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EMERGENCY OPERATIONS PLAN

PUC RULE §25.53

Sam Houston Electric Cooperative, Inc.

1157 East Church Street

PO Box 1121

Livingston, Texas 77351

Executive Summary

16 TAC § 25.53(c)(1)(A)(i)

Approval and Implementation – 16 TAC § 25.53(d)(1)

Sam Houston Electric Cooperative, Inc. (SHECO) provides electricity to its consumer-members throughout a 10-county service area. SHECO's Emergency Operations Plan (EOP) describes how SHECO will handle emergency situations and disasters. The EOP was written in compliance with the Public Utility Commission of Texas (PUCT) and the National Incident Management System (NIMS) guidelines, recommendations, and requirements at the time of its publishing.

The Plan was developed with a multi-hazard perspective to make it applicable to the widest range of emergencies and disasters, both natural and human caused. Contents of this plan include:

- Registry of directly served critical load customers
- Major Event Communications Plan
- Procedures for shedding load and rotating outages
- Priorities for restoring service
- Pandemic/Epidemic Plan
- Wildfire Mitigation Plan
- Identification of potential severe weather events
- Staffing, logistics and supplies during a severe weather event
- Cyber Security plan
- Cold Weather Plan
- Hot Weather Plan
- Physical Security Plan

The EOP will use a graduated response strategy in proportion to the scope and severity of an emergency. The event or incident will determine the scope of the emergency and the activating resources necessary to manage it.

An annual drill is conducted each calendar year to test the procedures and responses under the EOP. A Severe Weather Event drill is scheduled for May 15, 2024, to test our procedures and responses.

Individuals Responsible for Maintaining, Implementing, and/or Modifying EOP

Name	Title
Scott Ferguson	Director of Cooperative Services and Emergency Operations
Dana Massey	Director of Administration

Ryan Brown	Assistant General Manager
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History of Revisions

Initial EOP filing pursuant to 16 TAC § 25.53(c)(1) filed on April 18, 2022.

Revised:

Revised personnel changes 2/22/24

List of Changes as of Revised Date:

Rachel Hawkins - Chief Communications Officer
Joel Colston – Chief Engineer
Brenda Quintero – Executive Secretary

Approval and Superseding Statement

This EOP approved on February 22, 2024, supersedes any and all previous Sam Houston Electric Cooperative, Inc. EOPs.

Record of Distribution as Required by 16 TAC § 25.53(c)(4)(A)

Last Name	First Name	Title	EOP Access	Date
Turk	Doug	CEO/General Manager	X	February 22, 2024
Brown	Ryan	Assistant General Manager	X	February 22, 2024
Ferguson	Scott	Director of Cooperative Services & Emergency Operations	X	February 22, 2024
Hawkins	Rachel	Chief Communications Officer	X	February 22, 2024
Staples	Keith	Chief Information Officer	X	February 22, 2024
Conner	Joe	Chief Financial Officer	X	February 22, 2024
Massey	Dana	Director of Administration	X	February 22, 2024
Paske	Brandie	Dispatch Supervisor	X	February 22, 2024
Moore	Kenzie	Dispatch Supervisor	X	February 22, 2024
Colston	Joel	Chief Engineer	X	February 22, 2024
Murphy	Kabe	Grid Manager	X	February 22, 2024
Quintero	Brenda	Executive Secretary	X	February 22, 2024
Horn	Larry	Director of Operations	X	February 22, 2024

List of Emergency Contacts as Required by 16 TAC §25.53(c)(4)(B)

Last Name	First Name	Title	Phone Number
Ferguson	Scott	Director of Cooperative Services & Emergency Operations	(936) 328-1265
Hawkins	Rachel	Chief Communications Officer	(936) 328-1393
Horn	Larry	Director of Operations	(936) 328-1309
Massey	Dana	Director of Administration	(936) 328-1279

STATE OF TEXAS §

COUNTY OF POLK §

Before me, the undersigned authority, on this day personally appeared Doug Turk, who is known to me and who, being first duly sworn by me, declares that:

1. My name is Doug Turk. I am the General Manager and Chief Executive Officer for Sam Houston Electric Cooperative, Inc. ("SHECO"). I am over the age of 18 years, of sound mind, and have the legal capacity to execute this Affidavit. All matters stated in this Affidavit are true and correct and are based on my personal knowledge.

2. Relevant operating personnel are familiar with and have received training on the applicable contents and execution of this EOP, and such personnel are instructed to follow the applicable portions of this EOP except to the extent deviations are appropriate as a result of specific circumstances during the court of an emergency.

3. This EOP has been reviewed and approved by the appropriate executives.

4. Drills have been conducted to the extent required by subsection (f) of 16 Texas Administrative Code § 25.53.

5. This EOP or an appropriate summary has been distributed to local jurisdictions as needed.

6. SHECO maintains a business continuity plan those addresses returning to normal operations after disruptions caused by an incident.

