



ESF 12 – Energy

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Table of Contents

1	Introduction	ESF 12-1
1.1	Purpose	ESF 12-1
1.2	Scope	ESF 12-1
1.3	Policies and Authorities	ESF 12-1
2	Situation and Assumptions	ESF 12-2
2.1	Situation	ESF 12-2
2.2	Assumptions.....	ESF 12-2
3	Roles and Responsibilities of Tasked Agencies.....	ESF 12-3
4	Concept of Operations.....	ESF 12-4
4.1	General.....	ESF 12-4
4.2	EOC Activation	ESF 12-4
4.3	EOC Operations	ESF 12-5
4.4	Disabilities, and Access and Functional Needs	ESF 12-5
4.5	Coordination with Other ESFs	ESF 12-5
5	Direction and Control.....	ESF 12-5
6	ESF Annex Development and Maintenance	ESF 12-5
7	Appendices.....	ESF 12-6
Appendix A	ESF 12 Resources	ESF 12-7
Appendix B	ESF 12 Responsibilities by Phase of Emergency Management..	ESF 12-9
Appendix C	ESF 12 Representative Checklist.....	ESF 12-13

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ESF 12 Tasked Agencies	
Primary County Agency	Clackamas County Disaster Management (CCDM)
Supporting County Agency	Department of Transportation and Development (DTD)
Community Partners	Area Utilities
State Agency	Oregon Department of Energy Public Utility Commission
Federal Agency	Department of Energy
*See Section 3 for more information about Tasked Agencies.	

1 Introduction

1.1 Purpose

Emergency Support Function (ESF) 12 describes how the County will coordinate plans, procedures, and resources to support response to and recovery from shortages and disruptions in the supply and delivery of energy during a major disaster or incident.

1.2 Scope

Activities encompassed within the scope of ESF 12 include:

- Coordinate with utilities operating in the County to ensure that the integrity of the supply systems is maintained during emergency situations and that any damages that may be incurred are repaired and services restored in an efficient and expedient manner afterward.
- Monitor and coordinate the availability of electric generating capacity and reserves, the availability and supply of natural gas, and the supply of generation fuels.
- Monitor and coordinate the restoration of utilities for normal community functioning.
- Coordinate with private sector providers of energy and transportation fuels such as propane, fuel oil, diesel fuel, and gasoline.
- Assist Clackamas County departments and agencies in obtaining fuel for transportation, communications, emergency operations, and other critical functions.
- Help energy suppliers and utilities obtain equipment, specialized labor, and transportation to repair or restore energy systems.

1.3 Policies and Authorities

It is the policy of Clackamas County that all utilities, whether publicly or privately owned, be prepared to respond to needs caused by an emergency or disaster. The Clackamas County Department of Disaster Management (CCDM) may establish liaison with such utility providers to coordinate disaster and emergency needs and services.

The following policies and agreements are currently in place:

- Oregon Water/Wastewater Agency Response Network (ORWARN); ORWARN is composed of member utilities providing voluntary emergency assistance to each other.

ORWARN facilitates rapid and short-term deployment of emergency services in the form of personnel, equipment, and materials. Members in Clackamas County include:

- Oak Lodge Water District
- City of Wilsonville
- Rivergrove Water District
- Clackamas River Water
- Boring Water District No. 24
- City of Oregon City
- City of Molalla
- Mulino Water District No. 1
- City of West Linn
- South Fork Water Board
- Sunrise Water Authority
- City of Lake Oswego
- City of Sandy
- North Clackamas County Water Commission
- Clackamas County Water Environment Services

2 Situation and Assumptions

2.1 Situation

The County is faced with a number of hazards that may require the rapid assessment, repair, and support of energy-related services. Considerations that should be taken into account when planning for and implementing ESF 12 activities include:

- Emergencies, both natural and human-caused, can have significant effects on public and privately owned utilities in a community. The ability to quickly restore damaged water, power, natural gas, telephone, and sewer systems is essential to minimizing a disaster's impacts on the safety, public and environmental health, and economy of the area.
- The electrical power industry is organized into a network of public and private generation and distribution facilities. Through such networks, the electrical power industry has developed a capability to provide, reroute, and restore power under even the most extreme circumstances.
- A major disaster could destroy or disrupt all or a portion of the County's energy and utility systems.

2.2 Assumptions

ESF 12 is based on the following planning assumptions:

- A major disaster could destroy or damage portions of a region's energy and utility systems and disrupt local petroleum supplies.

