WINTER RELATED UNDERGROUND CONTINGENCY PROCEDURE

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1.0 PURPOSE

This procedure is used in conjunction with the Electric Operations Emergency Response Plan specifies the basis and guidelines for declaring a regional distribution system winter related underground emergency. This procedure establishes the required organization and responsibilities of Company personnel responding to a declared winter related emergency. It also provides instructions for the mobilization, via the Incident Command System, of the Regional Emergency Response Organization (ERO) and the associated Emergency Management Center (EMC) as defined in the Electric Operations Emergency Response Plan (ERP).

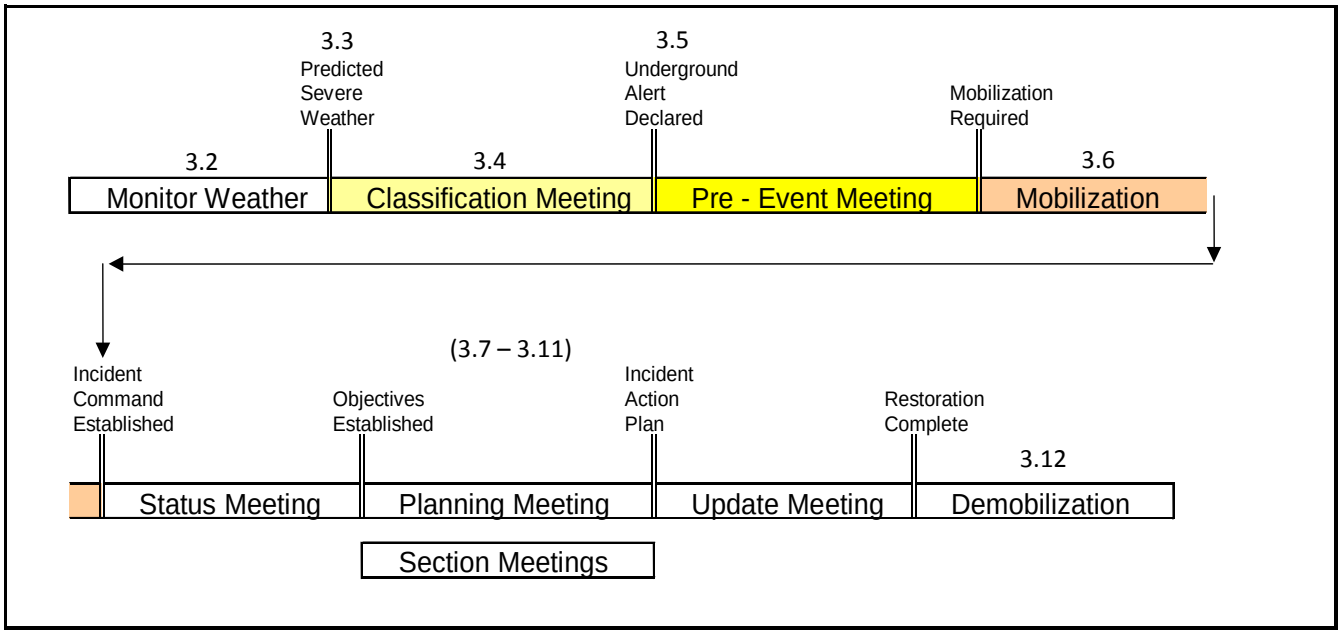
2.0 APPLICABILITY

This guide applies to winter related underground outages that are expected to last over 12 hours or winter related events that significantly impact our customers. It applies to employees from all departments that could respond to this type of emergency such as Electric Operations, Gas Operations, Energy Services, Claims, Law, Central Field Services, Public Affairs, Customer Outreach, Emergency Management, etc.

3.0 PROCEDURE

3.1 The Underground Event Decision Flowchart

Below is a graphic depiction of the process from the monitoring of adverse weather, to pre-mobilization, mobilization, restoration and ultimately demobilization. This procedure further describes each major step in greater detail.



3.2 Monitoring of Weather Forecasts

The Electric Control Center Shift Manager or designee continuously monitors weather forecasts. Forecasts are received from:

- Con Edison's meteorological consultant (Fleet Weather Services)
- Con Edison's meteorologists
- Con Edison's meteorological graphics provider
- The System Operations Weather Bulletin Board
- New York City and Westchester County (if available)

3.3 Predicted Severe Weather Notification

The Electric Control Center Shift Manager or designee is responsible for promptly communicating major storm or severe weather alerts to the following individuals or their designees:

- Regional Vice President
- General Managers, Electric Operations
- Director, Electric Operations Emergency Management
- Department Manager, Electric Control Center
- Manager, Customer Operations
- Chief Distribution Engineer

3.4 Classification Meeting

The Electric General Managers, Director of Electric Operations Emergency Management, the Electric Control Center Section/Department Manager, and the Electric Control Center Shift Manager will meet to:

- Review the forecast
- Identify the anticipated event classification
- Determine the time frame for declaring an alert
- Determine the time frame for convening a pre-event meeting
- Select the Incident Commander

Upon review of system conditions and other pertinent factors, and possible consultation with the Chief Distribution Engineer, the responsible Electric Operations General Manager, Control Center Section/Department Manager or the Electric Operations Emergency Management Director will declare the appropriate event classification. Should an event be predicted to impact multiple regions, the Electric Operations Emergency Management group will initiate an inter-regional conference call to discuss all regions plans, resource requirements and available resources.

3.5 Declaring Classification Level

Participants at the classification meeting will determine the mobilization level based on the application of the Regional Event Decision Matrix. The major classifications are Upgraded, Serious and Full Scale.

The Regional Event Classification Matrix is an important tool used by the Electric General Managers, the Electric Operations Emergency Management Director, and the Chief Distribution Engineer to determine the appropriate response level. It provides guidance as to weather conditions and a projection of the number of customers that may be affected by such conditions.

Depending on the event classification, the responsibilities of the various ICS titles are summarized in Attachment A.

Regional Event Classification Matrices have been developed on a regional basis to take into consideration the anticipated weather conditions and geography of each of the respective service areas. Thus, individual event matrices exist for each Underground Electric region and are included in this procedure as Attachment C for Brooklyn / Queens, Attachment F for Manhattan, Attachment I for Bronx / Westchester, and Attachment L for Staten Island.

3.6 Mobilization

3.6.1 The Incident Commander is responsible for establishing the ICS organization (see Attachments B, E, H, and K).

3.6.2 Mobilization lists for each region may be found in each of the regional plans. The regional plans may be found on the Electric Operations Emergency Management webpage at the following link:

Mobilization Lists

3.7 Staffing

Each organization will ensure adequate staffing for the designated event level and associated staffing plan. The table “Corporate Staffing Levels” (on the next page) represents the minimum staffing levels that are required to support a response to incidents at a corporate level for Upgraded, Serious and Full Scale events. The Chief Distribution Engineer or his/her designee will be responsible for the allocation of resources across the operational areas.

Note: the corresponding minimum staffing levels for each operational area is detailed in Attachment D for Brooklyn/Queens, Attachment G for Manhattan, Attachment J for Bronx/Westchester, and Attachment M for Staten Island.

