APPENDIX A – PSE Gas Leak Recognition & Response Materials, Graphics & Messaging

As part of this project, Cyera Strategies reviewed communication materials used by Puget Sound Energy in 2012 and 2013 to educate customers and the general public regarding how to recognize and response to a natural gas leak. Items reviewed include bill inserts, multi-media safety campaign materials (print, transit, online), web content, social media posts, press releases, customer newsletters, public service announcements and presentations delivered at community meetings.

Specific items reviewed as part of gas leak recognition and response message assessment include:

- ٠ Safety Bill Insert/Tri-fold Brochure (current version)
- ٠ Gas Safety Web Content (current as of December 2013)
- 2013 "Think Safe. Be Safe." Safety Campaign (print ads)
- 2013 "Think Safe. Be Safe." Safety Campaign (transit ad) •
- 2013 "Think Safe. Be Safe." Safety Campaign (interactive web ad) ٠
- 2013 "Think Safe. Be Safe." Multi-Language Natural Gas Safety Public Service Announcement • (PSA) Radio Script
- "Stinky Bill" Press Release (September 2012) •
- "Stinky Bill" Press Release (September 2013)
- Call 811 Before Digging Press Release (April 2012) ٠
- Safe Digging Month Radio On-Air Read Script (April 2012) ٠
- EnergyWise Newsletter (January/February 2012)
- EnergyWise Newsletter (March/April 2012) ٠
- EnergyWise Newsletter (July/August 2012)
- EnergyWise Newsletter (January/February 2013)
- ٠ Social Media Posts (2012)
- Social Media Posts (2013)
- Winter Storm Presentation for General Public (2013) •

Copies of each of these items are included for reference in Appendix A. Gas leak recognition and responses messaging is marked for reference in pink with a "4" to align with the fourth message in the message mapping legend used by Cyera for public awareness message compliance review.

