



## Filing Receipt

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SOAH DOCKET NO. 473-21-2606  
PUC DOCKET NO. 52195

APPLICATION OF EL PASO § BEFORE THE STATE OFFICE  
ELECTRIC COMPANY TO CHANGE § OF  
RATES § ADMINISTRATIVE HEARINGS

EL PASO ELECTRIC COMPANY'S RESPONSE TO  
OFFICE OF PUBLIC UTILITY COUNSEL'S  
TENTH REQUEST FOR INFORMATION  
QUESTION NOS. OPUC 10-1 THROUGH OPUC 10-11

## TABLE OF CONTENTS

OCTOBER 5, 2021

OPUC 10-1.....	2
OPUC 10-2.....	4
OPUC 10-3.....	29
OPUC 10-4.....	68
OPUC 10-5.....	72
OPUC 10-6.....	73
OPUC 10-7.....	88
OPUC 10-8.....	95
OPUC 10-9.....	96
OPUC 10-10.....	101
OPUC 10-11.....	102



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TENTH REQUEST FOR INFORMATION  
QUESTION NOS. OPUC 10-1 THROUGH OPUC 10-11

OPUC 10-1:

Please provide a detailed description of the specific activities and responsibilities at EPE associated with FERC Account No. 556, System Control and Load Dispatching Production. Please include any EPE job or position descriptions associated with those activities and the personnel who perform those activities.

RESPONSE:

El Paso Electric Company ("EPE") uses FERC Account 556 for System Control and Load Dispatching as prescribed by Part 101 of the FERC Uniform System of Accounts:

This account shall include the cost of labor and expenses incurred in load dispatching activities for system control. Utilities having an interconnected electric system or operating under a central authority which controls the production and dispatching of electricity may apportion these costs to this account and transmission expense Accounts 561.1 through 561.4, and Account 581, Load Dispatching-Distribution.

Items

Labor:

1. Allocating loads to plants and interconnections with others.
2. Directing switching.
3. Arranging and controlling clearances for construction, maintenance, test and emergency purposes.
4. Controlling system voltages.

5. Recording loadings, water conditions, etc.
6. Preparing operating reports and data for billing and budget purposes.
7. Obtaining reports on the weather and special events.

Expenses:

8. Communication service provided for system control purposes.
9. System record and report forms.
10. Meals, traveling and incidental expenses.
11. Obtaining weather and special events reports.

EPE utilizes accounts 561.1 through 561.4 to record labor related to personnel who perform the above activities. Job descriptions for those personnel are provided in response to OPUC 10-2 through 10-5.

Preparers: Darcy Welch

Robert M. Almanzan

Title: Supervisor – Financial Analysis and  
Planning  
Senior Director – Human Resources

Sponsors: David C. Hawkins

Cynthia S. Prieto

Title: Vice President – Strategy and  
Sustainability  
Vice President – Controller

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TENTH REQUEST FOR INFORMATION  
QUESTION NOS. OPUC 10-1 THROUGH OPUC 10-11

OPUC 10-2:

Please provide a detailed description of the specific activities and responsibilities at EPE associated with FERC Account No. 561.1, Load Dispatching - Reliability. Please include any EPE job or position descriptions associated with those activities and the personnel who perform those activities.

RESPONSE:

El Paso Electric Company ("EPE") follows the prescribed use of FERC Account 561.1 per the Uniform System of Accounts as follows:

561.1 Load Dispatch - Reliability.

This account shall include the cost of labor, materials used, and expenses incurred by a regional transmission service provider or other transmission provider to manage the reliability coordination function as specified by the North American Electric Reliability Council (NERC) and individual reliability organizations. These activities shall include performing current and next day reliability analysis. This account shall include the costs incurred to calculate load forecasts and performing contingency analysis.

Please see OPUC 10-2, Attachments 1 through 4, for job descriptions of EPE personnel whose costs are charged to FERC Account 561.1. Most of the personnel that charge costs to Account 561.1 also charge their time to other FERC accounts.

Preparer: Darcy Welch	Title: Supervisor – Financial Analysis and Planning
Robert M. Almanzan	Senior Director – Human Resources
Sponsor: Cynthia S. Prieto	Title: Vice President – Controller
David C. Hawkins	Vice President – Strategy and Sustainability



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### CONTRACTS ADMINISTRATOR – ENERGY MANAGEMENT PROFESSIONALS - ADMINISTRATION EXEMPT STATUS

Level	Job Code	Job Family Title	Grade Level	Education and/or Special Training	Years of Experience
L1	L1210570	Contracts Admin. - Assoc	51	*Bachelor's Degree	0 to 3
L2	L2210571	Contracts Admin. - Staff	52	*Bachelor's Degree	3 or more
L3	L3210572	Contracts Admin. - Senior	53	*Bachelor's Degree	5 or more
L4	L4210573	Contracts Admin. - Princ	54	*Bachelor's Degree	8 to 10 or more

\*Electrical, Mechanical, Civil or related Engineering field

\*Master's Degree, in Engineering or Business preferred

\*Registered in the appropriate state as a Professional Engineer (PE) is desirable.

### JOB FAMILY SUMMARY PURPOSE

Under the general supervision of the Supervisor of Energy Mgmt. System Ops., is responsible for planning, coordinating, negotiating, drafting and developing contracts and agreements with other utilities and with potential co-generators and small power producers.

