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ELECTRIC UTILITY EMERGENCY PLAN

APPENDIX C: MUTUAL ASSISTANCE AGREEMENTS



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Appendix C: Mutual Assistance Agreements

This appendix contains signed copies of the existing mutual assistance agreements.

NORTH ATLANTIC MUTUAL ASSISTANCE GROUP GUIDELINES

North Atlantic Mutual Assistance Group Guidelines

1. Mission

1.1. The Mission of the North Atlantic Mutual Assistance Group is:

- 1.1.1. To provide a forum to ensure safe, effective and coordinated mutual assistance, regional response and service restoration for customers of member utilities.
- 1.1.2. To provide an enhanced line of communications between member companies to share best practices and plan for other significant events such as a work stoppage, civic unrest, or political events, and ensure that all members are communicating a unified message to both internal and external stakeholders.
- 1.1.3. To minimize risk to all parties by agreeing to provide assistance (personnel and equipment) on a not-for-profit basis, and agreeing that Requesting Companies will reimburse Responding Companies for all expenses incurred in providing the assistance.
- 1.1.4. To adhere to and operate in accordance with the procedures contained in this document (the North Atlantic Mutual Assistance Group Guidelines).
- 1.1.5. To interact with other Regional Mutual Assistance Groups and the Edison Electric Institute Mutual Assistance Committee



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North Atlantic Mutual Assistance Group Guidelines

2. Company Information

2.1 Member Company Information

2.1.1 Each Holding Company listed below is entitled to one(1) vote

2.1.2. Individual Operating Companies may be listed separately on the Joint Mobilization Conference Call spreadsheet

North Atlantic Company Name	States	Electric Customers	Gas Customers	EEL Signatory
Central Hudson Gas & Electric	NY	300,000	75,000	Yes
Consolidated Edison	NY, NJ, PA	3,600,000	1,200,000	Yes
Duquesne Light *	PA	580,000		Yes
Emera - (Bangor Hydro. Nova Scotia Power)	ME, NS	680,000		No
Exelon - (BGE, PECO) **	MD, PA	2,986,500	1,136,000	Yes
First Energy *,**	OH, NJ, PA,MD,WV,NY	6,000,000		Yes
Green Mountain Power	VT	256,000		Yes
Hydro-One	ON	1,300,000		Yes
Hydro Quebec	QC	4,107,400		No
Iberdrola - (Central Maine Power, NYSEG, RG&E)	ME, NY	1,840,300	558,000	Yes
National Grid (NY, NE, LIPA)	MA, NY, RI	4,515,000	3,500,000	Yes
New Brunswick Power (Energie NB Power)	NB	380,000		No
New Hampshire Electric Cooperative	NH	78,750		No
Northeast Utilities	CT, MA, NH	3,090,000	484,000	Yes
Pepco Holdings, Inc. (PHI) **	DC, DE, MD, NJ,	1,960,000	123,000	Yes
PPL Electric Utilities **	PA	1,400,000		Yes
Public Service Electric & Gas (PSE&G)	NJ	2,200,000	1,800,000	Yes
South Norwalk Electric & Water	CT	14,000		No
UGI Utilities, Inc	PA	62,000	568,000	Yes
United Illuminating	CT	325,000		Yes
Unitil Corp	MA, ME, NH	104,400	70,000	Yes
TOTAL - 21 Companies	13 states, 4 provinces, 1 district	35,779,350	9,514,000	

Footnote.

- indicates member of GLMA
- *• indicates member of SEE

North Atlantic Mutual Assistance Group Guidelines

3. General Guidelines

3.1 Personnel Safety

- 3.1.1 Whether providing or receiving assistance, personnel safety will be the preeminent objective and responsibility of all participants.
- 3.1.2. The Requesting Company agrees to make every effort to avoid moving Responding Company personnel into harms way during the initial, first-wave mobilization.
- 3.1.3. Responding Company will follow its own safety rules, except as noted in paragraphs 3.1.6 and 3.1.7 below.
- 3.1.4 Responding Company is responsible for following its own personal protective grounding practices.
- 3.1.5. Responding Company will immediately report any and all accidents to Requesting Company (both incidence and injury).
- 3.1.6. Switching procedures will be handled as the Requesting Company designates, provided that the procedures do not violate the safety rules of the Responding Company.
- 3.1.7 Requesting Company will provide information on their switching and tagging rules. Requesting Company switching/blocking tags will be used.
- 3.1.8. Security personnel requirements shall be discussed and mutually agreed upon by the Requesting and Responding Companies prior to deployment of armed security personnel.
- 3.1.9 Any deployment of "Security Personnel" - armed or otherwise - must comply with Federal, Provincial, State, Local and Tribal regulations.

3.2. Maintenance of Contact Roster

- 3.2.1. In order to facilitate efficient communication and response, North Atlantic member utilities will share the following information:
 - The names, contact numbers (work phone, home phone, cellular phone, and pager), and e-mail addresses for three (3) individuals authorized to participate in Joint Mobilization Conference Calls.
 - If available, the telephone number for the 24-hour operations / dispatch center for the member company,
 - If available, a satellite telephone number for the 24-hour storm or operations / dispatch center.



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- If available, a corporate storm / emergency center 24-hour telephone number, if different from the 24-hour operations / dispatch telephone number.

3.2.2 The North Atlantic Group Secretary will be responsible for maintaining and updating the Member Company Contact Roster at least every three months.

3.3. Code of Conduct

3.3.1. Whether providing or receiving assistance, all personnel will be expected to conduct themselves in a professional and responsible manner.

3.4. Confidentiality Statement

3.4.1. Members understand and agree that participation on Joint Mobilization Conference Calls is restricted to employees of member companies of the North Atlantic Mutual Assistance Group, unless otherwise agreed to by members of the North Atlantic Group.

3.4.2. Members understand that conversations between member utilities during Joint Mobilization Conference Calls are confidential and proprietary. Therefore, with the exception of general deployment data / information, members agree not to share or release any information shared between member utilities during Joint Mobilization Conference Calls unless mutually agreed.

3.5. Communication With Contractors

3.5.1. Members understand the need for clear communication with contractors working on their systems and are encouraged to explain the joint mobilization process discussed in this document.

3.5.2. Members agree to follow the Rules of Engagement to secure contractor resources and refrain from accepting contractors directly who are working for an Investor Owned Utility (IOU) or a member company of any Regional Mutual Assistance Group (RMAG).

3.6. Definition of Emergency Assistance Period

3.6.1 Members agree that the emergency assistance period shall commence when personnel and/or equipment expenses are initially incurred by the Responding Company in response to the Requesting Company's needs. This includes any request for the Responding Company to prepare its employees and/or equipment for travel to the Requesting Company's location but to await further instructions before departing. This preparation

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time should begin when normal work activities for Responding Company stop and preparations dedicated to supporting the off system effort begin. Except as noted in paragraph 3.6.3, the emergency assistance period shall terminate when such employees and/or equipment have returned to their point of origin and after a reasonable time required preparing the equipment for return to normal activities (e.g. cleaning trucks, restocking minor materials, etc.).

3.6.2. The length of stay by Responding Company personnel will be mutually agreed to by both companies. Generally, this period should not exceed 14 consecutive days, including travel time to the work area and return to the point of origin. When mutual assistance assignments go beyond this time frame, North Atlantic members agree that Responding Company personnel will usually be changed out (rotated) rather than take extended reset periods (days off). Responding and Requesting companies may agree upon exceptions to this procedure.

3.6.3. It is understood and agreed that if Responding Company's or its Holding Company's system is threatened during any time after it has mobilized to provide mutual assistance, any part or all of the Responding Company's native and contract workforce may be recalled. In these instances:

- It is understood and agreed that the decision to terminate assistance and recall employees lies solely with the Responding Company.
- If recall of Responding Company's workforce becomes necessary, the Requesting Company will be responsible for all expenses incurred by Responding Company until the Responding Company returns home and vehicles are cleaned and stocked for normal work activities.
- If Responding Company's workforce is recalled to another of the Responding Company's locations other than their original point of origin, the Requesting Company will be responsible for travel costs to the alternate location not to exceed that which would have been incurred had the workforce returned to their original point of origin.



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4. Rules of Engagement

4.1 Rules of Engagement Procedures

- 4.1.1 Members agree to adhere to the procedures contained in Section 4 to request, identify and mobilize emergency mutual assistance resources. These procedures are intended to enhance and in no way hamper the mobilization goals of member companies during emergencies
- 4.1.2. When any member company has a need for additional resources, that company will notify all members of the North Atlantic Mutual Assistance Group and schedule a Joint Mobilization Conference Call.
- Because response time is critical in emergency situations, the Joint Mobilization Conference Call provides a mechanism that allows members to quickly request assistance and identify the number and status of all available regional resources.
- 4.1.3. The Joint Mobilization Conference Call format should:
- Provide members with the opportunity to understand the entire scope of the emergency situation, including the number of companies expecting to be impacted and the potential damage to each.
 - Allow members to discuss and evaluate weather forecasts from different sources.
 - Result in the most efficient, effective and equitable allocation of available resources while mitigating the financial risk associated with early mobilization of resources.
- 4.1.4. The permitted exception for securing resources without scheduling a Joint Mobilization Conference Call is when an event impacts a single member utility and the impacted utility anticipates a short restoration time requiring assistance from only neighboring (adjacent) utilities.
- In this instance, the impacted member may contact neighboring utilities directly to arrange assistance.
 - The impacted company agrees to notify all members of the North Atlantic Mutual Assistance Group via email when any resources are obtained without scheduling a Joint Mobilization Conference Call.
 - However, because emergency events tend to expand and impact more than one utility over time, members are encouraged to use the Joint Mobilization Conference Call procedures described below for all mutual assistance requests.
- 4.1.5 Since some companies are members of multiple mutual assistance groups, whenever a North Atlantic member company secures resources from another RMAG, they will notify all members of the North Atlantic Mutual Assistance group via email.

