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J-A-C ELECTRIC COOPERATIVE, INC.
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Henrietta, Texas 76365-7108
(940)895-3311

EMERGENCY OPERATIONS PLAN

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DESCRIPTION OF EMERGENCY OPERATIONS PLAN

J-A-C Electric Co-operative maintains an emergency operations plan in anticipation of natural disasters or situations involving curtailments or major interruptions in electrical service. The plan sets forth organizational and personnel assignments, describes emergency communications procedures and lists emergency contacts. Emergency contacts include local government emergency operations centers established in connection with the Division of Emergency Management of the Texas Department of Public Safety.

The plan also contains a registry of customers with life sustaining electrical equipment and other critical loads and the procedures for communicating with these customers. Our plan also describes procedures for communicating with them and plans for training staff to serve their special needs.

The plan categorizes priorities for shedding load and rotating blackouts and identifies priorities for restoration of service. It also outlines types of assistance the cooperative may provide its member-consumers during emergencies.

A significant portion of the plan concerns the coordination of emergency assistance with other electric cooperatives. It outlines procedures for securing assistance according to the plan developed by Texas Electric Cooperatives (TEC) through the TEC Safety and Loss Control Program.

J-A-C Electric Cooperative's plan is based on the model developed by Texas Electric Cooperatives so that there would be significant uniformity from cooperative to cooperative. The Table of Contents illustrates the elements of the plan.

ORGANIZATIONAL AND PERSONNEL ASSIGNMENTS

1. Situation Assessment

The General Manager is responsible for monitoring threats to the reliability of the system and for assessing damages. He will determine if outside assistance is required.

2. Incoming Calls

The General Manager is responsible for managing incoming telephone calls reporting outages and for receiving outage reports by members calling in person. The following individuals may be assigned to telephone or front office duty:

Virginia Wilson

Elizabeth Biehl

3. Dispatching

The individuals listed below are authorized to perform dispatching duties. Visitors and unauthorized personnel are not allowed in the radio room. Dispatching should be handled by two employees; one to be a supervisor. They may not work more than twelve hours on a shift.

Dispatchers: Elizabeth Biehl, Virginia Wilson, Shane Wiley (Supervisor & General Manager)

4. Communications Equipment

The Manager of Operations is responsible for maintenance of additional radios and other communications equipment for use during an emergency.

5. Reporting: PUC, Power Supplier, Control Area, News Media, Local Emergency Operations Centers

The General Manager is responsible for reporting emergency information to the Public Utility Commission, the cooperative's power supplier, the reliability council control area, local news media, and local government emergency operations centers. The General Manager may delegate this responsibility to Kenneth Magee, Manager of Operations.

6. Securing Repair and Reconstruction Assistance

The General Manager is responsible for contacting other cooperatives and/or TEC to request emergency assistance.

7. Maintaining System Maps

The responsibility of maintaining the appropriate number of up-to-date system maps is delegated to The Operations Manager.

8. Inventory Control

The Manager of Purchasing / Material Clerk is responsible for issuing all materials and keeping accurate records.

9. Emergency Tool Boxes

One emergency tool box to fit a standard pickup bed is to be available at all times. The box must be completely equipped for outage work including the following:

Hoist, Compression tools, Grounding cables, Hand lines, Grips, Folding hot sticks, Repair sleeves, Hot line clamps, Bolt cutters, Brace and bit, Full tension sleeves, Updated system map

It is the responsibility of the linemen to see that this box is always available for use on trucks not equipped with regular line bodies.

10. Tree Removal Equipment

The Manager of Operations, Kenneth Magee, is responsible for keeping or arranging for tree cutting and removal equipment. He is also responsible for securing assistance from local residents or businesses, if needed.

11. Power Feeds

The Line Foreman, Kenneth Magee, is responsible for informing each crew of source(s) of all power being fed into the area to be worked.

12. Consumer Assistance

The Manager of Purchasing is responsible for assisting consumers with locating portable generators, dry ice and other items or services.

