



CBESS

Emergency Response Management Plan

Document ID: 201074-SE-PLN-0002

Authority

	Title	Name	Date
Owner	Project Manager	David Gray	22/04/2024
Reviewer	HSEQ Manager	Mike Bentley	22/04/2024
Approver	Project Manager	David Gray	22/04/2024

History

Revision	Date	Amended By (Name)	Details of Amendment
A	22/04/2024	Mike Bentley	Draft Document
B	23/05/2024	Mike Bentley	Edited after client review
C	23/06/2024	Mike Bentley	Minor Changes
0	02/09/2024	Mike Bentley	Minor Changes following client review, addition of Damstra system, evacuation siren.
1	24/09/2024	Aled Evans	Evacuation procedure revision
2	12/12/2024	Mike Bentley	Bushfire and general review after emergency drill
3	06/05/2025	Aled Evans	Evacuation details, siren & map updates

Table of Contents

1	Introduction	4
2	Purpose	4
3	General Overview	5
4	Definitions.....	6
5	Communication.....	6
6	Emergency Control Organisation (ECO) – SCEE Electrical.....	6
7	Emergency Response Personnel Identification	7
7.1	Primary Roles and Responsibilities.....	7
7.2	First Aid	8
7.3	Other Roles.....	9
7.4	Education and Training	9
8	Evacuations	9
8.1	Evacuation Assembly Areas.....	9
8.2	Evacuation Procedure	12
8.3	Emergency Siren	12
8.4	Evacuation Drills	12
8.5	The Decision to Evacuate	12
8.6	Evacuation of Visitors	13
8.7	Security of Valuable Material during an Emergency	13
9	Emergency Aides.....	13
9.1	Activation of Emergency Response	13
9.2	Evacuation Map	14
9.3	Emergency Contact Numbers	14
10	Emergency Priorities	14
11	Types of Emergencies	15

11.1 Working at Heights	15
11.2 Motor Vehicle Accident – MVA	15
11.3 Fire / Smoke	16
11.4 Bomb Threat.....	19
11.5 Medical Emergency.....	20
Post Evacuation	21
12 Other Emergencies.....	21
12.1 Emergencies at Villages.....	21
12.2 Emergencies at Port	22
12.3 Emergencies at Collie Power Station	22
12.4 Natural Disasters	22
13 Critical Incidents	22
14 Employee Assistance Program.....	22
15 Information for Emergency Services	22
16 Media Contact.....	23
17 Emergency Shut Down Procedures - Plant and Equipment.....	23
17.1 Key equipment	23
17.2 Other Plant and Equipment.....	23
17.3 Utilities	23
17.4 Preservation of the Scene	24
18 De-Brief	24
19 Distribution List	24
20 Emergency Contact Numbers	24
21 Appendix A – Emergency Services	25
22 Appendix B – Bomb Checklist	26
23 Appendix C – First Aid and Emergency Risk Assessment	28
24 Appendix D – Bushfire Risk Assessment	30

25 Appendix E – Alternative Route to Boys Home Road 31**1 Introduction**

Emergency response planning is about being prepared for events or incidents that stretch our ability to cope beyond our normal day-to-day capacity. While an emergency event can be devastating, by preparing as much as possible we can reduce its impact and speed the recovery process. In some cases, being prepared can help prevent an emergency turning into another kind of crisis. Planning may not consider unforeseen events, but it will better prepare an organisation to meet an unforeseen event.

2 Purpose

The SCEE Electrical Emergency Response Management Plan for the project has been developed to ensure an immediate and efficient response to an emergency on site, whilst minimizing its effects on SCEE employees, visitors, contractors, equipment and client.

This plan does not guarantee automatic control of every emergency; however, the procedures are simple, direct and give priority to the safety of employees, contractors and visitors to the SCEE Project.

Incidents that may necessitate emergency response, are:

- Fire, Bushfire, Earthquake, Flood, Severe Weather, Storm Damage, Explosion
- Hazardous Materials Incident (chemical, toxic emission, thermal runaway of battery module)
- Physical injury, medical event
- Transport Accident, Building Instability
- Bomb Threat, Building Invasion, Armed Intrusion, Civil Disorder, Terrorism
- Collie Power Station event

Adherence to this framework is intended to:

- Avoid or minimise loss of life and property
- Ensure any emergency can be effectively dealt with, within the capability and competency of personnel involved
- Support a prompt response to any emergency
- Direct key people to act on specific tasks and provide direction
- Provide response mechanisms that support business continuity during/after an emergency

Emergencies on site will be handled locally by SCEE, with referral to local Collie emergency response services as required. The emergency response contact numbers are listed later in this document. The site medic is located at the medic's office adjacent to the boom gates.

3 General Overview

Specific procedures have been developed within this plan to cover medical, work fronts, environmental/chemical spill, and fire and explosion emergencies. They necessitate the cooperation and assistance of all personnel to minimise their potential impact on life and property.

This Emergency Response Management Plan will be reviewed periodically, and the results of evacuation drills used to identify and correct any deficiencies in the plan.

This Plan has been designed to cover a vast range of emergencies and conform to Australian Standard AS 3745 Planning for Emergencies in Facilities and has been developed from emergency scenarios identified in the Construction Risk Assessment Workshop.

Collie hospital resources have been assessed to ascertain capabilities and capacity. There is a 24-hour emergency department and an on-call doctor for times where one is not on site. There is also a hospital at Bunbury, and access to rescue helicopter via St John Ambulance. It is assumed the decision on which emergency hospital to access will be made by the attending ambulance personnel in an emergency.

There is a St John ambulance depot in Collie, and a volunteer fire brigade. Travel time is approximately 15-20 minutes, response time will depend on case load and traffic at the time.

