

Security Guidelines

For International & Domestic Tour Guests

Adopted March 2018

Applies to:

- Basin Electric Power Cooperative's electric generating facilities in North Dakota, South Dakota, Montana and Wyoming (referred to as "power plants")
- Dakota Gasification Company's Great Plains Synfuels Plant visitor center in North Dakota (referred to as the "Synfuels Plant")

Each year Basin Electric Power Cooperative and subsidiary Dakota Gasification Company's Great Plains Synfuels Plant welcome thousands of visitors from across the United States and around the world. Tours of their electric generating and Synfuels Plant facilities are free and open to the public. These facilities are critical energy infrastructure, and as such, visitors must adhere to physical security protocol.

In accordance with the Department of Homeland Security and the Chemical Facilities Anti-terrorism Standards, and because Dakota Gas is a member of the American Chemistry Council's Responsible Care Program, the procedure is implemented to accommodate visitors and tour groups while protecting the security of its assets and proprietary information.

INTERNATIONAL VISITORS

International visitors are required to submit a "Foreign/National On-Site Tour Request" 30 days prior to their planned visit. This allows time to process the necessary information and to satisfy the procedures set in place to ensure a safe and secure visit for each group while protecting critical infrastructure.

30-day notice

International visitors are required to give a 30-day notice when requesting a tour of the facility's secure area.

Background information

International visitors are asked to provide background information by completing the Foreign/National On-site Tour request form by requesting it from tours@bepc.com.

Complete this form and submit to the mailing address listed on the form. The form must be received a minimum of 30 days prior the planned visit. A personnel surety check will be completed. You will only be contacted if the surety check reveals a concern; if you are not contacted, you are presumed clear to tour the facility.

ALL VISITORS

Identification

American citizens visiting the Synfuels Plant are required to show photo IDs upon arrival at the visitor center. If the group consists of students, only the adult chaperones are required to show IDs. Groups must also provide a roster of all tour attendees ahead of the visit.

American citizens visiting the power plants will be required to sign in and/or show photo ID upon arrival. If the group consists of students, only the adult chaperones are required to show IDs. Groups must also provide a roster of all tour attendees ahead of the visit. If the group is also visiting the Synfuels Plant, their IDs will be checked there.

All visitors to all facilities must be escorted by Basin Electric or Synfuels Plant personnel at all times.

Protective equipment

Visitors or tour groups will be provided personal protective equipment in full compliance with safety procedures if entering the process areas of the plant.

Visitors to power plants must wear closed-toe shoes to be allowed onto the plant site outside of administrative areas. No flip-flops, sandals or high heels.

Ages

Visitors of all ages are welcome at the power plants and the Synfuels Plant. Visitors under the age of six are not allowed onto the power plant site outside of administrative areas.

Items not allowed

Fire arms are not allowed at the power plants or the Synfuels Plant.

Computers are not allowed on site at the power plants or the Synfuels Plant. If a sound business need is presented, with management approval, computers may be allowed.

Cameras are not allowed in the visitor center of the Synfuels Plant. If a sound business need is presented, with management approval, cameras may be allowed if the Camera Authorization Request/Permit form is completed.

CONTACT

Please contact the tour personnel at 701-223-0441 for inquiries or additional information.

FOREIGN NATIONAL ON SITE TOUR REQUEST

1. Full name: _____
2. Date of birth: _____
3. **Passport number (attach color photo copy of the passport photo page):** _____
4. Country of birth and citizenship, if different: _____
5. Reason for visit: _____
6. List facilities you are planning to visit: _____
7. Visit date: _____
8. Have you visited a Basin Electric Power Coop. facility or subsidiary in the past? Yes No
If yes, list location and date: _____
9. Point of contact (name, number, etc.) from visiting country: _____

10. Length of visit/stay: _____

11. Number of personnel attending: _____
12. Itinerary/cities to be visited/method of travel (air, boat, train, etc.): _____

13. Where are they staying while visiting here: _____

Must be completed and submitted 30 days in advance. Mail completed form to:

Warren Herman
wherman@bepc.com
Dakota Gasification Company
420 County Road 26
Beulah, ND 58523-9400