



Document Number: PT-DOC 5154

Form / Procedure No.: PT-OP001

Approvals: [Signature]

Port Talbot Cold Rolled Products Local Emergency Plan



This document form part of
Industrial Chemicals Ltd.
Environmental Management System

TATA STEEL

• • •
Owner – David J Davies

Plant Operations Manager

Port Talbot

Cold Rolled Products

Date of Next Review – 01/04/2016
• • •

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1 General Plan

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1.1 Aim of the Cold Rolled Products Local Emergency Plan

The aim of this plan is to describe the arrangements for responding to emergencies within Cold Rolled Products department of the Port Talbot Plant.

1.2 Objectives of the Cold Rolled Products Local Emergency Plan

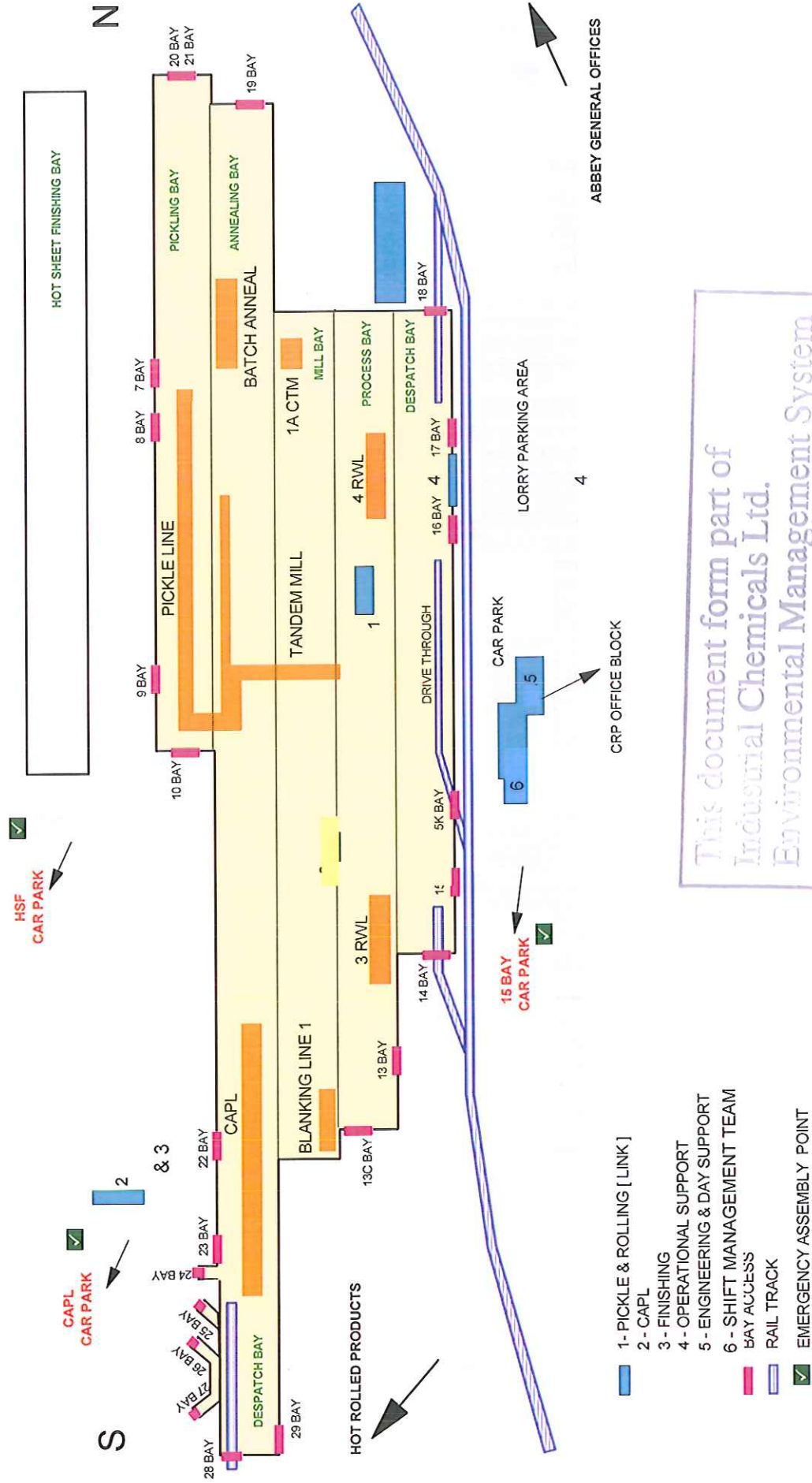
- To describe the plan activation procedures
- To describe the roles and responsibilities of groups and individuals.
- To describe communication arrangements
- To describe evacuation arrangements
- To describe departmental specific arrangements.
- To describe the decision making process for dealing with emergencies.

1.3 Cold Rolled Products Information

This information can be found on pages 6 and 7 of the Local Emergency Plan

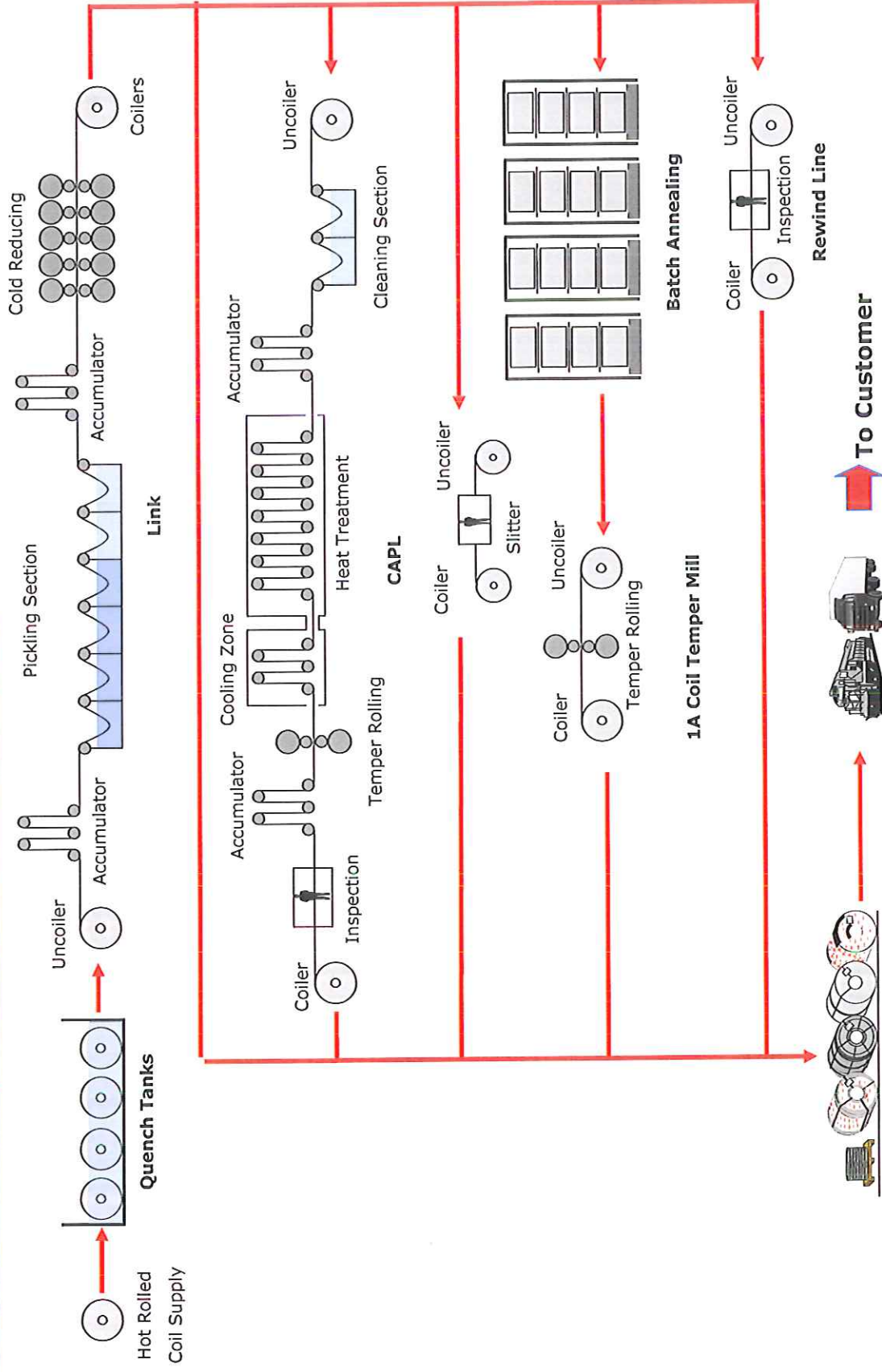
1.3.1 Cold Rolled Products Information – Plant Overview

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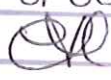
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1.3.2 Cold Rolled Products Information – Process Flow



1.4 Risks and Hazards within Cold Rolled Products

- Falls
- Falling Objects
- Gas
- Noise

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- Dust
- Slips & Trips
- Hot Surfaces
- Steam
- Chemicals
- Asbestos
- Road/Rail Movements
- Site Vehicles
- Overhead Cranes
- Machinery
- Other working parties including overhead working

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1.5 Scope of the Plan

The scope of this plan is to deal with emergencies within Port Talbot Cold Rolled Products only. This plan does not deal with emergencies that affect other works areas.

