

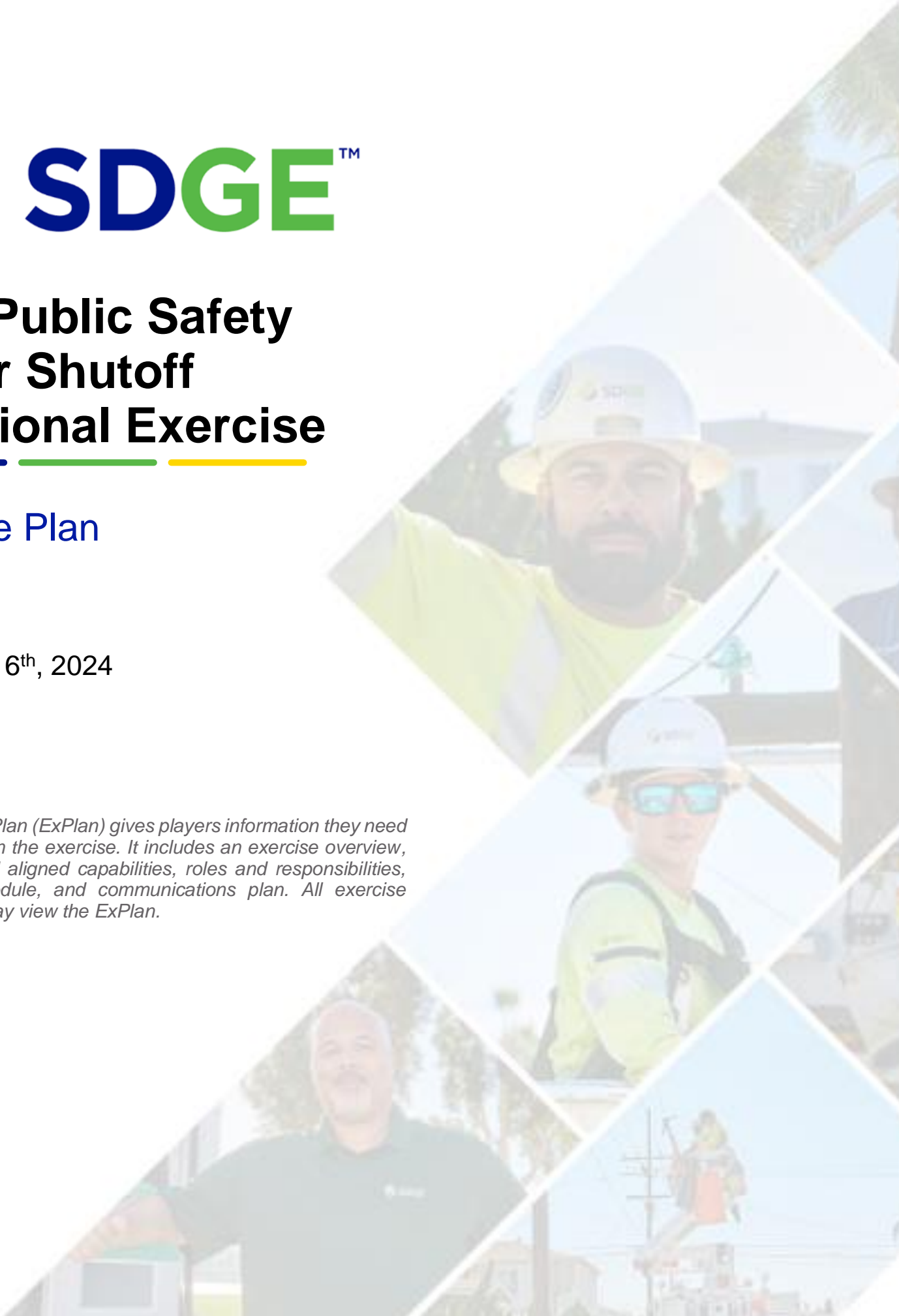


# 2024 Public Safety Power Shutoff Functional Exercise

## Exercise Plan

May 13<sup>th</sup> -16<sup>th</sup>, 2024

*The Exercise Plan (ExPlan) gives players information they need to participate in the exercise. It includes an exercise overview, objectives and aligned capabilities, roles and responsibilities, logistics, schedule, and communications plan. All exercise participants may view the ExPlan.*



