

Reporting Guidelines:

- **Components will answer the following questions for all Continental United States (CONUS) installations, along with installations in Hawaii and Alaska. Components will report on those installations and facilities under their responsibility, consistent with reporting guidelines in the Annual Energy Management Report (AEMR).**
- **Components will use Attachment 2 to respond. The following questions will only be answered for the critical electric energy requirements identified in Requirement (a).**
- **Components will not submit classified information or data. Responses will only be submitted at For Official Use Only.**

Requirement (a):

DEPPM 92-1 requires Components to define critical energy requirements, and the facilities driving and supporting the requirements for the purposes of:

- Inclusion into emergency preparedness and continuity of operations plans;
- Providing to the utility provider for integration into their service restoration plans;
- Communicating among the installation, other DoD and Federal authorities, and State and local emergency officials; and,
- Appropriately identifying redundant power supplies, if required.

DEPPM 92-1 defined critical energy requirements as those functions which require a continuous supply of energy during an emergency. Some examples listed in DEPPM 92-1 included housing, life safety/health (e.g. hospitals), public safety (e.g., police and fire departments), communications, environmental systems, and critical mission support.

Additionally, UFC 3-520-01, Section 3-8.1 provides examples of facilities and locations which are authorized for emergency generators to support mission-critical functions. Some examples listed in UFC 3-520-01 include medical treatment facilities, air navigation aids and facilities, refrigerated storage rooms, petroleum/oil/lubricant (POL) storage and dispensing facilities, critical utility plants and systems, civil engineer control centers, communication facilities and telephone exchanges, fire stations, including fire alarm, fire control, and radio equipment. Please see UFC 3-520-01, Section 3-8.1 for the complete list. UFC 3-520-01, Section 3-8.2 also provides guidance to determine loads which require backup power and that should be reviewed as part of a backup power needs analysis.

Execution/Compliance Questions (a):

1. What policies are in place addressing these requirements at the Service, Command, or installation-level?
2. a. Provide the installation functions that support your critical electric energy requirements.
b. Provide your Components' strategic-level missions that these critical electric energy requirements support, as appropriate.
3. a. What is the critical electric power requirement on your installations (in megawatts)?
b. What % of your installation's electric energy loads are presently considered critical?

Requirement (b):

DEPPM 92-1 requires Components to consider energy security in continuity of operations plans and to address critical energy requirements. It requires:

- Consideration of energy security and procedures for improving the availability, reliability, and quality of power in the event of power disruptions;
- Certifying that continuity of operations plans include an installation's plans to prioritize and restore power with local utilities, consider host and tenant energy provisions, describe movements to alternate locations for continuity of missions, and ensure that existing utility contracts include emergency support contingency clauses; and,
- Ensuring that mutual aid agreements have been negotiated with state and local officials, as well as utilities to assist in an installation's recovery and to minimize power disruption impacts in outlying communities.

Execution/Compliance Questions (b):

4. What policies are in place addressing these requirements at the Service, Command, or installation-level?
5. Describe how your current policies address the following:
 - a. Communicating and prioritizing critical electric energy requirements with the appropriate parties such as utility providers (for restoration plans)¹, as well as emergency response and tenant organizations.
 - b. Identifying the appropriate backup power or other on-site generation required to meet critical electric energy requirements in case of a power disruption.
 - c. Identifying another means of continuing the mission (i.e., reconstitution), if needed. How does the policy address accomplishing *a* and *b* at the alternative location?
6. How are these policies implemented and how is compliance tracked across your Component (i.e., Service, Command, or installation-level)? To what extent are your bases compliant?

Requirement (c):

DEPPM 92-1 requires Components to:

- Designate a trained operator associated with back-up and other associated energy equipment;
- Ensure that backup and other energy equipment are receiving preventive maintenance in accordance with their technical specifications;
- Ensure the development of fueling plans for generators and other on-site energy generation systems; and,
- Ensure fueling contracts are in place with the Defense Logistics Agency (DLA).

¹Communication and prioritization of electric energy requirements with the utility provider means up to the point the utility provides power. Typically, the installation/utility interface point (e.g., the main electric supply station/substation). An important question for the installation would include: in the event of a disruption, does the electric utility provider presently prioritize the installation's electric power supply in their restoration plans?

Execution/Compliance Questions (c):

7. What policies are in place addressing these requirements at the Service, Command, or installation-level?
8. a. What % of backup power or other on-site energy generation systems have a designated and trained operator?
b. What % of backup power or other on-site energy generation systems have received preventative maintenance in Fiscal Year (FY) 2013?
9. a. What % of your installations have fueling plans in place?
b. What % of installations have exercised those fueling plans in FY 2013?
10. What % of installations have fueling contracts in place with DLA?

Requirement (d):

DoDI 4170.11, Installation Energy Management, directs:

- DoD Components to conduct vulnerability assessments to ensure the security of energy resources; and,
- To perform periodic evaluations of the vulnerability of basic mission requirements to energy disruptions, assess the risk of such disruptions, and to implement remedial actions to remove unacceptable energy security risks.

Execution/Compliance Questions (d):

11. After assessing current requirements (questions 1-10), identify major risks and provide current plans for remediation. Provide your responses related to questions 1-10 in Attachment 2.