

# IGNITION TRACKER DICTIONARY



  
PACIFIC GAS & ELECTRIC



## PG&E Ignitions Tracker Dictionary

The purpose of this document is to help define what each column in the Ignition Tracker represents and any actions that may need to be taken during the ignition investigation process. For a detailed step by step guide on how to conduct a full ignition investigation please refer to the [Ignition Investigation Guide](#) (Currently still in draft stage).

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### Reviewer Notes

#### Index No.

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: No

**Description:** Index numbers are in sequential order, assigned and used for tracking purposes. This field will be prepopulated during preliminary investigation by the Ignition Database Owner.

**Action:** No action is required from the Ignition Investigator.

---

#### Reviewed By (Lan ID)

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** Required entry to identify who investigated the ignition event.

**Action:** The ignition investigator will enter their Lan ID prior to beginning any investigation, or begin with ignitions that have already been assigned to their Lan ID.

---

#### Review Status

- Manual/Auto: Manual & Auto
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes

**Description:** This will show the status of the ignition investigation, intended to reflect the status of the investigation process as the investigators work through each ignition event.

1. QC Not Started – Automatically populated when a new ignition has been added to the tracker during preliminary investigation.
2. QC In Progress – Manually changed by the ignition investigator once the investigation has begun.
3. QC Complete – Manually changed by the ignition investigator once all the required fields have been populated and CPUC reportability has been determined.
4. QC Follow Up Required – Only used when an EIR Active Investigation involves an ignition. Requires setting up a meeting with the lead EIR Investigator once the 20 – Day



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report has been completed to verify the information between the Ignition Database and EIR Investigation are in alignment with each other.

**Note:** Once an EIR Investigation appears in the Ignition Database, the Ignition Database Owner will assign the ignition out accordingly to a new Ignition Investigator.

### Action:

1. Update the status to “2 – QC In Progress” once you add your Lan ID to the “Reviewed By (Lan ID)” column and have begun the investigation.
2. Update the status to “3 – QC Complete” once all required field have been populated and CPUC Reportability has been determined.

### Review Complete Date

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** Indicates the date the ignition investigation was completed.

**Action:** Update this field with the date the ignition investigation was completed (i.e. date of when the “Review Status” was changed to “3 – QC Complete”. Date must be in “MM/DD/YYYY” format.

### Review Update

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** Indicates the date that ANY changes/updates were made to the specific ignition event.

**Action:** Enter the date that ANY changes/updates were made to the specific ignition event during or after the ignition investigation has begun. Date must be in the “MM/DD/YYYY” format.



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### Reviewer Notes

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** Utilized by both the Ignition Database Owner & Ignition Investigators. During preliminary investigation the Ignition Database Owner will enter their initial assessment of the ignition incident. Once the Ignition Investigator has begun their full in depth investigation, they will utilize this field to provide notes regarding how the CPUC reportability was determined and any additional items of note found during the investigation.

#### Examples:

- ILIS cause states – 3<sup>rd</sup> party, vehicle and small grass fire.
- House fire, not attributable to PG&E assets, smart meter is damaged.
- PG&E Equipment Failure – Wire down possibly due to splice failure. Also found dead bird at base of pole. Troublemaker stated fire was roughly 4' x 5'.
- Interview notes from conversations with field operations employee's.

**Action:** Validate any notes that were populated by the Ignition Database Owner during preliminary investigation. Insert any notes obtained from interviews with field operations employee's. This information should be reflected in the executive summary.

**Note:** There is no specific guide line on what information can or can't be entered into this field, so long as it pertains to the specific ignition investigation being conducted.

---

### Folder URL

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** Folder URL link, where all documentation and photos related to the ignition investigation will be stored. Link will be auto populated as new ignitions are added to the Ignition Tracker during preliminary investigation.

**Action:** Upload any documentation reviewed during the investigation that were used to help with the completion of the investigation. (e.g. OIS reports, ILIS Records, FAS Tags, TOTL Reports, Screenshots from Google Earth, EC/LC notifications, Email conversations from troublemaker interviews)

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## PG&E Ignitions Tracker Dictionary

### Error Resolutions

#### Error Found

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (if error found)

**Description:** Indicates if any errors were found during the Investigation.

**Examples:**

- An incorrect initial assessment made on the CPUC reportability of the ignition – if more information became available that finds PG&E equipment is responsible for the ignition.
- An error in the ILIS switch log or equipment ID
- An error is found with the Fire Lat/Long

**Action:** Enter “Y” if there is an error found. Leave this field blank if there is no error(s) found.

---

#### Error Found By (Lan ID)

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (if error found)

**Description:** Identifies the Lan ID of the Ignition Investigator who identified the error.

**Action:** If “Y” was selected for the “error found” field, input your Lan ID. If no error(s) were identified during investigation, leave this field blank.

---

#### Error Comment

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (if error found)

**Description:** This field describes the error(s) found during the investigation, and the actions taken to correct them.

**Action:** Describe the error found and fields subsequently updated. Be sure to place all reference material related to the correction in the “Folder URL” designated for that specific ignition event. If multiple errors are found, list them all and separate with commas. Leave this field blank if no error(s) were found.

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## PG&E Ignitions Tracker Dictionary

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### Date Error Resolved

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (if error found)

**Description:** Indicates the date the error was resolved. Use the “MM/DD/YYYY” format.

**Action:** Input the date the error(s) were resolved. Leave blank if no error(s) were found.

---

## Preliminary Ignition Investigation Report

### PIIR Investigator (Lan ID)

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If PIIR is required)

**Description:**

**Action:**

---

### PIIR Investigation Status

- Manual/Auto: Auto
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes (If PIIR is required)

**Description:**

**Action:**

---

### AFA: Initial Summary Status

- Manual/Auto: Auto
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes (If PIIR is required)

**Description:**

**Action:**



## PG&E Ignitions Tracker Dictionary

### ATS Physical Inspection Status

- Manual/Auto: Auto
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes (If PIIR is required)

**Description:**

**Action:**

### System Inspection Status

- Manual/Auto: Auto
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes (If PIIR is required)

**Description:**

**Action:**

### Veg Management Investigation Status

- Manual/Auto: Auto
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes (If PIIR is required)

**Description:**

**Action:**

### Veg – Sub Driver

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If PIIR is required)

**Description:**

**Action:**

### PIIR Est. Completion Date

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text



## PG&E Ignitions Tracker Dictionary

- CPUC/WMP: No
- Action Req: Yes (If PIIR is required)

**Description:**

**Action:**

### PIIR Act. Completion Date

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If PIIR is required)

**Description:**

**Action:**

### AFA Assigned (Lan ID)

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If PIIR is required)

**Description:**

**Action:**

### AFA Initial Summary Act. Completion Date

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If PIIR is required)

**Description:**

**Action:**

### PIIR Notes

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If PIIR is required)



## PG&E Ignitions Tracker Dictionary

**Description:**

**Action:**

### Fire Incident Reports

#### Fire Incident Report Requested (Y/N)

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If a fire report is requested)

**Description:** Indicates if the Ignition Investigator has requested a fire report from the responding fire agency.

**Action:** Enter “Y” if a fire report has been requested. Leave this field blank if a fire report was not requested.

---

#### Fire Incident Report Date Requested

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If a fire report is requested)

**Description:** Indicates the initial date the Ignition Investigator submitted a request for a fire report to the responding fire agency.

