Pacific Gas and Electric Company®

Underground Fire Hardening QC Audit Process

1   Pre-Audit

1.1 System Hardening (SH) Analyst creates a span sheet in the Distribution Operational Toolset (DOT) and provides the current electric map to the QA Circuit Hardening teams once Construction-Ready status is achieved.

1.2 The QC Hardening Analyst uploads the span sheet into the Safety Culture software program.

1.3 The Hardening Leads schedule a Standards Pre-Audit after receiving a Wire Pull Sheet (Contractors) or once the job is added to the GC Hardening tracker (GC).

    a. A Standards Pre-Audit is completed during splicing of the underground (UG) cable. Any non-conformities identified are addressed immediately or supplied to the GF for corrective action prior to energization.

    b. The latest audit is duplicated, and the submission number is updated to keep a running total for each PM Number. This process continues until the job is 100% complete.

2   UG Cable Installation

2.1 A UG Cable Installation Audit is conducted on the same day the cable is energized/cutover. The Auditor passes each individual span and verifies each span as fire safe (threat of ignition is mitigated).

    a. Each location has a minimum of two photos taken. One photo displays the location open, and one displays the location closed/locked and secured.

    b. The latest audit is duplicated, and submission number is updated until the job is complete, and all spans are passed.

2.2 Upon completion of the UG Cable Installation audit the results are sent to the crew GF, Hardening Leadership, and the QC Hardening Analyst.

2.3 The Hardening Analyst passes each individual span in the DOT and verifies that required photos have been uploaded to the audit. The footage count can then be included toward the yearly mileage target.

2.4 Once all spans are passed the final submission is sent to Internal Audit for validation of the spans and footage.

3   Contracting Final Audits

3.1 The Final Audit is processed after the job is complete and the as-builts are submitted.

    a. The final audit is conducted according to the current standard and includes all locations. The final audit verifies that identified non-conformities are corrected.

    b. If any additional non-conformities are identified, they are sent to the contractor for corrective action.

    c. Once the job has passed the Final Audit, the report is sent to the contractor for invoicing.

4   GC Final Audits

4.1 GC Final Audits are completed when all spans are passed, and the job is complete.

    a.   All locations are audited using current standards for Pre-Audit to verify all infractions have been corrected.

    b.   If any additional non-conformities are identified, findings are sent to the GF and supervisor for corrective action.

END OF INSTRUCTIONS

DEFINITIONS

Distribution Operational Toolset (DOT): A collaboratively shared database used for System Hardening project tracking to track each PM Number through completion. The graphic below shows the DOT used by the System Hardening team.
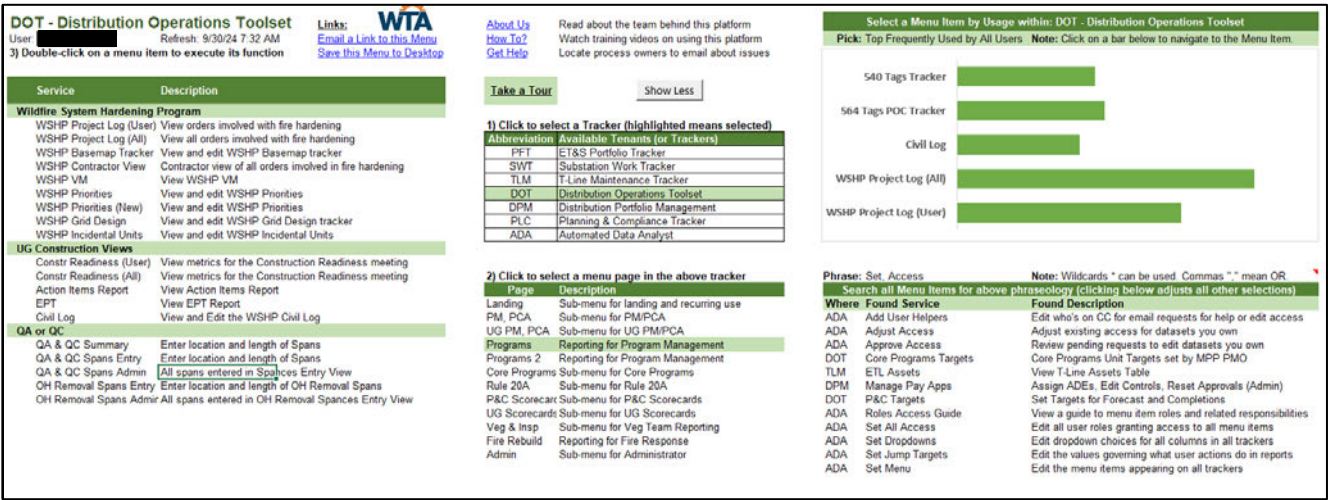
DOCUMENT APPROVER

█████████ Supervisor, Electric Quality Control, Fire Hardening Lead

DOCUMENT CONTACT

█████████ Manager, Electric Quality Control