SERC

RELIABILITY REVIEW SUBCOMMITTEE

(RRS)

PROCEDURAL MANUAL

Revision History

Revision	Date	Comments
4	{INSERT APPROVAL DATE}	Revisions were made to the document to update it for post Delegation Agreement compliance activities as well as general changes over time. Document is issued as Revision # 4 and is the first version to go through the Standing Committee Document development process.

Responsible SERC Subgroup & Region Review Group

Reliability Review Subcommittee (RRS)

Review Requirements

This procedure will be reviewed every three years or as appropriate by the RRS for possible revision in accordance with the Standing Committee documents process.

Table of Contents

I. Introduction

The SERC Reliability Corporation (SERC) was created to augment bulk power reliability in the southeastern United States. In performing its reliability objectives, the SERC members exchange information with one another regarding the planning and operation of their systems. This ensures the continued reliability of the interconnected systems and facilitates periodic review of reliability-related activities within the region.

SERC membership is drawn from the systems that supply the power needs of geographic territory encompassed by SERC. SERC is currently divided into five diverse sub-regions. These sub-regions are Central, Delta, Gateway, Southeastern, and VACAR. Each sub-region is then comprised of individual companies in the footprint of the sub-region by which it is represented.

SERC is governed by an Executive Board of Directors. The SERC Engineering Committee (EC) was established to assist the SERC Executive Board in carrying out the purposes of the organization as they relate to the planning and engineering issues facing the members. Recognizing the need for a regional review of reliability matters on a continuing basis by knowledgeable individuals, the EC formed the Reliability Review Subcommittee (RRS). The RRS conducts seasonal and annual reliability assessments of the SERC region by reviewing the data and studies submitted by SERC member systems, and performing a myriad of related tasks in the assessment of the reliability of the interconnected bulk power system of the SERC region.

The SERC RRS conducts reviews of regional, sub-regional, and individual member system compliance assessments, assessment practices and procedures; assesses the adequacy and security of each of the SERC sub-regions; and reports its findings to the EC.

Occasionally, the EC requests that the RRS undertake special assignments to further EC objectives. Similarly, the RRS may self-initiate special assessments of the region as conditions warrant. RRS activities are covered by an EC-approved Scope document. The current, approved RRS Scope and a roster of RRS membership may be found on the SERC website. See Appendix A for a list of relevant web addresses.

The purpose of this document, the SERC Reliability Review Subcommittee Procedures, is to record the reliability assessment processes within SERC; and in particular, the data sources, timing, and analysis used by the RRS in conducting reliability assessments. In addition, this document defines certain expectations of the subcommittee members, provides for an administrative framework in which subcommittee business is performed, and describes processes by which some of the more salient objectives of the subcommittee are achieved.

II. Reference Documents

- NERC Reliability Standards (Current Versions)
- SERC Supplements (Current Versions)
- SERC Compliance Enforcement Plan (Current Version)
- SERC Compliance Planning Package (Current Version)
- NERC Reliability Assessment Procedures (February 1998)
- Instructions for Electronic Reporting of Regional Electricity Supply and Demand Projections (EIA-411)

- Eastern Interconnection Reliability Assessment Group (ERAG) Multi Regional Modeling Working Group(MMWG) Procedural Manual
- SERC EC Intra-Regional Long-Term Study Group Procedure Manual
- SERC EC Intra-Regional Near-Term Study Group Procedure Manual
- Organization and Procedures Manual for SERC Standing Committees (Current Version)
- SERC Data Release Guidelines

III. Reliability Review Subcommittee Administration

A. Membership

Membership on the RRS shall be comprised as follows:

- Sub-regional Representatives
  - One Full Member per sub-region
  - One Alternate Member per sub-region
- Members-at-Large
  - Three members at large, drawn from various sectors of the industry
- Liaisons
  - SERC Operating Committee (OC) Liaison
  - SERC Regional Studies Steering Committee (RSSC) Liaison
  - SERC Representative to the NERC Reliability Assessment Subcommittee (RAS)
- SERC Staff

