



#12 Energy

State Emergency Support Function Annex

STATE OF HAWAI`I
EMERGENCY
OPERATIONS PLAN

Hawai'i Emergency Management Agency

November 2021



SESF #12 TASKED AGENCIES

State Emergency Support Function (SESF) Coordinating Agency:

Hawai`i State Energy Office (HSEO), attached to the Department of Business, Economic Development, and Tourism (DBEDT)

State ESF Primary Agency:

Hawai`i State Energy Office, led by the State of Hawai`i Chief Energy Officer (CEO)

State Support Agencies:

Hawai`i Emergency Management Agency (HI-EMA)

Hawai`i Public Utilities Commission (PUC)

Department of Commerce and Consumer Affairs (DCCA)

State Non-Profit and Private Sector Support Agencies:

Energy Sector Partners

Federal ESF Coordinating and Primary Agency:

U.S. Department of Energy's (USDOE), Office of Cybersecurity, Energy Security, & Emergency Response (CESER)



RECORD OF CHANGES

The SESF #12 is responsible for the #12 Energy State Emergency Support Function Annex and is authorized to make changes in coordination with the HI-EMA Operations Branch. All updates to the #12 Energy State Emergency Support Function Annex will be tracked and recorded in the following table to ensure the most recent version is disseminated and implemented. This annex will be reviewed on a biennial basis and after every incident where SESF #12 was activated.

Change Number	Date of Change	Section Changed	Summary of Change
1			
2			
3			
4			
5			
6			
7			

Luke Meyers
HI-EMA Administrator

Date Jan 6, 2022

David Lopez
HI-EMA Executive Officer

Date Jan 5, 2022

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SESF #12 Energy EMO

Date Dec 23, 2021



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1. INTRODUCTION

1.1 PURPOSE

1. The Fundamental function of the State Emergency Support Function (SESF) #12 is to provide energy subject matter expertise and guidance to the State Emergency Operation Center and to clarify how it will function during a declared emergency or incident.
2. State Emergency Support Function (SESF) #12 Energy addresses restoration of energy systems, resources, and components following significant disruptions that require a coordinated state response. Disruptions may be caused by physical damage sustained during a natural or manmade disaster, as well as those resulting from widespread operational failures, cyber-attacks, or political or economic issues, etc.
3. The purpose of this Annex is to define the activities that fall within the scope of SESF #12, identify the agencies with responsibilities under this SESF and describe how tasked agencies will coordinate to execute missions tasked to SESF #12 during an emergency or disaster.
4. The SESFs follow the framework which the Emergency Operation Center will execute its duties when activated. This framework includes Operational support, Planning, Logistical support, Communications, Financial Aid, and Intelligence which are paramount to carrying out emergency management objectives.
5. Standard operating procedures establish the Emergency Operations Center’s responsibilities to ensure the State and the Counties receive support and resources to respond to a declared emergency.

1.2 SCOPE

1. ‘Energy’ encompasses all activities associated with producing, refining, transporting, generating, transmitting, conserving, building, distributing, maintaining, and controlling all energy systems, resources, and system components.
2. Activities within the scope of SESF #12 include:
 - a. Serving as the focal point for essential communications, issues and policy decisions relating to energy and the energy industry in all state level response and recovery efforts.
 - b. Assessing and reporting on energy and utility system status, damages, and estimated impacts.
 - c. Providing information concerning the energy restoration process such as projected schedules, percent completion of restoration, and geographic information on the restoration.
 - d. Administering, if necessary, statutory, and administrative authorities for the procurement, control, distribution, and sale of petroleum products.
 - e. Facilitating coordination among the state, impacted counties, utilities and energy industry suppliers and distributors to help establish priorities for response and restoration.
 - f. Coordinating with state and county partners, and energy industry suppliers and distributors to collect data and information to assess and analyze energy system status for use in decision making related to allocation and distribution of energy products and services to critical and lifeline facilities.