**Action:** Enter the date the initial fire report was requested. Use the “MM/DD/YYYY” format. Leave this field blank if a fire report was not requested.

---

#### Fire Incident Report Date Received

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If a fire report is requested)

**Description:** Indicates the date the Ignition Investigator received the fire report from the responding fire agency.

**Action:** Enter in the date the fire report was received from the responding fire agency. Use the “MM/DD/YYYY” format. Leave this field blank if a fire report was not requested.





## PG&E Ignitions Tracker Dictionary

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### Fire Agency Contacted

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If a fire report is requested)

**Description:** Identifies which fire agency was contacted to obtain a copy of the initial fire report.

**Action:** Enter the name of the of the fire agency contacted to request the initial fire report. Leave this field blank is a fire report was not requested.

**Example:** Oakland Fire Department

---

### Fire Agency Contact Information

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If a fire report is requested)

**Description:** Indicates the contact information of the responding fire agency.

**Action:** Enter the contact information of the responding fire agency (e.g. names, phone numbers, email address'). Leave this field blank if a fire report was not requested.

**Example:** Laura Hall, 510-123-4567, LauraHall@OaklandFD.com

---

### Fire Agency Request Notes

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If a fire report is requested)

**Description:** Utilized to enter any additional notes regarding the fire report requested.

**Action:** Enter any additional notes that pertain to the requested fire report. Leave this field blank if a fire report was not requested.

**Example:** Contacted Laura Hall from Oakland FD on MM/DD/YYYY to request a copy of the fire report. Laura stated the fire report is still in progress but is expected to be completed by MM/DD/YYYY. A copy of the fire report will be emailed over once completed.



## PG&E Ignitions Tracker Dictionary

### Fire Report Request Escalation

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If a fire report is requested)

**Description:** Indicates whether further escalation is needed from a Manager or Supervisor level. (i.e. the fire agency has been contacted multiple times, but has not responded to any voicemails or emails)

**Action:** If escalation is required, input “Y”, and input “N” if escalation was not required. Leave this field blank if a fire report was not requested.

### Troubleman Contact Information

#### Troubleman Contacted (Y/N)

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If troubleman was contacted)

**Description:** This field indicates if the Ignition Investigator contacted any field operations employee’s regarding the ignition event. (e.g. responding troublemen, repair crew, superintendents, etc.)

**Action:** If a field operations employee was contacted during the ignition investigation then input Y. Input N if no field operations employee were contacted during the ignition investigation.

### Troubleman Date Contacted

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If troubleman was contacted)

**Description:** This field indicates the initial date the Ignition Investigator reached out to field operations employees.

**Action:** Enter the date (MM/DD/YYYY) of when you initially reached out to field operations employees. If field operations were not contacted, leave this field blank.



## PG&E Ignitions Tracker Dictionary

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### Troubleman Date Responded

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If troubleman was contacted)

**Description:** This field indicates the date that the Ignition Investigator received a response from the field operations employee. (e.g. email, phone call, text message, teams' message)

**Action:** Enter in the date (MM/DD/YYYY) of when a response was received from the field operations employee. If field operations were not contacted, leave this field blank.

---

### Troubleman Lan ID

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If troubleman was contacted)

**Description:** This field indicates which field operations employee was contacted to obtain additional information regarding the ignition event.

**Action:** Enter the Lan ID of the of the field operations employee that was contacted for additional information. If field operations were not contacted, leave this field blank.

---

### Troubleman Contact Information

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If troubleman was contacted)

**Description:** This field indicates the contact information of the field operations employee that was involved with the ignition incident.

**Action:** Enter the contact information of the field operations employee that was contacted to obtain additional information regarding the ignition incident (e.g. names, Lan ID's, phone numbers, email address'). If field operations were not contacted, leave this field blank.

**Example:** John Hall, 707-123-4567, JohnHall@pge.com

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### Troubleman Contact Notes

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text





## PG&E Ignitions Tracker Dictionary

- CPUC/WMP: No
- Action Req: Yes (If troubleman was contacted)

**Description:** This field is used to enter any additional notes regarding the process of contacting the field operations employee.

**Action:** Enter any additional notes regarding contacting the field operations employee.

**Example:** Attempted to contact John Hall on MM/DD/YYYY at 0000 hours, but was unable to reach them. A voicemail was left asking the troubleman to please call back as soon as possible. On MM/DD/YYYY at XXXX hours, John called back and was able to provide additional photos taken from the ignition incident.

### Troubleman Escalation

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If troubleman was contacted)

**Description:** This field indicates whether further escalation is needed from the Manager or Supervisor level. (i.e. the field operations employee has been contacted multiple times, but has not responded to any voicemails or emails)

**Action:** Input “Y” if escalation is required. Leave this field blank if no escalation is required or the troubleman was not contacted during the ignition investigation process.

## Identification Information

### Create Date

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** Indicates the date the Ignition event started. Date must be in the “MM/DD/YYYY” format. Default is - OIS start time for Distribution or TOTL start time for Transmission.

**Action:** Compare this date against source document listed in “Data Source” column (e.g. OIS, ILIS, FAS, TOTL) by opening the OIS, ILIS, FAS or TOTL reports to match the Ignition date

### Create Time

- Manual/Auto: Auto

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## PG&E Ignitions Tracker Dictionary

- Free Text/Dropdown: Free Text
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** Indicates the time PG&E personnel were dispatched. Time must be in the “HH:MM:SS Military” format. Default is FAS “Time Created” or Dispatch Time”

**Action:** Verify this time matches the “Time Created” or “Dispatch Time” from the FAS Tag.

### Outage Date

- Manual/Auto: Manual & Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** Indicates if an outage was involved in the event.