Sub-regional representatives shall be appointed by the sub-regions themselves, in the manner defined by the sub-region itself. Members-at-large shall be appointed as described in the following subsection of this document. Sub-regional representatives and members-at-large are initially appointed for a two-year term. The SERC OC liaison member shall be appointed by the SERC OC. Current OC practice is for the Operations Planning Subcommittee (OPS) Vice-Chair to fill this position on the RRS. The NERC RAS representative shall be appointed to the RRS by virtue of appointment to the NERC RAS. The SERC Staff member shall be appointed to the RRS by a process defined by the SERC office.

Members-at-Large

The SERC EC approved a methodology by which the RRS may install members-at-large to their subcommittee in advance of formal approval and endorsement by the EC. The policy approved by the EC is worded as follows:

"*The RRS is responsible for reviewing and approving nominations for new at-large membership appointments. Upon approval of the nominee by the RRS, the RRS will notify the EC Executive Committee of the appointment to the RRS. The EC Executive Committee will ratify At-Large member appointments."*

This policy will allow the RRS to accept new member nominations from the industry sectors to which it wishes to provide representation, and allow it to do so in an expeditious manner in advance of formal approval by the EC. In carrying out this policy, the RRS will request pertinent biographical information from nominees in order to make well-informed decisions regarding endorsement.

OC Liaison

When naming the individual to fill this position, the SERC OC will consider the following:

Desired Qualifications:
- Operational experience on reliability issues
- Awareness of important SERC OC issues
- Knowledge of seasonal assessments/studies
- Day-to-day operational experience
- Contacts with appropriate personnel to fulfill responsibilities

Responsibilities:
- Provide operations input/insight for NERC RAS seasonal assessments
- Review assessments from an operational perspective
- Identify operational issues for inclusion in RRS annual report
- Respond to operational inquiries from NERC RAS
- Bring issues to the RRS from the SERC OC
- Convey issues from the RRS back to the SERC OC

Time commitment:
- Approximately 6-8 meetings per year (about half of the meetings are one day and the remainder are 2 days)
- Attendance at every meeting may not be required depending on the nature of the discussions
- Some additional work outside of scheduled meetings will be required for meeting preparation and completion of assignments

B. Participant Expectations

Meetings of the RRS (both in person and via teleconference) are held infrequently, and are held to conduct specific business. It is therefore expected that all RRS participants (members, alternate members, members at large, liaisons, SERC staff members) attend all RRS meetings fully cognizant of the meeting topics to be discussed (Reference section 4.1.5 of the SERC EC Handbook regarding subgroup membership participation). This will, at times, include the reading of meeting materials, preparation of discussion topics, synthesis of data, and submittal of written materials for inclusion in RRS publications and assessments.

Despite the best efforts of the subcommittee participants - in a collaborative process - to set meeting dates which are mutually acceptable among all RRS participants, it is inevitable that one or more of the RRS participants will be unable to attend a given meeting or function. However, absences should be kept to a minimum and sub-regional attendance should be managed to maximize representation from each of the sub-regions at all subcommittee meetings. A member and an alternate member typically represent sub-regions. This arrangement facilitates a more consistent sub-regional participation even when one of the two members (full or alternate) is unable to attend. Therefore, it is expected that both member and alternate member attend all meetings, so that both remain cognizant and fully aware of activities and previous discussions held within the subcommittee.

III. Relationships with Other SERC Groups

A. SERC Engineering Committee (EC)

The SERC EC promotes the reliability and adequacy of the bulk power supply within SERC, as related to the planning and engineering of electric systems, and provides a mechanism for coordination of activities in the areas of planning and engineering. The chair (or designee) of the SERC EC represents SERC on the NERC Planning Committee (PC).