- g. Advising county, state, and federal partners, when requested, on locating fuel for critical facilities and emergency operations, and placement of temporary emergency generators.
 - h. Coordinating restoration efforts with utility and private sector providers to prioritize emergency power needs.
 - i. Providing public information, education, and conservation guidance concerning energy emergencies.
3. The following **ARE NOT** within the scope of SESF #12:
- a. Establishing restoration priorities of the energy industry or Hawai`i's government agencies. However, SESF #12 serves as the state point of contact for requests for assistance from private and public sector energy owners and operators.
 - b. Buying or operating generators. However, SESF #12 does support decision making on placement of generators based on projected utility restoration plans.
 - c. Directing supply and logistics planning of energy asset owners and operators.
 - d. Owning, managing, or operating any energy resources, infrastructure, or equipment.
 - e. Coordinating the response for incidents involving nuclear or radiological materials.
 - f. Coordinating the tactical response for incidents involving fuel spills, releases, or electrical hazards (downed powerlines).
4. This Annex applies to all hazards that impact the state of Hawai`i.

1.2.1 DEFINITIONS

- 1. **ENERGY** means work or heat that is, or may be, produced from any fuel or source. It includes producing, storing, refining, transporting, generating, transmitting, conserving, building, distributing, maintaining, and the controlling of energy systems and system components.
- 2. **ELECTRICITY** means electrical energy produced by combustion of any fuel, or generated, or produced using wind, the sun, geothermal heat, ocean water, falling water, currents, and waves, or any other source.
- 3. **FUEL** means all fuels, whether liquid, solid, or gaseous, and usable for energy needs, power generation, and fuels manufacture.



2. SITUATION AND ASSUMPTIONS

2.1 SITUATION AND GEOGRAPHICAL OVERVIEW

1. Hawai`i, with its geographical isolation from other states and nations, remains heavily dependent on imports of petroleum as a major energy source. There is a risk that energy shortages can occur. These can be caused by natural hazards, as well as political and economic actions, actions affecting either shipping or fuel production and distribution, acts of terrorism and cyberattacks, or by any number of other incidents.
2. In addition to the state being isolated by its mid-Pacific location, it is also divided into islands that are isolated physically from each other. Consequently, Hawai`i cannot rely upon the continental U.S. networks of interconnected electrical grids or intra- or inter-state pipelines and highway/rail transport for liquid and gaseous fuels. Hence, the bulk of the Hawai`i's energy supply must be received via ocean shipping with the risks associated with transoceanic cargo movement.
3. Ocean-going risks not only affect the state's external supply, but also its internal fuel distribution. Each island receives petroleum to fuel power plants or support transportation needs via water-borne shipment, making our ports critical for energy and fuel security. O`ahu, as the hub for intra-state commerce, is less vulnerable than the other islands because it currently has one petroleum refinery, significant transshipment facilities linked with the commercial harbors, large storage capacity, and a small but important pipeline infrastructure. As such, energy supply disruptions or shortages within the state may have significant consequences, especially for the neighbor islands.

2.2 ASSUMPTIONS

SESF #12 planning is based on the following assumptions:

1. Most of the state's energy production and energy distribution systems and networks are considered critical infrastructure or critical facilities due to the criticality of energy as an enabling function for all critical infrastructure sectors (lifelines) and on account of the limited redundancies in place.
2. Most of the state's energy production and energy distribution systems and assets are owned and operated by private sector companies. The private energy sector takes the lead in the operation, maintenance, and rapid restoration of their infrastructure and operations/services after a disruption or incident. Impacted private sector energy entities will be integrated into SESF #12 planning, information collection and sharing, resource prioritization, and decision-making processes.
3. Owners and operators of private energy and public utility systems and infrastructure are responsible for the maintenance and activation of their emergency response plans, including appropriate allocation of resources (personnel, equipment, and services) to maintain or restore energy delivery and services under their ownership control. The plans and procedures described in this Annex are meant to complement the energy producers' and suppliers' own plans and actions, as well as those energy plans of the counties, and state and federal agencies.
4. Delays in restoration of electric power and gas service and the delivery of petroleum-based products could occur as a result of hazardous conditions and transportation infrastructure problems beyond the control of



energy companies. Incidents affecting systems that move or deliver energy (transportation systems) generally will be more frequent than those affecting energy production facilities.