### KEY JOB RESPONSIBILITIES

*Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate with or without a reasonable accommodation that the essential functions of the job can be performed.*

### KNOWLEDGE, SKILLS & ABILITIES:

1. Ten (10) years' experience with an electric utility in contract negotiations or similar capacity.
2. Broad knowledge of project evaluation, control techniques, principles and procedures of economic analysis.
3. Ability to prepare contracts, agreements, feasibility studies and economic analysis.
4. Effective verbal and written communication skills.
5. Ability to maintain effective working relationships with officers, managers, fellow employees, and the general public.
6. Ability to maintain a strong sense of propriety concerning confidential matters.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### ESSENTIAL JOB FUNCTIONS:

1. Develops and drafts contracts between the Company and other electric utilities in the areas of joint generation, transmission projects, power sales, purchases, interconnections/ interchanges, transmission wheeling and power pooling.
2. Develops and drafts contracts between the Company and potential co-generators and small power producers to include interconnection, power sales, purchases and distribution and maintenance agreements.
3. Negotiates agreements and contracts with vendors, co-generators and small power producers.
4. Plans, consults and collaborates with Company personnel during the contract review process.
5. Coordinates the filing of inter-utility contracts with the FERC and provides general support to the department during regulatory proceedings.
6. Plans, coordinates and controls all aspects of contract review and execution.
7. Plans, develops and evaluates resource expansion and bidding programs.
8. Performs various economic and engineering analysis and feasibility studies of the proposed contract agreements.
9. Trains and develops fewer senior staff in the department.

### WORK ENVIRONMENT:

1. The incumbents in this classification are subject to both inside and outside environmental conditions and temperature changes of extreme cold weather (below 32 degrees for periods of more than one hour) and extreme hot weather (temperatures above 100 degrees for periods of more than one hour); and are exposed to loud noises, vibration, hazards, atmospheric conditions and oils.
2. May work non-standard hours.
3. May require travel to Company work sites.
4. May require out of town travel.

### PHYSICAL DEMANDS:

1. Light work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Use of arm and/or leg controls requires exertion of force.



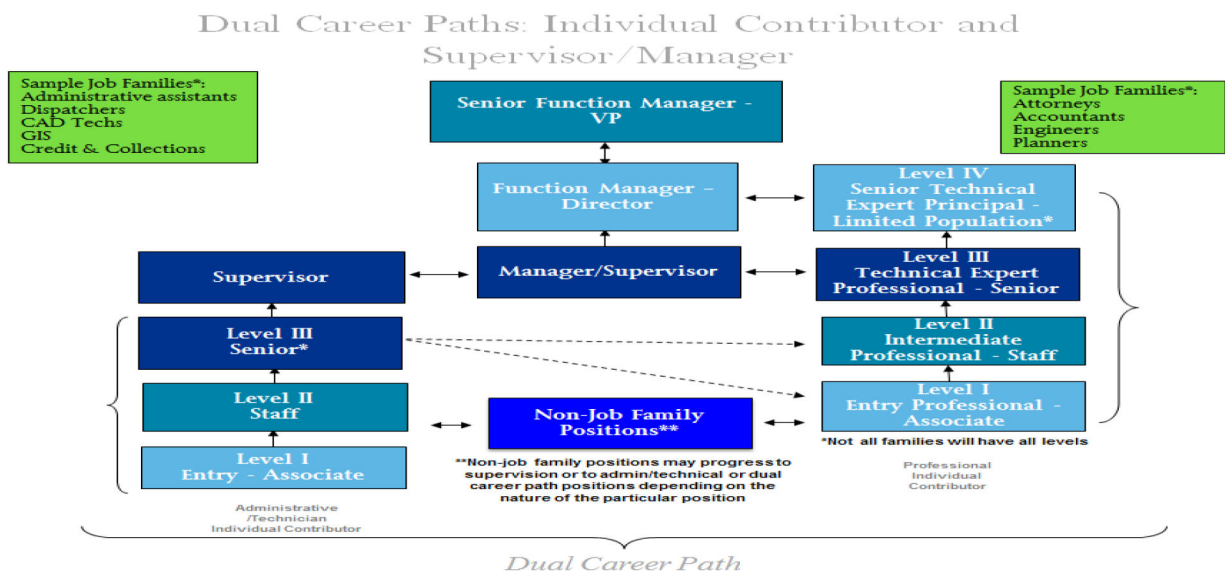
## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

2. Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms.
3. Balancing: Maintaining body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or erratically moving surfaces.
4. Stooping: Bending body downward and forward by bending spine at the waist.
5. Kneeling: Bending legs at knee to come to a rest on knee or knees.
6. Crouching: Bending the body downward and forward by bending leg and spine.
7. Crawling: Moving about on hands and knees or hands and feet.
8. Reaching: Extending hand(s) and arm(s) in any direction.
9. Standing: Particularly for sustained periods of time.
10. Walking: Moving about on foot to accomplish tasks.
11. Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position.
12. Fingers: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.
13. Grasping: Applying pressure to an object with the fingers and palm.
14. Feeling: Perceiving attributes of objects, such as size, shape and temperatures or texture by touching with skin, i.e., fingertips.
15. Talking: Expressing or exchanging ideas by means of the spoken word; those activities in which detailed or important spoken instructions must be conveyed to other workers accurately, loudly or quickly.
16. Hearing: Ability to receive detailed information through oral communication, and to make fine discriminations in sound, such as when making fine adjustments on machined parts.
17. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis.

### CAREER PATHS:



# EL PASO ELECTRIC COMPANY JOB DESCRIPTION



The following Level Guide applies to the job description.

