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		Revision Number: 11 Revision Date: December 22, 2011
Contact: ISO Director, Operations Support Services		Approved by: M/LCC Heads
		Review Due Date: December 22, 2013


Master/Local Control Center Procedure No. 7

(M/LCC 7)

Processing Transmission Outage Applications

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1. References

NPCC Directory #1 Design and Operation of the Bulk Power System (Directory 1), Appendix F: Procedure for Operational Planning Coordination, Facilities Notification List - Attachment D

ISO New England Operating Procedure No.1 - Central Dispatch Operating Responsibility and Authority of ISO New England, the Local Control Centers and Market Participants (OP-1)

ISO New England Operating Procedure No.3 - Transmission Outage Scheduling (OP-3)

ISO New England Operating Procedure No. 19 - Transmission Operations (OP-19)

Master/Local Control Center Procedure #1 (M/LCC 1) - Nuclear Plant Transmission Operations


SOP-RTMKTS.0180.0055 - Process Reactive Capability Tests

2. Purpose

This procedure is applicable to both the Long Term and Short Term Outage Scheduling process as defined within ISO New England Procedure No. 3 - Transmission Outage Scheduling. Attachments included in this procedure provide guidance to the required submittal timelines of transmission outage requests, identified Major Transmission Element (MTE), critical 345kV line paths requiring outage coordination and a list of Category "A" and "B" facilities. A complete list and description of Category A and B Facilities under the ISO New England Transmission Operating Agreement can be found on the ISO New England OASIS website.

This procedure describes the process of submitting transmission outage applications internally within the New England Reliability Control Area (RCA) between the Local Control Centers (LCCs) and ISO New England (ISO). The ISO Outage Scheduling software is the primary tool used to process all basic information required for each transmission outage application. The use of the ISO Outage Scheduling software also allows ISO to efficiently communicate its study results to a LCC.

This procedure is not intended to replace the telephone conversations held between ISO and any LCC concerning the impact of any transmission outage application on the operation of the New England Transmission System. It is merely intended to streamline the process of submitting transmission outage applications from the LCCs to ISO. When the ISO Outage Scheduling software is unavailable, the fax machine is used to communicate transmission outage applications.

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3. Procedure

NOTE

The ISO Outage Scheduling software is used to communicate transmission outage applications.

- The intent of this software is to allow each LCC to submit all pertinent information regarding each transmission facility outage.
- ISO Outage Coordination groups and the ISO Security Operator evaluate transmission outage applications submitted using the ISO Outage Scheduling software.
- The ISO Outage Scheduling software will automatically log transmission outage applications as they are submitted to ISO.


ISO and each LCC responsibilities associated with processing transmission outage applications are clearly defined in ISO New England Operating Procedure No. 3 - Transmission Outage Scheduling (OP-3) and ISO New England System Operating Procedure SOP-RTMKTS.0180.0055 - Process Reactive Capability Tests.

ISO and each LCC are responsible for the communication and coordination of transmission outage applications that directly affect any element that is defined in Master/Local Control Center Procedure #1 (M/LCC 1) - Nuclear Plant Transmission Operations as specified in the following Attachments:

- M/LCC 1 Attachment A - Pilgrim Nuclear Station
- M/LCC 1 Attachment B - Vermont Yankee Nuclear Station
- M/LCC 1 Attachment C - Millstone Nuclear Power Station
- M/LCC 1 Attachment D - Seabrook Nuclear Power Station

Outside of normal working hours or in the absence of personnel from the ISO Outage Coordination group, the ISO Security Operator and each applicable LCC Operator is responsible for processing transmission outage applications.

1. The transmission outage application process for ISO and each LCC shall be performed as follows:
 - A. The LCC shall prepare all necessary LCC informational items using the ISO Outage Scheduling software.
 - 1) Once the LCC has completed the informational items the transmission outage application shall be transmitted (Submitted) to ISO.
 - 2) The transmission outage application transmittal is available to ISO in the ISO Outage Scheduling software as a Submitted Application.

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NOTE

Reactive Capability Test Applications

Qualified Reactive Resources possessing a capability of < 25 MW do not require reliability assessments and final approval by ISO.


- These MVAR capability test requests do not require submittal using the ISO Outage Scheduling software for approval by ISO.
- The LCC informs ISO of MVAR capability test requests with a capability of <25 MW using the Appendix A process mentioned in ISO New England Operating Procedure No. 3 – Transmission Outage Scheduling (OP-3).