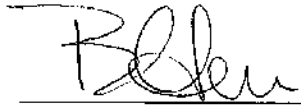
7. SHECO's emergency management personnel who are designated to interact with local, state, and federal emergency management officials during emergency events have received the latest IS-100, IS-200, IS-700, and IS-800 National Incident Management System training.

FURTHER AFFIANT SAYETH NOT


Doug Turk

General Manager & Chief Executive Officer
Sam Houston Electric Cooperative, Inc.

SIGNED under oath before me on February 22, 24.



Notary Public, State of Texas

My commission expires on: 8/30/25

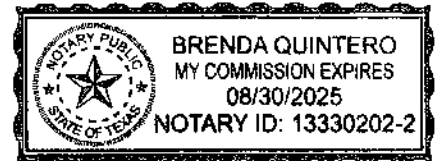


TABLE OF CONTENTS

EXECUTIVE SUMMARY	2
APPROVAL AND IMPLEMENTATION – 16 TAC § 25.53(D)(1).....	2
REGISTRY OF DIRECTLY SERVED CRITICAL LOAD CUSTOMERS - 16 TAC § 25.53(E)(1)(B)(III).....	10
MAJOR EVENT COMMUNICATIONS PLAN – 16 TAC § 25.53(D)(2).....	13
CURTAILMENT PRIORITIES, PROCEDURES FOR SHEDDING LOAD, ROTATING OUTAGES, AND PLANNED INTERRUPTIONS – 16 TAC § 25.53(E)(1)(B).....	17
PRIORITIES FOR RESTORING SERVICE – 16 TAC § 25.53(D)(5).....	28
I. PRIORITIES FOR RESTORING SERVICE	29
II. OUTAGE RESTORATION	30
III. CATEGORIES AND RESPONSIBILITIES	31
PANDEMIC AND EPIDEMIC PLAN– 16 TAC § 25.53(E)(1)(C).....	34
I. INTRODUCTION.....	35
II. PURPOSE.....	35
III. CONCEPT OF OPERATIONS	36
IV. CONTINUITY PLANNING	36
V. PANDEMIC/EPIDEMIC PLANNING ASSUMPTIONS	38
VI. ORGANIZATIONAL ASSUMPTIONS	40
VII. PANDEMIC/EPIDEMIC RESPONSE	41
Centers for Disease Control and Prevention.....	42
WILDFIRE MITIGATION EFFORTS – 16 TAC § 25.53(E)(1)(D).....	43
IDENTIFICATION OF POTENTIALLY SEVERE WEATHER EVENTS – 16 TAC § 25.53(D)(5).....	46
I. ACTIVATION OF THE PLAN	47
II. SUMMARY CHART.....	51
III. HURRICANE PROBABILITIES.....	52
IV. PRIVATE WEATHER SERVICE	54
STAFFING, LOGISTICS AND SUPPLIES DURING SEVERE WEATHER EVENTS – 16 TAC § 25.53(D)(2), (3), (4), AND (5).....	56
I. GENERAL	57
II. ACTIVATION.....	58
III. LOCALIZED DAMAGE – OTHER EMERGENCIES	61
IV. READINESS STATUS	62
V. REPORTING FOR DUTY	62
VI. ASSESSMENT AND RESTORATION	63
VII. EMERGENCY OPERATIONS TEAM	64
VIII. DAMAGE ASSESSMENT.....	65

IX. DISTRIBUTION SYSTEM	67
X. RESTORATION STRATEGIES	69
XI. STAGING SITES	72
XII. MATERIAL DEPOTS	74
XIII. MUTUAL ASSISTANCE MANPOWER AND CONTRACT WORK FORCE	75
XIV. LOGISTIC SUPPORT	76
XV. MATERIAL INVENTORY	78
CYBER SECURITY ANNEX – 16 TAC § 25.53(E)(1)(F)	79
1. CYBER SECURITY INCIDENT RESPONSE TEAM (CSIRT)	80
2. DEFINITIONS	82
3. CYBER SECURITY INCIDENT RESPONSE	83
4. INCIDENT RESPONSE TESTING AND UPDATING	88
5. ACCOUNTABILITY	88
Appendix A: Event Evaluation and Reporting Form	89
Appendix B: Electric Emergency Incident Report	90
Appendix C: Incident Response Process Flow Chart	90
COLD WEATHER ANNEX- 16 TAC § 25.53(E)(1)(A)	91
HOT WEATHER ANNEX- 16 TAC § 25.53(E)(1)(A)	96
HURRICANE PLAN- 16 TAC § 25.53(D)	98
SUMMARY OF POWER PLANT WEATHERIZATION PLANS & PROCEDURES- 16 TAC § 25.53(D)	100
SUMMARY OF ALTERNATIVE FUEL AND STORAGE CAPACITY - 16 TAC § 25.53(D)	102
PRIORITIES FOR RECOVERING GENERATION CAPACITY - 16 TAC § 25.53(D).	104
PHYSICAL SECURITY ANNEX - 16 TAC § 25.53(E)(1)(G)	106
I. PHYSICAL SECURITY ANNEX	107
II. DEFINITIONS	108
III. PHYSICAL SECURITY CONTROLS	109
IV. REQUIRED EVIDENCE	111

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**MAJOR EVENT COMMUNICATIONS PLAN – 16 TAC
§ 25.53(d)(2)**

MAJOR EVENT COMMUNICATIONS PLAN

Objective: Effectively manage the flow of information to members, employees, and media during a major event.