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4.2. Initiation of the Joint Mobilization Conference Call

- 4.2.1. Typically, the member that expects to be impacted first by an event will initiate the process.
- 4.2.2. Members agree to initiate a conference call anytime they experience or are threatened by an event so significant that they anticipate needing resources beyond the capabilities of their neighboring (adjacent) utilities to restore their system.
- 4.2.3. Procedure for initiating the Joint Mobilization Conference Call:
- The initiating member will notify the Chair (or other Leadership member) of the North Atlantic Mutual Assistance Group they wish to hold a conference call. The Chair is responsible to notify the company designated to set up the call with the necessary notifications to members including the date, time, and conference call number.
 - In the event the North Atlantic Leadership is unavailable, the initiating company can contact the company designated to set up the call directly and assume the Chair responsibilities.
 - Conference calls will typically be scheduled for 0730 and 1800 daily or as needed by the initiating member.

4.3. Responsibilities of Company Initiating Conference Call

- 4.3.1. The Chairman or designee will serve as moderator for the conference call or ask another member to moderate. The moderator will:
- Call the roll of member companies.
 - Present the weather forecast for his / her company service territory. At their discretion, the initiating company may have a weather consultant present the current forecast.
 - Ask other members for input regarding the weather forecast / predictions.
 - Present an estimate of predicted impact / damages and when these are expected to occur. If the event is large enough to impact more than one member's service territory, the moderator will ask other members for their projected damage assessments.
 - Present an estimate of resources needed. If the event is large enough to impact more than one member's service territory, the moderator will ask other members for their projected resource needs.
 - By roll call, ask all non-impacted members to state the numbers of resources available to assist once their territories are no longer threatened.



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- When appropriate, the moderator will lead discussion of staging areas to be used by assisting companies; transportation concerns, such as evacuation orders, fuel availability, DOT exemptions, etc ; and, the availability of non-member resources that may be available to assist impacted members.
- Keep the call moving and minimize the length of the call as much as possible.
- Set the date and time for future conference calls.

4.4. Responsibilities of Non-Initiating Members Participating In Conference Calls

- 4.4.1. Members agree not to release or dispatch ANY resources (contract or native) unless committed to and confirmed by a Requesting Company. It is understood that Responding Companies' territories must be free from significant threat before resources can be committed and dispatched.
- 4.4.2. On the first Joint Mobilization Conference Call, non-threatened / non-impacted members will be prepared to specify the numbers of their employee and contractor distribution line, transmission line, vegetation management, and damage assessment personnel available to assist impacted companies, including an estimate of when these resources can be dispatched. If Requesting Companies identify needs in other areas (such as IT, safety, etc), assisting members will be given time (usually 24 hours) to identify available resources in these additional areas.
- 4.4.3. To enhance safety and flexibility, upon request non-threatened / non-impacted members will be prepared to identify staging areas available in their territories.
- 4.4.4 Upon request non-threatened / nonimpacted members will assist with DOT exemptions for crews traveling through their service territories.

4.5. Resource Allocation and Mobilization

- 4.5.1 When more than one company has requested emergency assistance, all members understand and agree that it is the responsibility of the Requesting Companies to agree upon the allocation of available first wave and subsequent member company resources.
- 4.5.2. Members agree that, in general, resources will be allocated on the basis of severity of need, based on:
 - Predicted impact - percentage of degree of system loss and estimated time customers will have been without power,
 - Storm timing - which company will be first impacted.
 - Travel time.



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- Availability of other non-North Atlantic member controlled resources.
- The intent will be to allocate available resources to meet all member company needs in the most efficient and equitable manner possible.

4.5.3 Members agree that final dispatch of committed resources is to be coordinated directly between the Requesting Company and the Responding Company (or its contractor(s), where applicable).

4.6. Joint Mobilization Conference Call Documentation

4.6.1. The North Atlantic Emergency Call spreadsheet will be used to document each Joint Mobilization Conference Call.

4.6.2. The Secretary or a designee will take notes during the Joint Mobilization Conference Call, distribute the Emergency Call spreadsheet to all members after the call, and post the minutes to the Restore Power North Atlantic Workroom.

4.6.3 Members acknowledge that the Emergency Call spreadsheet contains confidential information and agree not to share the spreadsheet with any non-member company unless mutually agreed to on the Joint Mobilization Conference Call



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5. Requesting Company Responsibilities

5.1. Requesting Company - Responsibilities Prior to Mobilization

- 5.1.1. To the extent possible, the Requesting Company is expected to clearly communicate the degree of devastation and working conditions Responding Company personnel should expect to encounter upon arrival at the emergency restoration work area.
- 5.1.2. The Requesting Company is expected to inform the Responding Company if their requirements for the maintenance of receipts differ from the procedures stated in paragraph 6.2.5.
- 5.1.3. To facilitate communications, the Requesting Company may opt to provide a single point of contact (Coordinator) to interact with the Responding Company.
- 5.1.4. The Requesting Company will provide the Responding Company with the name and contact information for their "company contact" as required on the RESPONDING COMPANY INITIAL INFORMATION SHEET before Responding Company personnel leave their point of origin.
- 5.1.5. Requesting Company will coordinate with their state DOT officials concerning emergency exemptions and any other transportation issues that will facilitate the Responding Company's trip to and from the Requesting Company.
- 5.1.6. The Requesting Company is encouraged to communicate general guidelines with Responding Companies. Items covered may include labor contractual issues, safety issues, contact personnel, vehicle fueling arrangements, typical standard construction, meal and lodging arrangements, and other items that will be of benefit to the responding personnel and their supervision.

5.2. Requesting Company - Responsibilities During Emergency Assistance Period

- 5.2.1. The Requesting Company will establish expectations for work, including start time and duration.
- 5.2.2. The Requesting Company will provide materials unless specifically noted otherwise.
- 5.2.3. When necessary, the Requesting Company will provide a guide with communications capability, portable radios or cellular telephones to assist responding team leaders.

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- 5.2.4. The Requesting Company will authorize Responding Company to use cellular phones as a method of communication. Where cellular service is unavailable, it is understood that satellite phones may be used until such time that cellular service is restored in the Requesting Company's area.
- 5.2.5. The Requesting Company will provide vehicle security for parking areas unless specifically agreed otherwise.
- 5.2.6. With the exception of food and lodging during travel to and from the final work site, the Requesting Company will handle all food, lodging and incidental support needed by Responding Company unless both companies agree for Responding Company to handle these logistics.
- 5.2.7. Requesting and Responding companies should agree on the provision of laundry services.
- 5.2.8. Requesting Company will make and communicate provisions for Responding Company personnel to make personal long distance telephone calls during the emergency response period. For example, the Requesting Company may authorize the Responding Company to purchase pre-paid long distance calling cards for responding crew members or authorize the use of company or employee owned cellular phones for an agreed upon maximum number of minutes. As a general rule, Requesting Company agrees to allow and reimburse a maximum of 10-minutes personal long distance telephone charges per employee per day. Any personal cellular phone charges or pre-paid calling card expenses shall be included in the supporting documentation on the company's preliminary invoice, subject to paragraph 6.2.5.
- 5.2.9. Requesting Company shall reimburse the Responding Company for lodging and will not pay for additional hotel-related expenses unless agreed to by the Requesting Company prior to the occurrence. Some examples of additional hotel-related expenses include phone calls made from rooms, room service, in-room movies, mini bar usage, etc.

5.3. Requesting Company - Procedures for Releasing Responding Companies

- 5.3.1. During emergencies impacting more than one member company simultaneously, each Requesting Company will develop a proposed "Release Schedule" 48-hours before releasing any contract or utility (members & non-member) crews. This release schedule will include: Names of utilities and contractors to be released, the numbers and specialty (distribution line, transmission line, vegetation, etc.) of workers from each utility and / or contractor being released, the on-site contact or the coordinator of the crews being released, and the date and approximate time the crews expect to be released.



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5.3.2 During emergencies when Responding Company contract and / or utility resources are already deployed and working to provide restoration help to one member company and another member company (or companies) is impacted by another emergency, or, in the case of hurricanes, a second landfall of the storm, the company that obtained help first agrees to:

- NOT retain personnel solely to perform maintenance, street lighting work, or clean up type work and will aggressively work to release personnel,
- Immediately prepare a release schedule which includes details listed in paragraph 5 3.1 above, including projected release dates.
- Provide realistic estimated restoration times and release dates to the second Requesting Company (or companies). Since this could mean the difference in going days away or waiting on resources closer that may become available, it is essential that release dates be as accurate as possible, *Note: Should the emergency situation described above develop before a Responding Company personnel arrive at the initial restoration area, these resources will be reallocated to Requesting Companies in accordance with the provisions of Section 4 6 and paragraph 5.4.3 of these procedures and guidelines.*

5.3.3. In the emergency situation described in paragraph 5 3 2 above, the initial and secondarily impacted companies agree to:

- Immediately hold an "impacted companies" conference call to negotiate reallocation of the resources on the release schedule developed by the first impacted company as well as any other resources not already committed.
- Regarding personnel released by the first impacted company, secondary Requesting Companies will contact the resources (companies) allocated to them to determine if those persons will agree to re-deploy or be changed out (rotated) in accordance with paragraph 3.6.2.

5.3.4. In all emergency situations, the Requesting Company will make every effort to notify each Responding Company's mutual assistance contact 24-hours in advance of the anticipated final release of their utility personnel.

5 4. Requesting Company - Responsibility for Reimbursement of Expenses

5.4.1 Members understand and agree that the provision of emergency mutual assistance is a not-for-profit endeavor for Responding Companies. Therefore, the Requesting Company will reimburse all costs and expenses incurred by the Responding Company in the provision of the emergency assistance for the entire emergency assistance period as defined in section 3 6 above.

