ESP – 113.1 (Revised)

Electric Standard Practice – 113.1
'Wildland Fire Prevention & Fire Safety'

Electric Distribution Engineering is publishing this standard after being revised by the SDG&E Fire Coordinator.

- Various changes and revisions throughout this standard

If you have any questions regarding this Standard Practice, please contact:

- Hal Mortier at (858) 654-8683 or **HMortier@semprautilities.com**
- Gaspare Ciaravino §Vino at (858) 654-8250 or **GCiaravino@semprautilities.com**

PROJECT CHECKLIST

Use 'Tab Key' to navigate form

Date: July 5, 2012

Originator: Hal Mortier

Project Title:
WILDLAND FIRE PREVENTION & FIRE SAFETY

The attached document pertains to: (Select one of the following from the drop-down menu)

Standard Practice Number: 113.1

Synopsis of change (for distribution cover sheet)

☒ See attached '**NEW / REVISED**' cover sheet.

Sponsoring Department:

Other (Select one of the following from the drop-down menu)

If Other, Describe: SDG&E Fire Coordinator

Individuals Involved in Development and/or Revision:

Hal Mortier

Training Requirements: (Describe how the training will be conducted)

All Districts, please review this revised Electric Standard Practice with all district field personnel at your next Safety Meeting. To be completed within 30 days of Effective Date.

Reviewed By: _____ **Approved By:** _____

DEPARTMENT	DIVISION	EFFECTIVE DATE
TRANS. & DISTRIB. ENGINEERING	DISTRIBUTION ENGINEERING	JULY 05, 2012

SECTION

GENERAL PRACTICES

SUBJECT TITLE

WILDLAND FIRE PREVENTION & FIRE SAFETY

REVISION HISTORY

This Electric Standard Practice has been revised by the SDG&E Fire Program Manager.

1.0 PURPOSE

1.1 Southern California presents one of the most dangerous natural wildland fuel scenarios and explosive fire weather potential in the world. The period for active fire conditions can exist all year long depending on rainfall totals and other dynamic weather factors. The fall months and at times extending into early winter historically host the region's largest fires. Extended dry periods can bring us into or back into critical fire conditions essentially any time of the year. SDG&E facilities, equipment, and activities can present a potential wildland fire ignition risk which must be minimized to the extent reasonably possible. In the event a fire occurs, we must also be equipped to suppress small fires, thus potentially preventing a major fire. Most importantly, we must provide the resources and training necessary to keep our employees safe while working in the wildland areas. This plan is for all system Operations & Maintenance work and can be used for low complexity Construction projects when additional mitigation is not required (see 4.7 SDG&E PROJECT SPECIFIC FIRE PLANS). The intent of this document is to formalize procedures and routine practices that will:

1.1.1 Assist SDG&E employees in their understanding of fire prevention and to improve their ability to prevent the start of any fire. The emphasis will be on wildland fires, especially during the critical times of the year when the fire risk is high.

1.1.2 Set standards for certain tools and equipment to be present in our vehicles and on our work sites, when performing identified high risk work activities. This will assist with rapid response to small fires in the event one should occur.

1.1.3 Incorporate State, Federal, and local requirements into our standard way of doing business to provide compliance with rules and regulations on a daily basis no matter where our work is taking place. This would include, but not be limited to: pertinent laws, Forest Standard Practice Regulations, and "Special Use Permit" or "Right of Way" fire related requirements.

1.1.4 Define or reference restrictions mandated by "Red Flag Warnings", "Project Activity Levels", or other unique fire danger scenarios. Provide the means for determining when these restrictions are in effect, what activities they prohibit, the precise locations to which they apply; and identify the notification procedures for all affected employees and contractors. (See TMC 1320)

1.1.5 Establish communication requirements when working in the wildland areas.

1.1.6 Discuss procedure to identify when a Construction project specific "Fire Plan" is required and the process for developing the document. (See 4.7)

1.1.7 Share some common sense practices, with regards to fire safety, that should be used in all activities to reduce the risk of fires and to prevent injury to employees as a result of fire.

