

Emergency Response Plan

Capital & Woodlawn Wind Farms

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**If an incident has occurred, evacuate if required and immediately refer to Section 2 -
Emergency Response Flowchart on page 7.**

Call 000 (triple zero) or radio Site Supervisor for assistance.

All staff members should familiarise themselves with this document.

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1 - Plan Summary

Plan Overview

This **Emergency Response Plan** (ERP) details the appropriate steps to take in response to emergency situations which could occur at the **Capital & Woodlawn wind farms** located in Bungendore NSW (Site).

This ERP has been developed in consultation with Vestas and provides a consistent and common emergency response framework that supports the effective and efficient response to an emergency in order to preserve the health and safety of people, protect the environment and plant, and preserve Infigen's business continuity and reputation.

Location

Capital & Woodlawn Wind Farms:

Site office address: 1279 Tarago Road, Bungendore NSW

Nearest Cross Street: Mount Fairy Road, Bungendore NSW



Plan Owner

The **Infigen Operations Manager** is responsible for the revision and update of this ERP which is required to be approved by the **Infigen GM – Operations & Projects**.

Plan Review and Update

The ERP will be reviewed and updated on an annual basis by **Infigen Operations Manager**, the **Capital & Woodlawn Site Manager**, **Infigen HSE Manager**, **Vestas Site Supervisor** and other personnel as required. Review may also take place immediately after any significant incident or change to the activities, products or services or significant changes in the operating conditions.

Plan Distribution

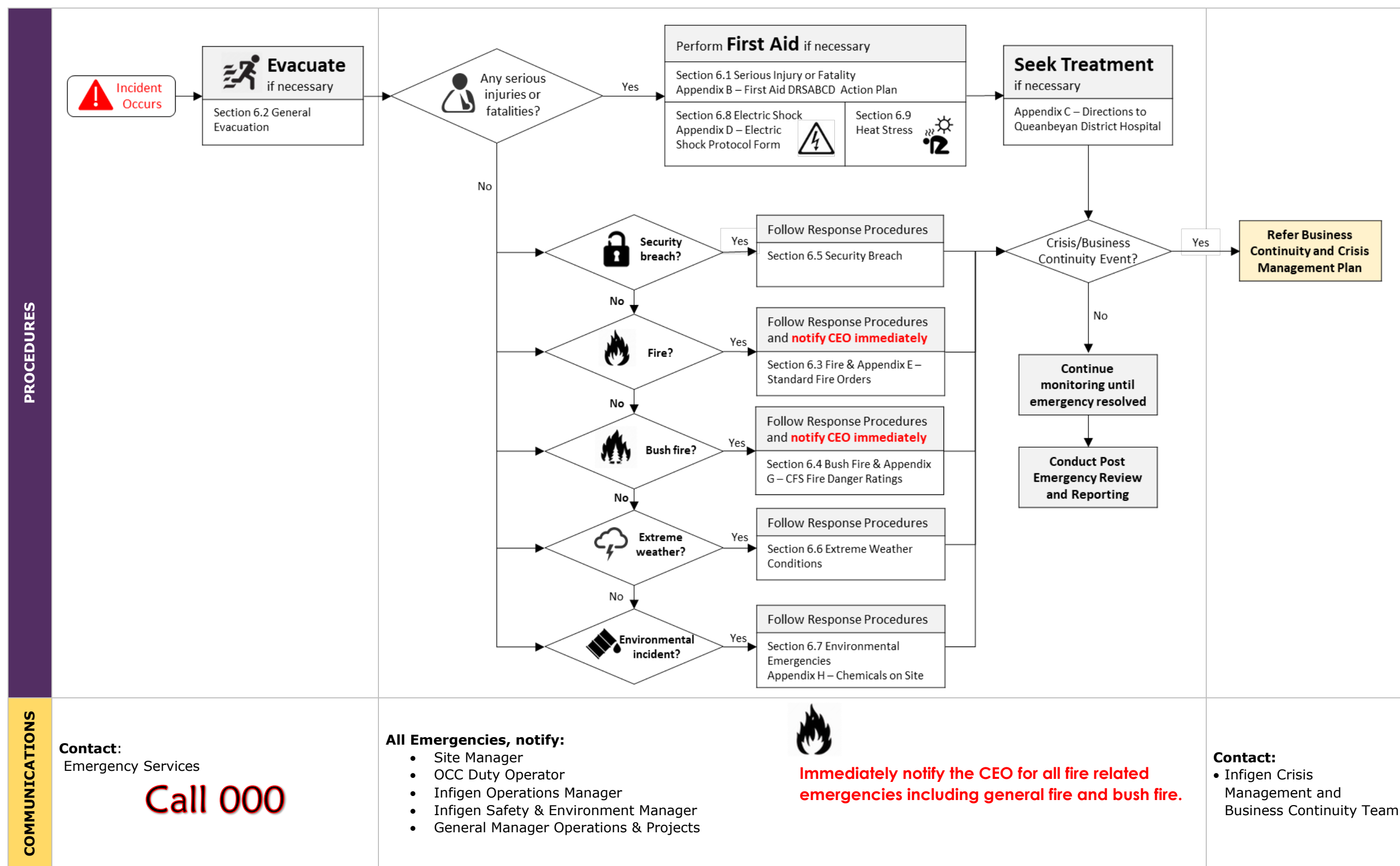
All individuals on the Distribution List in Appendix O, must be notified when a new version of the Plan is available. Others may be notified at the discretion of the Operations Manager. All requests for changes to the Distribution List or Controlled Hard Copies are to be addressed to the Operations Manager.

(Refer to Appendix O - Document Control)

This ERP sets out the minimum procedures that should be undertaken by personnel at the Site, including contractors, in the event of an emergency. There are **9 possible emergency situations** identified that may arise on the Site. The potential impacts of the 9 emergency situations are detailed in Appendix M.

1.	2.	3.	4.	5.	6.	7.	8.	9.
General Evacuation	Serious injury or fatality	Electric Shock	Heat Stress	Security Breach	Fire (except bush fire)	Bush Fire	Extreme Weather Condition	Environmental Incident
								

2 - Emergency Response Flowchart



3 - Site Details

Location

The sites are located in NSW. Capital wind farm is approximately 12km and Woodlawn is approximately 22km North East of the township of Bungendore. Woodlawn is approximately 7km west of the township of Tarago. The Site is located on the Great Dividing Range approximately 60km North East of Canberra, near Bungendore in NSW. The site office compound and the 33kV Substation is located off Tarago Road.

As the site does not have full time staff, there may be emergencies in which no staff members are onsite and an external party / the SCADA system raises the alarm or in which a staff member is working alone. These scenarios are given consideration within this Plan.

Site Office (O&M Building)