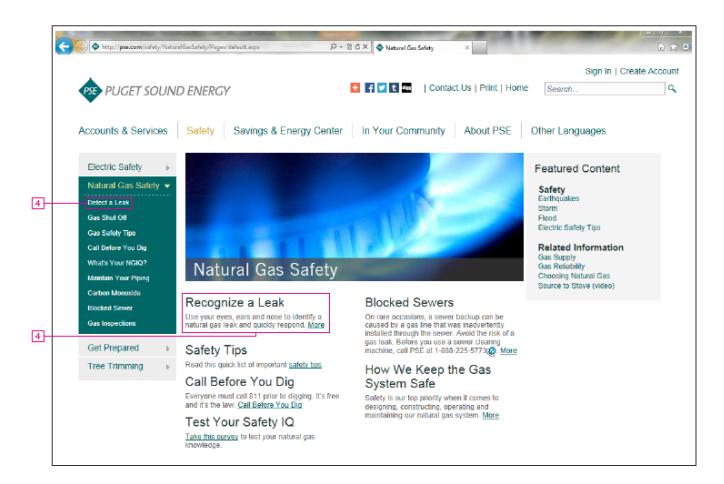


A1. Safety Bill Insert/Tri-fold Brochure (current version)¹

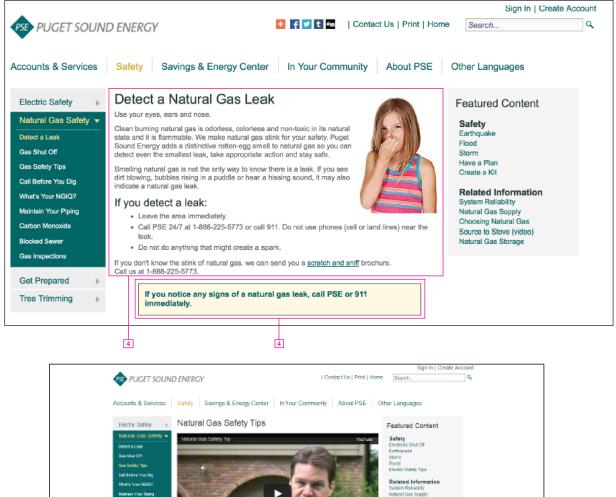


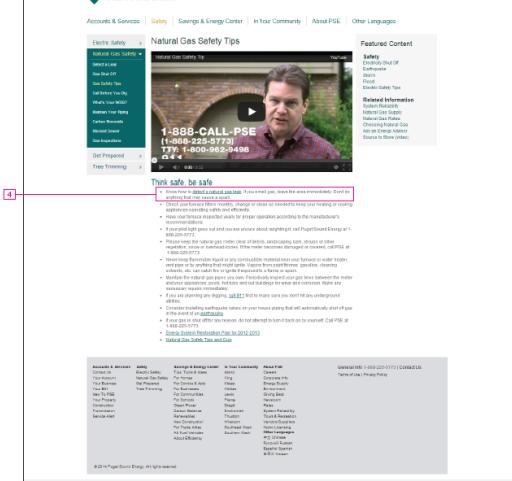
¹ Gas leak recognition and responses messaging is marked for reference in pink with a "4" to align with the fourth message in the message mapping legend used by Cyera for public awareness message compliance review.

A2. Gas Safety Web Content (current as of December 2013)¹











4

4

A3. 2013 "Think Safe. Be Safe." Safety Campaign (print ads)¹



SMELL NATURAL GAS? GO. THEN CALL PSE or 911.

k and call PSE at 1-888-225-5773 or call 91

PUGET SOUND ENERGY

PUGET

SOUND ENERGY

SMELL NATURAL GAS? C() THEN CALL PSE OR 911.

4

THINK SAFE. BE SAFE.

If you smell the rotten-egg odor of a natural gas leak, leave the area immediately. Do not do anything that might create a spark. Move away from the suspected leak and call PSE at 1-888-225-5773 or call 911.

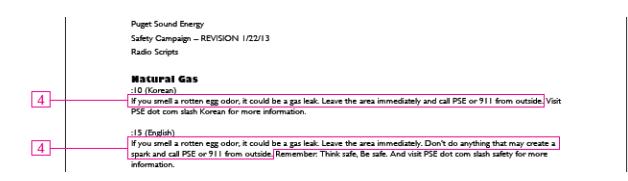




A5. 2013 "Think Safe. Be Safe." Safety Campaign (interactive web ad) $^{\scriptscriptstyle 1}$



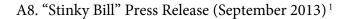
A6. Multi-Language Natural Gas Safety PSA Radio Script (2013)¹