**Action:** Enter the date of when the outage occurred. The outage date can be identified utilizing the associated FAS Tag under “Outage Start” or the ILIS Record under “First No Light (FNL)”. Date must be in the MM/DD/YYYY format. Leave this field blank if no outage occurred.

### Outage Time

- Manual/Auto: Manual & Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** If an outage did occur because of the incident, this field indicates the time the outage started.

**Action:** Input the outage start time utilizing the “Outage Start” field from the associated FAS Tag or “Fire No Light (FNL)” from the ILIS Record. If there appears to be no outage associated with the ignition, confirm this in Focal Point. Leave this field blank if no outage occurred.

### Data Source

- Manual/Auto: Auto
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: No



## PG&E Ignitions Tracker Dictionary

**Description:** Indicates the source that reported the ignition. The corresponding systems of record may be utilized to cross-check data, if necessary, during the Ignition Investigation process.

**Sources:**

- **“FAS” (Field Automation System)** – System used by Distribution Troublemakers to address maintenance repair tags. The Troublemakers are typically the first responders to a Distribution asset failure. Note that Distribution Troublemakers occasionally respond to Transmission asset failures as well
- **“TOTL” (Transmission Outage Tracking and Logging Tool)** – System used by the Transmission and Substation organizations to track switching, planned and unplanned interruptions, work cards, dispatch notes, and other related reports
- **“Trans-Sub Email”** – The Transmission and Substation organizations send out emails with information regarding trouble or force-outs and will mention any ignitions that occur as a result. This information is also stored in the TOTL system
- **“HAWC” (Hazard Awareness & Warning Center)** – The HAWC sends out ignition reports and information from those reports may be included in the tracker if there appears to be some relation to a PG&E asset and warrants further investigation
- **“EIR” (Electric Investigation Report)** – Typically an outage related to an EIR will already be captured in the Ignition Tracker through FAS, TOTL, or the Trans-Sub emails. In some instances, information of an ignition isn’t known until an EIR investigation is conducted

**Action:** No action required from the Ignition Investigator. This field will be populated by the Ignition Database Owner during preliminary investigations.

### Missed Ignition

- Manual/Auto: Manual & Auto
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: No

**Description:** This field is used to indicate whether an ignition event was identified through normal channels or discovered through other processes/databases. (i.e. EIR On Call or HAWC notifications, Veg Incident or Bird Incident Databases)

**Dropdown Choices:** Y, N

**Action:** No action required from Ignition Investigator. The Ignition Database Owner will populate this field during preliminary investigations.

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## PG&E Ignitions Tracker Dictionary

### Duplicate

- Manual/Auto: Manual & Auto
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes

**Description:** Indicates if two or more rows of data contain information relating to a single ignition event. Only one row shall be marked as “N” and all other related rows are to be marked as “Y”. The Ignition Database Owner/Ignition Investigator shall place a note in the “Reviewer Notes” column, cross-referencing other duplicate line items.

**Dropdown Choices:** Y, N

**Action:** Determine if there are any duplicate ignition events by looking at the following fields to see if they are the same or closely match: Create Date, OIS, ILIS, TOTL, Field Order ID number , Suspected Initiating Event, Fire Latitude, Fire Longitude, County, FLD Remarks & Fire Location Description. If there are duplicate ignition events identified, the ignition event with the earliest “create time” shall be marked “N” and deemed the non-duplicate item. All others shall be marked “Y” as duplicates.

### OIS Number

- Manual/Auto: Manual & Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** Provides the OIS (“Outage Information System”) number for outage(s) caused by or related to an ignition. This number typically comes from the associated FAS tag. If the OIS report is not automatically placed in the folder, pull it from the OMT database.

**Action:** Open the OIS report and ensure the OIS number and date matches the ignition being investigated. Pull the OIS report from the OIS System and save it into the Folder URL as a PDF file. With the following naming convention: OIS\_1234567

#### Notes:

- List all OIS numbers associated with the ignition.
- If it starts with TR, you’ll need to search for the OIS report by using only the numerical numbers after the “TR”. If you include the “TR” in the search, then an error message will appear.



## PG&E Ignitions Tracker Dictionary

### ILIS Number

- Manual/Auto: Manual & Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** ILIS (“Integrated Logging and Information System”) is utilized by the Distribution Control Centers (DCC) and is associated with switching operations (See TD-2700P-04 and TD-2700P-06). The ILIS report shows all OIS outages related to the same ILIS event number – each ILIS record may have one or multiple outage events associated with it. (NOTE: all primary outages will have an associated OIS number but may or may not have an ILIS number depending on if any switching was required to restore service).

**Action:** Open the ILIS report from the Ignition URL Folder or pull up manually:

- Confirm the ILIS number on the report matches the value entered in this field.
- If any ILIS data is determined incorrect, submit a request to have the ILIS record updated by using the following [wiki article](#).

**Note:** If there is no ILIS report, confirm that it is not a primary level outage. If it’s confirmed to be a primary level outage and no ILIS record is entered in this field, utilize Focal Point to search for the ILIS record.

### TOTL Number

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** Used in the TOTL system to assign a unique identifier to transmission and substation interruptions.

**Action:** The INT or Work Card reports will automatically be placed in the Ignition Folder URL. Open the TOTL report from the Folder URL and compare/update the following if needed:

- The INT Start DTS date to the "Create Date" field.
- Jurisdiction, Resource Type, and Resource to the information in the “Location/Agency” fields.

### Field Order ID Number (FAS)

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text

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## PG&E Ignitions Tracker Dictionary

- CPUC/WMP: No
- Action Req: Yes

**Description:** The FOID (“Field Order ID”) number is the unique identifier for every repair maintenance tag in the FAS system. This number is automatically generated in FAS when a OIS tag is created.

**Action:** Locate the FAS tag in BOBJ and confirm it is the correct tag by comparing the FOID and OIS numbers, along with the Create Date. Download a copy of the FAS tag as a PDF file and save it into the ignition folder URL utilizing the following naming convention: FAS\_T00XXXXXXX. If the number is 10 numerical digits (without T00), search for the report in CC&B.

### SAP EC/LC Notification Number

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** The “SAP EC/LC Notification Number” is the SAP record number assigned to the corrective work performed to repair the damage caused by the event.