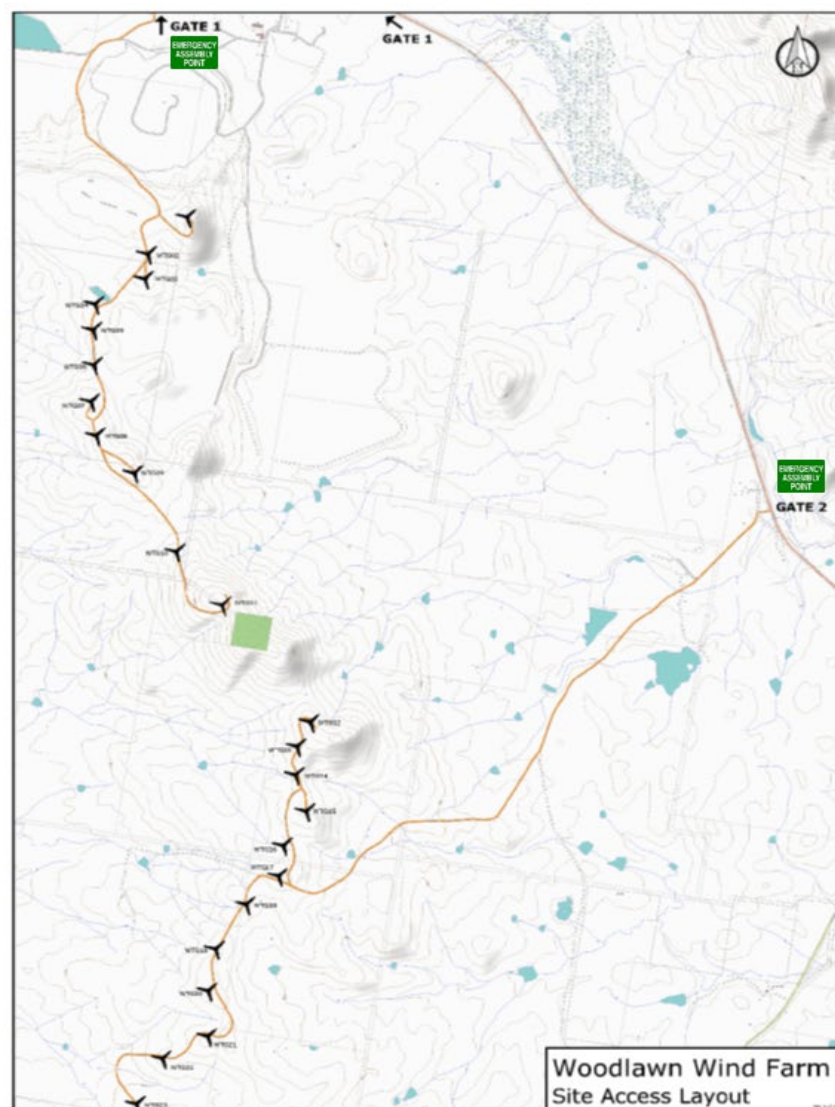
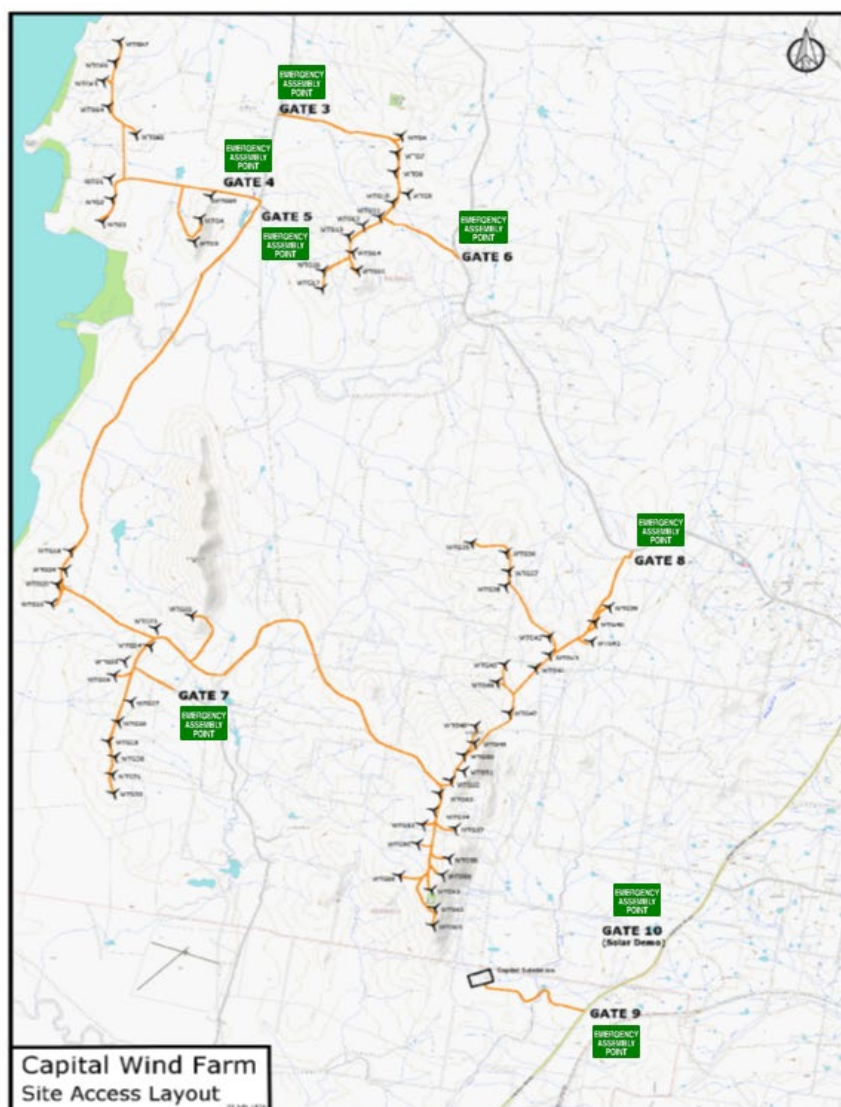
The Capital Wind Farm and the Woodlawn wind farms were constructed as separate wind farms but are immediately adjacent to each other and are operated by a single O&M service team from the site office compound.

Site Muster Location

In the event of an incident in a turbine, the pad outside of the drop zone, or other safe area, of that turbine becomes the initial gathering point however the Assembly Point locations are at each access gate from the public road to the wind farm turbines. In the event of the Site Office being the scene of an emergency the Assembly point is at the access gate on Tarago Road. The 5 other Assembly points located at access gates across both sites:

Access Gate Assembly Locations:

- Bungendore Rd
- Western Leg Rd
- Currendooley Rd
- Taylors Creek Rd
- Collector Rd (minesite)
- Collector Rd (Pylara)



Site Layout

The following infrastructure is available onsite:

- Capital Substation
- Site buildings (at the Substation) containing: Offices, store, workshop, facilities
- A number of shipping containers (used for storage of spare parts)
- Overhead and underground high-voltage cables
- 90 Suzlon S88 2.1MW Wind Turbines (67 at Capital and 23 at Woodlawn)
- 90 Package Substations – one at each turbine
- 5 Meteorological Masts (3 at Capital, 2 at Woodlawn)
- Network of access roads throughout the site.

The following emergency resources are available onsite:

In the Site Building

First aid kit and defibrillator	Chemical Spill kit	Electrical personal protective equipment (PPE)	Fire extinguishers	Operational Environmental Management Plan (OEMP)	Safety Reliability and Technical Management Plan (SRMTMP)	Emergency Response Plan (this document)
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In Each Turbine and Service Vehicle

First aid kit	Fire Extinguisher	Electrical personal protective equipment	Defibrillator (in Site office)
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At the Bungendore Rd Gate Access (inside poly pipe)

Emergency Response Plan (this document)	Flow chart of Emergency Management Plan (Section 2)	Witness log sheets (Appendix K)	Site Attendance Log Sheets (Appendix J)	Emergency Log (Appendix I)	Location Map
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4 - Emergency Communications

4.1. Emergency Alarms



There are no audible emergency warnings or notification alarm systems on site.

Persons on site will be given verbal notification that there is an emergency as outlined in this Plan. There are alarms which respond to operational issues which notify the OCC Duty Operator via email or notification displayed on the OCC Duty Operator's screen at Infigen head office in Sydney.

The OCC Duty Operator will be notified in the event of an equipment failure alarm. The OCC Duty Operator will have access to a list of alarms and the possible causes of each alarm. The OCC Duty Operator will contact the Site Manager should this occur. The Site Manager is responsible for determining the next steps and to escalate to an emergency situation if required and implement the steps of the appropriate emergency scenario.

4.2. Mobile Phones

All site personnel have access to a mobile phone during the normal course of their working operations. Site personnel have the following phone numbers stored in their mobile phone:

- All other permanent site personnel
- Site Manager
- 000 (triple zero) for any emergency

4.3. Two-Way Radios

- 5 -** Two-way radios are issued to all site personnel that are engaged to work onsite. Two-way radios are always to be tuned into the wind farm channel 1 through to 5 whilst on site. Contractors working onsite are to provide their own two-way radios which are also to be tuned into Channel 1. In addition, Contractors will be provided with Emergency Contact Numbers. Where Contractors do not have two-way radios of their own, Vestas is to issue them with two-way radios.

6 - Emergency Response Roles and Responsibilities

Refer to Appendix L – ERP Framework for detailed roles and responsibilities.

