



Document Type:

Procedure

Standard:

EOP-004

Document Number:

LSPG-ADM-EOP004



Event Reporting



Effective Date:

November 15, 2024

CONFIDENTIAL

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Date	Version	Revised By	Comments
05/25/21	1.0	C. Ottaway	Combining CTT EOP-004 Event Reporting and SRE EOP-004 Event Reporting procedures into one LSPG procedure; Included LSPGNY
02/01/22	2.0	J. Kampschaefer	Updated to include Gordon Rd. and NY Control Centers
04/10/2023	3.0	K. Adare	Annual review
02/19/2024	4.0	A. Chaney, J. Kampschaefer	Annual Review; updated owner title throughout, minor edits
05/12/2024	5.0	K. Rockefeller, C. Penman	Updated to include LSPGC, changed owner to Kendal

Table of Contents

1.0	Introduction.....	4
1.1	Purpose	4
1.2	Review and Approval	4
1.3	Document Maintenance	4
2.0	Applicability	4
3.0	Definitions	5
4.0	Responsibilities and Assignments	6
4.1	First Responder Actions	6
4.2	TSO Actions	7
4.2.1	Damage or Destruction of a Facility	7
4.2.2	Physical Threats to Facilities or Control Centers	7
4.2.3	System-Wide Voltage reduction resulting from a BES Emergency	7
4.2.4	Firm load shedding resulting from a BES Emergency.....	7
4.2.5	BES Emergency resulting in voltage deviation on a Facility.....	8
4.2.6	Uncontrolled loss of firm load resulting from a BES Emergency	8
4.2.7	System Separation (Islanding)	8
4.2.8	Complete loss of off-site power to a nuclear generating plant	8
4.2.9	Transmission Loss of Three BES Facilities.....	8
4.2.10	Unplanned Evacuation of BES Control Center.....	8
4.2.11	Complete Loss of Monitoring, Control, and or Interpersonal Communications for 30 minutes or more.	8
4.3	LSPG Management Actions.....	8
4.4	NERC ERO Event Analysis Process.....	9
5.0	Training.....	10
6.0	Record Retention.....	10
7.0	Compliance.....	10
8.0	References.....	10
	Attachment A, Reportable Events.....	12
	Attachment B, Reporting Process	19
	Attachment C, Contact List.....	20
	Attachment D, EOP-004 – Event Reporting Form	23

1.0 Introduction

1.1 Purpose

The EOP-004 Standard requires an event reporting Operating Plan that includes the protocol(s) for reporting to the Electric Reliability Organization and other organizations. The purpose of this procedure is to establish timely and effective identification, reporting, notification, and recording of events that present a threat to LSPG's Transmission System, which includes SRE, CTT, LSPGNY, and LSPGC.

This document provides operating personnel with the tools necessary to understand and identify an event, properly protect the scene, and immediately report suspicious activity or actual malicious destruction of Bulk Electric System elements. This procedure ensures that notifications to agencies are in accordance with NERC EOP-004, PJM, ERCOT, NYISO, and CAISO requirements. It addresses how employees interact with each other and other entities to provide timely information and situational awareness.

1.2 Review and Approval

This document is current as of the date on the title page. The Director of Transmission Systems Operations has overall responsibility for this plan as the document owner. This plan shall be approved by the Vice President Transmission Operations and Maintenance and the Director of Transmission Systems Operations. This document shall be reviewed annually.

1.3 Document Maintenance

The document owner is responsible for the maintenance of the document. Responsibilities include documenting revisions, reviews, and approvals.

Five minor changes will be allowed without signatory approval. These changes may be for spelling, grammar, or correcting minor deficiencies. These changes shall be tracked by increasing the document version by a fractional point value. As an example, Rev 1.0 becomes Rev 1.1 indicating one minor revision from the signatory approval.

Substantive or significant changes shall be reviewed and approved via signature. These changes shall be tracked by increasing the document version by a point value. As an example, Rev 1.0 becomes Rev 2.0.

2.0 Applicability

This procedure is applicable to LS Power Grid registered entities: Silver Run Electric's (SRE), Cross Texas Transmission (CTT), LS Power Grid New York (LSPGNY) and LS Power Grid California (LSPGC) later referred to collectively as LSPG within this procedure. LSPG entities are responsible for reporting events per NERC EOP-004 as registered Transmission Owners and / or Transmission Operators.

LSPG's transmission operations personnel are responsible for reporting events that may have had an impact on the Bulk Electric System (BES) or that have the potential to have an impact.

3.0 Definitions

Refer to the NERC Glossary of Terms for additional definitions.

Annual(ly): Refer to ERO Enterprise CMEP Practice Guide “Implementation of “Annual” and “Calendar Month(s)” in the Reliability Standards” –dated April 19, 2019.

Disturbance:

1. An unplanned event that produces an abnormal system condition.
2. Any perturbation to the electric system.
3. The unexpected change in ACE that is caused by the sudden failure of generation or interruption of load.

