

1. EMERGENCIES DETERMINED AT THE WORKPLACE

Emergency Case 1.1: Electric Vehicle Charging Fire	These are fires that occur during the charging process of electric vehicles. Thermal runaway is the main cause of fire in electric vehicles. Thermal runaway is a phenomenon that occurs in Lithium-ion batteries and causes overheating and burning as a result of a rapidly spreading chemical reaction. This process starts when the chemical components inside the battery become unstable and release energy uncontrollably. Especially in lithium-ion batteries, thermal runaway can cause a fire to spread rapidly. When battery cells overheat, internal chemical reactions become uncontrolled and fire breaks out. Thermal runaway can be caused by overheating, internal short circuit, mechanical damage and chemical degradation. During the charging process of electric vehicles, preventive and restrictive measures shall be taken, and in case of an incident, appropriate intervention methods shall be implemented and normalization shall be ensured.
Emergency Case 1.2: Electric Vehicle Servicing Fire	Fires that occur during maintenance and repair of electric vehicles in care service. Thermal runaway is the main cause of fire in electric vehicles. Thermal runaway is a phenomenon that occurs in Lithium-ion batteries and causes overheating and burning as a result of a rapidly spreading chemical reaction. This process starts when the chemical components inside the battery become unstable and release energy uncontrollably. Especially in lithium-ion batteries, thermal runaway can cause a fire to spread rapidly. When battery cells overheat, internal chemical reactions become uncontrolled and fire breaks out. Thermal runaway can be caused by overheating, internal short circuit, mechanical damage and chemical degradation. During the maintenance and repair of electric vehicles, preventive and restrictive measures shall be taken, and in case of an incident, appropriate intervention methods shall be implemented and normalization shall be ensured.
Emergency Case 1.3: Rooftop Solar Power Plant (SPP) Fire	It is the situation where the equipment connected to the solar energy system (panels, inverters, cables, connections) catches fire due to electrical faults, system errors, overheating or external factors occurring in the solar power plants of the facility. Such fires are particularly risky due to the use of high-voltage electrical systems and the exposure of the panels to environmental factors such as hot air, dust or humidity. Fire can also cause various major hazards in the workplace, such as collapses, explosions, smoke, hazardous material release. It is important to take comprehensive measures against the fire hazard that threatens every workplace. In case of fire, preventive and restrictive measures shall be taken, and in case of an incident, appropriate intervention methods shall be implemented and normalization shall be ensured.