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# GENERAL INFORMATION

## EXERCISE OVERVIEW

<b>Name</b>	Public Safety Power Shutoff (PSPS) Functional Exercise (FE)
<b>Dates &amp; Duration</b>	May 13 <sup>th</sup> -16 <sup>th</sup> , 9:00 AM – 3:00 PM
<b>Purpose</b>	The purpose of this exercise is to test SDG&E's understanding of de-energization, re-energization, and notification procedures for a PSPS event and is designed to provide forum for internal participants and external stakeholders to enhance their knowledge, understanding, and ability to implement appropriate actions responding to PSPS events while adhering to CPUC compliance guidelines.
<b>Scope</b>	This exercise is a functional-scale exercise, planned for four (4) days, each with set timeframes of exercise play conducted at SDG&E EOC, SDG&E Century Park Campus. Exercise play will focus on SDG&E's PSPS operations from Activation of PSPS protocols through all PSPS Stages of response operations.
<b>Focus Area(s)</b>	Exercise Day 1: Activation of PSPS Protocols & Stage 1 (72hr Ahead) Exercise Day 2: Stage 1 (48-hr & 24hr Ahead) Exercise Day 3: Stage 2 & 3 (De-energization) Exercise Day 4: Stage 4 & 5 (Re-energization)
<b>Capabilities &amp; Objectives</b>	<ul style="list-style-type: none"> <li>• <b>Operational Coordination:</b> Exhibit the ability to implement PSPS processes in accordance with all applicable SDG&amp;E PSPS plans, policies, and procedures, and in compliance with current CPUC PSPS guidelines.</li> <li>• <b>Operational Communication:</b> Engage with public safety partners, providers, and agencies to establish and maintain situational awareness throughout the duration of a PSPS event.</li> <li>• <b>Public Information and Notification:</b> Demonstrate the capability to deliver all required notifications to impacted Public Safety Partners, and customers, in accordance with established regulatory PSPS protocol timelines.</li> <li>• <b>Community Resilience:</b> Display the capability to initiate and maintain support programs for customers, to include Community Resource Centers (CRCs), access and functional needs services, and other appropriate support programs.</li> </ul>
<b>Threat or Hazard</b>	Elevated or extreme fire weather threat event meeting PSPS thresholds.
<b>Participating Organizations</b>	This exercise is focused on SDG&E's EOC members and our external partners. For a full list of participants, see appendices of this document.
<b>Point of Contact</b>	Sarah Glady Johnson Emergency Management, Training & Exercise Program Manager Sglady1@sdge.com

## PARTICIPANT ROLES AND RESPONSIBILITIES

The term participant encompasses many groups of people, not just those playing in the exercise. Groups of participants involved in the exercise, and their respective roles and responsibilities, are as follows:

- **Players:** Players are personnel who have an active role in discussing or performing their regular roles and responsibilities during the functional exercise. Players discuss or initiate actions in response to the simulated emergency.
- **Controllers:** Controllers plan and manage exercise play, set up and operate the virtual exercise site, and may support simulation.
- **Simulators:** Simulators are control staff personnel who deliver scenario injects representing actions, activities, and conversations of an individual, agency, or organization that is not participating in the exercise. Simulators function semi-independently under the supervision of the SimCell Lead Controller, in accordance with instructions provided in the Master Scenario Events List (MSEL).
- **Observers:** Observers are individuals that do not directly participate in but may watch selected segments of the exercise as it unfolds.
- **Evaluators:** Evaluators evaluate and provide feedback on a designated functional area of the exercise. Evaluators observe and document performance against established capability targets and critical tasks, in accordance with the Exercise Evaluation Guides (EEGs).