First Responders: LSPG considers TSOs and Operations Field personnel as First Responders.

Reliability Coordinator (RC): The entity that is the highest level of authority who is responsible for the reliable operation of the Bulk Electric System, has the Wide Area view of the Bulk Electric System, and has the operating tools, processes and procedures, including the authority to prevent or mitigate emergency operating situations in both next-day analysis and real-time operations. The Reliability Coordinator has the purview that is broad enough to enable the calculation of Interconnection Reliability Operating Limits, which may be based on the operating parameters of transmission systems beyond any Transmission Operator’s vision.

Transmission Facilities:

- (1) Power lines, substations, and associated facilities, operated at 100 kV or above, including radial lines operated at or above 100 kV;
- (2) Substation facilities on the high voltage side of the transformer, in a substation where power is transformed from a voltage higher than 100 kV to a voltage lower than 100 kV or is transformed from a voltage lower than 100 kV to a voltage higher than 100 kV.

Transmission System Operator (TSO): An LSPG transmission system operations employee who is NERC certified and authorized to perform all actions of the transmission system operator position.

4.0 Responsibilities and Assignments

In the event of a system incident or disturbance, as described by NERC and the Department of Energy (DOE), LSPG shall provide required reports to the applicable ISO/RTO, DOE, and NERC as necessary. LSPG will respond to all reports by personnel in order to swiftly and accurately perform reporting as required by this procedure and applicable regulations. LSPG shall report events by the later of 24 hours of recognition of meeting an event type threshold for reporting or by the end of the next business day (4 p.m. local time) to NERC and/or the DOE as applicable. LSPG reports required for EOP-004 shall also be provided to the applicable ISO/RTO six hours prior to the 24-hour submittal deadline to allow time for reporting collaboration efforts and for those entities to meet their own reporting requirements. LSPG will follow the guidelines in Attachment A for reporting events and possible events and will use the EOP-004 Event Reporting Form (or DOE-OE-417).[EOP-004 R2]

All LSPG TSOs and field personnel serve as First Responders for this procedure. LSPG is obligated to report a suspected or actual event or activity that could threaten any personnel or facility, including control centers, substations, repeater stations, maintenance facilities, and offices. In addition, LSPG field personnel should provide key information to LSPG's TSO and the Director of Transmission Systems Operations to allow for timely and accurate reporting of possible or confirmed events or subversive activities. Contact binders located at each TSO's workstation contain necessary contact information for reporting events.

4.1 First Responder Actions

Suspicious actions, objects, or activities are indications of possible subversive intent. It is just as important to report these items, as it is a possible or actual event. The person who discovers a possible or actual event (First Responder) should take the following actions upon discovery if their personal safety is not at risk:

Actions Upon Discovery of a Possible or Actual Event (First Responder)

1. Make sure the scene is safe for you, co-workers, rescuers and the public. Members of the public that appear to present a threat to a facility or employee will not be approached or confronted under any circumstances.
2. Make a clear and accurate report to LSPG's TSO, Director of Transmission Systems Operations, and the Vice President of Operations and Maintenance or designee, see Attachment C for phone numbers. Provide your name, location, and contact information (as necessary).
3. Stay calm and immediately report all the following:
 - a) All suspicious persons.
 - b) All suspicious objects.
 - c) All suspicious activities or unusual or questionable circumstances.
4. Describe the possible event. Be as specific as possible.
5. If applicable notify local law enforcement and emergency services, see Attachment C for contact numbers.
6. Remain in contact with LSPG's TSO and the Director of Transmission Systems Operations or designee until released. Additional information may be requested or further questions asked by law enforcement.
7. Record by photographs, drawings, or notes any information about your surroundings including descriptions of vehicles, people, or any abnormal sights, odors or noises.

8. Secure the scene and only allow LSPG personnel and authorized authorities to enter. Do not talk with or discuss the event with news media, or anyone other than LSPG's TSO and the Director of Transmission Systems Operations or designee and/or law enforcement.

If personal safety is at risk, retreat to a safe area and contact LSPG's TSO and the Director of Transmission Systems Operations or designee as soon as possible. Secure the scene as best as possible and keep the public away from the danger. Evacuate the area as necessary.