The EC oversees the activities of the RRS. In that role, the EC receives the assessment reports prepared by the RRS, receives periodic status reports from the RRS, and provides guidance to the RRS. In addition, the EC may assign special duties to the RRS that further the EC's objectives.

B. SERC EC Engineering Compliance Advisory Group (ECAG)

The SERC EC Engineering Compliance Advisory Group (ECAG) is responsible for providing industry expert input and support for the SERC Compliance Program and procedures used to implement the NERC Compliance Monitoring and Enforcement Program. The RRS chair is a member of the ECAG to ensure coordination.

C. SERC EC Dynamics Review Subcommittee (DRS)

The SERC DRS advises the SERC EC concerning issues related to the dynamic performance and dynamic simulation of the power system. The DRS provides an annual assessment (based on existing studies) of the reliability of the SERC region from a dynamics perspective for inclusion in the annual report prepared by the RRS.

D. SERC EC Planning Standards Subcommittee (PSS)

The SERC PSS reviews NERC Standards Authorization Requests (SARs) and NERC Reliability Standards, develops comments on proposed changes to the NERC SARs and standards, and coordinates development and maintenance of SERC Regional Standards. This coordination includes working with various SERC subgroups, including the RRS.

E. SERC Data Coordinator Working Group

Each SERC member shall appoint a data coordinator to work with the SERC office to coordinate the data submitted by the member in response to data requests from SERC, NERC, and the U.S. Energy Information Administration (EIA). This includes data collection for the NERC seasonal assessments, NERC ten-year assessments and RAS forms, Form EIA-411 "Coordinated Bulk Power Supply Program Report," and Form EIA-860 "Annual Electric Generator Report." The member data is compiled by the SERC office and submitted to NERC.

F. SERC Regional Studies Groups

The SERC Regional Studies Groups (Regional Studies Executive Committee, Regional Studies Steering Committee, Intra-Regional Dynamics Study Group, Intra-Regional Long-Term Study Group, Intra-Regional Near-Term Study Group, and Short Circuit Database Working Group) are

responsible for the development of models and associated studies to ensure that planning assessments in SERC are coordinated. The SERC Regional Studies Steering Committee provides a liaison member to the SERC RRS.

G. SERC Operating Committee (OC)

The SERC OC promotes the reliability and adequacy of the bulk electric systems within SERC through monitoring member compliance with SERC and NERC Reliability Standards, developing SERC Standing Committee Documents, providing a mechanism for coordination of interconnected operations, and providing a mechanism for resolution of disputes concerning compliance. The SERC OC provides a liaison member to the SERC RRS.

IV. SERC Seasonal Reliability Assessments

One function of the RRS is to assist in the development of seasonal reliability assessments of the region for incorporation into NERC seasonal assessment reports. These assessments are initiated by NERC with a data request to each region prior to the season being assessed. The Regional Manager and the NERC RAS representative, who solicits assistance from the RRS in completing the written assessment, receive this request. The process for the development of the written seasonal assessments is outlined in the following subsections.

A. NERC Requests

The NERC RAS submits a request for information to each of the NERC regions prior to each summer and winter peak season. These requests typically require the regions to submit a detailed resource and transmission reliability assessment with capacity, demand and energy data, generation and transmission additions, and transmission transfer capabilities. A sample seasonal data request from NERC is contained within the NERC Reliability Assessment Procedures.

Upon receipt of the NERC request, the SERC office forwards the request to the SERC Data Coordinators, specifying a date when the data is due to the SERC office.

Occasionally, special assessments may be requested by NERC to address areas of special interest to reliability for the upcoming season. In the event that a NERC special assessment is applicable to the SERC region, the SERC office forwards the special assessment request to the chairs of the SERC EC and OC, and the SERC representative to the NERC RAS for further appraisal.