5. Widespread and possibly prolonged electric power failures could occur in a major disaster. Energy supply chain disruptions can impact all other sectors (lifelines) and can impact services necessary for survival and the overall response (medical/healthcare, shelter, food processing and storage, water supply and wastewater management, telecommunications, media and information services, financial and security services, commercial, industrial, and defense operations in general). Without significant backup systems in place, fuel and generators will be a high priority during response and recovery.
6. In major incidents, state and federal capabilities may be directed to assist with delivery of energy for critical needs, but the ability to react and deploy these capabilities quickly may be limited during initial response.
7. In major incidents, the likelihood of hazardous material (i.e. fuels) releases increases, which can complicate response and recovery operations.
8. The Governor may recommend voluntary energy conservation measures and may also declare an Energy Shortage and sign Executive Orders to implement Administrative Rules to control the distribution and sale of petroleum products, to procure such products, and to impose rules that provide extraordinary measures for conservation as deemed necessary, and as recommended by the Hawai'i State Energy Office, Department of Business, Economic Development, and Tourism (DBEDT) Director (Ch. 125C, HRS).
9. Situational awareness and operational management of energy resources and capabilities requires accurate and timely information on which to base decisions focusing response and recovery actions. Without an adequate common operational picture, decision making related to prioritization of scarce energy resources can be difficult.
10. There may be hoarding of and competition for fuel if the public perceives prolonged energy scarcities. Frequent communication to the public on prioritization of life safety needs will need to be conducted in any prolonged localized or widespread shortages.

3. ROLES AND RESPONSIBILITIES

The following section outlines the roles and responsibilities assigned to state agencies to ensure SESF #12 activities are performed in a coordinated, efficient, and effective manner.

This document does not relieve tasked agencies of the responsibility for emergency planning; agency plans should adequately provide for the capability to implement the actions identified below.

3.1 GENERAL DUTIES OF ALL SESF #12 AGENCIES

All agencies assigned to SESF #12 are responsible for the following, in addition to the agency-specific duties listed later in this section.

BEFORE AN INCIDENT

1. Designate primary and alternate SESF #12 representatives, who shall be responsible for coordinating with internal department stakeholders, the SEOC and other SESF #12 agencies to ensure successful execution of duties assigned in this Annex. Notify HI-EMA of any changes to assigned contacts.
2. Participate in joint planning to further develop, document, and refine procedures and processes for interagency coordination of SESF activities.
3. Participate in SESF #12 response meetings, trainings, and exercises.
4. Ensure internal agency readiness to execute SESF duties assigned in this Annex. Ensure SESF responsibilities are addressed in agency plans, that sufficient agency personnel are assigned and trained to support SESF, required resources are identified, and any necessary mutual aid plans are developed to address gaps.
5. Identify necessary contingency contracts with vendors for services or equipment that may be required to execute the department's SESF #12 duties during an emergency in coordination with department procurement officers, the Logistics Section, and the State Procurement Office as appropriate.

DURING AN INCIDENT

1. Coordinate with SESF #12 partners and the SEOC to fulfill requests for assistance or information. Coordinate actions with counties, other SESFs and Federal ESFs, and private sector energy companies, as appropriate.
2. Activate, assign, and track department resources in support of SESF mission assignments. Ensure financial and property accountability for agency resources used in support of SESF #12.
3. Provide situational awareness of SESF #12 activities to the SEOC.
4. Represent the SESF at the SEOC and other incident sites as requested.

AFTER AN INCIDENT

1. Coordinate with SESF #12 partners and the SEOC to close out all remaining requests for assistance or information. Coordinate actions with counties, other SESFs and federal ESFs as appropriate.
2. Document the incident lessons learned and identify/document any recommended corrective actions. Participate in any incident hot wash, or after-action review.



3. Ensure completion of work and shift time logs to submit for formal accounting and documentation.
4. Gather important e-mails and documentation and save this information to a central repository location in WebEOC.

3.2 SESF PRIMARY AGENCY

The Hawai`i State Energy Office, which is administratively attached to the Department of Business, Economic Development and Tourism (DBEDT), serves as both the Coordinating and Primary Agency for SESF #12.

Primary Agencies, as defined by the ***State of Hawaii Emergency Operations Plan (HI-EOP)***, have significant authorities, roles, resources, or capabilities for functional areas the SESF oversees. Primary Agencies serve as the principal contact for HI-EMA on issues related to the SESF and provide overall management of both preparedness and response activities.