**Action:** If there is a notification number or PM order number in this prepopulated in this field, locate the EC/LC tag in SAP. Verify this repair was related to the ignition incident. If the notification number or PM order number are not auto populated into this field, then it can also be located by entering in the Equipment ID number or Functional Location into SAP. If no EC/LC tags are found related to the ignition, verify that the repairs (if any) do not have an EC/LC tag. Information contained in the EC/LC tag report can also confirm the Suspected Initiating Event and the Damaged Equipment Type.

**Note:** On occasion the PM number will be auto populated in this column. The PM number can be used to locate the EC/LC Notification tag in SAP. Replace the PM number in this column with the appropriate EC/LC Notification Tag number once the tag has been located.

### Pre-Existing EC/LC Notification

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** This field is used to identify any possible pre-existing EC/LC notifications associated with the equipment involved in the ignition, that were not completed prior to the ignition

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## PG&E Ignitions Tracker Dictionary

occurring. (ex: An open EC tag for a PG&E pole to be replaced due to excessive leaning is found to not have been completed prior to the date of the ignition currently being investigated.)

**Action:** Identify and list any pre-existing EC/LC notifications found during the investigation process.

**Note:** Using the asset number from "Asset Number Associated to Ignition" field or the SAP Equipment ID number located in the EC/LC Notification tag, enter the equipment ID number into the equipment field within SAP " ZNMTN - Notification Management Tool". Be sure to leave the notification date fields blank.

### EIR Number

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** The EIR ("Electric Incident Report") number is a unique identifier assigned by the On-Call Electric CPUC Reportable PG&E Person to any incidents that meet the threshold of CPUC reportability.

**Action:** Refer to the ESA Shared Drive and search for any EIRs that occurred on the same date (Example: EI190812A - Electric Incident occurred on August 12, 2019) and verify it is the same event.

**Notes:** If one occurred on the same date, check the OIS/ILIS report in the investigation file to confirm it is the same event

- If an EIR exists, add the EIR number to this column and save the initial EIR to the Folder URL. Schedule a meeting with the Lead investigator to review the incident findings once the 20-Day report has been submitted to the CPUC.
- If the Incident is Privileged, consult the lead investigator to Investigate the incident line item.

### WSD Ignition Photo

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** This field is used for the WMP submittal.

**Action:** Collect one photo from each CPUC reportable ignition.

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## PG&E Ignitions Tracker Dictionary

### Event Detail

#### CPUC Reportable Ignition

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** Pursuant to CPUC Decision 14-02-015 (February 5, 2014), PG&E is obligated to collect data related to ignition incidents in which utility facilities are associated with the following conditions:

- A self-propagating fire of material other than electrical and/or
- Involves communication facilities, and
- The resulting fire travels greater than one linear meter from the ignition point, and
- The utility has knowledge that the fire occurred.

**Dropdown choices:** Y, N

**Action:** Based on the criteria above, review the Ignition Source, Fire Size, and Suspected Initiating Event columns to determine if the above criteria is satisfied.

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#### Attributable to PG&E Assets

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes

**Description:** Indicates if the ignition meets the CPUC reportability criteria of being attributable to a PG&E asset.

**Dropdown choices:** Y, N

**Action:** Mark "Y" if the ignition is found to be attributable to PG&E assets. Assure this aligns with the available reports. FAS "Actual Cause" and field remarks. ILIS "Cause". OIS field remarks. EC/LC tag "Cause". Make sure "PG&E" has been selected in the "Ignition Source" column and the asset number associated with the ignition has been entered in the "Asset Number Listed in AU" column.

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#### Burned Material Other Than PG&E Assets

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown





## PG&E Ignitions Tracker Dictionary

- CPUC/WMP: No
- Action Req: Yes

**Description:** Indicates if the ignition meets the CPUC reportability criteria of the ignition burning material other than PG&E assets.

**Dropdown choices:** Y, N

**Action:** Mark "Y" if material other than PG&E assets were burned in the incident. Assure this aligns with FAS "fire size" and field remarks from available reports.

### Fire Greater Than 1 Meter

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes

**Description:** Indicates if the ignition meets the CPUC reportability criteria of the ignition resulting in a fire that travels a distance greater than 1 linear meter.

**Dropdown choices:** Y, N

**Action:** Mark "Y" if the fire was greater than 1 meter. Assure this aligns with FAS "fire size"

### STIP Reportable Ignition

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: No

**Description:**

**Dropdown choices:**

**Action:**

### Executive Summary

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** The Executive Summary is a short synopsis of the event for PG&E Leadership.

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## PG&E Ignitions Tracker Dictionary

**Action:** Complete an Executive Summary for all ignitions. If it is CPUC reportable, follow the example. If it is not, briefly state why it did not meet reporting criteria.

**Example:**

- Distribution:** On MMDD, 2020 at (dispatch time in OIS) hours, a PG&E Troubleman was dispatched to the (circuit name) (# voltage)kV Distribution Circuit on/near/in the vicinity of (road, city) in response to/observed (reason for dispatch or what was observed). Initial analysis indicates (suspected initiating event) caused the ignition. (additional information/details as to cause of event, outage info, fire report info, etc...) The ensuing fire was (fire size) in size and the fire was suppressed by (fire suppressing agency). (PG&E Crew, PG&E Troubleman, PG&E Hired Contract Crew) replaced/repaired (damaged equipment) on MMDD, 2020. / There were no damages to PG&E equipment warranting repair. This is preliminary.
- Transmission:** On MMDD, 2020 at (became aware time in INT report in TOTL) hours, PG&E became aware that the (circuit name) (# voltage) kV Transmission Circuit (information as to what caused interruption). On MMDD, 2020 at (Tline on site time in INT report in TOTL) hours, a PG&E Troubleman arrived to the (circuit name) (# voltage)kV Transmission Circuit on/near/in the vicinity of (road, city) in response to/observed (reason for dispatch or what was observed). Initial analysis indicates (suspected initiating event) caused the ignition. (additional information/details as to cause of event, outage info, fire report info, etc...) The ensuing fire was (fire size) in size and the fire was suppressed by (fire suppressing agency). (PG&E Crew, PG&E Troubleman, PG&E Hired Contract Crew) replaced/repaired (damaged equipment) on MMDD, 2020. / There were no damages to PG&E equipment warranting repair.
- Substation:** On MMDD, 2020 at (became aware time in INT report in TOTL) hours, PG&E became aware that the (substation name) (# voltage) kV Substation (information as to what caused interruption). On MMDD, 2020 at (Tline on site time in INT report in TOTL) hours, a PG&E Troubleman arrived to the (substation name) Substation on/near/in the vicinity of (road, city) in response to/observed (reason for dispatch or what was observed). Initial analysis indicates (suspected initiating event) caused the ignition. (additional information/details as to cause of event, outage info, fire report info, etc...) The ensuing fire was (fire size) in size and the fire was suppressed by (fire suppressing agency). (PG&E Crew, PG&E Troubleman, PG&E Hired Contract Crew) replaced/repaired (damaged equipment) on MMDD, 2020. / There were no damages to PG&E equipment warranting repair.
- EIR (Add on at the end):** This incident was reported to the CPUC on MMDD, 2020 under the (injury/fatality, media, property damage, operator judgement) criterion. The



## PG&E Ignitions Tracker Dictionary

information is preliminary, further investigation being performed by Electric Incident Investigations. Reference (EII number).