ROLES	RESPONSIBILITIES
Emergency Controller (Site Manager or Duty Operator within Infigen OCC)	<ul style="list-style-type: none"> • Notifying emergency response authorities • Cooperating with and assisting emergency services • Ensuring safety and wellbeing of all personnel within the immediate vicinity • Securing the site • Assessing the need for additional resources • Advising and liaising with Infigen Operations Control Centre (OCC)
OCC Duty Operator	<ul style="list-style-type: none"> • Communicating directly with the Emergency Controller at Site • Communicating with Infigen management and support personnel • Undertaking the required steps provided for each emergency scenario within this Plan • Appointing an alternative Emergency Controller in circumstances where the Site Manager is unavailable
Infigen Operations Manager	<ul style="list-style-type: none"> • Ensuring familiarity with the emergency response requirements of their role as outlined in this Plan for the various emergency scenarios • Ensuring the duties of 'Emergency Controller' and 'OCC Duty Operator' are fulfilled • Liaising and assisting with any relevant law enforcement officers
Infigen Safety & Environment Manager	<ul style="list-style-type: none"> • Ensuring the duties of 'Infigen Operations Manager' are fulfilled • Verbally advising all relevant government departments as required with the assistance of Infigen's General Counsel • Liaising with Infigen's Operations Manager and General Manager Human Resources for all people related emergencies • Undertaking appropriate investigation and liaising with government departments as required
General Manager Operations & Projects	<ul style="list-style-type: none"> • Notifying and liaising with Infigen's CEO and Board members as required • Notifying Infigen's Compliance Manager to initiate the Business Continuity Plan as required

ROLES	RESPONSIBILITIES
<p>All other personnel on site</p>	<ul style="list-style-type: none"> • Calling 000 or Site Supervisor for assistance as required • Performing first aid as required (and if capable) • Following instructions given by the Emergency Controller or by emergency response authorities • Assisting with the emergency response procedures as required

7 - Emergency Response Procedures

6.1 Serious Injury or Fatality

The below outlines the guidance procedures to be followed in the event of an injury (where emergency services are required to assist) and /or fatality.

Responsibility	#	Task	Complete	Time/Note
All Personnel: Person who identifies emergency situation if alone or Most senior or knowledgeable person on site who is able to effectively respond immediately	1.	Call 000 (triple zero) or radio Site Supervisor for assistance.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Ensure adequate rescue or first aid is immediately administered. If injured person has a potential concussion, fracture or break to any part of the body, if they have fallen from heights or have an impact injury then an ambulance shall be called.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	Have someone stationed at the front gate where possible to direct emergency crew and another person to prevent unauthorised access.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	4.	Assess need for site evacuation to the Assembly Area. IF IN DOUBT EVACUATE.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	5.	If appropriate and safe, isolate any required plant and equipment and make the immediate area safe.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	6.	Advise and liaise with Emergency Controller (Infigen Site Manager) and Vestas Site Supervisor. (Where Site Manager is not contactable, call the Infigen OCC).	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	7.	Ensure injured person is accompanied to hospital. Ensure any necessary personal effects accompany patients, e.g. medications and medical conditions identification.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
Emergency Controller (Site Manager or if unavailable the Operations Manager)	1.	Ensure duties of "All Personnel" (above) have been fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Ensure appropriate measures are in place to assist with the immediate safety of anyone, including employees and contractors, that are in the immediate vicinity	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	

Responsibility	#	Task	Complete	Time/Note
	3.	If injured person is a contractor, advise and liaise with contractor's manager.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	4.	Assess need for additional items for emergency handling such as: <ul style="list-style-type: none"> • Communication systems • Rescue equipment including defibrillator • Barricades, signage, lightings • Fire extinguisher, transport vehicles • Supplies for supporting the crews and other people engaged with emergency 	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	5.	Advise and liaise with Infigen Operations Control Centre (OCC).	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	6.	Secure the site and ensure the site is not disturbed unless required or authorised by a regulatory authority inspector.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
All Personnel: Everyone else on site	1.	Follow all reasonable instructions from the Emergency Controller or emergency response authorities.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
OCC Duty Operator (keep records using Emergency Log form - Appendix I)	1.	Where the Site Manager is not available, ensure the emergency services have been notified (dial 000) and that an appropriate person is nominated to the role of Emergency Controller (next in charge of Site Manager, that is, the Operations Manager).	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Notify and liaise with all Infigen Managers starting with Site Manager and continue up through the Site Manager's chain of command until you reach someone. If you cannot reach someone, you must leave a message with the details of the incident before calling the next in charge.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	Advise and liaise with: <ul style="list-style-type: none"> • Emergency Controller • Infigen Operations Manager • Infigen General Manager Operations & Projects, • Infigen Investor Relations Manager, and • Infigen General Counsel. 	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	

Responsibility	#	Task	Complete	Time/Note
	4.	Coordinate all and any other communications as required.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
Infigen Operations Manager (or approved nominated delegate)	1.	Ensure the duties of "Emergency Controller" and "OCC Duty Operator" are fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Notify and liaise with General Manager Operations & Projects.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	Assess who will notify next of kin (where Infigen employee involved). If there has been a fatality the NSW Police will take control of the Site and will notify next-of-kin in accordance with their procedures. Infigen will be required to provide the Police with contact details and Senior Management shall attend where feasible.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
Infigen Safety & Environment Manager	1.	Ensure the duties of "Infigen Operations Manager" are fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	In liaison with Infigen General Counsel, verbally advise all required government departments of the incident as soon as practicable as per legislation.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	In liaison with Infigen Operations Manager and General Manager Human Resources, determine the need to employ services of Employee Assistance Program providers and to ensure appropriate measures are in place to assist anyone, including staff and contractors, who were in the immediate vicinity, as required.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	4.	Ensure an appropriate investigation is undertaken and liaise with government departments as required.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
General Manager Operations &	1.	Ensure the duties of "Infigen Operations Manager" are fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	

Responsibility	#	Task	Complete	Time/Note
Projects (or approved nominated delegate)	2.	In liaison with Infigen General Counsel, verbally advise all required government departments of the incident as soon as practicable as per legislation.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	

6.2 General Evacuation

The reasons for an evacuation are varied. The duties relating to Section SERIOUS INJURY TO PERSON/S OR FATALITY should be read and followed in conjunction with these guidelines.

Responsibility	#	Task	Complete	Time/Note
All Personnel: Person who identifies emergency situation if alone or Most senior or knowledgeable person on site who is able to effectively respond immediately	1.	Ensure everyone on site is aware of the emergency. Assess need to call 000 (triple zero). IF IN DOUBT CALL 000 (triple zero).	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Have someone stationed at the front gate where possible to direct emergency crew and to prevent unauthorised access.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	Assess need for total or partial evacuation. IF IN DOUBT EVACUATE.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	4.	Where required, and safe to do so, take necessary steps to make the situation safe and minimise further injuries or damage.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	5.	Advise and liaise with Emergency Controller and Site Supervisor (or OCC if Emergency Controller not contactable)	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
Emergency Controller (Site Manager or if unavailable the Operations Manager)	1.	Ensure duties of the above "All Personnel" have been fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Conduct a roll call to confirm all required persons are accounted for and any attempt to locate and contact missing persons via mobile phone or radio. IF IN DOUBT ABOUT SAFETY OF MISSING PERSONS CONTACT EMERGENCY SERVICES ON 000 (triple zero)	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	Assess need for additional items for emergency handling such as: <ul style="list-style-type: none"> • Communication systems • Rescue equipment including defibrillator • Barricades, signage, lightings • Fire extinguisher, transport vehicles • Supplies for supporting the crews and other people engaged with emergency 	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	

Responsibility	#	Task	Complete	Time/Note
	4.	If the incident is potentially Notifiable, secure site and ensure the site is not disturbed unless required or unless authorised by a regulatory authority inspector.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
All Personnel: Everyone else on site	1.	Follow all reasonable instructions from the Emergency Controller or emergency response authorities.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
OCC Duty Operator (keep records using Emergency Log form - Appendix I)	1.	Where the Site Manager is not available, ensure the emergency services have been notified (dial 000) and that an appropriate person is nominated to the role of Emergency Controller (next in charge of Site Manager, that is, the Operations Manager).	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Notify and liaise with all Infigen Managers starting with Site Manager and continue up through the Infigen chain of command. If you cannot reach someone, you must leave a message with the details of the incident before calling the next in charge.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	Advise and liaise with: <ul style="list-style-type: none"> • Infigen Operations Manager • Infigen General Manager Operations & Projects • Infigen Safety & Environment Manager, • Infigen Investor Relations Manager, and • Infigen General Counsel. 	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	4.	Coordinate all and any other communications as required.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
Infigen Operations Manager (or approved nominated delegate)	1.	Ensure the duties of "Emergency Controller" and "OCC Duty Operator" (above) are fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Notify and liaise with General Manager Operations & Projects.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	Advise and liaise with other Infigen personnel as appropriate.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	

Responsibility	#	Task	Complete	Time/Note
Infigen Safety & Environment Manager	1.	Ensure the duties of "Infigen Operations Manager" are fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	In liaison with Infigen General Counsel, verbally advise all required government departments of the incident as soon as practical as per legislation.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	In liaison with Infigen Operations Manager, and GM Human Resources, determine the need to employ services of Employee Assistance Program providers	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	4.	Ensure an appropriate investigation is undertaken and liaise with government departments as required.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
General Manager Operations & Projects (or approved nominated delegate)	1.	Notify and liaise with Infigen CEO and Infigen Board Members as required.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Assess if situation requires escalation to an Infigen Business Continuity status (Initiate the steps of Business Continuity if required).	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	

6.3 Fire (except bush fire)

A fire on site is a serious situation that requires immediate corrective action. Fires can include small grass fire, building, equipment, and product or machinery fire. The key to containing a fire is to respond as quickly as possible to extinguish or control the fire where safe to do so. **The priority is life safety before plant and equipment.** Emergency Controller shall ensure that the emergency response authorities are provided with appropriate awareness of the site so to assist in an emergency situation.

