



WECC

Preschedule Calendar Guideline

Interchange Scheduling and Accounting Subcommittee

June 2022

Introduction

The WECC-approved Preschedule Calendar Guideline enables all entities doing business with WECC to schedule within the same parameters. This guideline will provide direction for the preparation of the annual Preschedule Calendar, including scheduling around holidays and new months. For weeks with holidays or new months, the Preschedule Calendar will be prepared to better align gas and power scheduling days in accordance with the guidelines below.

Standard Scheduling Holidays for the Western Interconnection

- a. New Year's Day
- b. Martin Luther King Jr. Day
- c. Presidents Day (Washington's Birthday)
- d. Good Friday
- e. Memorial Day
- f. Juneteenth
- g. Independence Day
- h. Labor Day
- i. Veterans Day
- j. Thanksgiving Day
- k. Friday after Thanksgiving
- l. Christmas Eve
- m. Christmas Day

Guidelines

1. No more than two days are required to be scheduled on a single day unless more is made practicable by the occurrence of a Standard Scheduling Holiday and/or a new month. At no point will more than three days be scheduled on a single day, as determined by the guidelines that follow.
2. A week without a holiday or new month is typically scheduled as 1/1/1/2/2 (Tue/Wed/Thu/Fri-Sat/Sun-Mon).
3. When a holiday falls on a Monday, schedule 2/2/2 (Thu-Fri/Sat-Sun/Mon-Tue) on the Wednesday-Friday of the preceding week.
4. When a holiday falls on a Tuesday, schedule two days on the preceding Monday.
5. When a holiday falls on a Wednesday, schedule two days on the preceding Tuesday.



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6. When a holiday falls on a Thursday, schedule 2/0/3 (Thu-Fri/off/Sat-Sun-Mon). Thanksgiving will be scheduled as 2/2/3 (Tue-Wed/Thu-Fri/Sat-Sun-Mon) unless a different schedule is needed due to a new month.
7. When Christmas Eve falls on a Friday, holidays are observed on Thursday and Friday. Schedule similar to Thanksgiving 2/2/3, (Tues-Wed/Thurs-Fri/Sat-Sun-Mon) on the Monday through Wednesday preceding the holiday.

When Christmas Eve falls on a Saturday, holidays are observed on Friday and Monday. Schedule 2/2/3, (Wed-Thurs/Fri-Sat/Sun-Mon-Tue) on the Tuesday through Thursday preceding the holiday.

When Christmas Eve falls on a Sunday, holidays are observed Monday and Tuesday of the following week. Schedule 2/2/3, (Thurs-Fri/Sat-Sun/Mon-Tues-Wed) on the Wednesday through Friday preceding the holiday.

8. When a holiday falls on a Friday, schedule 1/2/2/2 (Tue/Wed-Thu/Fri-Sat/Sun-Mon) during that week.
9. When a new month begins on a Saturday, schedule 2/1/2 (Thu-Fri/Sat/Sun-Mon) from Wednesday-Friday of the preceding week.
10. When a new month begins on a Monday, schedule 2/2/1 (Thu-Fri/Sat-Sun/Mon) from Wednesday-Friday of the preceding week.
11. When a new month and a holiday fall on a Monday, schedule 2/2/2 (Thu-Fri/Sat- Sun/Mon-Tue) from Wednesday-Friday of the preceding week.
12. When a new month falls on Sunday and the holiday is observed on Monday, schedule 2/3 (Fri-Sat/Sun-Mon-Tue) on Thursday-Friday of the preceding week.
13. When a new month falls on Saturday and the holiday is observed on Friday, schedule 2/3 (Thu-Fri/Sat-Sun-Mon) on Wednesday-Thursday of the preceding week.
14. When a new month begins on a Friday and holiday falls on Monday, schedule 2/3 (Fri-Sat/Sun-Mon-Tue) on Thursday-Friday of the preceding week.
15. When a holiday falls on Monday and new month begins on Tuesday, schedule 2/2/1 (Fri-Sat/Sun-Mon/Tue) on Wednesday-Friday of the preceding week.

NOTE: These guidelines do not detail every scheduling possibility. For example, the start of a new month or two holidays in a row may require an adjustment. Those preparing the Preschedule Calendar should use their best judgment to develop a schedule that combines:

- Scheduling two days on single day when possible;
- Minimizing the required scheduling of three days on a single day;



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- Minimizing the number of days on which multiple days are scheduled;
- Scheduling new months separately; and
- Aligning gas and power scheduling days only on holidays and new months when possible.

Process for Creating Yearly Preschedule Calendar

1. The yearly Preschedule Calendar will be drafted using this guideline.
2. It will be the responsibility of ISAS vice chair to draft the yearly Preschedule Calendar in consultation with ISAS chair.
3. The draft yearly Preschedule Calendar will be presented at the first ISAS meeting of the year.
4. The final version of the yearly Preschedule Calendar will be presented during the second ISAS meeting of the year as an approval item for ISAS members to vote.
5. To ensure orderly system and software changes, the yearly Preschedule Calendar must be posted on WECC's website no later than October 1 of the preceding year.
6. It is the ISAS chair's responsibility to ensure the yearly Preschedule Calendar meets the approval and required timing listed in this guideline.
7. No date modifications will be allowed once the Preschedule Calendar has been approved and posted to the WECC website, unless two-thirds of participating members approve the proposed change. A version number will be added if there is an approved revised document. If approved changes for the upcoming year are published after October 1 of the current year, an email will be sent to ISAS members requesting that they inform their affected entities that a new version has been published.
8. In addition to the listed holidays in this guideline, the membership will have the option annually to include a day for a Schedulers Meeting. This meeting should be limited to Tuesday or Wednesday of a non-holiday week.



Version History

Modified Date	Modified By	Description
April 2005	ISAS	Eliminated special scheduling for WECC Scheduler's Meeting, NWPP Scheduler's Meeting, and Columbus Day
September 2010	ISAS	<ul style="list-style-type: none"> Document was reformatted as part of WECC document re-categorization project Document was reviewed, updated, and new guidelines were established to better align power and gas scheduling on holidays and new months. <p>A guideline was established that states how the calendar shall be established during a normal week that does not contain a new month or holiday</p>
August 2020	ISAS	<ul style="list-style-type: none"> Document was reformatted to change the WECC logo Document was reviewed, updated and new section was added for how to process creating a preschedule calendar July 2020 updates to Prescheduling Process section for more clarity
June 2021	ISAS	<ul style="list-style-type: none"> Additions to #7 for when there is an approved version of the preschedule calendar after 10/1.
June 2022	ISAS	<ul style="list-style-type: none"> Added Juneteenth as a prescheduled holiday Added language for how to preschedule around Christmas Eve when Christmas Eve falls on a Friday, Saturday, or Sunday

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