



## **Regional Emergency Support Function #12 Energy**

### **Regional Coordinating Organization**

Metropolitan Washington Council of Governments

### **Local Jurisdictions**

Alexandria  
Arlington County  
Bowie  
College Park  
District of Columbia  
Fairfax  
Fairfax County  
Falls Church  
Frederick County  
Gaithersburg  
Greenbelt  
Loudoun County  
Montgomery County  
Prince George's County  
Prince William County  
Rockville  
Takoma Park

### **State Government Energy Agencies**

District of Columbia Energy Office  
District of Columbia Emergency Management Agency  
Maryland Emergency Management Agency  
Maryland Energy Administration  
Virginia Department of Emergency Management

### **Federal Government Agencies**

Federal Emergency Management Agency  
General Services Administration  
U.S. Army Corps of Engineers  
U.S. Department of Energy  
U.S. Department of Energy, Philadelphia Support Office

**Energy Regulatory Commissions**

District of Columbia Public Service Commission  
Federal Energy Regulatory Commission  
Maryland Public Service Commission  
Virginia State Corporation Commission

**Private Sector and Other Energy Organizations**

Allegheny Energy  
BG&E  
Colonial  
Columbia Gas  
Covanta  
Dominion Virginia Power  
Maryland Petroleum Council  
Michigan Cogen  
Mid-Atlantic Petroleum Distributors Association  
Mirant  
Northern Virginia Electric Cooperative  
PEPCO  
PJM Interconnection  
Washington Gas  
Washington, Maryland, Delaware Service Station & Automotive Repair Association

## **I. Introduction**

### **A. Purpose**

Regional Emergency Support Function (R-ESF) #12—Energy facilitates communication and coordination among regional jurisdictions to ensure an effective and timely response to public emergencies that affect the regional energy infrastructure (including the supply and delivery of electricity, natural gas, and petroleum fuels) before, during, and after a regional incident or regional emergency.

### **B. Scope**

R-ESF #12 is intended to focus on disruptions of regional energy systems requiring inter-jurisdictional coordination and information sharing. Provision of energy services is essential to many systems covered by other R-ESFs, including transportation, communications, disaster relief, health care, and public works. Disruptions in energy services can result from direct impacts upon the regions energy infrastructure (e.g., due to natural disasters or acts of terrorism), from extreme demands placed upon regional energy systems by emergencies in other functional areas, or a combination of the two.

## **II. Policies**

- A.** R-ESF #12 will not usurp or override and will be consistent with the policies of local governments or jurisdictions, state governments, and federal agencies.
- B.** The Metropolitan Washington Council of Governments (COG) will facilitate coordination among member organizations to ensure that the R-ESF #12 activities are consistent with the purpose and guidelines of R-ESF #12 and the policies and objectives of the Regional Emergency Coordination Plan (RECP).
- C.** Essential Elements of Information (EIs) will be reported through the Regional Incident Communication and Coordination System (RICCS) as required by the regional incident or regional emergency.
- D.** As required by the regional incident or regional emergency, R-ESF #12 will designate a liaison to R-ESF #5.
- E.** R-ESF #12 will serve as the energy emergency management component of the Comprehensive Regional Energy Plan being developed by the Energy Policy Advisory Committee (EPAC).

- F. R-ESF #12 priorities are intended to facilitate and coordinate information that will help protect and/or quickly restore energy resources and infrastructures in order to maintain continuity of essential public and private services and help protect lives and property throughout the region.

### III. Situation

#### A. Regional Emergency Condition

A regional incident or regional emergency could adversely impact the energy resources and infrastructure throughout the region. This could include—but is not limited to—the electricity generation, transmission, and distribution systems; the natural gas storage, transmission, and distribution systems; and the petroleum (e.g., gasoline, diesel, and heating oil) storage and distribution systems. A number of critical activities could be adversely affected by damage to or excessive demand placed upon key components of the regional energy infrastructure. Potentially affected activities include communications and transportation, both of which are essential to emergency response and evacuation. At the same time, a regional incident or regional emergency could create significant surge demands for energy resources to provide for relief and recovery, as well as for the clearing and restoration of the energy system itself.