- Widespread and possibly prolonged electric power failures could occur in a major disaster.
- The transportation and telecommunications infrastructures will be affected.
- Delays in the production, refining, and delivery of petroleum-based products may occur as a result of transportation infrastructure problems and loss of commercial power.
- There may be extensive distribution failure in water, wastewater, and gas utilities. These may take hours, days, or even weeks to repair.
- There may be panic hoarding of fuel in areas served by severed pipelines or by individuals from neighboring jurisdictions where shortages have occurred.
- Natural gas lines may break, causing fire, danger of explosion, or health hazards such as inhalation of toxic substances.
- Water pressure may be low, hampering firefighting and impairing sewer system function.
- County departments (i.e. Water Environment Services (WES)), under an emergency proclamation, will require the authority to enter private property to evaluate and shut off utilities that jeopardize public and private property or threaten public health, safety, or the environment. It is preferred that county agencies coordinate with utilities as needed to evaluate shut off.
- Fire districts will coordinate with water providers as needed to shut off water.

3 Roles and Responsibilities of Tasked Agencies

The County has identified primary and supporting agencies and community partners to ensure ESF-related activities are performed in an efficient and effective manner during all phases of the emergency management cycle. This document does not relieve tasked agencies of the responsibility for emergency planning, and agency plans should adequately provide for the capability to implement their assigned tasks.

- **Primary County Agency(s)** – County agency(s) may be assigned as the primary agency based on the agency’s responsibilities, authority, functional expertise, resources, and capabilities in managing incident activities. Primary agencies may not be responsible for all elements of a function, and will work with supporting agencies to manage capabilities and resources to support ESF-related activities.
- **Supporting County Agency(s)** - County agency(s) may be assigned as supporting if they may have a substantial support role during incidents based on their capabilities and resources.
- **Community Partners** – May be assigned tasks if they meet one or more of the following criteria: the organization’s self-defined mission includes emergency response (e.g., disaster relief non-profit organizations); the organization receives formalized tasking by governmental agencies (e.g., American Red Cross); or the entity’s jurisdictional authority, or the entity’s resources and capabilities.

Roles and responsibilities for state and federal agencies are identified in the State of Oregon Emergency Operations Plan and National Response Framework, respectively.

See Appendix B for a checklist of responsibilities for tasked agencies by phase of emergency management.

4 Concept of Operations

4.1 General

All ESF 12-related activities will be performed in a manner that is consistent with the National Incident Management System and the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

- In accordance with the Basic Plan and this ESF Annex, the CCDM is responsible for overseeing ESF 12-related activities. Plans and procedures developed by the primary and supporting agencies provide the framework for carrying out those activities.
- Requests for assistance with energy-related activities will first be issued in accordance with established mutual aid agreements and once those resources have been exhausted, a request may be forwarded to the State Emergency Coordination Center (ECC).
- The County Emergency Operations Center (EOC) will provide guidance for the coordination ESF 12 resources.
- It is expected that public and private utility providers, such as those providing power, water, natural gas, petroleum, sanitation, or communications services, will develop internal organizational procedures to guide operations during and after a major incident. These procedures should facilitate the basic assessment of what happened, what can be done about it, and what is needed. If appropriate, this information should be provided to the County EOC as soon as possible.
- Contact with utility providers may be established by the EOC to coordinate resources, establish priorities, assess and document damages, and provide information to the public. The EOC may initiate information programs to keep the public informed of utility status and any restrictions in supply.
- Utility providers will be invited to send a liaison to the County EOC to facilitate coordination between agencies.
- Requests for assistance are primarily made by utility providers through existing mutual aid agreements with other providers. The EOC may assist with coordinating outside resources, upon request.
- CCDM may advise public utilities operating in Clackamas County of any emergency restrictions or operating policies established by County government. CCDM may also coordinate with the State OEM.

4.2 EOC Activation

When a disaster occurs, CCDM may, based on the size and complexity of the incident, activate the County EOC and assume the role of EOC Manager. The EOC Manager will establish communications with leadership and gather situational information to determine an EOC staffing plan and set up operational periods.

Notification will be made to the primary county agencies listed in this ESF. The Primary County Agencies will coordinate with supporting county agencies and community partners to assess and report current capabilities to the EOC and activate departmental operations centers as appropriate. Primary and supporting county agencies may be requested to send a representative to staff the EOC and facilitate ESF 12-related activities.

4.3 EOC Operations

When ESF 12-related activities are staffed in the EOC, the CCDM representative will be responsible for the following:

- Serve as a liaison with supporting agencies and community partners.
- Provide a primary entry point for situational information related to energy.
- Share situation status updates related to energy to inform development of Situation Reports.
- Participate in, and provide energy-specific reports for, EOC briefings.
- Assist in development and communication of ESF 12-related actions to tasked agencies.
- Monitor ongoing ESF 12-related actions.
- Share ESF 12-related information with ESF 14, Public Information, to ensure consistent public messaging.
- Coordinate ESF 12-related staffing to ensure the function can be staffed across operational periods.