DEPARTMENT	DIVISION	EFFECTIVE DATE
TRANS. & DISTRIB. ENGINEERING	DISTRIBUTION ENGINEERING	JULY 05, 2012

SECTION

GENERAL PRACTICES

SUBJECT TITLE

WILDLAND FIRE PREVENTION & FIRE SAFETY

2.0 APPLICABILITY

2.1 This applies to SDG&E field personnel who will work in the wildland areas of the service territory during the periods described that are conducive to wildland fire occurrence. This also includes Distribution and Transmission operating personnel who will be involved with field personnel in regards to safety, system reliability and/or restoration. Contractors performing work for SDG&E will be expected to comply with this Standard Practice as it relates to their activities as well.

3.0 DEFINITIONS

Wildland Areas: This term refers to any area within the SDG&E service territory that has wildland fuels available for ignition.

3.1 **Fire Threat Zone (FTZ):** This is a CALFIRE developed rating of wildland threat based on a combination of potential fire behavior (fuel rank) and expected fire frequency. SDG&E has established practices within the FTZ on how SDG&E constructs facilities and also determines certain construction practices to be used within the FTZ. See attachment 1.

3.2 **SDG&E High Risk Fire Areas (HRFA):** This area will be an assortment of GIS polygons that represent the zones of greatest concern within the SDG&E service territory, blending fuels, topography, wind, and system information. (The areas can change annually and the map will be labeled with the appropriate year, “SDG&E 20XX Highest Risk Fire Area” and is always a subset of the Fire Threat Zone). The HRFA helps to determine how SDG&E operates the electric system, as a function of weather conditions. See attachment 1.

3.3 **Fire Season:** Fire season is no longer officially designated by the wildland fire agencies. California is considered to be in fire season on a year long basis. CAL FIRE adjusts their staffing patterns as fire conditions moderate or escalate and this can be used as an indicator of potential fire activity.

3.4 **Elevated Fire Condition:** The SDG&E Fire Preparedness Plan uses a combination of live fuel moisture content information, other fuel condition data and input from Fire Coordination and SDG&E Meteorology to enter into what is termed “Elevated Fire Condition”. This condition is usually achieved during the month of August or September and is curtailed later the same year, or early the next year, with the arrival of substantial rain.

3.5 **Elevated Wind Condition**: This condition occurs when the combination of high wind and lower Relative Humidity’s necessitate an increase staffing or staging, but not to the level of a Red Flag Warning.

Red Flag Warning Condition (RFW): The National Weather Service will declare a RFW for;

- Wind- if the relative humidity is 15% or less with sustained winds equal to or greater than 25 mph, or frequent gusts equal to or greater than 35 mph for a period of 6 hours or more.
- Dry Lightning- for a lightning event that is not accompanied by enough precipitation to significantly wet fuels that have been identified as critically dry. This is common within the inland and mountain zones.

DEPARTMENT	DIVISION	EFFECTIVE DATE
TRANS. & DISTRIB. ENGINEERING	DISTRIBUTION ENGINEERING	JULY 05, 2012

SECTION

GENERAL PRACTICES

SUBJECT TITLE

WILDLAND FIRE PREVENTION & FIRE SAFETY

Project Activity Levels: This is a federal program designed to reduce the risk of fire starts during forest related work on high fire danger days and only applies to work on the Cleveland National Forest. (See 4.8)

3.6 **Pulaski:** The Pulaski is an axe-like fire hand tool used primarily for cutting or grubbing forest fuels. See Section 4.3.1.

3.7 **McLeod:** The McLeod is a fire hand tool used for raking and scraping forest fuels. See Section

3.8 **Backpack Pump:** A backpack pump is a portable 5 gallon water pack with hose and nozzle used for extinguishing Class A fire and particularly wildland fires. They can be rubber collapsible packs or stainless steel canisters.

3.9 **Major Operations Work Area:** It will be considered a Major Operations Work Area when work activities or staging of resources will be concentrated in and out of a staging facility or site, conducted over multiple days and generally involves multiple crews and resources.

3.10 **SDG&E Incident Commander (IC):** The SDG&E IC will be the positively identified single point of contact for all SDG&E resources (people and equipment) on an emergency incident. The appropriate line authority will identify who the IC will be on moderate or complex incidents. "First-in" supervisor will generally be the IC on low complexity incidents. The IC will be responsible for integrating SDG&E resources into the larger incident structure by serving as the single point of contact for SDG&E to the overall incident.

