



Transmission Services

Business Practice

Requesting Transmission Service, Version 23

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The following business practice is not being posted for customer comment. This version is updated to reflect changes as a result of the elimination of sheltering. It will be reposted on the Business Practices web page prior to December 1, 2009.

This Business Practice describes the process and guidelines for requesting transmission service from Transmission Services over the Open Access Same-Time Information System (OASIS).

This version adds references to 1) Hourly Non-Firm Secondary service, which coincides with the elimination of Sheltering, and 2) Intra-Hour Non-Firm service.

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1 Policy Reference

This Business Practice implements the following sections of Transmission Services' Open Access Transmission Tariff (OATT) and the 2008 Transmission & Ancillary Service Rate Schedules (Rate Schedules), or their successor(s).

- OATT Sections: 13, 14, 16, 17, 18, 22

2 Definitions

Unless otherwise defined herein, capitalized terms are defined in Transmission Services' OATT, Rate Schedules, Federal Energy Regulatory Commission (FERC) OASIS Status Code Definitions, North America Reliability Council (NERC), Western Electric Coordinating Council (WECC), or their successor(s).

- 2.1 Newpoint: A Point of Receipt (POR) or Point of Delivery (POD) for BPA's network or external interties within the Northwest that is not currently modeled on OASIS
- 2.2 Scheduling Point: A Transmission Service Information Network (TSIN) registered point that may be used on an e-Tag schedule.
- 2.3 TSR Deposit: The payment that is submitted for an OASIS TSR for Long-Term Firm (LTF) Point-to-Point (PTP) Transmission Service and LTF Network Integration (NT) Transmission Service.
- 2.4 Source: An OASIS field on a TSR that is the contractual POR.
- 2.5 Sink: An OASIS field on a TSR that is the contractual POD.
- 2.6 POR: An OASIS field on a TSR that is the scheduling POR.
- 2.7 POD: An OASIS field on a TSR that is the scheduling POD.
- 2.8 LTF NT TSR: The portion of an NT Application submitted via OASIS.
- 2.9 Sale Ref number: An OASIS field on a TSR. This number is an existing Customer's NT, PTP, or grandfathered Service Agreement number.

3 TSR Deposits

- 3.1 A Completed Application for Long-Term Firm (LTF) transmission service includes a Transmission Service Request (TSR) Deposit and a separate \$2500 non-refundable Processing Fee.

The following table delineates which transactions require a TSR Deposit and a Processing Fee:

| TSR | Deposit Required | Non-Refundable Processing Fee Required |
|---------------------------------------|------------------|--|
| Original LTF PTP | Yes | Yes |
| Original LTF NT TSR for a New Network | Yes | Yes |

| TSR | Deposit Required | Non-Refundable Processing Fee Required |
|---|--|--|
| Customer | | |
| LTF NT TSR for service to New Network Load | Yes | Yes |
| Short Term Firm (STF), Hourly Firm, and Non-Firm PTP, Non-Firm NT Transmission Service | No | No |
| Reduction in or elimination of a Customer Served Load (CSL) resource | Yes | No |
| Addition or Modification of a Designated Network Resource (DNR) to an existing NT Service Agreement | No | No |
| Redirect (PTP Firm) | No | No |
| Renewal (Reservation Priority) | No | No |
| Deferral (Extension for Commencement of Service) | No, please refer to the Deferral Service Business Practice for reservation fee requirements. | No |
| Transfer of Precedent Transmission Service Agreement (PTSA) before the related TSR is CONFIRMED. | Yes, along with Security or Performance Assurance from the Assignee. (Please refer to the most current version of the Network Open Season (NOS) Bulletin, or its successor.) | No |
| Transfer of PTSA after the related TSR is CONFIRMED. | No, but Security or Performance Assurance from Assignee is required. (Please refer to the most current version of the NOS Bulletin, or its successor.) | No |
| Transfer or Resale of Transmission | No | No |

| TSR | Deposit Required | Non-Refundable Processing Fee Required |
|---------|------------------|--|
| Service | | |