1.6 Links to Other Emergency Plans

This plan has been written to dovetail with the following emergency plans:

Works Area Location	Link to Emergency Plan
Major Emergency Plan	(LINK)
Off-Site Emergency Plan	(LINK)
Environmental Emergency Plan	(LINK)
Environmental Contingency Plan	(LINK)
Blast Furnaces	(LINK)
Steel & Slab	(LINK)
Continuous Casting	(LINK)
Burdening	(LINK)
Sinter Plant	(LINK)
Hot Rolled Products	(LINK)

1.7 Definitions

1.7.1 Incident

An event that threatens life and/or the environment and/or property.

1.7.2 Emergency

An issue, event or incident that threatens personnel, the environment, the operation of a company, its assets and its reputation.

1.7.3 Major Emergency

A 'Major Emergency' is an incident that involves any one or more of the following conditions:

1. It requires, or could require, the services of outside emergency authorities in addition to the County Fire Service.
2. It involves one or more Works Areas and could affect the surrounding community.
3. There are circumstances where the Works Services clearly cannot cope with the emergency.

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4. It is an emergency arising from an external source that affects both the works and the surrounding community.

In the Cold Rolled Products Area, the declaration of a 'Major Emergency' is vested in the Shift Manager (who acts as the Emergency Controller) or, in his absence, the appointed Deputy Shift Manager.

1.7.4 Local Emergency

A 'Local Emergency' is an incident that has potential to cause significant harm to Cold Rolled Products plant or personnel, but does not meet any of the criteria defined by a 'Major Emergency.'

Examples of Hazards which could lead to either a 'Local' or 'Major' emergency are:

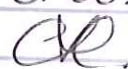
Gas Escape	- CAPL or Batch Annealing.
Fires	- Pickle Line, Annealing, Mill, Process, Despatch & CAPL areas.
Acid/Alkalis spill	- Pickle Line, CAPL areas.
Basement Floods	- Pickle Line, Annealing, Mill, Process, Despatch & CAPL areas.
Explosion from gas	- CAPL or Batch Annealing gas mains.
Bomb Hazard	- Pickle Line, Annealing, Mill, Process, Despatch & CAPL areas.
Airborne Asbestos	- Pickle Line, Annealing, Mill, Process, Despatch & CAPL areas.

1.7.5 Levels of Command

Gold

The strategic command level of Emergency Services, Local Authorities, Health Authorities and Environment Agency

Silver

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The tactical command level of the Emergency Services and other authorities (E.g. Local Authorities, Health Authorities.). It is often referred to as the Multi Agency tactical control. Silver Control is located in the Silver Control Suite at the North end of Abbey General Offices on the first floor that consists of the Silver Control and BMT

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tactical control. (Note : The Emergency services may decide to locate their Silver control at an alternative location. The alternative location identified in the off site plan is Neath Police Station. Arrangements exist within this plan to cope with this variation)

Bronze

The operational command level of the Emergency Services.

1.7.6 Control Centres

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Local Control Centre (LCC)

The operational control centre set up by Tata when a major emergency has been declared, in order to co-ordinate all activities within the area of the emergency; to provide both command & control and leadership to those dealing with the emergency and linkage with the Emergency Services at Bronze (operational) control.

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Main Control Centre (MCC)

Located at the Works Protection control room (DCP), the main control Centre coordinates the initial response to an emergency, callouts and notifications.

Scene Control

The operational control point set up by Tata for the initial assessment and evaluation of the incident in order to establish the effects and the escalation potential. The Scene control is also a point of linkage and liaison with Emergency Services

Assembly Points

The designated meeting areas around the plant where a role call can be taken in the event of an evacuation to ensure all personnel are accounted for. This area will be controlled by the designated Fire Warden.

COMAH

Control of Major Accident Hazards Regulations 1999 and the amending Regulations on 30th June 2005 aim to prevent major accidents involving dangerous substances and limit the consequences to people and the environment of any accidents which occur.

1.8 Level of Plan Activation

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1.9 Persons with Responsibility for Activation of the Plan

This plan can only be activated by the Cold Rolled Products Shift Manager or authorised deputy at time of emergency.

1.10 Plan Activation Triggers

- Uncontrolled loss of containment
- An incident that results in a Local evacuation
- Bomb threat
- Works protection classification
- Unforeseen interruption / loss of power
- Dynamic risk assessment / Hazop

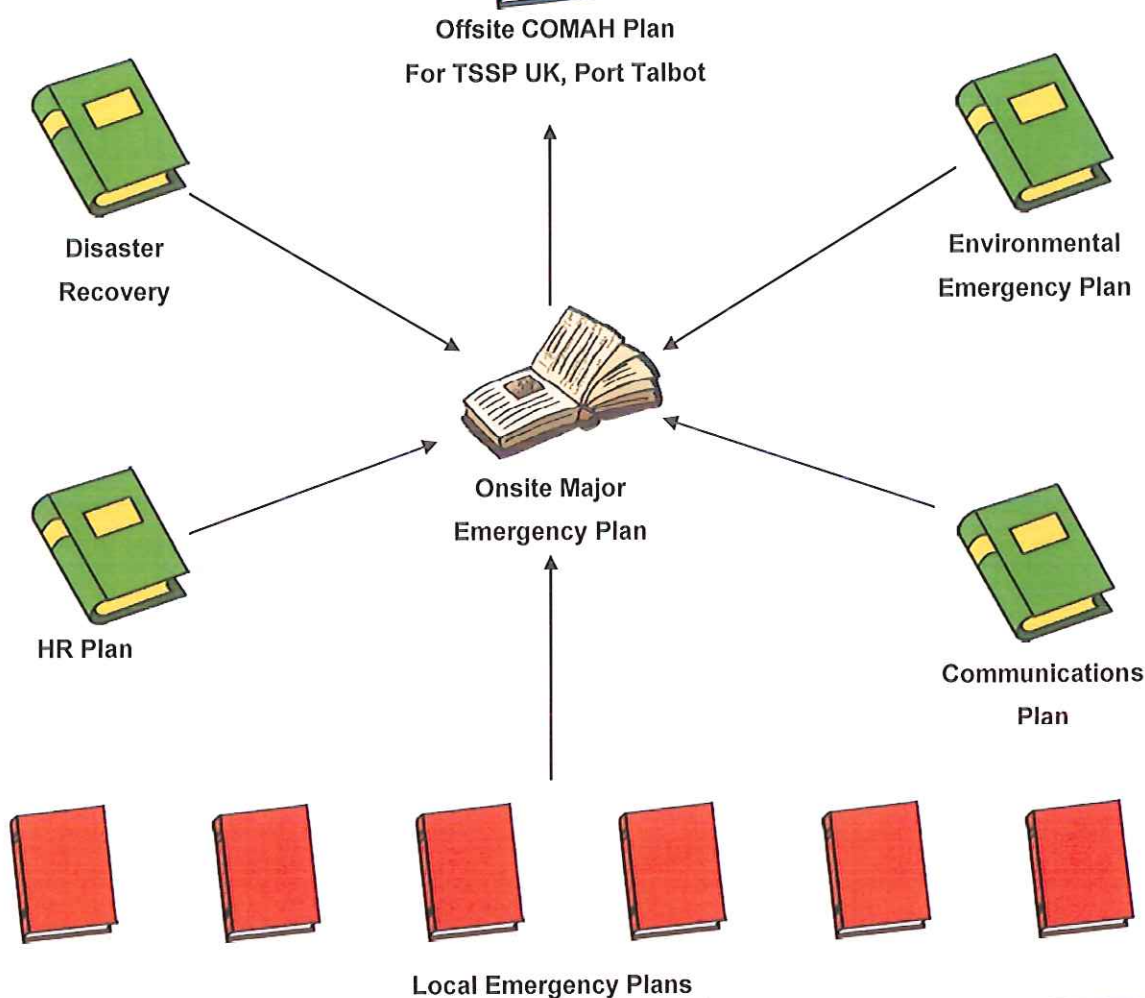
1.11 Communication of Activation of the Plan to Internal Stakeholders

The diagram located on page 12 identifies how the initiating of the Cold Rolled Products local emergency plan will be communicated to all relevant staff and visitors.