#### B. Planning Assumptions

1. Energy infrastructure is a critical component for the effective implementation of most R-ESF annexes for regional emergency planning.
2. In the event of a regional incident or regional emergency, the regional civil energy infrastructure may experience disruptions.
3. Energy disruptions can occur for several reasons. These include direct impacts upon the energy infrastructure (e.g., damage to electricity or natural gas transmission or distribution networks resulting from natural disasters or terrorist attacks), surges in requirements placed upon the energy system by emergencies in other functional areas, and widespread energy shortages.
4. Energy or non-energy infrastructure damage and communications disruptions may inhibit efficient coordination of energy support during the immediate response and post-disaster period.
5. Energy disruptions may similarly affect the coordination and execution of relief activities throughout the region.

6. Energy flow will improve as systems are cleared and repaired and as generators and back-up sources of energy become available.
7. Gradual clearing of energy systems and improved communications will permit an increased flow of emergency relief, although localized distribution patterns might remain unusable for a significant period.
8. The energy infrastructure must be sensitive and responsive to energy contingency plans and national security-related energy requirements.
9. COG will be the point-of-contact for local jurisdictions for the purposes of coordinating information about emergency energy activities where a regional coordination is warranted.

#### **IV. Concept of Coordination**

##### **A. General**

1. Upon the occurrence and/or threat of a regional incident or regional emergency with regional energy implications, R-ESF #12 will be used.
2. The supporting regional agencies and organizations that constitute R-ESF #12 will coordinate and execute their respective energy authorities and program responsibilities during the regional incident or regional emergency.
3. R-ESF #12 will establish a capability to collect, analyze, synthesize, and disseminate information concerning regional energy-related issues (i.e., equipment and technical support) with R-ESF #5 and RICCS.
4. Requests for information through the RICCS regarding emergency regional energy issues will be referred to the R-ESF #12 liaison to R-ESF #5.

##### **B. Organization**

R-ESF #12 is composed of members of the Energy Policy Advisory Committee (EPAC) representing the COG member jurisdictions. EPAC membership includes all major jurisdictions, utilities, and representatives from the federal agencies (including DOE and GSA). In the event of a regional incident or regional emergency, the jurisdiction where the response is located will notify R-ESF #5 and EPAC of the circumstances, which will then trigger the utilization of R-ESF #12. Upon the utilization of R-ESF #12, a member of the affected jurisdiction will be designated as a lead. The lead will facilitate all conference calls, and report any necessary information to R-ESF #5. An R-ESF #12 liaison will be provided to R-ESF #5 as necessary.

## Notification

1. Upon the request of any participating R-ESF #12 organization, agency, or jurisdiction, the RICCS will:

Notify R-ESF #12 appropriate regional supporting agencies;

Ask R-ESF #12 to identify organizations, agencies, or jurisdictions that may need to supply subject-matter expertise to the RICCS; and

Establish communication with appropriate organizations and state and federal agencies.

2. If R-ESF #12 is made aware of an imminent or an actual regional emergency through other sources, it will notify RICCS. Communications will be made in accordance with RICCS protocols and in cooperation with R-ESF #2—Communications Infrastructure.

## C. Coordination

### 1. Initial Actions

Upon detection of an energy-related incident, COG or any participating R-ESF #12 organization, agency, or jurisdiction will first make an internal assessment of the situation.

R-ESF #12 organizations, agencies, or jurisdictions should use available information to determine the status and assess the energy impacts of the public emergency, including public agency and government resources needed to respond.

R-ESF #12 organizations, agencies, or jurisdictions should identify and recommend government actions necessary to obtain needed resources to repair or restore damaged energy systems and disruptions in energy supplies.

If that organization, COG, or any other R-ESF #12 organization, agency, or jurisdiction determines that the event is of regional significance, they should contact the RICCS with any EEIs concerning the situation and ask that R-ESF #12 or all R-ESFs be notified of the regional incident or regional emergency.