## EXERCISE ENGAGEMENT

This functional exercise will take place in-person with virtual access to components of the exercise. The exercise will take place over a four-day period evaluating SDG&E's response to a PSPS event. The goal of this exercise is to engage aspects of PSPS operations through all stages of an SDG&E PPS event.

- **Day One** of the exercise will begin with exercise play focused on PPS Activation Protocols followed by a focus on functions at 72-Hours Ahead of a forecasted PPS event with players executing upon Stage 1 of SDG&E PPS protocols for the given timeframe.
- **Day Two** of the exercise will focus exercise play on PPS functions at 48 and 24 Hours Ahead of a forecasted PPS event involving players executing upon Stage 1 of SDG&E's PPS protocols or the given timeframe.
- **Day Three** of the exercise will focus on PPS functions at day of forecasted PPS event, with players executing upon Stage 2 & Stage 3 of SDG&E's PPS protocols, specifically the de-energization process.
- **Day Four** of the exercise will focus on PPS functions at Stage 4 & Stage 5 of SDG&E's PPS protocols with players executing upon the re-energization process.

## 2024 Public Safety Power Shut-Off Functional Exercise Exercise Plan

This exercise will use the following systems and/or processes to engage exercise players. The following table depicts how each system or process is to be utilized for exercise players each day.

**Figure 1. Systems and Process Utilization**

		May 13	May 14		May 15	May 16
System or Process	Env.	72 hour	48 hour	24 hour	De-Energization	Re-Energization
Meteorology Briefings	NA	Simulated: SimCell	Simulated: SimCell	Simulated: SimCell	Simulated: SimCell	Simulated: SimCell
Enterprise Notification System (ENS) Report	Reporting w/no Notifications	Reporting w/no Notifications	Reporting w/no Notifications	Reporting w/no Notifications	Reporting w/no Notifications	Reporting w/no Notifications
Geographic Information System (GIS) PSPS Preview	NA	Develop & Post	Develop & Post	Develop & Post	Simulated	Simulated
PSPS Dashboard	Training Mode	Training Mode	Training Mode	Training Mode	Training Mode	Training Mode
De-energized EOC Dashboard	Training Mode	Do Not Use	Do Not Use	Do Not Use	Training Mode	Training Mode
Partner Portal & Mobile App	Live: Exercise Mode	Develop & Post	Develop & Post	Develop & Post	Develop & Post	Develop & Post
California Governor's Office of Emergency Services (Cal OES) Online Form*	Live	Develop & Send	Develop & Send	Develop & Send	Develop & Send	Develop & Send
California Public Utilities System (CPUC) Notification	Live	Develop & Send	Develop & Send	Develop & Send	Develop & Send	Develop & Send
State Exec PowerPoint	NA	Do Not Use	Do Not Use	Do Not Use	Do Not Use	Do Not Use
News Release	NA	Develop & Do NOT Send	Develop & Do NOT Send	Develop & Do NOT Send	Develop & Do NOT Send	Develop & Do NOT Send
Accessible Hazard Alert System (AHAS)	QA	Develop & Do NOT Send	Develop & Do NOT Send	Develop & Do NOT Send	Develop & Do NOT Send	Develop & Do NOT Send
Public Website	QA	Develop: QA only	Develop: QA only	Develop: QA only	Develop: QA only	Develop: QA Only

## EXERCISE ASSUMPTIONS AND ARTIFICIALITIES

In any exercise, assumptions and artificialities may be necessary to complete play in the time allotted and/or account for logistical limitations. Artificialities and constraints, such as the exercise assembly area, may detract from realism. Exercise participants should accept that assumptions and artificialities are inherent in any exercise and should not allow these considerations to negatively impact their participation.