SESF Primary Agencies have additional responsibilities related to management of SESF activities.

BEFORE AN INCIDENT

1. Coordinate SESF #12 preparedness activities, including convening planning meetings and ensuring SESF #12 participation in applicable trainings and exercises.
2. Lead the development, review, and refinement of SESF #12 plans, procedural guides, Continuity of Operations Plan (COOP), job aids and/or other written resources to document operational processes and procedures.
3. Participate in state level emergency management planning initiatives on behalf of SESF #12 as requested by HI-EMA.

DURING AN INCIDENT

1. Notify Support Agencies when SESF #12 is activated by the SEOC.
2. Provide a representative(s) to the SEOC during activation hours.
3. Prioritize requests for SESF #12 assistance or information using incident objectives and work with Support Agencies to identify and direct recommended/required resources or capabilities.
4. Provide SESF #12 information to *SESF #5 Information and Planning* to include Situation Reports, inputs to incident action planning, and other planning products as requested.
5. Provide updates to the SEOC on the status of SESF #12 mission assignments. Notify the SEOC Operations Section if SESF #12 is unable to fulfill assigned missions or tasks.
6. Maintain and provide regular updates to the SESF #12 Energy Status Boards during an incident.
7. Reference the *State Emergency Support Function (SESF) #12 (Energy) Operations Guide* for operational procedures and steps response personnel can follow when implementing the energy response mission and functions.



AFTER AN INCIDENT

1. Coordinate with SESF #12 partners and the SEOC to finalize and close out any remaining requests for assistance or information.
2. Perform all demobilization, incident record keeping, and after actions activities as instructed by HI-EMA and as detailed in the *State Emergency Support Function (SESF) #12 (Energy) Operations Guide*.

The following are agency-specific duties of the SESF #12 Primary Agency that are in addition to the general duties outlined above.

Primary Agency	Agency Functions
Hawai'i State Energy Office (HSEO)	<ol style="list-style-type: none"> 1. Participate in statewide, federal, and industry training events involving energy. 2. Develop and maintain contact lists of key government and energy industry personnel. 3. Notify Support Agencies when SESF #12 is activated by the SEOC. 4. Coordinate and implement appropriate components of the Hawai'i Energy Assurance Plan pursuant to a Gubernatorial Proclamation, or request from HI-EMA or the DBEDT Director/Hawai'i State Chief Energy Officer. 5. Perform phased response activities, implement strategies for management of energy shortages, maintain situational assessment efforts, conduct intelligence and information sharing, perform operational coordination and deactivation tasks per the <i>State Emergency Support Function (SESF) #12 (Energy) Operations Guide</i>. 6. Provide guidance on authorities and rules, energy response policy and operational options, including recommendations to the Governor regarding declaration of a petroleum shortage and processes for implementation of effective response measures, i.e., demand reduction or supply enhancement measures. 7. Serve as claimant for the State's emergency petroleum requirements under the Memorandum of Understanding with the U.S. Department of Energy's Strategic Petroleum Reserve. Subsection 161 (j) 42 U.S.C. 6241 (j). 8. Activate the HSEO Shortage Management Center (SMC) to serve as the central coordinating entity (Department Operations Center) acting under the direction of the Hawai'i State Chief Energy Officer to manage any energy shortage either under a declared disaster, or a declared petroleum shortage (Ch. 125C, HRS). 9. When activated by HI-EMA, provide staff to the Energy Task Force (ETF), the coordinating group which is to provide strategy and solutions to resolve both mid-term and prolonged energy shortages. The ETF may establish a temporary emergency power strike team, a fuel distribution strike team, and a power restoration strike team, all of which require support from HSEO staff in their SESF #12 role. 10. When activated and instructed by HI-EMA, serve on incident-related Task Forces.



3.3 SUPPORT AGENCIES

Support Agencies, as defined by the *State of Hawaii Emergency Operations Plan*, have specific capabilities, expertise or resources that can assist Primary Agencies in executing missions assigned to the SESF by the SEOC.

As a Support Agency and part of an SESF, agencies must assign a primary and alternate representative to participate in SESF planning and response activities.