- 3.2 The Customer must provide a TSR Deposit when the Customer submits an eligible LTF Point-To-Point (PTP) or Network Integration Transmission Service (NT) TSR.
- 3.3 LTF PTP TSR Deposit amount
 - 3.3.1 The TSR deposit for LTF PTP Transmission Service is equal to the charge for one month of transmission service using the monthly rate for LTF PTP Transmission Service in the PTP Rate, the Southern Intertie Rate, or the Montana Intertie Rate, as applicable, in effect at the same time the TSR is placed into QUEUED status in OASIS.
 - 3.3.2 The amount of the TSR Deposit is calculated based on the TSR MWs requested and does not reflect associated Ancillary Services costs.
- 3.4 LTF NT TSR Deposit amount
 - 3.4.1 The TSR Deposit is equal to the charge for one month of NT Transmission Service based on the MWs requested using the NT Rate Base Charge in effect at the time the TSR is placed into QUEUED status on OASIS.
 - 3.4.2 The amount of the TSR Deposit is calculated based on the TSR MWs requested and does not reflect associated Ancillary Services costs.
- 3.5 Receipt of TSR Deposit
 - 3.5.1 The TSR Deposit must be deposited with BPA, or into an Escrow Account, by Close of Business 10 Business Days after the TSR status is changed to RECEIVED in OASIS or the TSR status will be changed to DECLINED.
- 3.6 Payment options
 - 3.6.1 Funds may be deposited either with BPA or into an Escrow Account established by the Transmission Customer.
 - 3.6.2 Deposits with BPA
 - 3.6.2.1 Funds deposited with BPA after [date TBA] will not earn interest.
 - 3.6.2.2 Wire Transfer
 - 3.6.2.2.1 For instructions on paying the TSR Deposit by electronic transfer to BPA, either through FedWire or Automated Clearing House (ACH), contact your transmission service Account Executive.
 - 3.6.2.2.2 When using FedWire, after "OBI=" include the words "TSR Deposit."
 - 3.6.2.2.3 When using the ACH type of electronic transfer, include the date, amount and the ACH trace number, if available.

- 3.6.2.2.4 When using the ACH type of electronic transfer, include the words "TSR Deposit" in the memo field on the transfer.
- 3.6.2.3 Check
 - 3.6.2.3.1 Checks must be sent via overnight delivery to ensure that BPA Transmission Services receives the Deposit within 10 Business Days.
 - 3.6.2.3.2 Paper payments that do not require a signature verifying receipt must be sent to the BPA Lockbox at the address below and must include the words "TSR Deposit" on the check:

Bonneville Power Administration
P.O. Box 894196
Los Angeles, CA 90189-4196
 - 3.6.2.3.3 Paper payments that require a signature verifying receipt, or overnight delivery, must be sent to the address below and must include the words "TSR Deposit," along with the request date on the check:

Bonneville Power Administration
Attn: 4196
5860 Uplander Way
Culver City, CA 90230

Phone number: (310) 665-1329 (required for some overnight delivery services).
- 3.6.3 Establishing and funding an Escrow Account:
 - 3.6.3.1 The Customer is strongly encouraged to establish an Escrow Account in advance of submitting a TSR in order to meet the deposit timelines set out in section 3.5.1.
 - 3.6.3.2 Funds deposited in an Escrow Account may earn interest.
 - 3.6.3.3 An Escrow Account and the related Escrow Agreement (Agreement) must be with a federally chartered financial institution specified by BPA which will act as Escrow Agent or Trustee (Trustee) for the Customer. For a list of institution(s), please contact the Fee Administrator either by telephone or email as follows:

Phone: (360) 619—6705
Fax: (360) 619—6940
Email address: escrow@bpa.gov
 - 3.6.3.4 Escrow Account requirements
 - 3.6.3.3.1 Customer must notify the Fee Administrator of the establishment of an Escrow Account.

- 3.6.3.3.2 Customer must ensure that the Trustee notifies the Fee Administrator of the Trustee's receipt of the deposited funds when deposited.
- 3.6.3.3.3 Customer must notify the Fee Administrator in writing that the funds have been deposited into the Escrow Account.
- 3.6.3.3.4 Customer is solely responsible for the setup costs and administrative fees associated with the Escrow Account.
- 3.6.3.3.5 Customer must place the required Deposit for each TSR into the Escrow Account.
- 3.6.3.3.6 Additional deposits for separate TSR(s) may be made into the existing Escrow Account, but must be separately identified and accounted for in a sub-account.
- 3.6.3.3.7 Customer must acknowledge in the Agreement that the Escrow Account is for the benefit of BPA.