13. Support for Visiting Work Crews

The Manager of Operations is responsible for coordination with visiting crews including the following duties:

- A. Secure lodging and food.
- B. Arrange for fuel and servicing of trucks
- C. Insure that visiting crews understand and agree to comply with safety rules described in Section J.
- D. Provide information concerning persons in charge of operations and dispatching.
- E. Provide revised estimates of work left to be completed.
- F. Reach an understanding concerning the handling of expenses.

14. Identification Cards

The General Manager is responsible for seeing that all employees have identification verifying employment with the cooperative. These will facilitate admittance to areas restricted by law enforcement authorities and identify members of visiting crews in the procurement of food, lodging, gasoline, etc.

COMMUNICATIONS

1. Complaint Handling Procedures

During an emergency, the cooperative's telephone system will be staffed around the clock in order to receive information from customers, emergency authorities and others. Also, personnel will be on duty at all times to receive outage reports from consumers appearing in person.

2. Coordination With Visiting Work Crews

If visiting crews operate on the same radio frequency as the cooperative, the dispatchers will communicate directly with the radio-equipped trucks. For those trucks operating on a different frequency or without radio equipment, the cooperative may issue hand-held radios or utilize cellular telephones to communicate with the dispatchers.

3. Critical Loads

When telephone service is not available, the cooperative will attempt to notify critical loads (identified in Section F and Section G) either before or at the onset of an emergency through broadcast radio and television announcements, working with law enforcement officers and utility personnel in the field.

4. Reporting Requirements

The General Manager will assign responsibilities for reporting to the Public Utility Commission, the reliability council control area, local emergency officials, and others identified in Section D.

EMERGENCY CONTACTS

Public Utility Commission of Texas

In addition to reports required by rule, the PUC would like to receive notification as soon as possible whenever an outage is the subject of a major news media event or is of significant community interest. Reports should be made to the following twenty-four hour number:

(512) 936-7135

During normal business hours, this number is answered by the commission's public information office. After hours and on weekends, the statewide pager number will be used:

403-4742 (no area code required)

Substantive Rule 23.48(c) (2) requires that the utility notify the commission in writing of interruptions in service affecting the entire system or any major division of the system lasting more than one hour. The notice shall state the cause of the interruption. Reports will be mailed to Central Records Division, Public Utility Commission, and PO Box 13326, Austin, Texas 78711. They may also be faxed to (512)936-7138.

Outage reports will be in the form of a letter such as the example on the following page and will contain the following:

UTILITY NAME: Self explanatory

CONTACT: Name and telephone number of person to contact regarding report.

LOCATION: Area affected by outage. Also enclose a location map (see example with sample letter).

OUTAGE TIME: Indicate, as closely as possible, the time the outage occurred.

IMPACT: Indicate the type and number of customers impacted by the outage.

CAUSE: Describe the cause of the outage, if known.

RESTORATION TIME: Indicate, as closely as possible, the time power was restored.

COMMENTS: Any additional information.

EXAMPLE LETTER

J-A-C ELECTRIC COOPERATIVE, INC.

Public Information Office
Public Utility Commission of Texas
PO Box 13326
Austin, TX 78711-3326

RE: OUTAGE

{UTILITY NAME} J-A-C Electric Cooperative, Inc.
experienced a power failure at its (LOCATION) subdivision substations at (OUTAGE TIME) 3:00 p.m., Sunday, November 29, affecting approximately (IMPACT) 1,000 consumers (see attached map). The outage was caused by a broken wire on an Electric transmission line in the area. (CAUSE) Preliminary indications are that the wire may have been damaged by a rifle shot.

Power was restored to most of the area by (RESTORATION TIME) 4:30 p.m. (COMMENTS) J-A-C Electric crews were on site shortly after the outage occurred, but were unable to make repairs since the transmission line is owned by Brazos Electric.

If you have any questions about this outage, please contact me at (940) 895-3311.