The following are agency-specific duties of the SESF #12 Support Agencies that are in addition to the general duties outlined above.

3.3.1 STATE SUPPORT AGENCIES

Support Agency	Agency Functions
Department of Commerce and Consumer Affairs Public Utilities Commission (PUC) <i>Attached Agency to Department of Commerce and Consumer Affairs</i> Hawai'i Emergency Management Agency (HI-EMA)	<ol style="list-style-type: none"> 1. Support Agency Representatives assigned to SESF #12 should have knowledge of their departments' structure, resources, and processes as they relate to SESF #12, and have technical or programmatic knowledge related to the SESF #12 functional area (energy) that will inform plans and response strategies. 2. Support energy industry coordination. 3. Support coordination of energy infrastructure and resource assessment, repair, and restoration. 4. Support energy supply/demand forecast and monitoring. 5. Support implementation of energy shortage response measures. 6. Provide a representative to the Energy Task Force when activated. 7. Ensure that electricity and gas utilities regulated by the PUC have adequate emergency plans in place.

3.4 STATE NON-PROFIT AND PRIVATE SECTOR SUPPORT AGENCIES

3.4.1 STATE NON-PROFIT AND PRIVATE SECTOR SUPPORT AGENCIES

Support Agency	Agency Functions
Energy Sector Partners	<ol style="list-style-type: none"> 1. Provide a representative to coordinate with HSEO when activated. 2. Implement protective measures to ensure the safety of personnel and secure equipment and facilities when notified of a potential threat to critical energy infrastructure. 3. Keep HSEO informed of supply and demand data and information, impacts to operations, logistical needs, and timelines for restoration.



3.5 FEDERAL ESF COORDINATING AND PRIMARY AGENCY

3.5.1 FEDERAL ESF COORDINATING AND PRIMARY AGENCY

Support Agency	Agency Functions
U.S. Department of Energy	<ol style="list-style-type: none">1. Deploy to local or state emergency operations centers to assist in response and restoration efforts and serve as coordinating point back to U.S. Department of Energy.2. Assist county and state governments with requests for energy-related emergency response actions as required to meet the Nation’s energy demands.3. Perform due diligence in coordination with other Federal departments and agencies pertaining to the implementation of emergency waivers.4. Analyze and model the potential impacts to the electric power, oil, gas, and coal infrastructures; analyze market impacts to the economy; and determine the effect a disruption has on other critical infrastructure.

4. CONCEPT OF OPERATIONS

4.1 GENERAL

1. The Hawai'i State Energy Office (HSEO) is the Primary Agency for SESF #12 and leads preparedness and response activities in coordination with Support Agencies.
2. SESF #12 will be activated by the State Emergency Operations Center (SEOC) when information is received that indicates the state or its counties could be significantly and negatively impacted by disruption of global or regional energy supplies, or when natural/man-made incidents could affect availability of energy to the extent that it will have a significant adverse effect on the economy, public safety, or the health and welfare of people in Hawai'i.
3. The Primary Agency will be notified by the SEOC when the SESF #12 is activated. The Primary Agency is responsible for notifying Support Agencies. If a SESF representative cannot be reached, that agency's EMO should be contacted to request an alternate point of contact. A list of current contacts is maintained in the 'State Contact List' section of WebEOC.
4. When activated, the Primary Agency may be required to have a representative in the SEOC during activation hours. If requested, Support Agencies will also send a representative to the SEOC. Otherwise, Support Agencies will work from their offices or Department Operations Centers (DOCs) to monitor and update WebEOC and provide requested support.

4.2 KEY ACTIONS (PREPAREDNESS, RESPONSE, AND RECOVERY)

4.2.1 PREPAREDNESS

1. SESF #12 agencies work together in the preparedness phase to ensure readiness to implement effective and efficient response and recovery activities within the scope of SESF #12.
2. Preparedness activities for SESF #12 include:
3. Develop, review, and refine SESF #12 plans and procedural guides that address specific operational processes and procedures. For SESF #12 these include procedures for the State Emergency Response Team (SERT) and the Shortage Management Center (SMC), which is organizationally similar to the Department Operations Center (DOC) for SESF #12.
4. Ensure adequate levels of training for personnel that will support SESF #12 during a disaster.
5. Participate in exercises to test, refine and validate SESF #12 procedures.
6. Develop, review, refine and maintain lists of all resources under the control of HSEO which can support the execution of SESF #12 duties.
7. Support the maintenance of the **State of Hawai'i Energy Assurance Plan** through DBEDT, which has overall responsibility for the plan.
8. Maintain a list of critical state fueling facilities and assets.



