



**Gibson- Security & Safety
Plan**

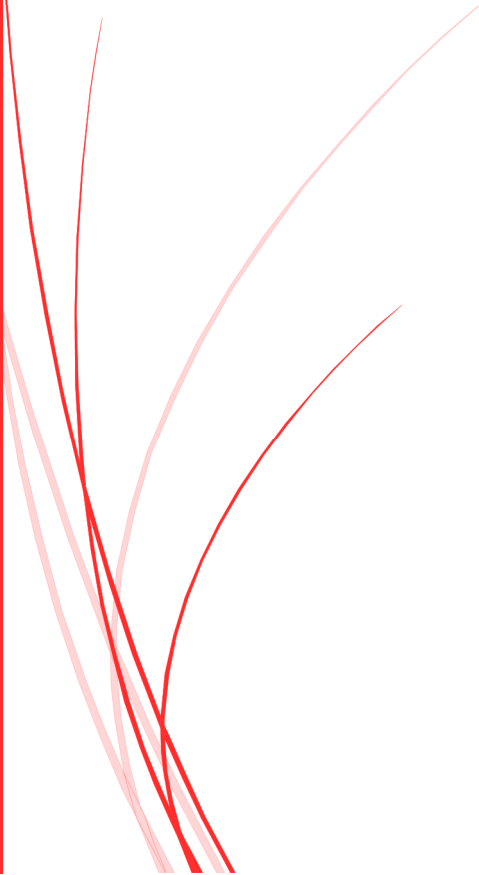


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1.0 INTRODUCTION AND PURPOSE

1.1 Introduction

- This document outlines security and safety protocols & guidelines for Gibson solar project during construction and operation of the project/facility.

1.2 Purpose

- All employees, contractors, visitors and suppliers working on or visiting Gibson Solar during construction and operations phase shall abide by guidelines and protocols per this Safety and Security Plan.

2.0 SECURITY PROTOCOLS & GUIDELINES

2.1 Site Access and Physical Security Controls during Operations

- All employees, subcontractors and visitors will be required to sign in and out of attendance register.
- There are two (2) access levels: (1) unescorted physical access for individuals with authorized access to the Facility; and (2) visitor or guest access which shall be deemed conditional access, under the supervision of someone with unescorted physical access, to perform limited services at the Facility
 - A list of all individuals authorized for unescorted physical access shall be maintained by the O&M Site Manager.
 - Individuals needing unescorted physical access must be approved by the O&M Site Manager prior to having access
 - Access records for all security perimeters shall be maintained by the O&M Site Manager
 - All unauthorized access to any security perimeter must be reported to the O&M Site Manager, Operations Control Center (OCC) and law enforcement when appropriate.

2.2 Temporary Fence during project construction

- Temporary fence shall be erected to delineate the site perimeter and daily walks shall be completed to inspect the fence to secure the perimeter, provide public protection and present a controlled work site.
 - Ensure base is secure to prevent tip over
 - Protect individuals by providing high visibility and easily identifiable fence to prevent tripping hazard
 - Always store lock in closed position to prevent lock switch out by outside parties
 - Walk perimeter fence line at beginning and end of each shift to remedy or repair any issues
 - Post appropriate signage at gate/panel project site entry point

2.3 Additional Physical Security Boundaries during operations

- A physical perimeter fence that secures the array (PV generation equipment), substation, control building, and O&M building.
 - A dedicated fence line protecting the substation from the rest of the array also encompasses the control building.
 - A physical building secured with locked doors protects shared facility controllers and SCADA equipment, including firewalls.

2.4 Use of Locks

- Locks are required for all designated entry points of security perimeters. Physical doors with keyed locks may utilize combination boxes to control key access. Where feasible, locks are required for areas of the Facility where the control network is exposed.
- The O&M Site Manager will maintain a list of perimeter combinations, locks, and assigned keys and digital key fobs.
- O&M Site Manager technicians will manage the process for assigning keys and providing escorted access

2.5 Securing Boundaries

- O&M Site Manager & Technicians are responsible for securing all perimeter entry points for the Facility.
- Perimeter entry points should be secured at all times (e.g., gates should be closed and locked when not actively monitored).
- Potential perimeter security breaches should be reported to the O&M Site Manager OCC for evaluation.
- Damage to a security perimeter must be reported to the O&M Site Manager immediately and remediated within fifteen (15) days or in a reasonable time if such repair cannot be made within fifteen (15) days.

3.0 SAFETY PROVISIONS & GUIDELINES

3.1 Site Access & Orientation

- All personnel must complete prerequisite training to access the site to perform work
- All personnel & visitors must complete site orientation prior to performing work or visiting on site
- Some types of work at the Site will require specific safety training and have specific safety procedures unique to the work. For example, work involving isolating an energy source(s) will involve using the Lockout/Tagout (LOTO) Procedure.
- Site safety orientations are required on an annual basis for all Associates and contracted personnel who regularly visit the site.
- Visitors will be given a visitor's Site Orientation and must always be accompanied by a fully inducted person.
- Visitors are required to have their own safety boots and all other minimum PPE requirements may be loaned if the visitor does not have safety vest, safety glasses and hard hat.

3.2 Fire Risk

- Fire extinguishers should be installed and maintained in tool containers, site offices, O&M building, vehicles, construction areas, flammable storage area, and other areas as required
- Complete EHS and Emergency Assessment to be performed during construction and regularly during operations
- Site orientation to include basic inspection, safe use and operation guidance of all relevant fire extinguishers types
- An onsite register of inspection and maintenance of all fire extinguishers to be maintained
- Regular maintenance of fire extinguishers is carried out in accordance with the OSHA requirements
- Coordinate with local fire station prior to commencement of construction work on site; ensure that on days of total fire bans that either no naked flames or devices that could create a spark shall be used or if required to ensure that approval has been obtained and that the requirements of the permit are abided by.
- Post and maintain emergency exit signs in work areas.
- Ensure emergency exit signs are illuminated in areas used after dark or in areas potentially absent of natural lighting.

