

 SOUTHERN CALIFORNIA EDISON <small>An EDISON INTERNATIONAL Company</small>	VEGETATION MANAGEMENT OPERATIONS IMT STORM MANUAL	Version 1
		12/13/24
		Supersedes Version 0

Vegetation Management - Operations Storm Manual

Docket: 2026-2028 Electrical Corporation Wildfire Mitigation Plans
Docket#: 2026-2028-Base-WMPs

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1 Introduction

SCE Vegetation Management (VM) and Contractors are responsible for supporting emergency storm event (wind, fire, snow, etc.) restoration activities. SCE VM is often the first responder onsite clearing roads of down trees, creating access to downed poles, and removing hazardous trees that could fall into the wires after they are restored. The Storm Manual provides guidance for both SCE VM and Contractors on storm processes and practices that will enable efficient mobilization and operation of a VM storm team.

2 Applicability

This document is applicable to the Operating Units (OU's) and business partners impacted by Energy Regulatory Compliance Program (ERCP) compliance requirements including, but not limited to:

- Environmental Department
- Vegetation Management
- Local Public Affairs
- Supply Management
- Safety, Security & Business Resiliency
- Transmission & Distribution
- UVM Contractors

3 Definitions

Refer to the UVM Program Glossary of Terms (UVM-16) for any capitalized terms used in this document.

4 Document Details

4.1 Storm Matrix

Incident intensity levels have been established for each district and the overall SCE service territory. The overall SCE incident intensity level is based on the aggregation of the district level information with consideration for widespread incidents such as transmission or substation interruptions. These intensity levels are determined by the District Manager and serve as a reference point for VM. There are four incident classification levels: Mild, Moderate, Severe, and Catastrophic.

Level	Intensity	Restoration Strategy	Example Order Types (Vegetation Hazard)
Mild	Isolated incident, slightly above normal impact (may occur 20 times per year)	Identify Vegetation hazard with imminent danger as reported by DOC / Troubleman	<ul style="list-style-type: none"> Wire down Broken pole / crossarm Transformer or pole fire Tree arcing / sparking / flickering / burnt / burning / fire / buzzing
Moderate	Above normal impact or significant impact in an isolated area (may occur 5 times per year)	Identify Vegetation hazard with imminent danger as reported by DOC / Troubleman Additional patrols of affected areas may be needed depending on volume of TOs IMT activation, dependent on District	<ul style="list-style-type: none"> Tree on wire (primary / secondary / service line / down guy)
Severe	Escalating damage across multiple areas or severe impact in an isolated area (may occur 1 in 10)	IMT / Debris Clearance Branch Director activation Storm activation is dependent on District	<ul style="list-style-type: none"> Trees falling on roadway Trees on fire Trees blocking access roads Multiple wire down
Catastrophic	Severe damage or companywide incident (may occur 1 in 100)	IMT / Debris Clearance Branch Director activation Storm activation is dependent on District	<ul style="list-style-type: none"> Mass outages / multiple regional outages

4.2 Restoration Strategy

The following restoration strategy and priority order identification was developed to ensure timely response to hazardous conditions during a wide variety of storm types and severities while maintaining the balance between the safety of SCE employees and the public. The purpose of deploying vegetation crews during a storm event is to assist in the restoration of power and eliminate immediate hazards to the electrical system.

Prioritization of Emergent Work

Priority 1

- Trouble Orders generated by internal SCE personnel.
- Trouble Orders generated by Police and Fire agencies.
- Work identified by initial inspection that may be an imminent threat to utility infrastructure.
- Work identified as needed to allow the restoration of power.

Priority 2

- Priority 2 work may include storm cleanup or any related work that does not directly affect the restoration of power. This work should be completed within 15 days of being identified.
- Trouble orders generated from customers call in are a lower priority than SCE generated trouble orders but are still required to be inspected within 24 hours.
- Priority 2 work may be completed alongside of P1 if location if time allows, and no other priority 1 work has been identified in the area.
- Priority 2 work should be deferred to routine maintenance if no immediate threat exists.