Level I Associate (Entry)	Level II Staff (Intermediate)	Level III Senior (Normal Career Level)	Level IV Principal (Limited Population)
<p>Entry-level individual contributor position working under immediate to general supervision.</p> <p>Grasps professional-level knowledge and concepts of field of work, but in a progressive learning mode.</p> <p>Works on problems/issues of somewhat limited scope. Follows standard practices and procedures in analyzing situations or data for which answers</p>	<p>Intermediate-level professional working under general supervision.</p> <p>Applies broad, working knowledge of the principles of the field to moderately complex, difficult, and varied problems and issues.</p> <p>Exercises judgment within defined procedures and practices to determine appropriate action.</p> <p>May respond to inquiries or provide</p>	<p>Senior-level professional working independently under minimal supervision.</p> <p>Applies career-level professional knowledge and expertise to work requiring greater latitude.</p> <p>Responsible for solving complex problems and/or leading complex projects for which well-defined practices and procedures may not exist.</p> <p>Regularly exercises judgment to resolve problems and determine appropriate action. May</p>	<p>Principal level professional possessing the highest level of advanced professional and/or technical skills and competencies with highly-developed problem resolution skills.</p> <p>Work is advanced and complex requiring comprehensive knowledge of principles of the field and advanced knowledge in area of specialization.</p> <p>Functions as a subject matter expert.</p>



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

<p>can be somewhat readily obtained.</p> <p>Typically possesses an undergraduate degree.</p> <p>Previously professional-level work experience or internship preferred.</p>	<p>guidance to lower level workers.</p> <p>Typically possesses an undergraduate degree and 3 or more years of directly applicable experience.</p>	<p>provide recommendations regarding problems/issues outside the bounds of defined procedures and practices.</p> <p>May respond to inquiries, provide training, and/or provide direction to lower level workers.</p> <p>Typically possesses an undergraduate degree and 5 or more years of applicable experience; graduate level- coursework, degree, or professional credentialing preferred.</p>	<p>Regularly exercises discretion in area of expertise.</p> <p>May provide input into corporate policy within area of functional or subject matter expertise.</p> <p>May lead projects or provide guidance to or coordinate activities of others.</p> <p>Typically possesses an undergraduate degree and 8 to 10 or more years of experience; graduate level coursework or degree and/or professional credentialing preferred.</p>
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## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### ANALYST ENERGY - ENERGY MANAGEMENT SYSTEM OPERATIONS PROFESSIONALS - ADMINISTRATION EXEMPT STATUS

Level	Job Code	Job Family Title	Grade Level	Education and/or Special Training	Years of Experience
L1	L1230523	Analyst Energy - Assoc	51	*BA or BS	0 to 3
L2	L2230524	Analyst Energy. - Staff	52	*BA or BS	3 or more
L3	L3230525	Analyst Energy - Senior	53	*BA or BS	5 or more
L4	L4230526	Analyst Energy - Princ	54	*BA or BS	8 to 10 or more

\* Engineer, Accounting, or Business Administration

### JOB FAMILY SUMMARY PURPOSE

Under the general supervision of the Supervisor – Energy Management, is responsible for preparing transmission customer billing, budget forecasts, transmission and tie line schedules, maintenance of transmission cost and requested reports, and ensures compliance with Regulatory Agencies and contract terms.

### KEY JOB RESPONSIBILITIES

#### ESSENTIAL JOB FUNCTIONS:

1. Coordinates and implements pre-arranged energy transaction schedules with other utilities and assists in the checking and verifying of e-tags and OASIS transmission reservations.
2. Monitors and evaluates daily data and contingency reserve logs, tie line meters, interchange, inadvertent, checking for accuracy of data, and efficiency of overall system operations.
3. Prepares and distributes reports and data requests to other departments, utilities and regulatory agencies. Researches interchange scheduling and pricing disputes with utilities and power and transmission brokers.
4. Administrates contracts and ensures compliance with contract terms.
5. Assists with the development of recommendations, submits for coordination proposed amendments and revisions to the contracts.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

6. Assists with the development of energy accounting processes and maintenance of database system for contract and regulatory compliance and response-to-interrogatory files for access and review.
7. Assists in the invoicing process of transmission and emergency assistance transactions.
8. Complies with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations.
9. Complies with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations.
10. Perform other related tasks that are not included, but are within the context of the duties defined.

### KNOWLEDGE, SKILLS & ABILITIES:

1. Experience with a utility company in Contracts, System Operations, or similar capacity.
2. Knowledge of power system operations, regulatory standards and business practices, accounting methods, forecasting techniques, pricing techniques, and contract and tariff administration.
3. Knowledge of bulk power scheduling and transmission networks to include flow limitations on receipt and delivery points.
4. Ability to operate personal computer and various software applications; prepare energy schedules, reports and analysis; prepare various accounting reports.
5. Analytical skills and the ability to assess complex technical issues.
6. Ability to communicate effectively, both orally and in writing.
7. Ability to establish and maintain good working relationships with officers, managers, supervisors, fellow employees, representative of the agencies, outside consultants and the public.
8. Ability to maintain a strong sense of propriety concerning confidential matters and follow established codes of conduct.
9. Effective verbal and written communication skills.
10. Ability to maintain effective working relationships with officers, managers, fellow employees, and the general public.
11. Ability to maintain a strong sense of propriety concerning confidential matters.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### WORK ENVIRONMENT:

1. The incumbents in this classification are not substantially exposed to adverse environmental conditions; primary work environment is typically of an office or administrative nature.
2. May work non-standard hours.
3. May require travel to Company work sites.
4. May require out of town travel.