Emergency response assignments are designated in the System Emergency Assignment (SEA) system and can be reviewed in the employee photo system application.

Each employee filling an ICS position of Branch Director or higher must have completed the required training. The training requirements can be found in the CERC sub-directory on the Emergency Management website at:

http://ceintranet/EM/NewSite/Pages/CERC.aspx

When additional resources are needed the Control Center Manager or the Shift Manager will take the necessary steps to increase staffing.

A higher response level can be triggered in advance by any of the following:

- anticipated severe winter weather
- a weekend/holiday event
- multiple electric outages
- increased trouble-ticket volume
- increasing number of smoking manhole (SMH) tickets with extended (age) duration
- multiple SMH tickets with adjacent multiple other trouble codes (NTI)

Corporate Minimum Staffing Levels				
ICS	Position Name	UPGRADED	SERIOUS Other Regions Resources	FULL SCALE *See Note*
		Staffing	Staffing	Staffing
Planning Section	**Planning Section Chief**			
Control Center Resources	Control Center Personnel	42	50	58
	Feeder Boss	5	6	6
Planning & Analysis Resources	Restoration Planning	12	33	48
	CCT Unit Leader	0	8	8
	CCT Clerical	0	8	8
	CCT Designer	4	10	12
	EIC	4	10	12
	Scribe	0	8	8
	Muni	0	8	14
Operations Section	**Operations Section Chief**			
Underground Restoration Forces	Splicers	62	90	111
	Cable Crews	16	20	23
	Flush Crews	28	36	46
	I&A UG Crews	36	46	64
	I&A UG Services	35	41	43
	Sub Surface Const Crews	9	14	20
	Construction Services	8	8	8
	FOD Crews	46	50	56
	UG Troubleshooters	34	42	48
	OH Troubleshooters	37	43	50
	Substations	6	8	8
	OH Crews	19	34	45
	ERG's	3	8	14
EH&S Support	EH&S Field	6	8	8
Energy Services	Energy Services CPM's	2	6	10
	Energy Services Reps	2	10	12
	CAT Field Assessors	10	39	44
Logistics Section	**Logistics Section Chief**			
Logistics Resources	Stores Support Coverage	0	2	10
	Transportation Garage Coverage	0	2	6
	Lodging Coordinator	0	0	2
	Dry Ice Coordinator	0	0	2

*Note: Mutual Assistance may be requested based upon actual or predicted damage to feeders or secondary system. Restoration Planning may be used to assist Control Center personnel. Note: some titles may be filled by more qualified employees (e.g. OH Troubleshooters acting as Damage Assessors).

3.8 Incident Response

The Incident Commander is responsible for the establishment of the Emergency Response Organization. The Emergency Response Plan can be found on the Emergency Management website:
Emergency Response Plan

(Note: see reference section for standard agendas for the Status and Update meetings)

3.9 ICS Organization

During regional distribution system incidents, an ICS organization is established with an Incident Commander (IC) as well as an Operations, Planning, Logistics and Administrative/Finance Section Chief (OSC, PSC, LSC and A/FSC, respectively).

Note: The corresponding ICS organization charts for each operational area is shown in Attachment B for Brooklyn/Queens, Attachment E for Manhattan, Attachment H for Bronx/Westchester, and Attachment K for Staten Island.

The Planning Section Chief is responsible for the development of an event-specific Incident Action Plan (IAP). Note: see reference section in this document for links to sample IAP and Standard Agenda for the Planning Section meeting.

The Planning Section will establish the Customer Count Team (CCT). The CCT analyzes secondary system problems, determines customer impact and dispatches Customer Assessment Teams (CAT) to field areas where additional impact information is required. The CCT interfaces with other storm management organizations to monitor job status and ensure timely repairs.

The Customer Count Team Guide document may be found under Corporate Reference Materials on the Emergency Management intranet site at the following link:
Customer Count Team

If required, the CAT responds to impacted areas to rapidly determine the number of customers affected by an event and provides information back to the CCT that will assist in determining accurate customer counts, the geographical boundaries of outages, and first responders and agencies currently on location responding to the emergency.

Whenever NYC dispatches a Power Outage Response Team (PORT) to assess the needs of impacted residents, a PORT Liaison will be dispatched to act as the primary field contact for the PORT team and coordinate the information obtained from the CCT. The PORT protocols can be found under Corporate Reference Material on the Emergency Management intranet site at the following link:
Power Outage Response Team (PORT) Protocol

The following reference documents are available for use by the ICS personnel.

- ICS Position Checklists
- ICS Position Overviews

- Instructions, Step-By-Step

3.10 Restoration

Estimated Time of Restoration for Underground Outages - All underground service outages in the Con Edison Service territory receive an Estimated Time of Restoration (ETR). During normal operation, an individual ETR is automatically assigned to each outage.
For large scale events, defined as 5,000 metered customers (or greater) out of service, a global ETR is assigned within twenty four hours. The Global ETR represents the restoration of at least 90% of the customers affected by the outage and is determined by means of a spreadsheet matrix that calculates an ETR via manual inputs. The calculation considers the number and type of jobs pending which are known after the majority of the damage assessment has been completed, as well as the number of expected crew resources. This spreadsheet matrix is utilized in parallel with the electronic operations tools such as NTI and STAR and the resources of the Customer Count Team and Customer Assessment Teams. The process description for developing a global ETR can be found in the Underground folder under Corporate Reference Material on the EOEM webpage: ETRs for Underground Network Events

ETRs will be refined and updated for regional and localized areas as required to comply with the ETR Protocol issued by the New York State DPS staff on August 16, 2013. This protocol can be found on the EOEM intranet page under Corporate Reference Material.

3.11 Recovery Priorities

Insofar as practical, the Control Center, Restoration Planning, and the Operations Section must organize the work in the following priorities:

- Public safety
- Manhole fires
- Transmission Lines
- Substations
- LSE Customers
- Critical Facilities
- Distribution Feeders
- Other primary lines and spurs
- Transformers, secondary circuits and services
- Individual services

3.12 De-escalation / De-mobilization

End of Event determination: Current weather conditions and feeder status can be used to determine the end of the event timeframe.

The Incident Commander is responsible for initiating the De-escalation / De-mobilization of the Emergency Response Organization (ERO).

De-escalation / De-mobilization logistical planning will begin at the start of the response.

The ERO will typically be demobilized when:

- All winter event related jobs are assigned and
- The vast majority of storm-related customer outages have been restored.

4.0 RESPONSIBILITY

The Regional Electric Operations Vice Presidents are responsible for implementation and compliance with this procedure.

5.0 ADVICE AND COUNSEL

The Director of Electric Operations Emergency Management will provide advice and counsel on this procedure.

