

## APS Internal – WECC Path Delisting Process

Purpose: The purpose of the document is to provide guidance on who, when and what to provide to relevant entities to facilitate a WECC Path delisting. The process may be replaced when the WECC Path Rating Procedure is updated to include a detailed delisting process.

1. Gain internal approval and perform study work
  - a. Internally, identify WECC Path for delisting.
  - b. Perform study work for MOD-029/FAC-013 to determine rating(s) after path elements are delisted.
  - c. Summarize and gain other business unit agreement and management approval
2. Coordinate with neighboring utilities and/or other owners if a jointly owned line
  - a. If just coordinating with adjacent utilities on a single owner path
    - i. Notify adjacent utilities via email including the WECC Path being delisted, effective date, and provide a 30-45 day period for comments, questions, and concerns.
      1. Document comments, questions, and concerns and responses.
      2. Ensure adequate concern resolution prior to proceeding.
  - b. If a jointly owned path, coordinate approval through the appropriate E&O
    1. Make formal presentation requesting delisting
    2. Document comments, questions, and concerns and responses.
    3. Ensure adequate concern resolution and formal approval prior to proceeding.
3. Initial notification to WECC entities – after gaining approval from management, joint owners, E&O, agreement from other business units, and acknowledgement from adjacent owners proceed.
  - a. Contact StS Chair and arrange for time to present initial notice to delist WECC Path. Develop short presentation and a formal notification letter of WECC Path delisting for WECC Studies Subcommittee (StS). Provide the presentation at least two weeks in advance of the meeting and required the StS Chair to provide to the StS email blaster list. Presentation should include discussion of the following:
    - i. Description of which WECC Path APS wants to delist
    - ii. Description of circumstances driving the delisting
    - iii. Summarize any relevant study work related to the delisting
    - iv. State the date of effective delisting (provide at least three months lead time)
    - v. Summarize any utilities the delisting has been discussed with or coordinated with including a summary of key dates/discussions/decisions
    - vi. APS contact information related to WECC Path delisting
    - vii. Set a date 30-45 days in the future (from StS presentation date) for stakeholder to comment, ask questions, or formally object to the WECC Path delisting.
      1. Work diligently to address any concerns raised during this period.
      2. Document comments, questions, objections and responses.

- b. Copy the RAC Chair with the same documents provided to StS Chair or request StS copy RAC.
- 4. Final notification to WECC entities - If and after all comments, questions and objections have been addressed, perform the following:
  - a. Provide StS Chair final formal notification letter of WECC Path delisting for WECC Studies Subcommittee (StS) and request the StS Chair to provide to the StS email blaster list. Final notification should include discussion of the following:
    - i. Description of which WECC Path to delist
    - ii. State the effective date of delisting (at least a week after final notification send date)
    - iii. Documentation of the comments, questions and objections and their resolution
      - 1. If objections are raised that cannot be addressed adequately, begin WECC dispute resolution process
  - b. Copy the RAC Chair with the same document provided to StS Chair.
  - c. Copy the RC with the same document provided to StS Chair.
- 5. Notify internal business units of the WECC Path delisting with an email containing the delisting Path and effective date.