### PHYSICAL DEMANDS:

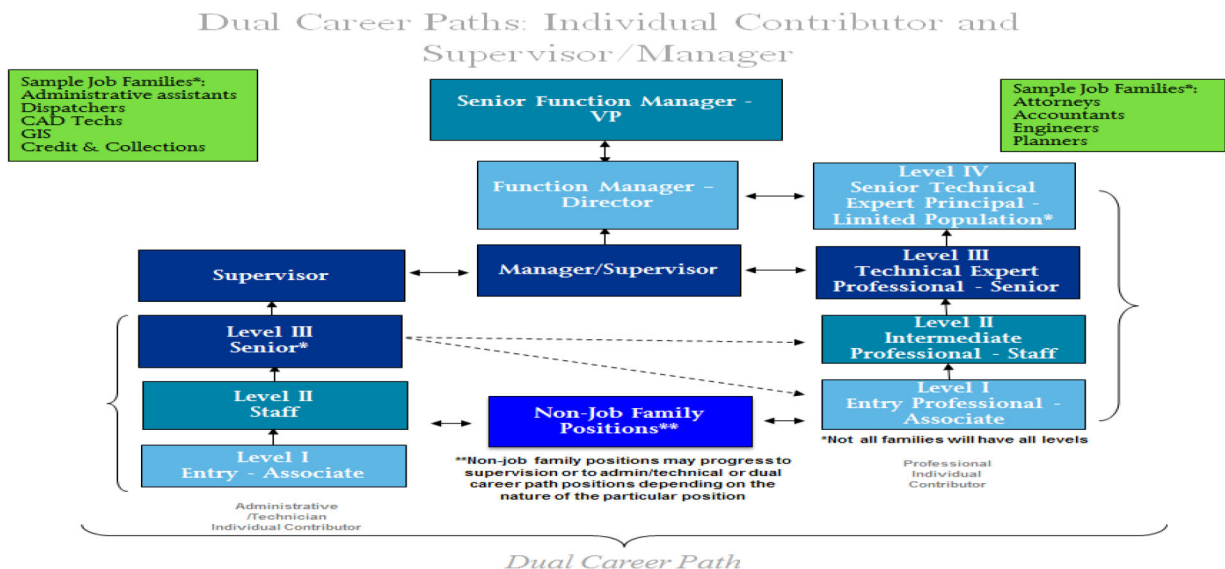
1. Sedentary work: Exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. Use of arm and/or leg controls requires exertion of force.
2. Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms.
3. Balancing: Maintaining body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or erratically moving surfaces.
4. Stooping: Bending body downward and forward by bending spine at the waist.
5. Kneeling: Bending legs at knee to come to a rest on knee or knees.
6. Crouching: Bending the body downward and forward by bending leg and spine.
7. Crawling: Moving about on hands and knees or hands and feet.
8. Reaching: Extending hand(s) and arm(s) in any direction.
9. Standing: Particularly for sustained periods of time.
10. Walking: Moving about on foot to accomplish tasks.
11. Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position.
12. Fingers: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.
13. Grasping: Applying pressure to an object with the fingers and palm.
14. Talking: Expressing or exchanging ideas by means of the spoken word; those activities in which detailed or important spoken instructions must be conveyed to other workers accurately, loudly or quickly.
15. Hearing: Ability to receive detailed information through oral communication, and to make fine discriminations in sound, such as when making fine adjustments on machined parts.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

16. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis.

### CAREER PATHS:



The following Level Guide applies to the job description.

Level I Associate (Entry)	Level II Staff (Intermediate)	Level III Senior (Normal Career Level)	Level IV Principal (Limited Population)
Entry-level individual contributor position working under immediate to general supervision.	Intermediate-level professional working under general supervision.	Senior-level professional working independently under minimal supervision.	Principal level professional possessing the highest level of advanced professional and/or technical skills and competencies with highly-developed problem resolution skills.
Grasps professional-level knowledge and concepts of field of work, but in a progressive learning mode.	Applies broad, working knowledge of the principles of the field to moderately complex, difficult, and varied problems and issues.	Applies career-level professional knowledge and expertise to work requiring greater latitude.	
		Responsible for solving complex problems and/or	



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

Level I Associate (Entry)	Level II Staff (Intermediate)	Level III Senior (Normal Career Level)	Level IV Principal (Limited Population)
<p>Works on problems/issues of somewhat limited scope. Follows standard practices and procedures in analyzing situations or data for which answers can be somewhat readily obtained.</p> <p>Typically possesses an undergraduate degree.</p> <p>Previously professional-level work experience or internship preferred.</p>	<p>Exercises judgment within defined procedures and practices to determine appropriate action.</p> <p>May respond to inquiries or provide guidance to lower level workers.</p> <p>Typically possesses an undergraduate degree and 3 or more years of directly applicable experience.</p>	<p>leading complex projects for which well-defined practices and procedures may not exist.</p> <p>Regularly exercises judgment to resolve problems and determine appropriate action. May provide recommendations regarding problems/issues outside the bounds of defined procedures and practices.</p> <p>May respond to inquiries, provide training, and/or provide direction to lower level workers.</p> <p>Typically possesses an undergraduate degree and 5 or more years of applicable experience; graduate level-coursework, degree, or professional credentialing preferred.</p>	<p>Work is advanced and complex requiring comprehensive knowledge of principles of the field and advanced knowledge in area of specialization.</p> <p>Functions as a subject matter expert. Regularly exercises discretion in area of expertise.</p> <p>May provide input into corporate policy within area of functional or subject matter expertise.</p> <p>May lead projects or provide guidance to or coordinate activities of others.</p> <p>Typically possesses an undergraduate degree and 8 to 10 or more years of experience; graduate level coursework or degree and/or professional credentialing preferred.</p>



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### SCHEDULER – SYSTEM CONTROL PROFESSIONALS - ENGINEERING EXEMPT STATUS

Level	Job Code	Job Family Title	Grade Level	Education and/or Special Training	Years of Experience
L1	L1210566	Engineer – Assoc.	52	* BS	0 to 3
L2	L2210567	Engineer – Staff	53	*BS	3 or more
L3	L3210568	Engineer - Sr.	54	*BS	5 or more
L4	L4210569	Engineer – Prin.	55	*BS	8 to 10 or more

\* Engineering, Accounting or other analytical field or related combination of education, training and experience.