6.0 APPENDIX I - ATTACHMENTS

ATTACHMENTS

Attachment A - Event Decision Matrix

ROUTINE
Actions to Be Taken Now

SHIFT MANAGER:
- **Notify Control Center Manager**
- **Continue Monitoring Weather Reports**
- **Upon Prediction of bad weather ensure event participants are refreshed in computer applications used for restoration (STAR, HUD, NTI, etc.) before event begins**
- **Review crewing levels for restoration needs**
- **Complete all scheduled work prior to event start and consider future scheduled work**
- **Review matrix for "Next Condition" anticipated action**
- **Review NetRMS and Net Reports**
- **Run/analyze WOLF**
- **Notify Engineering for possible CC support**
- **Notify EMC organization when Extreme Weather Criteria or Heat Event is entered and a Upgraded Event exists**
- **Notify Central Field Services, Gas Control Center and Construction Management**
- **Monitor Feeder Board**
- **Notify Energy Services for potential mobilization of the CAT teams**
- **Notify Electric Construction Section Managers for potential need for white hats in field and review additional crewing crew availability**

CENTRAL FIELD SERVICES:
- **Check availability of tankers, generators, dry ice**
- **Environmental Desk to reserve tankers from CFS**

CONSTRUCTION MANAGEMENT:
- **Review code 753 log for contract activity and monitor significant non-company jobs as well as all company contractor work at critical locations**

ALL ORGANIZATIONS:
- **Must excavate by hand when digging within 10' of an electric mark-out unless the underground electric primary feeder has been exposed and its lane determined**

UPGRADED
Actions to Be Taken Now

SHIFT MANAGER:
- **Activate Limited EMC notification via DNS during business hours. Activate notification to Limited EMC participants for pre-mobilization conference call via DNS or telephone during off-hours**
- **Declare an Upgraded Condition**
- **Turn-on Storm Mode in STAR and activate StormMan for ETR management**
- **Review crewing levels for restoration needs**
- **Determine additional resource needed, i.e.-Underground, I&A, Cable support, etc…**
- **Review matrix for "Next Condition" anticipated action**
- **De-load feeders may be necessary**
- **Notify Construction Management to Restrict Digging in Affected Network via DNS page during business hours. Notify Emergency Duty person during off-shifts**

CONTROL CENTER MANAGER and Limited EMC Participants:
- **Consider mobilization of Full EMC Organization**
- **Curtail any scheduled feeder work**
- **Return feeders out of service as rapidly as possible**
- **Ensure jobs are receiving an Estimated Time of Restoration as per ETRs for Underground Network Events**
- **Notify Gas and Mtce & Const. for possible assistance with shunts**
- **Notify Central Field Services for Transportation and Stores support due to increased crewing**

RESTORATION PLANNING / ENGINEERING:
- **Run/analyze WOLF, PVL, Area Profile System and other Engineering Analysis tools**
- **Monitor network transformer status**
- **Issue any necessary NWP switch checks**
- **Notifies Q.A.**
- **Monitor NTI and analyze any current or potential load pocket issues that may arise from further contingencies or events (Notify Control Center for Next Worse Case Scenario)**
- **Identify potential large customer (in affected network or load area) to reduce loads and notify PA, CIG and government officials of the customers that were requested to reduce load**

ENERGY SERVICES
- **Notify CAT teams and PORT Liaison to be on stand-by and prepared for mobilization. Secure names, cell-phone numbers of CAT team members and PORT Liaison and make sure they are equipped if mobilized**

CONSTRUCTION MANAGEMENT:
- **Divert discretionary work of company contractors excavating to outside the affected network/load area where underground primary feeders are located**
- **Consider test pits to verify location of feeders adjacent to non-company excavations in network/load area where underground primary feeders are located**
- **Perform inspection of machine excavating activity in affected network/load area where underground primary feeders are located**

LOGISTICS:
- **Call Central Field Services Emergency Desk Representative @(718) 204-4100**
- **Secure Generators**
- **Dispatch Mobile Command Center as needed**
- **Notify Procurement for assistance in securing material, equipment and cable**
- **Staff garages and storeroom as requested by Regional IC**

ALL ORGANIZATIONS:
- **Divert discretionary work of company crews and company contractors excavating to outside the affected network/load area where underground primary feeders are located**
- **Stop machine digging in affected network/load area where underground primary feeders are located**

SERIOUS
Actions to Be Taken Now

INCIDENT COMMANDER & GENERAL STAFF:
- **Declare Serious Event and hold Pre -Mobilization conference meeting**
- **Declare Condition YELLOW if the conditions meet EOP-5023. If the next contingency (excluding breaker failure) either will result in an outage to more than 15,000 customers or will result in some equipment being loaded above emergency ratings, and methods to relieve the overloads will impact the general public: voltage reduction, customer appeals to reduce load, or load shedding**
- **Designate Communication representative**
- **Depending on conditions, develop plans for necessary load relief measures, i.e. de-load feeders and reduce voltage, if necessary review matrix for "Next Condition" anticipated action**
- **Put ERG's on 12 hour shifts**
- **Request OEM assistance if needed to shut down excavations in affected network/load areas**
- **Consider enacting VLRP (Voluntary Load Reduction Program) in specific network/load area**
- **Consider activating the Mutual Assistance organization if needed**

CONTROL CENTER MANAGER:
- **Cancel all scheduled feeder work until region returns to routine event status**
- **Return all feeders out of service as rapidly as possible**
- **Ensure jobs are receiving an Estimated Time of Restoration per ETRs for Underground Network Events**
- **Ensure ETR Communication Protocol is utilized**
- **Notify Key Contacts that a Full EMC response is required via CNS**
- **Notify CMG Call Center, Facilities, and Construction Management**
- **Notify Gas and Construction Services for possible assistance to assist with shunts**
- **Notify Central Field Services for Transportation and Stores support due to increased crewing**

RESTORATION PLANNING / ENGINEERING:
- **Ensure 24 hour staffing per Regional Event Minimum Staffing Levels attachment**
- **Identify potential transformer cooling / flooding locations**
- **Run/analyze WOLF, PVL, Area Profile System and other Engineering Analysis tools**
- **Request individual customers' load reductions as needed**
- **Direct appeal to customers with their own generation in affected network/load area to switch over**
- **Monitor NTI and analyze any current or potential load pocket issues that may arise from further contingencies or events (Notify Control Center of Next Worse Case Scenarios)**
- **If CAT teams have been mobilized, coordinate with Control Center to analyze data from CAT teams (low voltage, no lights and phase out areas)**

LIAISON OFFICER:
- **Ensure 24 hour staffing per Regional Even t Minimum Staffing Levels attachment**
- **Notify large customers (in affected network or load area) to be prepared to reduce loads, request customer generation and dispatch to critical area**
- **Coordinate conducting aggressive public appeal (VLR/CLIC customers)**
- **If notified by CIG, ensure appropriate notifications are made as per Outage Notification Penatly Mechanism**
- **Secure dry ice locations in case needed**

EH&S OFFICER:
- **Ensure 24 hour staffing per Regional Event Minimum Staffing Levels attachment**
- **Maintain injury, spill, and vehicle accident statistics current**

CUSTOMER OPERATIONS:
- **Ensure 24 hour staffing per Regional Event Minimum Staffing Levels attachment**
- **Ensure LSE 's / Medical Hardship if Condition Yellow declared**
- **Ensure outreach group is prepared to mobilize if needed.**
- **Ensure ETR information is communicated through the VRU and Customer Service Representatives**

