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1.0 PURPOSE

This Plan provides guidance and direction to Medway Grid, LLC (Medway) covering the emergency response and operations plan.

2.0 FACILITY INFORMATION AND LOCATION

2.1 Facility Information

Medway is a stand-alone Battery Energy Storage System (BESS) facility located at 53 Milford Street, Medway, Massachusetts and is interconnected to the 345kV West Medway substation. The site is not normally staffed, and operations and maintenance (O&M) technicians are dispatched as needed to respond to site conditions and to perform routine, regular maintenance activities. The primary entrance is located at 53 Milford Street with a secondary entrance at 55 Milford Street.

Each Battery Container is outfitted with a NFPA 72 fire alarm system, capable of communicating alarm, trouble, and supervisory signals. A Fire Alarm Central Panel (FACP) will sit onsite with connections to every Battery Container so that all signals are aggregated to a single point. The FACP will then connect to a dispatch radio with a direct connection to the Medway Fire Department so that they can be notified in the event of an issue.

Notification information for plant and external support organizations (police, fire department, medical facilities, etc.) that may be called to respond to emergency situations at Medway are included in the Attachments.

3.0 ROLES AND RESPONSIBILITIES

3.1 O&M Personnel

3.1.1 Role – Anyone with authorized physical access to the Medway BESS Facility for the purposes of performing work, including O&M contractors and any other vendors.

3.1.2 Responsibilities include:

- Follow this Plan, along with supporting plans and procedures, required to perform work for Medway.

- Provide feedback on potential impact(s) to operations of an incident and proposed responses.
- Support response to emergency events at the Medway Facility.
- Participate in training and drill/exercises, as appropriate.
- Participate in post-incident reviews, as appropriate.
- Provide evidence to the Facility Manager.

3.2 Compliance Manager

3.2.1 Role – The Medway compliance manager and owner of this plan.

3.2.2 Responsibilities include:

- Ensure completion of all required reporting within the specified timeframes.
- Oversee the development and implementation of this plan. Ensure the plan is up to date.
- Oversee revisions and updates to the Plan as necessary, as well as the implementation of the revised Plan, and a review of supporting documents, as needed.
- Participate in training and drills/exercises, as appropriate.
- Participate in post-incident reviews and direct the updating of appropriate documentation and processes, as needed.
- Reviews and approves this Plan annually.

3.3 Facility Manager

3.3.1 Role – the representative of the third-party vendor contracted to manage the performance of O&M services at the Medway Facility.

3.3.2 Responsibilities include:

- Ensure the requirements and processes laid out in this plan are followed by Personnel.
- Lead Personnel in the execution of this Plan.
- Set expectations with Personnel for the safe and reliable operational performance of the Facility, as detailed in this Plan.
- Participate in the development, administration, execution, and update of the plan.
- Oversee the day-to-day operation of the Medway facility.

- Ensure annual drill requirements are met and submit evidence to Medway upon completion and request.
- Ensure training is completed by all relevant Personnel and submit evidence to Medway upon completion and request.
- Participate in training and drills/exercises.
- Provide evidence to Asset Manager upon completion and request.

3.4 Field Services

3.4.1 Role – Contracted to perform the O&M services at the Medway Facility.

3.4.2 Responsibilities include:

- Follow the requirements and processes documented in the Plan.
- Provide feedback on potential impact(s) to operations of an incident and proposed responses.
- Participate in responses to emergency events at the Medway Facility.
- Conduct plant readiness reviews and provide reports to the Facility Manager, Compliance Manager, and Asset Manager.
- Participate in training and drills/exercises.
- Participate in post-incident reviews.

4.0 CRITICAL FAILURE POINTS – PERSONNEL (STAFFING)

The Facility Manager schedules O&M Personnel for monthly site visits and on an as-needed basis to perform site maintenance and can mobilize Personnel to prepare the site for severe weather events/conditions, as needed.