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- 5.4.2 If Responding Company resources are released after mobilization but before being utilized, the Requesting Company will reimburse Responding Company for all incurred preparation and travel expenses including reasonable time required to prepare the equipment for return to normal activities after returning to their point of origin.
- 5.4.3. During emergencies impacting more than one member. Responding Company resources may be re-assigned either: en route to the Requesting Company; at an initial staging area before reaching the Requesting Company, or at the Responding Company's final staging area. Additionally, resources may be assigned to assist a second Requesting Company after completing work for the initial Requesting Company. *Note: In any of these instances, unless otherwise mutually agreed, the utility that receives the re-assigned Responding Company resources will be responsible for all Responding Company costs from the time of re-assignment.*
- 5.4.4. Requesting Company will reimburse members for expenses incurred in the provision and management of interim staging areas (i.e. labor and miscellaneous expenses provided by the host utility to operate the staging area, but not including any Responding Company crew costs). In emergencies involving more than one Requesting Company, staging costs will be shared by Requesting Companies on a prorated basis based on the resources committed to each entering (logged into) the staging site.
- 5.4.5. Provided proper supporting documentation is included, the Requesting Company should pay all (preliminary and final) invoice(s) from Responding Company within 60 calendar days after receipt of invoice(s).

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6. Responding Company Responsibilities

6.1. Responding Company - Responsibilities Prior to Mobilization

- 6.1.1 To the extent possible, the Responding Company is expected to clearly communicate the degree of devastation and working conditions that their responding employees should expect to encounter upon arrival at the emergency restoration work area.
- 6.1.2. To facilitate communications, the Responding Company may opt to provide a single point of contact (Coordinator) to interact with the Requesting Company.
- 6.1.3. Responding Company will complete and forward the RESPONDING COMPANY INITIAL INFORMATION SHEET before departing their home location.
- 6.1.4. If requested, Responding Company will provide a copy of completed PERSONNEL LISTING FORM as soon as the information becomes available.
- 6.1.5. Responding Company's telecommunications personnel shall contact Requesting Company's telecommunications personnel and local FCC authorities to make any temporary telecommunications arrangements.
- 6.1.6. Prior to traveling, Responding Company will reach agreement with the Requesting Company regarding the provisions for Responding Company personnel to make personal long distance telephone calls during the emergency response period as described in paragraph 5.2.8 above. This agreement should preclude any telephone charges from any lodging facility by the Responding Company personnel, except in case of emergency local 911 calls.
- 6.1.7. Responding Company agrees not to load extra emergency stock on trucks unless specifically requested by the Requesting Company.
- 6.1.8. When Responding Company's available contractor resources have been allocated to a Requesting Company through the Joint Mobilization Conference Call procedures, the Responding Company will:
- Provide Requesting Company with contact information for their on-site contractors.
 - Alert their contractors that their assistance has been requested and that they will be contacted by the Requesting Company.
 - Give their contractors the Requesting Company contact information.

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- Encourage their contractors to respond to the North Atlantic member's request for help with all contract crews being released from the Responding Company's work site.

6.2 Responding Company - Responsibilities During Emergency Assistance Period

- 6.2.1 Responding Company will handle all communication needs within their teams. This could include acquiring additional communications equipment, such as portable repeaters, to ensure continuous communication capabilities.
- 6.2.2 The Responding Company will be responsible for performing normal maintenance on their vehicles and equipment during the emergency assistance period and this work will be covered in their standard hourly/daily rates.
- 6.2.3. Responding Company will maintain daily records of time and expenses for personnel and equipment. This documentation will be provided with their preliminary invoice.
- 6.2.4. When the Requesting Company has provided specific guidance in advance that differs from that in paragraph 6.2.5, the Responding Company will maintain and furnish the requested documentation of expenses with their preliminary invoice.
- 6.2.5. Unless otherwise agreed prior to mobilization, members agree that Responding companies will maintain and furnish upon request receipts for all individual expenses / purchases made during the emergency assistance period in accordance with the IRS requirements in effect at the time assistance is requested.

6.3. Responding Company - Responsibilities End Of Emergency Assistance Period

- 6.3.1. Responding Company should submit their "preliminary invoice" to Requesting Company within 60 calendar days from date released by the Requesting Company. Responding Company will provide supporting documentation at the time the preliminary invoice is mailed. Requesting Utility should receive final invoice within 90 calendar days from invoice date of preliminary invoice.
- 6.3.2. Responding Companies agree to maintain auditable records of billed expenses for emergency mutual assistance sufficient to satisfy the legal / statutory requirements and obligations incumbent upon the Requesting Company.



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7. Liability

7.1. Due to the compressed time frames associated with the rendering of mutual assistance. Members should ensure that liability, among other issues, be addressed in a timely manner; otherwise, the ability of one Member to respond to another could be impacted adversely, up to and including an inability to render any non-contractor assistance.

7.2. When rendering mutual assistance to one another and with specific regard to all liability for loss, damage, cost or expense. Members agree to follow Sections 11 and 12 of the 'Suggested Governing Principles Covering Emergency Assistance Arrangements between Edison Electric Institute Member Companies,' or an equivalent agreement executed by both Members prior to the formal start of the rendering mutual assistance.

7.3. EEI Member Companies

7.3.1. If both the Requesting and Responding Companies have signed the Edison Electric Institute Mutual Assistance Agreement, the "Suggested Governing Principles Covering Emergency Assistance Arrangements between Edison Electric Institute Member Companies¹ shall govern liability.

7.4. Non-EEI Member Companies

7.4.1. If either the Requesting or Responding Company have not signed the EEI Mutual Assistance Agreement, then the Responding Company may submit to the Requesting Company for execution a copy of the "North Atlantic Mutual Assistance Agreement" (see Appendix A). The terms "Responding Company" and Requesting Company" are used in this agreement in the same manner as in the "Suggested Governing Principles Covering Emergency Assistance Arrangements Between Edison Electric Institute Member Companies)."

7.4.2. Return of an executed copy of the "North Atlantic Mutual Assistance Agreement" by the Requesting Company to the Responding Company shall be construed as the formal start of the rendering of mutual assistance by all non-contractor resources. Both Members shall retain copies of the executed agreement for reference.

7.4.3. Use of an agreement other than the "North Atlantic Mutual Assistance Agreement" shall include a discussion on liabilities, among other items, and shall be agreed to and executed by both Members prior to the formal start of the rendering mutual assistance by all non-contractor resources. Both Members shall retain copies of the executed agreement for reference.

North Atlantic Mutual Assistance Group Guidelines

8. U.S / Canada Border Crossing

8.1 Purpose

8.1.1. As part of the Electric Sector effort to improve response and reduce delays, a procedure for crossing the US/Canada border has been documented.

8.1.2. The purpose of this procedure is to make Bi-National assistance during an event as expeditious as possible by preparing utilities workers deployed across the U.S./Canada border. The sharing of resource does not stop at the U.S. boundaries. During major events, U.S. companies need to be able to cross our northern border as effectively while maintaining the security of both Canada and the United States

8.2 Procedure Summary

8.2.1. It's important to have all information needed to cross the border completed in advance such as vehicle manifest, master roster, information from requesting company (letter of invite), and declaration, if one is available. This is all documented in the procedure. Effective pass through requires advance notice to the specific crossing prior to resources arriving to allow both Canadian and US Border Crossing to prepare.

8.2.2. While the procedure does not specifically state an amount of time in advance, this should be a minimum of 8 hours if not more. A courtesy call to either the US Customs and Border Protection Agency or the Canadian Boarder Services Agency is recommended to give advance notice and confirm expectations.

8.2.3. To reference the procedure please go to one of the following;

- EEI Website (<https://eei-restorepower.proupsite.com/main/summary>)
Select Restore Power under the Resources tab The Roster and Border Guidance files are located in the Other Documents section.
- All Hazards Consortium website (<http://www.ahcusa.org/>)
- U.S. Customs ([Mure link](#))



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9. Governance

9.1. Membership

- 9.1.1 Membership in the North Atlantic Mutual Assistance Group is comprised of those companies listed in Section 2.1
- 9.1.2. Membership will be open to investor owned utilities (IOU's), electrical cooperatives, and electric municipals provided such participation does not contradict or violate any internal, local, state or federal statutes or regulations.
- 9.1.3. Membership in the North Atlantic Mutual Assistance Group is free and members are not required to pay any dues or fees. The only financial obligation a member has is to incur the costs of hosting the semi-annual (spring or fall) North Atlantic Group meetings and reimburse responding companies for all expenses incurred when providing mutual assistance.
- 9.1.4. Prospective members seeking to join the North Atlantic Mutual Assistance Group must request admittance by contacting an active officer of the North Atlantic group. The prospective member may be asked to supply additional information and give a formal presentation to the group.
- 9.1.5. Prospective members to the North Atlantic Mutual Assistance Group must be approved for membership by a majority vote of the group.
- 9.1.6. All members will be required to sign the North Atlantic Mutual Assistance Group Statement of Understanding and Endorsement letter.

9.2 Officers

- 9.2.1. Officers shall not incur debt or costs on behalf of the committee or the North Atlantic Mutual Assistance Group and are not liable for the actions of committee members or member companies
- 9.2.2. Member companies are always responsible for requesting mutual assistance to meet their requirements

ELECTED OFFICERS

- 9.2.3. Chair - The Chair for the North Atlantic Group is responsible for:
 - Primary representative for the North Atlantic Group with Edison Electric Institute [EEI], Regional Mutual Assistance Groups (RMAGs) and other groups. Serve as a single point of contact and keep members informed.
 - Conduct semi-annual (spring and fall) or other meetings
 - Designate special working groups and committees



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- Provide guidance and direction on North Atlantic Group Guidelines
- Serve as a Mentor and Subject Matter Expert for the Group
- Serve for a term of one (1) year.
- Develop spring and fall meeting agendas with the Vice Chair, Secretary, and designated host company.