Summary: SHECO provides electricity to consumer-members throughout a ten-county service area. The Cooperative's communication plan employs numerous channels to inform audiences prior to, during, and after a major event. [REDACTED]

[REDACTED]

I [REDACTED]

I [REDACTED]

I [REDACTED]

I [REDACTED]

[REDACTED]

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[REDACTED]

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**PRIORITIES FOR RESTORING SERVICE – 16 TAC
§ 25.53(d)(5)**

I. PRIORITIES FOR RESTORING SERVICE

Restoration of Service

The primary goal of the EOP is the orderly repair of the Cooperative's electric facilities so that public health and safety are protected, and service is restored to all customers in minimum time through proper, safe and efficient use of all resources.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
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**PANDEMIC AND EPIDEMIC PLAN– 16 TAC
§ 25.53(e)(1)(C)**

I. INTRODUCTION

Continuing to perform essential functions and provide essential services is vital to an organization's ability to remain a viable entity during times of increased threats from all hazards, manmade or natural. Since the threat to an organization's continuity of operations is great during a Pandemic/Epidemic outbreak; it is important for organizations, in particular SHECO, to have a Pandemic/Epidemic Influenza Continuity of Operations plan (or annex) in place to ensure it can carry out its essential functions and services. While organizations may be forced to suspend some operations due to the severity of a Pandemic/Epidemic outbreak, an effective Continuity of Operations Plan can assist an organization in its efforts to remain operational, as well as strengthen the ability to resume operations

II. PURPOSE

As part of the Emergency Operations Plan of SHECO, the Pandemic/Epidemic plan/annex serves as the plan for maintaining essential functions and services during a Pandemic/Epidemic. This annex/plan relates to Pandemics/Epidemics and supplements the gap between traditional hazard planning and the specialized continuity planning required for a Pandemic/Epidemic by addressing additional considerations, challenges, and elements specific to the dynamic nature of a Pandemic/Epidemic.

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IDENTIFICATION OF POTENTIALLY SEVERE WEATHER EVENTS – 16 TAC § 25.53(d)(5)

I. ACTIVATION OF THE PLAN

STORM CONDITION DEFINITIONS

NORMAL – Exists when:

there is no known weather condition or pattern that could be reasonably predicted to impact the Cooperative's electrical energy delivery system.

Default Condition.

Preparations are in place based solely on seasonal possibilities. This is the equivalent to normal daily operations.

[REDACTED]

[REDACTED]

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**STAFFING, LOGISTICS AND SUPPLIES DURING
SEVERE WEATHER EVENTS – 16 TAC § 25.53(d)(2),
(3), (4), and (5)**

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II. ACTIVATION

Activation of the Plan must be a clear communication to those department involved in the preparation, support and restoration of electric service, should it be disrupted,

and the Cooperative's communications to its customers and governmental reporting contacts. Because no plan can cover every contingency possible, flexibility and adaptability must be available while preserving the basic concepts of the Plan.

[REDACTED]

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SUMMARY OF POWER PLANT WEATHERIZATION PLANS & PROCEDURES- 16 TAC § 25.53(d)

SUMMARY OF POWER PLANT WEATHERIZATION PLANS & PROCEDURES

SHECO. does not operate power plants. That responsibility lies with the Generation and Transmission Cooperatives which SHECO. is a member. SHECO is a member of East Texas Electric Cooperative, Inc.

SUMMARY OF ALTERNATIVE FUEL AND STORAGE CAPACITY - 16 TAC § 25.53(d)

SUMMARY OF ALTERNATIVE FUEL AND STORAGE CAPACITY

SHECO does not store fuel for power plants. That responsibility lies with the Generation and Transmission Cooperatives which SHECO is a member.

SHECO is a member of East Texas Electric Cooperative, Inc.

**PRIORITIES FOR RECOVERING GENERATION
CAPACITY - 16 TAC § 25.53(d)**

PRIORITIES FOR RECOVERING GENERATION CAPACITY

SHECO has no generation capacity. That responsibility lies with the Generation and Transmission Cooperatives which SHECO a member. SHECO is a member of East Texas Electric Cooperative, Inc..

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