

Summary of M-03A Rev 12 Changes

Diane Lake

Analyst, Model Management Department

SOS

August 2016

Overview of Changes:

- Section 2.2: Reference added for new Appendix E: Checklist For New Equipment Energization Process.
- Appendix E: New appendix added for Checklist For New Equipment Energization Process.
- New Exhibit E1: Checklist For New Equipment Energization Process
- Appendix F: Previously Appendix E, Acronyms & Descriptions, now Appendix F.
- Section 4.4: Reference added to Manual 01 for tie line reference and requirements; text updated for accuracy.

Appendix

- Information on PJM requirements for Transmission Owners throughout the process of getting new facilities modeled and energized is located in several different manuals.
- The entire process passes through several divisions/departments at PJM
- PJM is currently reviewing internal processes related to baseline/RTEP and supplemental transmission upgrades in an effort to close gaps and promote clarity
- As a result of the review, a cross-divisional, high level 'checklist' has been created for use by the Transmission owners as a guideline for what is required by PJM throughout the baseline/supplemental transmission upgrade process from inception to energization

- Guide ensuring all PJM related requirements related to model update process (from planning to energization) met
- Includes manual references

Appendix E: Checklist For New Equipment Energization Process

The following checklist has been created for use by Transmission Owners as a guideline for what is required by PJM throughout the baseline/supplemental transmission upgrade process from inception to energization.

Project Phase ¹	Task	Delivery	Timeframe	PJM Manual Reference	PJM Contact Department	Comments	Online Training link
P	Submit minimum required rating (lines and xfms) – not required for supplemental projects	Email to contact	Before Project Approval	M-14B	Transmission Planning		
P	Submit planning model parameters	IDEV/Project File	Before Project Approval	M-14B	Transmission Planning		
P	Submit planning contingency changes	CON File	Before Project Approval	M-14B	Transmission Planning		
P	Submit breaker diagrams	Email to contact	Before Project Approval	M-14B	Transmission Planning		
P	Project Description/Cost/Time Estimate	Email to contact	Before Project Approval	M-14B	Transmission Planning		
EP	Construction Schedule/Project Sequence	Email to contact	6-8 months prior to UC phase	M-14C	Infrastructure Coordination		
EP	Submit projected outage timeframes	Email to contact	6-8 months prior to UC phase	M-14C	Infrastructure Coordination		
UC	Quarterly updates	Email to contact	Throughout UC phase	M-14C	Infrastructure Coordination		

- Checklist being added to manuals 3A, 14B & 14C
- Reviews to be conducted at DMS, SOS, OC, PC & MRC

Project Phase ¹	Task	Delivery	Timeframe	PJM Manual Reference	PJM Contact Department	Comments	Online Training link
EP/UC	Submit as built impedance and all other applicable equipment parameters (i.e. Tap Settings, Capacitor Size etc.)	eDART – Network Model Ticket	6-12 months prior to IS	M-03A; 3.2	Model Management		
EP/UC	Submit final In-Service Date	eDART – Network Model Ticket	6-12 months prior to IS	M-03A; 3.2	Model Management		
EP/UC	Submit target build date	eDART – Network Model Ticket	6-12 months prior to IS	M-03A; 3.2	Model Management		
EP/UC	Submit equipment names	eDART – Network Model Ticket	6-12 months prior to IS	M-03A; 3.2	Model Management		
EP/UC	Submit final one-line diagrams	eDART – Network Model Ticket	6-12 months prior to IS	M-03A; 3.2	Model Management		
EP/UC	Submit Transmission Outage Tickets	eDART	2-12 months prior to IS	M-03; 4.2	Transmission Operations		
EP/UC	Submit Ratings (Lines and Transformers)	eDART – TERM	No later than 2 weeks prior to IS	M-03A; 3.2	Real-Time Data Management TERMTickets@pjm.com		
EP/UC	Submit Telemetry	Email	No later than 2 weeks prior to IS	M-03A; 3.2	Real-Time Data Management PJMTelemetrySupport@pjm.com		
UC/IS	Notification of In-Service status	Email	Once facility is energized	M-14C	Infrastructure Coordination		

¹Key: P = Pending (or before Pending), EP = Engineering and Procurement, UC = Under Construction, IS = In-Service

Exhibit E1: Checklist For New Equipment Energization Process

Column Heading	Description
Project Phase	Each row of the checklist will be linked to one of the following Project Phases P = Pending (or before pending status) EP = Engineering and Procurement UC = Under Construction IS = In-Service
Task	What is needed from the Transmission Owner
Delivery	How the task information should be sent to PJM (i.e. – email, eDART etc.)

Column Heading	Description
Timeframe	the range of time during which the task must be completed
PJM Manual Reference	the associated manual where a detailed explanation of the task requirement can be found
PJM Contact Department	the department at PJM to contact/work with for the task
Online Training Link**	a link to the associated online training module explaining how to complete the task **training will be complete by end of Q3 2016 after which links will be added and updated version will be posted

The following required changes were made to Manual 3A Section 4.4: Tie Line Processing:

- Reference to PJM Manual 1 Control Center Requirements for all Tie Line references and metering requirements
- Change in timeline for reporting tie line changes (from 30-45 days to **60-90** days)
- Removal of internal PJM process steps