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ENVIRONMENTAL MANAGEMENT SYSTEM AND YOUR ROLE

DTE Energy has an Environmental Management System (EMS) that conforms to the ISO 14001 standard.

The purpose of the EMS is to minimize our impact on the environment. We can accomplish our goals with the cooperative effort of our employees, contractors, and suppliers.

It is critical that you personally, as our contractor or supplier, understand the importance of your work and how it relates to the environment. This booklet will help you to conform to our EMS.

DTE Energy is committed to continually improving environmental performance

- Know and conform to DTE Energy's Environmental Policy
- Ensure that your actions comply with DTE Energy's EMS.
 - Understand the environmental impacts of your job.
 - Understand the significant environmental aspects affected by your work.
 - Follow established procedures and understand the consequences of not doing so.

ENVIRONMENTAL POLICY

Communication Tool

In order to enhance environmental performance at DTE Energy, we commit to...

- Operate our facilities, land, and equipment in a manner that meets or exceeds our compliance obligations;
- Continually minimize, mitigate or restore significant environmental impacts by integrating the Environmental Management System into business practices;
- Pursue improvements to energy conservation and efficiency that are cost effective;
- Conduct efficient waste management practices in accordance with regulatory requirements;
- Improve water and land resource management and conservation;
- Maintain open communication with interested parties;
- Uphold strong top management support of environmental programs.

This is a communication aid. The complete DTE Energy Environmental Policy can be found at:
<https://goo.gl/DJE3uZ>



ENVIRONMENTAL ASPECTS AND YOUR ROLE



Chemical products (such as gasoline, lube, hydraulic; and fuel oil, chemicals, janitorial products)

- Obtain approvals for all chemicals brought on site.
- Provide a Safety Data Sheet (SDS) for each chemical brought on site.
- Store chemical product in separate, appropriate, and labeled containers.
- Minimize amount used and toxicity of chemicals.
- Eliminate unnecessary use of aerosols.
- Remove all unused chemicals upon job completion.



Chemical or Oil Spills

- Immediately report any spill to the site Shift Supervisor.
- Practice good housekeeping to minimize spills.
- Do not wash a spill down a drain unless directed to by environmental personnel.
- Tape-off or otherwise isolate spill and stay upwind.
- Do not clean up a spill unless authorized by environmental personnel.

Fugitive Dust

- Always drive at or below the posted speed limit.
- Wash ash hauler tires.
- Notify Contract Administrator or environmental personnel if dust is observed from sources such as roads, coal transfer points, ash silos, coal unloading areas, dust collectors and bag houses.



Recycling

- Place scrap metal in recycling containers.
- Follow site specific procedures for aerosol can disposal.
- Participate in any on-site recycling programs for paper, cardboard, wooden pallets, etc.
- Recycle tires to tire vendor.

Waste Handling

- Notify Contract Administrator or environmental personnel if a new or different waste stream will be generated in the process of your work.
- Minimize waste using the hierarchy of Reduce, Reuse and Recycle.
- Do not dispose of liquids in the trash.
- Place and store waste in separate, appropriate, and labeled containers. Obtain labels from environmental staff.

Stack Emissions

- Report any unusual stack emissions to your supervisor or the site Shift Supervisor.
- Be aware of the impact on emissions when working on the boiler, precipitators, air intake fans, or other equipment that directly affects stack emissions.

Radioactive Sources and Mixed Radioactive Waste

- Sign the acknowledgement log after receiving awareness training if the facility has a radioactive source.
- Nuclear Generation has specific radiation worker training.
- Work on a radioactive source or manage mixed radioactive waste only if you have been trained to do so.
- Follow all legal and site safety procedures.

Parts Cleaners

- Obtain written permission from the facility before bringing a parts cleaner on site.
- Keep parts cleaner lids closed when not in use.



- Let parts drip dry in the cleaner.
- Avoid contamination of parts cleaner with other degreasers.



Paint and Paint Thinners

- Assume all painted or coated surfaces contain lead until notified otherwise.
- When removing leaded paint, follow all legal requirements and site procedures.
- Store waste in separate, appropriate, and labeled containers.

PCBs

- Look for PCB labels on oil filled electrical equipment. If unlabeled, assume it contains PCBs.
- Wear proper PPE and follow appropriate work instructions if working on PCB containing equipment.
- Immediately report any potential oil leak from PCB containing or contaminated equipment to a DTE Energy supervisor.

Water Discharges to Navigable Waterways

- Do not discharge water to the ground, ditches or drains unless directed by site procedure or environmental personnel.
- Immediately notify a DTE Energy supervisor or environmental personnel of unusual characteristics observed in the water discharged to surface waters (e.g., oil, color, solids).
- Do not discharge or pour wastewater to basins/streams or surrounding surface waters without written permission from site environmental personnel.