There is no on-site Emergency Response Team at CBESS or Collie Power Station. The closest team is at Muja and are about 20 minutes away.

This plan is not intended to cover general first aid and low-level incident reporting processes, these are addressed in the project Safety Management Plan and are posted on crib hut and office walls. Nor is it intended to cover low level injury management that is not based on an emergency, this is also in the Safety Management Plan.

- This Plan may be audited from time to time to ensure it meets the criteria of related Australian Standards
- The contents of the Plan will be reviewed every twelve (12) months and/or when changes are made to emergency response personnel, or with a change in scope of work that introduces additional hazards or possible emergency types.

4 Definitions

Area Wardens	Person(s) appointed to assist in managing the emergency response procedures for work areas and report to the Chief Warden.
Chief Warden	Person selected to head the ECO
CPS	Collie Power Station
Deputy	Person selected to support an ECO role and assume the responsibility of the role in the absence of the nominated person.
Disabled Person	Persons having either temporary or permanent physical, intellectual, visual or auditory functional limitations or impairments.
ECO	Emergency Control Organisation. A group of people nominated to implement the Emergency Response procedures.
Emergency	Any event (internal or external) which may adversely affect persons, company or the community which requires an immediate response.
IMT	Incident Management Team
ERT	Emergency Response Team

5 Communication

This Plan shall be communicated and made available to personnel who may be affected by a crisis or emergency occurring at this Project. Communication of this plan shall be integrated into the following:

- Health and Safety induction for new employees
- Training delivered to the Emergency Control Organisation (Wardens)
- Training delivered to the Emergency Management Team and Incident Management Teams

6 Emergency Control Organisation (ECO) – SCEE Electrical

The ECO has been established to deal with all emergency incidents that may affect the health, safety or wellbeing of workers at SCEE's Projects. The ECO is comprised of a Chief and Deputy Chief Warden and several Area Wardens sourced from the project.

The Emergency Control Organisation (ECO) consists of:

- Chief Warden – SCEE Project Manager or delegate
- Area Wardens – Warden numbers shall be sufficient to cover both swings on a back-to-back basis and be nominated for each major office and stores area, this includes wardens for contractors and client

- Site Medic – Medic onsite at the time of the emergency
- Security – Security Officer on site at time of the emergency

The responsibilities of the Emergency Control Organisation during an Emergency include:

- Conducting an orderly evacuation of the building occupants, including visitors to a safe assembly area
- Assist external Emergency Response Teams (ERT) or emergency services personnel where required
- Operate portable firefighting equipment or fire hose reels in the building if it safe to do so

7 Emergency Response Personnel Identification

During any emergency it is essential that occupants and Emergency Services can identify wardens. Area Wardens and the Chief Warden shall wear appropriately coloured hats and hi-vis vests.

- Chief Warden/Deputy Chief Warden – Red helmet and orange vest
- Area Wardens – Yellow helmet and orange vest

A warden register is to be maintained as part of this plan and displayed on office and crib room walls.

7.1 Primary Roles and Responsibilities

The primary role of members of the ECO is to ensure that the protection of life takes precedence over asset protection. Each officer in the ECO shall have clearly defined duties and responsibilities, as follows:

On becoming aware of an emergency, the Chief Warden shall:

- Ascertain the nature of the emergency and determine appropriate action
- Ensure that the Emergency Services have been notified
- Ensure that area wardens are advised of the situation
- Ensure there are no current maintenance works taking place that can cause an issue to the exits or evacuation plan
- If necessary, initiate evacuation and control entry to the affected areas
- Ensure the progress of the evacuation and any action taken is recorded
- Assess if persons are unaccounted for and coordinate any missing persons search as required
- Brief the emergency personnel upon arrival on type, scope and location of the emergency and the status of the evacuation.
- When safe, issue “All Clear” as approved by emergency services to commence work again

The Deputy Chief Warden shall assume the duties of the Chief Warden when the Chief Warden is not on site.

Area Wardens shall:

- Assist the Chief Warden
- Alert the Switchyard Area Warden(s) for siren activation in the event of an emergency
- Activate the emergency siren (Switchyard Area Wardens)
- Instruct and ensure all personnel exit operational buildings and areas and commence along the evacuation routes to the muster point. Area wardens shall only leave the operational areas once they are certain all personnel have evacuated, they will be the "last person out"
- Take daily Damstra site entrance log sheets from the main office to the muster points and hand to field supervisors for roll call
- Obtain completed roll calls from field supervisors (uses radio/phone to call other muster points and supervisors where required) and hand to the Chief Warden
- Obey all directives from the chief warden

Field Supervisors shall:

- Direct all personnel in their area of work to cease work if required, make their work area safe if time permits, and move to the closest safe muster point. Supervisors shall clear all personnel from work areas regardless of who the personnel work for.
- Check area of responsibility is clear of personnel
- Report to muster point and muster work crew if required
- Report muster point attendance to area warden by radio/phone
- Obey all directives from the chief warden

Visitor Escorts shall:

- Take visitors to the muster points
- Report to area warden/field supervisor at the muster points

Site Medic shall:

- Stay in medic office unless directly under threat
- Monitor Channel 39, switch to Channel 37 upon notification of emergency
- Assist with advice or treatment as required
- Attend muster points with first aid supplies to assist with injury treatment.

Site Security shall:

- Initiate a lockdown of the site if required
- Control boom gates to enable evacuation of personnel or to restrict re-entry to site.