3.7 TSR Deposit treatment

- 3.7.1 For TSRs with an OASIS status of DECLINED, REFUSED, WITHDRAWN OR RETRACTED:
 - 3.7.1.1 If the TSR Deposit is with BPA Transmission Services, the TSR Deposit will be returned within 30 calendar days of the TSR status change.
 - 3.7.1.2 If the TSR Deposit is in an Escrow Account, BPA Transmission Services will authorize the release of the TSR Deposit with any accrued interest within 30 calendar days of the TSR status change.
- 3.7.2 For TSRs with an OASIS status of CONFIRMED:
 - 3.7.2.1 If the TSR Deposit is with BPA Transmission Services, the TSR Deposit will be returned within 30 calendar days of the TSR status change.
 - 3.7.2.2 If the TSR Deposit is in an Escrow Account, BPA Transmission Services will authorize the release of the TSR Deposit with any accrued interest within 30 calendar days of the TSR status change.
- 3.7.3 A pending refund may not be used as the TSR Deposit for a new TSR.

4 Non-Refundable Processing Fee

- 4.1 In addition to a TSR Deposit, when making a LTF PTP or NT TSR, the Customer must submit a separate \$2500 non-refundable Processing Fee to BPA.
- 4.2 Please refer to the table in section 3.1 for a list of TSRs which require the \$2500 non-refundable Processing Fee.

- 4.3 Receipt of the Processing Fee
 - 4.3.1 BPA Transmission Services must receive the TSR Processing Fee by Close of Business 10 Business Days after the TSR is RECEIVED on OASIS or the TSR will be DECLINED and receive no further consideration.
- 4.4 TSR Processing Fee payment options
 - 4.4.1 The TSR Processing Fee must be paid directly to BPA Transmission Services and cannot be placed into an Escrow Account.
 - 4.4.2 Customers submitting a TSR Deposit with BPA Transmission Services may include the Processing Fee with the same payment.
 - 4.4.3 Wire Transfer
 - 4.4.3.1 For instruction on paying the TSR Processing Fee by electronic transfer to BPA, either through FedWire or Automated Clearing House (ACH), contact your transmission service Account Executive.
 - 4.4.3.2 When using FedWire, after "OBI=" include the words "TSR Processing Fee."
 - 4.4.3.3 When using the ACH type of electronic transfer, include the date, amount, and the ACH trace number, if available.
 - 4.4.3.4 When using the ACH type of electronic transfer, include the words "TSR Processing Fee" in the memo field of the transfer.
 - 4.4.4 Check
 - 4.4.4.1 Checks must be sent via overnight delivery to ensure that BPA Transmission Services receives the Processing Fee within 10 Business Days.
 - 4.4.4.2 Paper payments that do not require a signature verifying receipt must be sent to the BPA Lockbox at the address below and must include the words "TSR Processing Fee" on the check:

Bonneville Power Administration
P.O. Box 894196
Los Angeles, CA 90189-4196
 - 4.4.4.3 Paper payments that require a signature verifying receipt, or overnight delivery, must be sent to the address below and must include the words "TSR Processing Fee," along with the request date on the check:

Bonneville Power Administration
Attn: 4196
5860 Uplander Way
Culver City, CA 90230

Phone Number: (310) 665-1329 (required for some overnight delivery services).
- 4.5 For transactions for which a Processing Fee is assessed, BPA Transmission Services will retain the Processing Fee regardless of whether the TSR is granted or not.