9.2.4, Vice Chair - The Vice Chair for North Atlantic Group is responsible for:

- Assisting the North Atlantic Group Chair
- Secondary representative for the North Atlantic Group with Edison Electric Institute [EEI], Regional Mutual Assistance Groups [RMAGs] and other groups
- Leading special working groups or committees
- Develop spring and fall meeting agendas with the Chair, Secretary, and designated host company
- Serve as Mentor and Subject Matter Expert for the Group
- Serve for a term of one (1) year
- Succeed the North Atlantic Group Chair at the end of term.

9.2.5. Secretary - The Secretary for North Atlantic Group is responsible for.

- Maintain North Atlantic Group rosters and directories
- Maintain and distribute semi-annual (spring and fall) meeting minutes
- Maintain and distribute the Emergency Call spreadsheet used during Joint Mobilization Conference calls
- Maintain all North Atlantic Group documents
- Maintain the North Atlantic Group website
- Develop Spring & Fall Meeting Agendas with the Chair, Vice Chair and designated Host Company
- Assist the Chair and Vice Chair as requested or needed
- Serve for a one (1) year term.
- Succeed the North Atlantic Group Vice Chair at the end of term.

9.3. Elections and Voting

9.3.1 The North Atlantic Mutual Assistance group will generally come to agreement by consensus. When consensus is not possible or there is to be an election of officers the following rules shall apply.

- Each member company shall have one (1) vote.
- A simple majority will be sufficient for most actions, with a quorum consisting of one representative from at least one-half of the member companies.
- Any modifications of the *North Atlantic Mutual Assistance Guidelines* must be approved by % of the member companies.
- Nominations for Secretary will be accepted prior to and during the Spring Meeting each year.
- Election of Secretary will occur every year at the Spring Meeting.



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North Atlantic Mutual Assistance Group Guidelines

- If an officer vacates his/her position before fulfilling their one year term, automatic succession will occur and an election will be conducted at the next scheduled meeting to fill the Secretary position.
- If 2 or more officers vacate their positions before fulfilling their one year term, automatic succession will occur and an election will be conducted at the next scheduled meeting to fill the vacancies.
- Voting will be by voice vote. Secret ballot may be used upon a motion, seconded by a member company.
- Voting by e-mail is permissible. One vote per Member Company shall apply.

9.4 Meetings

9.4.1. The North Atlantic Group shall meet semi-annually in the spring and fall of each year.

9.4.2. Each North Atlantic member will take their turn hosting the semi-annual (spring and fall) meetings and the Host Company will rotate alphabetically.

9.4.3. The Host Company will be responsible for:

- Assist in developing the meeting agenda with the Chair, Vice Chair and Secretary including coordination with speakers and presenters
- Scheduling the dates and time for the meeting
- Coordinate lodging arrangements (i.e. reserve a block of rooms for a set time period) for overnight members
- Provide the networking dinner the night before the meeting
- Provide the meeting room and meals
- Provide audio visual equipment (i.e. laptop, projector, and white boards or equivalent)

9.4.4. At all meetings of the North Atlantic Mutual Assistance Group, "Roberts Rules of Order Newly Revised" shall be considered the authority in deciding all points of order and parliamentary law not defined by this guideline.



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North Atlantic Mutual Assistance Group Guidelines

10. Document Revision History

Version	Prepared By	Summary of Changes	Date
1,0	Merger Team	Initial Guidelines created for the merger of MAMA, NEMAG NYMAG	08/22/2013



North Atlantic Mutual Assistance Group Statement of Understanding and Agreement

North Atlantic Mutual Assistance Group

Statement of Understanding And Endorsement

The member companies of North Atlantic Mutual Assistance Group understand that they will have occasion to either provide or receive assistance in the form of personnel and equipment to aid in restoring electric service when it has been disrupted and cannot be restored in a safe and timely manner by the affected company or companies without assistance. For this reason, the Officers of the North Atlantic Mutual Assistance Group are authorized to develop and maintain operating procedures and guidelines to insure the most effective and efficient response by the entire membership when emergency assistance is requested by one or more member companies. Final acceptance of the North Atlantic Mutual Assistance Group Guidelines, as well as any future modifications, must be approved by % of the member companies with each member company having one (1) vote.

Further, as an officer of the North Atlantic Mutual Assistance Group member company noted below, the undersigned hereby endorses the following principles and agreements on behalf of his / her member company:

1. Whether providing or receiving assistance, personnel safety will be the preeminent objective and responsibility of all participants.
2. Member companies agree to adhere to and operate in accordance with the procedures contained in the North Atlantic Mutual Assistance Group Guidelines.
3. Whether providing or receiving assistance, members will work together to minimize risk to all parties. In accordance with North Atlantic guidelines, responding companies will provide assistance (personnel and equipment) on a not-for-profit basis, and requesting companies will reimburse responding companies for all expenses incurred in providing the assistance. In keeping with this principle North Atlantic members agree to abide by the liability provisions contained in the North Atlantic Mutual Assistance Group Guidelines.

ROCHESTER GAS AND ELECTRIC CORPORATION

Company Name

MARK S. LYNCH

Name of Company Officer

[Signature]
Officer Signature

10/3/13
Date

North Atlantic Mutual Assistance Group

Statement of Understanding And Endorsement

The member companies of North Atlantic Mutual Assistance Group understand that they will have occasion to either provide or receive assistance in the form of personnel and equipment to aid in restoring electric service when it has been disrupted and cannot be restored in a safe and timely manner by the affected company or companies without assistance. For this reason, the Officers of the North Atlantic Mutual Assistance Group are authorized to develop and maintain operating procedures and guidelines to insure the most effective and efficient response by the entire membership when emergency assistance is requested by one or more member companies. Final acceptance of the North Atlantic Mutual Assistance Group Guidelines, as well as any future modifications, must be approved by 75% of the member companies with each member company having one (1) vote.

Further, as an officer of the North Atlantic Mutual Assistance Group member company noted below, the undersigned hereby endorses the following principles and agreements on behalf of his / her member company:

1. Whether providing or receiving assistance, personnel safety will be the preeminent objective and responsibility of all participants.
2. Member companies agree to adhere to and operate in accordance with the procedures contained in the North Atlantic Mutual Assistance Group Guidelines.
3. Whether providing or receiving assistance, members will work together to minimize risk to all parties. In accordance with North Atlantic guidelines, responding companies will provide assistance (personnel and equipment) on a not-for-profit basis, and requesting companies will reimburse responding companies for all expenses incurred in providing the assistance. In keeping with this principle, North Atlantic members agree to abide by the liability provisions contained in the North Atlantic Mutual Assistance Group Guidelines.

NEW *** S7X-7F: ELECTRIC 6 /r15 wK/ >e4T/cvxJ Zf/y c S LYNCH
 Company Name Name of Company officer
[Signature] zey/a/zs
 Officer Signature Date

North Atlantic Mutual Assistance Group

Statement of Understanding And Endorsement

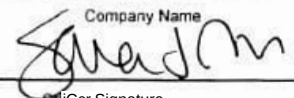
The member companies of North Atlantic Mutual Assistance Group understand that they will have occasion to either provide or receive assistance in the form of personnel and equipment to aid in restoring electric service when it has been disrupted and cannot be restored in a safe and timely manner by the affected company or companies without assistance. For this reason, the Officers of the North Atlantic Mutual Assistance Group are authorized to develop and maintain operating procedures and guidelines to insure the most effective and efficient response by the entire membership when emergency assistance is requested by one or more member companies. Final acceptance of the *North Atlantic Mutual Assistance Group Guidelines*, as well as any future modifications, must be approved by % of the member companies with each member company having one (1) vote.

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2. Member companies agree to adhere to and operate in accordance with the procedures contained in the *North Atlantic Mutual Assistance Group Guidelines*.
3. Whether providing or receiving assistance, members will work together to minimize risk to all parties. In accordance with North Atlantic guidelines, responding companies will provide assistance (personnel and equipment) on a not-for-profit basis, and requesting companies will reimburse responding companies for all expenses incurred in providing the assistance. In keeping with this principle, North Atlantic members agree to abide by the liability provisions contained in the *North Atlantic Mutual Assistance Group Guidelines*.

Central Maine Power Company

Company Name

x 
Officer Signature

Sara J. Burns

Name of Company Officer

9/23/13
Date



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EEI MUTUAL ASSISTANCE AGREEMENTS



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EE1 - Mutual Assistance Agreements
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SUGGESTED GOVERNING PRINCIPLES COVERING EMERGENCY ASSISTANCE ARRANGEMENTS BETWEEN EDISON ELECTRIC INSTITUTE MEMBER COMPANIES

Electric companies have occasion to call upon other companies for emergency assistance in the form of personnel or equipment to aid in maintaining or restoring electric utility service when such service has been disrupted by acts of the elements, equipment malfunctions, accidents, sabotage or any other occurrences where the parties deem emergency assistance to be necessary or advisable. While it is acknowledged that a company is not under any obligation to furnish such emergency assistance, experience indicates that companies are willing to furnish such assistance when personnel or equipment are available.