3.11 **SDG&E EOC:** The Emergency Operations Center (EOC) is activated to varying degrees, depending on the complexity of the incident. It is intended to be a support to the emergency management personnel and houses the Officer in Charge (OIC) in major incidents.

3.12 **Operations & Maintenance (O&M):** O&M refers to post construction care and maintenance of SDG&E facilities.

3.13 **Low Complexity:** This refers to projects that are routine in nature, involve few resources, and have no extraordinary fire risk present.

3.14 **Fire Box:** A fire box can be placed in a staging area or worksite to supplement available fire suppression equipment when necessary due to excessive work activity. It generally contains additional handtools and/or backpack pumps as deemed appropriate.

3.15 **Fire Patrol:** Also referred to as Fire Watch or Guard; is a designated person assigned specifically to assess and mitigate fire risk, observe for immediate detection of fire starts, have fire equipment readily available, and insure rapid extinguishment of fires. No special qualifications required.

3.16 **SDG&E Fire Coordinator (FC):** The SDG&E Fire Coordinator serves as a conduit or liaison to the emergency service agencies, including fire and law enforcement, for the utilities on emergency incidents. The FC will help the emergency service agencies obtain their needs related to the utility and represent the utility needs to the emergency service agencies.

3.17 **Grass Cured:** This is grass that is dry (generally yellow or light brown in color) and is at its highest danger for fire ignition and spread.

3.18 **Hazardous Areas:** Any "wildland" or unincorporated area within SDG&E service territory identified by the State Division of Forestry as being particularly susceptible to the danger of fire during certain seasons of the year.

4.0 PROCEDURE

4.1 EQUIPMENT & FACILITY RISK:

4.1.1 The nature of utility equipment operations and facilities can pose a fire risk. As a result there are laws and regulations governing utilities in this regard. The following Public Resource Code (PRC) sections exist to reduce utility specific risks involved with wildland fire. SDG&E is proactive, insuring compliance with each of these on a continual basis.

- PRC Section 4290 - Regulations Implementing Minimum Fire Safety Standards Related to Defensible Space Applicable to State Responsibility Lands.
- PRC Section 4291 – Reduction of Fire Hazards Around Buildings.
- PRC Section 4292 – Power Line Hazard Reduction, 10' ground clearance around power poles with non-exempt hardware.
- PRC Section 4293 – Power Line Radial Clearance Required, between vegetation and conductors, 4' for 2,400-71,999 volts, 6' for 72,000-109,999 volts, and 10' for 110,000 and above.

4.1.2 Some departments are assigned the responsibility for compliance with these regulations. The SDG&E Vegetation Management Program, in the Construction Services Department, has an extensive tree pruning and removal program to provide adequate line clearance. They also treat all non-exempt power poles in the specified area to maintain the 10' clearance required by PRC 4292. Personnel from Land Services, Facilities, and Fire Coordination work together to meet defensible space requirements, as well as other fuel hazard reduction measures where applicable. **However, it is the responsibility of all SDG&E employees and contractors to support the company's efforts to comply with these regulations.**

4.2 ACTIVITIES THAT POSE A FIRE RISK:

4.2.1 The Control Centers, Dispatch Center, and Fire Coordinator will provide general information to SDG&E employees regarding general fire condition status. When working in the SDG&E FTZ on any warm and dry day and in particular during the "Elevated Operating Condition", the following SDG&E related activities present a risk of fire ignition. Although not prohibited, extra caution is critical during the performance of any of these activities.

4.2.1.1 Working on energized electrical equipment or facilities located within the SDG&E Wildland Fire Area.

4.2.1.2 Any off-pavement vehicle use.

4.2.1.3 On-highway work activities that are located adjacent to particularly hazardous wildland fuel conditions.

4.2.1.4 Chain saw use of any kind.

4.2.1.5 Operation of generators, pumps, augers, compressors, two-cycle motors, or other equipment capable of producing sparks or ample exhaust heat to cause ignition.