4.3 Event Response Plan

The Operations Manager and/or SSP should develop an event specific Event Response Plan (ERP) -Appendix A. The response plan will be reviewed with VM Sr. Leadership before execution of work. Key purpose of this document is to ensure a timeline for the event is established and provide an estimate of resources needed.

4.4 Emergent Event Best Practices

- SCE Fire personnel, Watch Office, or VM Manager should identify and confirm the location of a potential event and should direct resources accordingly.
- VM Manager should monitor storm updates remotely or onsite, as feasible.
- VM Manager should develop a contact list for key internal and external stakeholders
- VM Manager to obtain incident accounting from FAO or Watch Office
- VM Manager to communicate with the district to identify affected circuits / areas affected.
- VM Manager to create damage assessment team to assess resource needs and estimate restoration time. This restoration plan to be communicated to RPPM and Sr. Leadership.
- Contract inspection resources should be utilized under the direction of local SSP when applicable and available.
- Written approval of the Event Response Plan is needed prior to execution of work. Exceptions may occur dependent on event scale. Additional governance may be needed, but to be determined by the scale of the event. Documentation to be stored in designated SharePoint site.
- SSP should ensure that Contractor is following all safety plans, fire plans, etc. applicable to the work.
- If the estimated restoration timeline exceeds the established work order expiration date, an extension to purchase order shall be requested through FAO. (See section 6 for billing process)
- Manager and SSPs/SPs should communicate the need for non-standard equipment to responding personnel prior to deployment (fire tools, snow chains, remote communication systems, etc.)
- Manager/Storm Lead should communicate and coordinate with the local District.
- Depending on scenarios/district requests, SSP should mobilize emergency crews to support trouble orders as requested by the District.
- SSP should provide protocol instructions including job hazards, process for contacting landowners, wood debris management, process for unblocking roads/traffic control.
- SSP should notify SCE Safety and SCE Environmental Department (ED) of VM scope and schedule associated with restoration efforts.
- Other duties may include additional coordination with the DOC and Trouble man to assist in outage requests or assistance to safely perform work.
- Districts that are “in storm” must have appropriate management and supervision physically performing the Work Assignment Coordinator role (VM Manager, RPPM, SSP, or equivalent) at the District and available to communicate with the ESIMT from 0700-2300 while “in storm”.

4.5 Fire

- Authorization for deployment to a burn scar requires authorization from the SCE Fire Liaison
- VM Manager or Senior Specialist are responsible for communications with the SCE Fire Liaison
- All inquiries related to the status of the fire and if access is permitted must be made through the SCE Fire Liaison.
- When contacted by the district for tree crew support a call to the SCE Fire Liaison must be made to inform them of the Vegetation Management crew count, activity, and location of the crews.
- If Vegetation Management Damage Assessment Teams are formed in response to gaining access into the fire burn scar area, the SCE Fire Liaison must inform the amount of employee(s) entering the burn scar and their work location perimeters.

4.6 Public Safety Power Shutoff (PSPS)

- IMT Activates due to potential PSPS conditions.
- Circuits identified for PSPS are typically communicated 72-24 hours prior to a potential PSPS event.
- TAC (Training and Compliance) team communicates with VM to determine appropriate Debris Clearance Branch Director
- TAC team sends Period of Concern (POC) list to Debris Clearance Branch Director
- Debris Clearance Branch Director coordinates with local resources to have circuits inspected prior to the POC beginning.
- Inspection Scope is grow in and fall in P1s
- All identified work needs to be completed prior to the POC beginning
- For all work identified, the following information must be gathered and shared with the TAC team;
 - Circuit Name
 - Structure number
 - Date and time when found
 - Description
 - Before and after pictures
 - Date remediated
- Debris Clearance branch director provides progress updates to the TAC team multiple times daily
- Debris clearance branch director attends IMT calls as requested by the TAC team and/or Operations Section Chief (OSC).

4.7 Duty Call Out Process

The duty call out process is applicable after hours when SCE resources need access to VM tree crews.

Vegetation Management has two Point of Contacts (POCs) covering both the Northwest and Southeast Territories.