Sincerely,

(CONTACT) Shane Wiley
General Manager

ELECTRIC POWER UTILITIES TRAINING DIVISION

Bevins, Martin, Vice-President, Communications & Member Services, (512) 486-6249

Busby, James, Loss Control Specialist, Cellular (512) 451-7238

Corley, Scott, Loss Control Specialist, Cellular (512) 713-4606

Henricks, Phillip, Loss Control Specialist, Cellular (806) 438-0067

Nance, David, Loss Control Specialist, Cellular (512) 804-6748

Varnadore, B.J., Loss Control Specialist, Cellular (512) 573-9333

Whitt, Curtis, Loss Control Regional Supervisor, Cellular (512) 694-0232

Wiggins, Ronnie, Loss Control Specialist, Cellular (512) 709-1177

Williams, Danny, Program Manager, Cellular (512) 413-0509

TELEPHONE NUMBERS FOR LOCAL EMERGENCY SERVICES

Texas Dept. of Public Safety (940) 851-5520

Law Enforcement: Clay Co. (940) 538-5611
Jack Co. (940) 567-2666
Archer Co. (940) 574-2571

Fire Department: Clay Co. (940) 538-4343
Jack Co. (940) 567-2666
Archer Co. (940) 574-4545

Emergency Medical Services: 911

Hospitals: Clay County Memorial (940) 538-5621
Jack Co.-Faith Memorial (940) 567-6633

Doctors: Dr. Lexi Sanchez, DO (940) 235-3403
Dr. Michael Mitchell, DO (940) 538-0245
Dr. Mitch Wolfe, MD (940) 538-5054

Radio Stations: KLUR (940) 691-2311
KNIN (940) 763-1111
KYYI (940) 691-2311

Television: KAUZ (Channel 6) (940) 322-1146 or 322-6957
KFDX (Channel 3) (940) 691-0003 or 692-6273
KJTL (Channel 18) (940) 691-0003

Telephone: Community Telephone (940) 423-6201

Gas Utilities: Atmos Energy 800-817-8090

Schools: Midway ISD (940) 476-2215 or 476-2222
Windthorst ISD (940) 423-6688 or 423-6680

Amateur Radio Operators: Paul Alcorn (940) 538-4526 or 538-4216
Joe Alcorn (940) 538-4617 or 538-4349
Billy Carlton (940) 538-5984
Steve Chase (940) 691-1026 or 761-3232
Lester Dykes (940) 528-2474
Tom Griffin (940) 538-5218 or 538-5611
Don Hupp (940) 538-4468
Alan Jackson (940) 476-2676 or 538-5643
Doug Pearson (940) 529-6470

EMERGENCY MANAGEMENT COORDINATOR CONTACT LIST

Archer County	Mike Cavitt	940-574-4545
Clay County	Billy Carlton	940-538-4052
Jack County	John Walden	940-550-8876

J-A-C ELECTRIC COOPERATIVE EMERGENCY EMPLOYEE CONTACT LIST

Kennith Magee, Manager of Operations	(940) 782-1554(cellular)	
Shane Wiley, General Manager	(940) 636-9236 (cellular)	(940) 872-0641 (Cellular)
Seth Moore	(940) 781-1102 (cellular)	
Stuart Berend	(940) 782-1553 (cellular)	
Ryan Heaton	(940) 636-9278 (cellular)	
Austin Meurer	(940) 636-9324 (cellular)	
Elizabeth Biehl	(940) 781-0453 (cellular)	
Virginia Wilson	(940) 476-2626 (home)	

PROGRAM FOR IDENTIFYING AND COMMUNICATING WITH CUSTOMERS WITH MAJOR LIFE-SUSTAINING EQUIPMENT AND DESCRIPTION OF REGISTRY

J-A-C Electric Co-Operative makes every effort to be aware of customers who have life-sustaining electric equipment. It is the responsibility of the customer to inform the cooperative of special medical needs. However, the cooperative attempts to identify these customers by asking new members at the time of establishing an account whether any person at that service location requires life-sustaining equipment and by reminding members through articles in Texas Co-op Power, newsletters and notices included with bills that the cooperative needs to be informed of special needs.

The registry of these customers begins on the following page. A copy is accessible to appropriate utility personnel including the general manager, receptionist, dispatcher, operations manager, linemen and engineering personnel. The list includes references to system maps which have unique symbols for these locations. Our customer accounting system includes special notations for critical needs customers to prevent disconnections for nonpayment.