4.2 TSO Actions

TSO reporting requirements are as follows:

1. TSO is responsible for notifying the Director of Transmission Systems Operations or designee and disseminating the key information as needed.
2. TSO is responsible for notifying appropriate parties in the interconnection. Notification includes the following entities:
 - a. TSO shall notify neighboring utilities as applicable.
 - b. TSO shall notify the applicable Reliability Coordinator:
 - i. ERCOT: notify Shift Supervisor
 - ii. PJM: notify PJM real-time operations
 - iii. NYISO: notify NYISO real-time operations
 - iv. CAISO: notify Manager of real-time operations

TSO actions to be taken per Reportable Event Type:

4.2.1 Damage or Destruction of a Facility

1. TSO shall take all actions necessary to maintain the reliability of the BES upon discovery or being notified that a facility within the LSPG transmission operating area has been damaged or destroyed by human or suspected human interaction.
2. TSO shall notify local law enforcement, See Attachment C for contact numbers. TSO shall make notifications and take actions as stated in section 4.2

4.2.2 Physical Threats to Facilities or Control Centers

1. TSO shall notify all LSPG personnel of the threat and evacuate the facility or control center which has the potential to degrade the normal operations, and report suspicious devices and activities.
2. TSO shall notify Reliability Coordinator(s) and neighboring TOs of threat.
3. TSO shall notify local law enforcement, See Attachment C for contact numbers.
4. If the Primary Control Center must be evacuated, the TSO shall implement the Loss of Primary Control Center Procedure.
5. Once the threat has been investigated, eliminated, or no longer valid, the TSO shall send out a notification to all personnel that the threatened facility can return to normal operation.

4.2.3 System-Wide Voltage reduction resulting from a BES Emergency

1. TSO shall implement the Voltage Control Procedure to maintain voltage within operating limits.
2. TSO shall make notifications and take actions as directed for system wide voltage reduction of 3% or more.

4.2.4 Firm load shedding resulting from a BES Emergency

1. LSPG does not serve firm load.
2. LSPG does not have any Nuclear Plant Interface requirements(NPIRs).

4.2.5 BES Emergency resulting in voltage deviation on a Facility

1. In the event of a BES Emergency, TSOs shall implement voltage controlling actions to return equipment voltages within limits.
2. If a voltage deviation occurs greater than 10% of nominal for more than 15 minutes, TSO shall make notifications and take actions as stated in section 4.2.

4.2.6 Uncontrolled loss of firm load resulting from a BES Emergency

1. LSPG does not serve firm load.

4.2.7 System Separation (Islanding)

1. LSPG cannot separate into an island.

4.2.8 Complete loss of off-site power to a nuclear generating plant

1. LSPG is not directly connected to a nuclear generator.

4.2.9 Transmission Loss of Three BES Facilities

1. In the event of an unexpected loss within its area, contrary to design, of three or more BES Facilities caused by a common disturbance, the TSO shall take the necessary action to maintain the system.
2. TSO shall implement the applicable outage coordination desk procedure.
3. TSO shall make any additional notifications and actions as stated in section 4.2.

4.2.10 Unplanned Evacuation of BES Control Center

1. TSO shall implement the Loss of Primary Control Center Procedure.
2. TSO shall make notifications and take actions as stated in section 4.2.
3. Once the threat has been investigated, eliminated, or no longer valid, the TSO shall send out a notification to all personnel that the threatened facility can return to normal operation.

4.2.11 Complete Loss of Monitoring, Control, and or Interpersonal Communications for 30 minutes or more.

1. TSO shall implement Loss of Communication section of the LSPG Communication and Coordination Procedure.
2. TSO shall dispatch personnel to substations as necessary to maintain the LSPG transmission system.
3. If the RTO or interconnecting TOs have monitoring capability of LSPGs facilities during the event, the TSO shall make contact and obtain operating reports every 30 minutes to maintain reliability.
4. Once monitoring, control and interpersonal communications are restored, the TSO shall notify the RTO and interconnected TOs.
5. TSO shall make notifications and take actions as stated in section 4.2.

4.3 LSPG Management Actions

LSPG Management reporting requirements are as follows:

LSPG Management Reporting Requirements

1. If applicable, notify Emergency Services including local law enforcement, see Attachment C for contact numbers.
2. LSPG Management will make initial notification and reporting, when appropriate, to the applicable RTO, Regional Entity, the North American Electric Reliability Corporation (NERC), and the Department of Energy (DOE). If a disturbance to the BES has occurred, complete the EOP- 004 Event Reporting Form (see Attachment D) and send to the following:
 - a. All Regions
 - i. DOE: <https://doe417.pnnl.gov/>

- ii. Reporting to NERC: Forms are sent to systemawareness@nerc.net
 - iii. Reporting to E-ISAC: operations@eisac.com
- b. ERCOT
 - i. Reporting to ERCOT: shiftsupervisors@ercot.com.
 - ii. Reporting to Texas RE: rapa@texasre.org
- c. PJM
 - i. Reporting to PJM: dispsup@pjm.com
 - ii. Reporting to Reliability First: disturbance@rfirst.org
- d. NYISO
 - i. Reporting to NYISO: reliability_compliance@nyiso.com
 - ii. Reporting to NPCC: Facsimile - (212) 302-2782
- e. CAISO
 - i. Reporting to CAISO: Operationscompliance@caiso.com
 - ii. Reporting to RC West:

RC West relies on BAs, TOPs and other entities within the RC area to provide relevant information specific to their area in order for RC West to submit a joint report for incidents that affect multiple entities. Entities should submit event reports to RC West via email to:

 - Real-time Reliability Coordination mailbox - CAISOReliabilityCoordination@caiso.com
 - Manager, Real-Time Operations mailbox - ISOManagersRealTimeOperations@caiso.com
 - iii. Reporting to WECC: Disturbancereports@wecc.org
- f. If it is reportable (based upon criteria in Attachment A), complete form OE-417 Schedule1 and submit the information to the DOE Operations Center within 60 minutes of the time of the incident.
 - i. Online: <https://doe417.pnnl.gov/>
 - ii. Email: doehgeoc@hq.doe.gov
 - iii. Facsimile: (202) 586-8485
 - iv. Phone: (202) 586-8100 (use if problems are experienced with the methods above)
- g. For CIP related reportable events, see Cyber Security Incident Response Plan.

4.4 NERC ERO Event Analysis Process

The ERO Event Analysis Process (EAP) is intended to be used as a guideline to promote a structured and consistent approach to performing event analyses in North America. The EAP outlines a process that will facilitate greater communication and information exchange between registered utilities, Regional Entities (RE), and NERC. ERO documents are located at: <https://www.nerc.com/pa/rrm/ea/Pages/EA-Program.aspx>

LSPG will participate in the event analysis to determine if there are lessons to be learned and shared with the industry. The analysis process involves identifying what happened, why it happened, and what can be done to prevent reoccurrence. Identification of the sequence of events answers the “what happened” question and determination of the root cause of an event answers the “why” question. It also allows for events to have cause codes or characteristics and attributes assigned, which can then be used by the Event Analysis Subcommittee (EAS) to identify trends. Trends may identify the need to take action, such as a NERC Alert, or may support changes to Reliability Standards.

Process Overview:

1. LSPG Management assesses an event, determines the event category, and notifies the RE.
2. A planning meeting or coordination call (NERC Event Analysis Appendix B) may be held between the registered entity and the RE when possible.
3. LSPG Management entity submits a Brief Report (NERC Event Analysis Appendix C) to the RE.
4. LSPG Management submits an Event Analysis Report (NERC Event Analysis Appendix D) to the RE, if needed.
5. Lessons learned (NERC Event Analysis Appendix E) are developed and shared with industry as appropriate.
6. The Analysis Process is closed.

5.0 Training

LSPG shall review and provide training on this procedure on an annual basis to all TSOs and operations field personnel. LSPG personnel will also receive training on the roles and responsibilities associated with this procedure.

6.0 Record Retention

LSPG transmission system operations personnel will retain:

- The following evidence of compliance since the last audit:
 - Evidence of reporting an event, copy of the completed EOP-004 Event Reporting Form or a DOE-OE-417 form; and evidence of submittal (e.g., operator log or other operating documentation, voice recording, electronic mail message, or confirmation of facsimile) demonstrating the event report was submitted by the later of 24 hours of recognition of meeting the threshold for reporting or by the end of the next business day (which is recognized to be 4 PM local time) for NERC Reliability Standard EOP-004-4 R2 and M2.
- If LSPG is found non-compliant, LSPG will keep information related to the noncompliance until mitigation is complete and approved or for the retention period specified above, whichever is longer.
- LSPG transmission system operations management will validate all contact information contained in the contacts binder located in the primary and backup control centers each calendar year.

7.0 Compliance

NERC Standard EOP-004	Effective Date – 4/1/2019
Requirement	Section
R1	4.0
R2	4.0, Attachment A

8.0 References

NERC Reliability Standard EOP-004-4, Event Reporting
PJM M-13 Emergency Operations, Section 6 - Reporting Emergencies
ERCOT Nodal Operating Guides Section 3.2.3: Regulatory Required Incident and Disturbance Reports
ERCOT Nodal Operating Guides Section 3.8: Requirements for Reporting Sabotage Information
Attachment "A" - Reportable Events

Attachment “B” – Reporting Process
Attachment “C” –Event Reporting Contact List
LSPG Cyber Security Incident Response Plan
LSPG Loss of Primary Control Center Plan
LSPGs Communication Procedure, section 4.4 - Loss of Telecommunications
NYISO Manual 15 Emergency Operations Manual
CAISO Operating Procedure 4110A
CAISO RC West Operating Procedure RC0130
CAISO RC West Operating Procedure RC0420
NERC ERO Event Analysis Process

Attachment A, Reportable Events

NOTE: Under certain adverse conditions (e.g., severe weather, multiple events) it may not be possible to report the damage caused by an event and issue a written Event Report within the timing in the standard. In such cases, the affected Responsible Entity shall notify parties per EOP-004-4 Requirement R2 [EOP-004-4 R2] and provide as much information as is available at the time of the notification. Submit reports to the ERO via one of the following: e-mail: systemawareness@nerc.net, Facsimile 404-446-9770 or Voice: 404- 446-9780, select Option 1.