Role	Notes	Remediation
Facility Manager	Facility Manager is a back-office position located in Colorado.	O&M Company has other Facility Managers that can perform call-out and dispatch of Personnel.
O&M Personnel	• No dedicated site Personnel. • No on-site Personnel outside of scheduled site visits.	O&M Company maintains a contract with a third-party vendor to perform O&M obligations. Dispatch response time is within four (4) hours.

5.0 SEVERE WEATHER PLANNING AND IDENTIFICATION

Events and disturbances that can occur in and around the facility include but are not limited to windstorms, severe thunderstorms, flooding, tornadoes, excessive heat, excessive cold, snowstorms, and ice storms. The Facility Manager monitors weather forecasts for the site and is responsible for making notifications necessary to ensure severe weather preparations and communicating with Personnel and the GOP. The Facility Manager will ensure the appropriate plans and checklists are utilized for severe weather planning and response.

6.0 PREPARATION AND PLANNING FOR EMERGENCIES

Pre-planning for emergencies is a crucial element of this plan. The following steps have been taken in planning for emergency situations at the site:

- Fire department and other first responders have received a copy of this plan and have participated in an on-site familiarization meeting.
- All emergency responder access points to the facility shall be identified.
- An emergency response information notice board shall be maintained at a location readily visible and accessible to all personnel on site and contain key contacts for emergencies and other notices as outlined in this document or as deemed appropriate by the Emergency Response Coordinator. Provision shall be made for non-English speaking workers on site.
- All road exits are established and posted on the emergency information notice board.
- Evacuation route diagrams have been documented and posted on the emergency information notice board.
- All buildings and property surrounded by fencing will be marked by signage that identifies specific hazards (such as the NFPA diamond, and all applicable Danger, Caution, Warning signal words).
- Site personnel receive instruction to keep exits from the site clear and to maintain ready access to fire extinguishers.

- Safe approach distances are established for equipment's different failure modes, personnel are trained in these distances, and such information is communicated in writing to first responders during drills and other emergency response informational meetings.
- Safety Data Sheets (SDS) provided by manufacturers shall, where relevant, be provided to first responders. In some cases, manufacturers or suppliers will provide Material Safety Data Sheets (MSDS) instead of SDS where relevant.

7.0 TRAINING AND PLAN REVIEW

Personnel (inclusive of appropriate Medway employees, O&M personnel, appropriate vendors, and GOP personnel) will receive training on the *Emergency Operations Plan* (EOP). The Asset Manager will provide EOP overview training to Res, Facility Manager(s), and others, as appropriate. Personnel who will enter operating areas of the facility will be provided a site orientation and procedure overview, which will include mustering locations and evacuation procedures.

8.0 EMERGENCY CONTACT INFORMATION

Medway Emergency Coordinators	
Fire Department Town of Medway Fire Department 44 Milford Street Medway, MA 02053	(508) 533-3212- 911 for Emergency
Town of Medway Police Department 315 Village St, Medway, MA 02053	(508) 533-3212 - 911 for Emergency

Medway Grid, LLC – Emergency Response and Operations Plan, Version #1.0

ATTACHMENT 1: DESIGNATION OF EMERGENCY COORDINATORS

The Medway Emergency Coordinator is responsible for specific actions detailed in this plan (as noted). Alternate personnel may serve as the Facility Emergency Coordinator when necessary.

Note that the Emergency Coordinators are not onsite. For the purposes of this Plan, the term "Person-in-Charge" is the most senior person at the Medway facility at the time of an event.

Medway Emergency Coordinators	
Primary Emergency Coordinator	Name: Title: Phone number:
Alternate Emergency Coordinator	Name: Title: Phone number:

Control Room Contacts			
Org.	**Name**		**Contact**
Control Center	Primary	Monitoring Operations Control Center (OCC)	Phone: Email:
	Secondary	24-hour Market Operations Center (MOC)	Phone: Email:

ATTACHMENT 2: EMERGENCY CONTACTS

In the event of a fire emergency, medical emergency, police emergency or weather-related emergency, ensure that the following roles are notified after emergency responders are contacted.

