Public Safety Power Shutoff Quick Reference Matrix

TOPIC	PSPS PHASE					
	Blue Sky Planning	48-hour PSPS Notification	Zero Hour Power Out	24 Hours Without Power	Continued Power Outage	PSPS Recovery
Generators & Backup Power	Determine generator needs and sizes (p. 2)	Review "Blue Sky" plans (p. 11)	Verify that generators are running correctly (p. 18)	Evaluate efficacy of blue-sky planning (p. 21)	Have a technician check all generators (p. 27)	Identify demobilization staff and start demobilizing generator resources (p. 32)
Fuel	Assess fuel needs (p. 3)	Confirm supply contract with vendor (p. 11)	Manually check levels of fuel storage (p. 18)	Monitor burn rate and adjust run time estimates (p. 21)	Check fuel delivery and make sure fuel is available (p. 27)	Polish any fuel in storage (p. 33)
Communication	Ensure all emergency contact info is up to date (p. 4)	Conduct refresher training on Communication SOP with staff (p. 12)	Verify two-way radios are operating correctly (p. 18)	Set up charging stations for cell phones (p. 22)	Communicate with the public and provide updates through PIO, social media, and/or local radio (p. 29)	Inform internal and external partners and responders that power has been restored (p. 34)
Partnerships	Form a relationship with DDW (p. 6)	Check to see if county EOC is activated and if there is a water desk/WSSP there (p. 14)	Complete a general check of partner communication systems (p. 19)	Check in with county OES, DDW, and GM with your utility's operational status (p. 23)	Ensure that you are updating and receiving information from CalWARN, CalOES, and your local EOC (p. 29)	Determine continuing mutual aid needs, manage the mutual aid paperwork, and settle accounts with vendors (p. 35)
SCADA	Train to operate plant without SCADA (p. 7)	Backup data and print out key info and action lists (p. 14)	Attend to all active SCADA alarms (p. 19)	Evaluate water usage during previous 24 hours to adjust set levels to reflect change in water usage (p. 24)	Continue to verify that SCADA data equals field data (p. 29)	Reprogram SCADA as needed (p. 35)
Staffing	Cross-train staff for PSPS events (p. 8)	Activate response staff and establish chain of command (p. 15)	Determine staffing needs and begin modified schedule (p. 19)	Reassess modified schedule (p. 24)	Reassess staff availability, rotation, roles, and distribute workload (p. 30)	Slowly integrate back into normal schedule and release any outside staff (p. 36)
Access	Ensure staff have IDs and vehicles are badged (p. 9)	Check facility sites and address any immediate access issues (p. 16)	Verify that any electronic access control systems are working correctly without grid power (p. 19)	Confirm proper contact at EOC for who is controlling access into wildfire areas (p.25)	Coordinate with local EOC if access is needed (p. 31)	Verify roads are clear and bring generators and other resources back to their storage locations (p. 36)
Safety	Have a H&S Plan (p. 10)	Brief staff on H&S Plan (p. 17)	Confirm PPE is in place (p. 20)	Ensure safety is briefed during staff shift change (p. 26)	Check staff safety and ensure staff relief as needed (p. 31)	Ensure staff make it home safely (p. 36)