- Southeast POC: [NAME, EMAIL, AND PHONE NUMBER REMOVED]
- Northwest POC: [NAME, EMAIL, AND PHONE NUMBER REMOVED]

Point of Contacts (POCs)

Point of Contacts (POCs) are primarily responsible for updating and providing weekly updates to VM Operations to identify the SSP's/SP's and back up OPS Managers who have the duty for that week.

An email is sent to the SSP's/SP's and Managers who oversee those regions. Others included in that email communication are Grid Ops-System Supervisors Group List and Dispatchers.

Assigned Duty Rep

The assigned duty rep is primarily responsible for call outs during non-working hours. Calls from the DOC can occur from 15:30 pm-07:00am or anytime during holidays and weekends. General responsibility is to respond to calls and emails that come in from the DOC, coordinating contractor crews to assist in repair orders and any emergent events.

The duty rep will call the contractor assigned to the district, ask for crew assistance, and follow up with the email with format below:

- SE/NW VM Duty:
- On Duty: SSP identified from the VM Duty Roster
- Backup:
- Ops Manager:
- For all tree caused outages please have vendor provide before and after photos and answer below questions:
 - Is the Tree in inventory
 - Tree species
 - Could this have been preventable
 - Tree DBH
 - Tree height
 - Was this a wind or storm event
 - HFRA or non HFRA
 - In ESA or No

Be sure to **INCLUDE** [\[EMAIL REMOVED\]](#) on all after hour call outs and SCE environmental emergency: VM SSP's need to be cc'd on all tree related outages for their districts.

2024 VM Contractor Duty Roster, click:
[Southeast \(SE\) Duty Roster](#)

-
- [Northwest \(NW\) Duty Roster](#)
- [Contractor Duty Roster 2024](#)

4.8 Environmental and Government Lands

Emergent work notifications to land/property owners are continuous through the environmental work management desktop review process. Additional emergency work notification can be made by the assigned Government lands agent. Collaboration with your Government Land Agent can be leveraged to assist with various matters. Below are a few examples.

- To obtain direct agency field contacts working around restoration.
- To discuss debris, clean up fuel management expectations.
- To obtain approval (if applicable) to use specific heavy equipment.

4.9 Contractor Resource Expectations

- Contractor(s) shall provide input on their ability to meet resource needs
- Ops Manager / Storm Lead shall request and authorize the resources
- RPPM shall assess impacts to scheduled work (where contractors are being released from) and will coordinate work prioritization and invoicing accordingly, dependent on size of storm event
- Contractor shall have appropriate leadership and safety oversight/ presence (i.e., minimum of 1:20 ratio or at the discretion of SCE management- safety personnel to employee).
- Contractors shall have daily check-in/out procedures as outlined in the CHOC and Hazard Awareness Safety Plan (HASP). Contractor should complete and submit daily SCE Disaster Response Timesheets (DRTs) to VM RPPM and stored in designated SharePoint site.
- Contractor shall have appropriate communication tools and procedures (Radios, Satellite phones, GPS locator, etc. applicable to storm response) in place.
- Contractor shall ensure that personnel/crews assigned to the storm are qualified/trained and appropriately equipped to complete work safely and efficiently.
- Contractors shall ensure specialty equipment is included in the Hazard Awareness Safety Plan (HASP) and equipment rates are included in the contract.

5 Trouble Order Process

Trouble Order Process for Emergent/Storm Events

- During a storm event, the Trouble Order Analyst will monitor the SAP system frequently (i.e. hourly) for districts that are open in storm conditions.