9. Plan, train, and exercise with DBEDT and DAGS to ensure operational readiness to activate and implement deployment of SESF #12 staff to backup/continuity facilities (Kalanimoku Building).

4.2.2 RESPONSE

4.2.2.1 INITIAL RESPONSE ACTIONS

1. Immediately upon notification of a threatened or occurring incident, consideration is given by SESF #12 toward:
 2. Provide appropriate representation at the SEOC.
 3. SESF #12 will utilize the Supporting Agency network to verify to the extent possible the nature of the incident and information received, potential impacts to the State’s energy supply, and the likely duration of a potential shortage.
 4. Collect information on energy system damage, energy supply, demand, and requirements to restore systems.
 5. Contact energy companies for situation reports to address:
 - a. Infrastructure damage.
 - b. Assessment of system and customer impacts.
 - c. Infrastructure repair requirements and restoration estimates.
 - d. Energy demand and supply estimates.
 - e. Need or potential need for state coordination or assistance.
 - f. Estimates of price or other market impacts.

4.2.2.2 ONGOING RESPONSE AND INITIAL RECOVERY ACTIONS

1. In addition to continuing the above initial activities, SESF #12 provides longer-term coordination of the following:
 - a. Advise local/state/federal partners, when requested, with the placement of generators in coordination with electric utilities’ restoration planning.
 - b. Coordinate with energy companies to address critical facilities’ restoration priorities, power needs, alternative energy sources, and emergency fuel supplies.
 - c. Coordinate with the electric and natural/synthetic gas utilities operating in the State to ensure the integrity of the power supply systems are maintained during emergency situations and that any damages that may be incurred are repaired and services restored in an efficient and expedient manner afterward. SESF #12 will monitor and coordinate the availability of electric utility generating capacity and reserves, the availability and supply of natural/synthetic gas, and the supply of generation fuels. It also monitors and coordinates the restoration of electric and gas services for normal community functioning.



- d. Coordinate with private sector providers of energy and transportation fuels such as propane, fuel oil, diesel fuel, jet fuel, bunker, and gasoline. SESF#12 has primary responsibility to monitor and coordinate with the private sector suppliers of such fuels to ensure that adequate supplies of other energy and transportation fuels are available and deliverable for normal community functioning.
- e. Working with DOT to secure driver hours of service and weight limit waivers for delivery of fuel and generators to affected areas.
- f. Work with partner agencies to facilitate issuance of fuel waivers.
- g. Work with the U.S. Department of Homeland Security (DHS) to waive Jones Act restrictions on tankers.
- h. Coordinate with other State SESFs to facilitate fuel distribution to emergency response vehicles, utility Right-of-Way (ROW) clearing and routing, flagging assistance, and air or marine assisted energy restoration tasks (such as helicopter aided damage assessment of remote infrastructure).
- i. Identify, evaluate, and carry out energy missions to expedite restoration and mitigate supply disruption impacts.
- j. Assess restoration requirements.
- k. Coordinate with federal, state, and local jurisdiction officials to establish priorities to repair damaged energy systems and allocate scarce fuel and energy resources.
- l. Coordinate with public and private sector entities for temporary, alternate, or interim sources of emergency fuel and power.
- m. Assist government and private sector stakeholders to overcome challenges in restoring the energy system.
- n. Facilitate the restoration of energy systems through legal authorities and coordination of waivers.
- o. SESF #12 representatives may be part of needs assessment teams, assessing damage to the energy infrastructure and its potential impact on the affected area.
- p. Formulate, recommend, and implement specific proposals to the Governor, as necessary, for energy demand reduction, supply enhancement, energy conservation (including the orderly, efficient, prioritized, and safe allocation and distribution thereof), and shortage mitigation measures.
- q. Coordinate and implement the Fuels Set-Aside Program pursuant to a Governor’s Declaration of an Energy Emergency and allocating fuel consistent with established priorities.
- r. Locate in-state fuel supplies and fuel sources (e.g. diesel fuel for generators).
- s. Assist State agencies, local governments, and other SESFs to obtain emergency fuel for critical facilities, transportation, communications, and emergency operations.
- t. Provide assistance, if needed, to energy suppliers to obtain emergency resources to repair and restore energy systems, including assisting with the location and transportation of repair crews and equipment.