7.2 First Aid

Employees who are first aid trained will be available at the assembly area. On notification of evacuation, the medic will bring a first aid kit to the assembly area, unless they are attending to injuries elsewhere, in

which case a site first aider will be contacted to present to the assembly area. This will enable them to deal appropriately with medical emergencies and administer first aid to casualties where required. All casualties will be referred to the Site Medic as per procedures. Emergency eyewash equipment will be in place where hazardous materials are in use. This equipment shall be available and always fit for purpose.

All project first aiders will be identified on office and crib hut walls.

7.3 Other Roles

SCEE staff trained in the correct use of firefighting appliances will be directed by the Chief Warden to attack any fire if safe to do so. There will be water trucks on site with water cannons attached, associated with civil works, that may be utilised for fire purposes. If further training of SCEE personnel is required when fixed site fire equipment such as tanks and hydrants are functional, this will be undertaken. As fire hydrants are usually attended by DFES, it is not in the usual scope for SCEE personnel. No personnel are expected to remain and fight fire if an evacuation is called, or if they feel unsafe.

7.4 Education and Training

The following training needs have been identified:

- General evacuation training - to be undertaken by all employees. Employees are to be made aware of their role and responsibilities in the case of a fire or emergency. Initial training will form part of the employee induction program.
- Emergency Response Personnel training - all appointed emergency personnel shall undertake training via the CBESS Emergency Response Warden Training Module PowerPoint presentation. This will then be followed up by a group / instructor training session to further reinforce warden duties.
- All SCEE First Aiders, the Chief and Area Wardens shall hold a qualification in HLTAID003 Provide First Aid.

8 Evacuations

8.1 Evacuation Assembly Areas

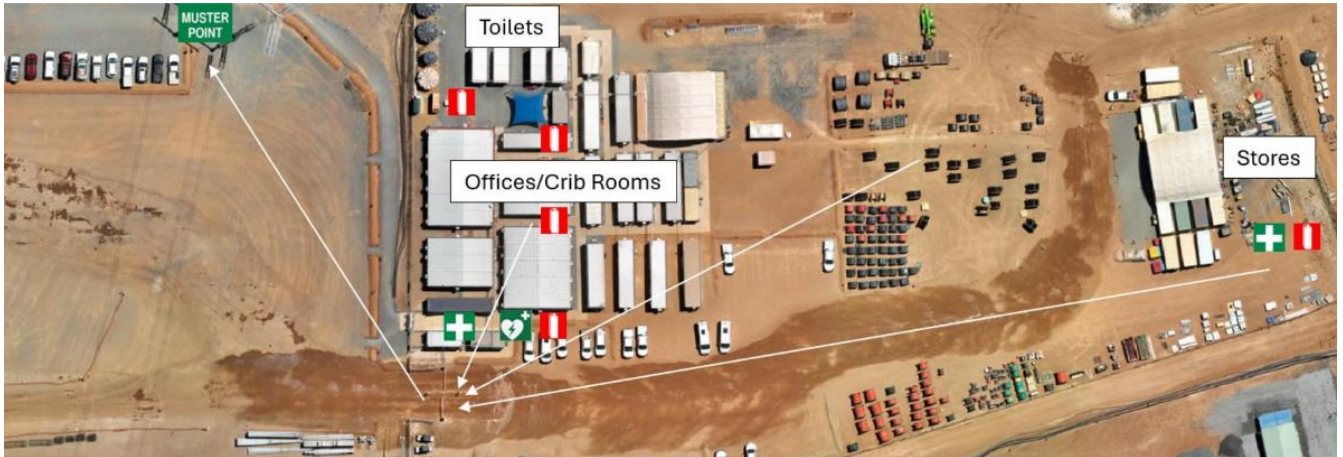
Site personnel should be made aware of all Emergency Assembly/Muster Points on site.

- Signs will be placed at designated muster points.
- Alternate muster points may be identified during an emergency by the Chief Warden if the usual muster points are determined unsafe. The change in the muster point shall be conveyed via radio and / or phone.
- Other muster points around the project areas are signposted and identified at the site awareness session

Evacuation routes for the whole of the CBESS site can be seen below:



Evacuation routes for the Office and Stores areas can be seen below:



Evacuation routes for the Switchyards, Commissioning offices and Batch Plant areas can be seen below:



8.2 Evacuation Procedure

The evacuation procedure shall be communicated through SCEE site inductions and emergency evacuation posters. Lessons learned from drills will be communicated at site toolbox meetings

8.3 Emergency Siren

The emergency siren shall be actuated (And accompanied by 3 blasts on air horns & telephone/radio communications if necessary) by the switchyard area wardens on receiving the emergency call from the main office area wardens or directly if the emergency occurs at the switchyards. If the siren is actuated by the switchyard wardens directly it shall be backed up by telephone/radio contact to the main office wardens. The siren is located on the southwestern side of the Colltech building and is activated via a switch at ground level as shown below:



8.4 Evacuation Drills

The aim of any evacuation drill is to train employees through a practical application of emergency procedures and to detect short falls in the emergency plan. To ensure this process is effectively managed recommendations both from the ECO and workers is to be encouraged to improve the efficiency where appropriate. An evacuation drill exercise will be carried out once every six months. Exceptions can be made if an actual evacuation has been carried out in the proceeding twelve months.

8.5 The Decision to Evacuate

SCEE is committed to the safety and wellbeing of its employees and is committed to its obligations under the WA Work Health and Safety Act/Regulations. To this end management will evacuate areas if at any time it becomes apparent that neglecting to do so could lead to injury, suffering or death of an employee.