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1.12 Emergency Management Response Structure

The following personnel will be required when an emergency occurs at CRP:

Personnel in RED

- NON CRP personnel required to assist during the emergency I.E. Works Protection

Personnel in AMBER

- CRP Personnel required OUTSIDE LCC in the event of an emergency

Personnel in GREEN

- CRP Personnel required INSIDE LCC in the event of an emergency

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ROLES	RESPONSIBLE PERSON(S)
Scene Controller	Works Protection Security Sergeant
Desk Officer	Works Protection Main Control Centre Officer
Works Fire & Rescue Team	Team Leader of Fire & Rescue Department
Energy Control Officer x 2	2 Personnel from Energy Department
Fire Wardens	Team Members on shift who are designated Fire Wardens
Cordon Party	Team Members on Shift
CRP Emergency Controller	CRP Shift Manager
Deputy Emergency Controller	Designated Shift Coordinator appointed by CRP Shift Manager
Communication Officer	Designated Shift Coordinator appointed by CRP Shift Manager
Energy Liaison	Shift Engineer appointed by CRP Shift Manager
Muster Coordinator	Designated Shift Coordinator appointed by CRP Shift Manager
Scene Liaison	Shift Engineer appointed by CRP Shift Manager
Recorder	Team Members on Shift appointed by CRP Shift Manager
Admin Officer	Team Members on Shift appointed by CRP Shift Manager
Listener	Team Members on Shift appointed by CRP Shift Manager
Runners	Team Members on Shift appointed by CRP Shift Manager

The description of each Role & Responsibility is displayed below:

1.13 Roles and responsibilities of each component of the Response Structure

1.13.1 Scene Controller

A Tata scene controller or controllers managing the TATA activity at the scene and co-ordinating with the Emergency Services representatives at the scene under the authority of the Emergency Controller.

- Identify a safe location in vicinity of the incident scene to establish a Scene Control Point.
- Don the Scene Controller tabard.
- Maintain the safety of personnel in the vicinity of the incident.
- Liaise with the Works Fire & Rescue Team Leader and the Energy staff attending the incident vicinity
- Identify potential dangers & escalations
- Establish and maintain communications with the LCC team.
- Co-ordinate on scene activities on behalf of the Emergency Controller.
- Identify safe approach routes for emergency services.
- Maintain close liaison with emergency services at the scene

1.13.2 Desk Officer

A Works Protection Officer managing the activity at the Main Control Centre, normally located at the DCP, and co-ordinating the initial notifications and callouts required.

- On receipt of instruction to activate the Major Emergency Plan, inform Energy Control Centre.
- Telephone appropriate Civil Fire Service, Ambulance Service and Police.
- Make contact with Emergency Controller or the Works Protection Officer attending the emergency.

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- Callout the Duty Senior Manager, members of the BMT tactical control team, the Core Support Services Team and any other specific personnel required.
- Inform Stores Controller and the Team Leader of Transport Operations to ensure all rail traffic is stopped clear of any road crossings.
- Open up the Silver Control Suite and Abbey General Offices and establish the signs in front of Abbey General Offices
- Direct emergency services vehicles to scene control point, other appropriate control points or holding areas established by the emergency services via the safe access routes.
- Maintain a chronological log of all events occurring at the Main Control Centre.
- Direct Press and Media representatives to the Works Sport & Social Club to await formal press statements.

1.13.3 Works Fire & Rescue Team

The following actions will be taken by the team:-

- On callout the Works Fire & Rescue Service members will assemble at a suitable point as directed
- The Works Fire & Rescue Team leader liaises with the Emergency Controller and carries out rescue procedures as required.
- Operations will be carried out only after a suitable and sufficient risk assessment has been completed
- No operations will be carried out without the knowledge of the Emergency Controller.

When Fire Brigade are in attendance, all Works Fire & Rescue Team operations must be carried out with the full knowledge and approval of the Fire Brigade Incident Commander. When the Fire Brigade are in attendance at the incident, if Works Fire & Rescue Service has commenced any rescue operations prior to the arrival of the Fire Brigade, this must be brought to the attention of the Fire Brigade Incident Commander. In particular, the number of

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personnel who are in the risk area, the location and task of personnel in the risk area and any Personal Protective equipment that is used or being worn by the Works Fire & Rescue Team members.

All subsequent operations and/or deployment of the Works Fire & Rescue Service following arrival of the Fire Brigade must be carried out with the full knowledge and approval of the Fire Brigade Incident Commander. When Breathing Apparatus is being worn by member(s) of the Works Fire & Rescue Team, the team will then come under the direct control and operate within the Breathing Apparatus Procedures of the Fire Brigade.

1.13.4 Energy Control Officer

The following actions will be taken by the Energy Control Officer:-

- On receipt of call from MCC Desk Officer, check fuel gases, oxygen and nitrogen position and respond accordingly.
- Alert team leaders of power plant and utilities.
- Make contact with Emergency Controller to establish a line of communication with the LCC. Particularly important if a gas hazard exists.
- Inform Process Coordinators of the plants likely to be affected by the emergency.
- Inform BOC shift supervisor and maintain liaison with BOC.
- Provide operatives to assist with isolations at incident
- Establish communications with Engineering/Energy position in BMT tactical control

1.13.5 Fire Wardens

In the event of a full or partial evacuation of CRP the designated fire warden will be responsible for taking roll call at the main assembly point locations and reporting back the status of the evacuation to the CRP local emergency controller using a hand held radio.

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Form / Procedure No.: PT-OP002.
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The Fire Warden will be an appointed member of the CRP Department. For each Manufacturing Cell, a Fire Warden has been approved by the Shift Coordinator for the Cell and the Shift Manager.

In the event of a full or partial evacuation of Cold Rolled Products the Fire Warden will be responsible for taking a roll call at the main muster locations and reporting back the status of the evacuation to the emergency controller using a hand held radio.

1.13.6 Cordon Party

In an evacuation situation, Team Members may be directed by the Team Leader to act as guards at entrances to CRP with identifiable jackets obtained from Muster Point Location. This is to prevent any unauthorised persons entering the emergency area.

1.13.7 CRP Emergency Controller

The Local Emergency Controller (LEC) will be the CRP Shift Manager. The Shift Coordinators for the area will report to the CRP Shift Manager and will be responsible for providing information and controlling actions at the scene.

For a 'Major Emergency', and in the unlikely event that the CRP Shift Manager is incapacitated the designated deputy will adopt the role of emergency controller until relieved by another CRP Shift Manager or Works Manager from the area concerned.

The CRP Local Emergency Controller is responsible for (as covered in the checklist):-

1. Communicating with the Shift Coordinator/Shift Engineer/Fire Wardens on:
 - (i) The number and location of any known casualties.
 - (ii) The result of the roll call.
 - (iii) Works Fire & Rescue team involvement or requirement.
 - (iv) Emergency actions already taken.

2. If necessary, passing the above information to the Main Control Centre and keeping in contact with them throughout the emergency scenario.

3. Communicating with other works areas and informing them of the emergency conditions.

4. Establishing 'Local' or 'Major Emergency' and deciding on appropriate actions to be taken.

5. Appointing an individual (typically Shift Engineer) to keep the incident progress board up to date (recorder).

6. Declaring the end of the emergency as and when the conditions dictate.

NB: When communication takes place between the Local and the Main Control Centres, the CRP Local Emergency Controller should identify himself at all times as 'Controller'.

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1.13.8 CRP Deputy Emergency Controller

For an Emergency, and in the unlikely event that the CRP Shift Manager is incapacitated the designated deputy will adopt the role of CRP Local Emergency Controller until relieved by another CRP Shift Manager or Works Manager from the area concerned.