2. PREVENTIVE AND RESTRICTIVE MEASURES

Emergency Case 2.1: Electric Vehicle Charging Fire	• Fire hazard in the workplace shall be identified in the risk assessment study, and remedial measures shall be determined. • Occupational safety measures shall be monitored through regular site inspections. • Safe working rules and instructions at workplace shall be determined and announced to stakeholders. • Electric Vehicle (EV) charging facilities are fixed electrical installations and each of the different components used in the installation of EV charging facilities conforms to their respective national or international product standards. • In the event of a loss of voltage in the grid or other electrical system(s), it shall be ensured that energy is not fed back into the grid or facility from which energy is drawn through the electric vehicle and its supply equipment. • All electrical works in EV charging facilities, including design, installation, commissioning, inspection, testing, maintenance, modification and repair, shall be carried out by the electrical installer in accordance with TSI [Turkish Standards Institution] standards. • The switch board/gear shall be connected to external or facility protection grounding depending on the energized point, and a separate ground line shall be installed between each charging unit and the switch board/gear, either individually or using a core of the supply line. The design and installation of the grounding system shall be carried out in accordance with the relevant TSI standards and the Regulation on Grounding in Electrical Installations. • Each EV final circuit shall be protected against short circuit and overcurrent separately by fuses with appropriate breaking capacity or circuit breakers with appropriate value or their combinations according to the result of short circuit calculation to be placed in the low-voltage switch gear. • For use in an emergency case, a switching or circuit breaker shall be optionally provided near the charging unit or outlet to disconnect the EV supply equipment from the supply network or to disconnect the outlet(s) from the supply network. • In the final circuit of each electric vehicle supply equipment, additional protection shall be provided with a residual current device of 30 mA against the risk of electric shock that may occur in the plugs of the charger due to the conductor breakage in the charger, in the cables against the danger of insulation puncture or mechanical damage, in the vehicle due to the live areas of the electric vehicle, in the electric vehicle inlets due to weather conditions (humidity, snow, rain, etc.). Residual-current devices shall disconnect all live conductors. • Each alternating current port shall be protected with a residual-current device with a rated value of not more than 30 mA. Residual-current devices shall disconnect all live conductors. • IT systems shall be equipped with an insulation monitoring device, except where a protective device is installed to break the circuit in the event of a first earth fault. • The power surges generated by a lightning strike near an electrical network propagate into the network without undergoing excessive attenuation, so the voltage surge likely to occur in a low-voltage installation may exceed the acceptable levels. Therefore, it shall be protected by a surge protector selected in accordance with TSI standards. • Equipotential bonding in accordance with the Grounding Regulation shall be provided between all grounded conductors and metal sections in order to ensure equal potential between all conductive sections in the electric vehicle charging system. • It shall be ensured that batteries are to be used within safe charging and discharging intervals. • Charging areas shall have physical barriers in front of them to prevent vehicles from hitting the charging station. • Minimum 75 lux lighting intensity shall be provided in all indoor and outdoor locations. • The electrical and mechanical installation and commissioning of the electrical charging unit shall be carried out by the electrical installer in accordance with the instructions of the charging unit manufacturer and TSI standards, taking into account the voltage / current and power ratings.
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	• Each charging station shall have at least 1 carbon dioxide fire extinguisher of 6 kg near each charging unit. • All electric vehicle charging supply equipment and the charging area shall be marked with the warning sign "For Charging Electric Vehicles Only". • The areas where vehicles to be charged are to be parked shall be clearly indicated using both ground markings and guidance signs. • General information and operating instructions for the charging facility shall be visibly posted. • Electricity charging stations shall be located in areas that can be monitored by security cameras. • Fire detection and alarm systems shall be located close to the indoor electricity charging stations. • Electric charging stations shall be equipped with an emergency stop button (emergency stop) for use in emergency cases. • Electric vehicle charging stations shall be marked with an electrical hazard sign. • Electrical internal installation and grounding inspection of the facility shall be carried out at least once a year.