4.2.1.6 Other tree removal equipment including but not limited to grinders, chippers, skidders, excavators, etc.

4.2.1.7 Grinding and welding

4.2.1.8 Blasting or other explosive work

4.2.1.9 Smoking

4.3 TOOLS AND EQUIPMENT:

4.3.1 When working in the FTZ identified on the attachment 1; the following tools and equipment will be carried on the vehicles described, when engaged in any of the work activities discussed above. If other fire risks are identified specific to your work project in these same areas, these standards should be applied as well. This does not apply to transient traffic driving on primary road beds through the wildland areas. These items will meet the California Forest Practice Rules; Public Resource Code Division 4, Chapter 6. Making this equipment available at your work sites will also meet the majority of the requirements mandated by the wildland fire agencies within the company service territory. Some additional project specific or weather specific requirements may be necessary and will be discussed later in this plan. Please note that if work project is over 50' from the vehicle location, the mandated equipment should be removed from the vehicle and staged at the work site.

Shovel

Pulaski

MCleod

Indian Pump

Stainless Steel Pump

4.3.2 Passenger Vehicles (performing work in the wildland areas);

- 1 round point shovel with overall length of at least 46”
- 1 serviceable fire extinguisher, minimum U.L. rated “2 BC”; rating found on fire extinguisher label (a “2” rated extinguisher will put out apprx. 2 sq. ft. of combustible material and BC indicates it will work on flammable liquids and is non-conductive for electrical fires)

4.3.3 Trucks & 4 Wheel Drive Vehicles;

- 1 round point shovel with overall length of at least 46”
- 1 axe or “Pulaski” (see picture above)
- 1 (5) gallon backpack pump (see pictures above) or a “2 BC” rated extinguisher; rating found on fire extinguisher label (a “2” rated extinguisher will put out apprx. 2 sq. ft. of combustible material and “BC” indicates it will work on flammable liquids and is non- conductive for electrical fires)

4.3.4 Heavy Machinery or Equipment (including tub grinders, whole tree chippers, drilling rigs, tractors, etc.);

- 1 round point shovel with overall length of at least 46”
- 1 axe or “Pulaski” (see picture above)
- 1 (5) gallon backpack pump (see picture above) or fully charged U.L. rated “4 BC” or larger fire extinguisher; rating found on fire extinguisher label (a “4” rated extinguisher will put out apprx. 4 sq. ft. of combustible material and “BC” indicates it will work on flammable liquids and is non-conductive for electrical fires)

4.3.5 Chain Saw Use;

- 1 shovel within 25 feet of the chainsaw operation with unrestricted access to the tool.
- or 1 serviceable UL rated 2BC fire extinguisher in their immediate possession.

4.3.6 Major Operations Work Area (fire toolbox should be located on site, accessible to all, sealed, labeled, and in addition to vehicle equipment requirements);

- 1 (5) gallon backpack pump (see picture above)
- 2 axes or “Pulaskis” (see picture above)
- 2 “McLeod “ fire tools (see picture above)
- Round point shovels 46” for each employee assigned to work site

4.3.7 Optional Considerations for particularly Hazardous Areas where additional measures are warranted (discuss with Fire Coordinator if applicable);

- Water Supply, recommended 1500 gal. minimum (Tank, truck, or hydrant)
- Fire Hose (and associated fire accessories)
- Dozer or Tractor (capable of producing fire line in an emergency situation if safe to do so.)
- Small Fire Engine or Patrol with 1 or 2 personnel equipped with pump, accessories and a Minimum of 150 gallons of water

4.3.8 Helicopter Operations; Primary helicopter staging areas will be treated similar to other staging areas as far as fire equipment. When working with Temporary Staging Access Pads (TSAP) adequate firefighting equipment shall be carried on the helicopter and made available to personnel working on the ground at those sites.

4.4 FIRE PREVENTION & FIRE SAFETY CONSIDERATIONS:

NOTE: The following Safety considerations will help to reduce the risk of fire start (Fire Prevention), as well as provide for the safety of company employees while working in the wildland areas (Fire Safety).

4.4.1 **Fire Prevention**

4.4.1.1 On projects in the SDG&E FTZ, conduct and document a formal “Tailgate Meeting” addressing the fire concerns as part of the “Tailgate Meeting”. Have regular tailgate meetings for the duration of the project to include fire safety discussions. As usual, these documents must be retained at the district for three years, including formal **Fire Plans** when required.