ENERGY SERVICES
- **Notify all major customers and update on system status**
- **Review all areas affected**
- **If specific areas are impacted, ask customers to curtail their electric usage. Or if customer is out completely, make arrangement to set-up generation**
- **Operate as liaison between company and customer interactions**
- **Notify CAT teams and PORT Liaison to be on stand-by and prepared for mobilization. Secure names, cell-phone numbers of CAT team members and PORT Liaison and make sure they are equipped if mobilized**

INFORMATION OFFICER:
- **Ensure 24 hour staffing per Regional Event Minimum Staffing Levels attachment**
- **Issue press releases and update Community Boards and elected officials**
- **Conduct aggressive public appeals to curtail load**
- **If necessary, notify government officials of dry ice locations**
- **If notified by CIG, ensure appropriate notifications are made as per Outage Notification Penalty Mechanism**

CONSTRUCTION MANAGEMENT:
- **Request hand excavation of non-company contractors wherever work is not to be closed down in the affected network/load area where underground primary feeders are located**

FACILITIES:
- **Initiate load reduction in Company facilities within the affected network/load area**

LOGISTICS:
- **Ensure 24 hour staffing per Regional Event Minimum Staffing Levels**
- **Call Central Field Emergency Desk Representative @ (718) 204-4100 and request garages and storerooms coverage**
- **Secure Generators , Dry Ice and mobile command center as needed**

Full Scale
Actions to Be Taken Now

INCIDENT COMMANDER:
- **Declare A Full Scale event**
- **Declare a Condition RED if the conditions meet EOP-5023**
- **Declare a Condition RED if the conditions meet EOP-5023. If some equipment is loaded above emergency ratings, part of the system is in voltage reduction due to problems on the Con Edison system, or more than 15,000 customers have been interrupted due to one event**

CONTROL CENTER:
- **Notify Incident Commander**
- **Review matrix for "Next Condition" anticipated action**
- **Cancel all scheduled feeder work until region returns to routine event status**
- **Return all feeders out of service as rapidly as possible**
- **Ensure jobs are receiving an Estimated Time of Restoration as per ETRs for Underground Network Events**
- **Put ERG's on 12 hour shifts**
- **Load Shedding, if necessary**
- **Make appropriate notifications to CIG as per Outage Notification Penalty Mechanism**
- **Activate Mutual Assistance organization if needed**

INFORMATION CENTER:
- **Ensure 24 hour staffing per Regional Event Minimum Staffing Levels attachment**
- **Notify Key Contacts**
- **Notify Executives via Outlook/FAX**
- **Full Mobilization of EMC Organization**
- **Notify Gas Control Center and Construction Management**

RESTORATION PLANNING / ENGINEERING:
- **Ensure 24 hour staffing per Regional Event Minimum Staffing Levels attachment**
- **Monitor transformers**
- **Run/analyze WOLF, PVL, Area Profile System and other Engineering Analysis tools**
- **Monitor NTI and analyze any current or potential load pocket issues that may arise from further contingencies or events**
- **If CAT teams have been mobilized, coordinate with Control Center to analyze data from CAT teams (low voltage, no light and phase out area)**

LIAISON OFFICER:
- **Ensure 24 hour staffing per Regional Event Minimum Staffing Levels attachment**
- **Continue to notify large customers (in affected network or load area) to be prepared to reduce loads, request customer generation and dispatch to critical areas, coordinate conducting aggressive public appeals (VLR/CLIC customers)**
- **Secure dry ice locations in case needed**
- **If notified by CIG, ensure appropriate notifications are made as per Outage Notification Penalty Mechanism**

EH&S OFFICER:
- **Ensure 24 hour staffing per Regional Event Minimum Staffing Levels attachment**
- **Maintain injury, spill, and vehicle accident statistics current**

CUSTROMER OPERATIONS (CMG):
- **Ensure 24 hour staffing per Regional Event Minimum Staffing Levels attachment**
- **Notify LSE customers of potential loss of service**
- **If necessary, include dry ice information in VRU message**
- **If notified by CIG, ensure broadcast messages are set as per Outage Notification Penalty Mechanism**
- **Ensure ETR information is communicated through the VRU and Customer Service Representatives**

ENERGY SERVICES
- **Notify all major customers and update on system status**
- **Review all areas affected**
- **If specific areas are impacted, ask customers to curtail their electric usage. Or if customer is out completely, make arrangement to set-up generation**
- **Operate as liaison between company and customer interactions**
- **Notify CAT teams and PORT Liaison to be on stand-by and prepared for mobilization. Secure names, cell-phone numbers of CAT team members and PORT Liaison and make sure they are equipped if mobilized**

INFORMATION OFFICER:
- **Ensure 24 hour staffing per Regional Event Minimum Staffing Levels attachment**
- **Ensure ETR information is communicated through various media including the Company's external website**
- **Issue press releases and update Community Boards and elected officials**
- **Conduct aggressive public appeals to curtail load**
- **If necessary, notify government officials of dry ice locations**
- **If notified by CIG, ensure appropriate notifications are made as per Outage Notification Penalty Mechanism**

CONSTRUCTION MANAGEMENT:
- **Request hand excavation of non-company contractors wherever work is not to be closed down in the affected network/load area where underground primary feeders are located**

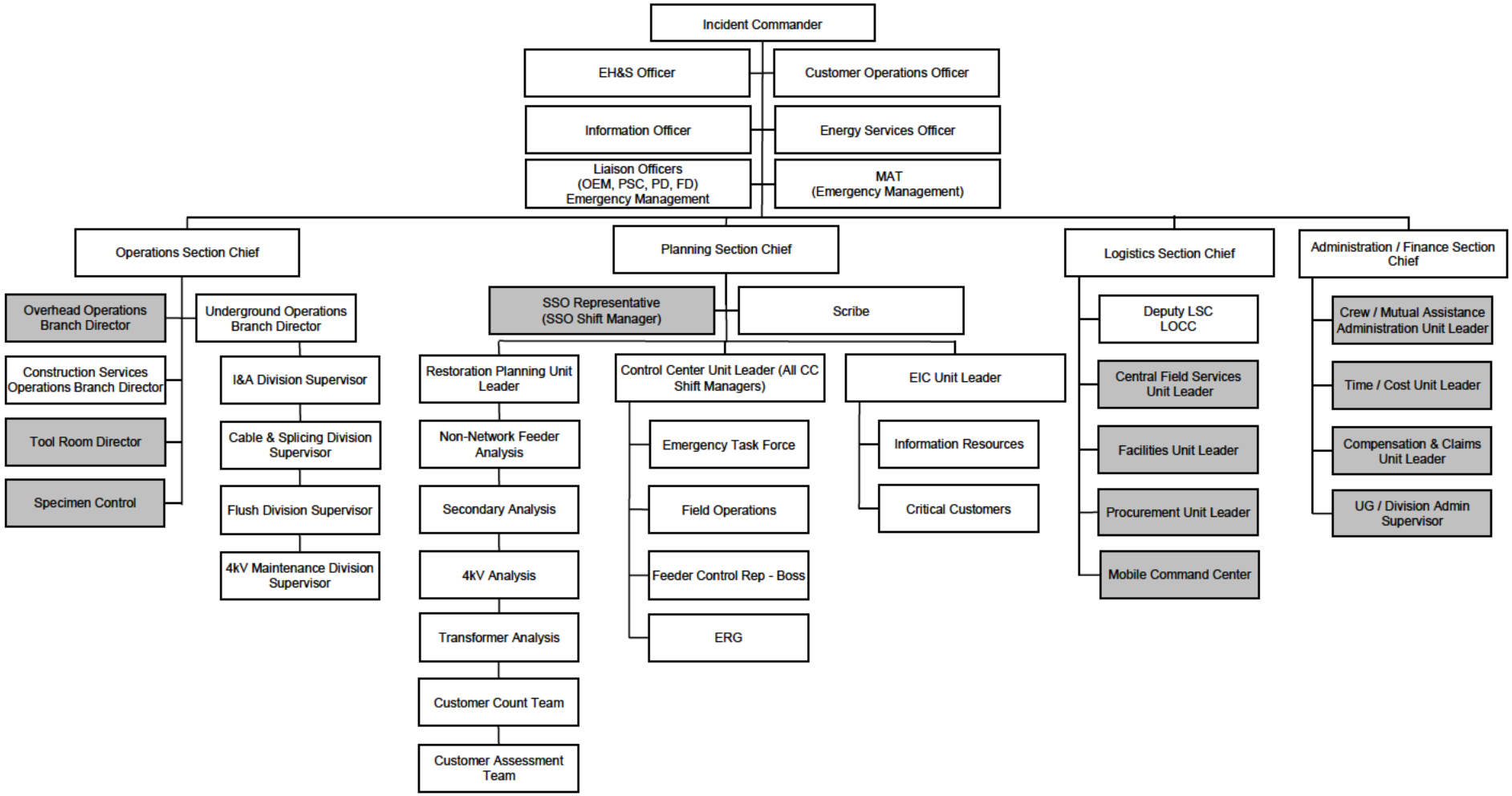
FACILITIES:
- **Initiate load reduction in Company facilities within the affected network/load area**