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Emergency Case 2.2: Electric Vehicle Servicing Fire	• Fire hazard in the workplace shall be identified in the risk assessment study, and remedial measures shall be determined. • Occupational safety measures shall be monitored through regular site inspections. • Safe working rules and instructions at workplace shall be determined and announced to stakeholders. • The area designated for maintenance/service of the electric motor vehicle shall be equipped with safety warning signs. • Grounding of electrical technical equipment in the service area shall be carried out in accordance with TSI standards. • Damaged vehicles shall not be taken inside the service, and after the battery is discharged in the damaged vehicle parking lot designated outside the building, they shall be taken to the indoor service area. • Except for the area designated as damaged vehicle parking lot, no work shall be carried out outside the service area (outdoors). • The damaged vehicle parking lot shall have an alarm system integrated with a thermal camera and a fireproof cover (blanket) for monitoring and controlling vehicles/batteries that pose a risk. • Defective or damaged batteries shall be stored in accordance with the instructions of the manufacturer / importer company. • Technicians working in the maintenance and repair of electric vehicles, as a minimum, shall be graduates of machinery, motor vehicle and electrical and electronic technology from industrial vocational high schools or have a legal master's certificate in the relevant occupational field or have a Vocational Qualification Certificate. In addition, they shall receive after-sales services training prepared and provided by the distributor. • Services that perform electric vehicle maintenance/repair shall be equipped with an automated external defibrillator (AED). A sufficient number of employees with first aid certification, including the use of the OED device, shall be present on site. • At least 1 carbon dioxide gaseous fire extinguisher of 6 kg shall be available near each electric vehicle maintenance lift. • Minimum 75 lux lighting intensity shall be provided in all indoor and outdoor locations. • Lifts used for maintenance and repair of electric vehicles shall be identified and labeled. These lifts shall only be used for maintenance and repair of electric vehicles. • A fire detection and alarm system shall be located close to the lifts where the maintenance and repair of electric vehicles in the building is carried out. • Before the maintenance and repair of the electric vehicle, the electric vehicle drawn to the defined area inside the building shall be surrounded with a safety strip, and high-voltage warning signs shall be placed in the area.
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	• The following high-voltage personal protective equipment of the appropriate protection class (e.g. Class 00, arc flash 1) shall be used when servicing and repairing electric vehicles: Hard Hat with Visor, Arc Protection Suit, Electrically Insulated Gloves, Electrically Insulated Shoes, Respiratory Kit, Insulation Mat, etc. • An insulated rescue stick and fireproof cover (blanket) shall be kept close to the lift where electric vehicle maintenance and repair is carried out against the risk of electric shock. • Electrical internal installation and grounding inspection of the facility shall be carried out at least once a year.
Emergency Case 2.3: Rooftop Solar Power Plant (SPP) Fire	• The hazards of flash, explosion, fire in the workplace (including those arising from surrounding workplaces and social events in the region) shall be identified in the Risk Assessment study, and remedial measures shall be determined. • Solar panels and inverters shall be maintained on a regular basis. • Equipment such as connection cables, panel mounting systems, inverters, etc. shall be periodically checked. • The stability of the assembly shall be reviewed to ensure that the panels do not dislodge during strong winds and storms. • Cleaning shall be periodically carried out in order to prevent snow and ice accumulations from covering the panels. • High-voltage and live systems shall be installed in accordance with safety standards and their insulation shall be intact. • Surge protectors and fuse systems shall be used to prevent overloading of electrical systems. • Appropriate fire extinguishers and fire alarm systems shall be installed in any location that may be at risk of fire. • Employees shall receive regular training on the specifications, hazards and emergency procedures of solar power systems. • Easily accessible emergency stop buttons and switches shall be installed to cut off the electrical system in an emergency case. • Fire extinguishers suitable for use in case of fire, preferably with carbon dioxide, which do not damage the panels, shall be available. • It shall be made sure that current protection equipment (e.g. circuit breakers) and earthing systems are functioning properly. • It shall be ensured that any malfunction / power outage in solar power panels is automatically notified and informed from the system. • The grid connection of the plant shall be configured so that it can be disconnected in case of emergency. • In case of emergency, the list of emergency teams (such as extinguishing, protection, rescue, first aid) within the plant shall be up-to-date and visibly posted in the plant. • Evacuation plans shall be visibly posted in the plant. • It shall be ensured that the stairs and doors used for access to the rooftop panels are locked and can only be accessed with the accompaniment of the plant technical personnel, and unauthorized access to them shall be prevented. • Electrical internal installation and grounding inspection of the facility shall be carried out at least once a year. • Possible fire scenarios in solar power plants shall also be included in the emergency drills held in the plant.