### Assumptions and Artificialities

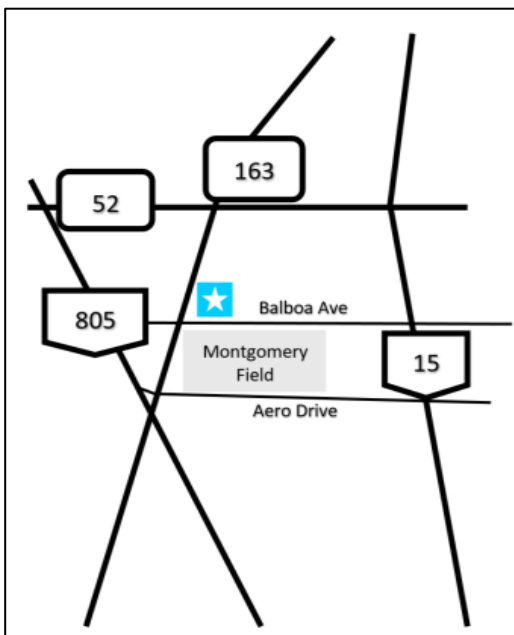
- This is conducted in a no-fault learning environment wherein capabilities, plans, systems, and processes will be evaluated.
- Exercise simulation contains sufficient detail to allow players to react to information and situations as they are presented.
- Response times may be accelerated, assume the response timeline provided by exercise controllers are realistic, even if it is faster than real world actions would occur.
- Background information on the PSPS event has been developed in advance of this exercise or will be simulated due to its relevance to real-world systems or information.
- Participants may need to balance exercise play with real-world emergencies. Real-world emergencies take priority.
- While players are asked to complete tasks as they would in a real-world activation, some tasks will be notional (not actually completed) such as boots on the ground movement, website updates, or customer notifications. To identify what notifications will occur during the exercise, please see **Figure 1. Systems and Process Utilization**.
- External partners are invited as exercise observers to view internal SDG&E decision-making processes and operational coordination that occurs in SDG&E's EOC. SDG&E's EOC is a secure environment and existing policies regarding external coordination and participation in EOC operations will apply during real-world events.

# EXERCISE LOGISTICS

## SAFETY/ SECURITY

- Exercise participant safety takes priority over exercise events. Although the organization involved in the PSPS functional exercise come from various groups, they share the basic responsibility for ensuring a safe environment for all personnel involved in the exercise. Professional health and safety ethics should guide all participants to operate in their assigned roles in the safest manner possible. It is important to be aware that participating in an operations-based exercise environment is inherently dangerous.
- The following general requirements apply to each venue/location participating in the exercise:
  - All controllers, evaluators, and other exercise staff will serve as safety observers while exercise activities are under way. Any safety concerns must be immediately reported to the on-site controller or Exercise Director.
  - Participants will be responsible for their own and each other's safety during the exercise. All persons associated with the exercise must stop play if a real-world safety problem exists. After the problem is corrected, exercise play may resume.
  - All organizations will comply with their own environmental, health, and safety plans and procedures, in addition to appropriate federal, state, and local environmental health and safety regulations.
  - Real-world emergency actions take priority over exercise actions.
  - Exercise players will comply with real-world emergency procedures, unless otherwise directed by the control staff.
  - All communications (e.g., written or voice) regarding an emergency will begin with "THIS IS A REAL-WORLD EMERGENCY".

Figure 1: SDG&E Century Park Campus Location



## SITE ACCESS

SDG&E is located at 8326 Century Park Ct, San Diego, CA 92123. Participants will have access to highway specific directions through the 2024 SDG&E PSPS FE invite email/event calendar item. Upon arrival at SDG&E's Century Park, internal participants will proceed to EOC Situation Room at CP2.

For any external participants, please follow these instructions:

- Drive up to the security gate on the left after entering the cul-de-sac.
- Participants may use any unlabeled parking spots in the lot or garage.
- Follow signage and/or SDG&E staff directions to EOC Situation Room at CP2.
- External participants will sign in and receive a visitor pass from Security.
- A member of the exercise team will escort participants to the EOC.

