

A. Introduction

- 1. Title:** Reliability Responsibilities and Authorities
- 2. Number:** TOP-001-1
- 3. Purpose:**

To ensure reliability entities have clear decision-making authority and capabilities to take appropriate actions or direct the actions of others to return the transmission system to normal conditions during an emergency.
- 4. Applicability**
 - 4.1.** Balancing Authorities
 - 4.2.** Transmission Operators
 - 4.3.** Generator Operators
 - 4.4.** Distribution Providers
 - 4.5.** Load Serving Entities
- 5. Effective Date:** January 1, 2007

B. Requirements

- R1.** Each Transmission Operator shall have the responsibility and clear decision-making authority to take whatever actions are needed to ensure the reliability of its area and shall exercise specific authority to alleviate operating emergencies.
- R2.** Each Transmission Operator shall take immediate actions to alleviate operating emergencies including curtailing transmission service or energy schedules, operating equipment (e.g., generators, phase shifters, breakers), shedding firm load, etc.
- R3.** Each Transmission Operator, Balancing Authority, and Generator Operator shall comply with reliability directives issued by the Reliability Coordinator, and each Balancing Authority and Generator Operator shall comply with reliability directives issued by the Transmission Operator, unless such actions would violate safety, equipment, regulatory or statutory requirements. Under these circumstances the Transmission Operator, Balancing Authority or Generator Operator shall immediately inform the Reliability Coordinator or Transmission Operator of the inability to perform the directive so that the Reliability Coordinator or Transmission Operator can implement alternate remedial actions.
- R4.** Each Distribution Provider and Load Serving Entity shall comply with all reliability directives issued by the Transmission Operator, including shedding firm load, unless such actions would violate safety, equipment, regulatory or statutory requirements. Under these circumstances, the Distribution Provider or Load Serving Entity shall immediately inform the Transmission Operator of the inability to perform the directive so that the Transmission Operator can implement alternate remedial actions.
- R5.** Each Transmission Operator shall inform its Reliability Coordinator and any other potentially affected Transmission Operators of real time or anticipated emergency conditions, and take actions to avoid, when possible, or mitigate the emergency.
- R6.** Each Transmission Operator, Balancing Authority, and Generator Operator shall render all available emergency assistance to others as requested, provided that the requesting entity has

implemented its comparable emergency procedures, unless such actions would violate safety, equipment, or regulatory or statutory requirements.

R7. Each Transmission Operator and Generator Operator shall not remove Bulk Electric System facilities from service if removing those facilities would burden neighboring systems unless:

R7.1. For a generator outage, the Generator Operator shall notify and coordinate with the Transmission Operator. The Transmission Operator shall notify the Reliability Coordinator and other affected Transmission Operators, and coordinate the impact of removing the Bulk Electric System facility.

R7.2. For a transmission facility, the Transmission Operator shall notify and coordinate with its Reliability Coordinator. The Transmission Operator shall notify other affected Transmission Operators, and coordinate the impact of removing the Bulk Electric System facility.

R7.3. When time does not permit such notifications and coordination, or when immediate action is required to prevent a hazard to the public, lengthy customer service interruption, or damage to facilities, the Generator Operator shall notify the Transmission Operator, and the Transmission Operator shall notify its Reliability Coordinator and adjacent Transmission Operators, at the earliest possible time.

R8. During a system emergency, the Balancing Authority and Transmission Operator shall immediately take action to restore the Real and Reactive Power Balance. If the Balancing Authority or Transmission Operator is unable to restore Real and Reactive Power Balance it shall request emergency assistance from the Reliability Coordinator. If corrective action or emergency assistance is not adequate to mitigate the Real and Reactive Power Balance, then the Reliability Coordinator, Balancing Authority, and Transmission Operator shall implement firm load shedding.

C. Measures

M1. Each Transmission Operator shall have and provide upon request evidence that could include, but is not limited to, signed agreements, an authority letter signed by an officer of the company, or other equivalent evidence that will be used to confirm that it has the authority, and has exercised the authority, to alleviate operating emergencies as described in Requirement 1.

