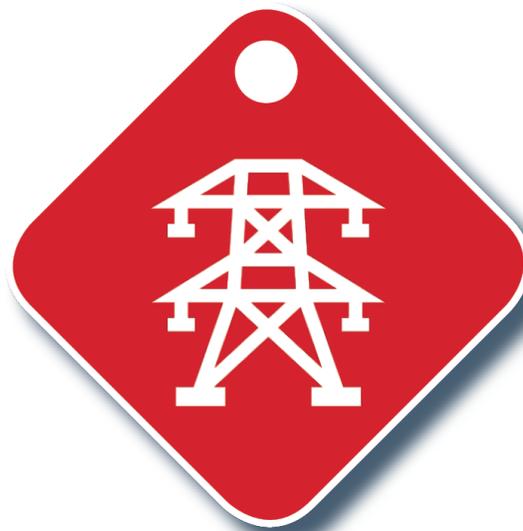




NEW HAMPSHIRE

STATE EMERGENCY OPERATIONS CENTER



EMERGENCY SUPPORT FUNCTION

12 – ENERGY

2019

Table of Contents

Acronyms	2
Lead Agency	3
Support Agencies	3
Introduction	3
Purpose	3
Concept of Operations	3
General	3
Organization	4
Notification.....	4
Event Reporting.....	4
ESF Actions	5
Prevention/Preparedness Actions	5
Response Actions	5
Recovery Actions	7
Mitigation Actions	7
Responsibilities	8
General	8
Agency Specific	8
Lead Agency.....	8
Support Agencies.....	9
Resources	11
Electric Utility Providers	11
Coordination with Other Emergency Support Functions	11
Mutual Aid	11
Attachments	11
Plans/Procedures	11
MOUs/LOAs.....	11
Record of Update	11



Acronyms

DOE	Department of Energy
DOS	NH Department of Safety
DOT	NH Department of Transportation
EMAC	Emergency Management Assistance Compact
FEMA	Federal Emergency Management Agency
HSEM	NH Division of Homeland Security and Emergency Management
IEMAC	International Emergency Management Assistance Compact
ISO-NE	Independent System Operator - New England
LOA	Letter of Agreement
MOU	Memorandum of Understanding
NIMS	National Incident Management System
NRC	Nuclear Regulatory Commission
NRF	National Response Framework
OSI	NH Office of Strategic Initiatives
PGANE	Propane Gas Association of New England
PUC	NH Public Utilities Commission
REP	Radiological Emergency Preparedness
SEOC	State Emergency Operations Center
SEOP	State Emergency Operations Plan
SME	Subject Matter Experts
SOP	Standard Operation Procedure
SS	Seabrook Station
USACE	US Army Corps of Engineers



Lead Agency

NH Public Utilities Commission (PUC)

Support Agencies

NH Office of Strategic Initiatives (OSI)

NextEra, Seabrook Station Nuclear Power Plant (SS)

Independent System Operator - New England (ISO-NE)

NH Energy Providers

Introduction

Emergency Support Function 12 (ESF 12) – Energy coordinates regulated fuel (electric, natural gas) utilities and non-regulated, deliverable fuels such as fuel oil, propane gas, kerosene, and transportation fuel utilities operating in the state to ensure the integrity of energy supply systems are maintained during emergency situations; that any damages incurred are repaired; and that services are restored in an efficient and expedient manner.

Energy includes producing, refining, transporting, generating, transmitting, conserving, building, and maintaining electric and natural gas energy system components. Damage to the system can have a rippling effect on supplies, distribution, or other transmission systems.

Purpose

Emergency Support Function 12 – Energy (ESF 12) provides a coordinated response in the restoration of energy services, support emergency response and recovery efforts, and normalize community functions in a disaster area. Support includes, but is not limited to, assessing energy and non-energy utility system damages as well as supplies and requirements to restore such systems; obtaining information on deliverable fuels, supplies and infrastructure; assisting local governments and the State in assessing emergency power needs and priorities and providing emergency information, education and conservation guidance to the general public concerning energy and utility services.

Concept of Operations

This annex will be activated at the direction of HSEM when there is potential for, or an actual disaster situation, or planned event affecting energy resources.

General

1. PUC, as the lead agency, must ensure that, through coordinated annual planning, all ESF 12 agencies are:
 - a. Participating in reviews and maintenance of the ESF 12 Annex; and
 - b. Receiving sufficient training and are capable of supporting responsibilities of ESF 12 in the SEOC; and,
 - c. Coordinating, attending, and participating in ESF 12 meetings, training sessions, conferences, and exercises.
2. Maintain manual or automated listings of the following:



- a. PUC and support agency emergency points of contact that may need to be contacted by ESF 12 representatives; and,
 - b. Available energy resources (i.e., state, local, contract).
3. Coordinate ESF 12 activities in the SEOC during periods of activation by developing and maintaining the ESF 12 staffing schedule.
4. Coordinate evaluation and performance of mission/task requests.
5. Ensure the status of committed and uncommitted resources is tracked during activation of the SEOC.
6. Ensure Unified Command is used to manage assets in the field due to the number and variety of government and private sector organizations that may be involved.