# PLAYER INFORMATION AND GUIDANCE



## GENERAL GUIDELINES

The following general rules govern exercise play:

- Real-world emergency actions take priority over exercise actions.
- Exercise players will comply with real-world emergency procedures, unless otherwise directed by the control staff.
- All communications (including written or voice) during the exercise will begin with “EXERCISE, EXERCISE, EXERCISE.”

## PLAYER INSTRUCTIONS

Players should follow certain guidelines before, during, and after the exercise to ensure a safe and effective exercise.

### Before the Exercise

- Review appropriate SDG&E PSPS plans, policies, and procedures.
- Review the Player Briefing Slides and Exercise Plan.
- Participate in Player Briefing and other exercise preparatory events.
- Report to your designated exercise location at assigned date/time.
- Ensure access to all necessary exercise platforms (e.g., Teams, etc.)

### During the Exercise

- Serve in your assigned role as if this were a real-world operation.
- Obtain necessary information through existing/exercise specific information channels.
- If uncertain about an element of the exercise or your role, reach out to an exercise staff member.
- Understand that parts of the scenario may seem unrealistic. Recognize that the exercise has objectives to satisfy and may require incorporation of unrealistic aspects such as jumps in time. Every effort has been made by the exercise's trusted agents to balance realism to create an effective learning and evaluation environment.
- Interact/Communicate only with those entities/individuals within the Exercise Communications Directory/Roster (EOC Players and the Simulation Cell for any non-participating entities).
- When electronically sharing any files or resources, please use the EOC Teams Channel as normally would be done in a real-world event.
- Utilize systems/tools and other technologies within the directed confines of the exercise to execute your role/responsibilities.

### After the Exercise

- Participate in the Hotwash
- Complete the Participant Feedback Survey

## SIMULATION GUIDELINES

Because the exercise is of limited duration and scope, certain details will be simulated. A Simulation Cell (SimCell) will simulate the roles and interactions of nonparticipating organizations



or individuals that would otherwise be involved in a real-world environment involving the proposed scenario.

## POST EXERCISE ACTIVITIES

Post-exercise activities aim to collect sufficient relevant data to support effective evaluation and improvement planning.

### **Hotwash**

At the conclusion of each exercise day, a controller will lead a hotwash to allow players to discuss strengths and areas for improvement and to seek clarification regarding player actions and decision-making processes that were utilized during the simulated PSPS response. The information gathered during a hotwash contributes to the AAR/IP and any exercise suggestions can improve future PSPS exercises.

### **Participant Feedback Survey**

The Participant Feedback online survey provides participants with the opportunity to comment candidly on exercise activities. Exercise staff will present access instructions for the survey following the Hotwash both in the EOC and the exercise Teams' meeting chat on days 1-4. The link will also be e-mailed to all participants following the exercise. Participants are highly encouraged to complete this survey.

### **After Action Report (AAR)**

The AAR summarizes key information gathered during the evaluation process and hotwash. The AAR primarily focuses on the analysis of core capabilities, including capability performance, strengths, and areas for improvement. AARs also include basic exercise information, including the exercise name, type of exercise, dates, location, participating organizations, mission area(s), specific threat or hazard, a brief scenario description, and the name of the exercise sponsor and point of contacts.

### **Improvement Planning**

Improvement planning is the process by which the observations recorded in the AAR are resolved through development of concrete corrective actions. These identified actions will be prioritized and tracked as a part of a continuous corrective action program implemented by SDG&E.