LOGISTICS:
- **Staff garages and storeroom as requested by Regional IC**
- **If necessary, Call Central Field Emergency Desk Representative @(718) 204-4100**
- **Provide generators, dry ice and or dispatch Mobile Command Center to designated locations**
- **Notify Purchasing for assistance in securing material, equipment and cable**

Attachment B – Brooklyn/Queens – Winter Related ICS Organization Chart

Serious & Full Scale Events

Grey shaded positions filled as needed



Attachment C - Brooklyn / Queens Region - Event Classification Matrix

Storm Category	Weather And System Conditions	# Customers Projected Out of Service	Estimated Time To Restoration
ROUTINE Local Staffing	Fair weather Some Ice/Snow Melt Off due to deicing with < 6 " accumulation.	Up to 500	6 to 12 Hours
UPGRADED Resources From Other Regions	Potential for Active Melt-Off resulting from de-icing of greater than 6" snow.	Up to 501 To 1000	13 to 24 Hours
SERIOUS Resources From Throughout Company	Active Ice/Snow Melt-Off Current or anticipated backlog of "Unvisited" Manhole Events 20 to 50	Up to 1001 To 2000	25 to 48 Hours
FULL SCALE Mutual Assistance / Contractor Support	Active Ice/Snow Melt-Off Current or anticipated backlog of "Unvisited" Manhole Events Exceeds 50	Greater Than 2000	Greater Than 48 Hours

Attachment D – Brooklyn/Queens Minimum Staffing Levels

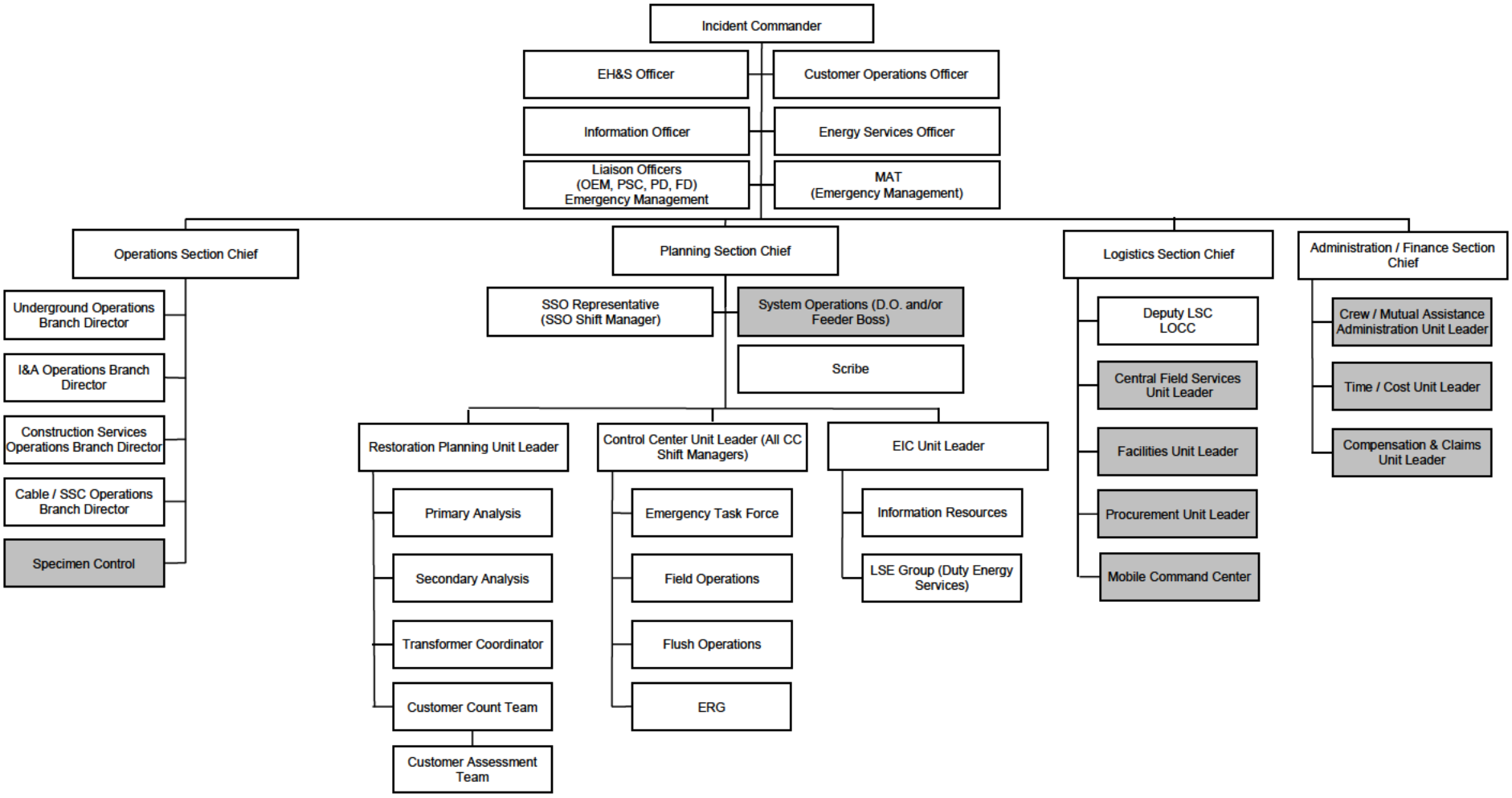
ICS	Position Name	UPGRADED		SERIOUS Other Regions Resources		FULL SCALE *See Note*	
		Staffing		Staffing		Staffing	
Planning Section	**Planning Section Chief**	**Day**	**Night**	**Day**	**Night**	**Day**	**Night**
Control Center Resources	Control Center Personnel	9	9	10	10	10	10
	Feeder Boss	1	1	1	1	1	1
	Restoration Planning	2	2	4	2	8	4
Planning & Analysis Resources	CCT Unit Leader	On-Call	On-Call	1	1	1	1
	CCT Clerical	0	0	1	1	1	1
	CCT Designer	2	2	2	2	4	2
	EIC	1	1	1	1	1	1
	Scribe	0	0	1	1	1	1
Operations Section	**Operations Section Chief**						
Underground Restoration Forces	Splicers	12	8	20	16	20	16
	Cable Crews	4	4	6	4	6	4
	Flush Crews	10	4	12	8	14	10
	I&A UG Network Crews	4	4	8	4	20	10
	I&A UG Services Crews	18	8	20	12	20	14
	Sub Surface Const Crews	3	4	8	4	12	6
	Construction Services	1	1	1	1	1	1
	FOD Crews	8	8	8	8	8	8
	Troubleshooters - UG	8	6	10	8	12	8
	Troubleshooters - OH	8	4	10	8	12	10
	Substations	1	1	1	1	1	1
	Overhead Crews	4	4	10	4	12	4
	ERG's	1	0	1	1	2	2
EH&S Support	EH&S Field	0	0	1	1	1	1
Energy Services	Energy Services CPM's	0	0	0	0	2	2
	Energy Services Reps	On-Call	On-Call	1	1	1	1
	CAT Field Assessors	5	5	10	5	10	5
Logistics Section	**Logistics Section Chief**						
Logistics Resources	Stores Support Coverage	0	0	1	0	2	2
	Transportation Garage Coverage	0	0	1	0	1	1
	Lodging Coordinator	0	0	0	0	1	0
	Dry Ice Coordinator	0	0	0	0	1	0