Organization

1. **Command & Control Structure:** ESF 12 shall function under the direction and control of the Infrastructure Branch under the SEOC Operations Chief (*See Organizational Chart in SEOP Base Plan*).
2. **Federal Resources:** When ESF 12 foresees or has a need for resources not otherwise available, action will be taken to secure such resources through the *National Response Framework* (NRF) or some other federal source. This request should be coordinated through the SEOC Operations Chief, and Logistics Chief, as required.
2. **Contracts and Contractors:** Resources that are available through ESF 12 may be obtained through a contractor. State of NH contracts or private sector contracts should be facilitated through Logistics and ESF 7 – Resource Support.

Notification

3. HSEM will notify the lead agency points of contact when there is an immediate or anticipated SEOC activation requiring ESF 12 representation.
4. The lead agency will then notify the support agencies and determine coverage for the ESF 12 desk in the SEOC.
5. ESF 12 agencies will make notifications to their appropriate regions, districts, local offices, etc.
6. The above notification process will be utilized for all phases of activation and activities in which the ESF 12 will be involved.

Event Reporting

1. WebEOC will be utilized to provide continuous situational awareness.
2. Position logs should be maintained by each ESF agency in sufficient detail to provide information on activities taken during the event.
3. Agencies are also expected to keep their lead agency updated upon all activities and actions.
4. The lead agency will be responsible for making periodic reports to the Operations Section Chief on activities taken by the ESF during the event and assure the actions are properly documented



5. Lead and support agencies must maintain financial records of all activities and costs during the event. The records will be turned into the lead agency when requested.

ESF Actions

Prevention/Preparedness Actions

1. Convene regular meetings of ESF 12 stakeholders to review and update this annex.
2. Develop and maintain internal agency operational plans and procedures, resource directories, and emergency contact lists to support ESF 12 activities.
3. Participate in State exercises or conduct an exercise to validate this Annex and supporting SOPs.
4. Integrate NIMS principles into all aspects of planning for ESF 12.
5. Maintain notification systems to support emergency/disaster response.
6. Maintain a system to recognize credentials of associated agencies/personnel.
7. Develop and maintain a database of locations and contact information for ESF 12 resources.
8. Maintain records reflecting local or mutual aid capabilities.
9. Through Seabrook Station, maintain communications with the Nuclear Regulatory Commission and other appropriate entities that may be involved in radiological emergencies.
10. Support the Emergency Management Assistance Compact (EMAC) and International Emergency Management Assistance Compact (IEMAC) including training of ESF on EMAC/IEMAC responsibilities, and pre-identification of critical infrastructure assets, needs and resources that may be allocated to support other states/provinces.
11. Annually review the Department of Homeland Security Core Capabilities and integrating tasks as appropriate.
12. ESF 12 personnel are responsible for integrating NIMS principles in all planning. All ESF personnel should complete all required NIMS training.
13. Evaluating the probability and time of the response and/or recovery phases for the event.

Response Actions

1. Assign and schedule sufficient personnel to cover an activation of the SEOC for an extended period.
2. Analyze affected areas to determine operational priorities and emergency repair procedures with utility field personnel.
3. Provide information and status on utilities to SEOC Operations via WebEOC.
4. Provide updates and briefings for personnel reporting for ESF 12 duty.
5. Notify ESF 12 counterparts in the threatened or impacted areas.
6. Evaluate and respond to ESF 12 mission/task requested.
7. Coordinate with other ESFs that may need support of ESF 12.



8. Consult incident specific annexes for specialized actions.
9. Support requests and directives resulting from a Governors State of Emergency Declaration and/or Presidential Disaster Declaration.
10. Provide energy emergency information, education and conservation guidance to the public in coordination with ESF 15 (Public Information).
11. Generate information to be included in SEOC briefings, situation reports, and/or action plans.
12. Coordinate with the electric and natural gas utilities operating in the State to ensure the integrity of power supply systems are maintained during emergencies and any damages incurred are repaired and services restored in an efficient and expedient manner afterward.
13. Monitor and coordinate the availability of electric utility generating capacity and reserves, the availability and supply of natural gas, supply and transportation of generation and transportation fuels, and coordination of emergency power supply, excluding portable generators.
14. Monitor and coordinate the restoration of electric and natural gas services for normal community functioning.
15. Coordinate with utility representatives to determine emergency response and recovery needs.
16. Coordinate with ESF 6 (Mass Care) and local EOCs to identify emergency shelter power restoration status/needs and coordinate with ESF 12 support agencies and other ESFs with assistance in providing resources for emergency power generation.
17. Coordinate with utilities on the provision of temporary, alternate, or interim sources of emergency fuel, and power for impacted populations.
18. Assessing the situation, as requested, to include:
 - a. Impact of incident upon energy system damages and requirements for restoration;
 - b. Energy supply and demand;
 - c. Response and recovery needs of impacted systems;
 - d. Plans to assist federal, state, local and private sector officials in establishment of priorities to repair damage to infrastructure; and,
 - e. Restoration priorities and schedules established.
19. Support appropriate investigations and inspections, as needed.
20. Provide safety information for the public in coordination with PIO.
21. Coordinate and preparing for the arrival of federal assets, as requested.
22. Coordinate with ESF 7 for the location and use of storage sites as staging areas for the deployment of personnel, assets and materials (including specialized equipment, etc.) into the affected area.