B. SERC Responsibilities

In accordance with the NERC Regional and Interregional Self-Assessment Reliability Reports Reliability Standards (MOD-016 to 021), the SERC region performs the following activities:

- SERC shall annually conduct seasonal (winter and summer of current year) and long-term planning horizon reliability assessments of its existing and planned regional bulk electric system, including generation and transmission facilities.[1]

[1] Reference NERC TPL-001 through TPL-006 Reliability Standards

- SERC shall conduct interregional assessments to ensure that the regional bulk electric systems are planned and developed on a coordinated or joint basis.[1]
- SERC shall include reliability results of system simulation testing in its regional and interregional reliability assessments, as stated in the NERC Transmission System Performance Reliability Standards.[1]
- SERC shall provide these regional and interregional reliability assessments annually to NERC.[1]
- SERC shall conduct special reliability assessments as requested by the NERC Planning Committee (PC). These special reliability assessments are evaluated on a case-by-case basis. In general, the SERC EC, SERC OC, and the SERC representative to the NERC RAS evaluate the scope of the special assessment and assign a particular SERC subgroup(s) to perform the assessment.[1]
- SERC shall provide data to NERC as outlined in the *NERC Reliability Assessment Procedures* document and the *NERC Reliability Standards*.

C. Data Requirements

The SERC Data Coordinators compile the data requested by NERC and submit it to the SERC office. The SERC office then aggregates the data sub-regionally and into a SERC composite. The data typically requested by NERC in tabular format includes:

- Actual Peak and All-Time Peak Demands
- Forecast Peak Demands and Capacity Resources
- Generating Facility Additions, Retirements, and Re-ratings
- Transmission Facility Additions, Retirements, and Re-ratings (230 kV and above)
- First Contingency Incremental Transfer Capabilities

The SERC data for First Contingency Incremental Transfer Capabilities (FCITC) is obtained from seasonal transmission assessment studies performed by several intra- and inter-regional study groups.

D. Written Assessment

The SERC Data Coordinators submit written assessments, as required, to the SERC office. The SERC office, the SERC representative to the NERC RAS, and the SERC RRS Chairman develop a written seasonal assessment for the region. This assessment should be candid in discussing any situations that could reasonably be expected to impact the reliability of the region during the coming peak season. This assessment should be a qualitative assessment of the region's reliability, using the quantitative data submitted as support.

E. SERC Special Assessments

Special assessment requests from NERC that are applicable to the SERC region are evaluated on a case-by-case basis. In general, the SERC EC, SERC OC, and the SERC representative to the NERC RAS evaluate the scope of the special assessment and assign a particular SERC subgroup(s) to perform the assessment.

[1] Reference NERC TPL-001 through TPL-006 Reliability Standards

F. SERC Submittal to NERC

The SERC office submits a response to NERC after the tabular data is compiled on a regional basis and the written assessment is complete.

G. SERC Seasonal Assessment Schedules

The following schedules provide a typical time frame for conducting seasonal assessments:

Summer Season Assessment Schedule

February 1	NERC Letter to regions for data and written assessments
February 1	SERC office forwards NERC Letter to SERC Data Coordinators
March 15	SERC Data Coordinators submit data and written assessments to SERC office
March 31	SERC office compiles sub-regional data and written assessments into regional format
April 1	SERC office submits regional data and written assessment to NERC

Winter Season Assessment Schedule

September 1	NERC Letter to regions for data and written assessments
September 1	SERC office forwards NERC Letter to SERC Data Coordinators
September 15	SERC Data Coordinators submit data and written assessments to SERC office
September 30	SERC office compiles sub-regional data and written assessments into regional format
October 1	SERC office submits regional data and written assessment to NERC

V. SERC Annual Long Term Reliability Assessment

A. NERC/EIA Data Request

SERC's annual reliability assessment process through the long-term planning horizon normally begins with the receipt of the annual request for data for the NERC RAS and EIA-411 forms. These requests are normally received by the SERC office annually in December or the following January.