	Name	**Phone Number**
Medway Compliance Manager		
Asset Manager	Bree Maria	323-872-8093
Facility Manager	TBD	
Control Center	TBD	

ATTACHMENT 3: MEDWAY GENERAL EMERGENCY PROCEDURE

Medway Location for Outside Emergency Responders

Medway Grid, LLC is located at	53 Milford Street

General Emergency Procedures

This emergency plan was developed for the following plausible contingencies that could transpire at the facility:

1. Personnel injuries and serious health conditions
2. Fires
3. Chemical releases
4. Weather-related causes
5. Threats to the facility that warn of danger to personnel
6. Pandemics
7. Sabotage Reporting
8. Other unanticipated events

For the purposes of this Procedure, Person-in-Charge means the most senior person on-site.

It will be the responsibility of the Person-in-Charge to assess a developing emergency situation and initiate the appropriate actions in this plan to protect personnel, the surrounding environment, and plant equipment from adverse damages. In the event of an emergency, the following actions will be immediately performed:

If the event is a fire, medical, or police emergency, contact 911 immediately.

General Emergency Protocols

1. Any work-related permits in effect shall be immediately voided, and personnel involved in such work shall cease all activities onsite.

2. All sources of ignition, including hot work, burning cigarettes, portable tools and motor vehicles shall be immediately secured.

3. Based upon the type and extent of the emergency, the Person-in-Charge should assess whether an evacuation should be initiated. The following criteria should be considered in rendering a decision to conduct an evacuation of the facility:

    a. The affected parts of the facility and severity of the emergency.

    b. Restrictions in egress routes caused by the emergency.

    c. Wind direction (if the emergency involves gases/vapors)

    d. People currently located at the facility (employees, visitors/contractors, etc.)

4. If the Person-in-Charge determines that a facility evacuation is necessary and must determine which type of evacuation to direct. The following sections describe the types of evacuations that can be performed:

    a) <u>Immediate Site Evacuation</u>

    This type of evacuation would be used only in the event of an emergency grave enough to warrant immediate evacuation of all personnel. ***In this type of evacuation, operating area personnel should evacuate without regard for shutdown of plant systems or for placing plant systems in the safest mode possible.*** This type of evacuation should only be utilized if the safety of personnel in operating areas is in immediate and severe danger, such that any delay in evacuating could result in deaths or injuries to personnel.

    b) Delayed Site Evacuation

    This type of evacuation would be used in a serious emergency situation where non-essential personnel (those not involved in plant operations or emergency coordination) are immediately evacuated as a precaution, and essential personnel remain in operating areas to perform a controlled shutdown of the facility prior to evacuating. It is anticipated that this would be the primary type of evacuation used in response to serious emergencies at the facility. The Person-in-Charge and/or Facility Manager must assess whether the prevailing circumstances warrant keeping essential personnel in plant operating areas to perform a controlled shutdown of the

facility. ***If personnel will not be exposed to unnecessary danger to perform facility shutdown and/or place the facility into a safe condition, then this is the preferred type of evacuation, as opposed to an Immediate Site Evacuation.***

***NOTE**: Conditions change rapidly and as a result, evacuation protocols should be assessed in real time.

5. Evacuation will be coordinated with the Facility Manager, who is available by cell phone when personnel are on site. If an evacuation has been directed, the Person-in-Charge should ensure that instructions for evacuation are communicated via the most reliable method possible, which may include in-person, or via hand-held radios (if present) or cell phone. These instructions should include the following items at a minimum:

    a. The type of evacuation to be performed (immediate or delayed)

    b. The nature of the emergency

    c. The location(s) of the emergency

6. If an evacuation has been ordered, personnel shall follow either the **Immediate Site Evacuation Procedures** or **Delayed Site Evacuation Procedures** contained in **Attachment 4**, as appropriate, and based upon the direction of the Person-in-Charge.