### JOB FAMILY SUMMARY PURPOSE

Under the general supervision of the Energy Analysis Supervisor, is responsible for processing Real Time Electronic tags (ETags), coordinating and implementing real time energy and transmission schedules, loading schedules to the Scheduling System, balancing system interchange, monitoring and reporting contingency reserves via the SRSG reserve sharing system, monitoring EPE's OASIS and reviewing short term transmission requests (weekly, daily, hourly), assists the Generation System Controller with duties related to system interchange and scheduling, follows and ensures compliance with WECC Business Practices, maintains reliability compliance with WECC and NERC.

Under the general supervision of the Manager - Energy Analysis, is responsible for processing Real Time Electronic tags (ETags), coordinating and implementing real time energy and transmission schedules, loading schedules to the Scheduling System, balancing system interchange, monitoring and reporting contingency reserves via the SRSG reserve sharing system, monitoring EPE's OASIS and reviewing short term transmission requests (weekly, daily, hourly), assists the Generation System Controller with duties related to system interchange and scheduling, follows and ensures compliance with WECC Business Practices, maintains reliability compliance with WECC and NERC

Under the general supervision of the Energy Analysis Supervisor, is responsible for processing Real Time Electronic tags (ETags), coordinating and implementing real time energy and transmission schedules, loading schedules to the Scheduling System, balancing system





## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

interchange, monitoring and reporting contingency reserves via the SRSG reserve sharing system, monitoring EPE's OASIS and reviewing short term transmission requests (weekly, daily, hourly), assists the Generation System Controller with duties related to system interchange and scheduling, follows and ensures compliance with WECC Business Practices, maintains reliability compliance with WECC and NERC.

### KEY JOB RESPONSIBILITIES

*Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate with or without a reasonable accommodation that the essential functions of the job can be performed.*

### MINIMUM KNOWLEDGE, SKILLS & ABILITIES:

1. Ability to quickly learn power systems and System Operations principles and practices including energy flows, and interchange, transmission and power scheduling functions.
2. Ability to learn forecasting and research techniques, interpret transmission contracts, administer transmission tariffs and perform data analysis.
3. Ability to gain an in-depth understanding of the electric regulatory process and issues affecting control areas and transmission providers.
4. Ability to operate personal computer, and learn EMS and various software applications used in the scheduling and balancing of energy and transmission.
5. Ability to communicate effectively, both orally and in writing.
6. Ability to establish and maintain good working relationships with officers, managers, supervisors, fellow employees, representative of the agencies, outside consultants and the public.
7. Ability to maintain a strong sense of propriety concerning confidential matters and follow established codes of conduct.
8. Available to work rotating shifts and/or irregular and long hours as required
9. Three (3) years' experience with a utility company in energy or transmission scheduling or dispatch and related System Operations functions.
10. Knowledge of power system operations, WECC, NERC and FERC mandated industry practices, interchange scheduling, and contract and tariff administration.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

11. Understanding of the regulatory process and issues affecting control areas and transmission providers.
  12. Ability to operate personal computer, EMS and various software applications used in the scheduling and balancing of energy and transmission.
  13. Ability to make presentations and teach new developments of the electric utility field to System Controllers and others.
  14. Possesses and applies a broad knowledge of energy flows, interchange, accounting practices, data analysis, and research techniques
  15. Ability to communicate effectively, both orally and in writing.
  16. Ability to establish and maintain good working relationships with officers, managers, supervisors, fellow employees, representative of the agencies, outside consultants and the public.
  17. Ability to maintain a strong sense of propriety concerning confidential matters and follow established codes of conduct.
  18. Available to work shift hours, and travel frequently as required.
  19. Must work towards obtaining a NERC Certification
- 
1. Nine (9) years' experience with a utility company in energy or transmission scheduling or dispatch and related System Operations functions.
  2. Extensive knowledge of power system operations, WECC, NERC and FERC mandated industry practices, interchange scheduling, and contract and tariff administration.
  3. Extensive understanding of the regulatory process and issues affecting control areas and transmission providers.
  4. Ability to operate personal computer, EMS and various software applications used in the scheduling and balancing of energy and transmission.
  5. Ability to make presentations and teach new developments of the electric utility field.
  6. Possesses and applies extensive knowledge of energy flows, interchange, accounting practices, data analysis, and research techniques
  7. Excellent analytical skills and the ability to assess complex technical issues.
  8. Ability to communicate effectively, both orally and in writing.
  9. Ability to establish and maintain good working relationships with officers, managers, supervisors, fellow employees, representative of the agencies, outside consultants and the public.





## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

10. Ability to maintain a strong sense of propriety concerning confidential matters and follow established codes of conduct.
11. Available to work shift hours, and travel frequently as required
12. Must possess and maintain NERC Certification.

1. Effective verbal and written communication skills.
2. Ability to maintain effective working relationships with officers, managers, fellow employees, and the general public.
3. Ability to maintain a strong sense of propriety concerning confidential matters.

### ESSENTIAL JOB FUNCTIONS:

The following essential job functions are accomplished by utilizing a CRT, personal computer with keyboard and/or mouse, scientific calculator and/or other engineering devices.