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### Ignition Source

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes

**Description:** Indicates if PG&E equipment was the source of the ignition or if the ignition was started by a 3rd party or non-PG&E entity

**Dropdown choices:** PG&E, Non-PG&E

**Action:** Mark PG&E if the ignition is found to be attributable to PG&E assets, mark Non-PG&E if the ignition is NOT attributable to PG&E assets. Use the information from the system of records reports located in the Ignition Folder URL if needed:

- **FAS – Event Element and Event Element Comments**
- **OIS – FAS Crew Comments**
- **ILIS – Details**
- **TOTL – Log Text**

**Important:** If the information is unclear or incomplete, do not indicate the Ignition Source until more information is obtained. A follow-up discussion with the incident first-responder may be necessary to clarify or receive more information

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### Material at Origin

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** Material involved in the initial fueling of the fire

**Dropdown choices:** Building, Vegetation, Other

**Action:** Select the appropriate option based on information gathered during the Investigation process. The following fields can also be utilized, FLD Remarks, Event Element, Event Element Comments, Actual Cause, or the ILIS Cause

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### Materials at Origin – Comments

- Manual/Auto: Manual



## PG&E Ignitions Tracker Dictionary

- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:**

**Action:**

### Asset Family – Cause

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes

**Description:** If the ignition source was determined to be related to a PG&E asset, this field indicates the family of the failed asset.

**Dropdown choices:** D (Distribution), T (Transmission), S (Substation)

**Action:** The source of the data typically indicates the asset family (i.e. if the source is FAS then a Distribution asset is typically involved and if the information comes from TOTL then a Substation or Transmission asset is typically involved). To confirm, check the following fields:

- **FAS – Event Element and Event Element Comments**
- **OIS – FAS Crew Comments**
- **ILIS – Details**
- **TOTL – Log Text**

### Asset Family – Affected

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes

**Description:** Indicates if an asset was affected/disrupted as a result of an initial failure of a different asset class.

**Example:** A Transmission primary conductor fails and falls onto a Distribution secondary conductor, resulting in a distribution transformer failure. The Asset Family – Cause is T and the Asset Family – Affected is D

**Dropdown choices:** D (Distribution), T (Transmission), S (Substation).

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## PG&E Ignitions Tracker Dictionary

**Action:** Confirm if any other asset families were affected by the asset failure, check the following fields:

- **FAS – Event Element and Event Element Comments**
- **OIS – FAS Crew Comments**
- **ILIS – Details**
- **TOTL – Log Text**

### Fire Size

- Manual/Auto: Auto
- Free Text/Dropdown: Dropdown
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** The Troublemens enter this information into FAS and this field is auto populated from there. This refers to an approximation of the fire size at the time the troubleman is on scene. A fire may be initially assessed by the assigned Troubleman; however, the fire may grow in size or may be smaller in size that originally estimated in the FAS entry.

**Dropdown choices:** Structure Only, < 1 meter, 1 meter - < 3 meters, 3 meters - 0.25 Acres, 0.25 - 10 Acres, 10 - 100 Acres, 100 + Acres, Other, Unknown

**Action:** If the fire is larger than 10 acres, locate documentation listing the burned acreage if possible. Change this column to the correct fire size, if a different value is validated. This field should be reviewed when making the final determination of the “Wildfire Acreage Burned – Final”. The actual fire size can be attained via the EIR investigations, WSOC notifications, Cal Fire website, local fire department reports, or narratives from the LOB.

### Fire Size – Troubleman Comments

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: No

**Description:** If the troubleman indicates “Other” in the “Fire Size” field, the “Fire Size – Troubleman Comments” is used to provide more information about the ignition. This field does not require any input and is available as a reference to help determine reportability

**Examples:** “2 houses and associated property”, “PER FIRE DEPT, NO FIRE JUST SMOKE IN HOME”

**Action:** No action required, used only as a reference for the investigator.

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## PG&E Ignitions Tracker Dictionary

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### Wildfire Acreage Burned

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** For any wildfires (i.e. any fires greater than 10 acres), this field is used to capture the final acreage for the fire. The actual fire size can be attained via the EIR/PIIR investigations, WSOC, Cal Fire website, or local fire department reports.

**Action:** Obtain documentation to insert final acreage burned.

---

### Wildfire Structures Destroyed

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: No

**Description:** For any wildfires (i.e. any fires greater than 10 acres), this field is used to capture the final number of structures destroyed in the fire. This information will be maintained by the Ignition Database Owner. The wildfire structures destroyed totals can be attained via the EIR/PIIR investigations, WSOC, Cal Fire website, or local fire department reports.

**Action:** No action required.

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### Wildfire Injuries

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: No

**Description:**

**Action:**

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### Wildfire Fatalities

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: No



## PG&E Ignitions Tracker Dictionary

**Description:** For any wildfires (i.e. any fires greater than 10 acres), this field is used to capture the final number of fatalities that occurred as a result of the fire. This information will be maintained by the Ignition Database Owner. The wildfire fatalities totals can be attained via the EIR/PIIR investigations, WSOC, Cal Fire website, or local fire department reports.

**Action:** No action required.

### Suspected Initiating Event

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** Based on initial field observations pursuant to CPUC Decision 14-02-015 (February 5, 2014) AN event that create a disturbance, ignition, that has the potential to lead to damage.

**Dropdown choices:** Contact - 3rd Party, Contact - Animal - Bird, Contact - Animal - Nest, Contact - Animal - Other, Contact - Customer (Equip/Structure/Veg), Duplicate, Equipment - Damaged by Another Fire, Equipment - Overloaded, Equipment - PG&E, No Fire, Other Fire: Non-PG&E related, Under Investigation, Unknown, Unknown - No PG&E Assets, Unknown - Info N/A, Vegetation, Weather - High Wind, Weather – Lightning

**Action:** Assign a Suspected Initiating Event from the drop down list. This information can be obtained from the “FLD Remarks”, “Event Element” and “Event Element Comments” fields in FAS, the “Details” field in ILIS, the “Basic Cause” field in Focal Point, or in the “Log Text” in TOTL.

