

# Idaho Power Transmission Business Practices

## *Section 8 – Transmission Reservation Procedures*

**Effective Date: May 13, 2009 for Preschedule date May 14, 2009**

Idaho Power’s OATT (<http://www.oatioasis.com/ipco/index.html>), in accordance with FERC Order Nos. 888, 889 and 890 and North American industry standard terms and conditions, requires all transmission reservations be made on OASIS.

All transmission requests to Idaho Power Company for transmission services must be made on OASIS unless using backup procedures during an OASIS outage (refer to Section 15.0). Idaho Power Company operates using the westTTrans node that is administered and operated by OATI OASIS.

A “reservation” (short for “transmission service reservation” or “TSR”) and “schedule” are different concepts. A reservation is the right to schedule energy across a transmission path. The transmission customer uses the reservation by scheduling the movement of energy with the transmission provider. A reservation may be used by the transmission customer alone or in combination with other reservations to move energy. An eligible customer may acquire a reservation from the transmission provider on any contract path for which there is available transmission capacity. For long term PTP reservations the eligible customer becomes a transmission customer upon executing the transmission service agreement. For short term PTP reservations the eligible customer becomes a transmission customer once the TSR is CONFIRMED.

*In this section*

|  |          |
|--|----------|
| <b>8.1 Submitting a Transmission Request on OASIS .....</b>                                    | <b>2</b> |
| 8.1.1 Price Profile .....  | 2        |
| 8.1.2 Matching Requests.....   | 3        |
| 8.1.3 Redirect Requests "Firm Only" .....  | 3        |
| <b>8.2 New POR or POD Request.....</b>   | <b>3</b> |
| <b>8.3 Service Definitions .....</b>   | <b>3</b> |
| <b>8.4 TSR Submittal Timelines .....</b>   | <b>4</b> |
| Table 2. Firm Transmission TSR Submittal Times (in accordance with OATT Section 13.2)<br>..... | 5        |
| Table 3. Non-Firm TSR Submittal Times (in accordance with OATT Section 14.2) .....             | 5        |
| 8.4.1 Pre-schedule Bidding Windows & Practices .....   | 6        |

## **8.1 Submitting a Transmission Request on OASIS**

To request transmission you will need to follow these steps:

1. Login to webOASIS;
2. At the main page, select "Reservations", then select IPCO as the TP;
3. Click on "Enter";
4. Select TSR; and
5. Use scroll down menus to specify and submit the following:
  - Day/Hour/Week/Month/Year; Service class;
  - Type;
  - Time period;
  - Path name;
  - Point of Receipt/Point of Delivery; and
  - Start and Stop dates.

Customers are not required to fill out the Source and Sink fields in OASIS because the information that is required to analyze the ability of Idaho Power's transmission system to accommodate the request is extracted from the POR and POD fields. Furthermore, the Request for Interchange or eTag provides Idaho Power Company with the Source and Sink information that is needed for operational purposes. Notwithstanding this, Idaho Power Company may need information in the Source and Sink fields depending on the nature of the transmission service. If that situation arises, Idaho Power Company will require the Customer to provide that information.

IPCO is a specific load point of delivery within Idaho Power's transmission system registered with NERC. Idaho Power's native load is served from the IPCO point of delivery. Idaho Power will only accept a Point-To-Point reservation for "IPCO" as a Point of Delivery (POD), not a Point of Receipt (POR). Idaho Power will not accept a PTP wheeling schedule (or tag or RFI "Request for Interchange") where "IPCO" appears in the middle of a tag. In addition, Idaho Power will not accept a schedule (or tag) where "IPCO" appears as the ultimate POD (sink) unless the schedule is for load service.

The Idaho Power Company OASIS Map can be found at the following link:  
[http://www.oatioasis.com/IPCO/IPCODOCS/Common\\_OASIS\\_Map.pdf](http://www.oatioasis.com/IPCO/IPCODOCS/Common_OASIS_Map.pdf)

A listing of all POR/PODS currently available is found on the production side of Idaho Power's OASIS. Additional POR/PODS can be requested based on procedures in section 8.2.