In an emergency, each of the following scenarios should be considered:

- No evacuation - if the emergency has been contained or it is a false alarm
- Partial evacuation - if those people with appropriate training are confident of containing the emergency. This would involve clearing all employees/visitors from the immediate vicinity to a safe area. A full evacuation would follow if attempts to contain were unsuccessful. Collie Power Station have offered to assist if an evacuation is required through their premises.
- Complete evacuation - if it is apparent that employees/visitor's safety will be compromised if they do not leave the area

The decision to order a complete evacuation will be made by the Chief Warden or Deputy based on observations and information received. The signal to evacuate will initially be via siren (primary) air horn (backup), alternative arrangements may be implemented and communicated later in the project. Information will be relayed to those in construction areas via use of mobile phones or site radio. Area Wardens will be advised of the decision to evacuate to commence the evacuation of their areas. Person to person communication can still occur through two-way radios and mobile phones or runners.

8.6 Evacuation of Visitors

Visitors will be advised of evacuation procedure details on arrival to the work front depending on scope. In the event of an evacuation, the visitor escort is to escort their visitor(s) to the emergency assembly area as stipulated in **Section 7.1 – Roles and Responsibilities**.

8.7 Security of Valuable Material during an Emergency

Only where safe to do so, workers are to move any electronic commercially valuable/sensitive material to a safe location.

9 Emergency Aides

9.1 Activation of Emergency Response

Where an emergency event has occurred on site, the involved person (IP) stating the emergency shall remain calm and in a slow, clear voice state "emergency, emergency, emergency" via UHF channel 39 or call the Site Medic on 0480 721 751 and shall:

- State their name.
- State the exact location of the emergency.
- State the nature of the emergency
- State the number of casualties and Injuries (if known)
- State what support equipment may be required.

Any person detecting an emergency shall immediately raise the alarm and will then notify the Site Supervisor/HSE Advisor or Site Manager/ Project Manager.

All personnel not directly involved or responding to the emergency shall:

- Make the job safe.

- Ensure all vehicles and mobile plant are parked in a safe position.
- Maintain radio silence, normal radio traffic shall only resume when the general all clear is given.
- Proceed to the nearest muster point when advised.
- Wait and follow instructions from the Site Supervisor.

As soon as the incident occurs and injuries have been dealt with, personnel will ensure the area is preserved in a condition that has not been changed. The area in question shall be left alone undisturbed until a formal investigation can be carried out.

9.2 Evacuation Map

Evacuation maps will be displayed in common areas around site and in all buildings to ensure SCEE employees get maximum access to the information. The map will include: -

- Entrances and exits
- Location of firefighting equipment
- Location of first aid equipment
- Location of the emergency siren
- Emergency assembly areas

All SCEE employees are to familiarise themselves as to the location of exits, fire extinguishers and equipment, first aid kits and muster points. New employees will get exposure to the evacuation map during their induction. Should there be any concerns regarding the accuracy of the evacuation map they should be raised with site management at the earliest opportunity. Personnel should only attempt to fight a fire if they are trained and confident to do so.

9.3 Emergency Contact Numbers

A dedicated emergency UHF radio channel (39) and phone number is established for site and is listed in the appendix. Contact details are also posted on office and crib hut walls, along with a dedicated emergency contact section in the JHA.

10 Emergency Priorities

In the event of an emergency, it is essential that all employees follow the following priority order: -

First Priority: Protection of Life

Ensure that all people who may be in danger are warned and that action is taken to ensure their safety before any steps are taken to prevent the spread of the hazard, to secure assets, or to eliminate the hazard.

Second Priority: Prevent Spread of Hazard

Control the extent of the hazard within the building and minimise its release into the environment.

Third Priority: Save Assets in the Affected Area

Prevent personal and company/project assets from being damaged.

Fourth Priority: Eliminate the Hazard

Eliminate the hazard if deemed safe to do so by those trained.

11 Types of Emergencies

11.1 Working at Heights

Each JHA for works at heights includes a specific ERP which details action to take in the event of a fall resulting in injury or potential suspension trauma, should a harness be part of the work hazard controls. If the scope of work involves non-standard work from height that is not EWP based, a rescue plan will be developed prior to work commencing.

11.2 Motor Vehicle Accident – MVA

MVA onsite will be managed by SCEE first aiders or medics where required. Beyond this scope, it will be via external emergency response personnel via dialling 000. On external roads outside the facility this shall be managed by Local Government/State Emergency Teams (Police, FESA, Royal Flying Dr Service).

Journey Management Plans are used for accountability for driving offsite.

If a MVA occurs.

- Make the area safe and contact Emergency Services if necessary.
- Ensure you and your passenger can move to a safe area (if not injured)
- Notify Emergency Services if there are injuries.
- When contacting Emergency Services, state the following:
 - Your name
 - Company name
 - Type of incident
 - Address of incident and nearest cross street and suburb
 - Types of injuries, Property damage or environmental harm sustained.
 - Any other relevant information
- Stay in communication until told otherwise.
- Ensure all vehicles involved in the accident have their ignition switches turned off.
- Extinguish any fires if it is safe to do so.
- First aid treatment to be administered if qualified to do so. Do not move casualties unless necessary.

- Immediately report the incident to your supervisor.
- Where possible, do not leave casualties alone.
- Place warning signs across the road to warn other traffic.
- Await emergency services arrival.

11.3 Fire / Smoke

While strategies can be put in place to minimise the impact of fire, its uncertainty still means that it can occur at any time. As a result, SCEE management will ensure that the correct training, drills and where needed, assistance from emergency services are provided to instill confidence in its staff.

The following procedure is to be followed if fire/smoke is identified.

Alert

Chief Warden will notify emergency services if required and move workers away from the fire.