**Note:** This information isn’t always clear or detailed enough to make a determination, so a follow-up call with the first responder may be required. Any notes from discussions with a first responder should be entered into the “Reviewer Notes” field.

### Failure Driver

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** Assigns a high-level driver of the failure which is used for the Wildfire Mitigation Plan final report.

**Dropdown choices:** Contact from object, All types of equipment / facility failure, Other

**Action:** Assign a Failure Driver from the drop-down list. This information can be obtained from the following fields:

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## PG&E Ignitions Tracker Dictionary

- **FAS – Event Element and Event Element Comments**
- **OIS – FAS Crew Comments**
- **ILIS – Details**
- **TOTL – Log Text**

### Failure Sub-Driver

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** This further describes how PG&E assets were involved. Assigns a sub-driver of the failure which is used for the Wildfire Mitigation Plan final report.

**Dropdown choices:** Airstrike, Animal contact, Balloon contact, Capacitor bank failure, Circuit Breaker, Conductor failure—all, Conductor failure—all, Contact from Object - Other, Contact from Object - Other, Contamination Crossarm failure, Equipment failure - Other, Equipment failure - Other, Fault Tamer Failure, Fuse failure — all, Guy/Span Wire failure, Insulator failure, Lightning arrestor failure, Nest Contact, Other, Pole failure, Recloser failure, Riser Failure, Sectionalizer failure, Splice/Clamp/Connector, Switch failure, Transformer failure, Underground Meter, Underground Splice, Vandalism, Veg. contact, Vehicle contact, Voltage Regulator failure

**Action:** Assign a Failure Sub-Driver from the dropdown list. This information can be obtained from the following fields:

- **FAS – Event Element and Event Element Comments**
- **OIS – FAS Crew Comments**
- **ILIS – Details**
- **TOTL – Log Text**

### Other Companies

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** Other companies that were attached to the pole in question and known to the utility. If the facilities involved were not overhead leave this field blank.

**Dropdown choices:** Y, N

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## PG&E Ignitions Tracker Dictionary

**Action:** Select "Y" if other companies are attached to PG&E pole. Select "N" if no other companies were attached to the pole.

**Note:** Troubleman can indicate if another company/utility was affected by the event in "Facility Impacted"/"Facility Impacted Comments". The "FLD Remarks" field can also contain information about other companies attached. Photos can be used to identify if any underbuilt utilities are attached and EDGIS/Google Earth can also be used to identify other companies attached to PG&E facilities at the point of ignition.

### Type of Construction

- Manual/Auto: Auto
- Free Text/Dropdown: Dropdown
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** The equipment involved in the ignition incident.

**Dropdown choices:** Overhead, Underground, Pad mounted

**Action:** Select the type of construction involved with the ignition incident. The construction type can be identified in "Type of Construction"/"Type of Construction Comments", "Actual Cause" or "Construction Type" columns.

### Primary / Secondary

- Manual/Auto: Auto
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes

**Description:** This field is used to identify if the event occurred on a Primary, Secondary, Service or Transmission service.

**Dropdown choices:** Primary, Secondary, Service, Transmission

**Action:** Assign the correct type of service involved with the ignition incident. This information can be obtained from: the following fields:

- FAS – Equipment
- OIS – FAS Crew Comments
- ILIS – Details
- TOTL – Log Text

**Notes:**

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## PG&E Ignitions Tracker Dictionary

**Service:** applies to service drop related incidents (i.e. any line coming off a secondary line or transformer that feeds into a weather-head or meter.

**Transmission:** applies to all T-Line & Substation events

### Equipment Type Associated to Ignition

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** This field is used to describe what type of asset was associated with the ignition. If the ignition is found to be attributable to a PG&E asset failure, then use this column to determine the specific asset that was involved with the initial ignition.

- This information is available in FAS in the "Equipment" field or in the "Log Text" in TOTL. Note that this information may not always be available and may require a follow-up call with the first responder.
- Any notes from discussions with a first responder should be entered into the "Reviewer Notes" field.

**Dropdown choices:** Automatic wire splice, Bushing Mounted Cutouts, Capacitor Bank, Circuit Breaker, Conductor Primary, Conductor Secondary, Conductor Racked Secondary, Conductor Transmission, Conductor Underground Service, Crossarm, Fault Tamer, Fuse, Grounding Wire, Guy/Span Wire, Insulator, Jumper, Lightning Arrestor, Meter, Other, Pole, Pothead, Recloser, Riser, Sectionalizer, Service Connector, Service Drop, Splice/Clamp/Connector, Switch, Tie Wire, Transformer, Underground Elbow Connector, Underground Meter, Voltage Regulator

**Action:** Select the appropriate asset associated to the Ignition from the drop-down list. This information can be obtained from the following fields

- **FAS – Equipment**
- **OIS – FAS Crew Comments**
- **ILIS – Details**
- **SAP - EC Tag (Item Details) (Comments)**
- **TOTL – Log Text**

**Note:** In instances where a conductor is identified as the "Equipment Type Associated to Ignition", please specify the specific conductor type, which are outlined below:

- **Primary Conductor** - those conductors in a distribution system that are connected from the distribution sub-stations and that transfer power to the distribution centers. They may be arranged as radial, loop, or network systems and may be overhead or

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## PG&E Ignitions Tracker Dictionary

underground.

(<http://www.tpub.com/inteng/2c.htm#:~:text=Primary%20feeders%20are%20those%20conductors,may%20be%20overhead%20or%20underground.>)

- **Secondary Conductor** - those circuits supplied from transformer output windings that are electrically separated from the input windings. A transformer is an electrical component that can be used to step up or down the input AC voltage signal.  
(<https://www.sunpower-uk.com/glossary/what-are-secondary-circuits/#:~:text=Secondary%20circuits%20are%20those%20circuits,the%20input%20ac%20voltage%20signal.>)
- **Racked Secondary Conductor** - incorporates the following elements: Bare secondary conductors (normally all aluminum, in size 1/0 or larger) supported in vertical configuration at a minimum distance of 15" from the centerline of the pole; Vertical conductor separation of 8" maintained by the use of insulated spreader brackets where spans exceed 135'; Secondary transformer leads must clear the transformer surface by not less than 1" when the leads are insulated or 3" when bare. (\\fxshare-nas05\quotashare-fs01\ESA\1 - Investigations\Electric Incidents\2019\EI191027D - DRU 1924 - Bethel Island (Santiago) - Media\02\_Data\Standards)