7. Perform the appropriate follow-up procedure(s) below, based upon the type of emergency that is occurring:

    - Personnel Injuries/Health Conditions (Attachment 5)
    - Fire (Attachment 6)
    - Chemical/Oil Spills and Releases (Attachment 7)
    - Weather-related Emergencies (Section 8.0 and the appropriate Summer or Winter Weatherization Plan)

ATTACHMENT 4: EVACUATION PROCEDURES

Immediate Site Evacuation Procedure

1. Personnel present on-site shall immediately take the following actions:

    a) Contact the Facility Manager and perform check-in and virtual sign-in. Determine the Person-in-Charge (i.e. the most senior person in charge).

    b) Contact the Facility Manager to notify of an Evacuation.

    c) Gather at the front entrance gate at facility, and determine the safest muster area to proceed to, depending upon the known circumstances of the emergency (as indicated on Attachment 3).

    ***NOTE:** The primary muster area must be a predetermined location, with any alternate muster areas selected only when egress routes to the primary muster area are unsafe to proceed along.

    d) With cell phones or two-way radios, pass the following information to site personnel:

        1) The muster area to use.

        2) Visitors known to be at the facility.

    e) Once emergency personnel have completed the preceding steps, they shall immediately proceed to their designated muster area. Personnel on-site should not delay in evacuating or wait on other personnel that they anticipate may arrive.

    f) Upon arriving at the designated muster area, the group shall designate a Person-in-Charge and take a head count of all personnel who are at the muster area, including contractors and visitors.

    g) After a roll call of all personnel present at the muster area is taken, the Person-in-Charge shall identify which operating area personnel are not accounted for. The Person-in-Charge will then query by radio/cellphone for personnel who are unaccounted for. The Person-in-Charge shall communicate with the Facility Manager on personnel who are accounted for.

    h) All personnel at the muster location shall remain at the muster location until an “ALL CLEAR” signal is sounded, or if directed by the Emergency Coordinator (if applicable)

to leave the muster location. The "ALL CLEAR" signal will be communicated by radio or cellular telephone.

i) The Person-in-Charge shall continuously monitor for unaccounted personnel when at the muster location and communicate both with the Facility Manager and with personnel on-site to attempt to locate the unaccounted parties.

2. Personnel present in the field/substation area shall immediately perform the following actions:

   a) Instruct any personnel (including visitors and contractors) who are seen along the way to proceed to the designated muster area.

   b) Upon reaching the appropriate muster area, report to the Person-in-Charge. If no other personnel are present at the muster area upon arrival, communicate to the Facility Manager that no other personnel are present in the area.

3. Personnel not in the operating areas of the facility should immediately perform the following actions:

   a) Proceed to the designated muster area as instructed.

   b) The Person-in-Charge shall establish communications with operating area personnel and compare roll call lists to determine if any personnel are unaccounted for in the facility.

Delayed Site Evacuation Procedures

1. Personnel present on-site shall immediately take the following actions:

   a) Take necessary operating actions to place the facility in the most stable condition, based upon the type of emergency.

   b) Contact the Facility Manager with a headcount and communicate names of each person.

   c) Notify the Facility Manager of the current facility status and evacuation details.

   d) Perform a controlled shutdown, if needed, in accordance with appropriate procedures and directions from Operating Personnel.

   e) Once the shutdown has been completed, all essential personnel shall gather and take roll call. When all essential Personnel are present and accounted for, evacuation to the

designated muster area shall be performed, unless the egress route is not safe for travel. In such a case, proceed to the alternate muster area.

a) Perform immediate response actions, as appropriate, to place the facility in the most stable condition, based upon the type of emergency.

b) Locate and direct non-essential personnel to proceed to the muster area immediately.

Designated Egress Routes and Muster Areas for Evacuations

- The Designated Muster Area is the primary gathering point for personnel and should be used during evacuations unless the emergency has rendered egress routes to the Muster Area unsafe for travel.
- The Alternate Muster Area is the alternate gathering point for such circumstances.
- Alternate muster location will be communicated at the time of evacuation and will take into consideration the event occurring that is causing the evacuation

Designated Muster Area	Front Entrance Gate
Alternate Muster Area	To be determined at time of Emergency

ATTACHMENT 5: PERSONNEL INJURIES OR SERIOUS HEALTH CONDITIONS

The following sections provide basic guidelines for response actions to be taken in the event of emergencies related to personnel health. Although facility personnel should take the most aggressive response actions that are prudent in an emergency, the first and foremost action will be to call 911 to initiate the response of trained outside medical responders. To prepare facility personnel for such contingencies, it will be the facility policy that all operating personnel and as many other personnel as possible should be trained in CPR (Cardiopulmonary Resuscitation) and in the use of an AED (Automated External Defibrillator) if one is available. If present on site, the AED will be maintained at the facility at the designated location onsite.