4.2.3 LONG-TERM RECOVERY

1. As the incident transitions to longer term recovery, SESF #12 will deactivate. The decision to deactivate SESF #12 will be made by the Operations Section Chief and approved by the Incident Commander.
2. Following large or particularly complex disasters, the Governor may appoint a State Disaster Recovery Coordinator (SDRC) to manage state support of county reconstruction efforts. Agencies that are part of SESF #12 agencies may be assigned responsibilities for supporting this type of long-term recovery effort, but those duties are separate from and outside the scope of SESF #12.

4.2.4 MITIGATION

1. All SESF #12 agencies will take the following steps to support hazard mitigation, as applicable:
2. Provide input into updates of the ***State of Hawai'i Hazard Mitigation Plan***
3. Identify, support and/or implement mitigation measures related to SESF #12 contained in the plan.



5. DIRECTION, CONTROL, AND COORDINATION

5.1 DIRECTION AND CONTROL

1. The SEOC serves as the central location for interagency coordination and decision-making for state emergency operations, including all activities associated with SESF #12.
2. SESF #12 is part of the Infrastructure Branch of the Operations Section in the SEOC organizational structure.
3. The SESF #12 Coordinating/Primary Agency reports to the Infrastructure Branch Director in the SEOC. If this position is not assigned, SESF #12 reports directly to the Operations Section Chief.
4. Activities of SESF #12 Support Agencies are, in general, coordinated by the SESF #12 Primary Agency.

5.2 COORDINATION AMONG SESF #12 AGENCIES

1. HSEO, as the SESF #12 Primary Agency, coordinates the activities of the SESF #12 Support Agencies, stakeholders, and energy providers to facilitate: analysis and reporting, the delivery of energy services, technical assistance, expertise, and other support as needed.
2. The SESF #12 representative in the SEOC coordinates SESF #12 responses to RFAs and RFIs. The request is evaluated and assigned to the SESF #12 agency most likely to have the requested capability or information. Updates on the status of the request must be entered in WebEOC by the tasked SESF #12 agency or the SESF #12 EMO.
3. SESF #12 agencies who are not present in the SEOC will ensure an SESF #12 contact is identified and available to respond to inquiries from the SEOC during activation hours.
4. When SESF #12 is activated, the SESF #12 Primary Agency will organize daily SESF #12 reporting to share information and confirm internal coordination procedures. If federal agencies have been activated to support the incident, this reporting will include the federal ESF #12.

5.3 COORDINATION WITH OTHER SESF

It is anticipated that SESF #12 will coordinate with other SESFs on the following:

1. **SESF #3 PUBLIC WORKS AND ENGINEERING:** SESF #3 leads the coordination and prioritization of temporary emergency power assets and supplies. SESF #3 is also a co-lead, with SESF #12, of the State of Hawai'i Energy Task Force which is tasked with coordinating activities and information necessary to facilitate the safe, rapid restoration of the commercial energy grid, provide temporary emergency power for critical facilities, and to ensure the adequacy and availability of fuel supplies, storage, and distribution.
2. **SESF #7 LOGISTICS MANAGEMENT AND RESOURCE SUPPORT:** SESF #7 coordinates requests for out-of-state mutual aid through the Emergency Management Assistance Compact (EMAC) in support of SESF #12 requests. The State Procurement Office, via SESF #7, will assist with requests seeking expedited emergency



procurement of bulk gasoline and diesel fuel for participating jurisdictions under the State Procurement Office’s price list contracts or other procurement methods.