Water Discharges to Sanitary or Storm Drains

- Place only sanitary waste into the sanitary system.
- No foreign liquids or solids are to be placed into any indoor or outdoor drains (including FGD drains) without written permission from site environmental professional.
- Do not pour chemicals down sink drains unless authorized by site procedure or environmental personnel.

Asbestos

- Look for signs indicating that a site contains asbestos containing material.
- In plants with asbestos, report any exposed, unlabeled insulation to your supervisor. If the site contains asbestos, assume any unlabeled insulation contains asbestos until notified otherwise.
- Handle and dispose of asbestos in accordance with legal requirements and site procedures.



Temporary Fuel Tanks (TFTs)

- Tanks must be approved for use by DTE Energy prior to arriving on site. Contact site environmental personnel for tank approvals.
- Use only TFTs less than 1,100 gallons.
- Ensure that any TFT greater than 60 gallons is compliant with Michigan Flammable and Combustible Liquids Storage Rules.
- Common requirements for TFTs:
 - The TFT must be labeled "FLAMMABLE LIQUID" or "COMBUSTIBLE" (by product type) "KEEP FIRE AWAY".
 - The TFT must be separated from the other TFT by > 3 feet and must meet the following separation distances:
 - Property Line - 40'
 - Public Areas (Sidewalks) - 50'
 - Important (non-expendable) building - 100'

- The dispenser should be locked when not in use. Dispensing area must be protected from spills.
- The tank owner should have spill response equipment nearby.
- The tank owner must have a fire extinguisher nearby.

Avian Impacts (Wind Parks)

- Monitor for signs of bird kills when at turbine locations
- If any raptors or notable birds found, notify site DTE Energy personnel.
- Document details of any unusual avian impacts.

Other Roles

- Provide the plant a list of materials stored or used at the facility during the calendar year. (Stored products may need to be reported to fire fighters and certain chemicals may need to be included in the site's Toxic Release Inventory (TRI) report.)
- Use raw materials with recycled content whenever practical.
- Improve processes that reduce the use of resources (electricity, water, materials).

Contact your supervisor, DTE Energy Contract Administrator or Site Environmental Personnel to:

- Report any site conditions that seem inconsistent with the environmental management system and the site's commitment to prevention of pollution
- Obtain more information
- Suggest or investigate environmental improvement opportunities.

BRPP ENVIRONMENTAL AND EMERGENCY PHONE NUMBERS

BRPP Emergency

63250 (inside)

810.326.3250 (outside)

Fire: Call the plant emergency number

Shift Supervisor

63235 (inside)

810.326.3235 (outside)

Environmental Engineering

63208 (inside)

810.326.3208 (outside)

EVACUATION ASSEMBLY AREA

Lawn outside cafeteria

**FIRE: 5 SHORT BLASTS
EVACUATE: 7 SHORT BLASTS
ALL CLEAR: 1 LONG BLAST**

FERMI 2 ENVIRONMENTAL AND EMERGENCY PHONE NUMBERS

FERMI 2 Emergency

61250 (inside) 734.586.1250 (outside)

Fire: Call the plant emergency number

Shift Supervisor (Control Room)

65235 (inside) 734.586.5235 (outside)

Environmental Engineer

61839 (inside) 734.586.1839 (outside)

61549 (inside) 734.586.1549 (inside)

EVACUATION ASSEMBLY AREA

Fire: Nuclear Training Center
(NTC) Auditorium

Site Evacuation: Newport Service Center
and Trenton Channel Power Plant

THE "ALL CLEAR" SIGNAL IS A HI-COM
ANNOUNCEMENT OR A BUILDING
COORDINATOR ANNOUNCING IT IS SAFE
TO RETURN TO THE BUILDING.

FIRE ALARM - YELP SOUND
EVACUATION - STEADY SOUND
TORNADO - SIREN SOUND

GWEC ENVIRONMENTAL AND EMERGENCY PHONE NUMBERS

GWEC Emergency

43250 (inside)

810.324.3250 (outside)

Fire: Call the plant emergency number

Control Room

43234 (inside)

810.324.3234 (outside)

Environmental Engineer

43283 (inside)

810.324.3283 (outside)

Environmental Engineer II

8.326.3208 (inside)

810.326.3208 (outside)

EVACUATION ASSEMBLY AREA

Greenwood Clubhouse

**FIRE: 5 SHORT BLASTS
EVACUATE: 7 SHORT BLASTS
ALL CLEAR: 1 LONG BLAST**

MONPP ENVIRONMENTAL AND EMERGENCY PHONE NUMBERS

MONPP Emergency

42250 (inside)