3. INTERVENTION METHODS

Emergency Case 3.1:
Electric Vehicle Charging Fire

- One shall remain calm and not panic.
- When the fire breaks out, the alarm system that warns all employees and emergency teams shall be triggered. However, if the system is not activated for any reason, the first person who sees the fire shall shout "Fire!" indicating the location of the fire, and manually press the emergency button. All people in the building shall be evacuated.
- The fire brigade, emergency coordinator and emergency teams shall be notified immediately after the fire alarm is sounded.
- The protection team shall take necessary precautions to prevent panic and disorder.
- The protection team shall assess the situation and inform the relevant teams to come to the incident site. Intervention shall not be started before the environment is secured.
- During the fire notification, the emergency teams shall be informed about the exact location of the fire, what the burning material is, whether there are injured, if injured, how many people are injured, whether there is a person trapped and where they are trapped, whether there is a combustible, flammable-explosive substance in the risk zone and where it is located, if any.
- The power grid shall be cut off. Main power cut-off buttons (breakers) shall be used to isolate the charger and connected vehicles from the mains. If it is not possible to cut off the electric current, care shall be taken when extinguishing the fire.
- If the fire breaks out in the electrical charging unit, a carbon dioxide or dry chemical powder (DCP) type extinguisher cylinder shall be used.
- The electric vehicle shall be covered with a fire blanket.
- During a fire, one should **stay at least 10-15 meters away from electric vehicles**, as there may be **violent explosions** and **toxic gas emissions** during a fire.
- If the response capacity of the extinguishing team is exceeded, they shall try to contain the fire. The extinguishing team shall not put themselves in danger.
- Extinguishing teams responding to the vehicle shall use fire-resistant gloves and fire-resistant clothing on insulating gloves. Full face mask and respirators with filters shall be worn for toxic gas emissions.
- If the fire breaks out in the vehicle, only cooling shall be performed if it is caused by the battery. The cooling process shall be continued by continuously monitoring the vehicle with a thermal camera.
- In battery fires, the temperature shall be monitored continuously with a thermal camera. The intervention shall continue for at least 10 hours.
- If the fire is inside the building, indoor ventilation shall be ensured and exhaust systems shall be operated. Before re-entering the building, gas measurement shall be made in the environment, and entry into the building shall not be allowed unless the gas measurement values are appropriate.
- Monitoring shall continue for 24 hours after the fire is extinguished and the battery is completely died out.
- Continuous communication shall be ensured between all relevant units (emergency teams, managers, fire brigade, security, etc.) during and after the fire.
- Following the extinguishing of the fire and cooling operations, all security teams and technical teams shall make a damage assessment under the guidance of the emergency coordinator.

All Employees / Visitors / Guests:

- They shall not intervene unless requested to do so.
- They shall be careful not to obstruct the responding process.

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	• They shall not leave their places unless otherwise announced. • When the evacuation announcement is made, they shall leave the workplace in accordance with the evacuation plan. • If there is heavy smoke, they shall crawl to safety. • They shall be careful not to open doors with smoke leaking from underneath and/or hot doors. • If the way out is blocked, they shall move to an area facing outside, as far away from the fire as possible, close the door tightly (trying to prevent smoke from entering), and call for help through the window.
Emergency Case 3.2: Electric Vehicle Servicing Fire	• One shall remain calm and not panic. • When the fire breaks out, the alarm system that warns all employees and emergency teams shall be triggered. However, if the system is not activated for any reason, the first person who sees the fire shall shout "Fire!" indicating the location of the fire, and manually press the emergency button. All people in the building shall be evacuated. • The fire brigade, emergency coordinator and emergency teams shall be notified immediately after the fire alarm is sounded. • The protection team shall take necessary precautions to prevent panic and disorder. • The protection team shall assess the situation and inform the relevant teams to come to the incident site. Intervention shall not be started before the environment is secured. • During the fire notification, the emergency teams shall be informed about the exact location of the fire, what the burning material is, whether there are injured, if injured, how many people are injured, whether there is a person trapped and where they are trapped, whether there is a combustible, flammable-explosive substance in the risk zone and where it is located, if any. • The power grid shall be cut off. Main power cut-off buttons (breakers) shall be used to isolate the charger and connected vehicles from the mains. If it is not possible to cut off the electric current, care shall be taken when extinguishing the fire. • If the fire breaks out in the electrical charging unit, a carbon dioxide or dry chemical powder (DCP) type extinguisher cylinder shall be used. • The electric vehicle shall be covered with a fire blanket. • During a fire, one should stay at least 10-15 meters away from electric vehicles, as there may be violent explosions and toxic gas emissions during a fire. • If the response capacity of the extinguishing team is exceeded, they shall try to contain the fire. The extinguishing team shall not put themselves in danger. • Extinguishing teams responding to the vehicle shall use fire-resistant gloves and fire-resistant clothing on insulating gloves. Full face mask and respirators with filters shall be worn for toxic gas emissions. • If the fire breaks out in the vehicle, only cooling shall be performed if it is caused by the battery. The cooling process shall be continued by continuously monitoring the vehicle with a thermal camera. • In battery fires, the temperature shall be monitored continuously with a thermal camera. The intervention shall continue for at least 10 hours. • If the fire is inside the building, indoor ventilation shall be ensured and exhaust systems shall be operated. Before re-entering the building, gas measurement shall be made in the environment, and entry into the building shall not be allowed unless the gas measurement values are appropriate. • Monitoring shall continue for 24 hours after the fire is extinguished and the battery is completely died out. • Continuous communication shall be ensured between all relevant units (emergency teams, managers, fire brigade, security, etc.) during and after the fire. • Following the extinguishing of the fire and cooling operations, all security teams and technical teams shall make a damage assessment under the

