



2023 Public Safety Power Shutoff Full-Scale Exercise

Exercise Plan

May 1st – 2nd, 2023

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.

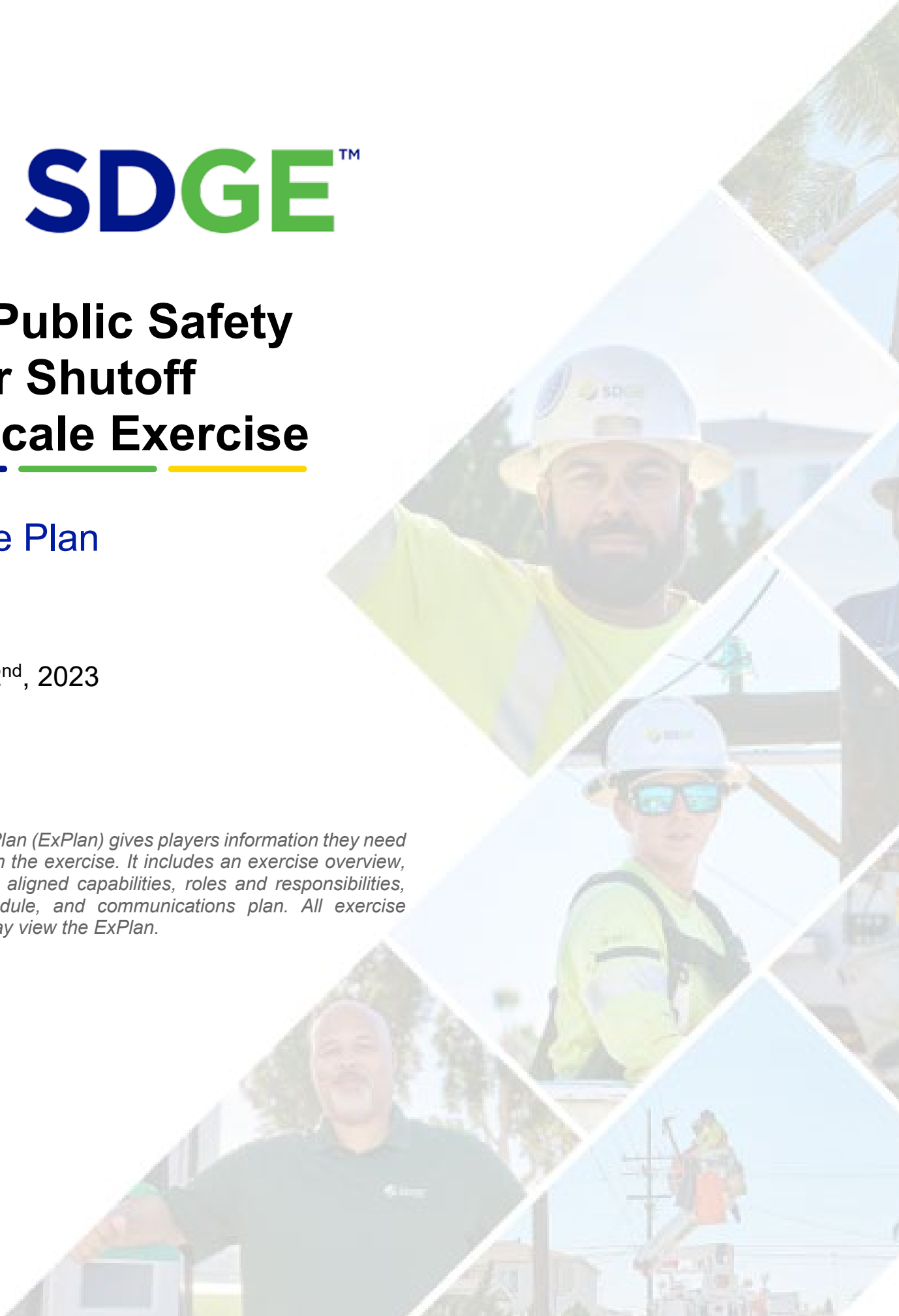


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EXERCISE OVERVIEW

Exercise Name	Public Safety Power Shutoff (PSPS) Full-Scale Exercise
Exercise Dates	May 1, 2023, from 9:00 a.m. – 3:30 p.m. May 2, 2023, from 9:00 a.m. – 2:00 p.m.
Purpose	The purpose of this exercise is to test SDG&E's understanding of de-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.
Scope	This exercise is a full-scale exercise, planned for two days, each with set timeframes of exercise play conducted at SDGE EOC at the Century Park Campus and virtually via Microsoft Teams. The exercise will involve members of SDGE and external stakeholders. Day 1 will focus on protocols prior to de-energization. Day 2 will focus on de-energization protocols.
Focus Area(s)	Stage 1: Activating PSPS Protocols/Potential to De-energize Stage 2: Decision to De-energize Stage 3: De-energization Initiated
Capabilities & Objectives	<ol style="list-style-type: none"> Operational Coordination: 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. Operational Communication: Engage with public safety partners, providers, and agencies to establish and maintain situational awareness throughout the duration of a PSPS event. Public Information and Warning: Demonstrate the ability to deliver all required notifications to impacted public safety partners, regulators, and customers, in accordance with established regulatory PSPS protocol timelines. Community Resilience: Display the capability to initiate and maintain support programs for customers, to include Access and Functional Needs (AFN) services, and other programs as appropriate.
Threat or Hazard	Extreme or elevated fire weather threat
Scenario	Conditions triggering PSPS activation.
Participating Organizations	This exercise is focused on SDG&E's EOC members and our external partners. For a full list of participants, see Appendix B .
Point of Contact	Jessica Kunert SDGE Emergency Management jkunert@sdge.com

GENERAL INFORMATION

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 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 messages 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 controllers, 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

Table 1. Systems and Process - Day One

Full-Scale Exercise (Day One)		
Document / Tool	Status	
	72 HR	48HR
Meteorology Briefing	Simulated	Simulated
Enterprise Notification System	Develop & Send to Test Group Only	Develop & Send to Test Group Only
GIS PSPS Preview	Develop & Post	Develop & Post
PSPS Dashboard	Do Not Use	Do Not Use
De-energized EOC Dashboard	Do Not Use	Do Not Use
Public Safety Partner Portal & Mobile App	Develop & Post	Develop & Post
CalOES Online Form	Develop & Send	Develop & Send
CPUC Notification	Develop & Send	Develop & Send
Public Safety Partner Mass Email Notification Language (Replaced K-2)	Develop & Send	Develop & Do Not Send

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CalOES Briefing PowerPoint	Do Not Use	Simulated
News Release	Develop & Do Not Send	Develop & Do Not Send