23. Work with the Logistics Section Chief, or other appropriate SEOC personnel, in developing and implementing plan to meet the needs of emergency personnel into the impacted area.

24. Radiological Emergency Preparedness (REP) actions

Refer to the New Hampshire Radiological Emergency Response for Nuclear Facilities Incident Annex, Attachment A – Implementing Procedures for State Agencies.

Recovery Actions

1. Maintain information and status on the restoration of electric and natural gas services for normal community functioning to SEOC Operations via WebEOC.
2. Continue to coordinate activities and requests with partner ESFs.
3. Prepare for arrival of and coordinate with FEMA ESF 12 and Department of Energy (DOE) personnel, as appropriate.
4. Generate information to be included in SEOC briefings, situation reports, and/or action plans.
5. Continue to monitor restoration operations until reliable services have been restored.
6. Ensure ESF 12 Lead and Support Agencies document event related costs for any potential reimbursement.
7. Continue to provide energy emergency information, education and conservation guidance to the public in coordination with the ESF 15 (Public Information).
8. Refer to the NH Recovery Annex, RSF 5 – Infrastructure Systems Recovery.
9. Assigning and scheduling sufficient personnel to cover continued activation of the SEOC, if required during recovery phase.

Mitigation Actions

1. Provide input to the State Hazard Mitigation Plan as needed.
2. Support and plan for mitigation measures including monitoring and updating mitigation actions in the State Hazard Mitigation Plan.
3. Support requests and directives from the Governor and/or FEMA concerning mitigation and/or re-development activities.
4. Identify potential emergency energy issues and collaborate to develop or recommend hazard mitigation plans, protocols, procedures, projects and/or policies to prevent or mitigate their effects.



Responsibilities

General

1. Agencies will provide Subject Matter Experts (SME's) to support ESF 12 in the SEOC.
2. Agencies will maintain inventories/databases, status of availability, and procedures to obtain access to and use of their energy assets.
3. Participate in the evaluation and mission assignment of ESF 12 resource requests submitted to the SEOC including resources that are available through mutual-aid agreements, compacts, contracts, etc.

Agency Specific

Lead Agency

NH Public Utilities Commission (PUC)

1. Identify, train, and assign personnel to staff ESF 12 in the SEOC.
2. Notify all ESF 12 supporting agencies upon activation.
3. Assign personnel to the ESF 12 duty schedule at the SEOC
4. Maintain communications with electric utilities in responding to and recovering from emergencies regarding electric generating capacity shortages, electric generating fuel shortages, transmission and distribution line outages, and electrical service outages affecting the public.
5. Develop protocols to establish priorities to repair damaged energy systems and coordinate the provision of temporary, alternate, or interim sources of natural gas supply and electric power.
6. Develop protocols to report the following:
 - a. State electric generating capacity
 - b. State electric demand
 - c. By county and other jurisdictions, number of customers impacted, and estimated restoration time
 - d. Status of major generating unit outages
 - e. Expected duration of event
 - f. Explanation of utility planned actions and recommendations of agency actions in support of utilities
7. Develop operating procedures to implement the ESF 12 Emergency Preparedness/Response/Recovery/Mitigation functions including, but not limited to:
 - a. Energy-related expertise – equipment and facilities;
 - b. Mutual aid data and points of contact;
 - c. Information on critical facilities that may be impacted and points of contact;



- d. Damage assessment and response plans and capabilities of public and private utility companies;
- e. Back-up mechanisms for monitoring performance of utilities in response to an emergency; and,