Submit EOP-004 Event Reporting Form V1.4 pursuant to Requirements R1 and R2.

Event Type	Entity with Reporting Responsibility	Threshold for Reporting	Deadline to submit the report to regulatory organizations	Applicability to LSPG Entities
Damage or destruction of a Facility (#1 or #15 of OE-417)	RC, BA, TOP	Damage or destruction of a Facility within its Reliability Coordinator Area, Balancing Authority Area or Transmission Operator Area that results in action(s) to avoid a BES Emergency.	Later of 24hrs or 4pm the next business day per EOP-004. 1hr or 24hrs per OE-417 (criteria dependent). 72hrs for final OE-417	Yes see section 4.2.1. SRE and LSPGNY is not registered as the TOP however SRE and LSPGNY have requirements to report to the RTO.
Damage or destruction of its Facility (#1 or #16 of OE-417)	BA, TO, TOP, GO, GOP, DP	Damage or destruction of its Facility that results from actual or suspected intentional human action. It is not necessary to report theft unless it degrades normal operation of its Facility.	Later of 24hrs or 4pm the next business day EOP-004 1hr or 6hrs per OE-417 (criteria dependent). 72hrs for final OE-417	Yes see section 4.2.1.

Event Type	Entity with Reporting Responsibility	Threshold for Reporting	Deadline to submit the report to regulatory organizations	Applicability to LSPG Entities
Physical threats to its Facility (OE-417 #17)	BA, TO, TOP, GO, GOP, DP	Physical threat to its Facility excluding weather or natural disaster related threats, which has the potential to degrade the normal operation of the Facility. OR Suspicious device or activity at its Facility.	Later of 24hrs or 4pm the next business day per EOP-004 and OE-417	See section 4.2.2
Physical threats to its BES control center (OE-417 #18)	RC, BA, TOP	Physical threat to its BES control center, excluding weather or natural disaster related threats, which has the potential to degrade the normal operation of the control center. OR Suspicious device or activity at its BES control center.	Later of 24hrs or 4pm the next business day per EOP-004 and OE-417	See section 4.2.2.

Event Type	Entity with Reporting Responsibility	Threshold for Reporting	Deadline to submit the report to regulatory organizations	Applicability to LSPG Entities
Public Appeal for load reduction resulting from a BES Emergency (OE-417 #9)	BA	Public appeal for load reduction to maintain continuity of the BES.	Later of 24hrs or 4pm the next business day per EOP-004 1hr per OE-417. 72hrs for final OE-417	LSPG is not registered as a BA
System-wide voltage reduction resulting from a BES Emergency (OE-417 #8)	TOP	System wide voltage reduction of 3% or more.	Later of 24hrs or 4pm the next business day per EOP-004 1hr per OE-417. 72hrs for final OE-417	CTT will report as described in this procedure (see section 4.2.3), SRE will follow the PJM TO/TOP matrix for reporting SRE and LSPGNY are not registered as the TOP.
Firm load shedding resulting from a BES Emergency (OE-417 #7)	Initiating RC, BA, or TOP	Firm load shedding \geq 100 MW (manual or automatic).	Later of 24hrs or 4pm the next business day per EOP-004 1hr per OE-417. 72hrs for final OE-417	N/A, CTT, SRE, LSPGC and LSPGNY have no load. SRE and LSPGNY are not registered as the TOP.
BES Emergency resulting in voltage deviation on a Facility (OE-417 #19)	TOP	A voltage deviation of \geq 10% of nominal voltage sustained for \geq 15 continuous minutes.	Later of 24hrs or 4pm the next business day per EOP-004 and OE-417	CTT & LSPGC will report as described in this procedure (See section 4.2.5), SRE and LSPGNY are not registered as the TOP.

Event Type	Entity with Reporting Responsibility	Threshold for Reporting	Deadline to submit the report to regulatory organizations	Applicability to LSPG Entities
Uncontrolled loss of firm load resulting from a BES Emergency (OE-417 #10 and #20)	BA, TOP, DP	Uncontrolled loss of firm load for ≥ 15 minutes from a single incident: $\geq 3,00\text{MW}$ for entities with previous year's peak demand $\geq 3,000\text{ MW}$ OR $\geq 200\text{ MW}$ for all other entities	Later of 24hrs or 4pm the next business day per EOP-004 1hr or 24 hrs. per OE-417 (criteria dependent). 72 hrs for final OE-417	N/A, CTT, SRE, LSPGC and LSPGNY have no load. SRE and LSPGNY are not registered as the TOP.
System separation (islanding) (OE-417 #5)	RC, BA, TOP	Each separation resulting in an island $\geq 100\text{ MW}$	Later of 24hrs or 4pm the next business day per EOP-004 1hr per OE-417. 72hrs for final OE-417	N/A, CTT, SRE, LSPGC and LSPGNY cannot separate into an island. SRE and LSPGNY are not registered as the TOP.
Generation loss (OE417 #21)	BA	Total generation loss, within one minute, of: $\geq 2,000\text{ MW}$ in the Eastern, Western or Quebec Interconnection OR $\geq 1,400\text{ MW}$ in the PJM Interconnection	Later of 24hrs or 4pm the next business day per EOP-004 1hr per OE-417. 72hrs for final OE-417	LSPG is not registered as a BA.