Accessible Hazard Alert System (AHAS)	Develop & Do Not Send	Develop & Do Not Send
AFN Daily Summary Email	Develop & Do Not Send	Develop & Do Not Send
Public Website	Develop: QA Only	Develop: QA Only

Table 2. Systems and Process - Day Two

Full-Scale Exercise (Day Two)	
Document/Tool	Status (Baseline Scenario Weather Conditions)
Meteorology Briefing	Simulated
ENS Report	Develop & Send to Test Group Only
GIS Production of Potential Impact Area	Simulated: Screenshots
PSPS Dashboard	Utilize (Training Mode)
De-energized EOC Dashboard	Utilize (Training Mode)
Public Safety Portal & Mobile App	Develop & Post
CalOES Online Form	Develop & Send
CPUC Notification	Develop & Send
Public Safety Partner E-mail Notification (replaced K2)	Develop & Do Not Send
CalOES Briefing PowerPoint	Develop
News Release	Develop & Do Not Send
Accessible Hazard Alert System (AHAS)	Develop & Do Not Send
AFN Daily Summary Email	Develop & Do Not Send
Public Website	Develop: QA Only

Legend:	Simulate	Develop & Send/Post	Develop & Do Not Send/ Send to/ QA Only	Do Not Use
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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

- 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 even if it is faster than real world actions would occur.
- Background information on the PSPS event has been distributed in advance of this exercise or will be simulated due to its relation to real-world systems or information.
- Participants may need to balance exercise play with real-world emergencies. Real-world emergencies take priority.

Artificialities

- Communication methods listed in the Communications Plan are available for all players to use during the exercise.
- 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 will occur or not for your exercise day, please see **Table 1 & 2: Systems & Processes**.
- While efforts have been made to ensure accurate information is included in the scenario, some device numbers are revised on an ongoing basis. Because of this, not all numbers and devices may align perfectly.
- External partners are invited as exercise observers to view internal SDG&E decision making and operational coordination that occurs in SDG&E's EOC. SDG&E's EOC Policy Room 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 organizations involved in the PSPS full-scale 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. Please report any safety concerns to exercise staff.
- 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".

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 2023 SDG&E PSPS FSE invite email/ event calendar item.

Upon arrival at SDG&E's Century Park, participants will follow these instructions:

- Drive up to the security gate on the left after entering the cul-de-sac.
- Security will direct participants through the gate and reserved parking on the right upon entering the campus.
- Participants may use any unlabeled parking spots in the lot or garage.
- After a slight right turn, Building 6 will be on the left. Building 6 is home to the EOC and Emergency Management.
- Enter Building 6 and meet with Security.
- Participants will sign in and receive a visitor pass from Security.
- A member of the exercise team will escort participants to the event space on the first floor.

