

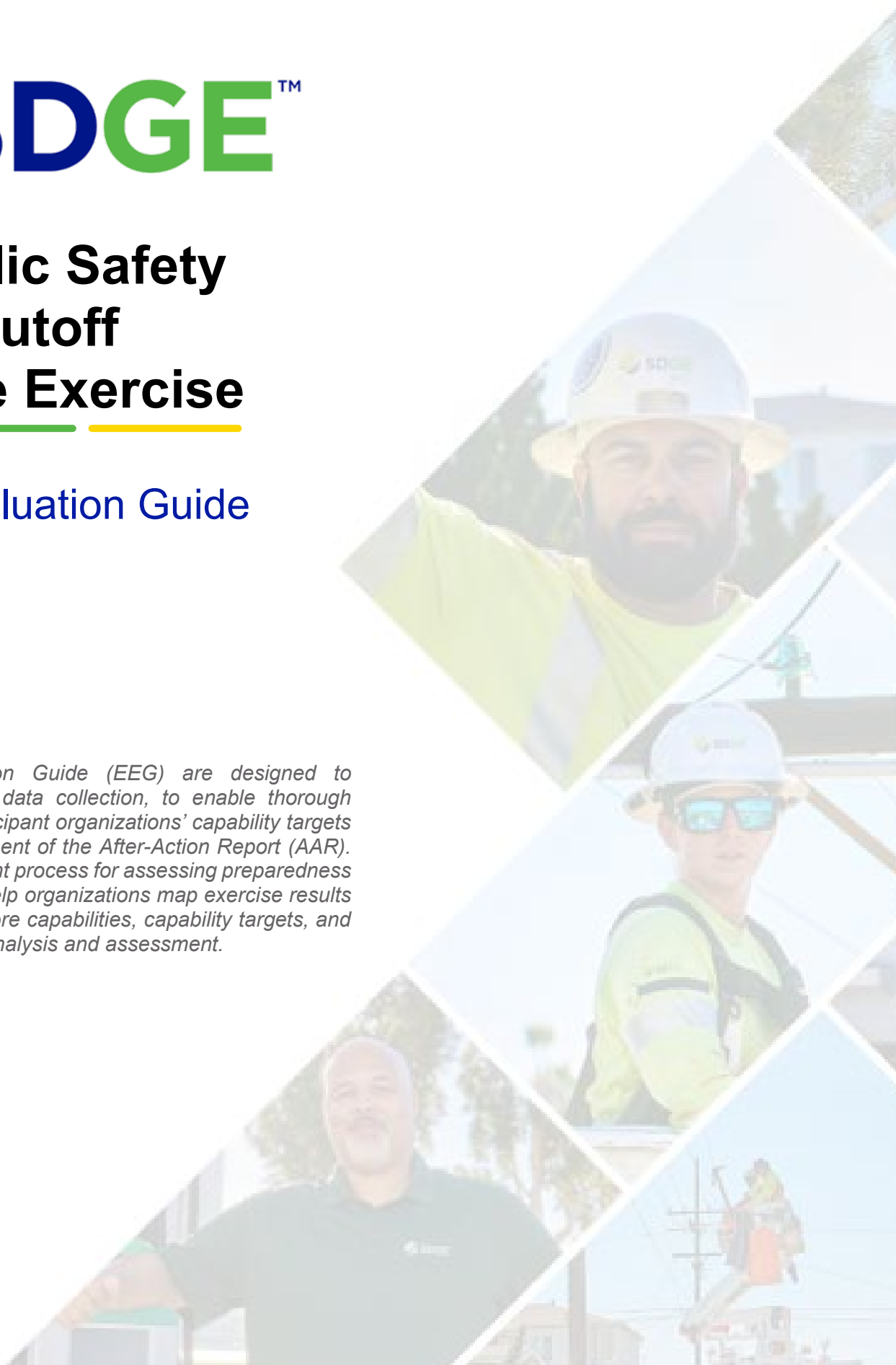


2023 Public Safety Power Shutoff Full-Scale Exercise

Exercise Evaluation Guide

May 2nd, 2023

The Exercise Evaluation Guide (EEG) are designed to accomplish streamlined data collection, to enable thorough assessments of the participant organizations' capability targets and to support development of the After-Action Report (AAR). EEGs provide a consistent process for assessing preparedness through exercises and help organizations map exercise results to exercise objectives, core capabilities, capability targets, and critical tasks for further analysis and assessment.



EXERCISE EVALUATION GUIDE

GENERAL INFORMATION

Evaluator Name:	
Evaluator Email:	
Exercise Date:	

INSTRUCTIONS

Evaluators to take notes as players interact, keeping an accurate written record of activities that take place, including resolutions to issues, decisions made, outstanding problems, player actions in alignment with applicable plans, or other important information that relates to SDG&E operations and associated plans, policies, and procedures. Notes should identify the following:

- Who (by position) engaged in each activity
- What occurred (resulting decisions, activities, tasks completed, and/or agreements)
- Why the discussion took place or decision was made (the trigger)

Please see below an overview of evaluation components:

