# Instructions

This form is provided as a courtesy to assist in the drafting phase of a Standard Authorization Request (SAR).

Once the content of the proposed SAR is finalized, please transfer its content into the online SAR form located on WECC’s Standards Under Development page.

You will need to be signed in to your WECC account to file the SAR. If you need a login, please contact [support@wecc.biz](mailto:support@wecc.biz) or call for assistance at (877) 937-9722. If you have other questions, please contact W. Shannon Black at [sblack@wecc.org](mailto:sblack@wecc.org) or (503) 307-5782.

# Introduction

Provide a brief overview of what you wish to accomplish.

For example:

This project is a request to review the WECC Regional Variance attached to NERC Standard PRC-006-3, Automatic Underfrequency Load Shedding.

This SAR meets the five-year review mandate required in the *Maintenance of RRSs and CRTs* section of the WECC Reliability Standards Development Procedures (Procedures).

# Requester Information

Provide your contact information and your alternate’s contact information:

### Primary contact

* First name:
* Last name:
* Email:
* Phone:
* Organization name:

### Alternate

* First name: Please try to include an alternate.
* Last name:
* Email:
* Phone:

# Type of Request

Specify the type of request: (select one)

What do you want to do? A dropdown menu will be provided when you transfer this information to the online form. Pick the choice that most closely aligns with your goal.

For example:

* Request a five-year review
* Create, Modify, Retire or Review a WECC Regional Reliability Standard (or WECC Criterion)

# Create, Modify, Retire or Review a Document

Provide information for your request to create, modify, retire or review the document.

Pick from the dropdown provided in the online form.

### Requested Action (Select one)

* Five-year review

### Document Type (Select one)

* For example: WECC Regional Criterion

### Issue

Specify what industry problem this request is trying to resolve. If there is a specific reliability or drafting concern, it goes here.

For example:

Per the Procedures, “The WSC shall ensure that each…[Regional Reliability Standard / Regional Variance]…is reviewed at least every five years from the effective date of the most recent version of the document under review.”

### Proposed Remedy

Specify how this request will address the issue you stated above.

For example:

No *specific* issues are identified for this review.

*General* review and update of the following should be considered:

* Language should be reviewed for clarity and updated to match current drafting conventions and formats.
* Use and content of defined terms should be reviewed for viability and continued applicability.
* Measures should be updated from “shall” to “will”.
* Values represented should be reviewed for accuracy.
* Language should be restructured to ensure one mandate per Requirement.
* Where practical, eliminate ambiguities.

### Applicable Entities

Each function will be reviewed if affected. A dropdown will be provided. Check all applicable blocks.

For example:

* Balancing Authority
* Reliability Coordinator
* Generator Operator
* Transmission Service Provider

### Detailed Description

Use this block to elaborate on anything that might have been missed above or to provide greater granularity.

### Affected Reliability Principles

Which of the following reliability principles is MOST affected by this request? (Select one.)

Check the appropriate block that is provided on the online form. You need to select one of the NERC Reliability Principles that apply.

For example:

* **Reliability Principle 1** — Interconnected bulk power systems shall be planned and operated in a coordinated manner to perform reliably under normal and abnormal conditions as defined in the NERC Standards.

# Document Information

Specify the document title, document number, and affected section regarding the request.

If there are other documents that interface with your project, please list them here.

For example:

* WECC Regional Variance attached to NERC Standard PRC-006-3, Automatic Underfrequency Load Shedding.
* PRC-006-WECC-CRT-3, Underfrequency Load Shedding.

# Reference Uploads

Please reference or upload any affected standards, regional business practices, criteria, policies, white papers, technical reports, or other relevant documents. If this request is based on a conflict of law, please include a copy of—or accessible reference to—the specific law or regulatory mandate in conflict.

<<reference documents>>

### Provide additional comments (if needed).

<<comments>>