



Winter EP Drill

Frank Hartman
Supervisor, System Operations

- October 30th
 - Cold Weather Advisory Drill
 - Actual information should be entered into eDART
- November 2nd
 - Starting at 0730
 - Conducted from the PJM Control Room
 - Step through PJM's Emergency Procedures



2023 Winter Emergency Procedures Drill

November 2, 2023

For Public Use



- Submit this form for CEH credit (2 hours)



2023 Winter Emergency Procedures Drill

6.0 ATTACHMENT A DEBRIEF AND LOG SHEET

In order to better evaluate the effectiveness of the Emergency Procedures Drill and help identify potential training needs, please log any challenges you encountered during the drill.

[EP Drill Debrief & Participation Form](#) **Submit this form for CEH credit***

[EP Drill Evaluation Form](#)

Please email the completed debrief & participation form to the Drill Coordinator & Training Support at epdrill@pjm.com & TrainingSupport@pjm.com. As a backup method, the sheets may be faxed to 610-666-4287.

ISSUES



PJM Drill Participation Submission Form

Date of Drill:

Form Submission Date:

Name of PJM Designated Training Liaison:

Name of Member Company:

Type of Drill:

Pre-Drill Activity Description

Pre-Drill activities consist of a refresher training session available from the PJM LMS that covers pertinent sections of the PJM Manuals along with a follow up quiz. PJM will assign the refresh training to all learners' LMS accounts. A quiz will become available in the LMS upon completion of the refresh training (passing score is 75%). Those participating in the actual drill should participate in the Pre-Drill Activities. Additionally, others who will not be participating on the day of the actual drill may also participate in and receive credit for the Pre-Drill refresh training.

Drill and Post-Drill Debrief Session Description

Both the Emergency Procedures Drill and the System Restoration Drill consist of two components; the actual drill and then a Post-Drill Debrief Session, which serves as the assessment portion of the training. Only learners that participate in both of these components may receive CEH credit.

Training Liaisons will, using direct observation and input from Drill Coordinators, verify that learners participating in the drill correctly simulated performance of the drill tasks assigned to them. Training Liaisons must sign-off on each learner listed in the drill participant list in order for him/her to receive CEH credit for the drill.

The debrief should include discussions on: what worked well, a critique of drill communications, a review of the completed reports, any lessons learned or areas of confusion, and any deficiencies found in internal procedures.

For the Emergency Procedures Drill, issues that were raised during the drill or debrief should be documented on the **Debrief and Issues Log** provided with the Drill Scenario documentation and returned to PJM at the end of the drill. This information will be used in the **End of Drill Debrief Conference Call** led by PJM.

For the System Restoration Drill, the following questions taken from PJM's CRM training may serve as a guide for the discussions:

For each situation assessment:

- What was your initial assessment of the situation?
- What specific cues did you use in your assessment?
- What cues or factors were missed? Why?
- What made the assessment difficult?
- What assumptions did you have to make? Why?
- What was your greatest uncertainty?
- How did you expect the situation to develop?
- What impact did time have on your assessment?

For each course of action:

- What was your intent in choosing that course of action?
- How did your intention change over time? Why?
- What other options did you consider?
- Why did you not choose them?

Summary at the end:

- What are some important lessons learned?
- How might a novice (or expert) misdiagnose this event?
- What would have made this a more challenging scenario?

Drill and Post-Drill Debrief Session Documentation

Please provide a brief description of how the Post-Drill Activities were handled:

Presenter/SME:
Frank Hartman,
Frank.Hartman@pjm.com



Winter Emergency Procedure Drill

Member Hotline

(610) 666 – 8980

(866) 400 – 8980

custsvc@pjm.com