1.13.9 Communication Officer

The following actions will be taken by the Communications Officer:-

- Establish communications with Main Control Centre desk officer
- Make calls to neighbouring works areas on behalf of the Emergency Controller.
- Provide communications link with BMT tactical control team to update on activities/events
- Provide Communications link with Occupational Health department

- Ensure notification boards are accurate and up-to-date and ensure security of the building and room

1.13.10 Energy Liaison

The following actions will be taken by the Energy Liaison:-

- Establish communications with Energy Control Centre
- Establish current state of energy supplies to affected area
- As directed by the Emergency Controller coordinate the isolation of supplies to make area safe
- Forward any concerns that Energy Control Centre may have, to the Emergency Controller.
- Maintain the Energy status board
- Assist with communications as required by the Emergency Controller

1.13.11 Muster Coordinator

The following actions will be taken by the Muster Coordinator:-

- Establish communications with all muster checkers at the assembly points
- Collate the status reports from the assembly points
- Relay information from LCC to assembly points and the Scene Controllers
- Verify names and employers of all affected personnel
- Ensure personnel board displays up to date information
- Pass details of missing and casualties to the Communicator for forwarding to the BMT tactical control team

1.13.12 Scene Liason

The following actions will be taken by the Scene Liason:-

- Establish communications with the Scene Controllers
- Establish what has happened and the current state of affairs
- Pass details to the recorder for display

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- Draw up the area map indicating incident location and wind direction
- Receive the requests for support and resources and pass on the Emergency Controller.
- Pass progress of mustering to the Scene Controller
- Pass information about the progress of isolations to the Scene Controllers
- Update the plant status board with details of isolations, purging and shutdowns etc

1.13.13 Recorder

The following actions will be taken by the Recorder:-

- Set up the Time and Event Board using flip charts
- Ensure works area and site plans available
- Collect information from LCC members for display on relevant boards
- Maintain Time and Event Board
- Log all decisions made by the Emergency Controller

1.13.14 Admin Officer

SAME AS RECORDER ON CRP LOCAL EMERGENCY PLAN

1.13.15 Listener

Function is to assist the Recorder by collating incoming information. Early in an incident information will come into the LCC fast, it will be incomplete and may be contradictory. It is the role of the Listener to identify disconnects or gaps and draw them to the team's attention.

Ongoing tasks:

Transcribe the time event log.

Assist the planner to maintain the personnel board.

1.13.16 Runners

Runners are to assist the CRP Local Emergency Controller in cascading information to other areas if certain forms of communication are disrupted/ failed/engaged.

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For CRP the designated muster points are:

1. Hot Sheet Finishing Car Park
2. 15 Bay Car Park
3. CAPL Car Park.

(In the event that these muster points are not safe the decision to move this location will be made by the Fire Warden and Shift Coordinator, in conjunction with the CRP Emergency Controller).

At each of these locations, a muster point locker with break glass key contains the following equipment:

	No.
High Visibility Vest marked 'Fire Warden'	1
High visibility orange vest for Sentries	4
Radio with charger - permanently charged	1
Clipboard	1
Pen and Pencil	2
Fire Warden checklist	1
File with site drawings	1
Loud Hailer	1

The contents of these Muster Point Lockers is checked as part of the shift safety audit conducted by CRP Shift Managers.

In an evacuation scenario the site attendance registers and signing in books will be collected by the production Shift Coordinator for shift personnel and a nominated fire warden in office buildings which will be taken to the designated muster area.

NB: Persons in charge of contractor's working parties (PICWP) should account for the personnel under their control and inform the Fire Warden Contractor Personnel are accounted for using the sign-in book system for each area.

In the event that these assembly points are not safe, the following assembly points can be used:

1. CAPL Bay 29 Assembly Point
2. Visitors Reception at Main Gate

1.14.1 Local Control Centres

The Local Control Centres used to co-ordinate emergency situations will be equipped with telephone and other forms of communication.

In the event of a site 'Major Emergency' the Works Security Supervisor will stand by at the Local Control Centre, to provide a means of communication and from then on take the role of Communications Officer.

NB: The Emergency Control Centres for site are located as follows:

a) Main Control Centre [3333/4444]

The Main Control Centre for emergencies is the Main Security Gate house. The Emergency Controller or the Communications Officer passes all information and requests for assistance to this point.

b) Local Control Centre

The Local Control Centres can be set up in the Conference Room in the Shift Engineer's Conference Room or the CRP Works Managers Downstairs Conference Room 2. The decision on which LCC is to be utilised lies with the Emergency Controller.

The CRP Emergency Controller will be located at the Local Control Centre.

In a Major Emergency the Fire, Ambulance and Police have mobile control units, equipped with radio communications, etc., and will probably bring such units onto the works. The Security department will supply sufficient numbers of boards for the recording of relevant information.

The following phone numbers are connected in to each of the local control centres

External Numbers:

2171 CRP Shift Manager Number

2696 Fax

2695

2672

4479

3643

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Internal Numbers

3434

Local Control Centre Inventory

Each of these locations should contain the items in the Locker Inventories –

[\(LINK\)](#)

These are stored in the locked cupboard marked "Major Emergency Control" and are opened using the key in the "break glass" cabinet.

1.14.2 Site Drawings

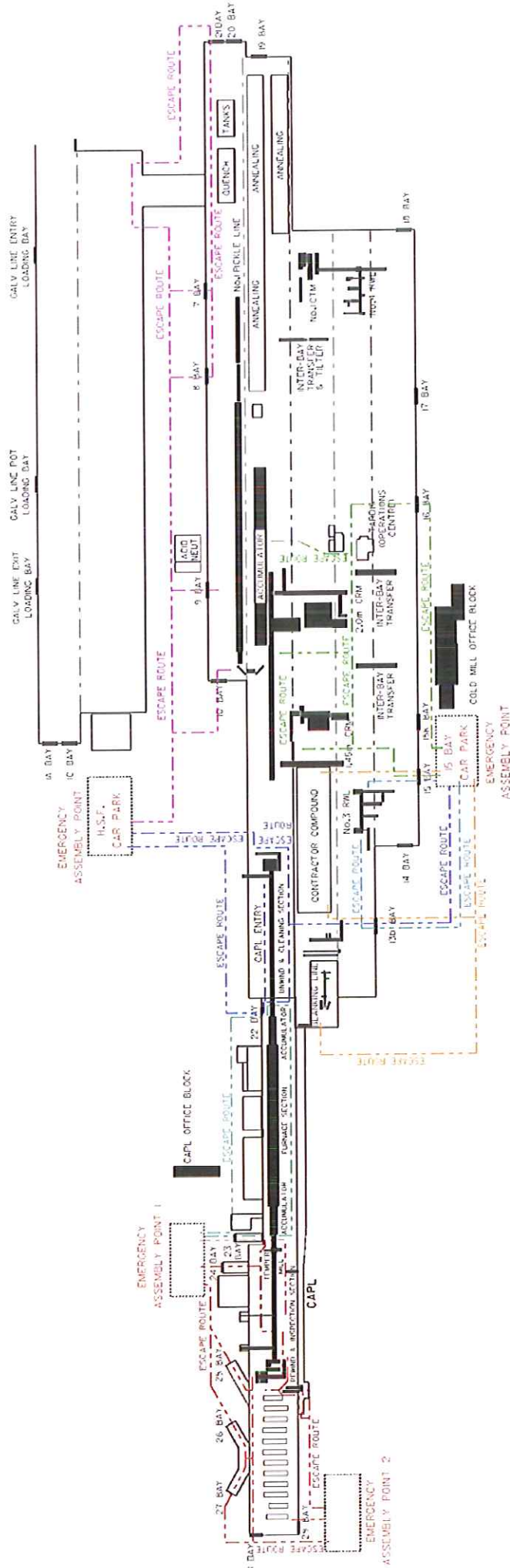
Below are a list of site drawings that may need to be used in the event of an emergency

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SCALE	H1500	PLANT	COLD ROLLED PRODUCTS
LIMIT OF MEASUREMENT	mm	SECTION	
DRAWN	DH THOMAS	DATE	10.11.00
CHECKED		DESCRIPTION	EMERGENCY ESCAPE ROUTES
PASSED			
CONFIDENTIAL-BRITISH STEEL PLC	2000	ORIGINATING OFFICE	REV.
THIS DRAWING IS THE PROPERTY OF BRITISH STEEL. IT IS TO BE USED ONLY FOR THE PURPOSES SPECIFIED AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF BRITISH STEEL.			
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Integrated Works
Port Talbot



