LUMA

Public Reporting

Public Reporting

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Public Reporting

1.0 Executive Summary

Adequate current public information and data concerning company operations must be available to the regulatory body and to the public. The Public Reporting procedure outlines the requirements for Public Reports and provides guidance concerning report communication. It recommends what to report, how to report, where to report, when to report, and how often.

This procedure will help ensure compliance with regulatory requirements concerning the management of the electric power grid and the operations of electric power transmission and distribution, the law, and the Puerto Rico Energy Bureau (PREB).

2.0 Objectives/Scope/Roles

2.1 Objectives

This procedure will:

- Guide the LUMA Electric System Operation Division team to comply with Act 57, section 6.3q
- Identify the reports to be published for the regulatory body and the public.
- Describe the contents of the reports.
- Establish the frequency for publishing the reports.
- Recommend additional reports and / or metrics to publish for future reporting.

Public Reporting

2.2 Scope

This procedure describes the public reporting obligations of the System Operations Energy Control Center, which are categorized as follows:

- Website Public Reports.
- Scheduled Public Reports.
- Reportable Incident Public Reports.
- Emergency Situation Public Reports.

2.3 Roles and Responsibilities

The following persons are responsible for the information collection, editing and publishing of Public Reports:

2.3.1 Director System Operations (DSO)

- Is accountable for the Transmission Operations Center (TOC) and is responsible for the review and approval of Public Reports.
- Organizes the supporting roles described below for the efficient collection, aggregation, analysis, and presentation of the data required for Public Reports.

2.3.2 Manager, Control Center Operations (MCCO)

- Is responsible for the TOC and oversight of all operators.
- Reviews Public Reports and submits to the DSO for approval.
- Coordinates team efforts in the collection of data and the edition of Public Reports.

2.3.3 Manager, Control System Support

Is responsible for the collection, aggregation, and draft of Public Reports.

2.3.4 Lead Engineer Energy Balancing

Is responsible for the collection of data that flows through the SCADA system in the ECC and for the data exported to create the Public Reports.

2.3.5 LUMA Website Manager

Is responsible for the online publishing of Public Reports.

3.0 Procedure

Specific procedures are defined for the following Public Reports:

- Website Public Reports.
- Scheduled Public Reports.
- Reportable Incident Public Reports.
- Emergency Situation Public Reports.

3.1 Website Public Reports

Section 3 of Act 57-2014 amended Act 83 requires LUMA to publish a breakdown of the daily electricity demand projected. In compliance with this requirement, the Director System Operations will direct activities for collecting and providing the following information to the LUMA Website Manager for publication:

- A running list of the years' Daily Peak Demand updated daily with the last full day's information.
- A running list of the year's Daily Generation by generator in megawatts (MW).
- A running list of the years' Daily Generation by fuel type (Solar, Wind, Storage, Diesel, Coal, LNG, and others as applicable).
- The monthly Demand Forecast for the year in progress and the daily demand forecast for the current week in MW.

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3.2 Scheduled Public Reports

Annually, on or before February 15th, the DSO **shall** direct the coordination, collection, compilation, and make available to the Public via the LUMA website, an Annual Report that includes the following:

- Installed Generation Capacity in MW as of January 1st of the current year.
- A detail of the above-mentioned Generation Capacity in MW by Fuel Type.
- A Forecast of the monthly Peak Load in MW of the current year.
- The total energy (in kWh) dispatched in the previous calendar year.
- The measure (in miles) of the Transmission Lines managed by System Operations.
- The established policy for the current year on the following reserve levels:
  - Spinning Reserves.
  - Control Reserves.
  - Fast Start Reserves.
- The number of days (at least one occurrence) of non-compliance with the Policy on Reserves:
  - Spinning Reserves.
  - Control Reserves.
  - Fast Start Reserves.
  - Contingent Reserves.
- The number of days in which a Load Shedding event occurred either automatically or manually.
- The number and average duration of Planned Transmission Line outages.
- The Monthly Peak Load Forecast for the current year.
- A comparison of the Monthly Load Forecast for the current year and the previous year.
- The number and average duration of Forced Transmission Outages.

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As applicable, the methodology for data collection, the information source(s) and the tabulation of numeric data for all Public Reports and associated data is published in the report appendix. The appendix also describes changes in methodology and provides a comparison between the old and revised methodologies. The DSO oversees this effort.

3.3 Reportable Incident Public Reports

- The DSO ensures that the public is informed of planned scheduled outages affecting ratepayers.
- The DSO communicates the Outage to the LUMA Customer Experience and Corporate Communications Manager 48 hours in advance of the Outage.
- The DSO directs the LUMA Website Manager to update the public communication if the outage is rescheduled or canceled.
- The Outage communication indicates:
  - The distribution area affected by the outage.
  - The day and time of the outage commencement
  - The expected duration of the outage
- The DSO directs the MCCO to maintain a log of outages to include the total number of outages and a summary of the outage hours by type (forced outage and planned outage). See Scheduled Public Reports, section 3.2 above.

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3.4 Emergency Public Reports

- As established in the LUMA Emergency Response Plan, the DSO reports Emergency Situations to the Liaison Officer and provides situational reports as requested by the Incident Commander.
- Reporting requirements during Emergency Situations may be superseded on a case-by-case basis during the incident, as directed by the Liaison Officer and the Incident Commander.
- The Liaison Officer may present reports in accordance with the Emergency Response Plan and its execution.