Support Agencies

1. Office of Strategic Initiatives (OSI)

- a. Assign personnel to support ESF 12 missions and responsibilities.
- b. Maintain wholesale inventories of all deliverable fuels (propane, oil, and kerosene) related facilities and assets.
 - i. Sea-3: propane
 - ii. Sprague: heating oil 2, kerosene, oil 6 and diesel-on road
 - iii. Irving: heating oil 2, kerosene, and diesel –on road
- c. Report on status of wholesale deliverable fuels related facilities.
- d. Assume some of Lead Agency responsibilities when incident is primarily deliverable fuels related.
- e. Coordinate responsibility for situations affecting supply of transportation of diesel fuel (coordinate with ESF 1).
- f. Provide information on heating fuel aid as the incident warrants. (Coordinate with ESF 6).
- g. Maintain communications with non-utility sector providers of on-road diesel fuels.
- h. Consult with other agencies and suppliers regarding shortages and disruption in the supply of transportation and delivery of oil and propane as it may affect the public.
- i. Assist in development of a listing of critical facilities and infrastructure that may receive priority in power restoration.
- j. Seek relaxation of energy-related statutes, legislation, regulations and laws from appropriate oversight agency/department to protect the public safety and meet disaster or emergency related needs.
- k. Direct efforts, in coordination with ESFs, in case of a shortage of automotive transportation only for on-road diesel, petroleum (oil and kerosene), or propane fuels needed for residential or significant commercial/industrial purposes.
- l. Coordinate activities with industry trade groups and associations as it relates to the impact of an emergency.
- m. Maintain contact with and report status of impact of emergency situation on State's delivery points and terminals (Sea3, Irving and Sprague)
- n. Coordinate with local petroleum suppliers and major oil companies to facilitate delivery of adequate amounts of emergency petroleum supplies, when authorized.
- o. Develop protocols to adequately report the following:



- i. Status of major terminals for petroleum and propane;
 - ii. Impact of disruption upon State economy and public safety; and,
 - iii. Explanation of suppliers' planned actions and recommendations of actions in support of suppliers.
 - iv. Status of natural gas pipelines to include private sector providers that connect to state maintained pipelines
 - p. Monitor/coordinate actions regarding post-event fueling operations.
 - q. Coordinate support for the execution of fueling plans to support evacuations and emergency operations.
 - r. Coordinate efforts to manage transportation fuels or non-utility fuel supplies in the event of a shortage required for residential, commercial, or industrial purposes.
2. **NextEra, Seabrook Station Nuclear Power Plant (SS)**
Special Note: The nuclear power plant is captured under this ESF due to its role as an energy provider to the State, however their responsibilities require interface with multiple ESFs and Command and Control in the SEOC during a radiological incident. **See also: New Hampshire Radiological Emergency Response for Nuclear Facilities Incident Annex**
- a. Provide information on status of power generation and impact of any emergency on-site or offsite.
 - b. Maintain communications with Nuclear Regulatory Commission.
3. **ISO New England**
- a. Provide minute-to-minute operation of New England's bulk electric power system, provide centrally dispatched direction for the generation and flow of electricity across the region's interstate high-voltage transmission lines and ensure the constant availability of electricity.
 - b. Development, oversight and fair administration of wholesale electricity marketplace.
 - c. Management of comprehensive bulk electric power system and wholesale markets' planning processes.
4. **NH Energy Providers**
- a. Owners and operators of investor-owned (private), and public utilities systems shall be responsible for the activation of plans for appropriate allocation of resources of personnel, equipment and services to maintain or restore utility service under their control.
 - b. Appropriate entities of the private sector are integrated into ESF 12 planning and decision-making processes. Owners and operators of private and public utilities systems shall be responsible for the maintenance and activation of emergency response plans for appropriate allocation of resources (personnel, equipment and services) to maintain or restore utility service under their control.



Resources

The following are potential resource needs to support ESF 12 missions/tasks.

Electric Utility Providers

1. Eversource
2. NH Electric Cooperative
3. Liberty Utilities
4. Unitil

Coordination with Other Emergency Support Functions

ESF 12 will coordinate with other ESFs through the SEOC by:

1. Notifying organizations of available resources.
2. Providing availability of subject matter experts for specialized requests.
3. Providing communications and alerting support for other ESF responders and to meet needs as requested and as capable.

Mutual Aid

Lead and Support Agencies will maintain up-to-date Memorandums of Understanding (MOU), Letters of Agreement (LOA), etc. with other agencies, regions, states or countries, as appropriate.

Each agency is responsible for keeping these documents updated and with appropriate points of contact. Support Agencies should keep the Lead Agency informed of any such agreements which may impact resources or capabilities during an emergency incident.

The State of New Hampshire also maintains agreements and mutual aid compacts on behalf of various organizations. These may be activated as the situation warrants.

Attachments

Plans/Procedures

1. State Energy Emergency Response Plan (SEERP)
2. State Energy Assurance Plan
3. Fuels Strategy DRAFT
4. ISO-New England Plans/Procedures <https://www.iso-ne.com/>

MOUs/LOAs

1. Trade/Agency Compacts, MOUs/LOAs maintained by individual agencies
2. Propane Gas Association New England (PGANE)

Record of Update

Date	Title and Agency of ESF Lead Approving Update