*Note: Mutual Assistance may be requested based upon actual or predicted damage to feeders or secondary system. Restoration Planning may be used to assist Control Center personnel. Note: some titles may be filled by more qualified employees (e.g. OH Troubleshooters acting as Damage Assessors).

Attachment E – Manhattan – Winter Related ICS Organization Chart

Serious & Full Scale Events

Grey shaded positions filled as needed



Attachment F – Manhattan Region - Event Classification Matrix

Storm Category	Weather And System Conditions	# Customers Projected Out of Service	Estimated Time To Restoration
ROUTINE Local Staffing	Fair weather Some Ice/Snow Melt Off due to de-icing with < 6 " accumulation.	Up to 500	6 to 12 Hours
UPGRADED Resources From Other Regions	Potential for Active Melt-Off resulting from de-icing of greater than 6" snow.	Up to 501 To 1000	13 to 24 Hours
SERIOUS Resources From Throughout Company	Active Ice/Snow Melt-Off Current or anticipated backlog of "Unvisited" Manhole Events 20 to 50	Up to 1001 To 2000	25 to 48 Hours
FULL SCALE Mutual Assistance / Contractor Support	Active Ice/Snow Melt-Off Current or anticipated backlog of "Unvisited" Manhole Events Exceeds 50	Greater Than 2000	Greater Than 48 Hours

Attachment G – Manhattan Minimum Staffing Levels

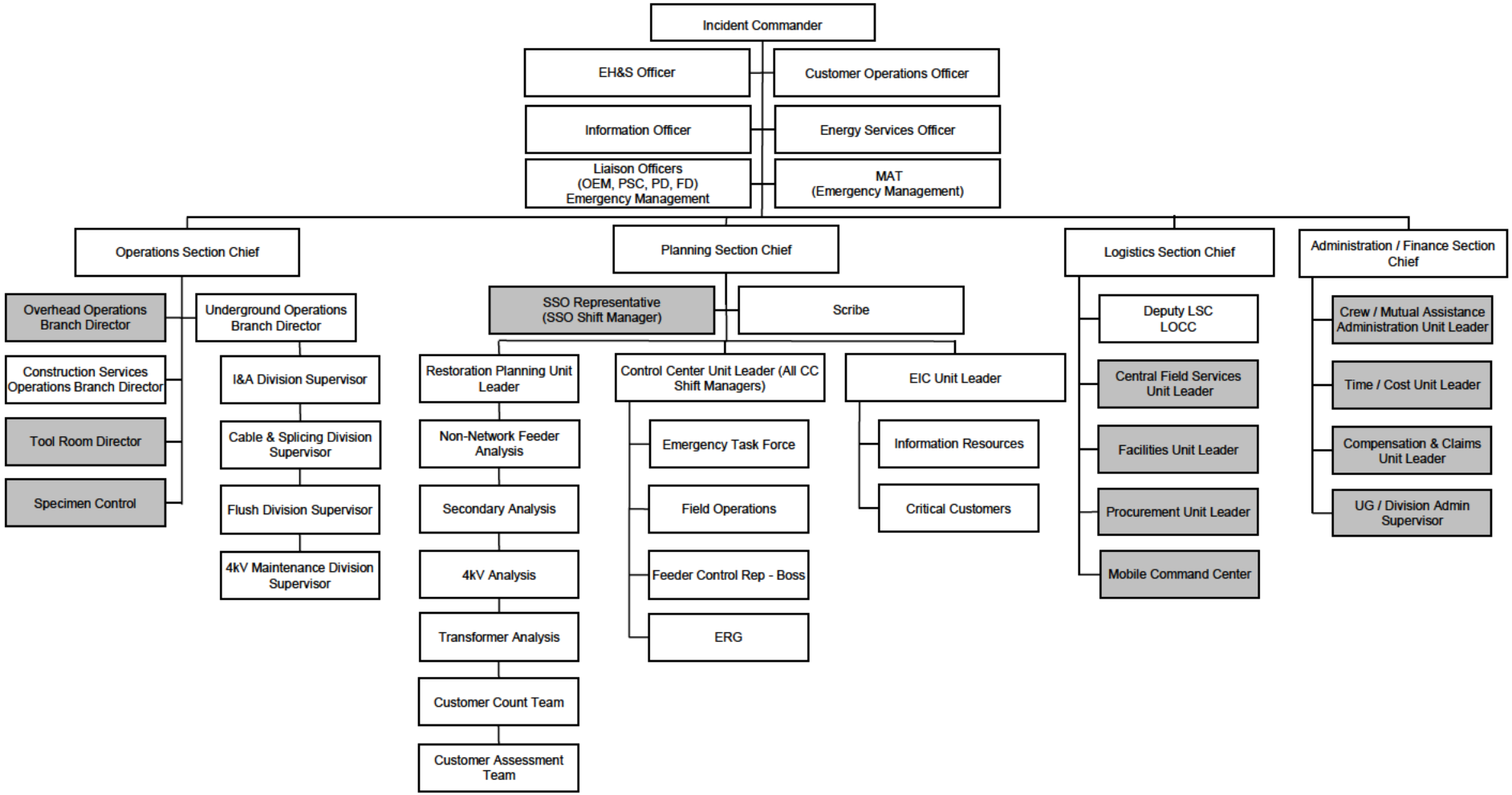
ICS	Position Name	UPGRADED		SERIOUS Other Regions Resources		FULL SCALE *See Note*	
		Staffing		Staffing		Staffing	
Planning Section	**Planning Section Chief**	**Day**	**Night**	**Day**	**Night**	**Day**	**Night**
Control Center Resources	Control Center Personnel	2	2	4	4	4	4
	Restoration Planning	2	2	4	4	4	4
Planning & Analysis Resources	CCT Unit Leader	On-Call	On-Call	1	1	1	1
	CCT Clerical	On-Call	On-Call	1	1	1	1
	CCT Designer	On-Call	On-Call	1	1	1	1
	EIC	1	1	2	2	2	2
	Scribe	0	0	1	1	1	1
Operations Section	**Operations Section Chief**						
Underground Restoration Forces	Splicers	5	5	10	10	15	15
	Cable Crews	1	1	2	2	3	3
	Flush Crews	3	3	4	4	6	6
	I&A UG/M&T Bridging Crews	8	6	10	8	10	8
	Sub Surface Const Crews	1	1	1	1	1	1
	Construction Services	1	1	1	1	1	1
	FOD Crews	4	4	6	6	6	6
	UG Troubleshooters	4	4	5	5	5	5
	Substations	1	1	1	1	1	1
	ERG's	1	0	1	1	2	2
EH&S Support	EH&S Field	1	1	1	1	1	1
Energy Services	Energy Services CPM's	On-Call	On-Call	1	1	1	1
	Energy Services Reps	On-Call	On-Call	1	1	1	1
	CAT Field Assessors	On-Call	On-Call	6	6	6	6
Logistics Section	**Logistics Section Chief**						
Logistics Resources	Stores Support Coverage	0	0	1	0	1	1
	Transportation Garage Coverage	0	0	1	0	1	1
	Lodging Coordinator	0	0	0	0	1	0
	Dry Ice Coordinator	0	0	0	0	1	0