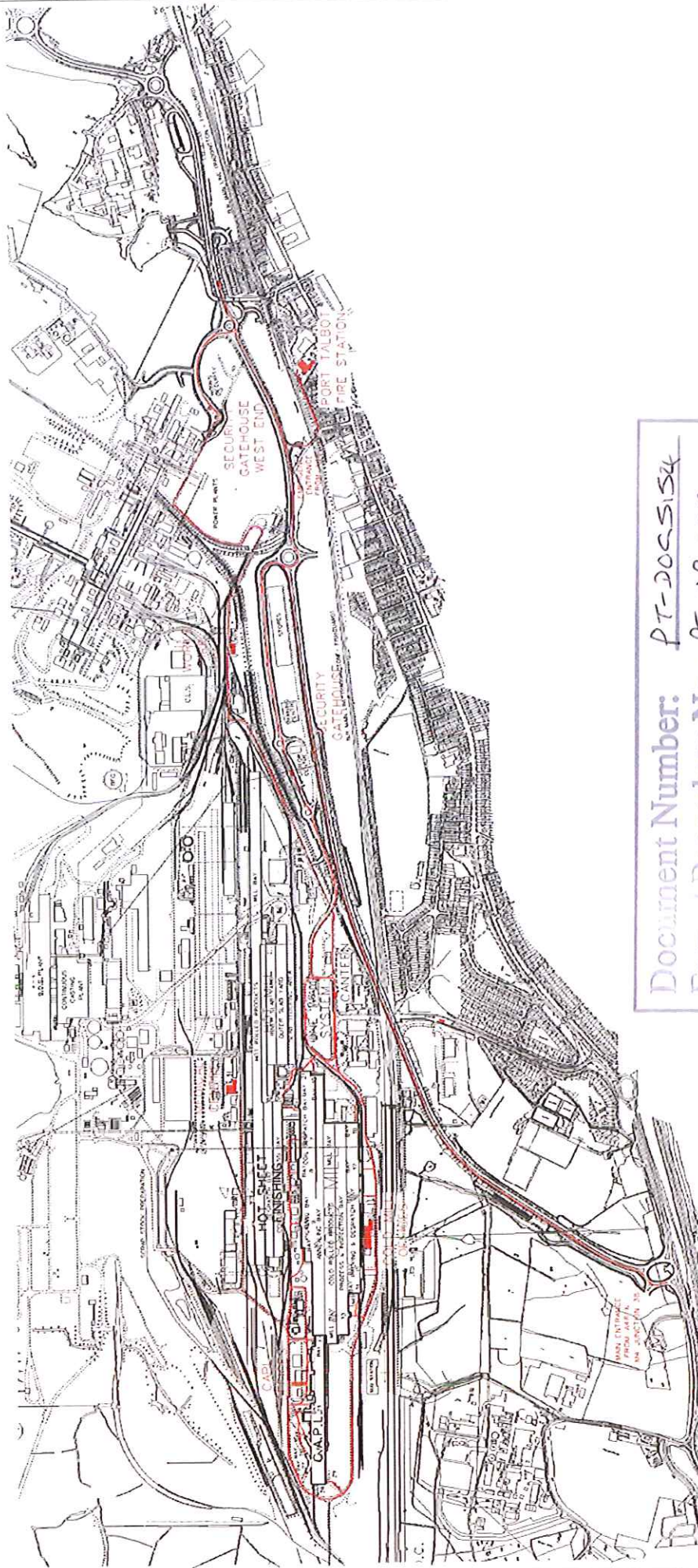
REVISIONS
A EXTENDED TO INCLUDE CAPL
B NO. 182 RWL & GALV LINE & 2 CTM REMOVED.
C DH THOMAS 10.11.00
D DH THOMAS 10.11.00

FIRST ANGLE PROJECTION

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00 NOT SCALE

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 Industrial Chemicals Ltd.
 Environmental Management System



Document Number: PT-DOCS154
 Form / Procedure No.: PT-OP 002
 Approvals: *[Signature]*

ITEM	QTY	UNIT	DESCRIPTION
1	1	EA	PLANT COLD ADAPTER PRODUCTS
2	1	EA	SECURITY GATEHOUSE
3	1	EA	SECURITY GATEHOUSE WEST END
4	1	EA	PORT TALBOT FIRE STATION
5	1	EA	CANTIER
6	1	EA	SECURITY GATEHOUSE
7	1	EA	SECURITY GATEHOUSE WEST END
8	1	EA	PORT TALBOT FIRE STATION
9	1	EA	CANTIER
10	1	EA	SECURITY GATEHOUSE
11	1	EA	SECURITY GATEHOUSE WEST END
12	1	EA	PORT TALBOT FIRE STATION
13	1	EA	CANTIER
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84	1	EA	PORT TALBOT FIRE STATION
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93	1	EA	CANTIER
94	1	EA	SECURITY GATEHOUSE
95	1	EA	SECURITY GATEHOUSE WEST END
96	1	EA	PORT TALBOT FIRE STATION
97	1	EA	CANTIER
98	1	EA	SECURITY GATEHOUSE
99	1	EA	SECURITY GATEHOUSE WEST END
100	1	EA	PORT TALBOT FIRE STATION

Tata SteelUK Limited
 Port Talbot Works



Document Number: PT-DOC-5154
Form Procedure No.: PT-OP002.
Approved: CL

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GALV LINE EXIT
LOADING BAY

GALV LINE POT
LOADING BAY

GALV LINE ENTRY
LOADING BAY

H.S.F.
CAR PARK
EMERGENCY
ASSEMBLY POINT

EMERGENCY
ASSEMBLY POINT

CAPL OFFICE BLOCK

CAPL ENTRY

WASH & CLEANING SECTION

BLANKING LINE

WASH & INSPECTION SECTION

WASH & INSPECTION SECTION

WASH & INSPECTION SECTION

WASH & INSPECTION SECTION

WASH & INSPECTION SECTION

WASH & INSPECTION SECTION

WASH & INSPECTION SECTION

WASH & INSPECTION SECTION

28 DAY

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29 DAY

30 DAY

31 DAY

9 AMBULANCE MEETING POINTS

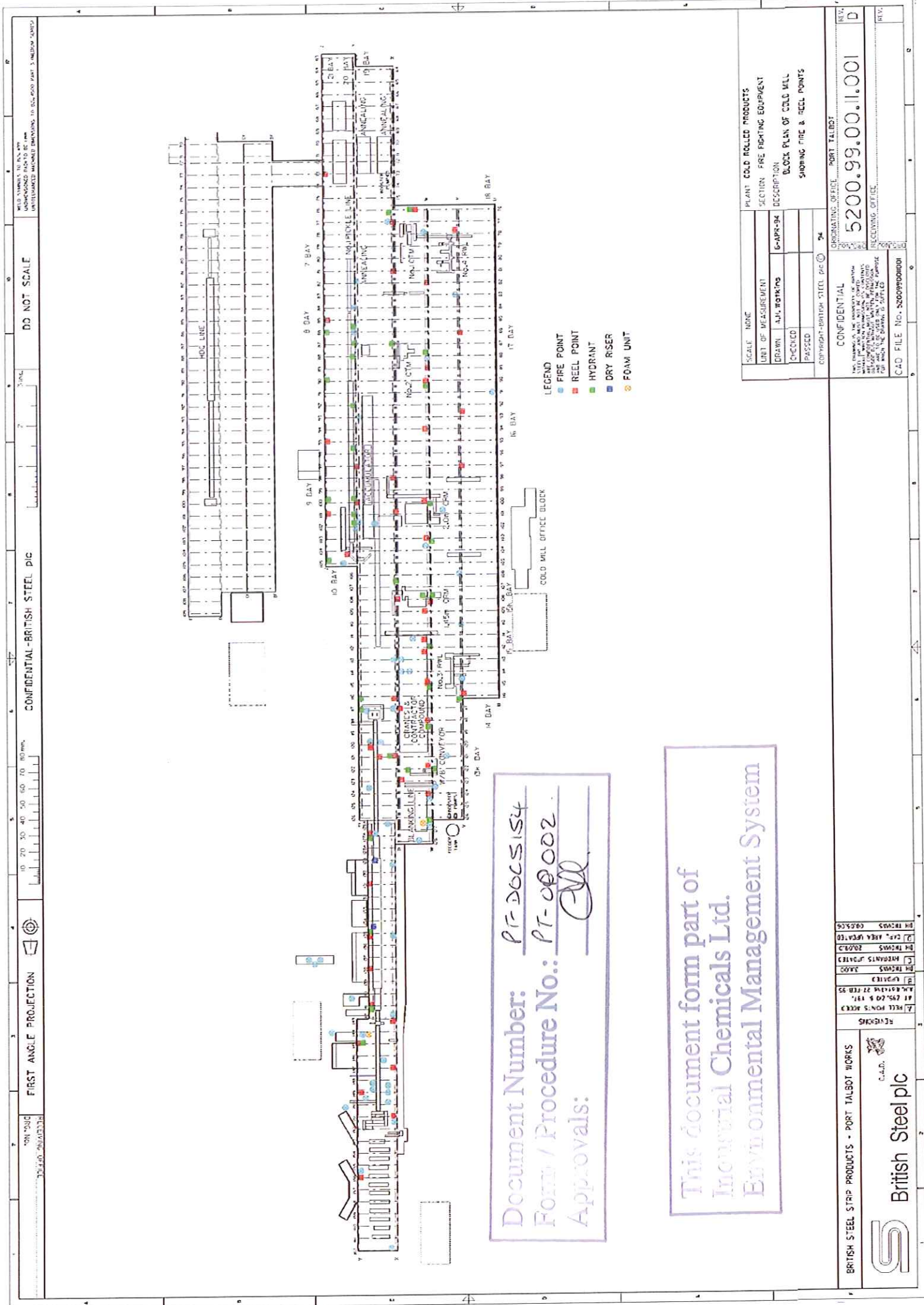
AMBULANCE ROUTES WITHIN COLD MILL BUILDINGS

