

SRSG Operating Procedure No. 2

Data Submittals

Issue Date 11/3/97

Revision Date 10/28/09

1. Purpose

The purpose of this Operating Procedure No. 2 is to identify the data reporting requirements required of each Party.

2. Annual Peak Data Forecast For Next Year

2.1 Each Party shall submit the information listed below to the SRSG Administrator by December 15th of each year.

- Annual Peak Firm Commitment
- Firm Commitment Served By Hydro Generation. This is assumed to be the difference between annual peak Firm Commitment and Firm Commitment served by hydro generation.
- Megawatts Associated with Most Severe Single Contingency

2.2 A newly certified Party will have the net output value of their generators assigned as their forecasted annual Firm Commitment value for the remainder of the calendar year in which they join and until they have participated in the subsequent year's group coincident peak.

3. Resource Qualification Forms

Each Party shall submit the information listed below to the SRSG Administrator by November 1st of each year (or as frequently as needed).

- Generator Test Information
- Interruptible Load/Exports Information
- Firm, On-Demand and Contingent Purchase Information

4. Daily Data (Forecast) and Reserve Quotas

4.1 Each Party shall submit the following forecasted hourly data to the SRSG Administrator via the Party site system, in accordance with the reporting convention detailed in 4.2 below, or by fax as per Operating Procedure No. 6, section 4, Reporting Daily Forecast/Actual Data and Reserve Quota.

- Firm Commitment
- Firm Commitment Served By Hydro Generation
- Megawatts Associated with Most Severe Single Contingency

4.2 The convention for submitting daily data shall be:

Data for any day, shall be submitted for every hour of the following day by 1500 hours MST of the preceding workday. The RSS will not prevent a member from submitting their data earlier.

4.3 The calculation of reserve quotas is dependent on each Party's data submittal. After 1600 hours, the next day's forecasted reserve quotas will be available at each party's site. In the event that a Party does not comply with the data submittal deadlines listed above, that Party's data shall default, for all hours, to its current year forecasted annual peak data as submitted to the SRSG.

5. Short-Term Reserve Purchases

5.1 Short-term reserve purchases are defined as purchases lasting less than 30 days.

Purchases are integrated over the hour for SRSG purposes and are independent of the purchase contract.

The preferred timeframe for submitting short-term reserve purchase data is prior to the start of the transaction. The data shall be entered no later than two (2) business days following the start of the transaction.

5.2 Any Party who has made a qualifying short-term reserve purchase shall submit the following data to the SRSG Administrator via the on-line reserve purchase reporting form located on the website <http://www.srsg.org>:

- Participant Name
- Type of Reserve (Spin or Non-spin)
- Product Provider
- Delivery Point
- Start Date with hour-ending and End Date with hour-ending
- Ten minute Capability (MW)
- Transmission Path, Transmission Provider, and Reservation Number (Only required if transmission is necessary to delivery point.)

5.3 Alternatively, if the Party chooses to electronically tag the product (E-tag), the Party is only required to provide the following data via the on-line reserve purchase reporting form located on the website <http://www.srsg.org>:

- Participant Name
- Type of Reserve (Spin or Non-spin)

- E-tag Number

6. Actual Reserve Data

- 6.1 Each Party shall submit the previous hour's actual reserve information as listed below within thirty (30) minutes after each hour or such data shall default to zero (0).
- Spinning Reserve
 - Non-Spinning Reserve
- 6.2 The actual quantity of spinning reserves is the hourly integrated value of spinning reserves carried. The actual quantity of non-spinning reserves is the hourly integrated value of non-spinning reserves carried.
- 6.3 In the event data submitted by a Party is inaccurate, corrections may be made by that Party within one hundred twenty (120) hours. The data will be permanently locked and no changes will be accepted after one hundred twenty (120) hours.
- 6.4 Each Party shall ensure that instantaneous actual data listed above is transmitted to the Reliability Coordinator via the ICCP link. It is each Party's responsibility to ensure that the data transmitted is accurate.