Upon receipt of the NERC/EIA data request, the SERC office forwards a request for this data to the SERC Data Coordinators, specifying a date when the data is due to the SERC office. The data typically requested includes:

- Actual Monthly Peak Demand and Net Energy for the Previous Year
- Projected Monthly Peak Demand and Net Energy for the Next Two Years
- Projected Seasonal Peak Demands for the Next Ten Years
- Projected Annual Net Energy for the Next Ten Years
- Actual Seasonal Capacity Resources for the Previous Year
- Projected Seasonal Capacity Resources for the Next Ten Years

- Existing Power Plant Data
- Planned Generating Additions for the next Ten Years
- Projected Seasonal Sales/Purchases for the next Ten Years
- Proposed Bulk Transmission Additions for the Next Ten Years
- Bulk Transmission System Maps

B. SERC Data Collection, Review, and Submittal

The SERC Data Coordinators compile the data requested by NERC/EIA and submit it to the SERC office.

The SERC office aggregates the data submitted into a SERC sub-regional and regional composite. The region/sub-region data is then sent to the RRS sub-regional representatives for review.

Following final review by the Data Coordinators and the RRS, the SERC office submits the data to NERC. The SERC RRS and SERC Data Coordinators are also furnished with a copy of the final data. The SERC office then publishes the data in report format for distribution.

C. SERC RRS Analysis of Data

1. Actual and Forecast Demand and Energy Data

The SERC RRS annually reviews the historical growth rates for reported seasonal (summer) peak demand and annual energy consumption on a regional and sub-regional basis for the previous ten-year period. These historical growth rates are then compared to the projected growth rates for the next ten-year period. It is recognized that the peak demand data for both the historical and forecast periods reported is coincident on a control area (balancing authority) basis but is non-coincident on a sub-region or region basis. Additionally, the historical demand data includes any load management that may have been implemented at the time of the actual peak. Nonetheless, the reported data is judged to be a suitable indicator of the actual and projected growth in electrical peak demand and energy within the region.

The forecast data reported includes the level of load management that is expected to be available at the time of the seasonal peak. The RRS reviews the level of peak shaving available from reported load management on a regional and sub-regional basis. The forecast demand data is plotted both with and without load management to observe trends in the percentage of load management available and the peak shaving bandwidth.

The reporting SERC members are expected to provide the basis for their forecast demand assumptions to the RRS upon request.

2. Installed and Planned Resource Data

The RRS annually performs a resource adequacy assessment (both on a regional and sub-regional basis). The demand and resource capacity data is reviewed for completeness and assessed in the context of the overall resource capacity needs. The RRS makes an independent assessment of the ability of the region and sub-regions to serve their obligations given the demand growth projections, the amount of non-committed or contracted capacity, etc. The RRS determines if the resource information submitted represents a reasonable and attainable plan.

The primary source of data for this assessment is the SERC Region EIA-411 report. Forecast data reviewed includes summer demand, available summer load management, annual energy, capacity additions (by type), and firm sales and purchases. Historical actual and forecast data from previous reports is maintained by the RRS and is used in the assessment.

D. SERC RRS Review of Transmission Assessments

The RRS annually performs a transmission assessment based on regional, interregional, and sub-regional reliability assessments. The assessments are reviewed and analyzed. If any additional studies are required, the RRS requests the appropriate group (e.g., the SERC RSSC) to perform the study. The assessment provides a judgment on the ability of the transmission systems within SERC to operate securely under the expected range of operating conditions over the assessment period as required by the NERC Reliability Standards (Table I of TPL-001 to 004). In addition, the assessment may consider unusual but possible operating scenarios and how the system is expected to perform. If there are areas within the SERC region or facilities that are especially critical to the reliable operation of the transmission systems within SERC, these facilities or areas are reviewed and addressed in the assessment.