### **8.1.1 Price Profile**

Daily and hourly PTP service may have a price profile. That is, different prices may apply to different time periods within a single transmission request. For automated transmission requests each segment of the price profile will be compared against the posted prices. All prices must be equal to the Tariff price.

### **8.1.2 Matching Requests**

Refer to Section 9.6.3, Matching Requests, for a comprehensive set of rules regarding the matching process.

### **8.1.3 Redirect Requests "Firm Only"**

Refer to Section 10.0, Changing a Transmission Reservation (Redirect), for rules regarding the redirect process.

## **8.2 New POR or POD Request**

Idaho Power as the Transmission Provider has the right to establish a new POR/POD on its own. Customers also can request a new POR or POD. To request a new POR/POD, the customer should submit a TSR request on OASIS. Customer should select the closest existing POR/POD combination. In the comment field of the TSR request identify the desired POR/POD combination. In addition, the customer shall provide a letter referencing the TSR and describing the specific details associated with the desired POR/POD combination by either fax or mail. The letter should be addressed as follows:

Manager, Grid Operations  
Idaho Power Company  
1221 W. Idaho Street  
Boise, ID 83702  
Fax: 208-388-5504

Once the POR/POD is established, ATC for the new POR/POD will be created in accordance with OATT Attachment C.

## **8.3 Service Definitions**

The following service definitions will be used throughout the Business practices:

**Yearly (Long-Term FIRM)** transmission requests must have a flat MW profile for all months greater than or equal to 12 months for the term specified in the Service Agreement.

**Monthly (FIRM)** transmission requests must have a flat MW profile for all periods in the request for up to 11 months. The start date on every month included on the request must fall within the next 11 months. See table 2 for additional information.

**Monthly (NON-FIRM)** transmission requests must have a flat MW profile for all periods on the request for up to 2 continuous months.

**Weekly (FIRM)** transmission requests must have a flat MW profile for all hours in a 7 day period (Monday through Sunday) (week).

**Weekly (NON-FIRM)** transmission requests must have a flat MW profile for all hours in a 7 day period (Monday through Sunday) (week) for up to 3 continuous weeks.

**Daily (FIRM)** transmission requests must have a flat MW profile for all hours in a calendar day.

**Daily (NON-FIRM)** transmission requests must have a flat MW profile for all hours in a calendar day for up to 5 continuous days.

**Hourly (NON-FIRM)** transmission requests must have a whole MW profile for one hour for up to 24 hours in a single calendar day. All hourly products must be PRECONFIRMED or the request will be REFUSED.

**Hourly Re-direct (Secondary)** transmission requests must have a whole MW profile for one hour up to 24 hours in a single calendar day. A firm product is the only product that can be re-directed.

#### **8.4 TSR Submittal Timelines**

Transmission requests are processed according to the timelines in the following tables (business days include the current business day):

**Table 2. Firm Transmission TSR Submittal Times (in accordance with OATT Section 13.2)**

| <b>Service Offering</b> | <b>Earliest Request</b>  | <b>Latest Request **</b>                     |
|-------------------------|--|--|
| <b>Yearly</b>           | n/a  | 60 calendar days before the start of service |
| <b>Monthly *</b>        | 6:00 a.m. Pacific Prevailing Time on the first Working Day 11 months before the start of service | 5 business days before the start of service  |
| <b>Weekly</b>           | 6:00 a.m. Pacific Prevailing Time on the first Working Day 51 weeks before the start of service  | 5 business days before the start of service  |
| <b>Daily</b>            | 6:00 a.m. Pacific Prevailing Time on the first Working Day 364 days before the start of service  | 1 business day before the start of service   |

**Note:**

\*Every month included on a monthly request should start within the 11 month timeframe. Requests that include months starting farther out than 11 months will be denied. Example: Request queued in July can only have months starting between August and June. If July of the following year is included on the request, the request is invalid.