- B. If ISO Outage Scheduling software is unavailable, the LCC shall:
- 1) On Attachment A - ISO Transmission Facility Outage Request Form enter all necessary items listed in the “To Be Completed by Local Control Center” section
 - 2) Fax the completed Attachment A to ISO.
- C. If a transmission outage application is being sent by fax outside of normal working hours, the LCC shall make a telephone call to notify the ISO Security Operator of the fax transmittal.


NOTE

The ISO Outage Scheduling software automatically assigns application numbers when the outage application is submitted to ISO. Receipt by ISO is understood to have occurred when an application number is assigned.

- D. When a transmission outage application is being studied the ISO Outage Coordination group /Security Operator shall place the transmission outage application in the Study mode.
- 1) Until a transmission outage application is placed in the Study mode by ISO it can be altered by the LCC.
 - 2) ISO shall update the ISO Outage Scheduling software with the necessary changes to the transmission outage application.
- E. If use of the fax machine is required, upon receiving the transmission outage application form on the fax machine, the ISO Outage Coordination groups / Security Operator shall:
- 1) Call the LCC to acknowledge receipt of the faxed transmission outage application form.

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- 2) Assign the faxed transmission outage application an ISO application number by entering the transmission outage application into the ISO Outage Scheduling software.
- F. If the ISO Outage Scheduling software is unavailable, by 1600 hours each day the LCC shall verify that an application number has been received for each faxed application submitted to ISO that day.
- 1) Any discrepancies shall be reported to ISO. This ensures that an application has not been inadvertently overlooked or lost in the fax process.
 - 2) Once the ISO Outage Scheduling software is returned to service, ISO Outage Coordination groups shall enter the outage information from the fax.
- G. ISO Outage Coordination groups/Security Operator shall discuss the detailed transmission outage application with the LCC when additional analysis is required, to ensure complete understanding of the transmission outage application and to obtain all necessary input to the ISO study and decision-making process.
- 1) Items to be discussed may include, but are not limited to:
 - Facility (name and nomenclature).
 - Reason for application (work to be done).
 - Emergency restoration time in hours.
 - Time and date switching is to begin.
 - Time and date the facility is to be restored to normal operation.
 - LCCs and /or systems outside of the New England CA/BAA to whom notifications have been given.
 - Other information pertinent to the application that may affect ISO decision, such as a request to revise a Generator or DARD outage schedule to address congestion issues with the transmission outage.
 - LCC analysis results and approval including contingencies and limiting elements, local voltage constraints, must run Generators/DARDs and restricted Generators/DARDs.
 - Relevant ISO/LCC communication and coordination efforts that have been performed with Nuclear Power Plants for those elements identified in Master/Local Control Center Procedure #1 (M/LCC 1) - Nuclear Plant Transmission Operations and Attachments A, B, C or D that affect a Nuclear Plant Interface Requirement (NPIRs).

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NOTE


Using the ISO Outage Scheduling software, the LCC, can view the status of the transmission outage application and the results of the study

- H. ISO Outage Coordination groups/Security Operator shall;
- 1) Confirm the decision to approve or disapprove the application contained within the ISO Outage Scheduling software using the following application status modes:
 - Interim Approved
 - Approved
 - Denied
 - Cancelled
 - 2) If necessary, notify the LCC by telephone
- I. Upon completion of the study at ISO, the study results shall be made available to the appropriate LCC:
- Normally, the study results are available through the ISO Outage Scheduling software.
 - If the ISO Outage Scheduling software is unavailable, the study results shall be listed on page 2 of Attachment A - ISO Transmission Facility Outage Request Form and sent via fax to the appropriate LCC.


NOTE

Leading up to the transmission facility outage, the ISO Outage Coordination group, ISO Security Operator and the LCC review the transmission outage application to ensure that the studies that have been performed are complete, accurate and reflect the impact of current or anticipated operating conditions during the outage./.