4.4 Disabilities, and Access and Functional Needs

Provision of ESF 12-related activities will take into account populations with disabilities, and access and functional needs (DAFN). The needs of children and adults who experience disabilities or access and functional needs shall be identified and planned for as directed by policy makers and according to state and federal regulations and guidance.

4.5 Coordination with Other ESFs

The following ESFs support ESF 12-related activities:

- **Transportation (ESF 1):** Identify impacts to the County's transportation infrastructure and develop priorities for repair and restoration.
- **Communications (ESF 2):** Identify impacts to the County's communication infrastructure and develop priorities for repair and restoration.
- **Public Information (ESF 14):** Provide situation status updates and subject matter expertise to inform development of public messaging.
- **Business and Industry (ESF 18):** Coordinate with private sector partners to support ESF 12 activities.

5 Direction and Control

To be developed.

6 ESF Annex Development and Maintenance

CCDM will be responsible for coordinating regular review and maintenance of this annex. Each primary and supporting agency will be responsible for developing plans and procedures that address assigned tasks.

7 Appendices

- Appendix A – ESF 12 Resources
- Appendix B – ESF 12 Responsibilities by Phase of Emergency Management
- Appendix C – ESF 12 Representative Checklist

Appendix A ESF 12 Resources

The following resources provide additional information regarding ESF 12 and energy related issues at the local, state, and federal level:

County

- None at this time.

State

- Emergency Operations Plan
 - ESF 12 – Energy
- Energy Assurance Plan

Federal

- National Response Framework
 - ESF 12 – Energy

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Appendix B ESF 12 Responsibilities by Phase of Emergency Management

The following checklist identifies key roles and responsibilities for ESF 12 – Energy. It is broken out by phase of emergency management to inform tasked agencies of what activities they might be expected to perform before, during, and after an emergency to support the volunteers and donations function. All tasked agencies should maintain agency-specific plans and procedures that allow for them to effectively accomplish these tasks.

Preparedness

Preparedness activities take place before an emergency occurs and include plans or preparations made to save lives and to help response and recovery operations. Preparedness roles and responsibilities for ESF 12 include:

All Tasked Agencies

- ☐ Develop operational plans for ESF 12 activities.
- ☐ Participate in ESF 12 related trainings and exercises as appropriate.

CCDM

- ☐ Maintain operational capacity of the County EOC to support energy-related activities.
- ☐ Maintain liaison with local utilities, including the ability to contact them on a 24-hour-a-day basis.
- ☐ Work to pre-identify DAFN populations that require energy-related support including home dialysis and oxygen patients as well as healthcare facilities for priority restoration.

DTD

- ☐ Coordinate regular review and update of the ESF 12 annex with supporting agencies.
- ☐ Facilitate collaborative planning to ensure County capability to support ESF 12 activities.
- ☐ Procure and maintain sources of backup power and fuel including emergency generators.
- ☐ Pre-identify public works and debris clearance priorities that will support restoration of lifeline utilities.

Water and Waste Management (Municipal Utilities and Private Purveyors)

- ☐ Maintain and control water, sewer, and solid waste systems within their jurisdictions.

Other Utility Providers

- ☐ Develop response and restoration plans to ensure lifeline utilities are restored as quickly as possible after a disruption.
- ☐ Establish an emergency management organization that is able to establish communication with the County EOC.

Response

Response activities take place during an emergency and include actions taken to save lives and prevent further property damage in an emergency situation. Response roles and responsibilities for ESF 12 include:

All Tasked Agencies

- ☐ Provide situational updates to the County EOC, as required, to maintain situational awareness and foster a common operating picture.
- ☐ Provide a representative to the County EOC, when requested, to support ESF 12 activities.

CCDM

- ☐ Coordinate with the EOC Planning Section to determine the status of the County's energy infrastructure.
- ☐ Coordinate with area utility partners to facilitate the efficient restoration of lifeline utilities.
- ☐ Monitor the status of lifeline utilities and provide situation status updates to the County Public Information Officer to inform public messaging.
- ☐ Assist county and community partners with obtaining fuel in support of emergency operations.
- ☐ Request support for energy-related activities through the State ECC.

DTD

- ☐ Coordinate public works and debris clearance activities to support restoration of lifeline utilities.
- ☐ Ensure appropriate backup power sources and fuel supplies are available to support County emergency operations.