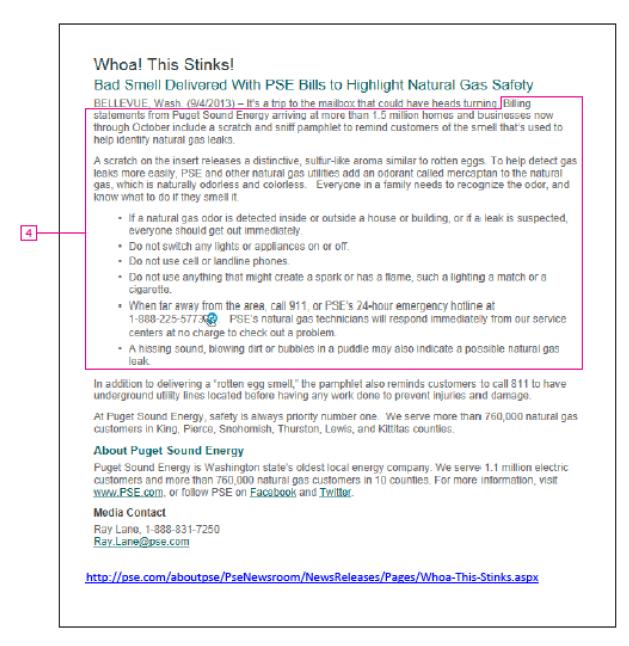


A7. "Stinky Bill" Press Release (September 2012)¹

	Stinky Pamphlet in Upcoming PSE Bills Offers Natural Gas Safety Tips BELLEVUE, Wash., (Sept 14, 2012) – The Puget Sound Energy bills now reaching more than 1.5 million
	homes and businesses through October include a scratch and sniff pamphlet to remind customers of the odorant used to help identify natural gas leaks.
4	A scratch on the <u>natural gas safety</u> pamphlet releases a distinctive, sulfur-like aroma, a smell similar to rotten eggs. To help detect natural gas leaks more easily, PSE and other natural gas utilities add an odorant, called mercaptan, to natural gas, which is naturally odorless and colorless.
	"Every family needs to know that 'rotten egg' odor of natural gas so they can recognize, react and report a gas leak around their home or elsewhere," said Andy Wappler, vice president of corporate affairs for PSE. "Safety comes first, and having your family know what to do is our top priority."
	In addition to bearing the "rotten egg smell", the pamphlet also guides people to call 811 two days before digging to prevent damage to underground utility lines and on how to recognize and safely report suspected natural gas leaks by going to a safe location and calling us at 1-888-225-5773@ or 911 from a safe distance. PSE natural gas technicians will respond immediately at no charge from service centers located across Western Washington.
	If a natural gas odor is smelled inside a house or building, the occupants should leave the premises immediately.
_	If anyone suspects a natural gas leak, follow these steps:
4	 Leave the area immediately.
	 Do not use phones, turn any electric switches, appliances or lights on or off.
	 Do not smoke, light a match, use a lighter or do anything that might create a spark.
	 Use a phone well away from the area and call PSE, 24 hours a day, at 1-888-225-5773(2), or 911.
	"Smell isn't the only way to detect a natural gas leak," added Wappler. "A hissing sound or blowing dirt may also indicate a possible natural gas leak."
	About Puget Sound Energy
	Washington state's oldest local energy company, Puget Sound Energy serves 1.1 million electric customers and more than 750,000 natural gas customers in 11 counties. A subsidiary of <u>Puget Energy</u> , PSE meets the energy needs of its customers, in part, through cost-effective energy efficiency, procurement of sustainable energy resources, and far-sighted investment in energy-delivery infrastructure. PSE employees are dedicated to providing great customer service that is safe, dependable and efficient. For more information, visit <u>www.PSE.com</u> .
	Media Contact
	Dorothy Bracken, 1-888-831-72500
	PSENewsroom@pse.com







A9. Call 811 Before Digging Press Release (April 2012)¹

	Puget Sound Energy Urges Everyone to Call 811 before Digging April is Washington State Safe Digging Month
	BELLEVUE, Wash. (April 2, 2012) – With <u>Gov. Gregorie's declaration</u> that April is Safe Digging Month, Puget Sound Energy urges everyone to call 811 to schedule a free utility locator service before beginning any work that involves digging.
	"As April marks the start of spring digging season with various garden, home improvement and construction projects, remember to call \$11 two business days before digging to help prevent serious injuries or potential hazards from striking or damaging underground utility lines," said Sue McLain, PSE senior vice president of Delivery Operations. "It's important to call \$11 before any digging activity-even when you only plan to use a shovel or hand tool."
	In 2011, PSE experienced 850 incidents related to accidental dig-ups of the utility's 25,000 miles of underground natural gas lines and 300 incidents involving the utility's 10,000 miles of buried power lines; this is down 5.5 percent from a total of 1,214 combined incidents in 2010. Nearly 90 percent of the damage to PSE's underground natural gas lines was caused by residents, contractors and other excavators.
	"Any scratch, dent or gouge to a natural gas pipe or nick to an underground electric line has the potential to become a real-time safety hazard," said McLain. "These potentially dangerous accidents can be prevented by one simple call to 811 to have utilities marked before digging is started, which is required by <u>Washington state law</u> ."
	PSE advises anyone who may have damaged natural gas pipes or electric systems – including merely scratching or denting the pipe, conduit or plastic covering the wire, or who smell the rotten-egg odor of a natural gas leak, to leave the area immediately. Do not do anything that might create a spark. Move away from the suspected leak or damaged facility and call PSE at 1-888-225-5773@ or call 911. PSE
	asks citizens to test their natural gas awareness by taking an <u>online guiz</u> , which is accessible to everyone.
	About Puget Sound Energy
	Washington state's oldest local energy utility, Puget Sound Energy serves 1.1 million electric customers and more than 750,000 natural gas customers in 11 counties. A subsidiary of <u>Puget Energy</u> , PSE meets the energy needs of its customers, in part, through cost-effective energy efficiency, procurement of sustainable energy resources, and far-sighted investment in energy-delivery infrastructure. PSE employees are dedicated to providing great customer service that is safe, dependable and efficient. For more information, visit <u>www.PSE.com</u> .
	Media Contact
1	Abigail Elliott, 1-888-831-7250@