- J. The ISO Outage Coordination group, ISO Security Operator and the LCC shall conduct a transmission application review including an assessment to verify that the studies that have been performed include the following:
- Accurate load data and system topology
 - MR generation identified (if required) and the conditions at which MR generation is required
 - Applicable Transmission Operating Guides identified
 - If required, complex studies are completed


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- If required, temporary guides are issued
 - All documentation is complete, accurate and references the correct outage and time frame
 - Confirm LCC/ISO communication and coordination efforts that have been performed with Nuclear Power Plants for those elements identified in Master/Local Control Center Procedure #1 (M/LCC 1) - Nuclear Plant Transmission Operations and Attachments A, B, C or D that affect a Nuclear Plant Interface Requirement (NPIRs).
- K. If it is determined that a Planned Outage for the upcoming Operating Day has not been studied as required and if time permits, further studies to correct the outage application will be referred to the affected LCC(s) and either the Short Term Outage Coordination group or the on-call Real-Time Operational Support Services.
- If time does not permit further study by these groups, the ISO Control Room will not allow the the Planned Outage to start and will delay or cancel the outage if required.
- L. Within 60 minutes prior to the scheduled switching time, each LCC shall perform a real-time power flow security analysis prior to requesting permission from ISO to remove equipment from service.
- M. In cases where reconfiguration of the transmission system is required, each LCC shall perform a real-time power flow security analysis prior to requesting permission from ISO to restore equipment to service.
- N. Transmission outage start and completion times will normally be entered into the ISO Outage Scheduling software by the ISO New England control room staff.
- O. In the event of a Unplanned Outage, the LCC will notify the ISO New England Short Term Outage Coordination Group or Control Room Security Operator of the outage and submit an Outage Request into the ISO Outage Scheduling software as soon as possible.
- ISO/LCC shall conduct communication and coordination efforts with the affected Nuclear Power Plant or Reliability Coordinator as soon as possible for those Unplanned Outage Requests that include elements identified in:
 - 1) Master/Local Control Center Procedure #1 (M/LCC 1) - Nuclear Plant Transmission Operations and Attachments A, B, C or D that affect a Nuclear Plant Interface Requirement (NPIRs)
 - 2) NPCC Critical Facility List (NPCC Directory-1, Appendix F, Attachment D)

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4. Revision History

Rev. No.	Date	Reason
1	04/30/90	
2	03/01/03	Update for Outage Scheduler software
3	09/01/04	Standardize procedure format and incorporate RTO language changes
4	08/24/06	Revised ISO Contact information
5	11/16/07	Modified language throughout for better clarity, updated process to conform with current OS software capabilities, changed language to reference generic outage scheduling software, added steps to ensure ISO is made aware of returning outage work to service and that ISO control room staff will normally enter times into outage scheduling software.
6	11/24/08	Modified Step 3.1.L to provide specific requirements for LCC to run a security analysis within 60 minutes prior to requested switching time.
7	06/25/09	Biennial Review by Procedure Owner; Revised copyright year in header; Changed Contact listed in header from Mgr, outage Coordination to Director, Operations Support Services; Defined used LCC as acronym for Local Control Center; Placed each NOTE in a box;
8	08/24/09	Globally made format change; Section 1 References and in Section 3 1 st NOTE: Added SOP-RTMKTS.0180.0055; Prior to Step 3.1.B. added a new NOTE Modified bullets for step 3.1.G.; Deleted 3 rd bullet (Revoked) from Step 3.1.H
9	03/03/10	Changed the Header, copyright date; Added new step 3.1.G. Deleted former step 3.1.J.; Modified new step 3.1.J. Added new step 3.1.J. Added new step 3.1.K and sub-step; Deleted former steps 3.1.N. Modified new step 3.1.M Replaced step 3.1.O.
10	12/01/10	Reformatted text to Arial; Replaced page numbering with Page X of Y; Clarified "Purpose" Global added "s" to "groups"; Modified Section 3 NOTE, the NOTE prior to step 3.1.D, Step 3.1.K, Step 3.1.O 1 st bullet and sub-steps i. & ii.; Add Attachments B through E
11	12/22/11	Biennial review by procedure owner; Updated copyright date in Headers; Deleted 2 nd paragraph of the 1 st page footer per Legal Dept. direction; Minor format, editorial and grammatical changes; Section 1, added language identifying critical 345 kV line paths requiring outage coordination to the Purpose statement Section 3.1.J converted information formerly in this step into a new NOTE prior to this step Added new Attachment F

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5. Attachments

Attachment A - ISO Transmission Facility Outage Request Form.

Attachment B - Transmission Facility Category Listings Including Category B Transmission Circuits That Do Not Affect Generators or DARDs (Confidential)

Attachment C - Category B Transmission Circuits That Do Affect Generators/DARDs and should be treated as Category A (Confidential)

Attachment D - Minimum Advance Notice Times - Outage Requests for Specific Equipment (Confidential)

Attachment E - Major Transmission Element Listing (Confidential)

Attachment F - Critical 345 kV Power Transfer Paths (Confidential)