In the absence of a continuing formal contract between a company requesting emergency assistance ("Requesting Company") and a company willing to furnish such assistance ("Responding Company"), the following principles are suggested as the basis for a contract governing emergency assistance to be established at the time such assistance is requested:

1. The emergency assistance period shall commence when personnel and/or equipment expenses are initially incurred by the Responding Company in response to the Requesting Company's needs. (This would include any request for the Responding Company to prepare its employees and/or equipment for transport to the Requesting Company's location but to await further instructions before departing). The emergency assistance period shall terminate when such employees and/or equipment have returned to the Responding Company, and shall include any mandated DOT rest time resulting from the assistance provided and reasonable time required to prepare the equipment for return to normal activities (e.g. cleaning off trucks, restocking minor materials, etc.),
2. To the extent possible, the companies should reach a mutual understanding and agreement in advance on the anticipated length - in general - of the emergency assistance period. For extended assistance periods, the companies should agree on the process for replacing or providing extra rest for the Responding Company's employees. It is understood and agreed that if, in the Responding Company's judgment such action becomes necessary the decision to terminate the assistance and recall employees, contractors, and equipment lies solely with the Responding Company. The Requesting Company will take the necessary action to return such employees, contractors, and equipment promptly.
3. Employees of Responding Company shall at all times during the emergency assistance period continue to be employees of Responding Company and shall not be deemed employees of Requesting Company for any purpose. Responding Company shall be an independent Contractor of Requesting Company and wages, hours and other terms and conditions of employment of Responding Company shall remain applicable to its employees during the emergency assistance period.
4. Responding Company shall make available at least one supervisor in addition to crew foremen. All instructions for work to be done by Responding Company's crews shall be given by Requesting Company to Responding Company's supervisor(s): or, when



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**EDISON ELECTRIC
INSTITUTE**

RESTORE POWER

Responding Company's crews are to work in widely separate areas, to such of Responding Company's foremen as may be designated for the purpose by Responding Company's supervisor(s).

5. Unless otherwise agreed by the companies. Requesting Company shall be responsible for supplying and/or coordinating support functions such as lodging, meals, materials, etc. As an exception to this, the Responding Company shall normally be responsible for arranging lodging and meals en route to the Receiving Company and for the return trip home. The cost for these in transit expenses will be covered by the requesting company.
6. Responding Company's safety rules shall apply to all work done by their employees. Unless mutually agreed otherwise, the Requesting Company's switching and tagging rules should be followed to ensure consistent and safe operation. Any questions or concerns arising about any safety rules and/or procedures should be brought to the proper level of management for prompt resolution between management of the Requesting and Responding Companies.
7. All time sheets and work records pertaining to Responding Company's employees furnishing emergency assistance shall be kept by Responding Company.
8. Requesting Company shall indicate to Responding Company the type and size of trucks and other equipment desired as well as the number of job function of employees requested but the extent to which Responding Company makes available such equipment and employees shall be at Responding Company's sole discretion.
9. Requesting Company shall reimburse Responding Company for all costs and expenses incurred by Responding Company as a result of furnishing emergency assistance. Responding Company shall furnish documentation of expenses to Requesting Company. Such costs and expenses shall include, but not be limited to, the following:
 - a. Employees' wages and salaries for paid time spent in Requesting Company's service area and paid time during travel to and from such service area, plus Responding Company's standard payable additives to cover all employee benefits and allowances for vacation sick leave and holiday pay and social and retirement benefits, all payroll taxes, workmen's compensation, employer's liability insurance and other contingencies and benefits imposed by applicable law or regulation,
 - b. Employee travel and living expenses (meals, lodging and reasonable incidentals).
 - c. Replacement cost of materials and supplies expended or furnished.
 - d. Repair or replacement cost of equipment damaged or lost.
 - e. Charges, at rates internally used by Responding Company, for the use of transportation equipment and other equipment requested.



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- f. Administrative and general costs, which are properly allocable to the emergency assistance to the extent such costs, are not chargeable pursuant to the foregoing subsections.
10. Requesting Company shall pay all costs and expenses of Responding Company within sixty days after receiving an invoice therefor.
11. Requesting Company shall indemnify, hold harmless and defend the Responding Company from and against any and all liability for loss, damage, cost or expense which Responding Company may incur by reason of bodily injury, including death, to any person or persons or by reason of damage to or destruction of any property, including the loss of use thereof, which result from furnishing emergency assistance and whether or not due in whole or in part to any act, omission, or negligence of Responding Company except to the extent that such death or injury to person, or damage to property, is caused by the willful or wanton misconduct and / or gross negligence of the Responding Company. Where payments are made by the Responding Company under a workmen's compensation or disability benefits law or any similar law for bodily injury or death resulting from furnishing emergency assistance, Requesting Company shall reimburse the Responding Company for such payments, except to the extent that such bodily injury or death is caused by the willful or wanton misconduct and / or gross negligence of the Responding Company..
12. In the event any claim or demand is made or suit or action is filed against Responding Company alleging liability for which Requesting Company shall indemnify and hold harmless Responding Company under paragraph (11) above, Responding Company shall promptly notify Requesting Company thereof, and Requesting Company, at its sole cost and expense, shall settle, compromise or defend the same in such manner as it in its sole discretion deems necessary or prudent. Responding Company shall cooperate with Requesting Company's reasonable efforts to investigate, defend and settle the claim or lawsuit.
13. Non-affected companies should consider the release of contractors during restoration activities. The non-affected company shall supply the requesting companies with contact information of the contractors (this may be simply supplying the contractors name). The contractors will negotiate directly with requesting companies.

Last update September 2005

- Section 11 and 12 updated

**Edison Electric Institute
Mutual Assistance Agreement**

Edison Electric Institute (“EEI”) member companies have established and implemented an effective system whereby member companies may receive and provide assistance in the form of personnel and equipment to aid in restoring and/or maintaining electric utility service when such service has been disrupted by acts of the elements, equipment malfunctions, accidents, sabotage, or any other occurrence for which emergency assistance is deemed to be necessary or advisable (“Emergency Assistance”). This Mutual Assistance Agreement sets forth the terms and conditions to which the undersigned EEI member company (“Participating Company”) agrees to be bound on all occasions that it requests and receives (“Requesting Company”) or provides (“Responding Company”) Emergency Assistance from or to another Participating Company who has also signed the EEI Mutual Assistance Agreement; provided, however, that if a Requesting Company and one or more Responding Companies are parties to another mutual assistance agreement at the time of the Emergency Assistance is requested, such other mutual assistance agreement shall govern the Emergency Assistance among those Participating Companies.

In consideration of the foregoing, the Participating Company hereby agrees as follows;

- (1) When providing Emergency Assistance to or receiving Emergency Assistance from another Participating Company, the Participating Company will adhere to the written principles developed by EEI members to govern Emergency Assistance arrangements among member companies (“EEI Principles”), that are in effect as of the date of a specific request for Emergency Assistance, unless otherwise agreed to in writing by each Participating Company.
- (2) With respect to each Emergency Assistance event, Requesting Companies agree that they will reimburse Responding Companies for all costs and expenses incurred by Responding Companies in providing Emergency Assistance as provided under the EEI Principles, unless otherwise agreed to in writing by each Participating Company; provided, however, that Responding Companies must maintain auditable records in a manner consistent with the EEI Principles.
- (3) During each Emergency Assistance event, the conduct of the Requesting Companies and the Responding Companies shall be subject to the liability and indemnification provisions set forth in the EEI Principles.
- (4) A Participating Company may withdraw from this Agreement at any time. In such an event, the company should provide written notice to EEPs Director of Security of Transmission and Distribution Operations.



(5) EEL's Director of Security of Transmission and Distribution Operations shall maintain a list of each Participating Company which shall be posted on the RestorePower web site at www.rcstorcpower.com. However, a Participating Company may request a copy of the signed Mutual Assistance Agreement of another Participating Company prior to providing or receiving Emergency Assistance.

Central Hudson Power Corp.
Company Name

[Signature]
Signature

Officer Name: Joanna J Burns
Title: President
Date: November 7, 2013



Edison Electric Institute Mutual Assistance Agreement

Edison Electric Institute (“EEI”) member companies have established and implemented an effective system whereby member companies may receive and provide assistance in the form of personnel and equipment to aid in restoring and/or maintaining electric utility service when such service has been disrupted by acts of the elements, equipment malfunctions, accidents, sabotage, or any other occurrence for which emergency assistance is deemed to be necessary or advisable (“Emergency Assistance”). This Mutual Assistance Agreement sets forth the terms and conditions to which the undersigned EEI member company (“Participating Company”) agrees to be bound on all occasions that it requests and receives (“Requesting Company”) or provides (“Responding Company”) Emergency Assistance from or to another Participating Company who has also signed the EEI Mutual Assistance Agreement; provided, however, that if a Requesting Company and one or more Responding Companies are parties to another mutual assistance agreement at the time of the Emergency Assistance is requested, such other mutual assistance agreement shall govern the Emergency Assistance among those Participating Companies.

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Company Name <WTE ELECTRIC & GAS CORPORATION (NYSEG)>


Signature

Officer Name: MARK S. LYNCH

Title: PRESIDENT

Date: 1/25/13

**Edison Electric Institute
Mutual Assistance Agreement**

Edison Electric Institute ("EEI") member companies have established and implemented an effective system whereby member companies may receive and provide assistance in the form of personnel and equipment to aid in restoring and/or maintaining electric utility service when such service has been disrupted by acts of the elements, equipment malfunctions, accidents, sabotage, or any other occurrence for which emergency assistance is deemed to be necessary or advisable ("Emergency Assistance"). This Mutual Assistance Agreement sets forth the terms and conditions to which the undersigned EEI member company ("Participating Company") agrees to be bound on all occasions that it requests and receives ("Requesting Company") or provides ("Responding Company") Emergency Assistance from or to another Participating Company who has also signed the EEI Mutual Assistance Agreement; provided, however, that if a Requesting Company and one or more Responding Companies are parties to another mutual assistance agreement at the time of the Emergency Assistance is requested, such other mutual assistance agreement shall govern the Emergency Assistance among those Participating Companies,

In consideration of the foregoing, the Participating Company hereby agrees as follows:

- (1) When providing Emergency Assistance to or receiving Emergency Assistance from another Participating Company, the Participating Company will adhere to the written principles developed by EEI members to govern Emergency Assistance arrangements among member companies ("EEI Principles"), that are in effect as of the date of a specific request for Emergency Assistance, unless otherwise agreed to in writing by each Participating Company,
- (2) With respect to each Emergency Assistance event. Requesting Companies agree that they will reimburse Responding Companies for all costs and expenses incurred by Responding Companies in providing Emergency Assistance as provided under the EEI Principles, unless otherwise agreed to in writing by each Participating Company; provided, however, that Responding Companies must maintain auditable records in a manner consistent with the EEI Principles,
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ROCHESTER GAS AND ELECTRIC CO. XPSXT/ON (RG&E)
Company Name


Signature

Officer Name: MARK A-K -S LYNCH
Title: pRESi.DG.*sr
Date: 11/25/13



NEW YORK PUBLIC PRIVATE MUTUAL ASSISTANCE PROTOCOL

NEW YORK PUBLIC/PRIVATE UTILITY MUTUAL ASSISTANCE PROTOCOL

Rev. 3 July 2019

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1* Executive Summary

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2. Introduction

2.1 Mission Statement

To serve as a mechanism to leverage the public/private partnership among the Parties for access to critical resources to facilitate and expedite utility restoration in anticipation of and following an emergency impacting the state of New York.