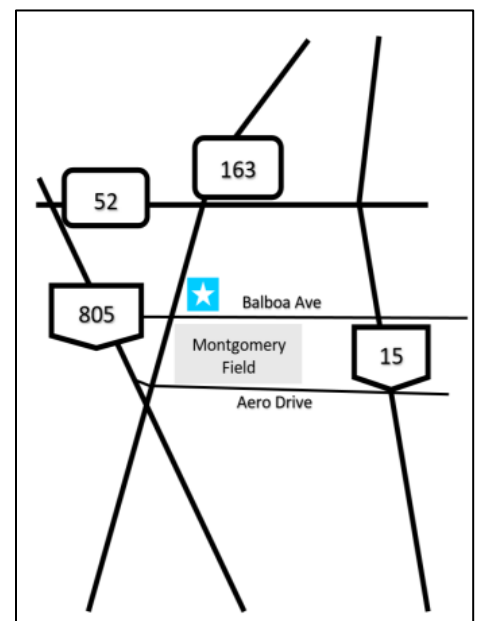


Figure 1: SDG&E Century Park Campus Location

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 plans, procedures, and exercise support documents.
- Remote participants, join the Teams meeting (from the exercise invitation) at least ten (10) minutes before the start of the exercise to ensure there are not any connectivity issues. If you have issues joining, please contact a Controller. See **Appendix B** for Player Directory.
- Read the Exercise Plan (ExPlan) and all appendices before the exercise.

During the Exercise

- Controllers or simulators will only provide information they are specifically directed to disseminate. All players are expected to obtain other necessary information through existing information channels.
- If a player does not understand the scope of the exercise, or if they are uncertain about their participation in the exercise, ask a controller or simulator.
- 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.
- All exercise communications will be done in accordance with the Exercise Communication Plan located in **Appendix B**.
- Once a task is complete, please communicate the task is complete.
- When electronically sharing any files or resources, please use the EOC Teams Channel as normally would be done in a real-world event.
- Specific activities that participants will be expected to complete can be found in **Table 2: Systems & Process**.

After the Exercise

- Participate in the hotwash.
- Complete the Participant Feedback Form or Survey. This allows players to comment candidly on response activities and exercise effectiveness.

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. For more detailed guidance about communicating with the SimCell, see **Appendix B**.

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 Survey provides participants with the opportunity to comment candidly on exercise activities. The surveys will be completed via Survey Monkey®, available here: [Participant Feedback Survey](#). Exercise staff will include a link to the survey in the Teams meeting chat at the end of exercise play on Day Two. 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

The Full-Scale Exercise will take place over a two-day period. The exercise schedule is outlined below:

Time	Activity
May 1, 2023	
8:00 a.m. – 8:50 a.m.	Player Arrival, Set-Up, Assume Role
9:00 a.m. – 9:30 a.m.	Exercise Briefing (72 HRS prior to de-energization protocols)
9:30 a.m. – 12:00 p.m.	Exercise Play
12:00 p.m. – 1:00 p.m.	PauseEx & Lunch
1:00 p.m. – 1:15 p.m.	Exercise Briefing (48 HRS prior to de-energization protocols)
1:15 p.m. – 3:00 p.m.	Exercise Play
3:00 p.m. – 3:30 p.m.	EndEx, Hotwash, & Day 2 Prep
May 2, 2023	
8:00 a.m. – 8:50 a.m.	Player Arrival, Set-Up, Assume Role
9:00 a.m. – 9:30 a.m.	Exercise Briefing (Onset of potential de-energization)
9:30 a.m. – 1:30 p.m.	Exercise Play
1:30 p.m. – 2:00 p.m.	EndEx & Hotwash

APPENDIX B: COMMUNICATIONS PLAN

GENERAL GUIDANCE

The following communication guidelines should be followed for this exercise.

- All communications will be contained to those players and simulation entities listed on the Communications Plan/Directory.
- 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 step away from your exercise role, please ensure someone is available to take over as normal response expectations and rules would apply. This includes the working lunch time where players will be expected to communicate how to dispatch for lunch while not hindering the EOC’s ability to continue operations.
- If an external agency player needs to step out or pause play, or for any generic simulation needs please contact: Simulation Cell (619) 207-7327
- Once a task is complete, please post any files relevant to response in the EOC Teams Channel as would normally occur during an EOC activation.
- Utilize the Communications Plan/Directory when identifying who you would like to contact during the exercise.