- **Observations.** Record observations of the participants' ability to accomplish the critical tasks associated with each objective. Describe issues/challenges or best practices observed and form your responses as Strengths and/or Lessons Learned (Areas of Improvement). Formulate these notes into a narrative that provides reasoning for the scoring/rating noted. These notes will serve as the basis for identifying strengths and opportunities for improvement in the After-Action Report.
- **Ratings.** Rate the participants ability to accomplish the objective by completing associated critical tasks using the ratings key. *The rating should be a summarization of how they performed in accomplishing the objective and not reflective of one particular task. Performance on specific critical tasks can be incorporated into the Observations.*
- **Critical Tasks.** These are actions that lend to successfully accomplishing the objective. Not all critical tasks will be pertinent to evaluated areas/participants in accomplishing the objective per their specific responsibilities. Use the available space, as necessary, to incorporate additional critical tasks you observed that were completed by participants to accomplish the associated objective.
- **Root Causes.** Provide root causes as often as possible. *Example: "Incident briefing was delayed because staff require more training on how to effectively execute the established approval process in the planned timeframe." Not "Incident briefing was delayed."*
- **Recommendations:** If a 'Lesson Learned/Area of Improvement' is observed and the root cause/impact result is identified, then the observation will require a recommendation on how to address the noted issue/challenge. Evaluators should provide any applicable, constructive recommendations that would enhance participants ability to mitigate the issue/challenge observed and/or improve participants ability to accomplish the objective/critical tasks in the future.
- Complete and submit your EEG no later than May 5th to: sglady1@sdge.com

Ratings Key

P: Performed without challenges
S: Performed with some challenges
M: Performed with major challenges
U: Unable to be performed

OBJECTIVE 1

Operational Coordination: Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.

Exhibit the ability to implement PSPS processes in accordance with all applicable SDG&E PSPS plans, policies, and procedures, and in compliance with current CPUC PSPS guidelines.

Critical Task	Evaluator Notes	Rating
Conduct Operations Briefings <ul style="list-style-type: none"> SDG&E Emergency Operations Center (EOC) members identify planning and mitigation tasks in preparing for de-energization. Discuss and address relevant safety concerns. Officer In-Charge (OIC) states intent and objectives for the operational period. 		
Conduct Notification Group Call <ul style="list-style-type: none"> Planning Section, Government Liaison, and Regulatory coordinate to begin distributing notifications. Notification Group continues to meet and provide updated information to ensure uniform messaging. 		

Operational Coordination: Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.

Exhibit the ability to implement PSPS processes in accordance with all applicable SDG&E PSPS plans, policies, and procedures, and in compliance with current CPUC PSPS guidelines.

Critical Task	Evaluator Notes	Rating
Implement De-energization <ul style="list-style-type: none"> • Meteorology provides real-time forecast data to support de-energization decision. • De-energization recommendations are clearly communicated between OIC and DOC-E • DOC-E advises when de-energization is complete for each device. • The Liaison Agency Rep coordinates with Cal OES. 		
Consider Wildfire Response in Operations <ul style="list-style-type: none"> • Aviation assists internal/external groups such as ERO, TCM, and CAL FIRE by conducting flight requests and fly missions to support wildfire mitigation measures. • SDG&E EOC aligns coordination and decisions with wildfire response, as they relate to SDG&E operations. • Fire Coordinators monitor fire activity in the state and service territory. 		

OBJECTIVE 2

Operational Communication: Ensure the capacity for timely communications in support of security, situational awareness, and operations by any and all means available, among and between affected communities in the impact area and all response forces.

Engage with public safety partners, providers, and agencies to establish and maintain situational awareness throughout the duration of a PSPS event.

Critical Task	Evaluator Notes	Rating
Establish and Maintain Situational Awareness (PSPS) <ul style="list-style-type: none"> • Provide regular situational awareness updates to appropriate stakeholders to help drive decision-making. • Develop Cal OES PowerPoint and provide report-out on State Executive Briefing. • Regional Public Affairs provides operational period updates as a best practice to local, state, tribal, and federal government officials, as well as information about impacted communities. • Meteorology provides circuit-level weather forecasts to incident response stakeholders that factor into decisions regarding re-energization. 		
Establish and Maintain Situational Awareness (Wildfire) <ul style="list-style-type: none"> • Changes in operational responses and resources (external and internal) due to the wildfire are communicated promptly to the appropriate groups. • Fire Coordination maintains communication lines with Fire ICP. 		

OBJECTIVE 3

Public Information and Warning: Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.

Demonstrate the ability to deliver all required notifications to impacted public safety partners, regulators, and customers, in accordance with established regulatory PSPS protocol timelines.

Critical Task	Evaluator Notes	Rating
Deliver All Required PSPS Notifications <ul style="list-style-type: none"> Align and push notifications to appropriate recipients. Customer Services utilizes ENS to issue appropriate outbound customer notifications to critical facilities, infrastructure, and AFN populations. 		
Provide Timely and Consistent Public Messaging <ul style="list-style-type: none"> Publish regular updates on the SDG&E PSPS Portal. Provide consistent public messages to media outlets and local jurisdictions (notional). 		

OBJECTIVE 4

Community Resilience: The ability of a community to prepare for anticipated natural hazards, adapt to changing conditions, and withstand and recover rapidly from disruptions.

Display the capability to initiate and maintain support programs for customers, to include Access and Functional Needs services, and other programs as appropriate.

Critical Task	Evaluator Notes	Rating
<p>Initiate and Maintain Support Programs</p> <ul style="list-style-type: none"> Coordinate provision of customer support programs with external partners. 		
<p>Operate Community Resource Centers (CRCs)</p> <ul style="list-style-type: none"> Community Resource Centers (CRCs) are opened and publicized. CRCs coordinate and address on-site accessibility issues to meet the needs of the impacted communities. CRCs make modifications to operations depending on wildfire conditions (i.e., public messaging, CRC locations). 		