5 Reservation Requirements

- 5.1 Prior to submitting a TSR on the OASIS, the Customer must have a signed Service Agreement with Transmission Services. Refer to the Becoming a New Customer Business Practice for guidelines and procedures.
- 5.2 Submitting TSRs
 - 5.2.1 Customers must submit Long-Term, Short-Term and Hourly TSRs over Transmission Services' OASIS.
 - 5.2.2 There is no limit to the number of TSRs a Customer may submit each day.
- 5.3 TSRs must include the following information:
 - 5.3.1 Customer Name/Code (TSIN Entity Code)
 - 5.3.2 POR/POD
 - 5.3.3 Source & Sink (optional for Short-Term and Hourly)
 - 5.3.4 Start date and time
 - 5.3.5 Stop date and time
 - 5.3.6 MW requested
 - 5.3.7 Request Type
 - 5.3.8 Service Code
 - 5.3.9 Sale Ref (Five-digit Transmission Service Agreement Number)
 - 5.3.10 Bid price
 - 5.3.10.1 The Customer may click the Get Price button to display the bid price for the type of transmission service selected.
 - 5.3.10.1.1 The price displayed may not necessarily be what the Customer will be billed.
 - 5.3.10.1.2 The Customer will be billed according to the effective Rate Schedule.
 - 5.3.11 Related Ref and Deal Ref numbers, if applicable

6 Newpoint Designation

- 6.1 The Customer must designate Newpoint on its TSR when either the POR or the POD is at an interconnection point on BPA's network or external interties where no substation yet exists or when transmission facilities do exist but the point is not posted on OASIS.
- 6.2 Newpoint can only be designated for a LTF Yearly PTP or LTF Yearly NT request.
 - 6.2.1 The Source or Sink must be NEWPOINT.
 - 6.2.2 The POR or POD must be NEWPOINTBPAT.
- 6.3 Newpoint Interconnection on BPA's Network where no substation yet exists:

- 6.3.1 The TSR must include the specific geographical reference point information and the specific associated Generation Interconnection Request number(s), if applicable, into the Comments field of the OASIS Reservation Entry Form.
 - 6.3.1.1 The specific geographical reference point information and the specific associated Generation Interconnection Request number(s) included in the Comments field cannot be changed once the TSR is submitted.
- 6.3.2 If the POR and POD are both known, even though there is not yet a substation at the interconnection point, select the relevant description POR and POD and use NEWPOINT in only the Source or Sink field.
- 6.4 Newpoint Interconnection on BPA's External Interties where no substation yet exists:
 - 6.4.1 Newpoint designations for interconnection points on BPA's external interties are limited to new interconnections between existing facilities.
 - 6.4.2 The Intertie Newpoint cannot be an expansion or extension of the Intertie beyond BPA's service area.
 - 6.4.3 The TSR must reference an existing facility and specify associated Generation Interconnection Request number(s) in the Comments field of the OASIS Reservation Entry Form, if applicable.
 - 6.4.3.1 The specific geographical reference point information and the specific associated Generation Interconnection Request number(s) included in the Comments field cannot be changed once the TSR is submitted.
 - 6.4.4 The Customer will incur the applicable Intertie rate and/or Network rate depending on the location of the POR and POD.
- 6.5 General Provisions for Newpoint Interconnection where no substation yet exists:
 - 6.5.1 Within 15 calendar days of receipt of a TSR designating Newpoint at an interconnection point where no substation yet exists, Transmission Services will:
 - 6.5.1.1 Assess the Available Transfer Capability (ATC) impacts of the Newpoint TSR by analyzing the Scheduling Point nearest to the Newpoint.
 - 6.5.1.2 Provide notice to the Customer via the Seller Comment field of the Newpoint TSR of the substituted Scheduling Point.
 - 6.5.2 If Transmission Services determines it can make an offer of service to a TSR designating Newpoint at an interconnection point where no substation yet exists, before the requested Newpoint POR or POD becomes a valid Scheduling Point, Transmission Services will offer the Customer an Exhibit with the substituted Scheduling Point identified as either the POR or POD.
 - 6.5.2.1 The Customer must conform its Newpoint TSR by submitting a new TSR that matches the TSR conformance instructions the Customer receives from its Account Executive.