Evacuate

Area Wardens are to evacuate staff and visitors in the following order:

- Out of immediate danger (e.g. out of room) – verbal order
- Out of area (e.g. to another building) – verbal order/air horn
- Total evacuation of the area – air horn/siren/radio

Evacuation routes and muster points should be checked for safety prior to evacuation.

Assembly

On evacuation all personnel should muster at the Muster point. Selection of muster point may be wind direction/smoke related.

Movement to Safe Area

Although an unlikely scenario, if a fire hazard does prevent safe evacuation of personnel via Boys Home Road, an alternative route is available through the Collie Power Station. This road is four-wheel drive only at some times of the year and will require evacuation of personnel using company and private 4WD vehicles if required. No bus travel is possible down the power station exit route. Coordination of vehicles and personnel in them will be done by the Chief Warden or delegate. The most likely scenario which may result in Boys Home Road closure is a fire moving from the North or Northwest toward site. Fires from this direction shall be monitored closely. Direction shall be taken from DFES should a fire be in close proximity to site.

After the alarm has been raised, where personnel are confident that they can control the fire, have the required training, and have access to adequate resources such as a fire extinguisher, they may attempt to extinguish the fire. The primary objective is always preservation of personnel, including the person extinguishing the fire. Protection of assets is a secondary objective, at no time should people be placed at

risk attempting to extinguish a fire. If required, the site water truck can be called up on the radio to provide assistance where required.

11.3.1 Battery Fire

Should a fire develop in the battery area, external authorities shall be called (fire and rescue) and the containers kept as cool as possible if safe to do so by utilising the site water trucks until emergency services arrive. Once the hydrant system is connected, hydrants can be utilised to deliver water as required. Water carts (minimum of two) shall have suitable fittings for attachment to FESA appliances, and at least one of these carts shall always be available.

Should smoke or heat be observed originating from a BESS container, that container may be in thermal runaway. DFES is to be contacted immediately via 000. Prior to BESS commissioning, the ventilation fans within the BESS units are not active and there is a risk of build-up of combustible gases within the units. A water cart parked upwind of the affected unit will direct cooling water onto containers ONLY if it is deemed safe to do so. Once the water cart is set up and the container location/number recorded, all personnel are to clear the area and escape to the nearest muster point. The chief fire warden is to inform DFES of the container in runaway. Doors of containers in runaway must not be opened by untrained personnel. Efforts will be made to attempt to reduce spread of the fire, by utilising water to cool surrounding containers and the burning container itself, a battery fire is extremely difficult to extinguish, as chemical reaction can occur until the total fuel load in the battery is consumed. Increased heat from the chemical reaction and combustion further accelerates the fire in a scenario known as “thermal runaway”.

Although alarming, the likelihood of a battery fire is extremely low, and it presents a low level of risk in comparison to other fire types on the project, particularly bushfire.

11.3.2 Evacuation Due to A Battery Fire

A battery fire or battery thermal runaway in itself does not pose a large risk to personnel. Evacuation in such scenarios would follow standard site procedures with control of the situation falling to the relevant authorities and all personnel evacuating to the recommended muster points after wind direction etc. has been considered. At no point will any personnel place themselves in danger attempting to control a thermal runaway event occurring in a battery module.

11.3.3 Bushfires

The threat of bushfire in the Collie area is present during the summer months. Whilst the risk of bushfire entering the site boundary itself is quite low, the surrounding geography is heavily treed, and exit roads run through these areas. Whilst the main entry to site on Boys Home Road will be the main exit route, alternatives will be sought in consultation with Synergy and identified in site documentation.

The various likely bushfire scenarios can be found in **Appendix C – Bushfire Risk Assess**

11.3.4 Evacuation Due to A Bushfire Approaching from North / Northwest (Boys Home Road / Collie Hills Village)

The area to the North / Northwest of the CBESS project is heavily treed and can potentially lead to long fire runs in a bushfire situation. Given this, fully developed bushfires are likely to produce elevated radiant heat, smoke and potential for direct flame impingement. However, a bushfire of this magnitude would be detected a considerable distance from the CBESS project so it would be prudent to employ evacuation techniques sooner rather than later in this situation.

A direct evacuation along Boys Home Road shall be the primary method. The advance knowledge of the bushfire would dictate whether an evacuation to Collie Hills Village would be prudent given the location of the camp in the heavily treed North / Northwest region, or whether an evacuation towards Williams / Boddington would be a safer alternative.

If egress via Boys Home Road is not possible, all personnel shall assemble at the gatehouse to Collie Power Station after initial muster and await further instructions with a view of evacuating along the Collie Power Station alternative route. Direction shall be taken from DFES prior to any evacuation close to an active fire, shelter in place may be the safest option as the level of combustible material on site and in the immediate surrounds is low.

11.3.5 Evacuation Due to A Bushfire Approaching from Northeast / East / Southeast:

Bushfire impacts from an approaching bushfire from the northeast would be of similar characteristics to impacts from the north / northwest, however there is greater existing separation from forest vegetation provided by existing grassland to the north-east and east, and existing CPS infrastructure to the south-east.

The potential impact to proposed occupants is that egress from the CBESS site could also be prevented along Boys Home Road, although it is noted that egress would be away from the fire. Notwithstanding, if this risk is not managed appropriately, there may be no safe egress so a similar evacuation technique to a threat coming from the north / northwest would be the preferred option in this scenario, this will be taken under direction from DFES. It may also be appropriate to shelter in place until the threat has been managed.

11.3.6 Bushfire Approaching from South / Southwest:

While fire runs are likely to be shorter than scenarios originating from the North / Northwest due to nearby CPS site and other cleared land in these directions, and as they are still sufficient to support fully developed bushfires and would produce elevated radiant heat and potential for direct flame impingement, a similar evacuation technique to a threat coming from the north / northwest would be the preferred option in this scenario.