\*\* Includes re-directs

**Table 3. Non-Firm TSR Submittal Times (in accordance with OATT Section 14.2)**

| <b>Service Offering</b> | <b>Earliest Request</b>  | <b>Latest Request ***</b>   |
|-------------------------|--|---|
| <b>Monthly</b>          | 6:00 a.m. Pacific Prevailing Time on the on the first Working Day 60 calendar days before the start of service | 5 business days before the start of service   |
| <b>Weekly</b>           | 6:00 a.m. Pacific Prevailing Time on the first Working Day 14 calendar days before the start of service        | 5 business days before the start of service   |
| <b>Daily</b>            | 6:00 a.m. Pacific Prevailing Time two (2) Working Days before the start of service                             | 1500 PPT the day before the start of service*   |
| <b>Hourly****</b>       | 6:00 a.m. Pacific Prevailing Time two (2) Working Days before the start of service                             | 1500 PPT the day before the start of service* (Pre-schedule) and 20 minutes before the hour (real-time)** |

**Notes:**

\* Unless customer has an emergency condition as verified by the transmission provider.

\*\* A request for hourly transmission service can be purchased in real time at any time; however, an eTag can not be scheduled against a reservation any later than 20 minutes before the hour. As a result, the 20 minutes identified above is based on the scheduling limitation. A request

for hourly transmission can be purchased in pre-schedule at any time; however, an eTag can not be scheduled against a reservation any later than 1500 PPT the day before the start of service.

\*\*\* Includes re-directs

\*\*\*\*Idaho Power discovered a discrepancy between OATT section 14.2 and OATT section 18.3. The discrepancy is related to the earliest time that Idaho Power will accept an hourly non-firm PTP service request. OATT section 14.2 states that an hourly non-firm PTP service request shall be submitted no earlier than 6:00 a.m. Pacific Prevailing Time two Working Days before the start of service. OATT section 18.3 states that an hourly non-firm PTP service request shall be submitted no earlier than noon PPT the Working Day before service is to commence. Idaho Power’s Business Practice section 8.4 reflects the no earlier than time referenced in Section 14.2. It has been Idaho Power’s practice to follow the 6:00 a.m. PPT time outlined in both OATT Section 14.2 and Idaho Power’s Business Practice 8. Until further clarification of the OATT can be obtained, we will continue to accept hourly non-firm service requests according to the no earlier time specified in OATT section 14.2.

### 8.4.1 Pre-schedule Bidding Windows & Practices

Idaho Power schedules in Pacific Prevailing Time (PPT) and conforms to the approved WECC 5-day pre-schedule calendar, which can be accessed at the WECC Website.

Idaho Power Transmission pre-schedule hours of operation are Monday through Friday 0600 to 1600 PPT.

Idaho Power schedules in accordance with FERC Order 638, Docket Number RM95-9-003, Standard 4.14 – Service Request Priority Tiers.

#### Version Control Information

Version Number: 6

Effective Date: 5-13-2009

#### Version History

| Version | Date       | Description   |
|---------|------------|---|
| 6       | 5-13-2009  | Modified section 8.1 to clarify that IPCO is only a POD. No schedules with IPCO as a POR will be accepted. Idaho Power will no longer accept reservations with IPCO as a POR.   |
| 5       | 12-29-2008 | Table 2: Clarified the 11 month start time for Firm Monthly products.   |
| 4       | 8-7-2008   | Added Section 8.2.1. Modified note under Section 8.4 to identify the discrepancy between OATT Sections 18.3 and 14.2 for earliest submittal time for hourly non-firm.   |
| 3       | 2-6-2008   | Modified Tables 2 and 3 under Section 8.4 to reflect the earliest request times from the OATT.  |
| 2       | 1-4-2008   | Section 8.3 – under Monthly Firm and Non-firm changed “hours in a calendar month” to “periods in the request”. Section 8.4 changed tables 2 and 3 to reflect the latest request for monthly from 10 business to 5 business days and clarified that the latest request column is also for redirects. |
| 1       | 8-1-2007   | Section 8.3 – under Hourly non-firm added language “All hourly products   |

| Version | Date      | Description   |
|---------|-----------|---|
|         |           | must be PRECONFIRMED or the request will be REFUSED.” |
| 0       | 7-13-2007 | Initial Version Release                               |