Note: Severe weather condition-related injuries are covered in the appropriate (Summer or Winter) Weatherization Plan.

Basic First Response Actions

- Check for unresponsiveness. Unresponsiveness is when the person is unconscious and does not respond when you call their name or touch them.
- *If the person is unresponsive, immediately call 911 for outside medical assistance and ask other personnel to bring the AED (if available) to the scene*. Other personnel should assist with 911 notifications and expediting the delivery of the AED to the scene.
- Next check to see if the victim is breathing normally. If no signs of breathing are observed, the responder should initiate two rescue breaths into the victim. After the rescue breaths, a pulse should be checked for on neck. If a pulse is present, continue with recovery breathing, but do not initiate chest compressions.
- If no pulse is observed, complete CPR, with assisted breathing and chest compressions should be commenced.
- If CPR is being performed and the AED arrives to the scene, direct an assistant to begin setting up the AED for operation on the victim. CPR should be continued during the time that the AED is being set up.
- If the AED is placed into operation, remain near the victim, and follow all AED instructions to ensure safety and proper victim monitoring. Maintain the victim with AED monitoring until trained medical responders arrive at the scene.
- If the victim is responsive but shows signs of shock or has an obvious severe injury, call 911 immediately and take additional actions as described in the sections below.

- If the victim has obvious broken bones or is bleeding profusely or may have neck or spine injuries, *do not attempt to move the victim*. Make the victim as comfortable as possible and apply pressure to mitigate areas of profuse bleeding until trained medical personnel arrive at the scene.
- Immobilize all injured parts of the victim.
- Prepare victim for transportation if the victim can be safely moved

Physical Shock

Symptoms

- Pallid face.
- Cool and moist skin.
- Shallow and irregular breathing.
- Perspiration appearing on the victim's upper lip and forehead.
- Increased, but faint pulse rate.
- Nausea.
- Detached semi-conscious attitude towards what is occurring around him/her.

Treatment

- Request professional medical aid immediately.
- Remain with and attempt to calm the victim.

Electric Shock

Symptoms

- Pale bluish skin that is clammy and mottled in appearance.
- Unconsciousness. No indications that the victim is breathing.

Treatment

- Turn off electricity if possible.
- Call for professional medical assistance and an ambulance immediately.
- Remove electric contact from victim with non-conducting material.

- Perform CPR and call for an AED, if required.

Burns

Symptoms

- Deep red color; or
- Blisters; or
- Exposed flesh.

Treatment

- Cooled immediately if possible, and
- Free of any jewelry or metal if it is safe to remove it.
- Do not pull away clothing from burned skin tissue.
- Do not apply any ointment to burn area.
- Seek professional medical assistance as soon as possible.

ATTACHMENT 6: FIRE RESPONSE PLAN

Medway maintains this fire response plan which describes measures taken at the facility to prevent, minimize the severity of, and proactively prepare for the event of a fire emergency. Safe and expedient response actions are essential to protect the health and safety of plant personnel and minimize damages to plant equipment and the surrounding environment.

Fire Incidents

All Personnel working at Medway are to be trained and should know how to prevent and respond to a fire emergency. All on-site staff shall:

1. Complete an on-site training program identifying the fire risks at Medway.
2. Understand the protocol and follow emergency procedures should an event occur.
3. Review and report potential fire hazards to the Facility Manager and provide the following information:
    a. That a fire has been discovered
    b. The location and source of the fire
    c. Any injuries that have occurred
    d. The cause of the fire (if known)
    e. Actions he/she will be taking to extinguish the fire (if appropriate, in accordance with step 2 of this procedure).

