



## **Western Area Power Administration Critical Energy Infrastructure Information (CEII) Policy**

### **I. Policy**

It is Western Area Power Administration's (Western) policy that its employees not publicly disclose Critical Energy Infrastructure Information ("CEII"). However, under certain limited circumstances specified below, CEII may be disclosed pursuant to appropriate safeguards against its misuse.

CEII is specific engineering, vulnerability, or detailed design information about proposed or existing critical infrastructure (physical or virtual) that:

1. Relates details about the production, generation, transmission, or distribution of energy;
2. Could easily be useful to a person planning an attack on crucial infrastructure;
3. Is exempt from mandatory disclosure under the Freedom of Information Act (FOIA), 5 U.S.C. § 552 (2006); and
4. Does not simply give the general location of the critical infrastructure.

### **II. CEII – Related Documents, irrespective of the media:**

1. Emergency plans;
2. Communications infrastructure information;
3. Information about Western's Energy Management System;
4. Transmission system loadflow, connectivity and operating models, transient and dynamic system stability data, or other study data;
5. Connectivity or switching maps or diagrams;
6. Critical Cyber Assets , as well as all operational procedures, lists, network topology or similar diagrams, floor plans, equipment layouts, disaster recovery plans, incident response plans, and security configuration information that reference or include information regarding such Critical Cyber Assets;

### **III. CEII May Be Disclosed Under The Following Circumstances:**

1. Pursuant to specific applicable statutory or regulatory provisions, rules or regulations
2. Pursuant to an administrative or judicial order issued by a court or regulatory body that has jurisdiction over the subject matter;
3. As needed by an agent, consultant or representative hired by Western to provide engineering, construction or other services, Western;
4. Pursuant to a valid subpoena;



5. Pursuant to a request from Western's designated Reliability Coordinator;
6. Pursuant to a verifiably valid request from another electric utility or eligible transmission customer;
7. Pursuant to a verifiably valid request from a third-party consultant or electricity market participant relating to analysis of Western's power systems.

In each of the disclosure circumstances specified above, CEII shall be made available only pursuant to an appropriate protective order or upon execution and delivery of Western's form of Confidentiality and Non-Disclosure Agreement (available upon request).

#### **IV. CEII Requests & Exemptions**

To file a CEII Request for Data, please include the following information in writing (email, fax, or mailed letter):

1. Be as specific as possible. Include a description of the information requested such as the report or file names, dates, etc.
2. Contact and identifying information:
  - a. First name, middle initial, and last name
  - b. Title (attorney, engineer, private citizen, etc.)
  - c. Full mailing address
  - d. Area code and telephone number
  - e. E-mail address
3. If filing the CEII request on behalf of another person or entity, include that person or entity's contact information.
  - a. Name
  - b. Address
  - c. Telephone number
4. Provide a detailed statement explaining the particular need for and intended use of CEII.
5. Complete, sign and attach the Confidentiality and Non-Disclosure Agreement requiring the adherence to limitations on the use and disclosure of the information requested.
6. Send the request to:

Steve Sanders, Operations and Transmission Advisor  
Western Area Power Administration  
Upper Great Plains Region  
2900 4<sup>th</sup> Ave North (P.O. Box 35800)  
Billings, MT 59101 (59107-5800)  
Email: [sanders@wapa.gov](mailto:sanders@wapa.gov)  
Fax: 406-247-7408



**V. Western's Review of CEII Requests**

At the time the CEII request is received, Western will determine if the requested information meets the requirements of CEII outlined in this document and in turn whether or not to release the information to the requesting party.

Western will attempt to respond within 21 calendar days. However, Western is not required to meet such timeframe.