Based on the nature and extent of the regional incident or regional emergency, COG or any participating R-ESF #12 organization, agency, or jurisdiction may request a conference call to be convened

through the RICCS to discuss the regional incident or regional emergency. The R-ESF #12 member from the affected jurisdiction will act as lead and will facilitate the conference call.

The conference call would be used to determine the type and extent of the regional incident or regional emergency, ongoing actions, responses and public messages; identify the next steps; and discuss any other key regional issues.

R-ESF #12 organizations, agencies, or jurisdictions should receive and respond to requests for information from RICCS and to notify RICCS of priorities to repair damage and disruptions in energy supply through consultation with other organizations, agencies, or jurisdictions.

## 2. Continuing Actions

R-ESF #5 will serve as the focal point for receipt of reports of damage to energy supply and distribution systems and requirements for system restoration. There will be continuous monitoring, coordination, communication, and response for each incident with information facilitated through the RICCS.

Additional conference calls may be scheduled by conference call participants or may be requested by COG or any participating R-ESF #12 energy organization, agency, or jurisdiction as required by the ongoing regional incident or regional emergency.

Subject matter experts from any participating R-ESF #12 organization, agency, or jurisdiction will provide the appropriate analysis of the regional impact of the regional incident or regional emergency to the R-ESFs through the RICCS to facilitate the regional response.

R-ESF #12 will consult state authorities on priorities for energy restoration process, assistance, and supply.

R-ESF #12 will help locate fuel for transportation, natural gas services, generators, technical support, communications, and emergency operations.

If needed, R-ESF #12 will recommend actions to jurisdictions regarding the conservation of petroleum fuel, electricity, and natural gas.

R-ESF #12 will coordinate the collection and reporting of energy supply information to the public through the RICCS and R-ESF #14.

### 3. Stand Down

Once the regional incident or regional emergency is over, a notification will be sent out via RICCS to alert the entire R-ESF #12 group of the stand-down of R-ESF #12.

### 4. After-action Critique

Once the regional incident or regional emergency has been terminated, R-ESF #12 will prepare an Incident Assessment Summary Report on the lessons learned. The Incident Assessment Summary Report will be compiled by the R-ESF #12 lead, designated for the specific regional emergency, and will consist of reports from each jurisdiction on their activities performed during the regional incident or regional emergency, and submitted to the R-ESF #12 lead for compilation. The report findings will be presented at the next regularly scheduled EPAC meeting.

## V. Responsibilities

### A. R-ESF #12 Participating and Supporting Agencies

Energy-related organizations participating in a regional response will contribute EEIs to the RICCS as required by the RECP policies.

Key organizations and their coordination roles include the following:

1. **District of Columbia Energy Office**—The DC Energy Office is the primary agency in the District of Columbia responsible for coordinating with all other regional and District governmental department response elements and utilities to restore the District's energy systems.
2. **Federal Energy Regulatory Commission**—Federal Energy Regulatory Commission is an independent regulatory agency within the Department of Energy that regulates, licenses, and oversees energy and related environmental matters.
3. **Maryland Energy Administration**—Maryland Energy Administration is the coordinating agency that advises the Governor on maximizing energy efficiency while promoting economic development, reducing reliance on foreign energy supplies, and improving the environment.
4. **Metropolitan Washington Council of Governments**—COG is the primary agency in the Metropolitan Washington area responsible for coordinating with all other regional and District governmental

department response elements and utilities to restore the region's energy systems.

5. **Mid-Atlantic Petroleum Distributors Association**—This association is an organization of independent marketers of petroleum products, petroleum suppliers, and industry participants who coordinate legislative and regulatory support, as well as educate members, and ensure fair business practices.
6. **Northern Virginia Electric Cooperative**—This organization is a member-owned, locally based and operated electric distribution system providing reliable energy and services to the metropolitan Washington, D.C., area.
7. **PJM Interconnection**—This organization is responsible for the operation and control of the bulk electric power system throughout major portions of five Mid-Atlantic states and the District of Columbia.
8. **Virginia Department of Emergency Management**— This state agency works closely with local government emergency managers, other state agencies, voluntary organizations and federal agencies to ensure a comprehensive, efficient, and effective response to emergencies and disasters throughout Virginia, including coordinating energy emergencies.