4.4.1.2 Smoke only in designated smoking areas or in a 10’ clearing void of all grass and other vegetation.

4.4.1.3 Idling or parking in areas of brush, grass, or vegetation litter is prohibited.

4.4.1.4 Consider work hour restrictions where applicable, limiting exposure during the heat of the day and taking forecasted wind conditions into account as well.

4.4.1.5 Use a “Fire Patrol” (person specifically dedicated to mitigate fire hazards, observe for immediate detection of fire starts, and coordinate rapid response for extinguishment) on high fire danger days (days that are warm, dry, and/or windy and present a likelihood for wildfire). Their duties would include: verification of compliance with the **fire plan**, observation of activities for fire prevention & safety, and checking the work area after the day’s activities have been completed.

4.4.1.6 Provide vegetation clearance or reduction around particularly hazardous work activities or work areas. Use special mitigation, as appropriate, to reduce the hazard, following all environmental protocols. Clear 10' circle to mineral soil around compressors, generators, and other equipment when required to use them in the FTZ or provide a non-combustible ground cover 10' diameter minimum.

4.4.1.7 Follow all special requirements associated with Red Flag Warnings (section 4.5), Project Activity Levels (section 4.6), and site specific Project Specific **Fire Plans**.

4.4.1.8 Have all required tools & equipment off the vehicle and on-site or within 50' of the work location, readily available for use when vehicle is 50' or more from actual work site.

4.4.1.9 Ensure exhaust systems are clear of vegetation and other combustible debris before operation of portable equipment.

4.4.1.10 When it is possible, wet down adjacent vegetation when performing at risk work.

CAUTION: DO NOT UNDER ESTIMATE THE ABILITY OF A FIRE TO QUICKLY SPREAD TO AN UNMANAGEABLE SIZE.

4.4.2 **Fire Safety**

4.4.2.1 Use proper Personal Protective Equipment (P.P.E); standard SDG&E requirements apply. When working within or adjacent to uncontrolled fire perimeter company issued fire resistant clothing should be worn. Respiratory protection (painter's mask or bandana) is recommended as well.

4.4.2.2 When working on or adjacent to a wildland fire, positive communications must be maintained internally using SDG&E work protocols. It is critical that employees have the ability to communicate with fire agencies as well, both for reporting fires and for the exchange of critical information for the duration of an incident. Cross communication with the fire agencies is the responsibility of the SDG&E Incident Commander (single point of contact assigned to manage all SDG&E resources), the Fire Coordinator (FC), or the On-Site (pre-designated work supervisor for affected area) Supervisor in the absence of a Fire Coordinator or SDG&E Incident Commander.

4.4.2.3 Know what the fire is doing at all times, observe personally or be in direct communication with a competent person (IC, FC, or On-Site Supervisor) who is monitoring fire activity.

4.4.2.4 Work within the Incident Command System (ICS) while assigned to a fire incident. Understand the chain of command for the incident and who you are accountable to. Check in and check out when entering an uncontrolled fire perimeter after it is determined to be safe by the IC, FC, or On-Site Supervisor.

4.4.2.5 Pre evaluate/designate safety zones (areas large enough to provide a safe retreat) and escape routes (safe access to these safety zones) when working in the wildland areas during high fire danger days.

4.4.2.6 Get proper rest and adequate water during extended fire activity to avoid fatigue and help prevent accidents and/or injuries. It is recommended that you receive an average of 1 hour rest for every 2 hours worked. An individual in hot, dry weather may require up to 1 to 2 gallons of water per day.

4.4.2.7 Exercise extreme caution when driving within a fire area and/or in smoky conditions. Be aware of falling rocks, trees, and other debris as well as road obstructions and other traffic. Keep driving speeds down when visibility is limited.

4.5 **RED FLAG WARNINGS:**

4.5.1 Red Flag Warnings (RFW); a joint effort between state, federal and local fire agencies, was brought about after a very catastrophic 1970 Southern California fire season. The intent is to pass along critical fire weather information to users and occupants in the wildland areas to bring about more prudent actions in all their wildland related activities. The National Weather Service (NWS) is responsible for declaring RFW and identifying the period of time to which they apply. There are currently two criteria established for RFW by the NWS (see definitions). The SDG&E service territory falls into multiple weather zones identified by the NWS and RFW requirements of this document will apply to each zone identified in a declared RFW including Imperial Valley when applicable. Currently SDG&E is operating under the direction of TMC1320 (aka DOP3013, ESP109), SDG&E Fire Preparedness, which addresses specifically the actions SDG&E will take with regard to Red Flag Warnings. The Operations Shift Supervisor (OSS) at Grid Operations will make notifications to company personnel; the following are field related considerations during a declared RFW.