*Note: Mutual Assistance may be requested based upon actual or predicted damage to feeders or secondary system. Restoration Planning may be used to assist Control Center personnel. Note: some titles may be filled by more qualified employees (e.g. OH Troubleshooters acting as Damage Assessors).

Attachment H – Bronx / Westchester – Winter Related ICS Organization Chart

Serious & Full Scale Events

Grey shaded positions filled as needed



Attachment I – Bronx / Westchester Region - Event Classification Matrix

Storm Category	Weather And System Conditions	# Customers Projected Out of Service	Estimated Time To Restoration
ROUTINE Local Staffing	Fair weather Some Ice/Snow Melt Off due to deicing with < 6 " accumulation.	Up to 99	6 to 12 Hours
UPGRADED Resources From Other Regions	Potential for Active Melt-Off resulting from de-icing of greater than 6" snow.	Up to 100 To 500	13 to 24 Hours
SERIOUS Resources From Throughout Company	Active Ice/Snow Melt-Off Current or anticipated backlog of "Unvisited" Manhole Events 20 to 50	Up to 501 to 1000	25 to 48 Hours
FULL SCALE Mutual Assistance / Contractor Support	Active Ice/Snow Melt-Off Current or anticipated backlog of "Unvisited" Manhole Events Exceeds 50	Exceeds 1000	Greater Than 48 Hours

Attachment J – Bronx / Westchester Minimum Staffing Levels

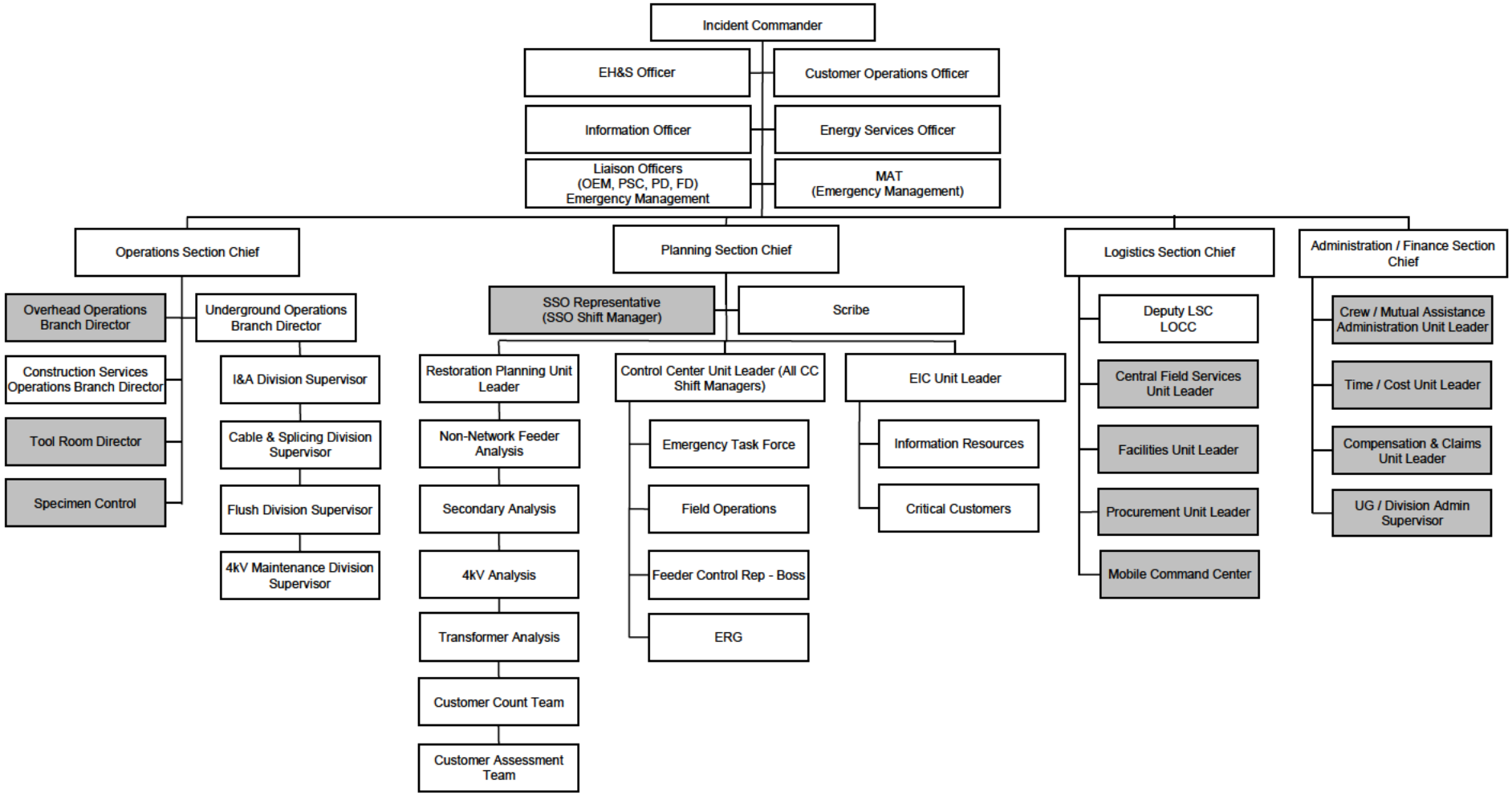
ICS	Position Name	UPGRADED		SERIOUS Other Regions Resources		FULL SCALE *See Note*	
		Staffing		Staffing		Staffing	
Planning Section	**Planning Section Chief**	**Day**	**Night**	**Day**	**Night**	**Day**	**Night**
Control Center Resources	Control Center Personnel	10	6	10	6	12	12
	Feeder Boss	1	1	1	1	1	1
Planning & Analysis Resources	Restoration Planning	0	0	5	8	10	10
	CCT Unit Leader	On-Call	On-Call	1	1	1	1
	CCT Clerical	On-Call	On-Call	1	1	1	1
	CCT Designer	On-Call	On-Call	1	1	1	1
	EIC	0	0	1	1	2	2
	Scr be	0	0	1	1	1	1
	Muni	0	0	4	4	9	5
Operations Section	**Operations Section Chief**						
Underground Restoration Forces	Splicers	16	11	16	11	20	15
	Cable Crews	2	2	2	2	2	3
	Flush Crews	4	2	4	2	5	3
	I&A Network Crews	8	4	10	4	10	4
	I&A Services Crews	5	2	5	2	4	3
	Construction Services	1	1	1	1	1	1
	FOD Crews	10	8	10	8	12	10
	UG Troubleshooters	4	4	4	4	5	5
	OH Troubleshooters	13	10	13	10	14	12
	Substations	0	0	1	1	1	1
	OH Crews	6	3	12	6	18	9
	ERG's	1	0	1	1	2	2
EH&S Support	EH&S Field	1	1	1	1	1	1
Energy Services	Energy Services CPM's	On-Call	On-Call	1	1	1	1
	Energy Services Reps	On-Call	On-Call	1	1	1	1
	CAT Field Assessors	On-Call	On-Call	5	5	10	5
Logistics Section	**Logistics Section Chief**						
Logistics Resources	Stores Support Coverage	0	0	1	0	2	2
	Transportation Garage Coverage	0	0	1	0	1	1
	Lodging Coordinator	0	0	0	0	1	0
	Dry Ice Coordinator	0	0	0	0	1	0

