

Electric Utilities and Pandemic Preparedness

As electric utilities prepare for “high absenteeism” events, such as influenza pandemic, they are engaged in a new form of proactive mutual assistance. This includes sharing preparedness plans and strategies with each other to help ensure that all electric utilities have developed plans, policies, and procedures to maintain operational continuity. The Table of Contents for this sample electric utility pandemic plan is designed to provide a template for companies continuing to develop and update their own pandemic plans.

Sample Electric Utility Pandemic Plan

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REFERENCES AND RESOURCES

EXECUTIVE SUMMARY: A New Kind of Disaster

- What is Pandemic Influenza?
- How Would a Flu Pandemic Affect Electric Utilities?
- What Would Happen if Weather Events Cause Power Outages During a Pandemic?
- Strategic Implications
- Business Continuity and Emergency Planning (BCEM)
- Workforce
- Assumptions and Potential Effects
- Summary

OPERATING IMPACTS: How Might Pandemic Influenza Affect Company Business?

- Staff Absenteeism
- Open and Frequent Communications
- Managing Fear
- Supporting Staff and Their Families
- Supply and Demand
- Financial Implications
- Legal and Ethical Issues

MINIMIZING THE IMPACT: Developing Business Continuity and Emergency Management Plans

- Critical Business Functions and Services
- Staff
- Preparation/Planning
- Equipment and Supplies
- Facilities
 - Workplace Cleaning
 - Cleaning Products
 - Security and Restricting Access
 - Maintenance

STAYING HEALTHY: How to Protect Staff from Getting Sick

- Basic Precautions
- Hygiene—Hand and Cough
- Air Conditioning
- Social Distancing
- Personal Protection Equipment
 - Masks, Gloves, Protective Barriers
- Restricting Staff Travel
- Restricting Workplace Entry
- Antiviral and the Influenza Vaccine
- Screening Workers and Managing Staff Who Become Ill at Work
- Reducing the Risk of Infected Persons Entering the Site
- Telecommuting Options
- Human Resources Center and Integrated Absence Management System

RESPONSE: Emergency Operations and Crisis Management

- Alert Levels
- Incident Command Structure
- Exercises and Drills
- Virtual Emergency Operations Center (VEOC)
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- Administrative Policies

CONCLUSION: Where Do We Go From Here?

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- E Staffing/Knowledge Management Checklist
- F Business Continuity and Emergency Management Plan
- G Equipment Supply Vendor Checklist
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- L “Is It a Cold or Flu?” Poster; Influenza Screening Procedures
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- N Alert and Incident Command Levels
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FREQUENTLY ASKED QUESTIONS

GLOSSARY

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