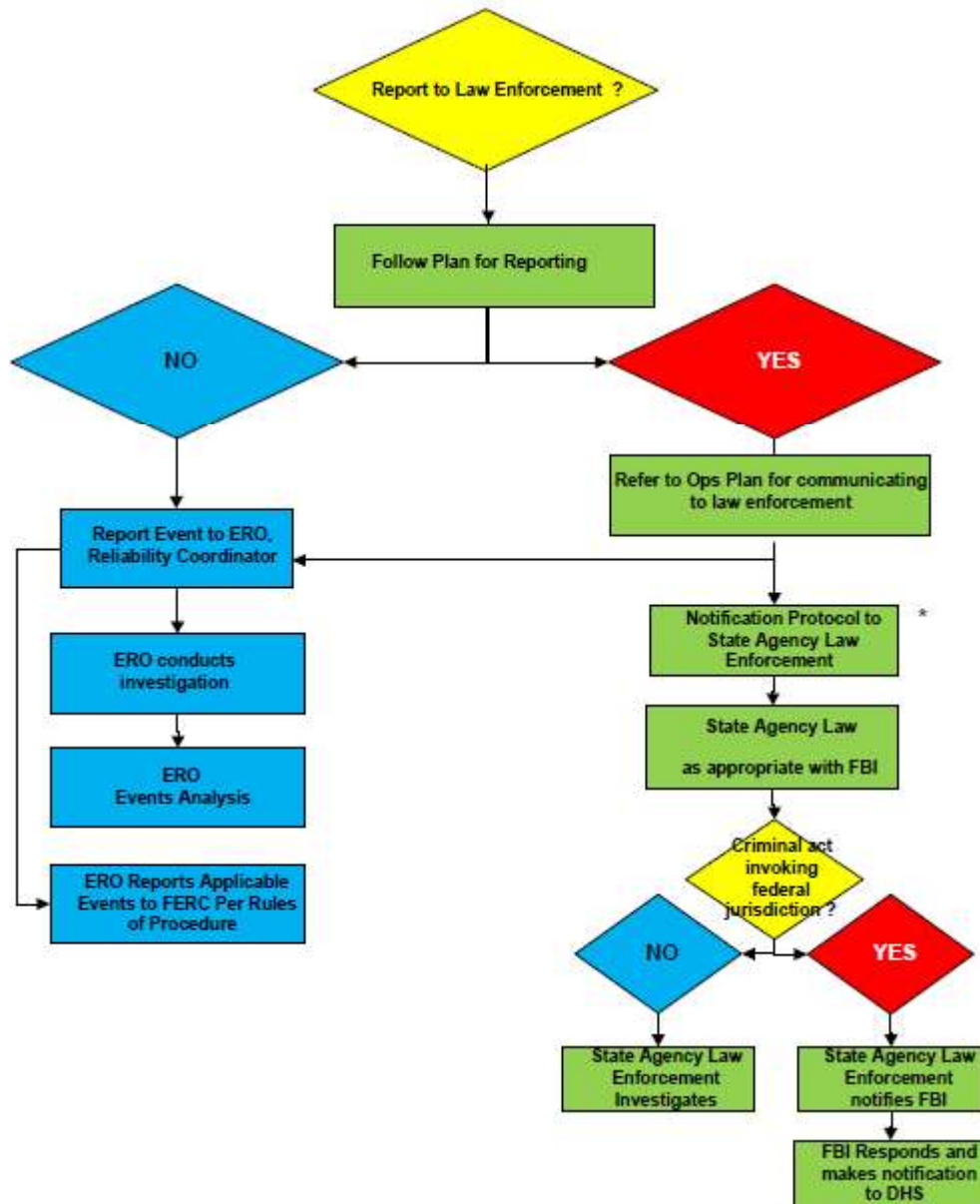
Event Type	Entity with Reporting Responsibility	Threshold for Reporting	Deadline to submit the report to regulatory organizations	Applicability to LSPG Entities
Complete loss of off-site power to a nuclear generating plant (grid supply) (OE-417 #22)	TO, TOP	Complete loss of off-site power (LOOP) affecting a nuclear generating station per the Nuclear Plant Interface Requirements	Later of 24hrs or 4pm the next business day per EOP-004 and OE-417	N/A - CTT, SRE, LSPGC and LSPGNY have no connected nuclear generation
Transmission loss (OE-417 #23)	TOP	Unexpected loss within its area, contrary to design, of three or more BES Facilities caused by a common disturbance (excluding successful automatic reclosing).	Later of 24hrs or 4pm the next business day per EOP-004 and OE-417	CTT only (See section 4.2.9). SRE and LSPGNY are not registered as the TOP. N/A SRE & LSPGC do not have three Facilities as defined by the NERC glossary of terms.
Unplanned BES control center evacuation (OE-417 #24)	RC, BA, TOP	Unplanned evacuation from its BES control center facility for 30 continuous minutes or more.	Later of 24hrs or 4pm the next business day per EOP-004 and OE-417	CTT & LSPGC (See section 4.2.10), SRE will follow the PJM TO/TOP matrix for reporting, SRE and LSPGNY are not registered as the TOP.