Appendix A: Glossary

Term	Definition
Act 57	On May 27, 2014, the Governor of Puerto Rico signed into law, Act No. 57 of 2014, known as the Transformation and Energy Relief Act (the "Energy Reform Act" or the "Act"). The Act transforms the regulatory framework of the electric system and energy industry by encouraging a more efficient energy system and the establishment and maintenance of fair and reasonable electricity costs.
Contingent Reserve	The generation capacity that is available but not online. Contingent Reserve is used to relieve Spinning Reserve in the event of a loss of the largest online generating unit. Contingent Reserve is also used to relieve Fast Start Reserve.
Controlled Reserve	The online generation capacity that is devoted to providing the fast up and down balancing service controlled by the Automatic Generator Control (AGC). In this capacity, this generation is capable to increase output in response to a decline in frequency and decrease output in response to an increase in system frequency.
Daily Peak Demand	The maximum integrated generation in MW that was delivered on each day.
Daily Generation	The sum of MW delivered in one day.
Load Forecast	The prognostication produced by the System Operations department for the expected load during a period.
Emergency Response Plan	The System Operations plan within the broader LUMA Emergency Response Plan.
Fast-Start Reserves	The generating units available to be placed online within 10 minutes. They are gas-fired turbine peaking units, currently ranging in capacity from 16MW to 77MW.
Forced Transmission Outages	A transmission asset outage that is required due to an event that makes a maintenance instance necessary as soon as possible.
Future Operating reserves	The generation needed as capable of supplying future Operating Reserve function capabilities, as identified by the Resource Adequacy Assessment Procedure.

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Term	Definition
Generation Capacity	Generic term for an asset's attributes. Such attributes can be items such as: generation in MW, generation in MVAR, black start possibility, etc.
Load Shedding	The deliberate shutdown of electric power in part of a power-distribution system to prevent the failure of the entire system when the demand strains the capacity of the system.
LUMA Emergency Response Plan	The plan that provides for the Company's response, immediate recovery, and restoration operations to emergency events efficiently and effectively. The goals of the plan are to: 1) protect lives, public health, safety, and property, and 2) restore essential services, and 3) to enable and assist with economic recovery.
Monthly Load Forecast	The prognostication produced by the System Operations department for the expected demand during a period.
Operating Reserve	The combination of Spinning Reserves, Controlled Reserves and Fast Start Reserves. All Operating Reserves are fully responsive within 10 minutes.
Peak Load	The highest amount of electric demand required of the electric system during a defined period expressed in MW.
Planned Transmission Line Outages	Outages for 38kv, 115 kv, or 230 kv that have been planned according to the Transmission Operations procedure.
Policy on Reserves	The settings defined by the System operations Director establishing safe levels of reserves of all types, ie spinning, control, fast start, etc.
Public Reports	Definition Information and data concerning company operations that is made available to the regulatory body and to the public.
SCADA	An acronym for Supervisory Control and Data Acquisition. A computer system that gathers and analyzes real time data, the LUMA SCADA system is used by the System Operator to monitor and control the Operating System, including Interconnected Generating Units, Transmission Lines and Substations.
Spinning Reserves	A generation load that is online, begins responding immediately, and is fully responsive within 10 minutes.

Appendix B: Procedure Cross-Reference Matrix

Procedure Reference Matrix, Part 1 of 2	Short Term Load Forecasting	New Facility Interconnection	Resource Adequacy Planning	Interconnected Facility Retirements	Legacy T&G Demarcation	Black Start	Telemetry	Cybersecurity	Root Cause Analysis & Corrective Actions	Public Reporting	Performance Reporting	Stakeholder Management	Policy on Reserves
Short Term Load Forecasting													
New Facility Interconnection													
Resource Adequacy Planning													
Interconnected Facility Retirements													
Legacy T&G Demarcation													
Interconnected Facilities Capabilities													
Black Start													
Telemetry													
Cybersecurity													
Root Cause Analysis and Corrective Actions													
Public Reporting	X												X
Performance Reporting													
Stakeholder Management													
Policy on Reserves													
Reducing Risk Exposure to Contingencies													
Critical Loads													
Load Shedding													
Contingency & Operating Limits Response													
Energy Dispatch, Scheduling & Merit Order													
Transmission Operations													
Plant Level Communications													
Balancing Frequency & Voltage													
Demand-Side Resources													
System Operator Training													
Scheduling Planned T&G Outages													
Forced Outage													
Outage Execution and Closeout													
Emergency Response Execution													
Emergency Response Drills													

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Procedure Reference Matrix, Part 2 of 2	Reducing Risk Exposure to Contingencies	Critical Loads	Load Shedding	Contingency & System Operating Limits Response	Energy Dispatch, Shedding & Merit Order	Transmission Operations	Plant Level Communications	Balancing Frequency & Voltage	Demand Side Resources (NWA)	System Operator Training	Scheduling Planned T&G Outages	Forced Outage	Outage Execution & Closeout	Emergency Response Execution	Emergency Response Drills
Short Term Load Forecasting															
New Facility Interconnection															
Resource Adequacy Planning															
Interconnected Facility Retirements															
Legacy T&G Demarcation															
Interconnected Facilities Capabilities															
Black Start															
Telemetry															
Cybersecurity															
Root Cause Analysis and Corrective Actions															
Public Reporting			X		X							X			
Performance Reporting															
Stakeholder Management															
Policy on Reserves															
Reducing Risk Exposure to Contingencies															
Critical Loads															
Load Shedding															
Contingency & Operating Limits Response															
Energy Dispatch, Scheduling & Merit Order															
Transmission Operations															
Plant Level Communications															
Balancing Frequency & Voltage															
Demand-Side Resources															
System Operator Training															
Scheduling Planned T&G Outages															
Forced Outage															
Outage Execution and Closeout															
Emergency Response Execution															