

PENAHERRERA, CRYSTAL

From: Delucenay, Amber
Sent: Thursday, July 30, 2020 8:55 AM
To: DL-Storm-Business-Unit-Coordinators
Cc: Ferguson, Keith; Rottman, Brian; Black, Amy; Belger, Jennifer; Delucenay, Amber
Subject: 2020 Tropical Storm Isaias STORM INTERNAL ORDER ACTIVATION
Attachments: Cost eligible to be charged to Storm Internal Order.doc; SAP Storm timesheet FAQs v3.pdf; 2020 FPL Storm Compensation Policy.pdf; 2020 ISAIAS STORM INTERNAL ORDER LETTER.docx; 2020 Isaias Storm Matrix.xlsx

Good morning,

We have received formal notification of storm activation for Tropical Storm Isaias. In preparation for the storm, the attached internal orders (IO) have been activated and are available for charging EFFECTIVE 12AM 7/30/2020.

***Please note:** The numbering convention has changed in the Storm IO matrix, and any logistical support to staging sites/processing sites/ Service centers will be charged to a single IO Logistics Storm Support- Isaias-2020 IO S01500000018*

***Please note:** If you are an FPL employee supporting Gulf or Gulf supporting FPL in their restoration you will need to use the Mutual Assistance IO for time spent supporting the other utility*

Carefully review the attached Storm Internal Order Letter, which provides guidance and processing support for the Storm Internal Orders. Also attached are the required forms to be used in the field as identified in the Storm Internal Order Letter.

Please distribute as appropriate within your organization and ensure that the only costs charged to these IOs are those costs directly related to Tropical Storm Isaias NOTE THAT STORM RELATED COSTS INCURRED PRIOR TO 7/30/2020 CANNOT BE CHARGED TO THE STORM IO. Additionally, for all employees charging to the storm, please ensure they are set to working in REDi as this is a key control to ensure only direct support of storm is charged to the storm internal orders. Please review the attached Payroll and Expense related policies as they have changed from last year, along with confirming access to Chrome River to be able to record expenses. If you have any questions, please reach out to myself or Brian Rottman.

As a reminder, Phase I of the storm compensation policy activates with the issuance of the storm internal order. Please familiarize yourself with the policy to be sure you understand how storm roles will be compensated during the storm event. Employees may access the policy on the storm update page in eweb. For employee specific questions, please contact HR4U at 844-694-4748.

LIST OF ATTACHMENTS:

Storm IO Related
Storm IO Matrix by BU
Tropical Storm Isaias Storm Site Summary
Storm IO Letter
Cost Eligible to be Charged to Storm IO

Employee Payroll Related
Storm Compensation Policy

Thank you,

Amber De Lucenay

Director Property Accounting

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