No person is required or permitted to place themselves in harm's way in order to facilitate extinguishment, evacuation, or rescue. All rescue operations will be performed by trained professionals upon their arrival.

NOTE: Notifying others of the emergency and getting trained responders on the way is the most important step in minimizing injuries to personnel and damage to equipment. However, if the person discovering a fire would be significantly delayed in attempting to extinguish it in its incipient stage by first getting to a radio to report it, the priority would be to extinguish the fire in the incipient stage.

Example: A fire commences in the immediate vicinity of a person who does not have immediate access to a communication device. If the person can quickly extinguish the fire,

he/she should do so first, then get to a radio/phone to report the fire as soon as possible thereafter. If a fire progresses to or is discovered in a state beyond the incipient stage, the **immediate action is to notify others over the radio and get help**.

Conditions Associated with Energy Storage Systems

Unique Challenges

Energy storage systems present a unique challenge for fire fighters. Unlike a typical electrical or gas utility, an energy storage system does not have a single point of disconnect. Whereas there are disconnects that will de-energize select parts of the system, batteries will remain energized.

The following hazards may be encountered when fighting fires in energy storage systems:

- Shock or arcing hazard due to the presence of water during suppression activities
- Related electrical enclosures may not resist water intrusion from the high-pressure stream of a fire hose
- Batteries damaged in the fire may not resist water intrusion
- Damaged conductors may not resist water intrusion
- Shock hazard due to direct contact with energized components
- No means of complete electrical disconnect
- Chemical spills
- Toxic gases
- Thermal runaway and explosions.

Fire and Water

Due to the hazards described above, care and consideration should be applied when considering fire suppression by means of water inundation within energy storage systems. But because water as an extinguisher is commonplace, the appropriate use of water as an extinguishing medium should be assessed. The local fire department should be informed of appropriate fire suppression methods for the energy storage system type as identified by the equipment manufacturer.

If unconventional fire extinguishers are required, local first responders should be alerted and trained on their use, including a familiarization drill. The appropriate and most suitable extinguisher should be recommended based on the specific needs of the site in accordance with guidance from the manufacture. This may include water in some cases, and in all scenarios its use should not be discouraged.

All fire extinguishing equipment, whether automatic or manual, shall be regularly inspected for functionality as per manufacturers' guidance.

Employee Training and Education

Fire procedures are to be posted at the facility on an emergency information notice board along with the OSHA compliance postings, first aid, and site-specific project information. The notice board is to be located at on-site at a location visible and accessible to all those working or visiting the site.

O&M staff shall be trained in the practices of fire prevention relevant to their duties. O&M staff shall be trained and equipped to extinguish small fires to prevent them from growing into more serious threats. Staff must understand the function and elements of potential emergencies, reporting procedures, evacuation plans, and shutdown procedures. Review any special hazards that might occur at Medway, such as flammable materials, fuel storage, toxic chemicals, and water reactive substances.

Fire safety training will occur during the site safety training. O&M staff are required to undergo training prior to starting work. Training shall include:

- Employee roles and responsibilities.
- Recognition of potential fire hazards.
- Emergency notification procedures, including alarms.
- Evacuation routes.
- Location and operation of manually operated equipment (fire extinguishers).
- Emergency response procedures.
- Emergency shutdown procedures.
- Information regarding specific materials to which employees may be exposed.

- Review OSHA requirements contained in 29 CFR 1910.38, Emergency Action Plans.
- Review OSHA requirements contained in 29 CFR 1910.39, Fire Prevention Plans.
- The location of the company fire protection plan and how it can be accessed.
- Good fire-prevention housekeeping practices and equipment maintenance.

The Emergency Response Coordinators are responsible for fire safety training. Written documentation of the training received by each employee must be maintained.

Response to a Fire Incident

Each storage unit is equipped with fire detection and suppression systems. They are continuously monitored for smoke detection, heat, and air quality (as appropriate) and are set up for alarm system notifications.