Reliability assessment reports that are typically reviewed as part of this effort include:

1. Regional reliability assessments:
   a. Peak season power flow studies
   b. Future year power flow studies
   c. Stability Study Group studies (if any) and summary of member system stability studies
2. Interregional reliability assessments:
   a. SERC East (VACAR, Central)-RFC peak season and future year studies
   b. MRO-RFC-SERC West (Delta, Gateway, Central)-SPP peak season and future year studies
   c. Biannual SERC-FRCC Joint Studies
   d. Others, as performed
3. Sub-regional reliability assessments:
   a. VACAR future year studies
   b. VACAR stability studies
   c. Others, as performed
4. Member reliability assessments

E. Reliability Issues

The RRS annually addresses general issues related to reliability in the SERC region. This is done as part of the annual assessment process. A list of reliability issues is developed and discussed by the RRS. Written discussions of three to five major reliability issues are prepared for inclusion in the annual RRS report.

F. SERC RRS Regional Process Review

An important part of the SERC RRS function is to periodically review the effectiveness of the region's annual reliability assessment process, and consequently the compliance of the region to the NERC Reliability Standards on Reliability Assessments (TPL-005 and 006). In addition to

the data provided by the members, the RRS may periodically conduct special assessments as directed by the SERC EC or SERC Board of Directors to identify any reliability issues.

G. SERC RRS Reporting of Assessment Results

Upon completion of the assessment, the RRS prepares an annual report. The RRS has prepared an annual reliability assessment report since 1979. The report includes (both on a regional and sub-regional basis) a resource adequacy assessment, a transmission assessment, and a discussion of significant reliability issues impacting the SERC region. While the report has evolved over the years, it has generally had a format similar to the NERC RAS long-term assessment report, but focused on the SERC region. This has led to a variety of EC and/or Board initiatives over the years addressing reliability in the SERC region. An outline for the RRS annual report is given in Appendix F.

Appendix D describes a general schedule for completion of the RRS annual report and its associated assessments. When the report is completed by the RRS, it is approved by the SERC EC prior to publication and is formally presented to the SERC Executive Committee. Upon approval, the report is published and distributed to the SERC members, the NERC RAS, and other interested parties. In addition, the RRS annual report is used as the main source of data for developing SERC's section of the NERC RAS Long-Term Reliability Assessment.

VI. Reliability Standards Compliance Assessments

The intent of this section is to provide guidance to the RRS in their responsibilities as a Region Review Group (RRG) and as a Responsible SERC Subgroup (RSS) for several NERC Reliability Standards as assigned by the SERC EC ECAG.

The RRS serves as the RRG in assisting SERC staff assessments of several SERC entity compliance submittals. The RRS also serves as the RSS for developing several SERC Compliance Submittals to NERC. The RRS may serve as the RRG or RSS for other NERC Reliability Standards, as directed by the SERC EC, PSS, or ECAG.

General

Region Review Group (RRG)

For the purposes of reviewing and assisting SERC staff assessments of entity compliance submittals, the RRS holds a meeting at least two weeks after the compliance submittal due date. This allows time for the SERC office to compile the data for distribution to the RRS, and for the RRS members to review the data prior to the meeting. As an RRG, the RRS may, at times, be privileged to review confidential compliance information from some SERC entities. As such, the participants present at an RRS meeting where compliance information is reviewed must be covered by a SERC Confidentiality Agreement.

As an RRG, the RRS provides feedback on the SERC and NERC compliance programs. Suggested improvements to the SERC process, along with comments on the appropriateness and usefulness of SERC Standing Committee documents and compliance implementation procedures are provided in the RRG reports. Comments and suggested modifications to the NERC Reliability Standards can be compiled and provided in the RRG reports as well.

Responsible SERC Subgroup (RSS)

For standards that require a SERC submittal to NERC, the RRS acts as the RSS to develop the appropriate filings. These filings include SERC Standing Committee documents, databases, and assessments. Documents and databases are updated as necessary to include the latest information and to align with the latest versions of the Reliability Standards. New assessments are completed on a regular schedule, or as requested by NERC. The table below outlines the typical schedule for the RRS's RSS activities, based on experience from past year compliance processes.