1. Performs real time energy scheduling through verification and coordination of E-Tags and system resource schedules prepared by the company's marketing department.
2. Performs real time review and approvals of transmission reservations made through OASIS.
3. Cross references E-tag transmission profiles to OASIS transaction to ensure transmission usage by customers agrees to transmission sales terms.
4. Reconciles and loads schedules to the real time Scheduling System.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

5. Assists in the development and implementation of accounting methods to properly confirm and record each transaction with regard to control area, contract compliance and billing requirements.
6. With assistance from the Reliability Controller monitors daily interchange, tie line meters and inadvertent interchange, checking for accuracy of data, and efficiency of overall system operations.
7. Resolves interchange scheduling disputes with utilities and power marketing entities.
8. Communicates with outside System Controllers, Schedulers, and parties to transactions to balance all schedules.
9. Ensures compliance with transmission sales contracts and terms,
10. Posts transmission rates, capacities and curtailment data on the OASIS.
11. Complies with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations.
12. Performs real time energy scheduling through verification and coordination of ETags and system resource schedules prepared by the company's marketing department.
13. Performs real time review and approvals of transmission reservations made through OASIS.
14. Cross references Etag transmission profiles to OASIS transaction to ensure transmission usage by customers agrees to transmission sales terms.
15. Reconciles and loads schedules to the real time Scheduling System.
16. Assists in the development and implementation of accounting methods to properly confirm and record each transaction with regard to control area, contract compliance and billing requirements.
17. Monitors daily interchange, tie line meters and inadvertent interchange, checking for accuracy of data, and efficiency of overall system operations.
18. Resolves interchange scheduling disputes with utilities and power marketing entities.
19. Communicates with outside System Controllers, Schedulers, and parties to transactions to balance all schedules.
20. Ensures compliance with transmission sales contracts and terms,
21. Posts transmission rates, capacities and curtailment data on the OASIS.
22. Assists with training of System Controllers, Schedulers and others on work related areas.
23. Complies with all applicable Company policies, procedures and code of ethics as well as applicable governmental laws and regulations to include employment, safety and environmental standards and regulations.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

24. Performs real time energy scheduling through verification and coordination of ETags and system resource schedules prepared by the company's marketing department.
25. Performs real time review and approvals of transmission reservations made through OASIS.
26. Cross references Etag transmission profiles to OASIS to ensure transmission usage by customers agrees to transmission sales.
27. Loads schedules to the real time Scheduling System and reconciles them against prescheduled load data and data telephoned by other utilities..
28. Assists in the development and implementation of accounting methods to properly confirm and record each transaction with regard to control area, contract compliance and billing requirements.
29. Monitors daily interchange, tie line meters and inadvertent interchange, checking for accuracy of data, and efficiency of overall system operations.
30. Resolves interchange scheduling disputes with utilities and power marketing entities.
31. Communicates with outside System Controllers, Schedulers, and parties to transactions to balance all schedules.
32. Administrates interchange and transmission contracts and ensures compliance with contract terms;
33. Posts transmission rates, capacities and curtailment data on the OASIS.
34. Trains System Controllers, Schedulers and others on work related areas.
35. Complies with all applicable Company policies, procedures and code of ethics as well applicable governmental laws and regulations to include employment, safety and environmental standards and regulations.
- 1.
2. Valid driver's license and be in compliance with the Company's Driving Program policy.
3. Complies with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations.
4. Perform other related tasks that are not included, but are within the context of the duties defined.

### WORK ENVIRONMENT:



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

1. The incumbents in this classification are not substantially exposed to adverse environmental conditions; primary work environment is typically of an office or administrative nature.
- 2.
- 3.
- 4.
5. May work non-standard hours.
6. May require travel to Company work sites.
7. May require out of town travel.

### PHYSICAL DEMANDS:

1. Sedentary work: Exerting up to 10 pounds of force occasionally, and/or a negligible amount of force to-position.
2. Fingering: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.
3. Talking: Expressing or exchanging ideas by means of the spoken word; those activities in which detailed or important spoken instructions must be conveyed to other workers accurately, loudly or quickly.
4. Hearing: Ability to receive detailed information through oral communication, and to make fine discriminations in sound, such as when making fine adjustments on machined parts.
5. Repetitive motions: Substantial movements (motions) of the wrists, hands, and/or fingers.
6. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis.
- 7.
8. Sedentary work: Exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently, or constantly to lift, carry, push, pull or otherwise move objects.
9. Reaching: Extending hand(s) and arm(s) in any direction.
10. Walking: Moving about on foot to accomplish tasks.
11. Pulling: Using upper extremities to exert force in order to draw, drag, haul or tug objects in a sustained motion.
12. Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position.



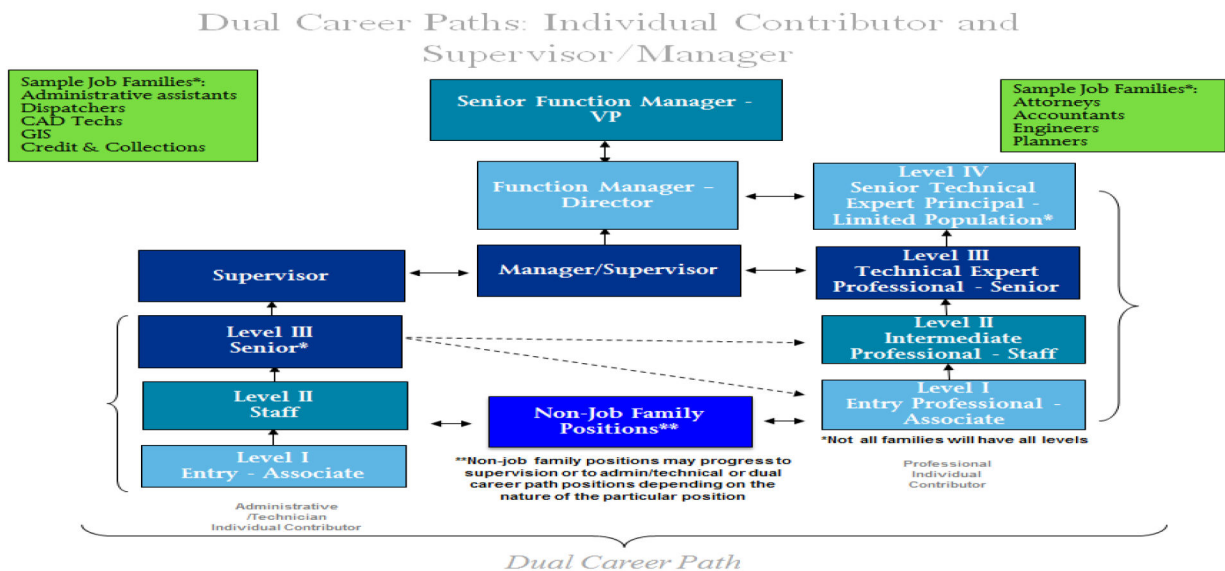
## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

13. Fingering: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.
14. Grasping: Applying pressure to an object with the fingers and palm.
15. Talking: Expressing or exchanging ideas by means of the spoken word; those activities in which detailed or important spoken instructions must be conveyed to other workers accurately, loudly or quickly.
16. Hearing: Ability to receive detailed information through oral communication, and to make fine discriminations in sound, such as when making fine adjustments on machined parts.
17. Repetitive motions: Substantial movements (motions) of the wrists, hands, and/or fingers.
18. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis.