734.384.2250 (outside)

Fire: Call the plant emergency number

Shift Supervisor

42235 (inside)

734.384.2235 (outside)

Environmental Engineers

42562 (inside)

734.384.2562 (outside)

42561 (inside)

734.384.2561 (outside)

EVACUATION ASSEMBLY AREA

- Parking lot in front of Plant
- Parking lot in front of Fuel Supply's main building

FIRE: 5 SHORT BLASTS
EVACUATE: 7 SHORT BLASTS
ALL CLEAR: 1 LONG BLAST

PEAKING UNIT ORGANIZATION ENVIRONMENTAL AND EMERGENCY PHONE NUMBERS

Distribution Operation Substation Sites:

SOC - 313.235.9444

Environmental - 313.235.8122

Power Plant Sites:

Contact emergency number specific to plant; listed in this book

Delray Peaker:

Contact the RRPP Shift Supervisor at
313.297.8235

Additional Peaking Unit Support

General support - 734.326.4863

Environmental support - 313.235.2745

RRPP ENVIRONMENTAL AND EMERGENCY PHONE NUMBERS

Emergency - RRPP

250 (inside) 313.297.8250 (outside)

Fire: Call the plant emergency number

Shift Supervisor - RRPP

78235 (inside) 313.297.8235 (outside)

Environmental Engineer

78230 (inside) 313.297.8230 (outside)

EVACUATION ASSEMBLY AREA

- RRPP - Clubhouse Trailer east of the Administration Building

FIRE: 5 SHORT BLASTS
EVACUATE: 7 SHORT BLASTS
ALL CLEAR: 1 LONG BLAST

SCPP ENVIRONMENTAL AND EMERGENCY PHONE NUMBERS

SCPP Emergency

66234 (inside)

810.326.6234 (outside)

Fire: 68250

Shift Supervisor

66235 (inside)

810.326.6235 (outside)

Environmental Compliance Specialist

66356 (inside)

810.326.6356 (outside)

Environmental Engineer

66218 (inside)

810.326.6218 (outside)

EVACUATION ASSEMBLY AREA

St. Clair Club House

**FIRE: 5 SHORT BLASTS
EVACUATE: 7 SHORT BLASTS
ALL CLEAR: 1 LONG BLAST**

T CPP ENVIRONMENTAL AND EMERGENCY PHONE NUMBERS

T CPP Emergency

22250 (inside)

734.362.2250 (outside)

Fire: Call the plant emergency number

Shift Supervisor

22235 (inside)

734.362.2235 (outside)

Environmental Engineer

22237 (inside) 734.362.2237 (outside)

22236 (inside) 743.362.2236 (outside)

EVACUATION ASSEMBLY AREA

Onsite - T CPP Clubhouse

Offsite - Slocum Substation
(*across W. Jefferson*)

**FIRE: 5 SHORT BLASTS
EVACUATE: 7 SHORT BLASTS
ALL CLEAR: 1 LONG BLAST**

WSC CENTRAL LABS ENVIRONMENTAL AND EMERGENCY PHONE NUMBERS

WSC Central Labs Emergency

70911 (inside)

313.897.0911 (outside)

Fire: Call the site emergency number

First Aid

70630 (inside)

313.897.0630 (outside)

On Call Supervisor

313.280.0301 (pager)

Environmental Engineer

71498 (inside)

313.897.1498 (outside)

313.316.9931 (mobile)

EVACUATION ASSEMBLY AREA

W-100 WSC

WSC SHOPS ENVIRONMENTAL AND EMERGENCY PHONE NUMBERS

WSC Shops Emergency

70911 (inside)

313.897.0911 (outside)

Fire: Call the site emergency number

First Aid

70630 (inside)

313.897.0630 (outside)

On Call Supervisor

313.316.5127 (mobile)

Environmental Engineer

71498 (inside)

313.897.1498 (outside)

EVACUATION ASSEMBLY AREA

L Building - Garage

RENEWABLE ENERGY ENVIRONMENTAL AND EMERGENCY PHONE NUMBERS

Gratiot Wind Park Emergency

989-254-9617 or 989-842-1004

Huron Renewable Energy Center Emergency

313-318-6866 or 989-430-8890

Solar Sites Emergency

DR-SOC 313-235-5590

Fire: 911

At solar sites await until DTE personnel are present.

Environmental Engineer for all sites

810-728-5019

EVACUATION ASSEMBLY AREA

Gratiot Wind Park

End of driveway at Enterprise Dr.

Huron Renewable Energy Center

Entrance drive on S. Van Dyke Rd.

Solar Sites:

Roof Mounts

At the main ground entrance to the building.

Ground Mounts

Outside the entrance to the service rack.