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1.0 Scope

The criteria outlined in this policy will be followed by the Kinder Morgan Gulf Liquids Terminal (KMLT) Region. The following procedure will provide details and the necessary steps to provide employees and contractors safe working parameters designed to reduce the risk of injury, property, environmental loss, & facility down time in the event of inclement weather.

2.0 Core Information and Requirements

2.1. EHS Manager

Is responsible for the development and maintenance of the “Inclement Weather” procedure including the following:
- Initial and ongoing communication concerning program elements
- Periodic assessments/audits
- Training requirements updates, interpretations, and program revisions
- Providing necessary training materials & training information

2.2. Site Management and KMLT Employees

- Is responsible for execution of the Inclement Weather policy
- Monitoring weather conditions and staying abreast of any predicted changes that may occur.

3.0 Sustained High Wind Greater Than 30 mph - Work Stoppage

During sustained high wind events above 30 mph, the following precautions are applicable:
- All equipment and materials lifts affected by high winds shall be shut down.
- All employees shall be removed from elevated areas and discontinue work inside of tanks.
- All work activities involving work conducted on top of tanks or tanks that are in service, i.e. gauging tanks, will not be permitted unless it is operationally necessary and/or under emergency circumstances.

**NOTE**

Fall protection must be worn by the employee and continuously tied off if working outside of the guarded handrail.
d. New tank construction work shall stop and unsecured items that could pose a hazard by being lifted, knocked over, or blown away must be secured

e. Work may continue at ground level.

4.0 Lightning Work Stoppage (Work stoppage)

In the event of lightning producing thunder storms in the area the field controller will assess the weather conditions and stop work accordingly. For weather conditions that produce visible lightning (within a 3 to 5 mile range) near the work task, requires a work stoppage until such a time as there is no sign of lightning in the immediate area. The Field Controller will make the final decision on shutdowns and work to be stopped as follows:

a. All Dock Transferring Operations
b. Truck Loading or Unloading Operations
c. Rail Car Loading or Unloading Operations
d. Confined space entry into tanks
e. All lift operations are to stop and the crane operator to exit the cab of equipment.
f. When lightning strikes are within 3 miles or an electrical storm threatens the facility, all personnel working in open areas should secure their equipment and seek cover indoors and avoid exposure to lightning strikes.
g. All personnel working in elevated locations should return to ground level and find a sheltered location for the duration of the storm.

5.0 Methods of Determining Wind Speeds & Lightning distances

During inclement or non-typical weather events the methods used to determine what the wind speeds are and/or what the distance of lightning strikes from a KM facility shall be determined by the following. The Field Controller will make the final decision on shutdowns and work to be stopped.

a. Wind socks/meter Determining Direction and Speed:
   The Field Controller may use online service for weather conditions. Site Safety and Operations will determine lightning distances and when work should shutdown due to lightning.

b. Other Sources of Weather Information
   Impact Weather shall be considered the secondary source of severe weather information for Kinder Morgan Terminals. If information or bulletins from the Houston / Galveston National Weather Service Forecast Office are not available in a timely manner, information from Impact Weather shall be used to determine the strategy for protecting life and property at Kinder Morgan Terminals.

   The NOAA Weather Radio System shall be considered a back up source of information should a loss of Internet access or power failure occurs.

6.0 Tornadoes

Tornadoes are small but very intense whirlwinds that may occur during thunderstorm conditions. Often there will only be a few seconds warning.
a. Practice good housekeeping at all times by keeping all loose equipment, materials, supplies and debris that could become flying missiles in tornado force winds in or near the plant secured.

b. All personnel working outdoors should move to sheltered, indoor locations.

c. Personnel caught out of doors that cannot move out of the path of a tornado, should seek shelter in the lowest point available, such as a drainage ditch or culvert and remain there until tornado force winds subside.

d. Personnel indoors should seek shelter under tables, desks, or heavy furniture and protect themselves from flying glass to the extent possible.

e. If tornado conditions appear likely, all personnel working in elevated conditions shall return to ground level.

7.0 Safe Shelter

Each facility had identified and designated specific buildings that will provide an increased level of protection against high winds. These buildings of brick & mortar construction or cinder block construction will provide better protection that those structures made of sheet metal or wood exterior walls. The KMLT Safe Shelter Locations are as follows:

a. **Pasadena Terminal** – Control House, EHS Building, & Operations Change House

b. **Galena Park Terminal** – Customer Service Center, Administration Building, & the Houston Business Unit Building.

c. **Jefferson Street Truck Rack** – The first floor of the Operations building (Truck Tower).

8.0 Training

On an as needed basis, each Kinder Morgan Employee and Contractor shall review this site specific procedure to become knowledgeable of the policy.

9.0 Approval

<table>
<thead>
<tr>
<th>Date Revised</th>
<th>Revision Request By</th>
<th>Reason for Revision</th>
<th>Approved by EHS Manager or Designee</th>
<th>Date</th>
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<tbody>
<tr>
<td>May 2010</td>
<td>Ember Michels</td>
<td>Update to KMLT to include Level I vs Level II hot work</td>
<td>Bruce Tylock</td>
<td>9/30/10</td>
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</tbody>
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