Water and Waste Management (Municipal Utilities and Private Purveyors)

- ☐ Perform damage assessment on systems and identify problems or shortfalls in water supply. Report findings to the Emergency Operations Center (EOC).
- ☐ Regulate water and utility usage in times of shortages, as appropriate, assuring priority use set to meet immediate and essential emergency needs.
- ☐ Within available means, protect existing water supplies and restore damaged systems.
- ☐ Prepare appropriate disaster assistance forms for submission to appropriate state and federal agencies.

Other Utility Providers

- ☐ Continue to operate in the tradition of self-help and inter-service mutual aid before calling for area, regional, or state assistance.
- ☐ Comply with the prevailing priority systems relating to curtailment of customer demands or loads, restoration of services, and provision of emergency services for other utilities and systems.

ESF 12. Energy

- ☐ In conjunction with the EOC Operations Section, determine priorities among users if adequate utility supply is not available to meet all essential needs.
- ☐ Assess the affected areas to determine operational priorities and emergency repair procedures with utility field personnel.
- ☐ Repair and restore lifeline utilities.
- ☐ Report status of utility systems to the County EOC.
- ☐ Provide information necessary for compiling damage and operational capability reports.

Recovery

Recovery activities take place **after** an emergency occurs and include actions to return to a normal or an even safer situation following an emergency. Recovery roles and responsibilities for ESF 12 include:

All Tasked Agencies

- ☐ Demobilize response activities.
- ☐ Maintain incident documentation to support public and individual assistance processes.
- ☐ Participate in all after-action activities and implement corrective actions as appropriate.

Mitigation

Mitigation activities take place **before and after** an emergency occurs and activities that prevent an emergency, reduce the chance of an emergency happening, or reduce the damaging effects of unavoidable emergencies. Mitigation roles and responsibilities for ESF 12 include:

All Tasked Agencies

- ☐ Participate in the hazard mitigation planning process for the County.
- ☐ Provide agency and incident data to inform development of mitigation projects to reduce hazard vulnerability.

Water and Waste Management (Municipal Utilities and Private Purveyors)

- ☐ Identify potential areas for mitigation strategy.
- ☐ Conduct repair and restoration activities in a manner to reduce the likelihood and severity of future damages and enhance community resiliency.

Other Utility Providers

- ☐ Conduct repair and restoration activities in a manner to reduce the likelihood and severity of future damages and enhance community resiliency.

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Appendix C ESF 12 Representative Checklist**Activation and Initial Actions**

- ☐ Report to the EOC Manager, Section Chief, Branch Coordinator, or other assigned supervisor.
- ☐ Become familiar with available job resources (e.g., plans, equipment, and staff) and EOC plans and forms
- ☐ Review the EOC organization and staffing chart and understand your role in working with the various branches and sections.
- ☐ Equip your work station with necessary equipment and supplies and test functionality of all equipment
- ☐ Obtain situation report(s), EOC Action Plan (IAP), and/or receive briefings from EOC and/or field personnel

Initial Operational Periods

- ☐ Obtain a briefing from the person you are replacing.
- ☐ Attend meetings and briefings, as appropriate.
- ☐ Establish and maintain your position log with chronological documentation.
- ☐ Follow procedures for transferring responsibilities to replacements.
- ☐ Follow staff accountability and check-in/-out procedures when temporarily leaving your assigned work station.

Final Operational Periods

- ☐ Complete and submit all required documentation
- ☐ Ensure all materials are returned to their proper storage location and file requests for replacement of resources that are expended or inoperative
- ☐ Follow check-out procedures.
- ☐ Share lessons learned at After-Action Conferences to contribute to the After-Action Report and inform future activations.

Keys to Success: Information Management

Information management is getting the right information to the right people, in the right form, at the right time. It includes receiving, sorting, prioritizing, and delivering information.

- ☐ The EOC information management role for ESF Leads and agency representatives includes:
- ☐ Filter information for what is accurate, distill that information to what is useful, and push it to the appropriate people within the EOC or agency, contributing to a Common Operating Picture.
- ☐ Serve as a conduit of information to and from agencies.
- ☐ Supply accurate, appropriate, and up-to-date information to the Situation Report.

Keys to Success: Resource Management

Resource management is getting the right resources to the right place, at the right time. The resource request process is at its core and supports coordinated management of resource requests by local, state, and federal partners. Resources include equipment, supplies, and personnel.

The EOC Resource Management support role for ESF Leads and agency representatives includes:

- ☐ Coordinate the contribution of resources from an agency to the response and recovery.
- ☐ Request resources from other sources and agencies.
- ☐ Keep the lines of communication open and provide specific information about what an agency can and cannot provide. The more specific and timely the information held by the Logistics Section is, the more efficiently it will support the request.