Assessment	**Due Date**
Summer Seasonal	April
SERC 10 Year	June
NERC Long-term	Summer
Winter Seasonal	October

Appendix A: Web Addresses

The current RRS Scope Document may be found on the SERC public website at the following address:

http://www.serc1.org/documents/rrs/RRS Scope Document and Procedures/SERC RRS Procedures (11-3-06).pdf

The current RRS Roster may be found on the SERC member website at the following address:

https://members.serc1.org/Pages/CommitteeListing.aspx?CommitteeID=5

Appendix B: Rotation Schedule for RRS Chair

Rotation Schedule for RRS Chair

The SERC EC Chair will appoint the RRS Chair from the RRS members. The RRS Chair will serve a two-year term, which will begin November 1 of odd numbered years. Listed below are past RRS Chairs and the membership sector they represented.

1979 – 1981: TVA – Lewis McKenzie
1981 – 1983: VACAR – Bill Reinke
1983 – 1985: Southern – Jim Maughn
1985 – 1987: Florida – Bob Proctor & Gary Tipps
1987 – 1989: TVA – Gary Hasty
1989 – 1991: VACAR – Bill Sutton & Clay Young
1991 – 1993: Southern – Sam Daniel
1993 – 1995: Florida – Gary Brinkworth
1995 – 1997: Southern – Sam Daniel
1997 – 1999: VACAR – Pat Huntley
1999 – 2001: TVA – Dennis Chastain
2001 – 2003: Entergy – Brian Thumm
2003 – 2005: Southern – Rod Hardiman
2005 – 2007: VACAR – Jim Peterson

Appendix C: RRS Annual Presentations

RRS Annual Presentations

- NERC RAS Interview of SERC (as requested by NERC RAS)
- Spring SERC-EC/OC/Critical Infrastructure Protection Committee (CIPC) Meeting (Status Update to EC)
- Spring Board Meeting (as requested)
- Summer SERC EC Meeting (RRS Annual Report)
- Summer SERC Executive Committee Meeting (RRS Annual Report)
- Fall SERC-EC/OC/CIPC Meeting (Status Update to EC)
- SERC Compliance Seminar

Appendix D: SERC Annual Assessment Schedule

SERC Annual Assessment Schedule

The following schedule provides a typical time frame for conducting annual assessments:

September	Develop initial list of possible reliability issues.
December	Revise draft list of reliability issues.
December	NERC letter to regions requesting RAS and EIA 411 form data.
December	SERC office forwards NERC request for data to SERC Data Coordinators.
January	Finalize list of reliability issues, develop report schedule, and review report format.
January	Develop the Generation Plant Development and Transmission Development Surveys.
January	SERC office requests members to complete the Generation Plant Development and Transmission Development Surveys.
February	Develop draft outlines of reliability issue discussions.
February	Discuss draft outlines of reliability issue discussions & NERC Reliability Standards compliance review.
March	Develop first draft of reliability issues discussions, interface discussions, and sub-regional reliability studies with discussion.
March	Discuss first draft of reliability issues, interface discussions, and sub-regional reliability studies with discussion. Develop plan for report presentation to SERC EC.
April	SERC office e-mail: ➔ EIA-411 Data ➔ RAS Data Forms
April	Develop second draft of reliability issues discussions.
April	Develop draft regional and sub-regional assessments.
April	Review EIA-411 data.
May	Review draft report & draft report presentation to SERC EC.
May	Annual Report is presented to SERC EC for approval; presentation to SERC Executive Committee.
June	RRS report is mailed to SERC office.
June	Publish RRS report.
August	Review & critique RRS report as needed.
October	SERC Board presentation (as requested).