Methods to communicate with these customers during emergencies when telephone service is not available include Citizen's Band radio, visits by linemen and other utility personnel, and working through local law enforcement officers and emergency medical personnel in the field.

Each employee of J-A-C Electric Cooperative is provided with a complete copy of the Emergency Operation Plan and each has been informed of his or her duties in case of an emergency. Training has been provided by our staff as well as through the TEC Safety and Loss Control Program.

(CONFIDENTIAL, FOR AUTHORIZED EMPLOYEES ONLY)

REGISTRY OF CUSTOMERS WITH SPECIAL, IN-HOUSE, LIFE-SUSTAINING EQUIPMENT

The customers of J-A-C Electric Cooperative with special, in-house, life-sustaining equipment are listed below. The general manager, receptionist, dispatcher, and other appropriate personnel will take extra precautions to minimize service interruptions to these locations. We will also attempt to warn these customers in case of emergency and inform them of any planned outage.

Name:

Address:

Phone:

Account #:

Substation:

Standby Generator: Yes ____ No ____

Battery Backup: Yes ____ No ____

Battery Life:

CURTAILMENT PRIORITIES, PROCEDURES FOR SHEDDING LOAD AND ROTATING BLACKOUTS

Due to liability concerns, it is recommended that the cooperative list priorities for curtailment in time of emergency or generation shortage by category rather than by name. The cooperative will attempt to inform consumers in advance of planned outages or rotating outages. Restoration will be done systematically, avoiding pressure from individuals or special attention. Substation load capacity, etc. must be evaluated to determine which curtailment will be most effective. The priorities for curtailment in time of emergency or generation shortage by category are as follows:

1. Industrial Customers
2. Commercial Customers
3. Residential Customers
4. Schools
5. Grocery Stores
6. Telephone Companies
7. Members Having Life Essential Equipment
8. Municipal Service, Such as Water, Sewer, Fire, and Police
9. Gas or Electric Distribution Facilities
10. Dairies

The cooperative will attempt to inform consumers in advance of planned outages or rotating blackouts. These procedures include telephone, radio and television messages of planned outages or rotating blackouts.

In cooperation with J-A-C Electric's power supplier, Brazos Electric Power Cooperative, an area Brazos switchman will be contacted to standby at the Scotland Substation to initiate potential load shedding obligations.

254-750-6256	Brazos Electric Power Cooperative Dispatcher
254-750-6266	Brazos Electric Power Cooperative Dispatcher

PRIORITIES FOR RESTORATION OF SERVICE

Priorities for restoration of service will be as follows:

1. Municipal Service, such as Water, Sewer, Fire, and Police
2. Members Having Life Essential Equipment
3. Gas or Electric Distribution Facilities
4. Telephone Companies
5. Grocery Stores
6. Dairies
7. Schools
8. Residential Customers
9. Commercial Customers
10. Industrial Customers

In addition to priorities concerning community health and safety, crews will be assigned to defined areas. Generally, crews will concentrate on a given feeder, working to the end or to a sectionalizing point, and then returning to restore service on single phase lines or taps of the feeder. Restorations will be done systematically, avoiding pressure from individuals for special attention. However, one or more crews may be assigned to locations where special hazards exist or where especially critical loads require immediate attention. When not on special assignment, these crews may be used to repair individual services.

PROCEDURE FOR SECURING EMERGENCY HELP

1. Survey the extent of damage and determine as nearly as possible the outside personnel and equipment needed.
2. Consult this manual for information on other cooperatives, their manpower, equipment, tools, telephone number or amateur radio connections and probable ability to help.
3. Arrange directly with one or two nearby managers for assistance.
4. When calling for help, give the following information:
 - A. Nature of emergency
 - B. Number and type of trucks needed
 - C. Other equipment and tools needed
 - D. Personnel and classification needed
 - E. Materials needed
 - F. Weather and road conditions
 - G. Where the crews should report, and to whom
 - H. How to contact your cooperative
 - I. Name of person to receive this information
 - J. Telephone numbers other than normal usage
5. If you have difficulty establishing communications, TEC staff may be able to assist in relaying messages. The main number at TEC is 512-454-0311. TEC telephone extensions and home numbers for key staff are as follows:

Mike Williams, (512) 486-6203
Martin Bevins, (512) 486-6249
James Busby, (512) 451-7238
6. To facilitate giving of above information over substandard communications media, or when the message must be relayed through persons unfamiliar with the terms, use the "Form for Requesting Assistance". (Suggested Form on next page.)

