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| pge2 |  |
|  |  |
| Pacific Gas and Electric Company | |
| Run Book | |
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|  |  |
| Program | *ADMS Data Readiness* |
| Project | *ED GIS Scripting* |
|  |  |
| Line of Business or Department | GIS Asset Data Engineering and Technology |
|  |  |
|  |  |
| Prepared by | UDC |
| Date | 09/08/2020 |
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|  |  |
| *Template version 2.2* |  |

**Document Instructions**

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**Document Change History**

| **Author/Contributor** | **Version** | **Date** | **Description of Changes** |
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|  |  |

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# Introduction

There are a wide variety of data discrepancies that need to be recognized, researched, and possibly rectified in the Electric Distribution (ED) GIS data in order to support the Advanced Distribution Management System (ADMS) Deployment. The ED GIS Scripting project is addressing data readiness for ADMS by identifying potential data inconsistencies and developing and executing solutions to resolve existing data issues as well as preventing future data inconsistencies.

## Application | System Identification

|  |  |  |
| --- | --- | --- |
| ID# | Name | Description |
| 1. | EDGIS EDER | Electric Distribution GIS application |
|  |  |  |
|  |  |  |

## System Diagram

Please refer to the existing EDER system diagram- there are no applicable changes due to this work.

# Resource Information

## Application Server

|  |  |  |
| --- | --- | --- |
| **ID#** | **Application Server** | **O/S** |
| 1 | Tsetctxgenwc004 (Existing Test Citrix) |  |
|  |  |  |
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## Database Server

|  |  |  |  |
| --- | --- | --- | --- |
| **ID#** | **Database Server** | **DBMS** | **O/S** |
| 1 | dvitgisdbolx001.comp.pge.com (Existing Dev) | Oracle |  |
| 2 | tsitgisdbolx001.comp.pge.com (Existing Test) | Oracle |  |
| 3 | TBD – Existing QA Database | Oracle |  |
| 4 | Edgis-prd1-scan (Existing Prod) | Oracle |  |
| 5 | Edgis-prd2-scan (Existing Prod) | Oracle |  |

## Database Name/Instance

|  |  |
| --- | --- |
| **ID#** | **Database Name** |
| 1 | PT1D |
| 2 | PT1T |
| 3 | TBD- Existing QA instance |
| 4 | EDGIS1P/ EDGIS1PDG |
|  |  |
|  |  |
|  |  |

## File Transfers

|  |  |
| --- | --- |
| **ID#** | **File Transfers** |
|  | N/A |
|  |  |

# Contact Information

## Information Technology

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Role | Phone | E-Mail |
| Vishal Pahuja | BT GIS Operations Manager | 925-395-1578 | V1P3@pge.com |
| Praveen Agrawal | ED GIS O&M Lead | 925-407-5019 | PXAH@pge.com |
|  |  |  |  |
|  |  |  |  |

## Business

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Role | Phone | E-Mail |
| Robert Smith | Business Lead | 209-942-1475 | RES6@pge.com |
| Derek Fletcher | Business PM | 650-793-3369 | DMFM@pge.com |
|  |  |  |  |
|  |  |  |  |

## Vendor

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Company & Address | Phone | E-Mail |
| TJ Houle | UDC  82 Inverness Dr. E #A1 Englewood, CO 80112 | 602-320-6804 | thoule@udcus.com |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| *Include contact information for all vendor components* | | | |

# Administration and Operational Tasks

## Verify the Application is Running and Usable

*Prior to any troubleshooting always verify that the application is running and usable.*

|  |  |  |
| --- | --- | --- |
| **Task Title** | **Description** | **Procedural Steps** |
| Verify that **Database** is connecting | Check Oracle database connectivity | 1. Open any pc that has Oracle client software installed and having production databases tnsname entries. 2. Open command prompt, Go to Start menu à Run à Type in “cmd” & press enter 3. On command window prompt type in - “tnsping <Production tnsname>” and press enter.   should return for successful connection and error in case of unsuccessful connection. |
| Verify that **EDER Desktop** is installed and configured on machine | Eder Desktop setup must be installed with the new autoupdater. | 1. Login the batch server with valid credentials 2. Go to path “D:\Program Files (x86)\Miner and Miner\PG&E Custom Components\Desktop” 3. Desktop Config file should be there.   Open the config file and check connection parameters. Should point to valid production environment. |
| Verify that **ArcFM** Solution is installed and configured on machine | ArcFM setup must be installed on the machine | 1. Login the batch server with valid credentials 2. Go to path “D:\Program Files (x86)\Miner and Miner\ArcFM Solution” 3. Folder must be there with installation files inside. |
|  |  |  |
|  |  |  |