3.3 Personal Protective Equipment & Hard Hat Instructions (PPE)

- Conduct training for workers/employees (during construction) and technicians (during operations) on the selection, use and care of PPEs.
- Any individual wearing prescription glasses must wear the appropriate over prescription safety glasses or goggles.
- PPE should comply with OSHA requirements
- Worker/employee/technician must demonstrate an understanding of training received and the ability to use PPE properly. If there is a reason to believe that any trained employee is not depicting the understanding and skill or there are changes in the workplace, the employee must be retrained. O&M Technicians to be trained annually

- Hard hat's exterior shall not have any stamping, cutting, scratching, painting or using a permanent marker, or excessive stickers.
- Maintain a clearance between the shell of the hard hat and the head for the protective system to work properly.

3.4 Housekeeping Guidelines

- House Keeping shall be part of the pre-job briefs (PJB) and method statements for each job shall be recorded.
- Keep offices, yards, vehicles, and Facility neat and orderly at all times.
- Keep tools, equipment and materials orderly.
- Do not place tools and materials where they are likely to fall.
- Remove tools, equipment and materials from the work area if not to be used immediately.
- Promptly and properly dispose of oily waste or rags brought in from the job site or found in the work area.
- Do not leave combustible or flammable material on vehicles.
- All House-keeping guidelines will be included as part of the pre-job briefs.

3.5 Stairway Use Guidelines

- Walk carefully; do not run up or down stairs.
- Maintain three points of contact while ascending / descending stairs.
- Do not carry items that obscure vision.
- Do not carry liquids in open containers.
- Immediately report defective stairways to appropriate supervision.
- Install warning device for other users indicating the presence of identified hazards until repaired.

3.6 Hazardous Chemicals

Employees using hazardous substances will be given information, instruction, supervision, or training in:

- Identification, properties and potential hazards of dangerous substances including access to Safety Data Sheets (SDS)
- Correct procedures for safe storage and handling of hazardous substances
- Emergency procedures in case of a spill, leak, fire or explosion
- Safety Data Sheets (SDS)
 - SDS's pertaining to chemicals used on the project shall be available and accessible.
 - Any new chemicals brought on to the site shall be identified to the Site Authority or O&M Manager and a copy of the corresponding SDS shall be provided.
 - All chemicals on a project must be recorded on the JHA and/or JHA

3.7 First Aid Kits

- A minimum of one first aid kit shall be located at the location work is taking place, if multiple work sites exist then multiple first aid kits shall be required
- During construction, contractors are required to provide a comprehensive Occupational First Aid Kit relevant to their scope of work and risk.
- The location of the First Aid Kits is to be discussed during the Site Orientation
- First Aid kits will be formally examined on a weekly during construction and on a monthly basis by

a First Aid trained person. This will be noted on the First Aid Kit Inspection Form. Where the eyes or body of any person may be exposed to injurious corrosive materials, emergency eye washing equipment shall be provided within the work area.

3.8 Emergency & Exit Signage

- Properly post and maintain emergency exit signs in work areas.
- Letter emergency exit signs with letters no smaller than 6 inches high with the principal strokes of letters not less than $\frac{3}{4}$ of an inch wide spelling the word "EXIT."
- Ensure emergency exit signs are illuminated in areas used after dark or in areas potentially absent of natural lighting

4. INCIDENT MANAGEMENT

4.1 Incident Notification, Reporting, and Investigation

- All personnel are required to report all incidents, near misses, dangerous occurrences involving personal injury, environmental impact, or Site and equipment damage directly following the occurrence.
- Arevon has a clear incident reporting process and requires that all personnel are familiar with the reporting tool.
- Incidents shall be reported to the Site Authority, Site Manager or immediate supervisor immediately. The Site Authority/Immediate supervisor shall create a report and commence the appropriate investigation based on the potential category of the incident.
- It is the responsibility of the Site Authority or Site Manager to report and fully investigate the occurrence with the personnel involved with assistance from EHS.
- All reports are tracked for completion of action items to ensure identified controls are implemented through the reporting tool.
- To ensure opportunities to learn from incidents and communicate hazard control strategies, all hazards and incident reports are discussed in toolbox meetings and communicated to all relevant employees. The communication process is the responsibility of the Arevon Site Authority / Site Manager/ EHS Lead.
- The Project Manager or EHS Lead, in consultation with the EHS Lead, is responsible for reporting to the client on EHS matters within contractual requirements.

5. EMERGENCY RESPONSE INSTRUCTIONS

5.1 Emergency Preparedness and First Responders

- Each Facility shall maintain a list of local site emergency contacts including :
 - Site Telephone #
 - Site Address
 - Primary O&M Operator Contact
 - Fire Department
 - Sheriff Department
 - Medical Emergency
 - Site Map depicting access road locations and coordinates of access road entrances
- Each Facility is responsible in completing an Emergency Action Plan and posting it in a common area at the Facility. The Emergency Action Plan shall be made readily available to all associates, contractors, and visitors.
- The Emergency Action Plan shall include either a map or written directions to the closest medical facility.

- Necessary outreach and introduction of Site Manager, Construction Manager, and Project Manager shall be performed with first responders prior to commencing construction and operations
- The Emergency Action Plan shall include a map depicting the location of all access road entrances and their addresses or coordinates.