FORM FOR REQUESTING ASSISTANCE

Cooperative requesting emergency assistance: _____

Telephone Number(s): _____

Nature of disaster: _____

Number and type of trucks needed: _____

Other equipment and tools needed: _____

Personnel and classifications needed: _____

Materials needed: _____

Weather and road conditions: _____

Where crews should report and to whom: _____

Estimate of how long the help may be needed: _____

How to contact your cooperative during the emergency: _____

Name of person to receive this information: _____

STATE ASSOCIATION PLAN OF ACTION

The person at statewide receiving any call for help will attempt to learn: (1) the nature of the emergency and its apparent severity, (2) what has been done, (3) who has already been contacted, (4) what help the distressed manager thinks he will need, (5) where he wants help to report, and to whom, (6) what equipment and materials are needed first, (7) a rough guess as to how long help may be needed, and (8) what means of communication seems likely to serve best.

After alerting the TEC General Manager, TEC Safety and Loss Control Representative and one other statewide employee, the person receiving the original message will start immediate action to enlist appropriate help.

All calls and assignments will be logged in such manner that relief dispatchers can immediately determine what has been done.

Should need develop, selected Cooperative employees or statewide employees will act as messengers, maintaining contact between dispatcher and managers in distress. The dispatcher must always be kept informed as well as possible as to who is where and what is needed and when. Also, he/she should know how the visiting crews are faring, what they need, and as soon as possible, approximately how much longer it appears they will be needed. It is important this information be relayed to the home base currently as changes may occur.

ALL SAFETY RULES SHALL BE OBSERVED WITH PARTICULAR EMPHASIS ON THE
FOLLOWING:

1. Rubber Gloves:

- A. Rubber gloves must be worn from the ground up on all structures supporting energized conductors.
- B. Rubber gloves must be worn at all times when using hot sticks of any kind.
- C. Rubber gloves must not be used for direct hand contact on voltages above 5,000 volts except while using properly rated gloves and sleeves from fully insulated aerial devices.
- D. Personnel handling butts of poles or any object which might come in contact with energized conductors or apparatus must wear rubber gloves.
- E. All cooperative motor vehicles driven by operating personnel must carry at least one pair of rubber gloves in excess to those issued to employees.

2. Grounding:

- A. All de-energized conductors and apparatus must be grounded with adequate ground jumpers on all sides as close to work areas as possible before further work on conductors or apparatus involved is begun. Line jumper is not to be considered as an adequate ground.
- B. Ground jumpers must be attached and detached with hot stick.
- C. All conductors including floating, fallen, or broken conductors must be regarded as energized until properly de-energized and grounded.
- D. Pole-setting truck must be grounded when setting or pulling poles in or near energized lines. Points of disconnection must be identified by approved ground jumper installed by each and every crew working on this section regardless of grounds previously installed by any other crews. These grounds shall not be removed by anyone other than the crew installing them.

3. Operating of switching devices--an approved hot stick must be used to open or close OCR's cut-outs, switches or jumpers being used as a disconnecting device.

4. Operations of cooperative motor vehicles--cooperative personnel must drive cooperative vehicles in accordance with all applicable federal, state and local traffic laws.

5. Working alone--no cooperative employee will be permitted to do line work or substation work alone.

6. Testing poles--any employee, before climbing any pole, shall take every possible precaution to insure that it is safe to climb or work upon. If pole is to be dismantled or direction of strain is to be changed, pole must be tested below ground-line or safe guarded by adequate supports. Also, anchor rods must be checked.

7. No person will be permitted to work while under the influence of alcohol, inhalants, drugs or controlled substances. It is recommended that no employee indulge in drinking to excess while off duty during an emergency.