# APPENDIX A: EXERCISE SCHEDULE

Time	Activity
<b>All Days</b>	
7:15 – 7:45 AM	Exercise Staff Arrival
8:30 – 9:00 AM	Player Arrival and Check-In
9:00 – 9:30 AM	Exercise Briefing
<b>Day One (PSPS Activation and Stage 1, 72hr): Monday May 13<sup>th</sup></b>	
9:30 – 10:30 AM	Exercise Play: PSPS Protocol Activation & Break
10:30 – 11:00 AM	Joint Situational Awareness Briefing & EOC Ops Calls
11:00 – 2:00 PM	Exercise Play & Working Lunch: PSPS Stage 1 (72-Hrs Ahead)
2:00 – 3:00 PM	Exercise Wrap-Up
<b>Day Two (PSPS Stage 1, 48hr &amp; 24hr): Tuesday May 14<sup>th</sup></b>	
9:30- 10:00am	Joint Situational Awareness Briefing & EOC Ops Calls
10:00 – 11:30 PM	Exercise Play: PSPS Stage 1 (48-Hrs Ahead)
11:30 – 12:00 PM	Joint Situational Awareness Briefing & EOC Ops Calls
12:00 – 2:00 PM	Exercise Play & Working Lunch: PSPS Stage 1 (24-Hrs Ahead)
2:00 – 3:00 PM	Exercise Wrap-Up
<b>Day Three (PSPS Stage 2 &amp; 3, De-Energization): Wednesday May 15<sup>th</sup></b>	
9:30 – 10:00 AM	Joint Situational Awareness Briefing & EOC Ops Calls
10:00 AM – 2:00 PM	Exercise Play & Working Lunch
2:00 – 3:00 PM	Exercise Wrap-Up
<b>Day Four (PSPS Stage 4 &amp; 5, Re-Energization): Thursday May 16<sup>th</sup></b>	
9:30 – 10:00 AM	Joint Situational Awareness Briefing & EOC Ops Calls
10:00 – 2:00 PM	Exercise Play & Working Lunch
2:00 – 3:00 PM	Exercise Wrap-Up

\* All exercise conduct days will include a working lunch

\* Time is blocked from 9-3 each day to accommodate necessity for exercise play to be extended, however, play will cease per schedule or at discretion of Exercise Director

# APPENDIX B: COMMUNICATIONS PLAN

## GENERAL GUIDANCE

The following communication guidelines should be followed for this exercise.

- All communications will be contained to only those players present for day-of exercise activities and the Simulation Cell (SimCell). **Players for each day will be found by accessing the toolkit/exercise sign-in and/or documentation developed by EOC Planning Section for the designated exercise day.**
- All communications (e.g., written, Teams, telephone, and e-mail) during the exercise will begin and end with the statement “EXERCISE, EXERCISE, EXERCISE”.
- If you need to step away regarding an urgent responsibility, please have someone available to take over as normal response expectations and rules would apply.
- The following communication methods will be utilized for exercise play:
  - Microsoft Teams – EOC Teams Channels and personal Teams Chat
  - Phone & Email
  - Operational Meetings (Operations Briefings, Notification Group Calls, Webinars, Etc.
  - Pre-Scheduled Meeting Calendar Invitations Meetings
  - Public Safety Partner Portal Exercise notifications
- **For all communication to entities not participating in the exercise, players SHOULD contact the SimCell to:**
  - Contact a non-participating organization, department, or individual that is outside of the exercise players list (i.e., customers, SDG&E Field, Etc.)
  - Ask clarifying questions about the exercise scenario
  - Respond to requests/inquiries by a simulated entity
- **Players SHOULD NOT contact the SimCell to:**
  - Speak with participants who ARE playing in the exercise
  - Obtain information that can be found by interacting with exercise players or accessing available systems/platforms
- **To contact the SimCell, players can reach out via phone at 619-207-7327 or via the contact information provided by a Simulator during exercise play interactions.**

All exercise staff can be contacted via Teams or in-person communications.