- Trouble Order Analyst will dispatch during normal business hours. After 3:30pm, Trouble Order Analyst will contact the Operations Manager or SSP's for after-hours dispatching support. If requested, the trouble order analyst will monitor and support the trouble order dispatch process after-hours.
- Be sure to include [\[EMAIL REMOVED\]](#) on all after hour call outs
- The Trouble Order Analyst will extract new trouble orders related to vegetation management and dispatch to a pre-inspector for inspection (inspection conducted within 24 hours), or a tree trimming contractor to mitigate condition within 24 hours.
- When the trouble order is dispatched to a customer coordinator or tree trimming contractor, additional details specifying "storm" is added to the email subject line.
 - Customer Coordinator is included for inspections only
- VM SSP and ESD are included on email communication for tree trimming contractor mitigation when trouble orders result in mitigation.
- Email reply from Customer Coordinator -
 - If no work is required, the Customer Coordinator will respond back to Trouble Order Analyst stating no worked required and provide detailed inspection findings (per trouble order job aid).
 - If work is required, the Customer Coordinator will create a work point for non-emergent work that will hold for thirty days and include detailed inspection findings (per trouble order job aid).
 - If a P1 condition is identified, the Customer Coordinator will follow the current P1 process.
 - If a P1/72-hour condition is identified, the Customer Coordinator will follow the current P1/72-hour process.
- Email reply from the tree trimming contractors -
 - Once the tree trimming contractor has assessed and mitigated the condition in the field, the contractor will respond via email to the Trouble Order Analyst with detailed completion information.
- Reporting and Tracking - Trouble Order Analyst will monitor and track all trouble orders from dispatching through completion.
 - When a storm closes, the Everbridge system will notify the VM SSP's and Trouble Order Analyst via email stating the district(s) storm has closed.

6 Reporting and Invoicing

- The Scheduler should work with operations manager create daily reports identifying workload and estimating resource needs and completion timeline.
- Daily reports should include, but not limited to, quantity of trees prescribed by Pre-Inspectors, assigned to Tree Crews, mitigated by Tree Crews, and constrained (Environmental, Access, Agency, etc.)
- General assessment of ongoing progress toward event conclusion

Work Orders and Status

- Invoice Analyst to check status of storm work order. If the work order is closed a request needs to be made to FAO to re-open and provide justification.
- VM Scheduling to monitor workload and work order status to ensure work will be completed prior to the closing date. If work is estimated to continue after the closing date, the scheduler is to coordinate a solution with the VM Operations Manager.
- VM finance team to update storm work order list monthly and share with the invoice team.

6.1 Daily Disaster Response Timesheet Process and Billing

All SCE internal and contractor labor and equipment hours should be recorded under the Storm Repair Order Number associated with the Storm event, unless otherwise directed by SSP/Manager.

- To ensure billing accuracy for storm related events, two forms will be used when a storm event is activated:
 - Daily Disaster Response Timesheet (DRT) (Attachment C, Page 17)
 - Stand-by Hours Tracking System Log (Attachment D, Page 18)
- Conditions when a Stand-by Rate may apply:
 - Storm event established by district not Vegetation Management
 - A unique SCE storm WO number has been established
 - Vegetation Management Operations will notify contractors of the storm event and determine applicability of stand-by rate.
 - Requires approval from a Vegetation Management Manager

6.2 VM Storm Team Organization Roles and Responsibilities

The team may include the roles below depending on the size of the storm event.

- **Sr Manager** - Responsible for ensuring personnel are prepared to respond appropriately and monitoring storm activity once activated.
- **Operations Manager** – oversee storm restoration efforts for VM Documenting decisions in real time, including communicating with T&D management to coordinate restoration efforts. Develop and communicate restoration plan for pre-inspection and tree mitigation activities. Responsible for reporting progress of storm restoration to VM leadership, Finance Team, and RPPM.
- **VM Finance Team** – responsible for tracking VM costs post event. Reporting is reviewed monthly to monitor event costs are within reasonable thresholds of the initial cost estimate.
- **SSP** - oversee PI/crew safety, quality of work, and serve as an additional resource for Contractors to escalate issues to the VM IMT POC, proper flow downs to field resources level (GF to field level), and communicates with landowners prior to cutting trees in private property
- **Crew Supervisors / General Foreman** – Responsible for individual crews to ensure personnel are prepared to assist with restoration. Reports to SSP, dispatches work to individual crews.