SCALE	NONE	PLANT	COLD ROLLED PRODUCTS
UNIT OF MEASUREMENT	mm	SECTION	
DRAWN	DH THOMAS	22/1/00	DESCRIPTION
			COLD MILL - EMERGENCY AMBULANCE ROUTES
COPYRIGHT - CORUS © 2000			
ORIGINATING OFFICE			
5200.00.00.00.030 B			
TWO DRAWINGS IN THE INTEREST OF CORUS PRODUCTION, THE DRAWING IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT PERMISSION IN WRITING FROM THE DRAWING OFFICE			
JOB REF : 52000000000030			
CAD FILE : 52000000000030			

Corus Strip Products
Port Talbot Works



REVISIONS
A EXTENDED TO
INCLUDE CAPL
B REMOVED
EUREP
C ASSEMBLY
POINT 2
DH THOMAS 3/8/05



Document Number: PT-DOCS14
Form / Procedure No.: PT-0002
Approvals: [Signature]

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SCALE: NONE		PLANT: COLD ROLLED PRODUCTS
LIMIT OF MEASUREMENT		SECTION: FIRE FIGHTING EQUIPMENT
DRAWN: A.H. WATKINS	6-APR-94	DESCRIPTION: BLOCK PLAN OF COLD MILL
CHECKED:		SHOWING FIRE & REEL POINTS
PASSED:		
COPYRIGHT-BRITISH STEEL PLC © 94		
CONFIDENTIAL		ORIGINATING OFFICE: PORT TALBOT
5200.99.00.11.001		REV: D
CAD FILE No. 5200990001		

BRITISH STEEL STRIP PRODUCTS - PORT TALBOT WORKS	REVISED	DATE	BY	REASON
 British Steel plc	1	27.02.93	A.H. WATKINS	INITIAL DESIGN
	2	27.02.93	A.H. WATKINS	REVISION
	3	27.02.93	A.H. WATKINS	REVISION
	4	27.02.93	A.H. WATKINS	REVISION
	5	27.02.93	A.H. WATKINS	REVISION

1.15 Protection of Vital Assets

The list below provides links to the infrastructure at CRP that needs to be protected (isolated).

Area of Plant	Link to Isolation Method
Pickle Line Isolations	(LINK)
Rolling Isolations	(LINK)
Batch Anneal Isolations	(LINK)
Coil Temper Mill Isolations	(LINK)
Coil Inspection Line Isolations	(LINK)
Slitter Isolations	(LINK)
Despatch Bay Isolations	(LINK)
CAPL Isolations	(LINK)

1.16 Assistance from Neighbouring Areas

Assistance will only be required by other areas if required by the CRP Local Emergency Controller

1.17 Standing Down and Recovery Plan

The declaration of the end of a major emergency is the responsibility of the CRP Emergency Controller.

In the event of a Major Emergency the Local Emergency Controller will make this decision together with the Police Incident Officer who must inform the Main Control Centre and the Silver or Gold Controls if they have been set up.

Once 'end of emergency' has been declared, all current permits held (Hotwork, COIEOP, Fluid Power etc.) must be immediately cleared in case the controls used have been compromised.

Following the declaration that the emergency is at an end, the Emergency Controller (*or the Chief Security officer in the event of a Major Emergency*) will arrange for a debriefing of all interested parties. This will ensure that the necessary detail is recorded, while it is still fresh in the mind, to note the main features of the Emergency and the effectiveness of the arrangements made to deal with the emergency.

A departmental investigation will be set up within seven days of a Local Emergency.

A full panel of enquiry will be set up within seven working days after the end of the Major Emergency.

In the event of a Major Emergency all press and television releases are the responsibility of the Scene Controller or his nominated deputy. There will be no contact with the media except through him. A full statement will be made to the media after the event if required.

Document Number:	<u>PT-DOC 5154</u>
Form / Procedure No.:	<u>PT-OP 002.</u>
Approvals:	<u>CR</u>

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2. Action Checklists

In the links provided there are a set out list of action checklists for essential roles and responsibilities.

2.1 Link to Action Checklists

[Action Checklists](#)

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Form / Procedure No.: PT-OP002
Approvals: OK

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Document Number: PT-DEC 5154
 Form / Procedure No.: PT-OP002
 Approvals: CVO

3. Evacuation Procedures

3.1 Link to CRP Evacuation Procedures

The below link will take you to the electronic version of the evacuation procedures for CRP.

[Evacuation Procedures](#)

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3.2 Hard Copy of CRP Evacuation Procedures

These general guidelines apply to all individuals within Cold Rolled Products but is specifically aimed for display in pulpits....

Evacuation Guidelines

If an evacuation is required, the Shift Coordinator or Shift Manager will alert personnel by means of phone, radio, tannoy or siren. Where possible, the message will include a brief description of the incident, whether an immediate or controlled shutdown is required and whether the alarm in that area needs to be activated. Once notified:-

- Ensure any non-essential personnel vacate to the nearest assembly point
- Carry out the immediate or controlled shutdown & isolation procedures as defined for the area
- For crane drivers, drive to the nearest staging and isolate the crane with the emergency stop.

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Form Procedure No.: PT-OP002
Approved: CUE

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- Activate the Evacuation alarm using the key-switch (if not already active)
- If you are responsible for collecting a 'signing-in book' or 'team register', collect it now
- Inform anyone in the immediate vicinity about the evacuation.
- Head directly to the nearest Assembly Point, avoiding the problem area or any visible danger - such as smoke or fire.
- Do not take or go back for personal possessions.
- Inform others you see of the evacuation and instruct them to head to the assembly point.
- At the Assembly Point, report immediately to the Fire Warden
- Inform the Fire Warden of any personnel that are still out on plant and their location.
- Group together as per the 'team register', or as your working party, and await further instructions

Major Fire

In the event of a major fire anywhere on plant the relevant line should be brought to a controlled stop whenever possible.

This should be done by following local procedures for emergency shutdown and would include depression of emergency stops, de-energisation of hydraulic systems and isolation of plant and equipment.

Document Number: PT-DOC SIS4
Form / Procedure No.: PT-OP002
Approvals: CH

4

4. Hazard Accident Scenarios

4.1 Escape of Gas

Due to the degree of gas utilisation within the CAPL and Batch Anneal, it is the role of the designated individual to directly assist the Emergency Controller in dealing with the situation, as described below.

1. The Shift Engineer and the Furnace Operator in CAPL or the Annealing Controller in Batch Anneal determine
 - a) The general area of the escape.
 - b) The extent of the escape
 - c) The potential danger to personnel and plant from:
 - i) Gas
 - ii) Fire
 - iii) Explosion
2. Reference should be made to the wind direction and the following decided by the LEC
 - a) Areas most likely to be affected.
 - b) The safest route to and from the area for a preliminary investigation of the hazard.
3. The Shift Engineer should investigate the area immediately and call for assistance from responsible members of the Energy Department. If the Energy Department personnel are not available, then the Works Security Department must be contacted who will respond to the call without delay.
4. For the specific case of Nitrogen Loss at CAPL, follow the [\(LINK\)](#)

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PT CRP Local Emergency Plan
Environmental Management System

Document Number: PT-202-S154
Form / Procedure No.: PT-01002
App: 01002

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Note of caution:

Where fuel escapes from any system, the danger of an explosion and or a fire is a very real possibility and sources of ignition are many and varied in an Integrated Steelworks. Nevertheless, as far as possible the investigating personnel should be alert to reduce sources of ignition to zero.

The danger of explosion increases in a confined space i.e. a congested area with associated plant and buildings.

When an explosion occurs, secondary damage is likely due to the resulting 'blast debris' and subsequent fire.

4.2 On-Site Toxic Gas Alarm System

4.2.1 Gas Emergency In Cold Rolled Products

If you witness a catastrophic failure or major release from a works arising gas system (blast furnace gas [BFG], basic oxygen steelmaking gas [BOSG] or coke oven gas [COG]), leave the area immediately, go indoors and call 3333/4444 to report the incident.

Works protection will co-ordinate the response and ensure the alarms are activated.

4.2.2 Alarm Activation

Gas Emergency from an upwind area

In the event of a major toxic gas release from blast furnace gas (BFG), coke oven gas (COG) or basic oxygen steelmaking gas (BOSG) in an upwind area that is likely to affect the Cold Rolled Products area, the area toxic gas alarm will be activated by Energy Control. A back-up system is available in Works Protection should Energy Control not be able to activate the system.