Event Type	Entity with Reporting Responsibility	Threshold for Reporting	Deadline to submit the report to regulatory organizations	Applicability to LSPG Entities
Complete loss of Interpersonal Communication and Alternative Interpersonal Communication capability at its staffed BES control center (OE-417 #25)	RC, BA, TOP	Complete loss of Interpersonal Communication and Alternative Interpersonal Communication capability affecting its staffed BES control center for 30 continuous minutes or more.	Later of 24hrs or 4pm the next business day per EOP-004 and OE-417	CTT & LSPGC (See section 4.2.11), SRE will follow the PJM TO/TOP matrix for reporting, SRE and LSPGNY are not registered as the TOP. SRE (See section 4.2.11)
Complete loss of monitoring or control capability at its staffed BES control center (OE-417 #26)	RC, BA, TOP	Complete loss of monitoring or control capability at its staffed BES control center for 30 continuous minutes or more.	Later of 24hrs or 4pm the next business day per EOP-004 and OE-417	CTT & LSPGC (See section 4.2.11), SRE will follow the PJM TO/TOP matrix for reporting, SRE and LSPGNY are not registered as the TOP. SRE (See section 4.2.11)
OE-417 #3	Electric Utilities that operate as Control Area Operators and/or Reliability Authorities	Cyber event that is not a Reportable Cyber Security Incident that causes interruptions of electrical system operations	1hr per OE-417. 72hrs for final OE-417	N/A - CTT, SRE, LSPGC and LSPGNY are not a Control Area or Reliability Authority Operator.
OE-417 #4	Electric Utilities that operate as Control Area Operators and/or Reliability Authorities	Complete operational failure or shut-down of the transmission and/ or distribution electrical system	1hr per OE-417. 72hrs for final OE-417	N/A - CTT, SRE, LSPGC and LSPGNY are not a Control Area or Reliability Authority Operator.

Event Type	Entity with Reporting Responsibility	Threshold for Reporting	Deadline to submit the report to regulatory organizations	Applicability to LSPG Entities
OE-417 #11	Electric Utilities that operate as Control Area Operators and/or Reliability Authorities	Cyber event that could potentially impact electric power system adequacy or reliability	6hr per OE-417. 72hrs for final OE-417	N/A - CTT, SRE, LSPGC and LSPGNY are not aControl Area or Reliability Authority Operator.
OE-417 #12	Electric Utilities that operate as Control Area Operators and/or Reliability Authorities	Loss of electric service to more than 50,000 customers for 1 hour or more	6hr per OE-417. 72hrs for final OE-417	N/A - CTT, SRE, LSPGC and LSPGNY are not aControl Area or Reliability Authority Operator.

Example of Reporting Process including Law Enforcement

LSPG Experiencing An Event in Attachment A



Attachment C, Contact List

LSPG Management

The following internal contacts are in order that they should be notified of an event or potential event.

Director, Transmission Systems Operations

Cody Schwertner Phone: 737-385-0519

Cell: 512-808-7880

Vice President – Operations & Maintenance

Eric Schroeder Phone: 806-513-6010

Cell: 806-204-0071

Chief Operating Officer, LS Power Grid Operations

Cameron Fredkin Phone: 636-534-3217

Cell: 636-489-8892

LSPGTX Operations Control Center Location

LSPGTX Primary Control Center	1122 S. Capitol of Texas Hwy, Ste. 100, Austin, TX 78746 CTT: 737-385-0500 SRE: 737-385-0501 LSPGC: 737-385-0502
Austin Police Dept.	512-974-5000
Austin Fire Dept.	512-974-0130
LSPGTX Backup Control Center	4616 W. Howard Lane, Bldg. 9, Ste. 980, Austin, TX 78728 CTT: 737-385-0500 SRE: 737-385-0501 LSPGC: 737-385-0502
Austin Police Dept.	512-974-5000
Austin Fire Dept.	512-974-0130

SRE Emergency Contacts per Location

Silver Run Substation	485 Silver Run Rd., Middletown, DE 19701
New Castle County Sheriff Office	302-395-8454
Odessa Fire Company	302-378-8929
Christian Care Middletown Hospital	302-733-1000

