Mutual Aid Quickstart Guide

This guide is intended for utilities that need to quickly engage mutual aid resources as the result of a imminent disaster. This document is designed to identify the minimum requirements to leverage the Mutual Aid Network. This guide should be used in conjunction with the APPA Mutual Aid Playbook, which provides a preparedness-based (blue-sky) approach to getting involved with Public Power Mutual Aid.

Process Overview

1

Review MAP Coordination Overview

 This one-page overview at the beginning of the MAP summarizes the public power mutual aid process and key connection points

2

Identify a Utility Coordinator

 Determine who will communicate with the mutual aid network and request resources for your utility

3

Contact APPA and sign Mutual Aid One-Page Agreement

- Determine if your utility is already a signatory
- To participate, contact <u>MutualAid@PublicPower.org</u>

4

Contact Designated State Coordinator for your region

- The most current list of Designated State Coordinators is <u>available</u> <u>online here</u>
- If you are unsure who to contact, reach out to APPA staff for assistance: <u>MutualAid@PublicPower.org</u> (202) 467-2900

5

Communicate real-time resource needs/availability to your Designated State Coordinator

 Be as specific as possible; see <u>example forms</u> for the types of details to provide

6

Prepare to accept resources

- Review MAP Attachments
 C: Utility Coordinator Job Aid and G: Response Resources
 & Best Practices
- Review your utilities onboarding/outage management processes

7

Maintain regular communication with your Designated State Coordinator regarding resource status and release timeframe

The MAP Attachments also provide an overview of:

- Utility Coordinator Responsibilities
- Designated State Coordinator Responsibilities
- National Coordinator Responsibilities

Additional Resources

- MAP Website and Toolkit
- APPA Mutual Aid Agreement
- Designated State Coordinator List

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