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- **Emergent Work Trouble Order Analyst** – dispatch trouble orders, monitor and track trouble orders through completion.
- **Analyst** – record keeping, decisions log (real time), timekeeping
- **SCE Safety Specialist** – contractor safety management Consistent AQI communications for internal and external partners
- **SCE Environmental Lead** – reporting environmental compliance mitigation efforts, identify resources needed as applicable, consult with Ops Manager for resource needs

7 Approvals

Program Manager	Signature	Date
[NAME REMOVED], Principal Manager	<i>[NAME REMOVED]</i>	12/12/24

8 Revision History

Revision Number	Date	Description of Revision	By	Next Review Date
0		Initial Release	[NAME REMOVED]	N/A
1	12/13/24	General Update	[NAME REMOVED]	N/A

9 References

External References

- Arboriculture Operations Safety Requirements ANSI Z133-2017

Internal References

- UVM-13, UVM Safety Manual
- UVM-16, UVM Program Glossary of Terms
- EHS Handbook for Contractors

10 Distribution and Data Retention

The official version of the document shall be stored in the UVM Operations SharePoint Document Library while in effect and retained for at least ten (10) years thereafter.

Distribution list:

- E&C Operational Compliance Group
- Impacted OU Touchpoints
- Vegetation Management team
- E&C Portal
- VM Contractor General Forepersons

11 Key Contacts

- UVM Principal Manager, Operations: [NAME AND PHONE NUMBER REMOVED]
- UVM Sr. Manager, Scheduling, Invoicing and Customer Engagement: [NAME AND PHONE NUMBER REMOVED]
- UVM Manager, Operations: [NAME AND PHONE NUMBER REMOVED]
- UVM Manager, Operations: [NAME AND PHONE NUMBER REMOVED]

12 Appendix

- Appendix A: VM Event Response Plan
- Appendix B: Invoice for Storm Events Job Aid
- Appendix C: Daily Disaster Response Timesheet
- Appendix D: Stand-by Hour Tracking System
- Appendix E: Key External and Internal Stakeholder Contact List
- Appendix F: Sample Email from SCEWildfireAlerts

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Attachment A: VM Event Response Plan

VM EVENT RESPONSE PLAN

*This form is to be used for events that require the use of resources for more than 48 hours to assist in the restoration of power after an emergent event.

Order Number	
Start Date	
Estimated Completion Date	
District	
Event Name (If Applicable)	
VM Event Manager	
Resource Needs (Identify type and number of resources, not individuals)	
Internal Resources	
Contractor Resources	
Areas Affected	
Grid Numbers	
Circuit Name	
Restoration Priorities	
APPROVALS	
Operations Sr. Manager	

Attachment B: Invoicing for Storm Events

Invoicing for Storm Events



Overview

To ensure billing accuracy for storm related events, two forms will be used when a storm event is activated:

- Daily Disaster Response Timesheet (DRT)
- Stand-by Hours Tracking System Log

Conditions when a Stand-by Rate may apply:

- Storm event (wind, fire, rain)
- A unique SCE storm WO number has been established

Vegetation Management Operations will notify contractors of the storm event and determine applicability of stand-by rate.

Daily Disaster Response Timesheet (DRT)

When a storm is activated, the Daily Disaster Response Timesheet (DRT) is sent to the contractor(s) to document/log crew/equipment type and hours on a daily basis. The completed DRT is provided daily to the VM Operations for approval.

NOTE: If timesheet is not signed/approved by the appropriate VM approver, then the invoice will be rejected.

Stand-by Hours Tracking System Form

The logistics team will maintain and complete the Stand-By Hours Tracking System form to help verify and document stand-by hour communication, direction, and duration per vendor and provided to VM Operations.

VM Operations performs a review of the completed DRT against the Stand-by Hours Tracking System form to ensure hours are accurately logged and information is complete. VM Operations will sign to approve the DRT and uploads both forms to the SharePoint.

Invoice Submission and Approval

Contractor will submit invoices along with copies of the completed and approved DRT in Ariba using the current process. The Invoicing team will review invoice documentation submitted by contractor to the approved DRT and Stand-by Hours Tracking System log to ensure that the hours match for payment submission.

If timesheet is not signed/approved by the appropriate VM approver and hours do not match, the invoice will be rejected.