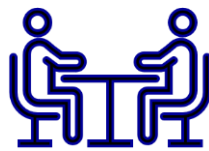
Exercise Staffing	
Exercise Name	Exercise Role
Sarah Glady Johnson	Exercise Director
Justin Cox	Lead Controller
Kim Nguyen	SimCell Controller
Jessica Kunert Milo Warner Sherinna Paguio	Support Controllers
SDG&E T&E Team	Safety Controller
SDG&E T&E Team	Observer Controller
SDG&E & Vendors	Admin/Log Support

## APPENDIX C: ACRONYMS

Acronym	Term
<b>AAM</b>	After-Action Meeting
<b>AAR</b>	After-Action Report
<b>AFN</b>	Access and Functional Needs
<b>AHAS</b>	Accessible Hazard Alert System
<b>CAISO</b>	California Independent System Operator
<b>Cal OES</b>	California Governor's Office of Emergency Services
<b>C/E</b>	Controller / Evaluator
<b>ConOps</b>	Concept of Operations
<b>CPUC</b>	California Public Utilities Commission
<b>ENS</b>	Enterprise Notification System
<b>EOC</b>	Emergency Operations Center
<b>EEGs</b>	Exercise Evaluation Guides
<b>ExPlan</b>	Exercise Plan
<b>FSE</b>	Full Scale Exercise
<b>FPI</b>	Fire Potential Index
<b>GIS</b>	Geographic Information System
<b>HFTD</b>	High Fire Threat District
<b>IP</b>	Improvement Plan
<b>MSEL</b>	Master Scenario Events List
<b>NWS</b>	National Weather Service
<b>PIO</b>	Public Information Officer
<b>PSPS</b>	Public Safety Power Shutoff
<b>SAWTI</b>	Santa Ana Wildfire Threat Index
<b>SDG&amp;E</b>	San Diego Gas & Electric
<b>SimCell</b>	Simulation Cell
<b>Sit Stat</b>	Situation Status

## APPENDIX D: EXTERNAL PARTNERS

The following Public Safety Partner organizations may be present as remote observers during the Functional Exercise. Additional partners may participate beyond this list as event follow-up continues. External partners may be attending for some or all of play each day and have access to open line calls. Specific external partners may be playing as simulators and will identify themselves as such during the actions of the exercise. All participants are expected to uphold typical standards of professionalism and communication courtesy.



### External Partner Organizations

- California Public Utilities Commission (CPUC)
- CalOES
- CA Assembly D76
- City of San Diego
- City of Coronado
- San Diego Fire-Rescue
- CA State Assembly District 77
- California Governors Of Emergency Services
- Southern Indian Health Council, Inc.
- OCUW/211OC
- City of Vista Fire Administration
- Helix Water District
- Charter Communications
- CAL FIRE
- Idaho Power
- Santee Fire Department
- City of Chula Vista - Fire Dept
- AT&T
- XCEL Energy
- Scripps Health
- City of San Diego OES
- City of National City
- San Diego Law Enforcement Coordination Center

### External Partner Organizations

- Caltrans
- Cal OES- Situation Cell
- Portfolio & Project Management - Planning Documentation Unit
- Cox Communications
- FACT
- Department of Transportation
- Rancho Santa Fe Patrol
- County of San Diego
- County of San Diego Office of Emergency Services
- Cal OES - Southern Region
- San Marcos Fire
- Navy Region Southwest
- T-Mobile
- San Diego Community Power (SDCP)
- City of Carlsbad
- San Diego Office of Emergency Services
- City of Encinitas Fire Department
- Sycuan Tribal Police Department
- Sodexo/Sharp Healthcare
- 2-1-1 San Diego
- Sycuan Fire Department
- Semptra
- City of Lemon Grove
- FHCS
- Cielo Vista Observatory
- City of Encinitas
- San Diego Fire-Rescue
- Rincon Band of Luiseno Indians
- Palomar Health
- Olivenhain MWD
- Imperial Beach Fire Dept
- Pauma Fire Department
- City of Santee
- South Coast Water District
- Municipal Water District of Orange County/ Water Emergency Response Organization of Orange County
- Heartland Fire/ Central Dispatch
- San Diego Law Enforcement Coordination Center (SD-LECC)
- City of Encinitas
- SDG&E
- City of Del Mar
- Caltrans
- City of Encinitas Fire