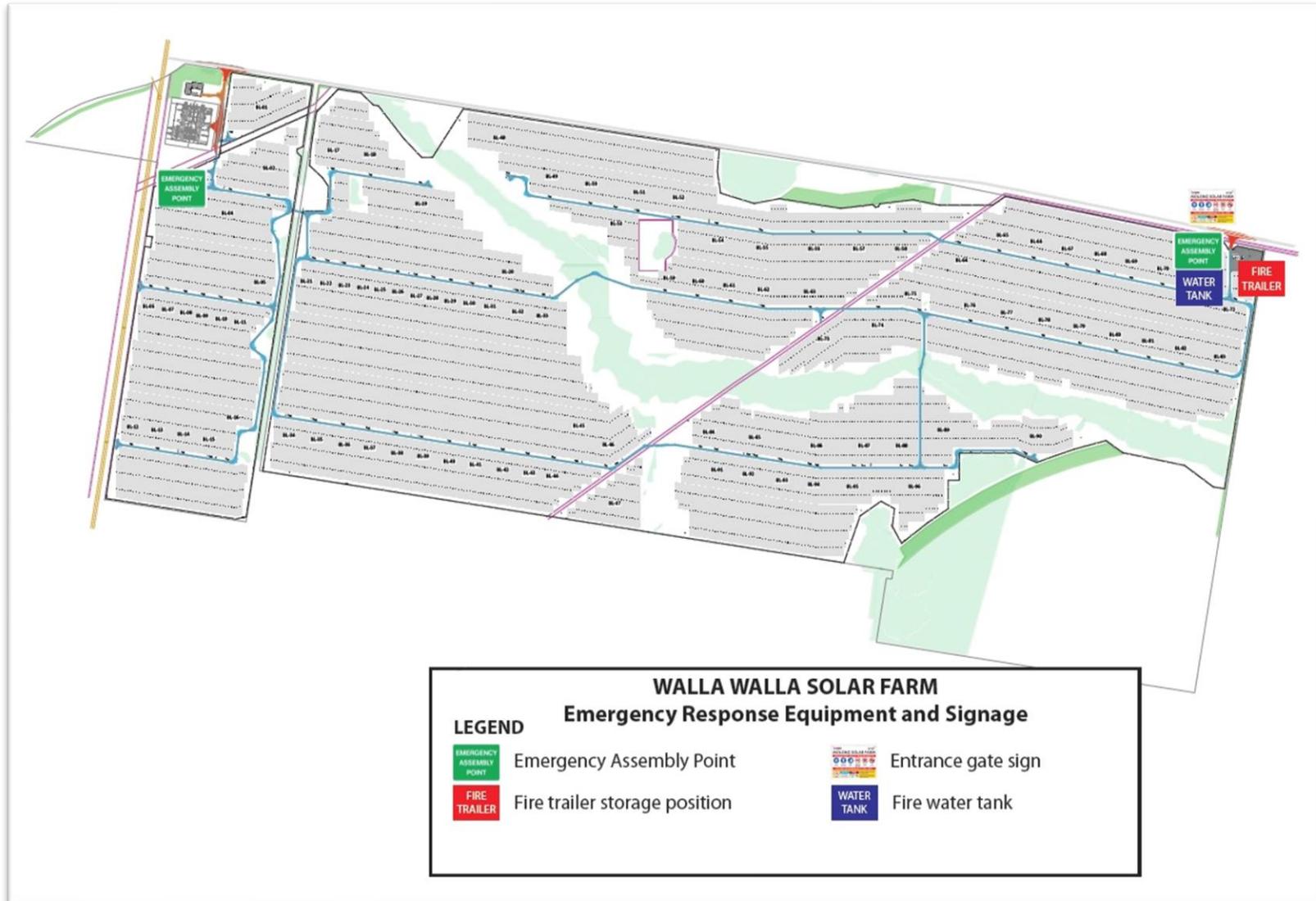
<p><b>People are caught on foot in the open</b></p>	<ul style="list-style-type: none"> <li>• Do not run unless necessary and there is a clearly indicated way of escape.</li> <li>• Do not try to outrun the fire uphill – unless you can clearly see a safe area nearby - as fires travel faster uphill. Move across the face of the hill, away from the fire front, and then down the slope towards the rear of the fire.</li> <li>• Shelter in a building or vehicle if nearby or look for shelter in areas away from the fire that are flat and contain little vegetation, e.g.: running stream, dam or wet gully; eroded gully; roadside culvert or concrete bridge; rocky ground or open areas; an area that has recently been burnt. Never climb into a water tank.</li> <li>• Clear away any leaves or vegetation matter that can burn near your shelter area.</li> <li>• Cover any exposed skin with clothing, soft earth, anything to shield you away from the heat.</li> <li>• If you have a mobile phone, call for help.</li> <li>• Keep low and breathe air close to the ground where it is cooler and contains less smoke.</li> <li>• Stay in your shelter area until the fire has passed.</li> <li>• In an emergency start a fire break and burn an area around the position where you will be sheltering which will keep the main body of the fire from you</li> <li>• Never attempt to run through a bushfire unless the flames are lower than waist height and you can see a safe area beyond the flames (this should only be done as a last resort).</li> </ul>
<p><b>People’s clothing catches on fire</b></p>	<ul style="list-style-type: none"> <li>• Stop the person from running and roll him/her on the ground to put out the flames. Use a fire blanket or wool blanket if available.</li> <li>• <b>Call Emergency Services.</b></li> </ul>

Managing Contingencies (Training Material)

During the Bushfire – Personal Protection Measures

If this happens	Do this
<p><b>People are burnt by the fire</b></p>	<ul style="list-style-type: none"> <li>• Cool burns straight away by immersing in water or under cool running water for at least 20 minutes. If running water is not available, wet two cloths, place alternatively on burns and leave for two minutes. Rewet cloth and repeat. Don't use ice, butter or ointment.</li> <li>• Remove any clothes not stuck to the skin and jewellery. Do not remove any clothing stuck to the skin. Do not break blisters.</li> <li>• Seek medical attention.</li> <li>• If medical assistance is not readily available, after cooling the burns, dress with a clean, sterile, non-fluffy material or bandage; if they are severe burns, cover loosely with the dressing. Do not use adhesive dressings.</li> </ul>
<p><b>People are suffering heat stress or are dehydrated</b></p>	<ul style="list-style-type: none"> <li>• Remove the person to a cool area and lay them down, with feet slightly elevated.</li> <li>• Remove outer clothing.</li> <li>• Cool all “hot spots” e.g. Under arms, groin, back of neck with water or damp cloth. Follow by fanning to stimulate sweating.</li> <li>• If fully conscious, increase fluid intake.</li> <li>• When/if the person is able, have them take a cool bath or shower.</li> <li>• Seek medical attention.</li> </ul> <p><b><i>If there are symptoms of severe heat stroke, follow the above instructions, except:</i></b></p> <ul style="list-style-type: none"> <li>• <b>Do not give the person fluids to drink – only allow sips of water.</b></li> <li>• Position an unconscious person on their side and clear their airway.</li> <li>• If medical attention is delayed, seek further instructions from ambulance or hospital emergency staff</li> </ul> <p><b>NB:</b> Someone with “Heat Stroke” will not be sweating, their skin will appear red and dry. Preceding heat stroke, they may have “hyperthermia” which the symptoms can include heavy sweating, rapid breathing and a fast, weak pulse.</p>

## 14.7 PLANT EMERGENCY RESPONSE EQUIPMENT AND SIGNAGE



## 14.8 O&M BUILDING EVACUATION DIAGRAM AND EMERGENCY EQUIPMENT