ASSISTANCE FOR J-A-C MEMBERS

Unopened food freezers can maintain stored frozen foods safely from 36 to 48 hours depending upon the amount of food stored, capacity of the freezer and the normal temperatures of operation of the freezer. Sources of dry ice, quantities available and prices will be determined by your statewide if requested.

During prolonged outages, dry ice can save thousands of pounds of stored food in a disaster area. Power suppliers can supply a real service during disasters by knowing where dry ice can be secured and even making arrangements in advance for it to be sent to a central location, whereby local radios can inform people of its availability.

Experience during past hurricanes and ice storms points out the necessity of assigning some member of your staff now who will handle member relations during times of disaster. It is important that he/she make arrangements with radio stations to keep them informed of your systems' plan for re-establishing service. When telephone services are available, a regular schedule should be set up with a direct circuit from the cooperative office to the radio station which will enable the manager to maintain contact with members.

There are many cases where members are isolated due to road conditions and they should be warned about energized lines which are down, and they should be encouraged to notify the cooperative office when they notice broken lines, poles down, etc. They should be informed as to how your method of re-establishing service is progressing. Members cannot be expected to know when service to your substation has caused their outage. By keeping them thoroughly informed, you will be performing a vital member service and one which can pay handsome dividends for years to come.

In every cooperative area, there are dairies, hatcheries, etc., which must have electric service, certainly during part of the outage, therefore, it is recommended that a survey be made to determine the availability of portable generators of 5 kw and above. For example: In certain portions of Texas, the National Guard has available portable generators for providing emergency service of this nature. In emergencies, these units are moved from dairy to dairy to provide power for milking. Continuous power is necessary for hospitals or in houses where someone is seriously ill. These portable generators therefore are most important.

UNIFORM METHOD OF REIMBURSEMENT

J-A-C Electric Cooperative, Inc. provides the current billable hourly rates as follows:

Truck:

Bucket and Basket truck \$80.00

Digger truck \$80.00

3/4 ton, 1/2 ton and automobiles \$35.00

Mileage will be charged on the basis of miles used computed at the IRS approved rate per mile used, to and from, the assisted electric system.

J-A-C Electric Cooperative, Inc. will follow the TEC Safety and Loss Control Program's adopted "Uniform Reimbursement Policy" as follows:

"It is suggested that co-ops requesting assistance will reimburse the providers of the assistance the provider's actual labor, equipment and material costs. It is suggested that the rate of pay for labor is at least time-and-a-half for all hours worked.

Every reasonable precaution shall be used to determine whether an employee is mentally and physically qualified to follow safe work practices. Total number of continuous work hours will be determined by the crew foreman of the co-op providing the assistance."

INFLUENZA PANDEMIC PREPAREDNESS PLAN

The following plan is to prepare the Cooperative for the possibility of an influenza pandemic, including:

1. To educate employees about the possible pandemic and its possible impact on the Cooperative's business operations
2. To implement reasonable measures to mitigate the impact of an influenza pandemic on the Cooperative and its employees
3. To develop plans and policies for responding to a pandemic
4. To promote employee wellness and minimize opportunities for employees to be exposed to the disease while at the Cooperative

Efforts will be made to educate employees about influenza, how it spreads and how the Cooperative is preparing. Educational resources are shared with employees at safety meetings. The stages of occurrence and suggested action will be covered in employee education.

How to avoid the Flu

Seasonal:

1. Preventing the spread of flu
2. Symptoms of the Flu
3. Do not report to work if sick
4. Do not return to work until all symptoms have cleared

Epidemic:

1. Limit face-to-face meetings
2. Limit travel to affected areas
3. Communicate changes in policy and/or practices

Pandemic:

1. Preparation of the pandemic
2. Cooperative pandemic response procedures
3. Suspend face-to-face meetings
4. Suspend non-critical business travel

Flu Shots

Employees will be encouraged to obtain flu shots and opportunities will be offered for all employees to obtain shots at no expense to them. Immunizations will be an important element of the Cooperative's Wellness Program. While no flu vaccine exists for a yet unknown strain of flu, there is some evidence

that immunity to one strain of flu may provide some benefits related to other strains. Having employees vaccinated would be beneficial at any rate.