## Stopping & Starting the Application

|  |  |  |
| --- | --- | --- |
| **Task Title** | **Description** | **Procedural Steps** |
| N/A | There are no specific requirements for this change. Please refer to existing EDGIS EDER procedures. |  |
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## Scheduling | Batch Jobs

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| --- | --- | --- |
| **Task Title** | **Description** | **Procedural Steps** |
| N/A | There are no specific requirements for this change. Please refer to existing EDGIS EDER procedures. |  |
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## Viewing Application & Server Logs

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| --- | --- | --- |
| **Task Title** | **Description** | **Procedural Steps** |
| N/A | There are no specific requirements for this change. Please refer to existing EDGIS EDER procedures. |  |
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## Monitoring Tasks

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| --- | --- | --- |
| **Task Title** | **Description** | **Procedural Steps** |
| N/A | There are no specific requirements for this change. Please refer to existing EDGIS EDER procedures. |  |
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# Troubleshooting Tasks

## Operations Reported Problems

*Describe the procedures for resolving faults/problems reported by operations.*

|  |  |  |
| --- | --- | --- |
| **Task Title** | **Description** | **Procedural Steps** |
| N/A | There are no specific requirements for this change. Please refer to existing EDGIS EDER procedures. |  |
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## User Reported Problems

*Describe the procedures for resolving user reported problems.*

|  |  |  |
| --- | --- | --- |
| **Task Title** | **Description** | **Procedural Steps** |
| N/A | There are no specific requirements for this change. Please refer to existing EDGIS EDER procedures. |  |
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## Application Failure

*Describe the actions to take when an application failure occurs.*

|  |  |  |
| --- | --- | --- |
| **Task Title** | **Description** | **Procedural Steps** |
| N/A | There are no specific requirements for this change. Please refer to existing EDGIS EDER procedures. |  |
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## System Failure

*Describe the actions to take when a system failure occurs.*

|  |  |  |
| --- | --- | --- |
| **Task Title** | **Description** | **Procedural Steps** |
| N/A | There are no specific requirements for this change. Please refer to existing EDGIS EDER procedures. |  |
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## System Failover

*Describe the actions to take when a system failover occurs.*

|  |  |  |
| --- | --- | --- |
| **Task Title** | **Description** | **Procedural Steps** |
| N/A | There are no specific requirements for this change. Please refer to existing EDGIS EDER procedures. |  |
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# Known Issues

|  |  |  |
| --- | --- | --- |
| **Item #:** | **Issue:** | **Action:** |
| N/A | There are no known issues at this time. |  |
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# Backups & Restore

## System Backup

* There are no specific requirements for this change. Please refer to existing EDGIS EDER and UC4 procedures.

## Database Backup

* There are no specific requirements for this change. Please refer to existing EDGIS EDER and UC4 procedures.

## Application Backup

* There are no specific requirements for this change. Please refer to existing EDGIS EDER and UC4 procedures.

## File Restore

* There are no specific requirements for this change. Please refer to existing EDGIS EDER and UC4 procedures.

## Database Restore

* + Restore from database backup or Run provided data model and bulk update backout scripts.

## Application Restore

* + Uninstall desktop EDER application containing DeviceGroup Autoupdater and reinstall previous desktop EDER application build.

## System Restore

* There are no specific requirements for this change. Please refer to existing EDGIS EDER and UC4 procedures.

# **Appendix A | Additional References and Supporting Documentation**

## Service Level Agreements

As per the *existing* EDGIS EDER

## Operational Level Agreements

As per the *existing* EDGIS EDER

## Vendor Agreements

UDC 30-day warranty (T&M)

## Other Reference Documentation

As per the *existing* EDGIS EDER