3. **SESF #10 OIL AND HAZMAT RESPONSE:** SESF #10 will provide situational awareness of environmental contamination and oil or hazardous materials incidents that may impact the energy sector’s response and recovery capabilities, the state’s energy production and emergency energy supply delivery requirements.
4. **SESF #15 EXTERNAL AFFAIRS:** Provide information concerning the emergency restoration process, including:
 - a. Projected schedules for restoration of power and fuel delivery.
 - b. Percent completion of restoration.
 - c. Geographic information on the restoration.
 - d. Energy conservation, safety, and priorities.
 - e. Other energy information as appropriate.
5. **SESF #20 MILITARY SUPPORT:** All requests for Department of Defense – Hawai`i National Guard (HING) support will be made via SESF #20. Examples of HING resources in support of SESF #12 are:
 - a. Personnel and equipment for energy sector damage assessments.
 - b. Energy supply and distribution logistics.
 - c. Critical energy infrastructure security support.
 - d. GIS support.
 - e. Cybersecurity support and coordination.

5.4 COORDINATION WITH COUNTY EOCS

1. Each jurisdiction within the state is responsible for its own requirements. Only when local and mutual aid resources are exhausted or projected to be exhausted, or the required capability does not exist at the local level, may the jurisdiction request assistance from the state.
2. SESF-12 agencies shall coordinate with the county desk liaisons in the SEOC and/or their counterparts on other islands.

5.5 COORDINATION WITH FEDERAL PARTNERS

1. If federal ESF #12 is activated in response to, or in anticipation of, a presidential disaster declaration, SESF #12 will establish contact with the federal ESF Coordinating Agency and ensure coordination for the duration of the activation. The U.S. Department of Energy (USDOE) is the federal agency with primary responsibility for federal ESF #12.
2. SESF may also need to coordinate with the U.S. Coast Guard for marine-related energy activities, the U.S. Environmental Protection Agency for fuel-delivery related waivers, the Defense Logistics Agency for fuel support logistics, and the U.S. Army Corps of Engineers for temporary power activities and assessments (as support to ESF-3).
3. Coordination will primarily occur at the SEOC, Initial Operating Facility (IOF) or Joint Field Office (JFO).



5.6 TASK FORCES

Task forces may be stood up during an incident to address major response activities that require coordination across different levels of government and/or involve multiple state and federal ESFs.

SESF #12 will be part of the following task forces if they are stood up during an incident:

1. The Hawai`i Energy Task Force (HETF) is tasked with coordinating activities and information necessary to facilitate the safe, rapid restoration of the commercial energy grid, provide temporary emergency power for critical facilities, and to ensure the adequacy and availability of fuel supplies, storage, and distribution.
2. The voluntary HETF functions as a multi-agency, multi-organizational coordinating group. The HETF integrates into and provides support for all activated Shortage Management Center (SMC) functions, to include: member-agency policy information and clarification, direct coordination augmentation to operations function, critical situation and status information to the planning function, and material resources as appropriate in support of the logistics function. As a comprehensive coordinating group, the HETF may provide constructive strategy and solutions to resolving both mid-term and prolonged energy shortages. Those involved must be cognizant of the need to communicate individually with oil companies on proprietary information in order to avoid any anti-trust issues.
3. Petroleum Advisory Council (PUC). There is established within DBEDT for administrative purposes the voluntary Petroleum Advisory Council, which shall be convened at the DBEDT Director's discretion. The Council shall: (1) Advise the Department of trends and activities in the retail petroleum industry that may require statutory consideration; and (2) Take such other action as may be necessary to ensure that the Department is informed of all relevant developments in the retail petroleum industry affecting the health, safety, and welfare of the people of this State. [Hawai`i Revised Statutes §486J-21 and §486J-22].



6. AUTHORITIES AND REFERENCES

6.1 STATE LAWS, REGULATIONS AND DIRECTIVES

1. Hawai'i Revised Statutes Chapter 125C - Procurement, Control, Distribution, and Sale of Petroleum Products
2. Hawai'i Revised Statutes Chapter 127A – Emergency Management
3. Hawai'i Revised Statutes Chapter 196, Part V – Hawaii State Energy Office
4. Administrative Directive No. 15-01, Emergency Management Preparedness Policies for Departments

6.2 REFERENCES

1. The State of Hawai'i Energy Assurance Plan (EAP), its Appendices and supporting documents serve as the state's emergency response plan for energy and provides a detailed framework for all hazard response within emergency management.