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### Damaged Equipment

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** This field is used to list all other assets that were found to be damaged due to the incident. If multiple assets are found to be damaged, then list all damaged equipment and separate each one with a comma. (i.e. fuse, crossarm, splice/connector)

**Action:** List all other assets found to be damaged as a result from the incident. This information can be obtained from the following fields:

- FAS – Equipment
- OIS – FAS Crew Comments
- ILIS – Details
- SAP - EC Tag (Item Details) (Comments)
- TOTL – Log Text

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### Asset Number Associated to Ignition

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text



## PG&E Ignitions Tracker Dictionary

- CPUC/WMP: Yes
- Action Req: Yes

**Description:** If the ignition is determined to be related to a PG&E asset failure, the "Asset Number listed in AU" field provides the specific asset number of the failed asset associated with the initial ignition.

**Action:** Input the asset number for the asset associated with the initial ignition. For Transformers use the CGC, for Poles use the Sap ID, for Circuits use Circuit ID, for fuses use Operating Number, for any other assets, use associated ID.

**Note:** This information can be acquired from checking the various sources of record related to the ignition. Any information pulled regarding the asset should be saved in the Ignition Folder URL.

## Location / Agency Information

### HFTD

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes

**Description:** The "HFTD" (High Fire-Threat District) is the CPUC designated areas where there is an elevated risk for wildfires. The zones are identified using a composite of two data sources: This column is to determine the HFTD for the area of the fire.

- Tier 1 High Hazard Zones (HHZs) on the U.S. Forest Service-CAL Fire joint map of Tree Mortality HHZs
- Tier 2 and Tier 3 fire-threat areas on the CPUC Fire-Threat Map.

**Dropdown choices:** Non-HFTD, Zone 1, Tier 2, Tier 3

**Action:** Verify the HFTD automatically populated is correct. The HFTD can be found by utilizing Google Earth. The HFTD layer can be added by selecting the PG&E Data Menu, Fire related Layer, then selecting the "High Fire Threat Districts" option.

### Fire Latitude

- Manual/Auto: Auto
- Free Text/Dropdown: Free text

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## PG&E Ignitions Tracker Dictionary

- CPUC/WMP: Yes
- Action Req: Yes

**Description:** The “Fire Latitude” is used to indicate the latitude of where the fire was. This field is derived from one of several columns, depending on which one is populated.

- “Fire Lat” (FAS) – If this field is populated, this value will be utilized as the latitude of the point of ignition.
- “Fire Lat Long” (FAS) – The value of this field is used when the “Fire Lat” field is blank. Note that this field uses the location of the tablet which may or may not be the fire point of origin.
- “Fire Location Description” (FAS) – This field is a free-text description provided by the incident first responder. Information in this field can be utilized in conjunction with Google Earth or ED GIS to identify a “Fire Latitude” (Example: “1686 Lees Ln. right of property in field.”)

**Note:** This information may not always be available and may require a follow-up call with the first responder. Any notes from discussions with a first responder should be entered into the “Reviewer Notes” field.

**Action:** Look at the ILIS, OIS, and FAS reports to see if there is any information on the fire location. Input the given lat/long into google earth and see if it matches. Further investigation is required if the fire location cannot be determined from the reports. Is the lat/long on the same circuit? If you need to change the lat/long, use a feature on google earth that takes you to google maps on explorer and copy the lat/long from the correct fire location.

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### Fire Longitude

- Manual/Auto: Auto
- Free Text/Dropdown: Free text
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** The “Fire Longitude” is used to indicate the longitude of where the fire was. This field is derived from one of several columns, depending on which one is populated.

- “Fire Lat” (FAS) – If this field is populated, this value will be utilized as the Longitude of the point of ignition.
- “Fire Lat Long” (FAS) – The value of this field is used when the “Fire Lat” field is blank. Note that this field uses the location of the tablet which may or may not be the fire point of origin.
- “Fire Location Description” (FAS) – This field is a free-text description provided by the incident first responder. Information in this field can be utilized in conjunction with

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Google Earth or ED GIS to identify a “Fire Longitude” (Example: “1686 Lees Ln. right of property in field.”)

**Note:** This information may not always be available and may require a follow-up call with the first responder. Any notes from discussions with a first responder should be entered into the “Reviewer Notes” field.

**Action:** See action for Fire Latitude field.

### County

- Manual/Auto: Auto
- Free Text/Dropdown: Free text
- CPUC/WMP: No
- Action Req: Yes

**Description:** This information is automatically populated using the City information in FAS/ILIS/OIS. It can also be found in the tracker document under City\_County.

**Action:** Verify the county is correct. If you change the fire lat/long, verify the county matches the new location.

### Circuit

- Manual/Auto: Auto
- Free Text/Dropdown: Free text
- CPUC/WMP: No
- Action Req: Yes

**Description:** Indicates the name of the circuit on which the ignition occurred. This field will be automatically populated but in instances where the circuit information is not provided, the circuit will have to be manually populated. This information is available in ED GIS, ET GIS, or Google Earth.

**Action:** Input the Lat/Long into Google Earth and confirm the circuit by selecting the conductor on the circuit.

### Nominal Voltage

- Manual/Auto: Auto
- Free Text/Dropdown: Dropdown
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** Nominal voltage rating of all the utility equipment and/or circuit involved in the fire, use volts. The Nominal Voltage will be automatically populated.

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### Dropdown choices:

**Action:** Verify the Nominal Voltage is correct by using EDGIS, ETGIS or Google Earth. The Voltage can be verified by either clicking on the conductor in google earth or by right clicking on the conductor in EDGIS and selecting identify. Select the voltage based on the circuit. You can use the circuit number (e.g. HOPLAN 1101) to help determine the voltage:

- 0 - 750v Secondary Service
- 04XX = 4,000 V
- 11XX/12XX = 12,000 V
- 17XX = 17,000 V
- 21XX/22XX = 21,000 V
- Transmission is 60,000 V and up

**Note:** This information can also be found in ED/ET GIS

### Circuit Protection Zone

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** Circuit Protection Zones (CPZ) were selected as the appropriate segmentation of the grid to report risk results, as they are the most granular scale at which outages are reliably captured by the system protective devices. The CPZs are defined as the smallest non-overlapping sections of the distribution grid that can be de-energized by circuit breakers and line reclosers (including trip savers and fuse savers) that are typically in the closed position at the time of aggregation. While there are numerous other types of protection and de-energization devices, including interrupters, sectionalizers etc., The circuit is not “split” into CPZs at those devices – it is only split at circuit breakers and line reclosers.