11.3.7 Bushfire Approaching from West:

While there is potential for long fire runs which are sufficient to support fully developed bushfires, the agricultural land to the west would only have a narrow timeframe to support grassfires, so the chance of

such fires is limited and an early warning of such fires occurring could be expected allowing a timely evacuation along Boys Home Road if deemed necessary.

Decision on if/when to evacuate, the route of evacuation, and post evacuation processes rests with the Chief Warden, who will take advice from DFES, other local authorities, and other project personnel as appropriate.

11.4 Bomb Threat

Recognised as an unlikely threat, should this issue arise, the problem can be minimised by proper planning, co-ordination by emergency services, assistance by the Chief Warden, and regular drills to install confidence in SCEE employees. Bomb or substance threats are often the result of individuals/groups seeking to inflict alarm and confusion on an organisation usually in the form of a communication, either written or verbal.

11.4.1 Written Threat

Any letter received containing a bomb threat should be placed with its envelope in a plastic folder, plastic bag or a large envelope and given to the police.

11.4.2 Telephone Threat

This type of call would usually be received by the site administration, but may be received by anyone. The person receiving the call should keep the caller on the line for as long as possible and remain calm. Try to get as much information as possible regarding the caller and the threat. Use another phone to dial 000 and report the bomb threat and to advise the Police the information gathered on the call.

Refer: [Appendix A – AFP Phone Bomb Threat Checklist](#)

11.4.3 Suspected Bombs

A suspicious item may come in the post or be found on the premises and felt to be, by virtue of its appearance, location and circumstances, a possible threat. In such cases:

- Report the item to a Warden or the Chief Warden - give the location and description of the item
- Clear people from the immediate area
- Do not handle the item
- Do not try to open, squeeze, and prod it
- Do not immerse it in water or sand or put it in a metal container
- Do not smoke or use a radio transmitter near the item - both could set off a bomb
- If possible open windows and doors near the suspicious item
- Lights should be left on, and plant and machinery shut down where practicable

11.4.4 Evaluation of Threat

The Chief Warden on collation of all data appertaining to bomb threat will determine the degree of threat, this falls into two separate categories:

11.4.5 Notification

On receipt of a bomb threat or discovery of a suspect object/device the police need to be notified immediately. The Police may conduct a bomb search, or they may elect to wait for specialist bomb squad officers from either the Police or Defence forces.

11.4.6 Evacuation Due to a Bomb Threat

Due to the Uncertainty associated with Bomb Threats such as type, location and potential trigger, bomb threats need careful evaluation, as such the Chief Warden may decide one of the following based on knowledge received or under guidance from Emergency/ Military Services:

- a. Partial Evacuation
- b. Search without evacuation
- c. Evacuate and search
- d. Evacuate without search

Should evacuation occur under no circumstances is the area or building to be re-entered until all clear is given by the Chief Warden or emergency service personnel.

11.5 Medical Emergency

A medical emergency should not be confused with a first aid incident. A medical emergency is an injury or illness, which the SCEE First Aid Officers may not be able to stabilise immediately and requires urgent medical assistance - usually emergency services. If a medical emergency arises:

- Notify emergency services – Utilise site emergency contact numbers and send another employee to find a First Aid Officer
- First aid officers in conjunction with the area supervisor will.
 - Clear the immediate area
 - Apply first aid as appropriate and qualified
 - Assist emergency services officers if required
- It may be the case that a medical emergency arises as a side effect of another emergency, e.g. an explosion causes injuries and the need to evacuate. In these cases, efforts should be directed at isolating the cause of the emergency, preventing further casualties through evacuation and attending to those who have already been injured. Note: moving or evacuating casualties should be a last resort but may be necessary
- Should a medical emergency develop within an area of restricted access, such as in a pit, RMU, trench, or similar area, the medic shall attend and stabilise the patient until emergency services arrive, who will then coordinate patient movement. Badly injured persons shall not be moved

unless it is being done to remove them from a dangerous area, in which case they shall be moved the minimum distance possible. The site is close to, and accessible to, emergency services, and these personnel are best placed to decide upon, and carry out, appropriate rescue from these areas when they arrive on the scene.

- There are two defibrillators on the CBESS site, these are located in the **site medic office** and in the **ice room** at the **switchyard / commissioning offices**, these locations will be displayed on the relevant evacuation route diagrams posted in the site buildings:



The medical emergency process will be followed for emergencies relating to mobile plant and pedestrian interaction.

Post Evacuation

As part of planning and executing evacuation from site, a muster of site personnel shall occur at a safe external location. This is especially important where evacuation has been undertaken by light vehicle, and coordination of evacuated persons is required in order to maintain their safety. Moving to camp may not be possible depending on the threat, and a safe local area may be identified where site personnel are to muster following an evacuation. The location of the area shall be decided on and communicated by the Chief Warden, prior to evacuation.

12 Other Emergencies

12.1 Emergencies at Villages

Emergencies at villages will be managed according to village procedures. These are posted in rooms and in common areas in the village. Emergencies related to SCEE personnel health or medical issues will be managed by SCEE site supervision and SCEE Corporate.

12.2 Emergencies at Port

Emergencies at the port of Bunbury shall be managed according to the separate Emergency Management Plan for Bunbury Point.

12.3 Emergencies at Collie Power Station

Emergencies at Collie Power Station (CPS) shall be managed according to Worley Power Services Collie Power Station Emergency Response Plan.