- 6.5.2.1.1 Within 15 calendar days of the Date of Tender, the Customer must sign the Service Agreement.
- 6.5.2.1.2 If the Customer fails to sign the Transmission Service offer, Transmission Services will place both the conformed TSR and the Newpoint TSR in DECLINED status and the TSRs will receive no further consideration.
- 6.5.3 Customers granted a TSR pursuant to the procedures described in Step 5.5.2 have the right to utilize that service at the substituted Scheduling Point consistent with Transmission Services' OATT.
- 6.5.4 Once Transmission Services designates a valid Scheduling Point on OASIS to a TSR that designates Newpoint at an interconnection point where no substation yet exists, the Customer must conform its request to the designated Scheduling Point on OASIS.
 - 6.5.4.1 PTP Customers must conform their TSR(s) by submitting a Redirect TSR. Refer to the Redirect Business Practice for guidelines on submitting a Redirect Request.
 - 6.5.4.1.1 If Transmission Services has defined the interconnection facilities and the above redirect request is received within 30 calendar days from the date Transmission Services designates a valid Scheduling Point to the Newpoint TSR on OASIS, Transmission Services will deem the redirect request to have no ATC impacts and will grant the redirect TSR.
 - 6.5.4.2 Transmission Services will give NT Customers specific instructions on how to conform their TSR(s).
- 6.6 Newpoint for existing facilities when no point is posted on OASIS:
 - 6.6.1 The LTF TSR must reference an existing facility in the Comments field of the OASIS Reservation Entry Form.
 - 6.6.1.1 The existing facility in the Comments field cannot change once the TSR is submitted.
 - 6.6.2 Transmission Services will create the point on OASIS and notify the Customer by email to conform its TSR to the new point.
 - 6.6.2.1 The Customer must conform its Newpoint TSR by submitting a new TSR that matches the TSR conformance instructions the Customer receives from its Account Executive within five Business Days.
 - 6.6.2.2 The Deal Ref of the Conformance TSR must reference the parent TSR number in order to preserve the Customer's queue time.

7 Linkage

- 7.1 To link a LTF TSR to a Generation Interconnection Request, the TSR must:

- 7.1.1 Be submitted on the same calendar day as the Generation Interconnection Request.
- 7.1.2 If the POR is a Newpoint Designation, the Customer must provide the same physical description of the Point of Interconnection (POI) as specified in the Generation Interconnection Request in the Customer Comments field of the TSR.
- 7.1.3 Specify a requested Reserved Capacity that does not exceed the capacity specified in the Generation Interconnection Request (either individually or in aggregate if multiple TSRs are linked to a single Generation Interconnection Request).
- 7.1.4 State in the Customer Comments field of the TSR: "This TSR is linked to an Interconnection Request."
- 7.1.5 Within five Business Days after submitting the TSR, the Customer must specify the Generation Interconnection Request number that the TSR is to be linked to.
- 7.2 To link a LTF TSR to a Line and Load Interconnection Request (LLIR) the TSR must:
 - 7.2.1 Be submitted on the same calendar day as the LLIR.
 - 7.2.2 State in the Customer Comments field of the TSR: "This TSR is linked to an LLIR."
 - 7.2.3 Provide the identical physical description of the interconnection point as was provided in the LLIR.

8 Reservation Timelines

- 8.1 The Customer must submit TSRs in accordance with the current WECC Preschedule Calendar and in accordance with Transmission Services' reservation timeframes specified below. The WECC Preschedule Calendar can be accessed on the WECC website at www.wecc.biz