In the event of an incipient stage (beginning, small) fire, employees should notify adjacent individuals of this situation and exit the area. Only employees trained in the use of fire extinguishers should attempt to use an extinguisher. Employees are not expected or authorized to respond to fires beyond the incipient stage (i.e., fires that are beyond the beginning stage and which cannot be extinguished using a hand-held, portable fire extinguisher). The fire department should be immediately notified by dialing 911 when any type of unintended fire has taken place. Site management shall also be immediately notified of any emergency.

Fire External to Battery Container

1. **Call 911 and report the following:**
   - **Site name: Medway Grid**
   - **The address of the main entrance: 53 Milford Street or nearest site access point**
   - **Injuries, if any, and need for ambulance**
2. Make sure the immediate area of the fire is clear of personnel.
3. Account for all employees, contractors, and visitors who were working in the immediate area of the fire. If any personnel are unaccounted for from the immediate fire area, a communication shall be made throughout the facility in attempt to locate the person(s) missing. If the person(s) is equipped with a facility radio, then an emergency transmission shall be communicated in attempt to locate the person(s).

4. Contact the Facility Manager immediately.
5. Remove any obstructions (vehicles, material, etc.) that might impede response to the scene.
6. Station available personnel at road intersections to stop traffic flow into the fire scene.
7. Evacuate the energy storage system area immediately if the fire warning alarm sounds or fire warning lights illuminate.
8. Proceed to the designated muster point for head count.
9. If onsite, the designated Person-in-Charge will do a head count and relay any information/instructions.
10. If you encounter heavy smoke, stay low and breathe through a handkerchief or other fabric; move away from the area.
11. Assist anyone having trouble leaving the area so long as doing so does not put the assistor at additional risk.
12. Attempt to extinguish the fire ONLY if you have had the appropriate training and proper firefighting agent for the type of fire. Refer to the specific safety data sheet.
13. Do not leave the designated muster point until advised to do so. If risk (e.g. smoke) requires evacuation of the muster point, the secondary muster point will be used, and that fact announced via radio and alarms as available.
14. The Person-in-Charge will issue an 'all clear' only when the fire department informs them that it is safe to do so.
15. The energy storage system is not to be accessed until the Facility Manager gives authorization.

Fire Internal to Battery Container

1. Call 911 and report the following:
    - **Site name: Medway Grid**
    - **The address of the main entrance: 53 Milford Street or nearest site access point**
    - **Injuries, if any, and need for ambulance**

2. Make sure the immediate area of the fire is clear of personnel.
3. Account for all employees, contractors, and visitors who were working in the area of the fire. If any personnel are unaccounted for from the immediate fire area, a communication shall be made through out the facility in attempt to locate the person(s) missing. If the person(s) is equipped with a facility radio, then an emergency transmission shall be communicated in attempt to locate the person(s).
4. Contact the Facility Manager.
5. Evacuate the area immediately if the fire warning alarm sounds or fire warning lights illuminate.
6. Keep distance away from the container(s) and make sure that no facility responders or fire responder personnel approaches the container until it is safe to do so. The determination of safe will be done through a series of decisions based on technical information from the SME, fire department sights and observations and data from the batt
7. Remove any obstructions (vehicles, material, etc.) that might impede response to the scene.
8. Proceed to the designated muster point for head count.
9. If onsite, the designated Person-in-Charge will do a head count and relay any information/instructions.
10. If you encounter heavy smoke, stay low and breath through a handkerchief or other fabric.
11. If there is a second means of egress that is clear of smoke that egress path will be used, and a radio transmission or other type of communication shall be made stating the clear egress point for other personnel to use for escape.
12. Assist anyone having trouble leaving the area so long as doing so does not put the assistor at additional risk.
13. The fire suppression system is designed to work in a contained environment. DO NOT open the doors until it has been determined that the agent has been fully released and a pre-determined amount of time has passed to ensure no hazards are present, and with approval of emergency personnel and Subject Matter Expert.