12.4 Natural Disasters

Winds, storms, flood, earthquake are natural disasters and have the potential to cause death, injury and significant damage. SCEE has the procedures of the Emergency Response Management Plan and the services of the SES and emergency services available. The ECO will take control and determine action's that may be necessary depending on the nature of the emergency. Fire equipment must be kept ready to be used during these incidents.

13 Critical Incidents

Any situation faced by an individual that causes him or her to experience unusually strong emotional and/or physical reactions that can interfere with their ability to productively carry on with their everyday lives and which has a detrimental impact on the efficient productive operations of the Project, is termed a Critical Incident. Also considered to be any situation that could adversely affect SCEE or the Client, such as public perception and/or outrage.

If SCEE personnel are involved in a Critical Incident, Project Management shall refer to the Critical Incident Management process. SCEE personnel shall be provided the following in the event of a critical incident:

- Appropriate counselling services for as long as required
- Access to the Worker assistance program
- Notification or contact with their family or next of kin
- Direct access to communications such as phone lines

14 Employee Assistance Program

SCEE Electrical provide access to an Employee Assistance Program, which is accessible using the numbers provided on office and crib hut walls, or from the site supervisor. The EAP may assist personnel who are affected by a site emergency or critical incident.

15 Information for Emergency Services

Emergency services will require information such as the location and quantity of hazardous chemicals stored on site. A copy of the Hazardous Materials Register and Site Map and any other information

Emergency Services may need will form the SCEE Emergency Manifest and will be stored in the medic office. The manifest will also include any relevant emergency shutdown procedures and a diagram showing the location of gas and electricity mains. It is the responsibility of the ECO to ensure a copy of this document is available when the emergency service arrives.

16 Media Contact

An emergency event can be a high-profile event, which attracts media attention. The nature of the emergency may result in negative publicity for Synergy and SCEE. For this reason, only the MD/CEO or an authorised delegate shall speak to the media during or following an emergency event. No project related communication with the media shall occur without first consulting with the Synergy Project Manager

During a prolonged emergency, the MD/CEO or the most senior person on site shall be responsible for communicating any necessary details of the emergency to the public. The most effective way to do this may be to use the media.

17 Emergency Shut Down Procedures - Plant and Equipment

17.1 Key equipment

The Chief Warden shall comply with any requests by any Emergency Service to shut down key equipment such as electricity supply at the mains, or isolation of batteries. The chief warden will have knowledge of this to advise the DFES emergency services coordinator. Consultation with emergency procedures provided by battery suppliers and design shut down procedures is required once the plant is energised, as isolation of some equipment can result in increased hazards such as accumulation of explosive fumes due to venting fan shut down.

Chief Warden and Site Manager must instruct DFES and/or other fire responders not to de-energise auxiliary power supply to BESS in case of thermal runaway or if any other fire risk is present in the BESS area.

17.2 Other Plant and Equipment

Anyone who is operating machinery when the order to evacuate is given should follow the shutdown procedures they would normally use at the end of their shift; however, employees should evacuate immediately if following normal shut down procedures would place them at risk. Equipment being used in the workshop should be made safe prior to evacuation. Employees who are cutting or welding should take precautions to ensure that any hot items or equipment will not be the source of a secondary fire.

17.3 Utilities

Any Emergency Service present has the authority to isolate utilities at any time after they arrive on site. Until they arrive, it may be necessary to isolate the electricity supply.

The electricity supply can be isolated at the main distribution board near the temporary offices, or via isolation points in the switch room when the plant is energised. It may be possible to isolate specific circuits without stopping the mains supply.

17.4 Preservation of the Scene

In any emergency where there is the possibility of a subsequent statutory investigation or coronial inquiry, the Chief Warden must ensure that all evidence relating to the event including documents, computers, personnel and materials is preserved.

The Chief Warden must ensure that there is no interference with evidence and that any cleaning up, movement of bodies, repairs and so on, apart from that necessary to bring the emergency under control, does not occur without approval of investigating officers.

18 De-Brief

The ECO will conduct a review of the events and processes affecting the emergency to ensure that the emergency response procedures and organisational preparedness remain relevant and effective. This debrief will include all members of the ECO. Where deficiencies or improvements are identified, a strategy will be developed to implement any identified changes. Findings from the debrief will be presented to the work crew at the earliest possible time.

19 Distribution List

The Chief Warden and Deputy Chief Warden shall hold a complete copy of the Emergency Response Management Plans. All other emergency personnel will receive an amended version of the plan describing their duties. All new employees will receive an outline informing them of emergency procedures and employee responsibilities as part of their induction.

20 Emergency Contact Numbers

Project Manager	David Gray	0407 019 660
Site Manager	Andrew Baxter	0419 710 054

Appendix A - Emergency Services

Emergency Services - Fire - Police - Ambulance 000

21 Appendix A – Emergency Services

Outside normal working hours, employees shall contact one of the following staff members to inform them of the emergency.

Local Police Station	9734 6333
<hr/>	
Nearest Hospital	Collie – Deacon Street 9735 1333 (Admin)
	9735 1433 - EMERGENCY
<hr/>	
Royal Flying Doctor Service	1800 625 800
<hr/>	
Redimed	1300 881 301
<hr/>	
Poisons Information Centre	13 11 26
<hr/>	
SES	132 500
<hr/>	

22 Appendix B – Bomb Checklist



AFP
AUSTRALIAN FEDERAL POLICE
AUSTRALIAN BOMB DATA CENTRE

PHONE BOMB-THREAT CHECKLIST
Remember to keep calm

Important questions to ask

Where did you put it?

When is the bomb going to explode?

What does it look like?

Exact wording of threat

Threat:

General questions to ask

How will the bomb explode?

or

How will the substance be released?

Did you put it there?

Why did you put it there?

