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TO: SERC Primary and Secondary Compliance Contacts

FROM: Tom Galloway

Thomas J. Galloway
2009.10.13 12:23:28
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DATE: October 13, 2009

RE: CIP-002 thru CIP-009, Updated Technical Feasibility Exception Form

The updated Technical Feasibility Exception (TFE) "Part A" form is now available on the SERC Portal for completing TFE requests, if required.

In order to complete the TFE form, your company Master Account Administrator (MAA) will need to either add contacts to complete and submit the form, or he or she can assign already allowed contacts the roles of a TFE Contributor or TFE Viewer. In addition, it is not necessary to assign the senior manager or delegate(s) responsible for approving a TFE as an Authorized Signatory for the submittal to SERC. Existing personnel currently assigned to that role (Authorized Signatory) can be used, unless your company requires a new person be added for TFE certification.

- **Applicability**: TFEs may be requested for the following requirements only:
  - CIP-005-1: R2.4, R2.6, R3.1 and R3.2
  - CIP-007-1: R2.3, R4, R5.3, R 5.3.1, R 5.3.2, R 5.3.3, R6 and R6.3

- **Grace Period for Submission of Interim TFEs** - SERC will provide a submission window for registered entities listed on Tables 1 and 2 of the implementation plan that had to be compliant with requirements for which TFEs can be taken as of July 1, 2009 and for Table 3 entities that will need to be compliant with those requirements on January 1, 2010. Such entities will have **until January 31, 2010** to certify and submit interim TFE requests in accordance with the NERC Compliance Process Bulletin 2009-007 provided as Attachment 1.

- **Post-Submission -** Once your TFE has been certified and submitted to SERC, compliance personnel will be in touch with you to answer any questions you may have about the process and update you on the status of the submission.

A SERC TFE Submittal Process training document is available on the SERC public website. This document provides instructions and screen shots on accessing and submitting the TFE request Part A form. Click the link below to access the document.

http://www.serc1.org/Application/DocumentFolderView.aspx?P=Training%20Documents

Should you have any questions please contact SERC via serccomply@serc1.org.