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Attachment C: Daily Disaster Response Timesheet

Southern California Edison: Daily Disaster Reponse Timesheet												
Event:												
District:												
Date:												
Billing Code:												
Company:												
General Foreman:												
	Crew/Equip Type	Unit Count	Start	Stop	NT	OT	PT	SBNT	SBOT	SBPT	PerDiem	Total Hours
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												
21												
22												
23												
TOTAL CREW/EQUIPMENT HOURS:												
General Foreman Signature:												
Timesheet Authorizer Name:												
Timesheet Approval Signature:												
Crew Locations (Structure # to Structure #, Towers, Poles, Etc):												

Attachment D: Stand-by Hour Tracking System

[illegible]

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Attachment E: Key External and Internal Stakeholder Contact List

Agency Name	Contact Names / Emails
Sierra NF High Sierra RD	[NAMES AND EMAILS REMOVED]
Sierra NF Bass Lake RD	[NAMES AND EMAILS REMOVED]
Sierra NF Dispatch (aircraft notifications and emergencies)	[NAMES AND EMAILS REMOVED]
Sequoia NF	[NAMES AND EMAILS REMOVED]
Sequoia NF Dispatch (aircraft notifications and maybe emergencies)	[NAMES AND EMAILS REMOVED]
Sequoia Kings Canyon NP	[NAMES AND EMAILS REMOVED]
Sequoia Kings Canyon NP dispatch (law enforcement and emergencies)	[NAMES AND EMAILS REMOVED]
Sequoia Kings Canyon NP Aviation	[NAMES AND EMAILS REMOVED]
CDFW Fresno	[NAMES AND EMAILS REMOVED]
USACE Lake Kawe	[NAMES AND EMAILS REMOVED]
USACE Lake Success	[NAMES AND EMAILS REMOVED]

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Agency Name	Contact Names / Emails
	[NAMES AND EMAILS REMOVED]
USACE Lake Isabella	[NAMES AND EMAILS REMOVED]
Tule River Indian Reservation	[NAMES AND EMAILS REMOVED]
BLM Bakersfield	[NAMES AND EMAILS REMOVED]
Bishop Paiute Indian Reservation	[NAMES AND EMAILS REMOVED]
Pickle Meadows Military Training Center	[NAMES AND EMAILS REMOVED]
Cal Fire	[NAMES AND EMAILS REMOVED]

Attachment F: Sample Email from SCEWildfireAlerts

[NAMES AND EMAILS REMOVED]

Subject: Wishon Fire Final Report #4 - Hwy 190 x Wishon Dr- Springville, Tulare County
Importance: High

This email provides a summary report for pending Fires in [Wildfire Status Updates](#). Please do not reply to this message. Replies to this message are routed to a system mailbox that is not monitored.

Regarding information consistency, we strive to provide you with accurate information in static (this mail) and dynamic (web-based) content. If there is any inconsistencies between the information here and the information from Wildfire Status Updates in SharePoint, the information in SharePoint is authoritative.

If you have any questions regarding this email, please contact **Kyle Edward Gordon** directly.

View Attachments: [Wishon Fire Map Final.png](#)

Wishon Fire : [Go To](#) or [Go To Mobile](#)

- **Reported Cause:** [REDACTED]
- **Location:** Hwy 190 x Wishon Dr- Springville, Tulare County
- **Started:** 8/15/2022 @ Approx 15:00
- **HFRA:** Tier 2
- **Size:** 318 Acres.
- **Containment:** [REDACTED]
- **Agencies:** Tulare County, CALFire, USFS
- **Fuel:** [REDACTED]
- **Injuries and fatalities:** [REDACTED]
- **Damage to Non-SCE Structures (destroyed and damaged structures):** [REDACTED]
- **Impact on SCE Facilities:**
 - [REDACTED]
 - [REDACTED]
 - [REDACTED]
- **Weather:** 98 degrees, 18-22% RH, winds variable 3-9 mph
- **Evacuations:** None
- **Evacuation Centers:** None
- **School Closures:** None
- **ALERTWildfire Camera Link:** [View Camera 1](#)
- **ESIMT:**
- **Comments:** Fire remains inactive. Restoration in progress. SCE Fire Management is on scene at the Wishon Fire. This will be the final report unless conditions change.