Bomb threat questions

What type of bomb is it?

What is in the bomb?

What will make the bomb explode?

Chemical/biological threat questions

What kind of substance is in it?

How much of the substance is there?

How will the substance be released?

Is the substance a liquid, powder or gas?

For immediate or emergency advice please contact your local police service.

PHONE BOMB-THREAT CHECKLIST

Remember to keep calm

Other questions to ask

What is your name?

Where are you?

What is your address?

Notes for after the call**CALLER'S VOICE**

Accent (specify):

Any impediment (specify):

Voice (loud, soft, etc):

Speech (fast, slow, etc):

Dictation (clear, muffled):

Manner (calm, emotional, etc):

Did you recognise the caller?

If so, who do you think it was?

Was the caller familiar with the area?

THREAT LANGUAGE

Well spoken:

Incoherent:

Irrational:

Taped:

Message read by caller:

Abusive:

Other:

BACKGROUND NOISES

Street noises:

House noises:

Aircraft:

Voices:

Music:

Machinery:

Local call noise:

STD:

OTHER

Sex of the caller:

Estimated age:

CALL TAKEN

Duration of call:

Number called:

ACTION (Obtain details from supervisor)

Report call immediately to:

Phone number:

Who received the call

Name (print):

Telephone number:

Date call received:

Time received:

Signature:

23 Appendix C – First Aid and Emergency Risk Assessment

Collie BESS

The size and location of the workplace

Nearest hospital	Collie Hospital approx. 15 min
------------------	--------------------------------

Nearest medical or occupational health service	Collie Hospital approx. 15 min
--	--------------------------------

Maximum time to medical service	15 minutes
---------------------------------	------------

The number and composition of the workers and other people at the workplace

Number of workers	300 per shift at peak
-------------------	-----------------------

Number of other people	2 to 10 visitors per day max
------------------------	------------------------------

Shifts	10 days on, 4 days off, 5 days on 2 days off, 14 days on 7 days off - three crews
--------	---

Overtime worked	Yes—regularly
-----------------	---------------

Remote or isolated workers	Yes
----------------------------	-----

Injuries, illnesses and incidents

Last 12 months injury types (all SCEE)	Abrasions, laceration, crush, cardiopulmonary
--	---

Other	Potential for electric shock, fall from heights, heat illness, crush, vehicle incident, Pedestrian/mobile plant interaction
-------	---

Required first aid

Number of first aiders needed	Minimum 1 per 20 personnel, minimum of 1 per shift required
--------------------------------------	---

Training and competencies for first aiders	HLTAID003 Provide First Aid
---	-----------------------------

Number and location of kits	<ul style="list-style-type: none"> • Work fronts • Vehicles • Medical Office
------------------------------------	---

Contents of first aid kits and modules	Standard Workshop Kit, Standard Car Kit. Add burn dressing to Standard Workshop Kit if not included, add Snakebite kit.
---	---

Kit maintenance	HSE Advisor/site supervisor
------------------------	-----------------------------

Additional equipment	<p>Defibrillator:</p> <ul style="list-style-type: none"> • Medic Office • Switchyard / Commissioning Offices Ice Room <p>Fire extinguishers:</p> <ul style="list-style-type: none"> • Stores Area • Office / Cribrooms • Vehicles • Work front as applicable.
-----------------------------	---

24 Appendix D – Bushfire Risk Assessment

Bushfire scenario	Risk to People or Infrastructure/Property	Inherent Risk			Mitigation/management	Residual Risk		
		Likelihood	Consequence	Risk		Likelihood	Consequence	Risk
Scenario 1 <i>Bushfires approaching the CBESS site from the north-west or north</i>	People*	Likely	Catastrophic	Extreme (2)	Implementation of management measures identified Section 6 of the BMP	Likely	Insignificant	Medium (6)
	Infrastructure/Property*	Likely	Catastrophic	Extreme (2)		Likely	Minor	Medium (5)
Scenario 2 <i>Bushfires approaching the CBESS site from the north-east, east or south-east</i>	People*	Likely	Catastrophic	Extreme (2)	Implementation of management measures identified Section 6 of the BMP	Likely	Insignificant	Medium (6)
	Infrastructure/Property*	Likely	Catastrophic	Extreme (2)		Likely	Minor	Medium (5)
Scenario 3 <i>Bushfires approaching the CBESS site from the south or south-west</i>	People*	Possible	Major	High (4)	Implementation of management measures identified Section 6 of the BMP	Possible	Insignificant	Low (7)
	Infrastructure/Property*	Possible	Catastrophic	High (3)		Possible	Minor	Medium (6)
Scenario 4 <i>Bushfires approaching the CBESS site from the west</i>	People*	Possible	Major	High (4)	Implementation of management measures identified Section 6 of the BMP	Possible	Insignificant	Low (7)
	Infrastructure/Property*	Possible	Catastrophic	High (3)		Possible	Minor	Medium (6)
Scenario 5 <i>Fire originating within the development (CBESS site)</i>	People*	Likely	Moderate	High (4)	Implementation of management measures identified Section 6 of the BMP	Unlikely	Insignificant	Very Low (7)
	Infrastructure/Property*	Likely	Moderate	High (4)		Unlikely	Insignificant	Very Low (7)
	People**	Likely	Catastrophic	Extreme (2)		Unlikely	Insignificant	Very Low (7)
	Infrastructure/Property**	Likely	Catastrophic	Extreme (2)		Unlikely	Minor	Low (7)

* People and infrastructure within the CBESS site only

** People and infrastructure outside the CBESS site

25 Appendix E – Alternative Route to Boys Home Road

Collie Power Station Emergency Muster and First Aid Locations