# EL PASO ELECTRIC COMPANY JOB DESCRIPTION

## CAREER PATHS:



The following Level Guide applies to the job description.

Level I Associate (Entry)	Level II Staff (Intermediate)	Level III Senior (Normal Career Level)	Level IV Principal (Limited Population)
<p>Entry-level individual contributor position working under immediate to general supervision.</p> <p>Grasps professional-level knowledge and concepts of field of work, but in a progressive learning mode.</p> <p>Works on problems/issues of somewhat limited scope. Follows standard practices and</p>	<p>Intermediate-level professional working under general supervision.</p> <p>Applies broad, working knowledge of the principles of the field to moderately complex, difficult, and varied problems and issues.</p> <p>Exercises judgment within defined procedures and practices to determine appropriate action.</p>	<p>Senior-level professional working independently under minimal supervision.</p> <p>Applies career-level professional knowledge and expertise to work requiring greater latitude.</p> <p>Responsible for solving complex problems and/or leading complex projects for which well-defined practices and procedures may not exist.</p> <p>Regularly exercises</p>	<p>Principal level professional possessing the highest level of advanced professional and/or technical skills and competencies with highly-developed problem resolution skills.</p> <p>Work is advanced and complex requiring comprehensive knowledge of principles of the field and advanced knowledge in area of specialization.</p>





## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

Level I Associate (Entry)	Level II Staff (Intermediate)	Level III Senior (Normal Career Level)	Level IV Principal (Limited Population)
<p>procedures in analyzing situations or data for which answers can be somewhat readily obtained.</p> <p>Typically possesses an undergraduate degree.</p> <p>Previously professional-level work experience or internship preferred.</p>	<p>May respond to inquiries or provide guidance to lower level workers.</p> <p>Typically possesses an undergraduate degree and 3 or more years of directly applicable experience.</p>	<p>judgment to resolve problems and determine appropriate action. May provide recommendations regarding problems/issues outside the bounds of defined procedures and practices.</p> <p>May respond to inquiries, provide training, and/or provide direction to lower level workers.</p> <p>Typically possesses an undergraduate degree and 5 or more years of applicable experience; graduate level- coursework, degree, or professional credentialing preferred.</p>	<p>Functions as a subject matter expert. Regularly exercises discretion in area of expertise.</p> <p>May provide input into corporate policy within area of functional or subject matter expertise.</p> <p>May lead projects or provide guidance to or coordinate activities of others.</p> <p>Typically possesses an undergraduate degree and 8 to 10 or more years of experience; graduate level coursework or degree and/or professional credentialing preferred.</p>



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### SUPV-ENERGY MANAGEMENT – SYSTEM OPERATIONS OFFICIALS & MGRS - SUPERVISORY EXEMPT STATUS

Level	Job Code	Job Family Title	Grade Level	Education and/or Special Training	Years of Experience
M1	M1130291	Supv. – Energy Management	55	*BA or BS	5 years

\* Accounting, Engineering or related field or an equivalent combination of training and experience. Training and experience in use and maintenance of OATI software tools and services.

\*\*Must be NERC certified or obtain NERC certification within one year of hire.

### JOB SUMMARY PURPOSE

Under the general direction of the Manager of System Dispatch, is responsible for: the direct supervision of the Real-time Schedulers and Energy Analysts at System Operations; the administration and maintenance of OASIS and of OATI services and products; the coordination, development and review of departmental policies and procedures as relate to Energy Management and Energy Analysis at System Operations; participation in committees and project groups relating to EPE's real-time scheduling, energy accounting, reconciliation, billing and reporting; and direction of the wholesale transmission business, associated business practices, contracts, agreements and tariffs; participation in FERC, NERC/WECC, and SRSG audits. Incumbent develops, provides and manages coordination within the department including training and workflow. Provides, allocates and manages department resources and personnel to meet corporate business objectives and customer requirements. Adheres to FERC rules and regulations, NERC/WECC standards and EPE policies, procedures, and guidelines.

### KEY JOB RESPONSIBILITIES

*Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate with or without a reasonable accommodation that the essential functions of the job can be performed.*

### MINIMUM KNOWLEDGE, SKILLS & ABILITIES:

1. Manages electric utility in a Balancing Authority related capacity.
2. Extensive knowledge of wholesale transmission business practices to include contract and





## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

- tariff administration.
3. Extensive knowledge and understanding of Interchange Scheduling and Accounting including Transmission Reservation Requests (TSR), e-Tagging, energy scheduling, and after-the-fact reconciliation and reporting..
  4. Extensive familiarity with Electric Industry rules regulations and standard as propagated by FERC, NERC, WECC and NAESB and with ongoing development and committee work within these areas.
  5. Progressive experience with OATI products and services, particularly webTrans, webSmartTag, webSmartOASIS, webAccounting, webIntegrity with the ability to create and maintain AUDIs and validation rules.
  6. Excellent Computer skills with various business and reporting application.
  7. Must be NERC certified or obtain NERC certification within one year of hire.
  8. Effective verbal and written communication skills.
  9. Ability to maintain effective working relationships with officers, managers, fellow employees, and the general public.
  10. Ability to maintain a strong sense of propriety concerning confidential matters.