M2. If an operating emergency occurs the Transmission Operator that experienced the emergency shall have and provide upon request evidence that could include, but is not limited to, operator logs, voice recordings or transcripts of voice recordings, electronic communications, or other equivalent evidence that will be used to determine if it took immediate actions to alleviate the operating emergency including curtailing transmission service or energy schedules, operating equipment (e.g., generators, phase shifters, breakers), shedding firm load, etc. (Requirement 2)

M3. Each Transmission Operator, Balancing Authority, and Generator Operator shall have and provide upon request evidence such as operator logs, voice recordings or transcripts of voice recordings, electronic communications, or other equivalent evidence that will be used to determine if it complied with its Reliability Coordinator's reliability directives. If the Transmission Operator, Balancing Authority or Generator Operator did not comply with the directive because it would violate safety, equipment, regulatory or statutory requirements, it shall provide evidence such as operator logs, voice recordings or transcripts of voice recordings, electronic communications, or other equivalent evidence that it immediately informed the Reliability Coordinator of its inability to perform the directive. (Requirement 3)

- M4.** Each Balancing Authority, Generator Operator, Distribution Provider and Load Serving Entity shall have and provide upon request evidence such as operator logs, voice recordings or transcripts of voice recordings, electronic communications, or other equivalent evidence that will be used to determine if it complied with its Transmission Operator’s reliability directives. If the Balancing Authority, Generator Operator, Distribution Provider and Load Serving Entity did not comply with the directive because it would violate safety, equipment, regulatory or statutory requirements, it shall provide evidence such as operator logs, voice recordings or transcripts of voice recordings, electronic communications, or other equivalent evidence that it immediately informed the Transmission Operator of its inability to perform the directive. (Requirements 3 and 4)
- M5.** The Transmission Operator shall have and provide upon request evidence that could include, but is not limited to, operator logs, voice recordings or transcripts of voice recordings, electronic communications, or other equivalent evidence that will be used to determine if it informed its Reliability Coordinator and any other potentially affected Transmission Operators of real time or anticipated emergency conditions, and took actions to avoid, when possible, or to mitigate an emergency. (Requirement 5)
- M6.** The Transmission Operator, Balancing Authority, and Generator Operator shall each have and provide upon request evidence that could include, but is not limited to, operator logs, voice recordings or transcripts of voice recordings, electronic communications, or other equivalent evidence that will be used to determine if it rendered assistance to others as requested, provided that the requesting entity had implemented its comparable emergency procedures, unless such actions would violate safety, equipment, or regulatory or statutory requirements. (Requirement 6)
- M7.** The Transmission Operator and Generator Operator shall each have and provide upon request evidence that could include, but is not limited to, operator logs, voice recordings or transcripts of voice recordings, electronic communications, or other equivalent evidence that will be used to determine if it notified either their Transmission Operator in the case of the Generator Operator, or other Transmission Operators, and the Reliability Coordinator when it removed Bulk Electric System facilities from service if removing those facilities would burden neighboring systems. (Requirement 7)

D. Compliance

1. Compliance Monitoring Process

1.1. Compliance Monitoring Responsibility

Compliance Monitor – British Columbia Utilities Commission

Compliance Monitor’s Administrator – Western Electricity Coordinating Council

1.2. Compliance Monitoring and Reset Time Frame

One or more of the following methods will be used to assess compliance:

- Self-certification (Conducted annually with submission according to schedule.)
- Spot Check Audits (Conducted anytime with up to 30 days notice given to prepare.)
- Periodic Audit (Conducted once every three years according to schedule.)
- Triggered Investigations (Notification of an investigation must be made within 60 days of an event or complaint of noncompliance. The entity will have up to 30 days to prepare for the investigation. An entity may request an extension of the

preparation period and the extension will be considered by the Compliance Monitor on a case-by-case basis.)

The Performance-Reset Period shall be 12 months from the last finding of non-compliance.

1.3. Data Retention

Each Transmission Operator shall have the current in-force document to show that it has the responsibility and clear decision-making authority to take whatever actions are needed to ensure the reliability of its area. (Measure 1)

Each Transmission Operator shall keep 90 days of historical data (evidence) for Measures 1 through 7, including evidence of directives issued for Measures 3 and 4.