APPENDIX A A10. Gas Safety Radio On-Air Read Script (July 2012)¹

	PSE On-Air-Read Message, KXA radio – July 2012
	Draft 1 – 6-27-12
	60 seconds / rotate versions 1 & 2:
	Version 1 (smell gas?):
	Nothing is more important to Puget Sound Energy than the safety of our
	customers and the communities we serve.
	As Snohomish County's natural gas provider, Puget Sound Energy reminds you
+	to take no chances if you smell natural gas.
	On its own, clean-burning natural gas is odorless and colorless. Puget Sound
	Energy adds a rotten-egg odor to natural gas so that even the smallest leak can
	be noticed. Although natural gas is nontoxic, it IS flammable. So if you smell the
+	rotten-egg odor of natural gas, leave the area immediately and call Puget Sound
	Energy at 1-888-225-5773 or 9-1-1. And don't do anything as you're leaving that
	could create a spark including flipping a light switch or making a call on your
	cell phone.
	Puget Sound Energy wants you to be safe. Smell natural gas? Leave the area
	and call us or 9-1-1.
	Learn more about natural gas safety at PSE.com.
	Think Safe, Be Safe with Puget Sound Energy.



On-Air Read Messages – April 2012
SPOT RADIO :30
 April is National Safe Digging Month! Puget Sound Energy reminds you to Call 811 two business days before starting a digging project to avoid underground hazards, potential injuries, or penalties. Call 811 to arrange a free service that will mark the location of underground utilities. Before you start a digging project – even one that involves a shovel to plant a tree make sure you know where underground utilities are located. Think Safe, Be Safe with Puget Sound Energy.
April is National Safe Digging Month! Puget Sound Energy reminds you to keep outdoor projects safe by identifying underground utilities before digging. Call 811 two business days before starting a digging project to avoid underground hazards, potential injuries, or penalties. Before you start a digging project – ever a project to plant trees or shrubs – make sure you know where underground utilities are located. Think Safe, Be Safe with Puget Sound Energy.
Clean burning natural gas is odorless and colorless. Puget Sound Energy adds a rotten-egg odor to natural gas so that even the smallest leak can be noticed. Though it is not toxic, natural gas is flammable. If you smell the rotten-egg odor
of natural gas, leave the area immediately, call 9-1-1 and do not do anything tha might create a spark. Puget Sound Energy wants you to be safe. Smell natural gas? Leave the area and call 9-1-1. Think Safe, Be Safe with Puget Sound Energy.



NPR SPOTS :20	
CALL BEFORE YOU DIG - SAFE DIGGING Support for (station) comes from Puget Sound Energy. April is National Safe Digging Month. Calling 811 two days before a digging project can help avoid underground hazards, injuries and penalties. 8-1-1 is a public service that marks the location of underground utilities. More about safe digging at CallBeforeYouDig.org.	
NATURAL GAS SAFETY Support for (station) comes from Puget Sound Energy. Natural gas has a strong odor for safety reasons, so even tiny leaks can be noticed. If natural gas is detected, it's important to leave the area immediately and call 911. More about natural gas safety at PSE.com.	4



A12. EnergyWise Newsletter (January/February 2012)¹



Reconstructed plant at Snoqualmie Falls taking shape A major upgrade of PSE's Snoqualmie Falls Hydroelectric Project Is moving ahead, with crews replacing or rebuilding virtually all of the key powergenerating equipment and infrastructure at the 113-year-old facility. I/ajor enhancements also are being made to the facility's public park, trails and wildlfe lands. This photo, taken about 100 yards upstream of the falls, shows the project's Plant 1 area (at left), where the initial powerhouse was built inside an excavated cavern 260 feet below the surface. On the opposite side of the river, below the Sailsh Lodge, is the new intake structure for delivering water to the Plant 2 powerhouse, located a quarter-mile downstream of the falls. The redevelopment work is scheduled for completion in spring 2013.

Support equips Vashon Island for emergencies

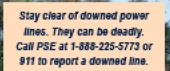
The Puget Sound Energy Foundation in December funded the final phase of an emergency alert system for Vashon Island residents and businesses with a \$15,000 grant.



Jeanne Dougherty, president of Voice of Vashon, receives the \$15,000 check from Andy Wappier, chair and president of the foundation.

The Voice of Vashon manages the Island's cable felevision and radio stations.

None of the foundation's funds come from PSE's utility customers.