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Emergency Case 3.3: Rooftop Solar Power Plant (SPP) Fire	• One shall remain calm and not panic. • Notifications such as failures from the solar power plant shall be monitored, and the company that maintains and operates the power plant shall be called in quickly. • When the fire breaks out, the alarm system that warns all stakeholders and emergency teams shall be triggered. However, if the system is not activated for any reason, the first person who sees the fire shall shout "Fire!" indicating the location of the fire, and manually press the emergency button. • The fire brigade, emergency coordinator and emergency teams shall be notified immediately after the fire alarm is sounded. • Simultaneously with the evacuation, emergency stop buttons shall be used to immediately cut off the electric current in the solar power plant. • If the fire disturbs the mains connection, the emergency cut-off system shall be activated, and the power grid shall shut down by the plant technician. • If the fire breaks out in the inverters, the inverters shall be switched off. Since inverters usually carry high voltages, great attention shall be paid. Unauthorized access to this area shall be prevented and only authorized electricians shall perform this operation. • The protection team shall take necessary precautions to prevent panic and disorder. • The protection team shall assess the situation and inform the relevant teams to come to the incident site. Intervention shall not be started before the environment is secured. • During the fire notification, the emergency teams and fire brigade shall be informed about the exact location of the fire, what the burning material is, whether there are injured, if injured, how many people are injured, whether there is a person trapped and where they are trapped, whether there is a combustible, flammable-explosive substance in the risk zone and where it is located, if any. • The extinguishing team shall reach the incident site quickly, if the fire is small and can be controlled, appropriate fire extinguishers (primarily carbon dioxide type, if not, dry chemical powder type (DCP) shall be used. • In case of electrical fires, responding with water can be dangerous, so the use of water shall be avoided. • If the fire is advanced or fast-moving, the protection team shall quickly warn those around and take them to a safe area. They shall be evacuated by the rescue team. • If the response capacity of the extinguishing team is exceeded, they shall try to contain the fire.

- The first response shall be performed by the extinguishing team in line with the directives of the Emergency Coordinator until the fire brigade arrives. The way of response may vary depending on the situation, location and size of the fire.
 - Employees and everyone in the facility shall be removed from the fire zone and evacuated to emergency assembly areas located outside the building.
 - If there are injured and/or affected by the fire, they shall be moved from the fire zone to a safe area and the first aid team shall respond in the safe area.
 - The protection team shall keep the incident site in order and take measures against external risks.
 - During the response, necessary measures shall be taken in terms of machinery, equipment, energy, etc. to ensure a safe environment.
 - Damage to assets such as machinery, equipment, etc. shall be prevented, or the damage caused shall be limited.
 - The fire brigade shall be informed about the materials used in the system and potential risks (high-voltage lines, etc.) before responding the fire. It shall be ensured that communication with the workplace, internal and external assistance teams is maintained.
 - Controlling the fire and cooling operations shall be carried out by the fire brigade.
 - Continuous communication shall be ensured between all relevant units (emergency teams, managers, fire brigade, security, etc.) during and after the fire.
 - Following the extinguishing of the fire and cooling operations, all security teams and technical teams shall make a damage assessment under the guidance of the emergency coordinator.
 - Solar panels, inverters, cables and other electrical equipment affected by the fire shall be carefully inspected. If there is any damage, it shall be ensured by the emergency coordinator and the plant technician that the system is not reactivated.
 - Damage caused by fire shall be recorded and reported.
- All Employees / Visitors / Guests:**
- They shall not intervene unless requested to do so.
 - They shall be careful not to obstruct the responding process.
 - They shall not leave their places unless otherwise announced.
 - When the evacuation announcement is made, they shall leave the workplace in accordance with the evacuation plan.
 - If there is heavy smoke, they shall crawl to safety.
 - They shall be careful not to open doors with smoke leaking from underneath and/or hot doors.
 - If the way out is blocked, they shall move to an area facing outside, as far away from the fire as possible, close the door tightly (trying to prevent smoke from entering), and call for help through the window.

