

**SRSG Operating Procedure No. 6**  
**Emergency Communication Procedure**

Issue Date 3/3/97

Revision Date 4/16/08

**1. Purpose**

The purpose of Operating Procedure No. 6 is to establish the procedure for the submittal of daily/hourly data, allocation of reserve obligations, Disturbance reporting, and the delivery and receipt of Emergency Assistance in the event that the SRSG communication system or the Administrator Site System has failed, or in the event the Party's RSS is unavailable during a relocation from their control center.

**2. Failure of Single Party RSS**

- 2.1. The RSS will be considered operational as long as a disturbance solution can be viewed by the Administrator even if all other Parties' site systems are inoperative. If the Administrator Site System is inoperative, all members will be notified as described in section 3 below.
- 2.2. A failure of a Party's communication link to the Administrator Site System will be indicated by a "Fail" indication at the Party's site system. Access may also be interrupted due to the Party's on-site equipment failure or relocation of a Party's operators.
- 2.3. Upon loss of RSS, the affected Party should coordinate the following notifications:
  - 2.3.1. Notify the Reliability Coordinator of the RSS loss.
  - 2.4.1 Coordinate with a neighboring Party or the Reliability Coordinator to be notified of disturbance information.
- 2.4. The Party experiencing a disturbance has the responsibility to contact assistance providers.
- 2.5. In the event the affected Party experiences a disturbance:
  - 2.5.1 The affected Party shall contact the SRSG Administrator to request input into the RSS of the unit lost and the amount of Emergency Assistance required.

The request shall include the following data:

    - 2.5.1.1 Owner/Operating Agent
    - 2.5.1.2 Facility Lost

- 2.5.1.3 Event Date and Time
- 2.5.1.4 Lost Rated Capacity (MW)
- 2.5.1.5 Emergency Assistance Required
- 2.5.1.6 Transmission constraints and available delivery point(s) of Emergency Assistance (Changes to the Transfer Path Data Input Screen)

The affected Party will confirm Emergency Assistance by phone from the Parties identified by the SRSG Administrator.

- 2.5.2 Within 2 hours following the disturbance, the affected Party will fax the system disturbance event data to the SRSG Administrator. The affected party will confirm the receipt of all faxed data by phone communication with the SRSG Administrator. This data shall be used as confirmation of event details and will include:

- 2.5.2.1 Owner/Operating Agent
- 2.5.2.2 Facility Lost
- 2.5.2.3 Event Date and Time
- 2.5.2.4 Lost Rated Capacity (MW)
- 2.5.2.5 Total Emergency Assistance Required
- 2.5.2.6 Emergency Assistance Provider
- 2.5.2.7 Emergency Assistance to be Supplied (MW)
- 2.5.2.8 Delivery Point(s) of Emergency Assistance

- 2.6 A Party relocating from a Control Center should take the following steps:

- 2.6.1 The relocating Party shall notify the Reliability Coordinator as soon as possible. The Party should provide a contact phone number and estimated time en route. The relocating Party shall request that the Reliability Coordinator notify all SRSG members via the RSS.
- 2.6.2 The relocating Party is still subject to all SRSG obligations.
- 2.6.3 The relocating party may use contact resources described in 2.3 above.

### **3. Failure of the Administrator Site System or Multiple Party RSS Access Failure**

- 3.1 In the event of multiple party communication/RSS failure or a failure of the Administrator Site System to the extent that disturbance solutions cannot be calculated or conveyed to affected Parties in a timely

manner as determined by the SRSG Administrator, the SRSG Administrator shall notify all Parties by phone or WECC Messaging System of such failure.

3.2 Once notified, each Party shall:

3.2.1 Continue to use current day reserve quota values. If the failure extends into a time period in which RSS calculated reserve quotas do not exist or are otherwise unavailable, each Party will default to its annual peak value as indicated in the Annual Peak Reserve Obligation Summary attached as **Exhibit A** hereto..

3.2.2 Continue to compile its actual reserve data and actual daily data pursuant to Operating Procedure No. 2 (Data Submittals) using Attachment B or a reasonable facsimile for the purpose of entering it into the RSS after the Administrator Site System has been restored.

3.3 Note: The Annual Peak Reserve Obligation Summary shall be reviewed and updated on an annual basis by the SRSG Administrator.

3.4 Using the Manual Matrices in the event of a disturbance:

3.4.1 Party shall refer to the Emergency Assistance Manual Matrices for assistance information.

3.4.1.1 Refer to the page corresponding to the failed resource

3.4.1.2 Calculate assistance as follows:

- MW of generation lost.
- Minus the party's Contingency Reserve quota.
- Plus 25 MW.

3.4.1.3 Matrices list the maximum loss for each unit which may not be appropriate. If known, actual MW loss should be used.

3.4.1.4 'Own Reserves' values is the default quota corresponding to Exhibit A of Operating Procedure 6, which may not be appropriate. If known, assigned current hour quota used be used.

3.4.1.5 Twenty-five (25) MW is an estimated amount to cover the unit's auxiliary load and contingency reserve carried on the unit, in most cases.

3.4.1.6 Party shall contact members identified as able to provide 'Delivery at the Bus' assistance to request assistance calculated in 3.4.1.2.

3.4.1.7 Party may ask for amounts more or less than what is

indicated depending on needs. Party may not ask for more assistance than what is identified as the 'Max Capability.'

- 3.4.2 Within 2 hours following the disturbance, the affected party shall communicate disturbance data via fax, followed by phone communication, to the SRSG Administrator as described in 2.5.1.

#### 4. Reporting Daily Forecast/Actual Data and Reserve Quota

- 4.1 In the event of a loss of communication -or unavailability of the system- that prevents a Party from submitting its forecast data via the SRSG communication system, the affected Party shall fax, its forecast data followed by phone confirmation, to the SRSG Administrator by 1400 hours MST using a form consistent with the format included in **Attachment A** of this Operating Procedure. If a Party does not comply with the data submittal deadline, that Party's data shall default, for all hours, to its current year forecasted annual peak data as submitted to the SRSG.
- 4.2 Upon receipt of the faxed data, the SRSG Administrator will manually enter that Party's information into the Administrator Site System for subsequent calculation and distribution of reserve quotas.
- 4.3 In the event that the communication link has not been reestablished by 1600 MST, the SRSG Administrator will fax the next day reserve quotas to the affected Parties.
- 4.4 The affected Party shall, for the duration of the communication loss or system unavailability, continue to compile its actual reserve and actual daily data pursuant to Operating Procedure No. 2 (Data Submittals) using **Attachment B** or a reasonable facsimile. Once communication through the RSS has been re-established, the affected Party shall resume transmittal of data through the Party's site system. If the communication link has not been reestablished by 0300 MST of the following day, then the Party shall fax their actual data from the previous day to the Administrator. The affected Party will confirm receipt of the faxed data by phone communications to the SRSG Administrator. The Administrator will manually enter the data into the Administrator Site System.