2.2 Purpose

This Protocol outlines the process for Utility Parties to identify, request and share resources among one another in response to and recovery from an event that causes, or may have the potential to cause, impact to the utility infrastructure in the state of New York. In addition, it outlines the protocol to escalate outreach to the association parties for assistance in the event a resource need cannot be met after canvassing within the state of New York.

2.3 Scope

The scope of this Protocol is:

- 2.3.1 To provide a forum to ensure safe, effective and coordinated mutual assistance, regional response and service restoration for customers of Utility Parties in the state of New York during an emergency,
- 2.3.2 To provide an enhanced line of communications between the Parties in the event of emergencies, impacting New York State of its resources,
- 2.3.3 To minimize risk to all Utility Parties by agreeing to provide assistance (material, personnel and equipment) on a not-for-profit basis, and agreeing that the Utility Parties requesting assistance ('Requesting Organization') will reimburse Utility Parties providing assistance ('Responding Organizations') for all expenses incurred in providing the assistance.
- 2.3.4 To document the procedures to be followed during a time when mutual assistance is required by one or more of the Utility Parties.
- 2.3.5 To adhere to and operate in accordance with the procedures contained in this Protocol unless otherwise agreed to in writing by the Parties.

1. Organization Information

This Protocol applies to the Parties to this Protocol. The points of contact and contact information for each of the Utility Parties and the Association Parties can be found in Appendix B of this Protocol.

'not for profit' in the context of this Protocol refers to the Utility Parties charging for actual costs incurred during mutual assistance assignments) without any mark up to profit on services rendered under this Protocol

New York and Regional Public/Private Utility Mutual Assistance Protocol F 6 of 33 te. s

4. General Guidelines

4.1. Purpose: Safety

- 4.1.1. Whether providing or receiving assistance, personnel safety will be the preeminent objective and responsibility of all Utility Parties. Any questions or concerns arising about any safety rules anchor procedures should be brought to the proper level of usage for prompt resolution between management of the Requesting and Responding Organizations).
- 4.1.2. The Requesting Organization agrees to make every effort to avoid moving Responding Organization personnel into harm's way during the initial, first-wave mobilization. 4.1.3. Responding Organization will follow its own safety rules, except as noted in paragraphs 4.1.6 and 4.1.7 below.
- 4.1.4. Responding Organization is responsible for following its own personal protective grounding practices.
- 4.1.5. Responding Organization will immediately report any and all accidents to Requesting Organization (both incidence and injury).
- 4.1.6. Switching procedures will be handled as the Requesting Organization designates, provided that the procedures do not violate the safety rules of the Responding Organization.
- 4.1.7. Requesting Organization will provide information on their switching and tagging rules. Requesting Organization switching blocking tags will be used.
- 4.1.8. Security personnel requirements shall be discussed and mutually agreed upon by the Requesting and Responding Organizations prior to deployment of armed security personnel.
- 4.1.9. Any deployment of personnel who perform security functions must comply with federal, provincial, state, local and tribal regulations as applicable.

4.2. Maintenance of Contact Roster

- 4.2.1. In order to facilitate efficient communication and response, participating organizations will share the names, contact information (work phone, home phone, cellular phone, and e-mail addresses) for at least two (2) individuals authorized to participate in Joint Mobilization Activities on behalf of their organization.
- 4.2.2. Each Party Utility will be responsible for maintaining and updating the AfeT-oe- (SpanrafiCT? Cl? tract fcsjBf at least every three months.
- 4.2.3. Association Parties are responsible for maintaining current contact rosters of their respective members and are the primary points of contact for the jwnjcipaVMQfftaXite resources.

4.3. Code of Conduct

- 4.3.1. Whether providing or receiving assistance, all Utility Party personnel will be expected to conduct themselves in a professional and responsible manner.

4.4. Definition of Emergency Assistance Period

- 4.4.1. The Parties agree that the emergency assistance period shall commence when personnel and/or equipment expenses are initially incurred by the Responding Organization in response to the Requesting Organizations needs. This includes any request for the Responding Organization to prepare its employees and/or equipment for travel to the Requesting Organization's location but to await further instructions before departing. This preparation time should begin when normal work activities for the Responding Organization stops and preparations dedicated to supporting the off system effort begin. Except as noted in paragraph 4.4.3, the emergency assistance

period shall terminate when such employees and/or materials or equipment have returned to their point of origin and after a reasonable time required preparing the equipment for return to normal activities (e.g., cleaning trucks and restocking minor materials).

- 4.4.2. The length of stay by Responding Organization personnel will be mutually agreed to by both the Requesting Organization and Responding Organization. Generally, this period should not exceed 14 consecutive days, including travel time to the work area and return to the point of origin. When mutual assistance assignments extend beyond this time frame, Parties agree that Responding Organization personnel will usually be changed out (rotated) rather than take extended reset periods (days off). Responding and Requesting Organizations may agree upon exceptions to this procedure.
- 4.4.3. It is understood and agreed that if Responding Organization's system or members are threatened during any time after it has mobilized to provide mutual assistance, any part or all of the Responding Organization's native and contract workforce may be recalled. In these instances!
- o It is understood and agreed that the decision to terminate assistance and recall employees rests solely with the Responding Organization.
 - o If recall of Responding Organization's workforce becomes necessary, the Requesting Organization will be responsible for all expenses incurred by Responding Organization until the Responding Organization returns home and vehicles are cleaned and stocked for normal work activities.
 - o If Responding Organization's workforce is recalled to another of the Responding Organizations locations other than the original point of origin, the Requesting Organization will be responsible for travel costs to the alternate location not to exceed that which would have been incurred had the workforce returned to their original point of origin.

5. Rules of Engagement

5.1. Rules of Engagement Procedures

- 5.1.1. Utility Parties agree to adhere to the procedures contained in this Protocol to request, identify and mobilize emergency mutual assistance resources. Because response time is critical in emergency situations, the Joint Mobilization Conference Call provides a mechanism that allows Utility Parties to quickly request assistance and identify the number and status of all available regional resources.
- 5.1.2. When any Utility Party has a need for additional resources, it will utilize its primary means of securing additional assistance first.
- 5.1.3. If a need still exists after the response to the request under 5.1.2, one (1) representative from each of the Utility Parties (or its group representative) will convene a joint mobilization call to ascertain if Utility Parties have resources available to provide aid.
- 5.1.4. In the event resource requests initiated through this protocol remain unmet, Utility Parties will escalate the request to its trade association national coordinators. The national coordinators collaborate among the APPA, EEI and national emergency management agencies. This process:
- o Can be executed in parallel with the above outreach to neighboring RMAGs
 - o Broadens the reach to potential support resources
 - o Provides for a more effective and equitable allocation of resources for deployment to the requesting impacted member companies

- Should be made and coordinated following the existing North Atlantic Mutual Assistance Group (NAMAG) protocols unless there are no other Association Party resources within the NAMAG or other RMAGs that are in need of requesting mutual assistance.

5.1.5 In the event a resource need still exists after canvassing the Utility Parties and New York Association Parties, the Utility Parties have the ability to, and should consider, escalating the request to the national Association Parties. If resources are brought to bear through this process, the resources would be coordinated locally similar to inviting other Regional Mutual Assistance Groups (RMAGs) to the event as done under the EEI (RMAG) process.

5.1.6 The Joint Mobilization Conference Call provides Utility Parties with the opportunity to understand the scope of the emergency situation, including expected impact and potential damage to organizations or systems, and also provide information as to the steps taken to secure resources. The aim of the call is to achieve efficient, effective and equitable allocation of available resources and minimize costs associated with mobilization of resources.

5.2 Responsibilities of the Requesting Organization (for "High Priority" Events)

5.2.1 The Requesting Organization serves as moderator for the Joint Mobilization Conference Call or ask another Party to moderate. The moderator:

- a Presents an estimate of impact to the Requesting Organization. If the incident impacts or potentially impacts more than one Utility Party's service territory, the moderator will ask other Utility Parties for their projected damage assessments.
- Presents an estimate of resources needed by the Requesting Organization, [if the event impacts or potentially impacts more than one Utility Party's service territory, the moderator will ask other Utility Parties for their projected resource needs.
- o Asks all non-impacted Utility Parties to state the amount of resources it has available to provide assistance and a timetable for those resources.
- Leads discussion of (1) staging areas, if, needed, to be used by assisting organizations, (2) transportation concerns, such as evacuation orders, fuel availability, and DOT exemptions, and (3) the availability of non-Utility Party resources that may be available to assist impacted Utility Parties,
- Addresses, to the extent possible, the Requesting Organization's responsibilities under Section 6.1,
- o Establishes a schedule for update calls.