| SUBMISSION OF TRANSMISSION SERVICE REQUESTS DURING RESERVATION WINDOW | | | | |
|---|-------------------------------------|---------------|--|--|
| Transmission Service Products | Transmission Service Classification | NERC Priority | Reservation Window | Duration |
| F-Yearly PTP or F-Yearly NT | Firm | 7 | Beginning 10 years prior to the service commencement date (SCD), up to 60 days in advance of the calendar month in which service is to commence, and less time as practicable. | Begins 00:00 hours on the first day of the month for no less than a year (12 calendar months) and no more than 30 years. |
| STF-Monthly PTP | Firm | 7 | No earlier than 60 days before delivery, up to 20 minutes prior to the start of flow. | Begins 00:00 hours one day and ends 00:00 hours of a following day for no less than 28 days and no more than 364 days. |
| STF-Weekly PTP | Firm | 7 | No earlier than 14 days before delivery, up to 20 minutes prior to the start of flow. | Begins 00:00 hours one day and ends 00:00 hours of a following day for no less than 7 days and no more than 27 days. |
| STF-Daily PTP | Firm | 7 | No earlier than 7 days before delivery, up to 20 minutes prior to the start of flow. | Begins 00:00 hours one day and ends 00:00 hours of a following day for no less than 1 day and no more than 6 days. |
| F-Daily Loss Return | Firm | 7 | No earlier than 7 days before delivery, up to 15:00 of the WECC Preschedule day. | Begins 00:00 hours one day and ends 00:00 hours of a following day for no less than 1 day and no more than 6 days. |
| F-Hourly PTP | Firm | 7 | Beginning at 10:00 of the WECC Preschedule day, up to 20 minutes prior to the start of flow. | Begins at XX:00 for no less than 1 hour and no more than 24 hours. |
| NF-Hourly NT | Non-Firm | 6 | Beginning at 10:00 of the WECC Preschedule day, up to 20 minutes prior to the start of flow. | Begins at XX:00 for no less than 1 hour and no more than 24 hours. |
| NF-Hourly PTP | Non-Firm | 2 | Beginning at 10:00 of the WECC Preschedule day, up to 20 minutes prior to the start of flow. | Begins at XX:00 for no less than 1 hour and no more than 24 hours. |
| NF-Secondary Hourly PTP (effective 12/1/09) | Non-Firm | 1 | Beginning at 10:00 of the WECC Preschedule day, up to 20 minutes prior to the start of flow. | Begins at XX:00 for no less than 1 hour and no more than 24 hours. |
| NF-Intra Hourly PTP (effective 12/1/09) | Non-Firm | 1 | Beginning 20 minutes prior to the operating hour, to 15 minutes into the operating hour. | Begins at XX:00 for 1 hour. |
| NF-Hourly PTP Emergency | Non-Firm | 1 | Beginning 20 minutes prior to the operating hour, to the end operating hour. | Begins at XX:00 for no less than 1 hour and no more than 2 hours. |

8.2 Reservation Response Timing Requirements

8.2.1 TSR Response Times that Transmission Services follows are outlined below:

| Class | Increment | Queued Prior to Start | Evaluation Time Limit | Confirmation Time Limit ¹ ACCEPTED or COUNTEROFFER ² |
|------------------|-----------|------------------------|---|--|
| Firm or Non-Firm | Hourly | <1 hour | Best effort | 5 minutes |
| Firm or Non-Firm | Hourly | >1 hour and <24 hours | 30 minutes | 5 minutes |
| Firm or Non-Firm | Hourly | >24 hours | 30 minutes | 30 minutes |
| Firm | Daily | < 24 Hours | Best Effort | 2 Hours ³ |
| Firm | Daily | N/A | Best effort, but less than 30 days ⁴ | 24 Hours ³ |
| Firm | Weekly | < 86 Hours | 30 Days | 2 Hours ⁴ |
| Firm | Weekly | 86-110 Hours | 30 Days | 24 Hours ⁴ |
| Firm | Weekly | N/A | Best effort, but less than 30 days ⁴ | 48 Hours ³ |
| Firm | Monthly | < 86 Hours | 30 days | 2 Hours ⁴ |
| Firm | Monthly | 86-110 Hours | 30 Days | 24 Hours ⁴ |
| Firm | Monthly | 110-158 Hours | 30 Days | 48 Hours ⁴ |
| Firm | Monthly | N/A | Best effort, but less than 30 Days ⁴ | 4 Days ³ |
| Firm | Yearly | > 60 days ⁵ | 30 days | 2 business days ⁶ |

9 LTF TSR Process

- 9.1 For procedures on how to submit a LTF PTP or NT TSR, please refer to the OASIS LTF TSR Submittal Procedures, associated with this Business Practice at http://www.transmission.bpa.gov/Business/Business_Practices/default.cfm.
- 9.2 The MW requested in a LTF PTP TSR must be a flat transmission capacity MW profile for the full duration of the reservation. Please refer to the Redirect Request Submittal Procedures Bulletin for specific requirements regarding LTF Redirect Requests.

¹ Confirmation time limits are not to be interpreted to extend reservation deadlines or to override preemption deadlines.

² Measurement starts at the time the request is first moved to either Accepted or Counteroffer. The time limit does not reset on subsequent changes of state.

³ The Confirmation Time Limit or 20 minutes prior to flow of the Preschedule day (whichever is earlier).

⁴ Subject to expedited time requirements. Transmission Services will make best efforts to respond within 72 hours, or prior to the reservation-scheduling deadline, whichever is earlier, to a request for Monthly/Weekly/Daily Firm Service received during period 2-30 days ahead of the service start time.