Keep meters clear of snow, ice Remember to keep snow and ice buildup from covering your natural gas meter. Use a broom to gently clear

gas meter. Use a broom to gently clear snow or lice from around the

meter, and never shovel snow against the meter or pipes.

When ice thaws, don't allow water to drip onto the meter equipment. If you see ice build-up or suspect a problem, call PSE at 1-888-225-5773.

Detecting and responding to natural gas leaks

With greater natural gas usage during the heating season, PSE urges everyone to be aware of potential natural gas leaks. Follow these tips:

- Be aware of the possible signs of a natural gas leak, including a distinct suffur, or rotten-egg odor added to natural gas to help identify leaks, a hissing or roaring sound, bubbles appearing in standing water, blowing dirt or dead or dying vegetation in an otherwise moist area.
- Leave the area immediately if you suspect a natural gas leak; don't turn on or off any electrical devices, including light switches, or do anything that could cause a spark.
- / From a safe location, call PSE at 1-888-225-5773, or 911.

Lower Snake River Wind Facility begins generating power

In late February, Washington's newest and largest wind farm the Lower Snake River Wind Facility-Phase I began generating power, providing PSE's 1.1 million electric customers with significantly more renewable energy.

The facility's 149 wind



turbines - set among the wind-blown farmlands of Garfield County in southeast Washington - will generate enough electricity, on average, to power about 100,000 homes.

The 343-megawatt (MW) Lower Snake River project is PSE's third wind farm. Our 157-MW Hopkins Ridge Wind Facility, built in 2005, is in Columbia County. The 273-MW Wild Horse Wind and Solar Facility, built in 2006 and expanded in 2009, is in Kittitas County. Together, the three PSE sites generate enough electricity, on average, to meet the total power requirements of approximately 230.000 households.

Between power line and roof: Please keep it clear

Because trees and limbs can conduct electricity and create potential safety hazards, PSE crews work yearround to maintain a safe distance between power lines and encroaching vegetation.



While PSE prunes vegetation from pole to pole, property owners are responsible for maintaining the service line that extends from a power pole to the roof of their home or building. At no charge, PSE will disconnect the service line from the pole to allow property owners to safely clear trees and other overgrown shrubs.

If you're aware of trees that could contact or fail onto a power line, please call us at 1-888-225-5773. We'll send a certified arborist to investigate and discuss whether the trees need to be trimmed or removed. If no one is home, we'll leave a notice advising of the next steps.



Suspect a natural gas leak? In a natural gas emergency. call Pupet Sound Energy toll free at 1-888-225-5773 from a safe location. We respond 24 hours a day, seven days a week, at no charge.

En el evento de una emergencia ocasionado por gas natural, favor de liamar sin cobro a Puget Sound Energy al tef.1-888-225-5773 lugar seguro. Responderemos a su emergencia las 24 horas del día. 7 dias por semana sin costo alguno.

Safety & energy tip: Set water heater to 120 degrees

Washington state law recommends that residential water heaters be set no higher than 120 degrees Fahrenheit, or on the low setting. This will prevent scalding accidents and save energy.

Go Paperless Save time and postage PSE.com





Surge protection for home electronics

To help protect expensive home electronic equipment, like computers, televisions, printers and other devices, consider a surge suppressor or surge arrester. Surges can originate either inside or outside your home or building. A surge suppressor, commonly a power strip, helps protect equipment from potentially damaging voltages. A surge arrester, which is installed in or near a home's main electric service panel, close to the electric meter, helps protect all the circuits in a house or office from spikes in voltage of up to 20.000 volts. Surge suppressors are available at hardware and home improvement stores. Surge arresters should be installed by a licensed electrician. Check your homeowners insurance policy for coverage of power surges.

Suspect a natural gas leak? Leave the area, then call.

in a natural gas emergency, call Puget Sound Energy toil free at 1-888-225-5773 from a safe distance. We respond 24 hours a day, seven days a week, at no charge.



En el evento de una emergencia ocasionado por gas natural, favor de liamar sin cobro a Puget Sound

Energy al tef.1-888-225-5773 lugar seguro. Responderemos a su emergencia las 24 horas del día, 7 días por semana sin costo alguno.

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"Safe at Home": \$8 Mariners tickets

Join us at the Safe at Home Mariners game on September 7. Bring your family and friends to the ballpark to learn about being safe around natural gas and electricity. Participate in a safety quiz, with the chance to win an emergency preparedness kit.