Each Balancing Authority shall keep 90 days of historical data (evidence) for Measures 3, 4 and 6 including evidence of directives issued for Measures 3 and 4.

Each Generator Operator shall keep 90 days of historical data (evidence) for Measures 3, 4, 6 and 7 including evidence of directives issued for Measures 3 and 4.

Each Distribution Provider and Load-serving Entity shall keep 90 days of historical data (evidence) for Measure 4.

If an entity is found non-compliant the entity shall keep information related to the noncompliance until found compliant or for two years plus the current year, whichever is longer.

Evidence used as part of a triggered investigation shall be retained by the entity being investigated for one year from the date that the investigation is closed, as determined by the Compliance Monitor,

The Compliance Monitor's Administrator shall keep the last periodic audit report and all supporting compliance data, except where the records contain Restricted Information (as defined in the Rules of Procedure).

1.4. Additional Compliance Information

None.

2. Levels of Non-Compliance for a Balancing Authority:

2.1. Level 1: Not applicable.

2.2. Level 2: Not applicable.

2.3. Level 3: Not applicable.

2.4. Level 4: There shall be a separate Level 4 non-compliance, for every one of the following requirements that is in violation:

2.4.1 Did not comply with a Reliability Coordinator's or Transmission Operator's reliability directive or did not immediately inform the Reliability Coordinator or Transmission Operator of its inability to perform that directive (R3)

2.4.2 Did not render emergency assistance to others as requested, in accordance with R6.

3. Levels of Non-Compliance for a Transmission Operator

- 3.1. Level 1:** Not applicable.
- 3.2. Level 2:** Not applicable.
- 3.3. Level 3:** Not applicable.
- 3.4. Level 4:** There shall be a separate Level 4 non-compliance, for every one of the following requirements that is in violation:
 - 3.4.1** Does not have the documented authority to act as specified in R1.
 - 3.4.2** Does not have evidence it acted with the authority specified in R1.
 - 3.4.3** Did not take immediate actions to alleviate operating emergencies as specified in R2.
 - 3.4.4** Did not comply with its Reliability Coordinator's reliability directive or did not immediately inform the Reliability Coordinator of its inability to perform that directive, as specified in R3.
 - 3.4.5** Did not inform its Reliability Coordinator and other potentially affected Transmission Operators of real time or anticipated emergency conditions as specified in R5.
 - 3.4.6** Did not take actions to avoid, when possible, or to mitigate an emergency as specified in R5.
 - 3.4.7** Did not render emergency assistance to others as requested, as specified in R6.
 - 3.4.8** Removed Bulk Electric System facilities from service under conditions other than those specified in R7.1, 7.2, and 7.3, and removing those facilities burdened a neighbor system.
- 4. Levels of Non-Compliance for a Generator Operator:**
 - 4.1. Level 1:** Not applicable.
 - 4.2. Level 2:** Not applicable.
 - 4.3. Level 3:** Not applicable.
 - 4.4. Level 4:** There shall be a separate Level 4 non-compliance, for every one of the following requirements that is in violation:
 - 4.4.1** Did not comply with a Reliability Coordinator or Transmission Operator's reliability directive or did not immediately inform the Reliability Coordinator or Transmission Operator of its inability to perform that directive, as specified in R3.
 - 4.4.2** Did not render all available emergency assistance to others as requested, unless such actions would violate safety, equipment, or regulatory or statutory requirements as specified in R6.
 - 4.4.3** Removed Bulk Electric System facilities from service under conditions other than those specified in R7.1, 7.2, and 7.3, and burdened a neighbor system.
- 5. Levels of Non-Compliance for a Distribution Provider or Load Serving Entity**
 - 5.1. Level 1:** Not applicable.
 - 5.2. Level 2:** Not applicable.

5.3. Level 3: Not applicable

5.4. Level 4: Did not comply with a Transmission Operator's reliability directive or immediately inform the Transmission Operator of its inability to perform that directive, as specified in R4.

E. Regional Differences

None identified.