Responsibility	#	Task	Complete	Time/Note
All Personnel Person who identifies emergency situation if alone or Most senior or knowledgeable person on site who is able to effectively respond immediately	1.	Take necessary steps to make the situation safe and minimise further injuries or damage prior to evacuation if safe to do so. CONTROL FIRE: attempt to control or extinguish any fire with appropriate fire equipment only if competent and safe to do so.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Notify Site Manager and Site Supervisor, and assess need to call 000 (triple zero). IF IN DOUBT CALL 000. (Call Infigen OCC if Site Manager not available).	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	Assess need for site evacuation. Assess all evacuation routes for safety hazards and advise everyone of an emergency and to evacuate to designated Assembly Area or other safe place. IF IN DOUBT EVACUATE.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	4.	Have someone stationed at the front gate where possible to direct emergency crew and another person to prevent unauthorised access.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	5.	Isolate impacted plant and equipment if appropriate, competent and safe to do so.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	6.	Advise and liaise with Emergency Controller (Infigen Site Manager or where unavailable, the OCC Duty Operator)	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
Emergency Controller	1.	Ensure duties of "All Personnel" (above) have been fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	

Responsibility	#	Task	Complete	Time/Note
The Infigen Site Manager where available or The Vestas Site Supervisor or Technician on call	2.	Assess need to contact Electranet to request a trip of CB11 and CB12.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	Assess need to contact nearby businesses or residences.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	4.	Secure the site and any adjoining sites that may be at risk. Do not disturb the site where there is the potential for government authorities / inspectors to attend.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	5.	Assess need for additional items for emergency handling such as: <ul style="list-style-type: none"> • Communication systems • Rescue equipment including defibrillator • Barricades, signage, lightings • Fire extinguisher, transport vehicles • Supplies for supporting the crews and other people engaged with emergency 	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	6.	Co-ordinate incident with Vestas Site Supervisor and emergency services and regulators (as necessary).	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
OCC Duty Operator (keep records using Emergency Log form - Appendix I)	1.	Where the Site Manager is not available, ensure the emergency services have been notified (dial 000) and that an appropriate person is nominated to the role of Emergency Controller (next in charge of Site Manager, that is, the Operations Manager).	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Notify and liaise with all Infigen Managers starting with Site Manager and continue up through the Infigen chain of command. If you cannot reach someone, you must leave a message with the details of the incident before calling the next in charge.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	Advise and liaise with: <ul style="list-style-type: none"> • Infigen Operations Manager • Infigen General Manager Operations & Projects, • Infigen Safety & Environment Manager, • Infigen Investor Relations Manager, and • Infigen General Counsel. 	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	

Responsibility	#	Task	Complete	Time/Note
	4.	Coordinate all and any other communications as required and (keep records using Emergency Log form – Appendix I).	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
All Personnel: Everyone else on site	1.	Follow all reasonable instructions from the Emergency Controller or emergency response authorities.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
Infigen Operations Manager (or approved delegate)	1.	Ensure the duties of “Emergency Controller” are fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Notify and liaise with General Manager Operations & Projects.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
Infigen Safety & Environment Manager (or approved nominated delegate)	1.	Ensure the duties of “Infigen Operations Manager” (above) are fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	In liaison with Infigen General Counsel, verbally advise all required government departments of the incident as soon as practical as per legislation.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	In liaison with Infigen Operations Manager and GM Human Resources, determine the need to employ services of Employee Assistance Program providers	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	4.	Ensure an appropriate investigation is undertaken.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
General Manager Operations & Projects (or approved nominated delegate)	1.	Notify and liaise with Infigen CEO and Infigen Board Members as required.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Assess if the situation requires escalation to an Infigen Business Continuity status (initiate the steps as required).	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	

6.4 Bush Fire

Fire season is formally announced by the relevant state fire authority each year, however in the absence of this, our monitoring will take place at least between 01 Nov and end Feb each year. **The OCC operator is to check the fire danger rating every morning and communicate the rating to the site as per the protocol below.**

Do not wait and see

No matter how you become aware of an emergency, whether it is via phone, from a neighbour or by seeing smoke or flames, take immediate action for your own and other's safety. Do not rely on receiving a warning message to your phone.

Below is the web address to the "Queanbeyan-Palerang LGA Neighbourhood Safer Places". No one is to stay and defend against a bushfire and no one is permitted to fight fires that are not trained and authorised to do as per the NSW Rural Fire Service. The safer places and last resort refuges are listed in the following tables and have links to maps on the NSW country fire service website listed below.

<https://www.rfs.nsw.gov.au/plan-and-prepare/neighbourhood-safer-places/queanbeyan-palerang-lga>

Bushfire Safer Places

Name	Type	Location
Mick Sherd Oval	Open Space	Gibraltar Street, Bungendore (adjacent to Bungendore War Memorial)
Ryrie Park	Open Space	Corner of Wilson Street and Wallace Street, Braidwood
Wamboin Community Hall	Building	Bingley Road, Wamboin

As Neighbourhood Safer Places do not guarantee a person's safety, Infigen's policy is to leave potential bush fire impacted areas early

6.5 Security Breach

The **presence on site of any individuals who have not made themselves known to the Site Manager, or operations personnel on site**, is to be treated as a security breach.

Responsibility	#	Task	Complete	Time/Note
All Personnel Person who identifies emergency situation if alone or Most senior or knowledgeable person on site who is able to effectively respond immediately	1.	On discovery of unauthorised individuals on site, question them on who they are and why they are on site, if safe to do so. If at any time an individual does not feel safe they are to move to a safe location and call the Police by dialling 000 (triple zero).	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Inform the Site Manager and the Site Supervisor and if necessary, and safe to do so, escort individuals from the site. (If Site Manager unavailable, call the OCC Duty Operator).	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
Emergency Controller (Site Manager or if unavailable the Operations Manager)	1.	Ensure duties of the above "All Personnel" have been fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Assess need to call the Police by dialling 000 (triple zero). If in doubt, call the Police.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	Assess need for total or partial evacuation of site. IF IN DOUBT EVACUATE. Evacuate to the designated Assembly Area and / or another suitable safe place.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
Other Personnel: Everyone else on site	1.	Follow all reasonable instructions from the Emergency Controller or emergency response authorities.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
Infigen Operations Manager (or approved nominated delegate)	1.	Ensure the duties of "Emergency Controller" (above) are fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Advise and liaise with General Manager Operations & Projects and other Infigen personnel as deemed required.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	

Responsibility	#	Task	Complete	Time/Note
Infigen Safety & Environment Manager	1.	Ensure the duties of "Infigen Operations Manager" (above) are fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	2.	Advise and liaise with Infigen personnel as appropriate.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	3.	In liaison with Infigen Operations Manager and GM Human Resources, determine the need to employ services of Employee Assistance Program providers	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	4.	Ensure an appropriate investigation is undertaken as required.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
General Manager Operations & Projects (or approved nominated delegate)	1.	Notify and liaise with Infigen CEO and Infigen Board Members as required.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	

6.6 Extreme Weather Conditions

When extreme weather conditions are forecast, the Site Manager and Site Supervisor will monitor the conditions at site and may take pre-emptive action to ensure emergency conditions do not eventuate. **In all extreme conditions, communication to anyone on site is essential to prevent emergency situations.** If evacuation of the site is deemed necessary, follow the evacuation procedure and ensure a head count is completed. These guidelines shall be employed in conjunction with Serious Injury to Personnel / Fatality and General Evacuation.

Weather Conditions	Effect	Action
Extreme Heat	May lead to heat related illness	Implement heat management strategies. Stay hydrated, takes breaks in shade and air conditioning. See Heat Illness Response Protocol in this Plan.
Heavy Rain	May render access roads too dangerous to travel on.	After event, inspect site road prior to re-opening. Sign post as eroded or dangerous if necessary.
Gale Force Wind Condition (in excess of 20 m/s)	Windblown materials.	Ensure all materials, plant & equipment are tied down / protected. Cease work activities.
Lightning	Lightning Strikes.	Monitor conditions and action any necessary works as per the site's Lightning Response Procedure.

