

## Process & Controls

# Wildfire Mitigation Plan (WMP) Compliance Assessment Report

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November 1, 2023

To: [REDACTED]

[REDACTED]

**Subject: 2023 IN-1.2.a & 1.2.b Transmission High Fire Risk-Informed Inspections and Remediation Ground and Aerial**

Process & Controls (P&C) completed a review of the evidence supporting the implementation of the action plans described in the 2023 WMP Readiness Review for IN-1.2 Transmission Ground & Aerial Inspections. The objective of this review was to provide management reasonable assurance on the quality and adequacy of the data/evidence by performing analysis and assessment on supporting documents, internal business processes, procedures, and controls, and provide management recommendations to determine remediation action, as applicable.

### **Scope and Methodology**

Our review consisted of IN-1.2 Transmission Ground & Aerial Inspections compliance evidence data from January 1 to June 30, 2023.

To complete our review, we performed the following:

- Reviewed previous activity/program assessments and issues identified
- Reviewed available documentation and procedures for Ground and Aerial Transmission inspections to identify process and controls
- Performed a walkthrough with activity owners of the Transmission Inspection & Maintenance Program (Ground and Aerial) to get an understanding of the activity's goals and requirements
- Performed a walkthrough with activity owners to get an understanding of how the inspections are scoped and updated through monthly reviews to ensure completeness
- Evaluated the program oversight and data review process to assess if controls are in place to ensure accuracy and completeness compliance
- Tested ground and aerial inspection data to validate that the completed work was within the established scope, completeness of compliance data, and accuracy of reporting

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### **Conclusion**

Based on our analysis and assessment of supporting documents, internal business processes, procedures, controls, and data testing, the evidence appears to be adequate to support compliance and progress toward the activity goal. However, an Opportunity for Improvement (OFI) was identified. It may not impact compliance or pose significant risk, as a result a management action plan is not required. A summary of the OFI is included in the Report Addendum below. P&C met with management to review and discuss the details contained in this report.

We would like to thank the Subject Matter Experts for their timely submission of review documentation and their prompt responses and feedback when requested. If you have any questions regarding report content, please contact [REDACTED] or [REDACTED] via email or at the number noted below.

### ***Process & Controls Team:***

#### ***Prepared By***

[REDACTED]

#### ***Approved By***

[REDACTED]

#### ***Project Lead***

[REDACTED]

cc:

#### **Transmission Operations & Inspections**

[REDACTED]  
[REDACTED]

#### **Inspections**

[REDACTED]  
[REDACTED]

#### **Wildfire Safety**

[REDACTED]  
[REDACTED]  
[REDACTED]

#### **Audit Services Department**

[REDACTED]

#### **Ethics & Compliance**

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

#### **Operational Excellence**

[REDACTED]  
[REDACTED]

Compliance & Quality  
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### **Report Addendum: Observations and Opportunities for Improvement**

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#### **1. Opportunities for Improvement#1– Process Documentation**

As part of the assessment to review process controls, P&C requested the documentation of the review and oversight process used in the clean-up of data anomalies of the transmission inspections performed in preparation of the compliance evidence. The activity owner stated that these processes have not been documented.

#### **Process & Controls (P&C) recommends:**

Activity Owner to develop documentation for the review and oversight process to detect data anomalies, such as a Job Aid, to be used in training and for reference.

#### ***Management Corrective Action (if provided):***

*No action plan is required as this is an improvement opportunity.*