*Note: Mutual Assistance may be requested based upon actual or predicted damage to feeders or secondary system. Restoration Planning may be used to assist Control Center personnel. Note: some titles may be filled by more qualified employees (e.g. OH Troubleshooters acting as Damage Assessors).

Attachment K – Staten Island – Winter Related ICS Organization Chart

Serious & Full Scale Events

Grey shaded positions filled as needed



Attachment L - Staten Island Region - Event Classification Matrix

Storm Category	Weather And System Conditions	# UG Customers Projected Out of Service	Estimated Time To Restoration
ROUTINE Local Staffing	Fair weather Some Ice/Snow Melt Off due to deicing with < 12 " accumulation.	Up to 99	6 to 12 Hours
UPGRADED Resources From Other Regions	Potential for Active Melt-Off resulting from de-icing of greater than 12" snow.	Up to 100 To 250	13 to 24 Hours
Serious Resources From Throughout Company	Active Ice/Snow Melt-Off Current or anticipated backlog of "Unvisited" Manhole Events 20 to 50	Up to 250 to 500	25 to 48 Hours
FULL SCALE Mutual Assistance / Contractor Support	Active Ice/Snow Melt-Off Current or anticipated backlog of "Unvisited" Manhole Events Exceeds 50	Greater Than 500	Greater Than 48 Hours

Attachment M - Staten Island Minimum Staffing Levels

ICS	Position Name	UPGRADED Staffing		SERIOUS Other Regions Resources Staffing		FULL SCALE *See Note* Staffing	
Planning Section	**Planning Section Chief**	**Day**	**Night**	**Day**	**Night**	**Day**	**Night**
Control Center Resources	Control Center Personnel	2	2	3	3	3	3
	Feeder Boss	1	0	1	1	1	1
Planning & Analysis Resources	Restoration Planning	2	2	3	3	4	4
	CCT Unit Leader	On-Call	On-Call	1	1	1	1
	CCT Clerical	On-Call	On-Call	1	1	1	1
	CCT Designer	On-Call	On-Call	1	1	1	1
	EIC	0	0	1	1	1	1
	Scribe	0	0	1	1	1	1
	Muni	0	0	0	0	0	0
Operations Section	**Operations Section Chief**						
Underground Restoration Forces	Splicers	3	2	4	3	6	4
	Cable Crews	1	1	1	1	1	1
	Flush Crews	1	1	1	1	1	1
	I&A Network Crews	1	1	1	1	1	1
	I&A Services Crews	1	1	1	1	1	1
	Construction Services	1	1	1	1	1	1
	FOD Crews	2	2	2	2	3	3
	UG Troubleshooters	2	2	3	3	4	4
	OH Troubleshooters	1	1	1	1	1	1
	Substations	1	1	1	1	1	1
	OH Crews	1	1	1	1	1	1
	ERG's	0	0	1	1	1	1
EH&S Support	EH&S Field	1	1	1	1	1	1
Energy Services	Energy Services CPM's	1	1	1	1	1	1
	Energy Services Reps	1	1	2	2	3	3
	CAT Field Assessors	0	0	1	1	1	1
Logistics Section	**Logistics Section Chief**						
Logistics Resources	Stores Support Coverage	0	0	0	0	1	1
	Transportation Garage Coverage	0	0	0	0	1	1
	Lodging Coordinator	0	0	0	0	0	0
	Dry Ice Coordinator	0	0	0	0	0	0

*Note: Mutual Assistance may be requested based upon actual or predicted damage to feeders or secondary system. Restoration Planning may be used to assist Control Center personnel. Note: some titles may be filled by more qualified employees (e.g. OH Troubleshooters acting as Damage Assessors).

7.0 APPENDIX II - References

CERC Phone Numbers

Corporate Procedures

- ◊ Corporate Instruction CI 260-4
- ◊ Customer Count Team (CCT)

Customer Service Procedures

- ◊ 3-1-8 Accounts Coded Life Support Equipment

Energy Services Procedure

- ◊ 4-5-4 Energy Services – Energy Services Responsibilities Associated with The Emergency Operating System (EMOPSYS)

Dry Ice Procedure

EO Specifications

- ◊ **EO-4095 Distribution System Operation Under Contingency Conditions**
- ◊ **EO-4099 Required Analysis Prior to Energizing a 125/216 volt Network**
- ◊ **EOP-5019 Electrical Operations General Report of Underground Electric Facility Explosions, Open Manholes, Fires and Smoke Conditions**
- ◊ **EOP-5023 Communication Guidelines in the event of an Electric Emergency**
- ◊ **EOP-5035 Distribution Engineering Situation Room Operating Guide**

Estimated Time of Restoration Protocol

OEM Notifications

Power Outage Response Team (PORT) Protocol

Position Overviews

Sample IAP (ICS 202)

Standard Planning Agenda

Step-by-Step Instructions