14. **DO NOT** put anyone in harm's way to save the battery equipment in the container.
15. Once the Fire Department arrives, provide them with the following:
    - All applicable SDS documents
    - Assistance isolating equipment electrically
    - This emergency response plan
16. Do not leave the designated muster point until advised to do so. If risk (e.g. smoke) requires evacuation of the muster point, the secondary muster point (designated on the map in Appendix 1) will be used and that fact announced via radio and alarms as available.
17. The Person-in-Charge will issue an 'all clear' only when the fire department informs them that it is safe to do so and the site (or portions of it) can be reoccupied or normal working conditions can be resumed again.
18. The energy storage system is not to be accessed until the Person-in-Charge and the emergency responders give authorization.

In the event of a fire incident, the designated operations personnel responsible for the safe shutdown of the plant will open switchgear to ensure the grid side of the plant is de-energized and isolate the batteries as best able to (i.e. verify the AC and DC breakers are open in the inverter). The Fire Department needs to understand that some of the equipment (batteries) will remain energized no matter what actions are taken, and the recommended option is containment. Batteries remain energized even if all the contactors, breakers, and switches have been opened.

After a Fire

Hazards after a fire should be identified at the time of installation such that recommendations for personal protective equipment (PPE) are available for clean-up crews and hazardous materials (HAZMAT) teams. This may include respirators to protect personnel from toxic gas that continues to be generated from hot cells. Firewater retention and cleanup measures may be required by local regulations.

In addition to the gas generation risk, cells that remain hot also pose a delayed ignition risk, whereby heat in the cell may transfer to undamaged adjacent cells or remaining active material and reignite the fire. As such, fire-damaged equipment must remain monitored for a period identified in consultation with equipment manufacturer and the project SME.

Site Maintenance and Housekeeping

- Fire extinguishers shall be inspected monthly as per NFPA 10.
- Fire extinguishers shall not be obstructed and should be in conspicuous locations with appropriate signage as per NFPA 10.
- Combustible material shall not be stored in mechanical rooms, electrical equipment rooms, or energy storage system enclosures.
- Outside dumpsters shall be kept at least five (5) feet away from combustible materials and the lids should be kept closed.
- Materials or equipment storage is not allowed in electrical equipment rooms, or near electrical panels.
- Electrical panel openings must be covered.
- Power strips must be plugged directly into an outlet and not daisy-chained and should be for temporary use only.
- Extension cords and flexible cords should not be substituted for permanent.

Fire Extinguisher Deployment Plot – Admin/Water Treatment Areas

- Medway has the following Fire Extinguishers onsite:
    - One (1) fire extinguisher located in the substation control building
- Water supply for firefighting
    - Fire hydrant at the site.

ATTACHMENT 7: CHEMICAL OR OIL SPILLS AND RELEASES

A site Spill Prevention, Control, and Countermeasure (SPCC) is maintained by the Facility Manager and a copy will be posted at the site in the control room.

ATTACHMENT 8: THREATS TO THE FACILITY

In the event the site receives threatening correspondence either by phone or by other means of communications, the following actions should be performed immediately:

Actions by the person receiving the threat:

1. Gather as much information as possible from the person making the threat. If the threat is via written correspondence, place the correspondence in a location in which it will not be touched or otherwise disturbed until police can be contacted. If the threat is being made verbally (phone, or other), communicate, and obtain information from the individual making the threat for as long as possible.
2. Inform the Facility Manager, Person-in-Charge or the Asset Manager of the situation.

The person contacted in Step 2 may consider any or all the following actions to take in response to the threat situation, depending upon the circumstances of the threat:

1. Order an evacuation of the facility.
2. Call 911 for Police or Fire Assistance.
3. Arrange for additional security personnel for the facility.
4. Direct plant personnel to commence a controlled shutdown of the facility.
5. Direct searches to be performed on vehicles entering the facility.

ATTACHMENT 9: SABOTAGE REPORTING

1. **Dial 911**
2. Communicate the sabotage event to all on-site personnel via two-way radio/cellphone.
3. Contact Facility Manager to report the sabotage and coordinate reporting.
4. The Facility Manager coordinates with the Asset Manager to escalate potential event reporting.