5.3 Responsibilities of Non-Initiating Organizations

- a Non-threatened and non-impacted Utility Parties should be prepared to specify the number and type of resources available to assist impacted organizations or systems, including an estimate of when these resources can be dispatched.
- To enhance safety and flexibility, upon request non-threatened/non-impacted Utility Parties will be prepared to identify staging areas available in their territories,

¹ For events where requests for non-cooperative resources extend beyond the NY-Only¹¹, the communication, coordination and allocation of resources will be managed utilizing existing mutual assistance protocols.

■ Resources requested by a MELA Member or MYAPP Member will be made by either MELA or MYAPP on the MYAPP Member's behalf. Resources requested by a MYSIOL or MYPAA will be made by such entity itself.

6.2.5 With the exception of food and lodging during travel to and from the final work site, the Requesting Organization handles all food, lodging and incidental support needed by Responding Organization unless otherwise agreed to in writing.

6.2.6 Requesting organization provides laundry services unless otherwise agreed to in writing.

6.2.7 Requesting Organization reimburses the Responding Organization for lodging and will net pay for additional hotel related or hotel billed expenses unless agreed to by the Requesting Organization prior to the occurrence.

6.3 Requesting Organization - Procedures for Releasing Responding Organization's

6.3.1 Each Requesting Organization provides to the Responding Organization) a proposed

"Release Schedule" as soon as possible before mobilizing personnel and equipment (crews"), This Release Schedule will include:

- o harness) of the Utility Party and its personnel to be released to the request,
- o The numbers of workers from each Utility Party being released to the request,
- o The coordinator of the crews being released to the request.
- o The date and approximate time the crews expect to be released from the request.

6.3.2 The Requesting Organization recognizes that resources under this Protocol are being provided to assist with an emergency only. After the response and restoration work has been completed, the Requesting Organization shall NOT retain Responding Organization personnel or equipment to perform routine maintenance, street lighting work, or clean up type work (unless otherwise agreed to) and will aggressively work to demobilize personnel and equipment

6.3.3 [f there are other Utility Parties that need additional resources at the time of the release, it will be the decision of the Responding Organization or members as to whether they provide resources for another Utility Party's mutual assistance request under this Protocol.

6.3.4 When resources are being released by one Requesting Organization, and the Responding Organization elects to provide assistance to another Requesting Organization, it will go through the same process as it did initially as specified in Section 5.4.

6.4 Requesting Organization — Responsibility for Reimbursement of Expenses

6.4.1 The Parties understand and agree that the provision of emergency mutual assistance is a not for profit endeavor for Responding Organization(s). The Requesting Organization will reimburse all costs and expenses incurred by the Responding Organization in the provision of the emergency assistance for the entire emergency assistance period as defined in Section 4.4 above.

6.4.2 [f Responding Organization resources are released during/after mobilization but before being utilized, the Requesting Organization will reimburse Responding Organization for a) incurred preparation and travel expenses including reasonable time required to prepare the equipment for return to normal activities after returning to their point of origin.

■ "not for profit" in the context of this Protocol refers to the Utilities Parties charging for actual costs incurred during mutual assistance assignments), without any mark up to profit on services rendered under this Protocol.

- 6.4.3 During emergencies impacting more than one Utility Party, Responding Organization resources may be re-assigned to another Requesting Organization either; (1) en route to the Requesting Organization, (2) at an initial staging area before reaching the Requesting Organization, or (3) at the Responding Organization's final staging area. Additionally, resources may be assigned, in agreement with the Responding Organization, to assist a second Requesting Organization after completing work for the initial Requesting Organization. Note: In any of these instances, unless otherwise mutually agreed, the Requesting Organization that receives the re-assigned Responding Organization resources will be responsible for all Responding Organization costs from the time of re-assignment (including travel from demobilization point).
- 6.4.4 The Requesting Organization shall pay all invoices from Responding Organization or members within 30 calendar days after receipt of invoices with proper supporting documentation as provided by the Requesting Organization in advance.

7. Responding Organization Responsibilities

7.1 Responding Organization — Responsibilities Prior to Mobilization

- 7.1.1 To the extent possible, the Responding Organization is expected to clearly communicate the degree of devastation and working conditions that their responding employees should expect to encounter upon arrival at the emergency restoration work area.
- 7.1.2 To facilitate communications, the Responding Organization may opt to provide a single point of contact (Coordinator) to interact with the Requesting Organization.
- 7.1.3 Responding Organization completes and forwards a crew roster to the Requesting Organization with employee name and title, vehicle description, other equipment, and contact information, before departing their home location or current work location.
- 7.1.4 Responding Organization agrees not to load extra emergency stock on trucks unless specifically requested by the Requesting Organization.
- 7.1.5 In certain situations, the Responding Organization may not have the capacity to effectively on-board and control small groups of resources. In these situations, every attempt will be made by the Responding Organizations to group the responding resources into a size that the Requesting Organization or member can effectively utilize. The Responding Organizations will make every attempt to assemble and arrive as a single unit and provide their own supervision incorporating a manageable span of control.
- 7.1.6 Upon request, the Responding Organization shall provide the Requesting Organization with a copy of associated labor contracts.

7.2 Responding Organization — Responsibilities during Emergency Assistance Period

- 7.2.1 Responding Organization handles all communication needs within their teams to ensure continuous communication capabilities.
- 7.2.2 The Responding Organization is responsible for performing normal maintenance on their vehicles and equipment during the emergency assistance period and this work will be covered in their standard hourly/daily rates.
- 7.2.3 Responding Organization maintains daily records of time and expenses for personnel and equipment. This documentation is provided with their invoices.
- 7.2.4 Unless otherwise agreed prior to mobilization, member utilities agree that Responding Organization will maintain and furnish upon request receipts for all individual expenses and purchases made during the emergency assistance period in accordance

with the United States Internal Revenue Service (IRS) in effect at the time assistance is requested.

- 7.2.5 Notwithstanding anything herein, the Requesting Organization and the Responding Organization may mutually agree to a different invoicing method than that outlined in Appendix B; however, every effort should be made to agree upon invoicing terms before mobilization begins.

7.3 Responding Organization. — Responding Parties End of Emergency Assistance Period

- 7.3.1 Responding Organizations should submit their preliminary invoice to Requesting Organization within 30 days of the date released by the Requesting Organization. Responding Organization will provide supporting documentation at the time the preliminary invoice is mailed. Requesting Organization should receive final invoice within 60 days of preliminary invoice.

- 7.3.2 Utility Parties agree to maintain auditable records of billed expenses for emergency mutual assistance sufficient to satisfy the legal or statutory requirements and obligations incumbent upon the Requesting Organization.

8. Liability

- 8.1 Due to the compressed time frames associated with the rendering of mutual assistance, Utility Parties should ensure that liability, among other issues, be addressed in a timely manner; otherwise, the ability of one Party Utility to respond to another Party Utility could be impacted adversely, up to and including an inability to render any inter-contractor assistance.
- 8.2 When rendering mutual assistance to one another and with specific regard to all liability for loss, damage, cost or expense, the Parties agree as follows:
- 8.2.1 Requesting Organization shall indemnify, hold harmless and defend Responding Organizations from, and against any and all liability for loss, damage, cost or expense which Responding Organizations may incur by reason of bodily injury, including death, to any person or persons or by reason of damage to or destruction of any property, including the loss of use thereof, which result from furnishing emergency assistance and whether or not due in whole or in part to any act, omission, or negligence of Responding Organization or except to the extent that such death or injury to person, or damage to property, is caused by the willful or wanton misconduct and/or gross negligence of the Responding Organization. Where payments are made by the Responding Organization under a workmen's compensation or disability benefits law or any similar Law for bodily injury or death resulting from furnishing emergency assistance. Requesting Organization shall reimburse the Responding Organization for such payments, except to the extent that such bodily injury or death is caused by willful or wanton misconduct and / or gross negligence of the Responding Organization.
- 8.2.2 In the event any claim, request for information, or demand is made or suit or action is filed against Responding Organization alleging liability for which Requesting Organization shall indemnify and hold harmless Responding Organization under paragraph 8.2.1 above. Responding Organization shall promptly notify Requesting Organization thereof, and Requesting Organization, at its sole cost and expense, shall settle, compromise or defend the same in such manner as it in its sole discretion deems necessary or prudent. Responding Organization shall cooperate with Requesting Organizations reasonable efforts to investigate, respond, defend and settle the claim, request, or lawsuit.

- 8.2.3 In the event any claim, demand is made or suit or action is filed against Requesting Organization alleging liability during an Emergency Assistance Period as defined in section 4.4.1 above. Requesting Organization shall promptly notify all Responding Organization. All Parties shall cooperate with reasonable efforts to investigate, respond, defend, and settle the claim, or lawsuit.

9, Confidentiality

- 9.1 Utility Parties understand and agree that invoking details, including associated expenses and related information and conversations between member utilities during conference calls, including discussions regarding crew location and allocation are confidential and proprietary to the disclosing member utility (the "Confidential Information"). Therefore, member utilities agree not to share or release any Confidential Information unless mutually agreed.
- 9.2 Utility Parties expressly acknowledge that they are subject to regulation by various state and federal regulatory agencies and that they may from time to time disclose Confidential Information to such regulatory agencies. In the event of such disclosure to regulatory agencies, the disclosing Utility Party shall seek to have the applicable regulatory agency afford confidential treatment to the Confidential Information.

1. Freedom of Information Laws

- 10.1 If a Party is subject to a freedom of Information law that provides for public disclosure of records (collectively, a "FOIL") and such Party (the "FOIL Party") receives a request for the disclosure of potentially Confidential Information provided to it by another Party (the "Disclosing Party"), the FOIL Party, shall
- notify the Disclosing Party of the request:
 - o Provide the Disclosing Party with the information the FOIL Party intends to provide in response to the FOIL request;
 - o Provide the Disclosing Party the opportunity to provide information regarding the need for confidential treatment;
 - o Evaluate the third party's request for disclosure and the Disclosing Party's request for confidential treatment; and
 - o Determine if the Confidential Information is subject to disclosure under FOIL
- 10.2 If the FOIL Party determines that Confidential Information is subject to disclosure under the applicable FOIL, it will provide prompt written notice of such disclosure (the "Notice") to the Disclosing Party so that the Disclosing Party may seek a protective order or other appropriate remedy.
- 10.3 Nothing in this Protocol is intended to limit or otherwise modify a FOIL Party's obligations under any applicable FOIL.