Appendix E: RRS Meeting Schedule

RRS Meeting Schedule

Listed below are the months that the RRS typically meets and the major items of business conducted at the meetings. The details of the NERC Seasonal and Long-term Assessments are determined by NERC on an annual basis. The RRS meeting schedule is tailored to meet the deadlines established in the NERC request to the regions.

Fourth Quarter
- Develop list of SERC reliability issues for discussion in the upcoming RRS annual report
- Prepare for Compliance Seminar
- Prepare for Generation Plant Development and Transmission Development Surveys

First Quarter
Meeting 1
- Develop schedule for preparing the upcoming RRS annual report
- Review format for the upcoming RRS annual report
- Issues discussion
- Develop plans for the presentation at the Spring SERC EC/OC meeting
- Develop Generation Plant Development and Transmission Development Surveys

Meeting 2
- Review draft outlines of Issues Discussion
- Review results of Generation Plant Development and Transmission Development Surveys

Meeting 3
- Review status and continue work on upcoming RRS annual report
- Review first drafts of Issues Discussion
- Develop plans for the annual report presentation at the Summer SERC EC meeting
- Develop plans for the annual report presentation at the Summer SERC Executive Committee meeting

Second Quarter
Meeting 1
- Review status and draft RRS annual report
- Review data from E1A-411 and NERC-RRS Data Requests
- Review draft annual report presentation at the Summer SERC EC meeting

Meeting 2
- Compliance Assessment Review
- RRS Report

Third Quarter
- Critique of RRS annual report (published in June)
- Develop plans for the presentation at the Fall SERC EC/OC meeting
- Initial brainstorming of Reliability Issues for RRS annual report

Other (as needed)

- Address any unfinished business from previous meetings
- Address any special assignments to the RRS from the SERC EC
- Address any compliance review issues

Status Reports Presented at RRS Meetings

- SERC/NERC Report
- NERC RAS Report
- Reports from other SERC or NERC groups as appropriate

Appendix F: RRS Annual Report Outline

RRS Annual Report Outline

Letter of Transmittal

Introduction

1.0 Regional Assessment (near-term and longer-term)
- 1.1 Organization
- 1.2 Demand and Energy
- 1.3 Supply
- 1.4 Transmission
- 1.5 Conclusions

2.0 Major Regional Issues

- 3.0 Interface Discussions
- 3.1 Southeastern-Central Interface
- 3.2 VACAR-Southeastern Interface
- 3.3 VACAR-Central Interface
- 3.4 Southeastern-Delta Interface
- 3.5 Delta-Central Interface
- 3.6 Delta-Gateway Interface
- 3.7 Gateway-Central Interface
- 3.8 SERC (VACAR)-RFC Interface
- 3.9 SERC (Central) - RFC Interface
- 3.10 SERC (Southeastern) - FRCC Interface
- 3.11 SERC (Delta) - SPP Interface
- 3.12 SERC (Delta)- MRO Interface
- 3.13 SERC (Delta)- RFC Interface
- 3.14 SERC (Gateway) – MRO Interface
- 3.15 SERC (Gateway) – RFC Interface
- 3.16 SERC (Gateway) – SPP Interface
- 3.17 SERC Intra- and Inter-Regional Studies
- 3.18 Conclusions
- 3.19 Transfer Capabilities

4.0 Reliability Studies
- 4.1 Central Sub-region
- 4.2 Delta Sub-region
- 4.3 Gateway Sub-region
- 4.4 Southeastern Sub-region
- 4.5 VACAR Sub-region

5.0 Sub-regional Assessments
- 5.1 Central Sub-region
- 5.2 Delta Sub-region
- 5.3 Gateway Sub-region
- 5.4 Southeastern Sub-region
- 5.5 VACAR Sub-region

6.0 Appendices
- 6.1 Glossary
- 6.2 Supporting Data
- 6.3 SERC Membership
- 6.4 SERC-EC Reliability Review Subcommittee Membership