⁵ Transmission Services may process TSRs queued < 60 days prior to start if practicable.

⁶ In addition to the 15 days for the contract offer.

- 9.3 Transmission Services will change the status of the LTF TSR from QUEUED to RECEIVED once Transmission Services verifies that the information in each of the required OASIS TSR fields is valid.
- 9.4 A TSR must be WITHDRAWN and resubmitted as a new TSR if a Customer wants to make any other changes. A new queue position will be determined based on the TSR's Queued time, unless the Customer was directed to submit a conformance TSR.

NT TSR Process

- 9.5 Prior to submittal of an LTF NT TSR, an NT Customer should contact its Transmission Account Executive in order to:
 - 9.5.1 Ensure access to the OASIS has been granted.
 - 9.5.2 Determine whether an LTF NT TSR(s) is required and if so, what data must be submitted on the LTF NT TSR and what data, if any, must be submitted as supplemental information using other delivery systems (e.g., U.S. Mail, fax, overnight delivery, e-mail, etc.).
- 9.6 The MW requested in an LTF NT TSR may be shaped:
 - 9.6.1 If the POR of the LTF NT TSR is a non-federal Network Resource,
 - 9.6.1.1 The MW requested may be input as a shaped demand profile.
 - 9.6.1.2 The MW requested must be no greater than the peak value listed in the associated Power Purchase Agreement.
 - 9.6.2 If the POR of the LTF NT TSR is a CSL resource, a "0" should be input as the requested demand.
 - 9.6.3 If the POR of the LTF NT TSR is FCRPS, 99,999 MW should be input as the requested demand.
 - 9.6.3.1 The flat demand on the TSR is for Transmission Services' internal processes only. It does not affect customer billing.
 - 9.6.3.2 The actual MW demand must be entered into the Customer Comments Field of the TSR.
- 9.7 Requests for new NT Service require an LTF NT TSR submittal.
- 9.8 Requests to modify existing NT Service require an LTF NT TSR submittal. Below is a list of scenarios to modify existing NT Service:
 - 9.8.1 Acquisition of new Network load.
 - 9.8.2 Reduction in or elimination of a CSL resource.
 - 9.8.3 Addition of a new or modification to an existing DNR; for example, increasing the MW demand of a DNR.
- 9.9 Requests to renew existing Transmission Service, per section 2.2 of Transmission Services' OATT require an LTF NT TSR submittal.
- 9.10 No later than 5:00 PM, Pacific Prevailing Time (PPT), on the same Business Day in which the LTF NT TSR is QUEUED, Transmission Services must also receive any required supplemental information. Once Transmission Services receives this information, the NT Application for Transmission Service is complete.

- 9.11 If an NT Application fails to meet the requirements of Section 29.2 of the OATT, Transmission Services shall notify the Customer requesting service within 15 calendar days from the day the LTF NT TSR is QUEUED and specify the reasons for such failure.
- 9.12 If, within 10 Business Days of notification, efforts to remedy the deficiencies are unsuccessful, Transmission Services will change the OASIS status of the LTF NT TSR to DECLINED.

10 Short-Term and Hourly TSR Process

- 10.1 Short Term Firm (STF) Requests
 - 10.1.1 TSRs can be submitted in Daily, Weekly and Monthly durations.
 - 10.1.2 A STF request cannot be shaped.
- 10.2 Hourly firm and Non-Firm Requests
 - 10.2.1 Hourly requests can be shaped.
 - 10.2.1.1 0 MW is a valid demand in a shaped Hourly TSR.
 - 10.2.2 The duration of an hourly TSR is the period of time between the requested start and stop times.
 - 10.2.3 Hourly requests are not evaluated for Network flowgate impacts, except for Transmission Loading Relief Avoidance.
- 10.3 If Transmission Services has sufficient ATC to make a full offer, the TSR will be given an OASIS status of ACCEPTED.
 - 10.3.1 If the TSR was submitted Preconfirmed, the OASIS status of the TSR will automatically change to CONFIRMED.
 - 10.3.2 If the TSR was not submitted Preconfirmed, the Customer may Withdraw or Confirm the TSR on OASIS within the specified time limit in the Response Field of the TSR. The time limit can be found in step 7.2.1 of this Business Practice.
 - 10.3.2.1 If the Customer does not respond within the specified time limit, the TSR will be given an OASIS status of RETRACTED, which is a final state, and the TSR will receive no further consideration.
- 10.4 If Transmission Services does not have sufficient ATC to make a full offer, but has sufficient ATC to make a Partial offer, Transmission Services will make a COUNTEROFFER.
 - 10.4.1 Monthly, Weekly, and Daily short-term firm requests will be Counteroffered in flat Daily increments. Hourly requests may be Counteroffered in shaped Hourly increments.
 - 10.4.2 Customers must respond to the COUNTEROFFER over OASIS and change the status of the TSR to CONFIRMED or WITHDRAWN within the specified time limit in the Response Field of the TSR, regardless if the TSR was Preconfirmed. The time limit can be found in step 7.2.1 of this Business Practice.