Friday 8ept. 7, 7:10 p.m. Athletios vs. Mariners Safeoo Field

Purchase your discounted \$8 ticket in the View Reserved section by going to seattlemariners.com/ PSEsafeathome.

Please note: The online ticket offer is for PSE customers only and is not available at Seattle I,fariners team stores or box office outlets.

Go Paperless Save time and postage



A15. EnergyWise Newsletter (January/February 2013)¹



PSE customers go green

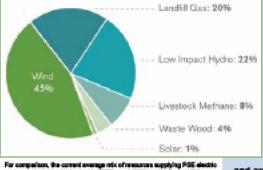


More than 34,000 PSE electric customers participate in PSE's Green Power Program,

a voluntary program which gives customers a way to guarantee that all or a portion of the electricity they use is matched with clean renewable energy resources from independent producers located in the Northwest.

in 2011, Green Power Program participants purchased more than 342,500 megawatt-hours of renewable energy from the sources shown in the chart. These resources are in addition to, and independent from the wind energy generated by PSE In Eastern Washington.

2011 Green Power Program Resources



a, the curre lation: hydr nge mix of resources supplying PSE el s (50%), soul (32%), natural gas (19%), r (1%) based on 2011 finite ted by PSE to

Detecting natural gas leaks

With greater natural gas usage during the heating season, PSE urges you to be aware of signs of potential natural gas leaks.

Follow these tips:

4

- ✓ Be aware of the possible signs of a natural gas leak, including a distinct sulfur, or rotten-egg odor added to natural gas to help identify leaks, a hissing or roaring sound, bubbles appearing in standing water, blowing dirt or dead or dying vegetation in an otherwise moist area.
- V Leave the area immediately if you suspect a natural gas leak; don't turn on or off any electrical devices, including light switches, or do anything that could cause a spark.
- From a safe location, call PSE at 1-888-225-5773, or call 911.

Customer service: guaranteed PSE makes two service guarantees to you.

First, we commit to keeping scheduled appointments, and second, we commit to restoring power outages as soon as we can.

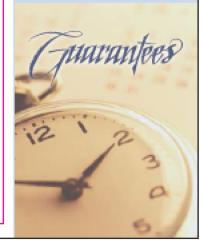
- If we don't keep an appointment to install new service, reconnect existing service, or inspect natural gas equipment, you'll receive a \$50 credit on your PSE bill.
- If your electric service is disrupted for 120 consecutive

hours or longer, you may be eligible to receive a \$50 credit on your PSE bill.

These service guarantees are in addition to nine service-quality measures that track PSE's performance. They are subject to certain conditions and may be suspended during unusual

and exceptional circumstances.

For more information, visit PSE.com/Guarantees.