6.7 Environmental Emergencies

These guidelines shall be employed in conjunction with Section 6.2 General Evacuation.

Environmental Incident Definition

The employer or any person carrying on the activity which causes a pollution incident must immediately notify each relevant authority (identified below) when material harm to the environment is caused or threatened. It is not reasonably foreseeable that any environmental incident will be of significance at this site however the following steps shall be taken in the event of any environmental incident. 'Material harm to the environment' is defined in section 147 of the *POEO Act (NSW) 1997*. Material harm includes on-site harm, as well as harm to the environment beyond the premises where the pollution incident occurred.

Pollution Incident Definition

Pollution incident means an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur. It includes an incident or set of circumstances in which a substance has been placed or disposed of on premises, but it does not include an incident or set of circumstances involving only the emission of any noise.

Immediate Response

The first person who identifies an incident shall call the Site Manager who will assess whether a call 000 (triple zero) If the incident presents an immediate threat to human health or environment. If in doubt, or you cannot contact the Site Manager, and then call 000.

Ensure the spill is cleaned up or contained where competent and safe to do so, and / or barricade the area off to restrict entry of non-essential persons.

Notification

The Site Manager shall notify the Infigen Safety and Environment Manager who will quickly assess the need to contact relevant authorities as per legislative requirements – this includes generally the appropriate regulatory authority (ARA), Environment Protection Authority (if they are not the ARA), Ministry of Health, SafeWork NSW, local authority (if they are not the ARA), Fire and Rescue NSW. Incidents that do not cause or threaten material harm to the environment shall be reported to the organisation responsible including water, air, noise, waste and litter, chemical and radiation. See [NSW EPA website](#) for full details.

The information required to be reported is only that information known to the person notifying the incident when the notification is given. If any of the above information is not known during initial notification but becomes known afterwards, that information must be relayed to the relevant authorities.

Post-incident

The Site Manager, along with the Safety & Environment Manager shall ensure remedial work is undertaken as necessary to resolve the environmental incident and that an investigation is undertaken as appropriate to determine the root cause and corrective actions.

6.8 Electric Shock

The purpose of this protocol is to provide guidance for people to follow in the event that a person(s) is suspected of receiving an electric shock from a source above extra-low voltage not exceeding 50 V AC or 120 V ripple-free DC. If in doubt of the voltage, you must follow the below steps.

The protocol identifies a minimum level of treatment and medical diagnosis. **This protocol applies to any person receiving an electric shock, regardless of how minor the contact may appear.** These guidelines shall be employed in conjunction with Section Serious Injury to Personnel / Fatality in this ERP.

Step 1 Establish a safe area and Isolate power source before attempting to attend to victim



Step 2 Assess condition and stabilise victim - DRSABCD; Call for an ambulance if victim seriously injured, not breathing or is unconscious; Apply first aid treatment where safe and competent to do so



Step 3 Arrange transport to the nearest medical facility (If ambulance has not already been called); The victim must not be left alone or allowed to drive themselves



Step 4 Record relevant details of the incident; Use the Electric Shock Protocol Form in Appendix G (where feasible)



Step 5 Send Electric Shock Protocol Form with the victim (where feasible)



Step 6 Notify the medical facility of the incident and transport arrangements



Step 7 Provide incident information to the medical facility

6.9 Heat Stress

Treatment varies according to the type of heat illness. These guidelines shall be employed in conjunction with those guidelines for "Serious Injury to Person(s) or Fatality" as outlined in this document.

HEAT EXHAUSTION

WARNING

If a person with heat exhaustion is not managed appropriately, they can develop heat stroke.

SIGNS AND SYMPTOMS

- feeling hot, exhausted, weak and fatigued
- persistent headache
- thirst
- nausea
- faintness, dizziness
- rapid breathing and shortness of breath
- pale, cool, moist skin
- rapid, weak pulse

WHAT TO DO

- 1 Move the patient to a cool place with circulating air.
- 2 Help the patient to sit or lie down in a comfortable position.
- 3 Remove unnecessary clothing from the patient, and loosen any tight clothing.
- 4 Sponge the patient with cold water.
- 5 Give the patient cool water to drink.
- 6 Seek medical aid if the patient vomits or does not recover quickly.

HEAT STROKE

WARNING

Heat stroke is potentially life-threatening and immediate medical aid is needed.

SIGNS AND SYMPTOMS

- high body temperature of 40°C or more
- flushed, dry skin
- pounding, rapid pulse that gradually weakens
- headache and irritability
- nausea, vomiting
- visual disturbances
- faintness, dizziness, confusion
- loss of consciousness
- seizures

WHAT TO DO

- 1 Follow DRSABCD.
- 2 Call triple zero (000) for an ambulance.
- 3 Move the patient to a cool place with circulating air.
- 4 Help the patient to sit or lie down in a comfortable position.
- 5 Remove almost all the patient's clothing, and loosen any tight clothing.
- 6 Apply a cold pack to areas of large blood vessels such as the neck, groin and armpits, to accelerate cooling.
- 7 If possible, cover the patient with a wet sheet and fan to increase air circulation. Stop cooling when the patient feels cold to touch.
- 8 If patient is fully conscious and is able to swallow, give them cool water to sip

Appendix A – Contact List

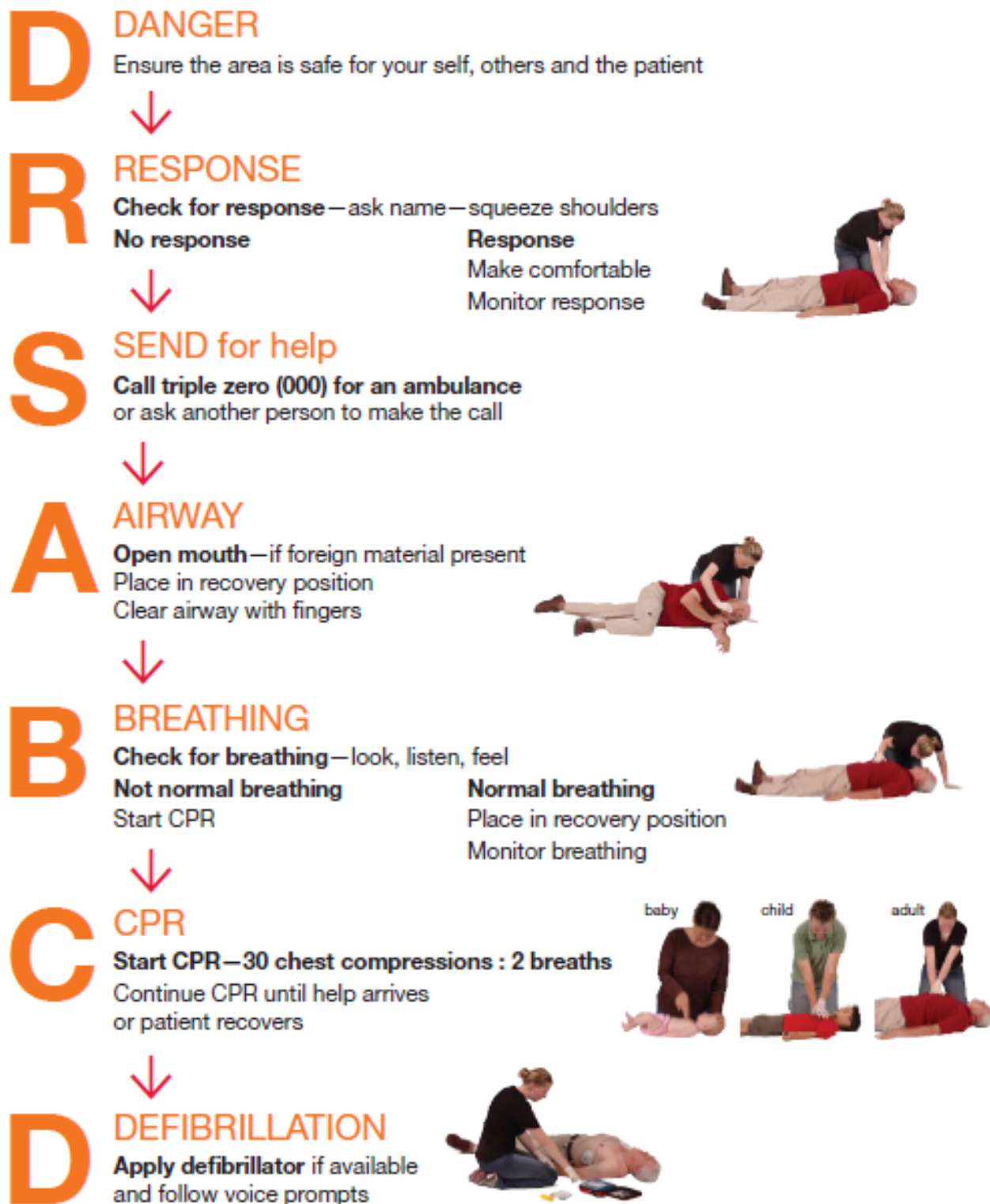
Infigen (Owner / Operator)	
Site Manager	0488 090 953
Operations Control Centre	02 8031 9958
EGM Operations & Projects	0411 809 547
Operations Manager	0423 535 846
Health, Safety & Environment Manager	0458 496 529
Managing Director / CEO	0407 477 548
Infigen Investor Relations Manager	0435 570 690
Legal General Counsel	0488 078 150
Vestas (Operations & Maintenance Contractor)	
Site Supervisor	TBC
Site HSE Rep	TBC
Network Operator	
TransGrid	TBC
Emergency Services, Hospitals & Medical Centres	
Ambulance, Police and Fire (Incl chemical Spills)	000
Queanbeyan District Hospital	02 6298 9211
Bungendore Medical Centre	02 6238 1417 or 0412 004 109
Poisons Information Centre	13 11 26
State Emergency Services (SES)	132 500
Wildcare – injured wildlife and snake catcher	02 6299 1966
Neighbouring Land Owners	
David Page	(02) 4849 4675
Cassie Osborne	(02) 6238 1166
Dominic Osborne (Preferred Contact)	(02) 6238 1226, 0417 011 455
Paul Sillis	0428 777 494
Council	
Queanbeyan Palerang Regional Council	(02) 6285 6000
Government Departments	
SafeWork NSW	131 050
NSW Environmental Protection Authority	131 555
Essential Energy	13 23 91
NSW Water	1800 353 104