IN WITNESS WHEREOF, by signing below, the Parties agree that they have read, understand, and agree to the terms and conditions provided for herein.

POWER AUTHORITY OF THE STATE OF NEW YORK

By: jet.40-

NAME: SAUL ROJAS (M&A, 01/18)

Name: Saul Rojas

Title: Vice President - Enterprise Resilience

Date: cxaazin

LONG ISLAND ELECTRIC UTILITY SERVICE LLC AS AGENT OF AND ACTING ON BEHALF OF THE LONG ISLAND LIGHTING COMPANY D/R/LIPA

CitrbeAB

BY* JOHN O'CONNELL (M&A, 08/07)

Name: John O'Connell

Title: Vice President - Electric Operations

Date: s*pin. 28iy

CEMRALE HUDSON GAS & ELECTRIC

By: Fad 617agn)y

NAME: PAUL HAERING (S 3113)

Name: Paul Haering

Title: Senior Vice President - Engineering and Operations

Date: Aug 9, 2019

CONSOLIDATED EDISON, INC.

BY: NatthewSvm

NAME: MATT SNIFFEN (7 23LS)

Name: Matt Sniffen

Title: Vice President — Emergency Preparedness

Date: Aug 9, 2019

ORANGE & ROCKLAND UTILITIES

By: -aliajfhfePefet&

NAME: FRANCIS W. PEVERLY (LS 23-S)

Name: Francis W. Peverly

Title: Vice President - Operations

Date: Aug 18, 2019

NYSEG and RG&E Electric Utility Emergency Plan Appendix C



NATIONAL GRID

BY: g67 eg
1k-Aij szsij

Name: Keith McAfee

Title: Vice President - NY Electric Operations

Date: Aug 8, 2019

AVANGRID Networks, Inc.,

on behalf of New York State Electric & Gas and Rochester Gas and Electric

By: Ch8defcvef •

Name: Charles Eves

Title: Vice President - Electric Operations

Date: Aug 20, 2019

MUNICIPAL ELECTRIC UTILITIES ASSOCIATION OF NEW YORK STATE

on behalf of itself and MEUA Members

By: Tony Modafferi

Name: Tony Modafferi

Title: Executive Director

Date: i ♦ □ < . : oi »

NEW YORK ASSOCIATION OF PUBLIC POWER

on behalf of itself and NYAPP Members

By: Paa c7War

Name: Paul Pallas

Title: President

Date: Aug 2, 2019

AMERICAN PUBLIC POWER ASSOCIATION

on behalf of itself and the APPA Mutual Aid Program

By: Mike Hyland

Name: Mike Hyland

Title: Sr. Vice President — Engineering

Date: Aug 11, 2019

APPENDICES

APPENDECA — ASSOCIATION PARTY/MEMBER INFORMATION

Municipal Electric Utilities Association of New York State Members

Village of Akron	Village of Richmondville Power and Light
Village of Andover	Village of Rouses Point
Village of Angelica	Salamanca Board of Public Utilities
Village of Arcade	Village of Silver Springs
Bath Electric, Gas & Water Systems	Skaneateles Electric Light
Village of Bergen	Village of Solvay
Municipal Commission of Boonville	Village of Spencerport
Village of Brocton	Village of Springville
Village of Castile	Village of Theresa
Village of Churchville	Village of Tupper Lake
Village of Endicott	Village of Watkins Glen
Fairport Municipal Commission	Village of Wellsville
Village of Frankfort Electric Department	Village of Westfield
Village of Greene	
Village of Groton	
Village of Hamilton	
Village of Holley	
Village of Ilion	
Lake Placid Village, Inc.	
Village of Little Valley	
Village of Marathon	
Massena Electric Department	
Village of Mayville	
Mohawk Municipal Commission	
Penn Yan Municipal Utilities Board	
Village of Philadelphia	
Plattsburgh Municipal Lighting District	



New York Association of Public Power Members

Delaware County Electric Cooperative
Freeport Electric Utility
Green Island Power Authority
Village of Greenport Electric Light and Power Company
Jamestown Board of Public Utilities
Oneida-Madison Electric Cooperative
Otsego Electric Cooperative, Inc.
Village of Rockville Centre
Village of Sherburne
City of Sherrill Power and Light
Steuben Rural Electric Cooperative, Inc.

American Public Power Association

For a complete list of the American Public Power Association Members please visit their website at:

<http://www.publiepo.ver.org/aur-members>

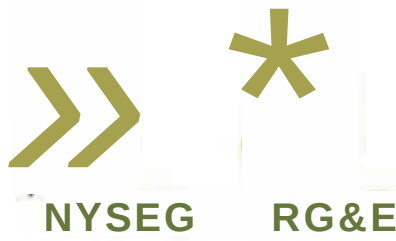


- Contact List

Contacts Highlighted in BOLD are the Primary Points of Contact

C-54

Internal Use



Appendix B Invoice Template

INVOICE

Utilitr
NetrYork State, NY

DATE:[CLICK TO SELECT DATE]
INVOICE S
PROJECT EcTASK #

TO

FROM

[JOB DESCRIPTION]

PJ&MENT TEEMS

Emergentv Restoration Work

PAYMENT DUE +*/+/*+*,
(PAYMENT DUE WITHIN W) DAYS AFTER
RECEIPT OF INVOICE.'J

DESCRIPTION

TOTAL

LABOR

Total labor full cost

LABOR HOURS

Total hours billed hr function:

- Line or splicing personnel
- Superriiorr
- Safety
- Other please specifr and should be pre-approved

ILATERIALS Total Cost?

Trpe of materially'

Quanti.tr

EQUIPMENT (Total Cost)

Trpes of vehicles 'equipment

Total hours billed

FIELD AND ADMINISTRATIVE EXPENSES

Includes fuel food, lodging, tolls, administrative, communications expenses and miscellaneous costs

Special requests:

- Trpe of special request
- Total cost

TCTALDIJE

Appendix B Invoice Template

NYS Pnblic Pnvate Utihty Mutual Assistance Protocol Rev 0

DEPARTMENT OF HOMELAND SECURITY

MUTUAL ASSISTANCE CANADIAN BORDER CROSSING LETTER



Date:

xxxxxxx, Deputy Director
New York State Office of Emergency Management
1220 Washington Avenue
Building 22, Suite 101
Albany, NY 12226-2251

Dear Deputy Director xxxxxx,

AVANAGRID NY is currently preparing for the [Type of event] expected to begin, [Month Day, 202X]. As part of our preparation efforts to ensure we are able to quickly address anticipated power outages, we are seeking the assistance of electrical workers from Canada. [Contractor] is crossing at the [Point of Entry] on the [State] border and will be working in [Utility]'s [Identify service location or divisions]. We have determined that the nearest available US electrical workers reside in states further away and/or are not readily available to support the power restoration effort.

AVANAGRID NY requests the New York Emergency Management Agency to contact US Customs and Border Protection and request they allow entry of these Canadian electrical workers into the US for the mutual assistance support of [Utility] in New York. Attach is the CBP Pre-Arrival spreadsheet. It is expected that the electrical workers will be crossing the border between [Time and Time] on [Month Day, 202X]. It is also our expectation that the Canadian electrical workers will assist in storm restoration efforts, ending their assignment by [Month Day, 202X], or earlier.

Sincerely,

[Name and title of signatory]

CC: Xxxxxx, New York State Department of Public Service

 Xxxxxx, New York State Department of Public Service

[Point Of Entry]



PRE-ARRIVAL SPREADSHEET-CANADIAN BORDER CROSSINGS

When engaged in securing mutual assistance from Canadian crews all tabs of the **PRE-ARRIVAL NAME** Spreadsheet must be completed required prior to entry.

	E	F	G	H	I	J	K	L	M
	Citizenship Country	Place of Birth Country	Place of Birth City	Gender	Passport Country Code	Passport Number	Passport Issue Date	Passport Expiration Date	Notes
1									
2									
3									
4									
5									
6									
7									
8									
9									

	A	E	C	D	E	F	G
	Utility Company	Contact Person	Contact Phone it	Event Reason	Date Crossing	Time Crossing	Port Crossing At
1							
2							
3							
4							
5							
6							

	A	B	C
1	ISO Alpha-2 Code	Country Name	
2	AB	ARUBA ISLAND (SEE ALSO AW)	
3	AD	ANDORRA	
4	AE	UNITED ARAB EMIRATES	
5	AF	AFGHANISTAN	
6	AG	ANTIGUA & BARBUDA	
7	AI	ANGUILLA	
8	AL	ALBANIA	
9	AM	ARMENIA	
10	AN	NETHERLANDS ANTILLES	
11	AO	ANGOLA	



NYSEG



RG&E

E10

	A	B	C	D
1	State Code	State Name	Country	
2	AK	Alaska	US	
3	AL	Alabama	US	
4	AM	American Samoa	US	
5	AR	Arkansas	US	
6	AZ	Arizona	US	
7	CA	California	US	
8	CO	Colorado	US	
	ft	rr.nnr,r4-iir.t i+	1 IC	

A	B	C
Issuing Post Code	Issuing Post Name	Issuing Country
ABC	ABCO	UNITED STATES OF AMERICA
ABD	ABU DHABI	UNITED ARAB EMIRATES
ABJ	ABIDJAN	IVORY COAST
ABU	ABUJA	NIGERIA
ACC	ACCRA	GHANA
ACK	AUCKLAND	NEW ZEALAND
ACM	ACORNHILL	SCOTLAND