4.5.1.1 All transmission and distribution lines within the SDG&E Wildland Fire Area will not be tested without patrol for the duration of the RFW.

4.5.1.2 A fireguard *(fire patrol)* will be assigned to any operation that could cause a fire. See Section 4.4.1.5.

4.5.1.3 All non-critical line clearance tree pruning and removal activities will cease. (Hand pruning activities are permissible)

4.5.1.4 All Blasting will be discontinued.

4.5.1.5 All grinding and welding will discontinue, except in enclosed buildings or within areas cleared of all flammable material for a radius of 15 feet.

4.5.1.6 Vehicular travel will be restricted to cleared roads except in case of an emergency. In no case will vehicles with hot exhaust systems be driven over or parked in grassy areas.

4.5.1.7 Smoking will not be permitted.

4.5.2 **In addition to these requirements a good rule is; all non-critical "at risk" work should not be done during a RFW except for that work which creates a greater hazard if not accomplished.**

DEPARTMENT	DIVISION	EFFECTIVE DATE
TRANS. & DISTRIB. ENGINEERING	DISTRIBUTION ENGINEERING	JULY 05, 2012

SECTION

GENERAL PRACTICES

SUBJECT TITLE

WILDLAND FIRE PREVENTION & FIRE SAFETY

4.6 **PROJECT ACTIVITY LEVELS:**

4.6.1 The United States Forest Service has a program it utilizes to reduce the risk of fire on National Forest land, particularly in the timber or mountain areas. It is referred to as Project Activity Levels *(PAL's).* Each day, at 4:00 p.m., the PAL level will be determined for the following day. It may be a different level for different geographic areas of the county. This information will be available by calling (619) 557-5262 *(U.S. Forest Service Dispatch)*. Although the intent of the PAL system is to reduce the risk of fire start from timber harvesting activities, restrictions should apply to any potential fire starting activities. The Cleveland National Forest is collaborating with SDG&E to establish Project Activity Levels specific to utility Operation & Maintenance activities and the restrictions and/or appropriate mitigation for each level are detailed in Attachment 2. SDG&E work activities must comply with the guidance of this document or exceptions approved by an appropriate Forest Service Line Officer. The On-duty Fire Coordinator can be used to help discern PAL requirements on a case by case basis.

4.7 **SDG&E PROJECT SPECIFIC FIRE PLANS:**

NOTE: This fire prevention and fire safety standard practice will be sufficient for most routine work conducted by company employees and contractors performing work for SDG&E. On larger more complex work projects and major construction activities in the **Fire Threat Zone**, a project specific "Fire Plan" may be recommended. The Fire Coordinator should be consulted to review the magnitude of your project and determine if a fire plan is needed. A standard template is available from the Fire Coordinator that can be used to help determine;

4.7.1 If a Project Specific **Fire Plan** is required for your particular work activity.

4.7.2 What work activity restrictions will be necessary over and above those required of this plan

4.7.3 What mitigations will be necessary to reduce fire risk potential, specific to that project.

4.7.4 What special tools or equipment are required to be available at work site

4.7.5 What involvement the company Fire Coordinator(s) needs to have in assisting with development and implementation of your Project Specific **Fire Plan**

4.7.6 If an inspection by the jurisdictional fire department for the area of your project is required, recommended, or not necessary.

4.7.7 Any additional site specific instructions or requirements.

DEPARTMENT	DIVISION	EFFECTIVE DATE
TRANS. & DISTRIB. ENGINEERING	DISTRIBUTION ENGINEERING	JULY 05, 2012

SECTION
GENERAL PRACTICES

SUBJECT TITLE
WILDLAND FIRE PREVENTION & FIRE SAFETY

4.8 **OTHER CRITICAL FIRE DANGER PROCLAMATIONS:**

4.8.1 The Fire Chiefs with jurisdictional responsibility for a given area have the authority to proclaim certain restrictions in extreme fire conditions or when they are experiencing a critical shortage of resources. These cases will be very rare and it will be incumbent on them to insure we are informed of any temporary changes in fire restrictions for a particular area. Upon notification we would be required to comply as appropriate.