4. NORMALIZATION

Emergency Case 4.1: Electric Vehicle Charging Fire	• If the fire at the initial stage is extinguished, the Emergency Coordinator of the facility shall assess the situation and take measures against the hazard, if any. • In the event that anyone is harmed and in case of fires with material damage, it shall be ensured that law enforcement officers are informed about the fire. • If the fire brigade has arrived, then their instructions shall be followed. • Thermal camera temperature monitoring shall be carried out for at least 10 hours in case the fire starts again and shall be kept ready for response. • The results of the incident site investigation by law enforcement authorities shall be awaited. • Due diligence shall be carried out, and if there is no hazard, normal working order shall be resumed with the approval of the Emergency Coordinator of the facility. • If there is partial hazard, it shall be limited, and the protection team leader shall determine how to maintain normal work in the safe area. • A file related to the incident shall be prepared by the relevant department or assigned persons and archived by forwarding it to the relevant units and persons. • A root cause analysis report shall be prepared by forming an incident/accident investigation team. • If anyone is injured due to fire or other emerging sources of danger, he/she shall report an occupational accident to the Social Security Institution within three working days. The health status of the victim shall be monitored. • After the fire, risk assessment, emergency plan, relevant instructions and procedures shall be reviewed and necessary revisions shall be made. • Damages and inconveniences detected in the workplace buildings and annexes, work equipment, etc. after the fire shall be eliminated. • The condition of the equipment used during fire response shall be evaluated, and it shall be ensured that it can be reused.
Emergency Case 4.2: Electric Vehicle Servicing Fire	• If the fire at the initial stage is extinguished, the Emergency Coordinator of the facility shall assess the situation and take measures against the hazard, if any. • In the event that anyone is harmed and in case of fires with material damage, it shall be ensured that law enforcement officers are informed about the fire. • If the fire brigade has arrived, then their instructions shall be followed. • Thermal camera temperature monitoring shall be carried out for at least 10 hours in case the fire starts again and shall be kept ready for response. • The results of the incident site investigation by law enforcement authorities shall be awaited. • Due diligence shall be carried out, and if there is no hazard, normal working order shall be resumed with the approval of the Emergency Coordinator of the facility. • If there is partial hazard, it shall be limited, and the protection team leader shall determine how to maintain normal work in the safe area. • A file related to the incident shall be prepared by the relevant department or assigned persons and archived by forwarding it to the relevant units and persons. • A root cause analysis report shall be prepared by forming an incident/accident investigation team.

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Emergency Case 4.3: Rooftop Solar Power Plant (SPP) Fire	• If the fire at the initial stage is extinguished, the Emergency Coordinator of the facility shall assess the situation and take measures against the hazard, if any. • In the event that anyone is harmed and in case of fires with material damage, it shall be ensured that law enforcement officers are informed about the fire. • If the fire brigade has arrived, then their instructions shall be followed. • Thermal camera temperature monitoring shall be carried out for at least 10 hours in case the fire starts again and shall be kept ready for response. • The results of the incident site investigation by law enforcement authorities shall be awaited. • Due diligence shall be carried out, and if there is no hazard, normal working order shall be resumed with the approval of the Emergency Coordinator of the facility. • If there is partial hazard, it shall be limited, and the protection team leader shall determine how to maintain normal work in the safe area. • A file related to the incident shall be prepared by the relevant department or assigned persons and archived by forwarding it to the relevant units and persons. • A root cause analysis report shall be prepared by forming an incident/accident investigation team. • If anyone is injured due to fire or other emerging sources of danger, he/she shall report an occupational accident to the Social Security Institution within three working days. The health status of the victim shall be monitored. • After the fire, risk assessment, emergency plan, relevant instructions and procedures shall be reviewed and necessary revisions shall be made. • Damages and inconveniences detected in the workplace buildings and annexes, work equipment, etc. after the fire shall be eliminated. • The condition of the equipment used during fire response shall be evaluated, and it shall be ensured that it can be reused.
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