SIMULATION CELL (USE/ INTERACTION)

The Simulation Cell (SimCell) is available to serve as any non-participating entities that would otherwise be involved in the incident responses. The function of the SimCell is to have individuals playing roles that would typically be involved in the proposed incident but that are not actively playing as exercise players for this particular exercise to ensure realism for the training.

- Reference the ‘Player Comms Plan/Directory’ in the Exercise Plan for a list of simulated entities and the appropriate SimCell phone numbers.
- Players SHOULD contact the SimCell to:
 - Contact a non-participating organization, department, or individual that is outside of the exercise players list
 - Ask clarifying questions about the exercise scenario
 - Provide information requested by a simulated entity
- Players SHOULD NOT contact the SimCell to:
 - Contact internal or external participants who ARE playing in the exercise
 - Ask clarifying questions or provide information requested by internal/external participants who ARE playing in the exercise.

PARTICIPANT DIRECTORY

Day One			
Exercise Role	Name	Email	Phone
Exercise Staff			
Exercise Director	Jessica Kunert	JKunert@sdge.com	(619) 207-7327
Lead Controller	Justin Cox	JCox@PrestigeAnalytics.com	
SimCell Controller	Sarah Glady	SGlady1@sdge.com	(619) 207-7327
Virtual Controller	Prestige		
Lead Evaluator	Brian Sauerhage	BSauerha@sdge.com	Microsoft Teams
Evaluators	Rick Hinrichs Christine Angulo Roxanne Casias Stephanie Kenny	RHinrichs@sdge.com Christine.Angulo@sce.com Roxanne.Casias@sce.com Stephanie.B.Kenny@sce.com	Microsoft Teams
Simulators	Sherinna Paguio Jonathan Baltazar Cory Ryan	SPaguio@sdgecontractor.com JBaltaza@sdgecontractor.com CRyan2@sdgecontractor.com	Microsoft Teams SimCell Main Line
Observer Host	Prestige		(619) 207-7327
Admin/ Support Staff	Prestige & SDG&E		(619) 207-7327
Exercise Players			
Deputy OIC	Tashonda Taylor	Defer to Microsoft Teams	
AFN Liaison	Elaine Mezta		
Customer Service Branch Director	Danielle Kyd		
Electric Commodity Liaison	Paul Greco		
ENS Unit	Brett Carnot		
GIS Unit Legal Officer	Katherine Fuller		
Liaison Officer	Kevin O'Beirne		
Meteorology Unit	Katie Giannecchini		
Planning Section Chief	Michael Knobbe		
Public Information Officer	Helen Gao		
Regulatory Officer	Shewit Woldegiorgis		

Day Two			
Exercise Role	Name	Email	Phone
Exercise Staff			
Exercise Director	Jessica Kunert	JKunert@sdge.com	(619) 207-7327

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Day Two			
Exercise Role	Name	Email	Phone
Lead Controller	Justin Cox	JCox@PrestigeAnalytics.com	
SimCell Controller	Sarah Gladly	SGladly1@sdge.com	(619) 207-7327
Virtual Controller			
Lead Evaluator	Brian Sauerhage	BSauerha@sdge.com	Microsoft Teams
Evaluators	Rick Hinrichs Christine Angulo Roxanne Casias Stephanie Kenny	RHinrichs@sdge.com Christine.Angulo@sce.com Roxanne.Casias@sce.com Stephanie.B.Kenny@sce.com	Microsoft Teams
Simulators	Sherinna Paguio Jonathan Baltazar Cory Ryan	SPaguio@sdgecontractor.com JBaltaza@sdgecontractor.com CRyan2@sdgecontractor.com	Microsoft Teams (619) 207-7327
Observer Host	Prestige		
Admin/ Support Staff	Prestige & SDG&E		
Exercise Players			
Deputy Officer In Charge	Tashonda Taylor	Defer to Microsoft Teams	
Regulatory Officer	Shewit Woldegiorgis		
Emergency Management Advisor	Jorge Balvaneda		
Liaison Officer	Kevin O'Beirne		
AFN Liaison Officer	Elaine Mezta		
Customer Service Branch Chief	Danielle Kyd		
ENS Lead	Bret Carnot		
CRC Unit	Mark Mezta		
IT Unit	William Watson		
Electric Commodity Liaison	Paul Greco		
DOC-E	Kirsten Petersen		
Public Information Officer (PIO)	Helen Gao		
Planning Section Chief	Michael Knobbe		
Documentation Unit	Marissa Heater & Crystal Yousef		
Situation Status Unit	Toni Romo		
Fire Coordination Unit	Richard Veihl		
GIS	Katherine Fuller		
Meteorology Unit	Katie Giannecchini		

APPENDIX C: ACRONYMS

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