11 Reserving Transmission Service for Energy Emergency Delivery

- 11.1 Customers must submit TSRs for emergency energy delivery in the same manner as all other Hourly TSRs.
 - 11.1.1 Duration of Service is for a maximum of two consecutive hours of service.
 - 11.1.2 Preconfirmation is strongly recommended to expedite the TSR status to CONFIRMED.
- 11.2 Transmission Services will process TSRs for emergency energy delivery in the same manner as Hourly Non-Firm TSRs.
- 11.3 Transmission Services will follow the same validation rules for TSRs for emergency energy delivery as applied to all other TSRs.
- 11.4 A Customer will be charged for Hourly Non-Firm Service at the applicable Rate Schedule.
 - 11.4.1 Any partial hour request will be charged at the minimum one-hour charge.

12 OASIS Validation Rules

- 12.1 If a TSR is deemed INVALID, REFUSED or DECLINED, the denial reason will be displayed within the Seller Comments field of the TSR.
- 12.2 One of the following TSR denial reasons shall be included in the TSR Seller Comments field describing why the TSR was denied:

TSR Validation Rules

| Denial Reason (Seller Comments) | Rule Description |
|--|---|
| Insufficient Available Flowgate Capacity (AFC) | Verifies the AFC requested by the TSR is available |
| Insufficient ATC | Verifies the ATC requested by the TSR for the intertie and/or regional interconnection is available |
| Invalid Cust, Cont #, or Type | Validates the Customer's contract and the requested type of service is valid for the specified contract |
| Invalid Deferral Criteria | Verifies that the Deferral TSR is prepared in accordance with the documented Deferral rules |
| Invalid Matching Criteria | Verifies competition matching criteria are completed correctly |
| Invalid POR or POD | Verifies that the POR/POD data on the TSR match Transmission Services' PORs and PODs |
| Invalid POR/Source or POD/Sink (LT only) | Verifies that the TSR Source/Sink (if entered) map to the POR/POD |
| Invalid Price Entered | Verifies ceiling price entered on TSR |
| Invalid Redirect Criteria | Verifies that the Redirect TSR is prepared in accordance with the documented Redirect rules |

| | |
|--------------------------|--|
| Invalid Renewal Criteria | Verifies that the Renewal TSR is prepared in accordance with the documented Renewal rules |
| Invalid Resale Criteria | Verifies that the Resale TSR is prepared in accordance with the documented Resale rules |
| Invalid Source/Sink | Verifies that the source/sink data on the TSR match Transmission Services' Source/Sink data. |
| Timing Validation Failed | Verifies service timing rules and verifies WECC Preschedule Calendar and Transmission Services' timing rules |

12.3 Transmission Services retains the right to add or change denial reasons without notice.

12.3.1 Please refer to the applicable Business Practices for specific requirements related to Deferrals, Redirects, Renewals, and Resales.

13 Related Business Practices

Transmission Services' Business Practices are available on its web site at http://www.transmission.bpa.gov/Business/Business_Practices/. See the following related Business Practices.

- New Customer Application Process for Transmission Service
- Deferral Service (Extension for Commencement of Service)
- Redirects
- Real Power Loss Return
- Redispatch and Curtailment Procedure
- Reservation and Scheduling Agent
- Reservation Priority
- Long-Term Firm Queue: Evaluation of Requests and Offer of Service
- Scheduling Transmission Service
- Network Open Season 2008
- Network Open Season 2009