4.2.3 Alarm

The alarm will consist of 15 seconds of beeps followed by a voice message saying:-

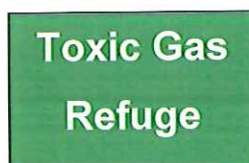
"The toxic gas siren in the Mills has been activated. Please go to a refuge area."

The beeps and message will be repeated for 3 minutes.

N.B. - The activation of the alarm will NOT be applicable to Cold Rolled Products as no toxic gas is emitted locally. Cold Rolled Products will only be affected upwind of any toxic gas release (as mentioned above). If this is the case, the alarm will be activated by Energy control or Works Protection should Energy Control fail to activate the system.

4.2.4 Evacuation

In the event of the alarm sounding, all personnel in the area must evacuate to a Toxic Gas Refuge (TGR). Travel across the direction of the wind to a Toxic Gas refuge – this may not be the closest refuge to them. Check the wind direction using wind socks or plumes from stacks or cooling towers. It is important to walk calmly and in an orderly way to the Toxic Gas Refuge Toxic Gas refuges are clearly marked with a green sign and white lettering saying:-



4.2.5 Roll Call

Once in a Toxic Gas Refuge, a roll call must be taken to ensure all personnel are accounted for. A Refuge Marshal is responsible for taking the roll call. In the event that there is no trained marshal in the refuge, some-one else should take the role of marshal.

An orange fluorescent waistcoat available in the refuge will be worn by the marshal so they are clearly identifiable.

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Form Procedure No.: PT-08002
Approvals: 

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The roll call should be taken against the sign-in sheet for the area. Most occupied buildings on site are refuges but in the event that personnel move from another building into a refuge, the sign-in sheet must be brought with them.

A sheet is also provided to record the names and SAP numbers of personnel who have taken refuge from other areas.

4.2.6 Communications with Incident Control

Once the marshal is in place, they must contact Works Protection (3800) to inform them that the refuge is occupied and that a roll call is being taken. The marshal must contact Works Protection when the roll call is complete to communicate the number of people in the refuge and the names and SAP numbers of any people missing. The marshal must also communicate the names and SAP numbers of any people who have taken refuge from other areas.

4.2.7 All Clear

When the emergency is over the major emergency controller will give the all clear. Energy control (or works protection) will activate the "All Clear" from the main control panel.

The "All Clear" consists of 5 seconds of beeps followed by a message saying:-

"All Clear, All Clear"

The message and beeps will be repeated 3 times.

4.2.8 Testing

The alarm system self-tests every 12 hours ensuring that the system and speakers are functioning and healthy. Although this sounds the alarms, it is not audible on site. In addition, the system self-tests the communications channels every hour. Therefore there is no requirement to test the alarms to ensure they are working.

Document Number: PT-DC-5154
Form / Procedure No.: PT-0002
Approvals: CAC

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In order to ensure personnel are familiar with the alarms, they will be tested on an annual basis. This will be advertised and communicated across site before the activation.

4.2.9 Off-Site Alarm

In the unlikely event that there is a gas release significant enough to affect the off-site population, there is an off-site alarm positioned between the New Stores and Academy buildings. This can only be activated from Energy Control or Works Protection.

The alarm consists of 15 seconds of beeps followed by a message saying:-

"The Tata emergency siren has been activated. Please go inside and close all doors and windows"

The message and beeps will repeat for 3 minutes. The "All Clear" is the same as for the site sirens. The Off-Site alarm will be tested on an annual basis so that the local community are familiar with it. For this purpose it has a test message that consists of 5 seconds of beeps followed by a message saying:-

'This is a test of the Tata Emergency Siren. Repeat, this is a test only'

The message and beeps will be repeated 3 times.

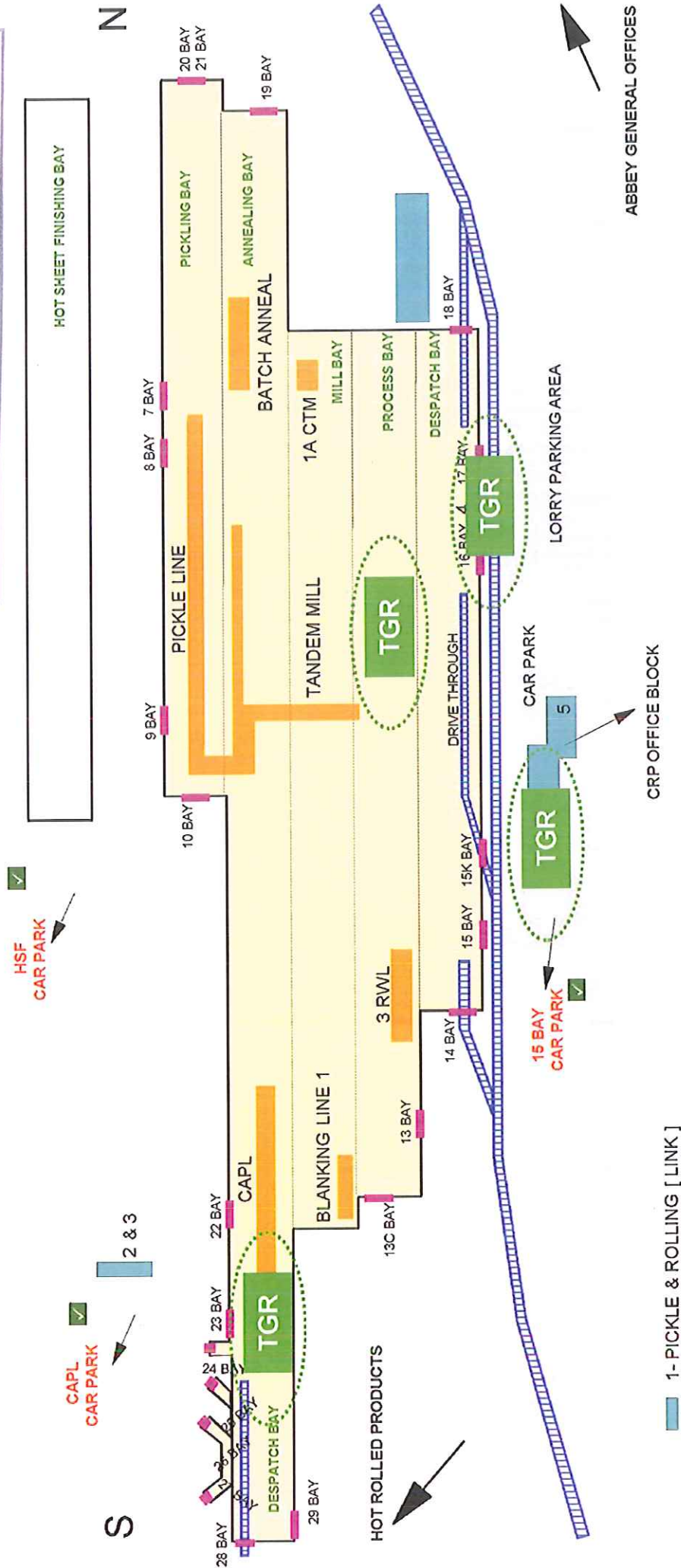
4.2.10 Faults

In the event that there is a fault on the system, either with the alarm or with the communications channel, it will be reported in the test report print out. To ensure this is brought to the attention of personnel in Energy control or works protection, a blue light will flash on the panel. Process control must be contacted immediately to investigate the fault. Appropriate pulpits must be informed if the fault affects their system.

4.2.11 Map of Toxic Gas Refuges Applicable to Cold Rolled Products

CRP Toxic Gas Refuge Locations

Document Number: Pr-Doc-SIS4.
 Form / Procedure No.: Pr-Proc-02.
 Approvals: [Signature]



Toxic Gas Refuges (TGR)

- CAPL Exit Pulpit
- SPC Building
- Tardis
- MOS / Technical Office Block

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 EMERG ASSEMBLY POINT

4.3 Fire & Explosion

It is the responsibility of the Shift Coordinator of the particular area where the fire is located to contact the Security Department (3333/4444), who will in turn contact the Fire Department. For small controllable incidences, the following general procedure should be adopted:

1. Maintain system pressure and flow at levels circumstances dictate.
2. Beware of creating vacuum and resultant explosive atmosphere in the gas system.
3. Protect where possible electrical cables.
4. With the foregoing in mind, aim to keep surrounded areas cool especially structural supports i.e. maintain flows in unaffected pipe work. Use of water is possible but always take care not to extinguish the fire at this stage.
5. Where a fire occurs on an easily isolated section of pipe, not a large diameter distribution main, and a convenient valve is near to the source of the ignition, then this should be shut as soon as practicable.
6. Where a main fractures and there is no immediate means of isolation then follow points 1 to 4.