Sanitary Practices

Supplies to maintain a sanitary environment will be kept on hand and deployed, as necessary, including:

1. Hand Sanitizer
2. Disinfectant Spray
3. Facial Tissues
4. Rubber Gloves (to be used during pandemic conditions)
5. Masks (to be used during pandemic conditions)

Business Continuity

Management will re-examine critical business process plans to determine if changes are necessary to cover a contagious disease pandemic. Examples to consider:

1. Relax sick leave policy to allow for time to care for sick family members.
2. Mandatory leave for employees with flu symptoms.
3. Some guidance on the handling of missed time for employees that do not wish to come to work for fear of exposure
4. Guidelines to minimize business travel and face-to-face contact during a pandemic.
5. Cross-train employees in job functions related to critical business processes
6. Determine if some duties can be performed from home.

BUSINESS CONTINUITY PLAN FOR EBOLA PANDEMIC

Understand the Risk

Most Americans will likely never be exposed to Ebola. Certain industries, however, carry a higher risk, including mortuary/death care, airline servicing, laboratories, emergency services, humanitarian organizations and health care. Ebola is not spread through the air, water, casual contact or food grown in the United States. It is most commonly spread through direct contact (broken skin or mucous membranes in, for example, the eyes, nose or mouth) with:

- Blood or bodily fluids (including but not limited to urine, saliva, sweat, feces, vomit, breast milk and semen) of a person who is sick with Ebola
- Objects (like needles and syringes) that have been contaminated with the virus
- Infected animals

Recognize the symptoms

If you are at increased risk of Ebola exposure, monitor yourself for these symptoms for at least 21 days:

1. Fever (greater than 101.5F)
2. Severe Headache
3. Muscle Pain
4. Weakness
5. Diarrhea
6. Vomiting
7. Abdominal (stomach) Pain
8. Unexplained hemorrhage (bleeding or bruising)

Protect Yourself

There is no FDA-approved Ebola vaccine, so each of us is responsible for taking the steps necessary to protect ourselves:

Monitor your Health

1. Practice hygiene. Frequently wash your hands with soap and water or a hand sanitizer that contains at least 60 percent alcohol. Avoid touching your mouth, eyes and nose with unwashed or gloved hands.
2. Avoid high-risk contact. Avoid close, unprotected contact with sick people. Do not handle items that may have come in contact with an infected person's blood or bodily fluids, such as clothes, bedding, needles and medical equipment.

3. Wear protective gear. If you are visiting a health care facility, ask about impermeable protective clothing, including masks, gloves, gowns and eye protection. Make sure your head and neck are covered, and do not use tape to cover holes or gaps in protective gear.

If You Suspect You Have Been Exposed

1. Do not go to work
2. Notify your supervisor
3. Seek medical attention
4. Before visiting a health care provider, alert the clinic or emergency room in advance about your possible exposure to Ebola
5. When traveling to a health care provider, limit contact with other people. Avoid all other travel.

FIRE MITIGATION PLAN

J-A-C Electric Cooperative, Inc. recognizes that a vegetation management plan is important to prevent the spread of brushfires and prevent the accidental ignition from electrical lines. Our plan shows our commitment to meeting our fiduciary duties and ensures that the environment is protected and enhanced for future generations, during service operations and fire prevention management. To establish boundaries of right-of-way for both residential and rural sites where a specified or desired right-of-way width shall be established, re-established and maintained.

Identified Hazards and Risk Assessment Methodology

Fire hazards may vary in several different ways. Although drought can potentially impact some of those conditions, an active right-of-way program is essential to keep a source of fuel from growing underneath electric lines. Fire ignitions can occur by natural phenomenon such as lightning or spontaneous combustion. Abnormally strong wind can cause electric lines to move in positions that are contrary to safe installations. This condition may create a spark which can develop into an accidental fire. Also, fire ignitions may be intentionally set by arson or accidentally developed by mishaps or cigarettes.

Vegetation Management

Controlling vegetation growth within our right-of-way is an ongoing endeavor at J-A-C Electric Cooperative. A clear-cut path fifteen feet on both sides of the center position of our electric line is our goal for all right-of-way growth within our service area.