



Overview

WECC periodically requires entities to self-certify their compliance with reliability standard requirements using a risk-based approach. Entities selected for these engagements will receive notification in Align. Each notification specifies the scope, monitoring period, and engagement start and due dates.

Schedule

Frequency	Scope	Notification Date	Due Date
Annually	Reliability Risk Priorities (RRP)	February 10, 2025	April 15, 2025

Response

Entities must respond to the self-certification in Align by the due date. Responses should indicate whether the entity is compliant with each standard requirement in scope. (See *Instructions* below.)

Review

WECC aims to review most self-certification responses within 90 days but may extend the review period in some instances. WECC may issue Requests for Information (RFI) in Align for supporting evidence or details about internal controls and processes. Interviews or on-site visits may be required depending on the purpose and nature of the review.

Entities will receive a closure notification when review is complete. The notice will indicate whether WECC anticipates additional follow-up or engagement with the entity.

Contact oversight@wecc.org with questions about the self-certification process. For Align technical support, visit the [NERC Help Desk](#).

Instructions

To complete the self-certification request in Align:

1. Complete the responses in the “Questions” section under “Self-Cert Assessment.” *
 - a. Assign a responder for each requirement question using the “Click to Assign” link below the requirement, and then the “Click here to Finalize” link that appears in place of the previous link. Follow the instructions on the “Assignment” page to complete the assignment process. **Note: You can make responder assignments for all requirement questions at the same time after initially accessing the Assignment page. See the [Align User Guide](#).****
 - b. Provide a response for each requirement question using the “Click here to Answer” link that appears below each requirement question after a responder is assigned. Only provide one response for each requirement-level question. **
 - c. For each question, selecting “Save Draft” saves your progress, which can still be edited. Selecting “Save” locks in your response, which cannot be edited.
 - d. For any responses of “Non-Compliant,” submit a Finding from the “Findings” section, or refer to an existing Finding or Potential Noncompliance (PNC) in the comments for the Standard Requirement.
 - e. For any responses of “Not Applicable” or “Do Not Own,” submit an Attestation from the “Create Attestation” section.
2. If you need more time to complete the response, submit an Extension Request from the “Request for Extension” section.
3. Submit the overall self-certification response for Compliance Enforcement Authority (CEA) review from the “Action” section.
4. Refer to the Align training resources available on NERC’s training site at <https://training.nerc.net> for how-to information.

* Align creates a separate “question” for each Standard Requirement in scope but may also for associated “parts.” You can only indicate a compliance status (i.e., Compliant, Non-Compliant, Not-Applicable, or Do Not Own) at the Requirement level. You must complete all requirement-level responses before you can submit the overall self-certification response for WECC’s review. If parts are visible, while there is no option to indicate a compliance status at the part level, you may provide a comment specific to a part. This, however, is not required. Only parts with saved comments (i.e., Completed status) will be visible to WECC for review. Saving a question for a requirement or part, with or without a comment, changes the status to “Completed.”

** To submit the overall response, the system requires the same submitter to complete the responses for all requirement questions in the self-certification. That same submitter must also submit the overall response.