Extinguish the fire under controlled conditions using nitrogen or steam injection as available.

CAUTION should be exercised not to over pressurise the pipeline, the pressure should be monitored.

7. Other hazards to consider:

a). Coke Oven Gas is toxic and pipes generally contain deposits, which are subject to spontaneous combustion when exposed to air. Ammonia/cyanide can also be present.

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Form & Procedure No.: PT-OP-002-
Approvals: 

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b). Several gas pipelines traverse Cold Rolled Products at gantry and roof level. These are identified on the site drawings provided and should be discussed when communicating with Energy Control

4.3.1 Pickle Line Deluge Operating Instructions

Information regarding the operation / isolation of the Cold Rolled Products Pickle Line Deluge System can be found clicking the following link – [\(LINK\)](#)

4.4 DSEAR (Dangerous Substances and Explosive Atmospheres Regulations)

For all DSEAR supporting information please click the following link – [\(LINK\)](#)

4.5 Bomb Threat

The threat is normally conveyed by telephone either to the outside services or internally. In the event of such a call being received, the recipient of such a call should glean as much information as possible from the caller making a careful note of exactly what is said. The information then must immediately be passed to the Main Gatehouse where upon receipt it will be evaluated and the appropriate action taken.

In the event of such a threat the CRP Bomb Threat Procedure must be followed – [\(LINK\)](#)

4.6 Major Accident Scenarios

Port Talbot Cold Rolled Products COMAH Safety Report

- 15/01/2008 > [\(LINK\)](#)
- 2008 Cold Mill Installation Safety Report Appendix > [\(LINK\)](#)

N.B. The frequency of this report is every 5 years, therefore the 2013 COMAH Safety Report will be due soon.

3 credible major accident scenarios have been assessed for both CAPL and Batch Annealing:

CAPL

- 1) Release of Natural Gas from Radiant Tube Furnace
- 2) Release of Hydrogen Gas from HGJC
- 3) Ingress of Air into HGJC

Batch Annealing

- 1) Release of Natural Gas from the Heating Bell
- 2) Release of Hydrogen Gas from the Inner Cover
- 3) Ingress of Air into the Inner Cover

Document Number:	PT-DOC SI 54
Form / Procedure No.:	PT-OP002
Approvals:	CHL

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5. Departmental Specific Issues

5.1 Access to Cold Rolled Products

In the event of an emergency requiring evacuation of the Cold Rolled Products area, the Shift Coordinator will appoint Team Members to stand guard at each of the main entrances wearing the appropriate coloured jacket. This will prevent unauthorised personnel entering during such an emergency. The Team Leader will take into account names of appointed guards and will report their location to the Emergency Controller.

The main entrances for each of the bays are listed as follows ([this can also been seen on Page 5](#)):

Area of Plant	Access Bays
Pickle Line Bay	Bays 7, 8, 9, 10, 20 and 21
Annealing Bay	Bay 19
Mill Bay	Bay 15,16
Process Bay	Bay 15,16
Despatch Bay	Bays 14, 15, 15b, 16, 17 and 18
CAPL	Bays 22, 23, 24, 25, 26, 27, 28, 29 and 13a/13b

5.2 Road and Rail Traffic

All rail and road traffic must conform to the following:

The Local Emergency Controller must contact the Transport Department Shift Manager on ext 2509, to prevent the relevant Bays around the CRP area from being blocked from shunts transporting slabs and coils.

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 Form / Procedure No.: PT-OP002-
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Form: Procedure No.: PR-OP002-
Approvals: 

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Once the location of the incident has been identified, a detailed description of where Emergency vehicles (Ambulance/Fire Engine) are to enter the CRP area can be established.

Designated internal routes have been established for emergency vehicles moving within the CRP. There are also identified Ambulance meeting points located around the perimeter of the CRP building (including CAPL). Each meeting point is clearly identified with a large white sign displaying the number in red.

Large green signs showing direction to assembly points are used inside and outside the CRP/CAPL building.

5.3 Radioactive Hazard

All information regarding Radioactive Material Hazard is detailed in the Local Rules for Ionising Radiation.

[Link to Local Rules for Ionizing Radiation - Cold Rolled Products Port Talbot](#)

Within the CRP Area there are 4 designated Radiation Protection Supervisors as listed below:

Mitch Evans	-	Tel: 3420	Days - Local Rules Owner
Peris Cale	-	Tel: 4147	Days - Finishing Cell
Martin Davies	-	Tel: 4028	Days - Link Cell
David J Fraser	-	Tel: 2501	Days - CAPL Cell

Delegation of Duties Outside Normal Working Hours

Outside normal working hours, any problems with radiation or X-Ray Gauges should be reported to the Shift Engineer.

The Radiation Protection Advisor for Integrated Works is:

Mark Coleby - Tel: 2221 Days

In the event that designated Radiation Protection Supervisors are not available, contact the Radiation Protection advisor as detailed in the Major Emergency Plan.

5.4 Electricity Supply

Electrical isolation of the affected area(s) of plant is the responsibility of the Shift Coordinators who will direct appropriately authorised Team Members and Shift Engineers to isolate such equipment. As a minimum, emergency stop buttons in each of the operator cabins should be depressed to ensure all hydraulic pumps etc. are switched off. This is to be done by the Team Members working on the particular line in question. If required, the Team Members with electrical expertise or the Shift Support Engineers can be utilised to electrically isolate the line.

The level of isolation will be decided upon between the Local Emergency Controller and the Shift Coordinator as per the following guidelines:-

Area of Plant	Link to Isolation Method
CAPL	(LINK)
Pickle Line	(LINK)
Rolling	(LINK)
3 Rewind Line	(LINK)
Temper Mill	(LINK)
Batch Anneal Isolations	(LINK)
Blanking Line	(LINK)
Slitter Isolations	(LINK)

5.5 Acid / Alkalis Leak

In the event of an acid or alkalis leak, the situation should be dealt with as laid down in the relevant Pickle Line or CAPL Procedures.

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Form / Procedure No.: PT-OP-002 -
Approvals: *Cell*

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5.6 Site Alarms

Site Alarms are located in 4 areas as follows [\(These can be seen on Page 21\)](#):

- i) Above Welder - Entry Pickle Line
- ii) Above Mill Pulpit - 2m Tandem Mill
- iii) Opposite exit Accumulator - CAPL Furnace Bay
- iv) 1a Coil Temper Mill

The alarms are fitted with backup battery supplies and activated by key switches in the:-

- i) Pickle Line Processor Cabin
- ii) Link Pulpit
- iii) CAPL Exit Pulpit
- iv) Batch Annealing Controllers Pulpit

These alarms are tested every Wednesday at 10am for 15 seconds duration.

Document Number:	PT-DOL 5154
Procedure No.:	PT-OP 002
Approvals:	CH

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Environmental Management System

Document Number: PT-DOC 5154
Revision Procedure No.: PT-OP 002
Approvals: [Signature]

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6. Contacts

This document forms part of
the Environmental Management System
of [Company Name] Chemicals Ltd.

6.1 List of Contacts (CRP Internal Contacts)

The following link will take you to the list of CRP Internal Contacts – [\(LINK\)](#)

6.2 List of Contacts (CRP Contractors)

The following link will take you to the list of CRP Internal Contacts – [\(LINK\)](#)

6.3 List of Common Numbers used in CRP

6.3.1 CRP Senior Management team

Job Title	Contact Number
CRP Works Manager	☎ - 2167 ☎ - 07810854967
CRP Plant Area Manager - Link	☎ - 4023 ☎ - 07824529120
CRP Plant Area Manager – CAPL / Finishing	☎ - 3223 ☎ - 07917591397
CRP Works Engineer	☎ - 2572 ☎ - 07764146731
CRP Operational Support Manager	☎ - 3306 ☎ - 07909882582
CRP Technical Manager	☎ - 3465 ☎ - 07785381386

6.3.2 CRP Shift Management Team

Job Title	Contact Number
CRP Shift Managers (A-D Rota)	☎ - 2171 ☎ - 07730695957
CRP Shift Co-ordinator – LINK (A-D Rota)	☎ - 3220 ☎ - 0779947700
CRP Shift Co-ordinator – CAPL / Finishing (A-D Rota)	☎ - 3329 ☎ - 07920784535
Shift Co-ordinator Quality and Process Flow (A-D Rota)	☎ - 3476 ☎ - 07785305896
CRP Shift Engineers	☎ - 4146 ☎ - 07917214816

Document Number: PT-DOC SIS4.
Form / Procedure No.: PT-OP 002.
Approvals: CHE

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Environmental Management System