#### **B. Essential Elements of Information:**

1. One of the primary purposes of the RECP is to facilitate the exchange of information among the signatory agencies during emergency situations. R-ESF #5—Information and Planning is responsible for the exchange, analysis, reporting, and dissemination of regional information. R-ESF #5 contains detailed information about the process of information exchange and describes regional EEs, which have been determined as the minimum essential information categories to satisfy coordination needs among the R-ESFs through RICCS.
2. From the perspective of R-ESF #12—Energy, the organizations are responsible for providing to R-ESF #5 any knowledge available about the following EEs during a regional incident or regional emergency involving energy disruptions or services:
  - Status of transportation system and facilities;
  - Status of mutual aid agreements;
  - Status of communications system;
  - Potential impacts to the community;

Status of key contractors;  
Detailed damage report to any energy infrastructure;  
Estimated time for bringing energy infrastructure back online;  
Access/transportation routes to and from hazards within emergency areas;  
Location of the regional incident or regional emergency;  
Jurisdictions involved;  
Status of energy systems;  
Status of resources, personnel, equipment and facilities impacted by the regional incident or regional emergency/threat of regional emergency;  
Other R-ESFs potentially impacted;  
Response needs and priorities;  
Need for remote sensing and reconnaissance activities;  
Short-, medium-, and long-term energy response, recovery, and continuity plans;  
Injuries and medical emergencies;  
Geographical Information System (GIS) mapping if available; and  
Logistical problems.

## VI. Preparedness Cycle

The Preparedness Cycle is an iterative process designed to ensure a high level of readiness for the RECP through continuous improvement in the plans and procedures. The cycle begins with sound planning practices, followed by training of personnel who will be engaged in executing those plans. When personnel have been trained, plans and procedures are tested through exercises or simulations designed to check planning assumptions against a range of scenarios. The performance of the participating organizations is evaluated in order to refine the plans, and the cycle repeats. R-ESF #12 and COG are responsible for maintaining the preparedness cycle for R-ESF #12.

### A. Planning

EPAC and COG are responsible for coordinating planning under R-ESF #12, including review and recommending revisions of R-ESF #12. All participating energy agencies will contribute to the planning of R-ESF #12.

Planning will include a comprehensive assessment of current capabilities in the energy sector and identification of unfunded regional incident or regional energy emergency response and coordination needs. Plans will be evaluated on an annual basis to determine if any changes are needed. The evaluation will be performed by the entire EPAC group, concluding with discussion of changes at a regularly scheduled EPAC meeting.

## **B. Training**

COG will take the lead on scheduling annual training; however, on a rotating basis, each EPAC member will be responsible for the development and planning of the annual training needs. Training will be held on a yearly basis to correspond with changes to the plan, and take place at a COG designated location.

## **C. Exercises**

In order for the RECP to be effective, a series of energy simulations/exercises are conducted on a regularly scheduled basis. The exercise series includes tabletop exercises, functional communications and coordination drills, and field exercises conducted by COG or other organizations.

Exercises will alternate between tabletop exercises, functional communications and coordination drills, and field exercises on an annual basis as determined by COG. Exercises will occur on a yearly basis; however, if major changes are made to the plan, then additional exercises may be planned.

## **D. Evaluation**

In order to ensure continuous improvement in the energy function and in the RECP, the plans, policies, and procedures that support operational proficiency are evaluated through real-world experience and exercises. Lessons learned from these experiences are captured in a corrective action system and the issues are tracked in order to ensure that they are resolved and incorporated into plan revisions as appropriate.

## **E. Corrective Action**

Evaluations will occur in the form of after-action critiques. After-action critiques will be compiled after all training, exercises, and plan utilizations. Each after-action critique will be an Incident Assessment Summary Report on the lessons learned. The Incident Assessment Summary Report will be compiled by the R-ESF #12 lead, designated for the specific training, exercise, or plan utilization, and will consist of reports from each jurisdiction on their activities performed. The reports will be submitted to the lead for compilation. The report findings will be presented at the next regularly scheduled meeting.

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