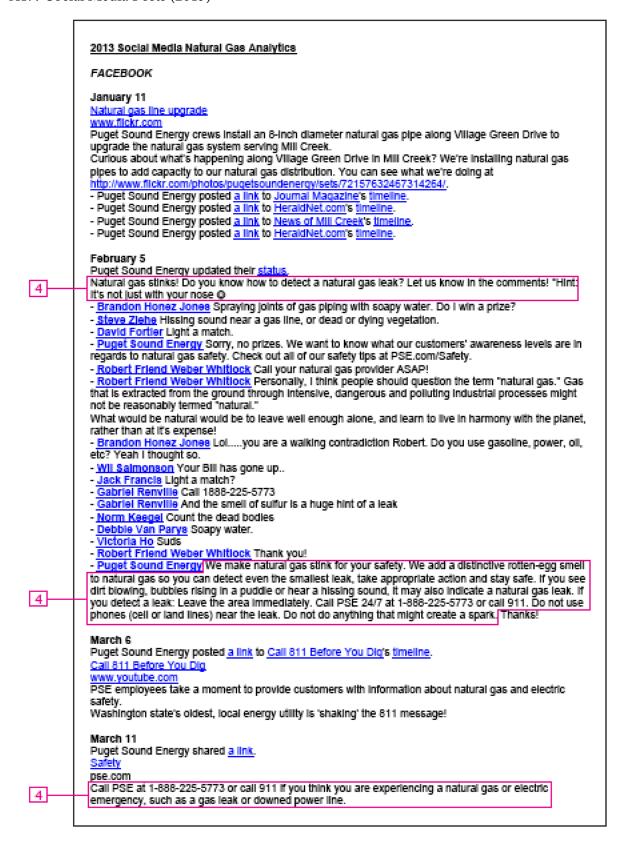




A16. Social Media Posts (2012)¹

	2012 Social Media Natural Gas Analytics
	2012 Social Media Natural Gas Analytics
	FACEBOOK
	January 12 Puget Sound Energy shared <u>a link</u> . What's your natural gas IQ? www.surveymonkey.com Find out how much you know about natural gas and the underground pipelines that are around you. Take this survey and test your natural gas knowledge. Help us improve our safety communication by participating in our natural gas awareness survey. Your feedback is important to us and the multiple-choice survey with just nine questions takes about 90 seconds to complete.
4	February 6 Puget Sound Energy updated their <u>status</u> . We have a natural gas safety tip for you this week. Know how to detect a natural gas leak. If you smell gas, leave the area immediately and call PSE 24/7 at 1-888-225-5773 or 911. Do not use phones (cell or land lines) near the leak. Don't do anything that may cause a spark.
	February 21 Puget Sound Energy shared <u>a link</u> . <u>Have you seen these?</u> <u>www.fickr.com</u> PSE installs above ground pipeline markers to indicate the approximate location of buried, high pressure natural gas pipelines. These line markers display the name of the pipeline operator and a telephone number in case of an emergency. Have you ever seen one of these? PSE, like other pipeline operators, installs above ground pipeline markers to indicate that a buried natural gas pipeline is in the area. Tell us if you've seen one by taking our natural gas awareness survey at PSE.com/NGSurvey
	February 27 Puget Sound Energy updated their <u>status</u> . There are possible snow showers in the forecast this week. Here's a reminder for our natural gas customers: Remember to keep snow and ice buildup from covering your natural gas meter. Use a broom to gently clear snow or ice from around the meter, and never shovel snow against the meter or pipes. When ice thaws, don't allow water to drip onto the meter equipment. If you see ice build-up or suspect a problem, call us at 1-888-225-5773.
	February 29 Puget Sound Energy shared <u>a link</u> . <u>Test your natural gas IQ?</u> <u>www.surveymonkey.com</u> Take a few moments to tell us what you know about natural gas. The multiple choice survey with just nine questions takes about 90 seconds to complete. Quiz time! We're testing your natural gas awareness. Take this quick survey and tell us what you know about natural gas!
	March 26 Puget Sound Energy shared <u>a link</u> . <u>Natural gas pipeline marker</u> <u>www.fickr.com</u> These line markers display the name of the pipeline operator and the telephone number where the operator can be reached in case of an emergency. Natural gas pipelines are underground, but where? We install above ground pipeline markers to indicate that a burled natural gas pipeline is in the area. Have you seen one of these yellow markers in your area? Share it with us on Filckri
	April 5 Puget Sound Energy shared <u>a link.</u> <u>PSE's spring cleaning tips</u> <u>www.king5.com</u>







Social Media Posts (2013) - Continued¹

With spring break on the horizon for kids in the Puget Sound area, parents should consider talking with their children about natural gas and electric safety. We have great tips for you at PSE.com/Safety! April 29 Puget Sound Energy shared a link. Call Before You Dig pse.com Avoid potential injury, fines and electric or natural gas service disruptions. Call 811two business days prior to digging for a free service that will mark the location of underground lines. Did you know that April is Safe Digging Month? We want to remind you to call 811 before you dig! Call 811 two business days before digging to have underground utilities marked. It's the law, and helps prevent serious injuries or potential hazards from striking or damaging underground utility lines. Visit PSE.com/Call811 for more information. June 11 Puget Sound Energy shared a link. PSE.com/Safety pse.com Call PSE at 1-888-225-5773 or call 911 if you think you are experiencing a natural gas or electric 4 emergency, such as a gas leak or downed power line. With June being National Safety Month, we want to remind you that we have lots of great electric, natural gas, and emergency preparedness tips on PSE.com/Safety. From our list of tips, which one do you think is most important? September 5 Puget Sound Energy shared a link. Your PSE bill stinks this month! #smelly #stinky #safety #rotteneous vine.co P U It stinks...for #safety! #smelly #stinky #energybill



A18. Winter Storm Presentation for General Public (2013)¹