7. Actual Daily Data

- 7.1 Each Party shall submit actual hourly data for the previous day, as listed below, by 0300 hours MST via the Party site system.
- Firm Commitment
 - Firm Commitment Served By Hydro Generation
 - Megawatts Associated with Most Severe Single Contingency
- 7.2 In the event that data submitted by a Party is inaccurate, corrections may be made by that Party within one hundred twenty (120) hours. The data will be permanently locked and no changes will be accepted after one hundred twenty (120) hours.
- 7.3 Each Party shall ensure that instantaneous actual data listed above is transmitted to the Reliability Coordinator via the ICCP link. It is each Party's responsibility to ensure that the data transmitted is accurate.

8. System Disturbance Event Data

Each Party shall submit system disturbance event data, as listed below, at the time of the disturbance via the Party site system. If the operating agent of a jointly owned unit (JOU) is a Party, they shall submit the required data for all participants.

- Owner/Operating Agent
- Facility Lost
- Event Date and Time
- Lost Rated Capacity (MW)
- Total Emergency Assistance Required

9. JOU Participant Event Data

Each JOU participant shall submit changes to its desired Emergency Assistance request (in anticipation of a specific JOU loss) as required, via the Party's site system.

10. Reserve Transfer Path Data

Each Party shall submit any and all changes to the data listed below via the Party site system.

10.1 For previously defined delivery points.

- Transfer Path Name
- Reserve Delivery Capacity (MW)
- Reserve Delivery Preference
- Status (In/Out)

10.2 For previously defined receipt points.

- Transfer Path Name
- Reserve Receipt Capacity (MW)
- Reserve Receipt Preference
- Status (In/Out)

10.3 A Party desiring to add a new transfer path must receive approval from the Operating Committee.

10.4 A Party desiring to permanently change its participation in a transfer path must receive approval from the Operating Committee. The Party shall submit supporting data to the SRSG Administrator a minimum of 15 days prior to the next scheduled Operating Committee meeting for consideration. The Administrator shall coordinate with the SRSG Operating Committee Chair to

include the request with supporting documentation in the meeting agenda packet. The written report to the Operating Committee shall:

- Include the reason for the change
- Include justification for the change
- Describe the desired outcome
- Evaluate the modification's impact on the requesting Party and other Parties
- Evaluate the modification's impact on the SRSB's WECC and NERC compliance
- Describe all additional reporting requirements for the Administrator and other Parties

11. Disturbance Reporting (NERC, WECC, SRSB)

11.1 The SRSB will report as a group to NERC and WECC for any disturbance where the MW loss is greater than 337 MW.

SRSB facilities larger than 337 MW are:

- Palo Verde 1,2,3
- Four Corners 4,5
- Navajo 1,2,3
- Coronado 1,2
- San Juan 3
- Desert Basin
- Luna
- Lenzie 1,2
- Silverhawk
- Santan 5
- Springerville 1,2,3,4
- Harquahala 1,2,3
- Walter M. Higgin

11.2 All involved Parties, (including the Parties supplying Emergency Assistance) shall submit to the SRSB Administrator, within five (5) working days after the Disturbance, the following data:

11.2.1 General Event Data

- Participant name
- Disturbance event number
- Event date
- Event time
- Facility lost

11.2.2 ACE or ACE Equivalent

- ACE prior to disturbance
- Maximum ACE deviation immediately following disturbance
- ACE 15 minutes following disturbance
- Time ACE returned to the lesser of the pre-disturbance point or zero
- Event duration

11.2.3 Additional Data as required by the Operating Committee

11.3 If requested by the SRSG Administrator, all Parties must submit ACE or ACE equivalent data for the entire length of the event.

11.4 Disturbance data will be retained by the Parties for one year unless a disturbance is under investigation.

12. Method of Reporting

The primary method of submitting disturbance data as outlined in this OP is by means of the on-line disturbance reporting form accessible from the website <http://www.srsq.org>. The secondary method of disturbance reporting shall be to email the disturbance data as outlined in the OP directly to srsqtrip@srpnet.com using the excel spreadsheet form supplied by the SRSG Administrator.

13. Miscellaneous NERC and WECC Reports

Each Party shall submit the data listed below to the SRSG Administrator as requested.

- Disturbance Control Standard Survey (Reported Quarterly)
- Data to be determined by the Operating Committee