**Action:** Locate and input the Circuit Protection Zone by utilizing EDGIS. For a guide on how to obtain this data, follow the Circuit Protection Zone Job Aid located [here](#).

**Note:** The value entered must be in the following naming convention:

- (Circuit Name) – LR(Operating Number)
  - Example: Las Positas-2108-LRMR182
  - Example: Bell-1110-LR56214
- (Circuit Name) – CR(Operating Number)
  - Example: Carlotta-1121-CB121/2
  - Example: Stockdale-2114-CB2114/2

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### Fire Suppressing Agency

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: Yes
- Action Req: Yes

**Description:** Indicates the fire suppressing agency that extinguished the fire. This information is available in the “Fire Suppressed By” and “Fire Suppressed by Comments” fields in FAS. When this information is available in FAS, it will be automatically populated.

**Note:** That this information may not always be available and there is not always a fire suppressing agency. This may require a follow-up call with the first responder. Any notes from discussions with a first responder should be entered into the “Reviewer Notes” field.

**Action:** Confirm a value is inputted and validate with FAS report.

### Land Use at Origin

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: Yes
- Action Req: No

**Description:** Nature of land use in the vicinity of the point of the fire’s origin (pursuant to GO 165):

**Action:** No action is required from the Ignition Investigator. The Ignition Database owner will work with GIS team to obtain this information.

### Fuel Bed Description

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes

**Description:** This field is used to describe the fuel bed condition immediately below the support structure associated to the ignition event within a 10’ foot radius from the base of the structure.

- Fire-resistive fuel bed: No fuel bed (Concrete, Asphalt, Lawn)
- Grass fuel model: Low grass and weeds
- Brush fuel model: Brush and Shrubs
- Timber fuel model: Timber

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- Other: These choices do not accurately describe fuel bed condition. (Add comment in Reviewer Notes field)

**Dropdown choices:** Fire-resistive fuel bed, Grass fuel model, Brush fuel model, Timber fuel model, Other

**Action:** Determine the fuel bed conduction by reviewing photos obtained during investigation and utilizing google earth.

### Fuel Bed Description – Comments

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If “other” is selected)

**Description:**

**Action:**

### Burn Scar Area

- Manual/Auto: Manual
- Free Text/Dropdown: Dropdown
- CPUC/WMP: No
- Action Req: Yes (If the Ignition is attributable to PG&E assets)

**Description:**

**Action:**

### Burn Scar Area Comments

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes (If “other” is selected)

**Description:**

**Action:**

### Incident Name (if applicable)

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No



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- Action Req: Yes

**Description:** Large wildfires fires typically are named by the dispatch center that sends the first responders to the fire. Often times this is Cal Fire, but it can also be a local or municipal fire department. This field is used to link any ignitions in the tracker to named fires to help acquire final wildfire data from the responding agency.

**Action:** Check sources of record to determine if a Incident Name has been given to the event. The fire name is sometime mentioned in the. “FLD Remarks” or the “Fire Size Comments” fields in FAS. The fire name can also be provided by the WSOC or found on the Cal Fire website (<https://www.fire.ca.gov/incidents/>). Leave Blank if a Name was not given to the fire event.

### Fire Index Area

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** Geographical areas where fire danger ratings are decided. These areas were originally developed by the USFS Pacific Southwest Research Station and are still used by U.S. Forest Service-California Department of Forestry and Fire Precaution (Cal Fire) and federal agencies. A map of the Fire Index Areas is available [here](#).

**Action:** Utilizing the Fire Index Areas overlay option in the Google Earth application. Obtain the Fire Index Area value and input it into this field within the Ignition Tracker. A link to the step by step guide on how to obtain this information is located below.

[Fire Index Areas and Fire Potential Index Rating Job Aid](#)

### Fire Potential Index Rating

- Manual/Auto: Manual
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: Yes

**Description:** The Fire Potential Index (FPI) is a rating to determine the risk of fire and its likely behavior. The calculation and scale from “R1” to “R5-Plus” considers fuel moisture, humidity, wind speed, air temperature, and historical fire occurrence. These Rating are as follows:

- R1 – Very little or no fire danger.
- R2 – Moderate fire danger.

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- R3 – Fire danger is so high that care must be taken using fire starting equipment. Local conditions may limit the use of machinery and equipment to certain hours of the day.
- R4 – Fire danger is critical. Using equipment and open flames is limited to specific areas and times.
- R5 – Fire danger is so critical that the using of some equipment and open flames is not allowed in certain areas.
- R5-Plus – The greatest level of fire danger where rapidly moving, catastrophic wildfires are possible. This is typically when fire danger is R5, “plus” there are high-risk weather triggers (e.g., strong winds).

**Note:** For additional detail on Fire Potential Index Rating click on the following [link](#).

**Action:** Utilizing both the daily Fire Potential Index (FPI) Forecast emails and the Google Earth application, obtain the Fire Potential Index FPI Rating and input that value into this field within the Ignition Tracker. A link to the step by step guide on how to obtain this information is located below.

[Fire Index Areas and Fire Potential Index Rating Job Aid](#)

### High Winds Warning (Y/N)

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: No

**Description:** This field is used to indicate if a "High Winds Warning" was in affect during the time and date the ignition event occurred.

**Action:** No action required from Ignition Investigator; the Ignition Database Owner will work with the GIS team to populate this field.

### Red Flag Warning (Y/N)

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: No

**Description:** This field is used to indicate if a "Red Flag Warning" was in affect during the time and date the ignition event occurred.

**Action:** No action required from Ignition Investigator; the Ignition Database Owner will work with the GIS team to populate this field.

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### Red Flag Issued (UTC)

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: No

**Description:** If a Red Flag Warning has been issued, this field is used to indicate the time and date the Red Flag Warning was issued. YYYYMMDDHHMM

**Action:** No action required from Ignition Investigator; the Ignition Database Owner will work with the GIS team to populate this field.

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### Red Flag Expired (UTC)

- Manual/Auto: Auto
- Free Text/Dropdown: Free Text
- CPUC/WMP: No
- Action Req: No

**Description:** If a Red Flag Warning has been issued, this field is used to indicate the time and date the Red Flag Warning expired. YYYYMMDDHHMM

**Action:** No action required from Ignition Investigator; the Ignition Database Owner will work with the GIS team to populate this field.