Appendix B – First Aid DRSABCD Action Plan

If somebody is injured, **where competent to do so**, implement the following first aid DRSABCD Action Plan.

A copy of the current St John DRSABCD Action plan is also available via link:

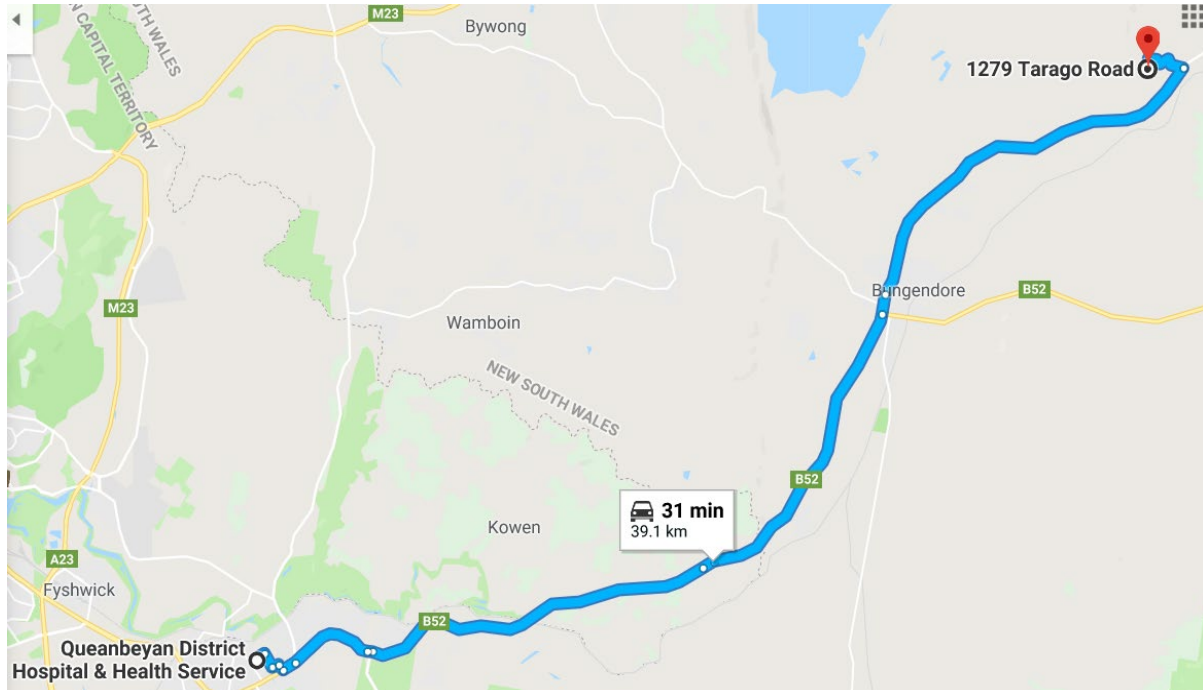
<http://www.stjohnnsw.com.au/drsabcd-action-plan/>



Appendix C – Directions to Queanbeyan Hospital

Street address: Corner Collette and Erin Streets, Queanbeyan Phone: 02 6150 7000

[Click here for link to Map](#)



1279 Tarago Road

Lake George NSW 2581

- Follow Tarago Rd to Molonglo St in Bungendore
11 min (13.4 km)
- Follow B52 to Atkinson St in Queanbeyan East
18 min (24.5 km)
- Take Morisset St to Collett St in Queanbeyan
2 min (1.2 km)

Queanbeyan District Hospital & Health Service

107 Collett St, Queanbeyan NSW 2620

Appendix D – Electric Shock Protocol Form

ELECTRIC SHOCK PROTOCOL FORM

Dear Doctor,

.....
(print victim's name)

of

.....
(victim's address)

is reported to have received an electric shock.

Our company medical policy is that any employee who reports receiving an electric shock are provided medical assessment and a request for a 12-lead ECG to be performed.

Time electric shock occurred:

Date electric shock occurred:

Source voltage: volts

Record patient's pulse rate after incident: beats/minute

The victim did / did not lose consciousness.

The victim has been unconscious from (time) to (time)

The victim has suffered burns, other injuries as follows:

Any additional symptoms:

Brief description of incident:

Signed:

Name:

Position:

Contact number:

Appendix E – Standard Fire Orders

Fire extinguisher is located in site vehicles and the site office.



ComSafe is the commercial training
business unit of Fire & Rescue NSW
ABN 12 593 473 110

www.comsafe.com.au

STANDARD FIRE ORDERS

ACTIONS TO BE CONSIDERED ON DISCOVERING A FIRE:

R

"Rescue/Remove" any person/s in immediate danger
(Only if safe to do so)



A

"Alarm/Alert" Raise the alarm and follow your emergency procedures



C

"Contain" Close doors to contain the fire and smoke



E

"Extinguish/Evacuate" Attempt to extinguish the fire only if you are trained and it is safe to do so



Freecall (Australia-wide)
1800 SURVIVE (787848)

© 2011 STATE GOVERNMENT of NSW (FRNSW)
ComSafe Training Services (RTO 91235)



**Fire &
Rescue NSW**

Appendix F – Turbine Fire Emergency Card

Template only

FIRE EMERGENCY



WTG XX	GPS 28°55'23" SOUTH 114°55'41" EAST
Land Owners Name Here	



Service	Alinta Wind Farm
Site Address	Walkaway Nangetty Road, Walkaway, 6528, W.A.
Site Supervisor	Anthony Russell Ph: 040 039 0025
Site Office Contact	Ph: 042 747 9218 or 2 Way Radio Channel WWF1

What to do

- Call Local Fire Control Officer Bruce Garratt on **042 893 9235** or on Radio Channel **28**
- Alternatively, call Walkaway Fire Brigade Captain Daryl Hamersley on **042 937 8712**
- Otherwise call **000**
- Inform location of fire and conditions
- Inform office on Radio Channel **WWF1** or On Call number 24/7 on **042 853 0181** to shutdown turbines at risk
- Never put yourself or others at risk

Appendix G – CFS Fire Danger Ratings

A copy of the current NSW Fire Danger Ratings Fact Sheet is also available via link:
<http://www.rfs.nsw.gov.au/fire-information/fdr-and-tobans?a=1421>