4.9 **RECOMMENDED FIRE RELATED TRAINING:**

4.9.1 It is recommended that all field employees have basic fire safety training and T/D Compliance Training on an annual basis. Managers should assess individually whether an employees work activities would cause this training to be mandatory using the existing ESCMP training tracking system to monitor compliance. This can be accomplished in one hour at a routine safety meeting just prior to fire season. For those employees who are likely to be asked to work within or immediately adjacent to an uncontrolled fire area, the following additional training is recommended: Two hours of Fire Safety, Incident Command System Basic Training, and Basic Fire Behavior. For supervisors, managers, and company officers, who could be assigned as the SDG&E Incident Commander or EOC "Officer in Charge" on a major incident, additional advanced Incident Command System training is recommended. The Fire Coordinator will provide this training or assist with arranging qualified instruction. The fire coordinator may bring in additional qualified instructors, or qualify additional SDG&E employees as instructors, using the "train the trainer" approach to assist with this effort. Documentation of this training shall be done by the work supervisors and recorded in the employees training records.

4.10 **EOC AND CONTROL CENTERS:**

4.10.1 Service Dispatch, Electric Distribution Operations, Electric Grid Operations, & EOC play a vital role in any fire emergency. Communications with these groups, when applicable, is critical. Provide information updates and feedback to each of these groups as their areas of responsibility become affected. This should continue through the duration of the incident.

4.10.2 Early notification to the EOC of potential activation is recommended when appropriate. Notification procedures are identified in ESP 113 FIRE COORDINATION and should be followed as prescribed.

4.11 FIRE COORDINATION:

4.11.1 SDG&E has established three permanent positions in the Fire Coordination group, (1) Fire Program Manager and (2) Fire Coordinators. They are essentially the company liaison to the fire services, both during an emergency and in the course of daily business. Back-up coordinators are available as well to cover off time for the primary coordinators and for when multiple incidents occur. Questions regarding this plan or other fire related inquiries should be made through the Fire Program Manager or Fire Coordination group. The Fire Coordination group would be a key contact for other fire related training as well.

DEPARTMENT	DIVISION	EFFECTIVE DATE
TRANS. & DISTRIB. ENGINEERING	DISTRIBUTION ENGINEERING	JULY 05, 2012

SECTION
GENERAL PRACTICES

SUBJECT TITLE
WILDLAND FIRE PREVENTION & FIRE SAFETY

5.0 REFERENCES

5.1 State Forest Standard Practice Act (http://www.fire.ca.gov/resource_mgt/downloads/2009_Forest_Practice_Rules_and_Act.pdf)

5.2 TMC 1320 (aka DOP3013, ESP109 – SDG&E Fire Conditions)

5.3 ESP 113 – FIRE COORDINATION

5.4 Power Line Fire Prevention Field Guide – 2008 edition (http://cdfdata.fire.ca.gov/pub/fireplan/fpupload/fppguidepdf126.pdf)

6.0 ATTACHMENTS

6.1 Attachment 1: Service Territory with SDG&E 2012 Highest Fire Risk Areas & FTZ

6.2 Attachment 2: CNF Utility specific Project Activity Level guidance matrix (Under development, to be attached in next revision)

