

8100 PROCEDURE 830

Stage 2 and Stage 3 Electrical Emergency Notifications

(April 2009)

[\(See SAM Management Memo 09-04 - Procedures for Energy Management in State Buildings During Normal Operations and Electrical Emergencies\)](#)

The State of California may face periods of electricity shortages. The California Independent System Operator (CAISO) may declare a Stage 1, 2 or 3 Electrical Emergency when high electrical demand strains the State's electric utility system. When the CAISO declares an Electrical Emergency, the Department of General Services (DGS) will notify all departments, universities, and community colleges and provide appropriate conservation information and actions to be taken as outlined in the SAM Management Memo 09-04; Procedures for Energy Management in State Buildings During Normal Operations and Electrical Emergencies.

Responsibilities and Action

Sacramento CC

1. At 0730 hours check the CAISO website (<http://www.caiso.com/awe/systemstatus.html>) for Electrical Emergency information or receive notification from DGS to implement Energy Use Curtailment Measures due to a CAISO declared State 1, 2 or 3 Electrical Emergency.
2. Make the following notifications:
 - a. Notify the Department Duty Chief - The Department Duty Chief will notify the Region Duty Chiefs.
 - b. Email Region Duty Chiefs and Duty Officers and Unit ECC's of the Electrical Emergency Notification information.
 - c. Email to "Sacramento Duty Chief Notification".
 - d. Email "SAC HQ" (Outlook mailing list for all CDF Headquarters employees), which will notify all Headquarters Site Energy Coordinators.

Region OCC

1. The Region Duty Chiefs will notify their Unit Duty Chiefs of the Electrical Emergency. Within one hour the Region Duty Chiefs will notify the Department Duty Chief whether or not all their Region Facilities are in compliance.
2. Notify all Region Employees by email which will notify all Region Site Energy Coordinators.

Unit ECC

1. Notify all Unit Employees by email which will notify all Unit Site Energy Coordinators of the Electrical Emergency. Notify the Region Duty Officer within one hour whether or not all Units Facilities are in compliance.

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[\(Forms and Forms Samples\)](#)