FIRE DANGER RATING	WHAT YOU SHOULD DO
CATASTROPHIC	<p>For your survival, leaving early is the only option.</p> <p>Leave bush fire prone areas the night before or early in the day – do not just wait and see what happens.</p> <p>Make a decision about when you will leave, where you will go, how you will get there and when you will return.</p> <p>Homes are not designed to withstand fires in catastrophic conditions so you should leave early.</p>
EXTREME	<p>Leaving early is the safest option for your survival.</p> <p>If you are not prepared to the highest level, leave early in the day.</p> <p>Only consider staying if you are prepared to the highest level – such as your home is specially designed, constructed or modified, and situated to withstand a fire, you are well prepared and can actively defend it if a fire starts.</p>
SEVERE	<p>Leaving early is the safest option for your survival.</p> <p>Well prepared homes that are actively defended can provide safety – but only stay if you are physically and mentally prepared to defend in these conditions.</p> <p>If you're not prepared, leave early in the day.</p>
VERY HIGH	<p>Review your <u>bush fire survival plan</u> with your family. Keep yourself informed and monitor conditions. Be ready to act if necessary.</p>
HIGH	
LOW MODERATE	

Appendix H – Chemicals on Site

Product Name	Location on site	Product Use	Capacity	Safety Data Sheet Details
Transformer Oil				
Transformer Oil				
Gear Oil				
Hydraulic Oil				
Mixed flammables				
Waste Oil				

Appendix I - Emergency Log

Name: _____ Date: _____

Phone Number: _____ Location: _____

Incident Description:

Actions:	Times:	
Result:	Times:	
Contacted Emergency Services:	Time:	
Contacted Site Manager:	Time:	
Contacted Management:	Time:	
Contacted Family:	Time:	

List all persons present on wind farm site at time of incident.

Date of Incident: _____

Site Name: _____

Nature of Incident (brief description): _____

[illegible]

Appendix K – Witness Log Sheet

List all persons with knowledge of incident for subsequent interviews and fact finding purposes. Include witnesses, supervisors, first aid attendees or medical providers, security, police or outside investigators.

Date of Incident _____

Site Name _____

Nature of Incident (brief description): _____

Name	Address	Telephone	Company Affiliation

Note: Witness statements should be obtained as soon as practical after an incident and should complete the witness statement on their own unless there is a language or other barrier then assistance may be needed.

Appendix L – ERP Framework

Objectives

The objectives of this Plan include:

- To protect people, emergency responders, personnel and the community from harm
- To maintain a sufficient level of preparedness
- To respond efficiently to limit the impacts of an emergency
- To manage an emergency until the emergency service personnel arrive and take control where is deemed necessary based on the emergency level
- To support emergency services with information, knowledge, skills and equipment where feasible
- Comply with government license requirements and SafeWork NSW regulatory requirements

Scope

This Plan applies to the human / life safety and environment aspects of emergencies at the Site. This Plan does not cover community disaster management, business continuity, security or safety and environmental impacts beyond the Site except for where these have the potential to impact people and environment at the Site or where Site activities have potential to impact beyond the Site boundaries.

This Plan provides for the following:

- Emergency procedures, including: an effective response to an emergency
- Evacuation procedures
- Notifying emergency service organisations at the earliest opportunity
- Medical treatment and assistance
- Effective communication between the person/s authorised to coordinate the emergency response and all people at the workplace
- Testing of the emergency procedures—including the frequency of testing
- Information, training and instruction to relevant workers in relation to implementing the emergency procedures

Legislative Compliance

This Plan has been compiled to fulfil the following requirements of the WHS legislation (SA) including:

- Duty to prepare, maintain and implement emergency plan
- An effective response to an emergency, and evacuation procedures
- Notifying emergency service organisations at the earliest opportunity
- Medical treatment and assistance
- Effective communication between the person authorised to coordinate the emergency response (Site Manager) and all persons at the workplace
- Testing of the emergency procedures, including the frequency of testing, information, training and instruction to relevant workers in relation to implementing the emergency procedures

Other References

This Plan has been compiled to fulfil the following requirements of the WHS legislation (SA) including:

- Duty to prepare, maintain and implement emergency plan
- An effective response to an emergency, and evacuation procedures

- Notifying emergency service organisations at the earliest opportunity
- Medical treatment and assistance
- Effective communication between the person authorised to coordinate the emergency response (Site Manager) and all persons at the workplace
- Testing of the emergency procedures, including the frequency of testing, information, training and instruction to relevant workers in relation to implementing the emergency procedures

Infigen Crisis Management and Business Continuity Plan

In the event that the emergency escalates and cannot be contained by those on site, the Infigen Crisis Management and/ or Business Continuity Plans may be activated as required and only by the person/s designated in Section 6 Emergency Response Procedures.

Emergency Management Team

Roles	Responsibilities
Emergency Controller	<p>The Emergency Controller is the Infigen Site Manager. Should the Emergency Controller be unavailable at the time of the emergency, the Duty Operator within Infigen Operations Control Centre (OCC) shall also notified be responsible for ensuring that the emergency response authorities have been notified of the emergency and that an appropriate person is nominated to the role of Emergency Controller, this may be the Vestas Supervisor or alternatively the Vestas on-call technician.</p> <p>The Emergency Controller, when on site in an emergency, is responsible for the control of the site and emergency situation until the relevant emergency services arrive. Duties include those as stipulated in this document for each type of specific emergency, and the following:</p> <ul style="list-style-type: none"> • Cooperating with and assisting the emergency services • Appointing a suitable liaison that can liaise with the emergency services personnel. This must be the most suitable person that has knowledge about controlling the emergency situation at hand and / or is the Infigen Site Manager themselves • Ensuring access to the site (open locked gates) and direct response personnel to area where assistance is required • Ensuring that all internal roadways are clear for emergency vehicles • Ensuring that there is a representative at any access points (Gates to the site etc.) to direct emergency services personnel to the incident scene and redirect others as required

Roles	Responsibilities
OCC (Operation and Control Centre) Duty Operator	<p>The OCC Duty Operator is located in the Infigen head office in Sydney. During an emergency situation, the OCC Duty Operator, on shift at the time of an emergency, is responsible for the direct communication with the Emergency Controller at Site. The OCC is also responsible for then communicating with Infigen management and support personnel.</p> <p>During an emergency, the OCC Duty Operator will be notified of an emergency, most probably by the Site Manager (Emergency Controller). The OCC is responsible for undertaking the required steps as provided in each emergency scenario in this Plan. It is the responsibility of the OCC Duty Operator to appoint a suitable alternative Emergency Controller in the event that the Site Manager is unavailable to assume that role. This may be the Vestas Site Supervisor or the Vestas On Call technician.</p>
Infigen Management Personnel	<p>Infigen management personnel are responsible for ensuring they are familiar with the emergency response requirements specifically related to their role as outlined in this Plan within the various emergency response scenarios. The Infigen management personnel that have key roles within this Plan include the following:</p> <ul style="list-style-type: none"> • Managing Director / CEO • General Manager Operations & Projects • Operations Manager • Operations Control Centre Manager • HSE Manager • Investor Relations Manager and • General Counsel • General Manager Human Resources

Responsibilities, Training and Drills

The Infigen Site Manager, in consultation with the Vestas Site Supervisor, is responsible for the practical implementation of this Plan. Resources shall be obtained and maintained to provide the level of protection required by this Plan. As a minimum:

- Everyone on site including visitors shall understand the requirements of this plan as relevant to them
- Adequate numbers of workers shall be trained in first aid and fire control techniques and that names and contact details of those trained are made available on site
- All technical / operational personnel shall understand the detail of all emergency response procedures and shall be competent in all of the above requirements as they apply to the works

Emergency drills shall be carried out to refresh knowledge of emergency response procedures and to assess the effectiveness of this Plan. Records of drills will be recorded in Infigen's incident management system. The Infigen Site Manager is responsible for ensuring that an emergency drill is conducted at least annually.

Emergency Response Information

The Site Manager is responsible for ensuring the following is displayed on Site and that it is the most up-to-date:

- Site Emergency Response Plan Map
- CPR instructions (within the first aid kit) and R.A.C.E fire response poster
- Turbine Emergency Response Card
- Other site specific information
- Snake bite response poster (within the first aid kit)
- Heat illness response poster (within the first aid kit)

Investigating and reporting

All HSE incidents including an emergency involving a fatality, serious injury or significant damage to property or the environment, shall be immediately reported to the Infigen Site Manager and regulatory authorities as required, and recorded into Infigen's incident management system when practical to do so. Requirements of the Infigen Incident Notification Protocol and Incident Management Procedure must be implemented immediately following any HSE incident or emergency. The Incident Management Procedure also includes reporting requirements to external regulatory authorities.