CTT Emergency Contacts per Location

Allen Creek Substation	5893 County Road 9, Clarendon, TX 79226 806-423-1337
Donley County Sheriff Dept.	806-874-3533
Clarendon Volunteer Fire Dept.	806-874-3533
Associated Ambulance	806-874-2233
Cross Substation	308 Hwy 70, Turkey, TX 79261 806-423-1337
Hall County Sheriff Dept.	806-259-2151
Turkey Fire Department	806-423-1212
Ambulance (Hall County EMS)	806-259-5059
Gray Substation	7491 Co. Road 17, Lefors, TX 79405 806-423-1337
Gray County Sheriff Dept.	806-669-8022
Police	806-669-5700
Texas DPS Office	806-665-7168
Fire Department	806-669-5800
Ambulance (Pampa EMS)	806-669-1447
Gray Repeater	5102 Co. Road 150, Shamrock, TX 79079 TBD
Wheeler County Sheriff Dept.	806-826-5537
Shamrock Police	806-256-2136
Fire Department (Shamrock)	806-256-2136
Ambulance (Shamrock)	806-256-2136
Railhead Substation	2695 County Road 15, White Deer, TX 79097 806-423-1337
Carson County Police	806-883-3951
Carson County Sheriff Dept.	806-537-3511
White Deer Vol. Fire Dept.	806-883-2023
Ambulance (Pampa EMS)	806-669-1447

LSPGC Emergency Contacts per Location

Orchard	18744 W Jayne Ave, Coalinga, CA 93210
Fresno County Law Enforcement.	559-600-3111
Fire (CAL Fire)	559-294-2009
Medical (EMS)	559-600-7800
Fern Road	12341 Fern Road, Whitmore, CA 96096
Shasta County Sheriff Dept.	530-245-6000
Fire Department (Shasta County)	530-472-3227
Medical (EMS)	530-472-3227

LSPGNY Emergency Contacts per Location

Gordon Road Substation	600 Gordon Road, Schenectady, NY 12306
Rotterdam Police	518-630-0911
Rotterdam Fire Dist. #7	518-377-0939
Ambulance (Rotterdam EMS)	518-356-5609
Princetown Substation	588 Reynolds Road, Schenectady, NY, 12306
Emergency Service Dispatch	518-630-0911
Schenectady County Sheriff	518-388-4300
Plotterkill Fire	518-377-3111
LSPGNY Primary Control Center	13 Corporate Drive, Halfmoon, NY 12065 518-642-4800
Saratoga County Sheriff Dept.	518-885-6761
Clifton Park Fire Dept.	518-371-8400
LSPGNY Backup Control Center	13 Walker Way, Colonie, NY 12205 518-642-4800
Colonie Police Dept.	518-783-2744
Colonie Fire Co.	518-869-9306

Attachment D, EOP-004 – Event Reporting Form

EOP-004: Event Reporting Form

Use this form to report events. The Electric Reliability Organization will accept the DOE OE-417 form in lieu of this form if the entity is required to submit an OE-417 report. Submit reports to the ERO via one of the following: e-mail: systemawareness@nerc.net, Facsimile 404-446-9770 or voice: 404-446-9780, Option 1. Also submit to other applicable organizations per Requirement R1 "... (e.g., the Regional Entity, company personnel, the Responsible Entity's Reliability Coordinator, law enforcement, or Applicable Governmental Authority)."

Task	Comments
1. Entity filing the report include: Company name: Name of contact person: Email address of contact person: Telephone Number: Submitted by (name):	
2. Date and Time of recognized event. Date: (mm/dd/yyyy) Time: (hh:mm) Time/Zone:	
3. Did the event originate in your system?	Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown <input type="checkbox"/>
4. Event Identification and Description:	
(Check applicable box) <input type="checkbox"/> Damage or destruction of a Facility <input type="checkbox"/> Physical threat to its Facility <input type="checkbox"/> Physical threat to its BES Control Center <input type="checkbox"/> BES Emergency: <input type="checkbox"/> Firm load shedding <input type="checkbox"/> Public appeal for load reduction <input type="checkbox"/> System-wide voltage reduction <input type="checkbox"/> Voltage deviation on a Facility <input type="checkbox"/> Uncontrolled loss of firm load <input type="checkbox"/> System separation (islanding) <input type="checkbox"/> Generation loss <input type="checkbox"/> Complete loss of off-site power to a nuclear generating plan (grid supply) <input type="checkbox"/> Transmission loss <input type="checkbox"/> Unplanned evacuation of its BES control center <input type="checkbox"/> Complete loss of Interpersonal Communication and Alternative Interpersonal Communication capability at its staffed BES control center <input type="checkbox"/> Complete loss of monitoring or control capability at its staffed BES control center	Written description (optional):