DEPARTMENT	DIVISION	EFFECTIVE DATE
TRANS. & DISTRIB. ENGINEERING	DISTRIBUTION ENGINEERING	JULY 05, 2012

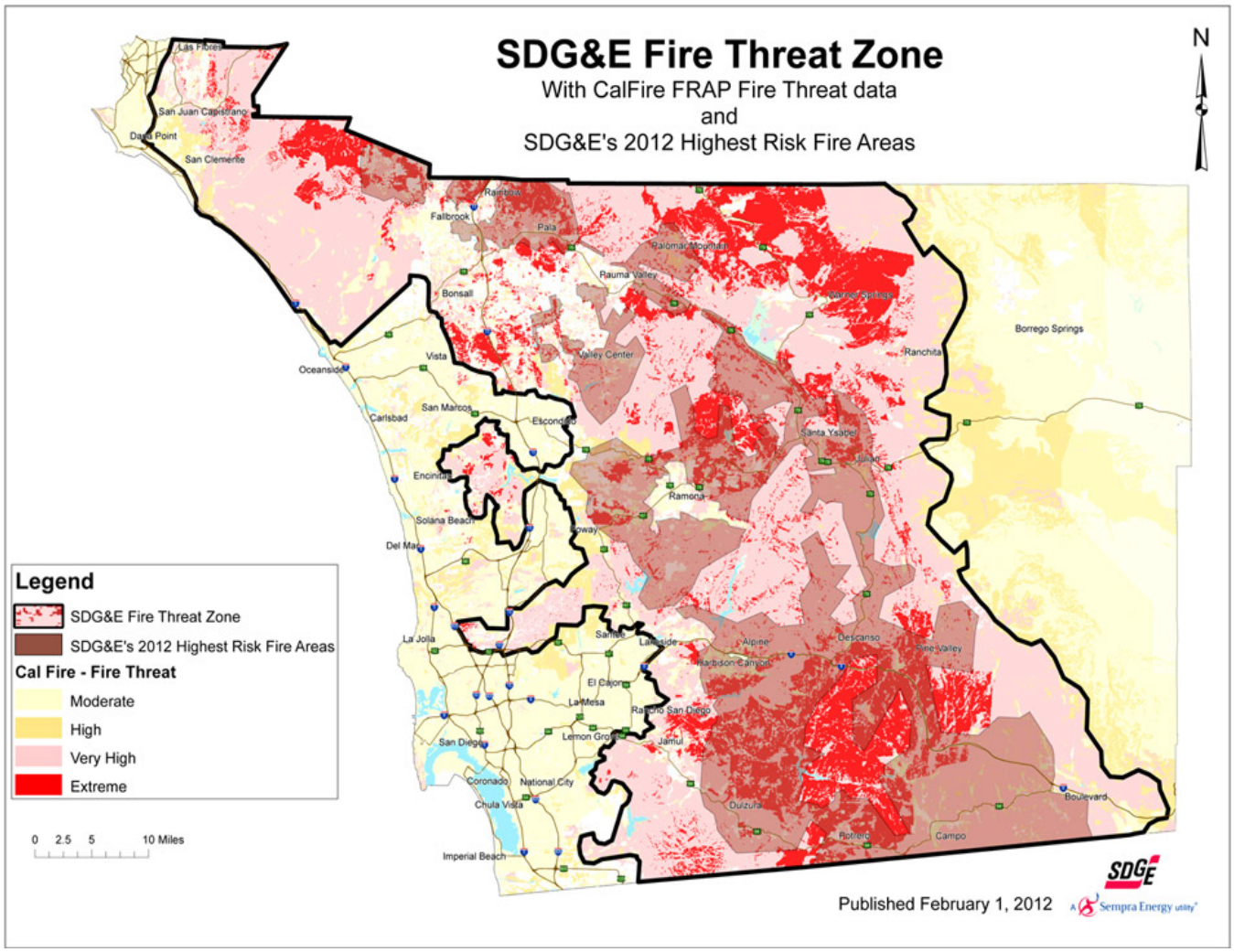
SECTION

GENERAL PRACTICES

SUBJECT TITLE

WILDLAND FIRE PREVENTION & FIRE SAFETY

ATTACHMENT 1



ISSUED BY	APPROVED BY
HAL MORTIER/GASPARE CIARAVINO, VINO	*MICHAEL J COLBURN*

DEPARTMENT	DIVISION	EFFECTIVE DATE
TRANS. & DISTRIB. ENGINEERING	DISTRIBUTION ENGINEERING	JULY 05, 2012

SECTION

GENERAL PRACTICES

SUBJECT TITLE

WILDLAND FIRE PREVENTION & FIRE SAFETY

ATTACHMENT 2

Under development, to be attached in next revision

ISSUED BY	APPROVED BY
HAL MORTIER/GASPARE CIARAVINO, VINO	*MICHAEL J COLBURN*