DO NOT DISTURB A POTENTIALLY NOTIFIABLE INCIDENT SITE UNTIL AUTHORISED TO DO SO BY THE REGULATORY AUTHORITY UNLESS IT IS NECESSARY IN THE FOLLOWING CIRCUMSTANCES:

- a. To assist an injured or deceased person, or
- b. That is essential to make the site safe or to minimise the risk of a further notifiable incident, or
- c. That is associated with a police investigation, or
- d. For which an inspector or the regulator has given permission.

The Infigen HSE Manager shall be notified where a regulatory authority such as SafeWork or the Police wish to conduct enquiries or an investigation into an incident or it is believed that they may wish to, due to the nature of the incident.

The Emergency Controller is responsible for ensuring that there is no interference with evidence and that any cleaning up, repairs etc., apart from the exemptions listed (a) to (d) above.

Reports required by government regulations shall be promptly prepared and submitted as specified in relevant legislation. As per good investigation techniques, all incident investigation reports must be prepared with care, reporting facts only and expressing no personal opinions as to cause.

The Press and News Media

The Infigen Emergency Controller shall have the responsibility to assist and direct the media. All media enquiries and requests for statements to the press are to be referred to the Infigen Investor Relations Manager or their delegate.

Answer media queries with:

"Your query can be forwarded to Infigen." Provide contact details of Infigen's Investor Relations Manager to the media (Refer Emergency Contacts) as required.

Termination of an Emergency

When the Emergency Services have specified that the emergency has been controlled and is terminated, the Emergency Controller shall ensure the following procedures are observed:

- The site shall be made safe
- All emergency alarms and firefighting equipment and general safety equipment must be returned to full active status
- Assessment and repair, replacement or disposal of all damaged plant equipment
- The requirements for proper public relations and debriefing, and any necessary statutory investigations are to be fully observed

Report & Review of Emergency

After an emergency has occurred, it is the responsibility of the HSE Manager to ensure the requirements of Infigen's HSE Incident Management Procedure are implemented and that the relevant investigation is carried out by competent person/s to ensure that findings are recorded and corrective actions put in place to eliminate and / or mitigate the risk of an incident reoccurring.

Review of Emergency Plan After An Emergency

The Infigen Site Manager, Infigen HSE Manager and other stakeholders shall review the effectiveness of this Plan. This Plan shall be updated with required improvements in accordance with the Review and Update section of this document.

Appendix M – Emergency Impact Table

Situation	Impacts On Site	Impacts Off Site
Serious Injury or Fatality	<ul style="list-style-type: none"> • Dangerous situation may remain; • Injury (emotional and physical); • Lock-out of site. 	<ul style="list-style-type: none"> • Depending on situation, possibility of danger existing Off Site also; • Impact on Emergency Services resources.
General Evacuation	<ul style="list-style-type: none"> • Dangerous situation may remain; • Lock-out of site. 	<ul style="list-style-type: none"> • Depending on situation, possibility of danger existing Off Site also; • Impact on Emergency Services resources.
Fire (except bush fire)	<ul style="list-style-type: none"> • Fire causes: Electrical fire in switch-room, or transformer; and vehicles • Potentially dangerous situation for visitors/staff onsite; • Destruction of property; • Require attendance of emergency services. 	<ul style="list-style-type: none"> • Potential for fire to spread to neighbouring properties – threatening safety and property; • Smoke, live embers or ash may be blown onto neighbouring properties; • SA CFS may require access to property to control fire on Site.
Bush fire	<ul style="list-style-type: none"> • Potentially dangerous situation for visitors/staff onsite; • Destruction of property; • Require attendance of emergency services. 	<ul style="list-style-type: none"> • Impact on Emergency Services resources; • May require restorative works.
Security Breach	<ul style="list-style-type: none"> • Potentially dangerous situation for visitors/staff onsite; • Destruction of property; • Require attendance of emergency services. 	<ul style="list-style-type: none"> • Impact on Emergency Services resources; • Minimal potential traffic disruptions.
Environmental Damage	<ul style="list-style-type: none"> • May damage local eco-systems; • May require lock-out period whilst causal analysis and mitigation are completed; • May require extensive restorative works. 	<ul style="list-style-type: none"> • May spread to neighbouring properties (i.e. uncontained oil spill – note, extremely unlikely) • May require restorative works; • May damage local eco-systems or waterways.
Extreme Weather Conditions	<ul style="list-style-type: none"> • Potentially dangerous to undertake works; • Potentially dangerous to remain onsite / without shelter; • Potentially dangerous to travel to / from site. 	<ul style="list-style-type: none"> • Extreme weather conditions will also affect surrounding region, unlikely Lake Bonney wind farms will cause an increased risk to surrounding properties.
Electric Shock	<ul style="list-style-type: none"> • Dangerous situation may remain; • Injury (emotional and physical); • Lock-out of site 	<ul style="list-style-type: none"> • Depending on situation, possibility of danger existing off site also; • Impact on Emergency Services resources.
Heat Stress	<ul style="list-style-type: none"> • Potential serious injury and fatality to persons; • Potential to require attendance of emergency services. 	<ul style="list-style-type: none"> • No danger of offsite impacts • No major impact to emergency services under normal conditions

Appendix N – Terms and Abbreviations

TERM/ABBREVIATION	DEFINITION
AS	Australian Standard
Assembly area(s)	The designated place or places where people assemble during the course of an evacuation
Authorised Persons	Persons approved by Infigen
Business Continuity Plan	The Infigen Business Continuity Plan provides leadership to support teams when a situation escalates beyond local Infigen site Emergency Response Plans
Competent person	A person who has acquired through training, education, qualification, experience or a combination of these, the knowledge and skill enabling them to correctly perform the required task
Emergency	An event that arises internally, or from external sources, which may adversely affect the occupants or visitors in a facility, and which requires an immediate response
Emergency Controller	The designated person-in-charge approved by Infigen to provide supervision and control of an emergency situation
EPA	Environmental Protection Authority
ERP	Emergency Response Plan
ESD	Emergency Shut Down
Evacuation	The orderly movement of people from a place of danger
Facility	A building, structure, or workplace that is, or may be, occupied by people (occupants)
Field Operations	Field work activities or operations under the control of Infigen Energy
Local Emergency Management Team	Persons with responsibilities defined under the column Job Title in each scenario table in section 6 Emergency Response Procedures.

TERM/ABBREVIATION	DEFINITION
May	Indicates the existence of an option
Operation Control Centre (OCC)	The OCC is a department of Infigen which is located in the Infigen Sydney office. The OCC operators are responsible for overseeing the operation of Infigen's wind farms and as result, the OCC operates 24 hours per day, 7 days per week
Pollution Incident	means an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur. It includes an incident or set of circumstances in which a substance has been placed or disposed of on premises, but it does not include an incident or set of circumstances involving only the emission of any noise (NSW POEO Act).
TransGrid	The distribution network operating in Capital and Woodlawn area
SCADA	Supervisory control and data acquisition
SafeWork	Work Health and Safety Authority for NSW

Appendix O - Document Control

Version History

Version	Revision Notes	Updated by	Reviewed by	Approved Date	Release Date
0.1	First draft based on Capital East Solar Farm Emergency Response Plan.	Jillian Searant & Michael Johnson	Jenny Wall (Suzlon) Igor Brandao (IFN)		
1.0	Document refresh to align and integrate with Infigen Crisis/BCP documentation developed by OpsCentre (external)	Alex McCormack	Michael Johnson Greg McInerney (Vestas)		
1.1	Document refresh to align and integrate with Infigen Crisis/BCP documentation	OpsCentre			

Next Review Date

June 2019

Distribution List

Controlled hard-copies of the Plan are contained at locations in the table below. Anyone updating this plan must ensure that these hard-copies are updated.

Company	Position	Location	Distribution
Infigen Energy	Site Manager	CPL WOO Site Office	Email
Infigen Energy	Operations Manager	Infigen Sydney Office	Email
Infigen Energy	Operations Control Centre	Infigen Sydney Office	Email
Vestas	Regional Manager	Manager, Pacific Region 1	Email
Vestas	Site Supervisor	CPL WOO Site Office	Email
Infigen Energy	n/a	CPL WOO Site Office	Hard Copy
Infigen Energy	n/a	CPL WOO Site Office Assembly Point	Hard Copy
Infigen Energy	n/a	OCC	Hard Copy