### ESSENTIAL JOB FUNCTIONS:

1. Supervise and coordinate the day-to-day duties of the Real time Scheduling Desk and the Energy Analysis staff to assure accuracy, completeness, and timeliness of work product consistent with department and Company objectives
2. Responsible for OASIS updates, notices, and postings and for assuring that periodic deadlines are met and that content is accurate, complete and up to date.
3. Administrate all OATI products used by System Operations with respect to product configuration; user permissions and access; data model; product mapping; AUDI; and Tag and TSR validation rules.
4. Coordinate OATI product versioning, functionality and configuration changes with OATI and assure training is provided to system operators, real-time schedulers and energy analysts as necessary.
5. Oversee and assist in training and documentation development and participate in the development of business practices, policies, procedures, and application of the OATT as needed.
6. Oversee and review monthly transmission sale billing, closing activities, processes, and tools.
7. Perform appropriate reviewer / approver functions in support of Company and departmental workflows, report distribution and AFRM posting.
8. Coordinate the provision of data and SME support to all Company needs such as RFIs, rate cases, audits, event analyses, compliance matters, etc.
9. Monitor Industry regulatory changes and relevant committee work at FERC, NERC, WECC, and NAESB coordinating and providing participation of EPE resources as needed.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

10. Oversee EPE's content in the NAESB Electric Industry Registry (EIR), assuring all required segments, paths, points of receipt and delivery, and adjacencies are accurate, complete and current.
11. Assure the proper and optimal running of all OATI products and services in use by System Operations.
12. Responsible for acceptability and completeness of compliance evidence as well as providing oversight and approval of the quarterly evidence submission to webCompliance.
13. Perform HR responsibilities for direct reports as to goal setting, performance evaluation, hiring and on-boarding.
14. Coordinate all required job-related and Company-required training for direct reports.
15. Participate in the development of, and assure adherence to, departmental annual budget.
16. Trains, supports and develops System Operators and Schedulers in proper use of OATI tools.
17. Represents El Paso Electric on various committees as required.
18. Serves on inter-departmental committees and projects as required.
19. Act as Subject Matter Expert in field of expertise as needed.
20. Responsible for ensuring the enforcement of and compliance with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations
21. Perform other related tasks that are not included but are within the context of the duties defined.

### WORK ENVIRONMENT:

The incumbents in this classification are not substantially exposed to adverse environmental conditions; primary work environment is typically of an office or administrative nature.

1. May work non-standard hours.
2. May require travel to Company work sites.
3. May require out of town travel.

### PHYSICAL DEMANDS:

1. Light work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects.
2. Fingering: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.
3. Grasping: Applying pressure to an object with the fingers and palm.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

4. Feeling: Perceiving attributes of objects, such as size, shape and temperature or texture by touching with skin, i.e., fingertips.
5. Talking: Expressing or exchanging ideas by means of the spoken word; those activities in which detailed or important spoken instructions must be conveyed to other workers accurately, loudly or quickly.
6. Hearing: Ability to receive detailed information through oral communication, and to make fine discriminations in sound, such as when making fine adjustments on machined parts.
7. Repetitive motions: Substantial movements (motions) of the wrists, hands, and/or fingers.
8. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis.

SOAH DOCKET NO. 473-21-2606  
PUC DOCKET NO. 52195

APPLICATION OF EL PASO	§	BEFORE THE STATE OFFICE
ELECTRIC COMPANY TO CHANGE	§	OF
RATES	§	ADMINISTRATIVE HEARINGS

EL PASO ELECTRIC COMPANY'S RESPONSE TO  
OFFICE OF PUBLIC UTILITY COUNSEL'S  
TENTH REQUEST FOR INFORMATION  
QUESTION NOS. OPUC 10-1 THROUGH OPUC 10-11

OPUC 10-3:

Please provide a detailed description of the specific activities and responsibilities at EPE associated with FERC Account No. 561.2, Load Dispatching - Monitor and Operate Transmission System. Please include any EPE job or position descriptions associated with those activities and the personnel who perform those activities.

RESPONSE:

El Paso Electric Company ("EPE") follows the prescribed use of account 561.2 per the FERC Uniform System of Accounts:

561.2 Load Dispatch - Monitor and Operate Transmission System.

This account shall include the costs of labor, materials used and expenses incurred by a regional transmission service provider or other transmission provider to monitor, assess and operate the power system and individual transmission facilities in real-time to maintain safe and reliable operation of the transmission system. This account shall also include the expense incurred to manage transmission facilities to maintain system reliability and to monitor the real-time flows and direct actions according to regional plans and tariffs as necessary.

Items

1. Receive and analyze outage requests
2. Reschedule outage plans
3. Monitor solution quality field data values, providing model updates to NERC and coordinating network model changes across all systems

4. Conduct operating training related to NERC certification
5. Monitor generation resources and communicate expected dispatch actions
6. Ensure ancillary service requirements are met
7. Directing switching
8. Controlling system voltages
9. Obtaining reports on the weather and special events
10. Preparing operating reports and data for billing and budget purposes

Please see OPUC 10-3, Attachments 1 through 8, and OPUC 10-2, Attachments 1 through 4, for job descriptions of EPE personnel whose costs are charged to FERC Account 561.2. Most of the personnel that charge costs to Account 561.2 also charge their time to other FERC accounts.

Preparer: Darcy Welch	Title: Supervisor – Financial Analysis and Planning
Robert M. Almanzan	Senior Director – Human Resources
Sponsor: David C. Hawkins	Title: Vice President – Strategy and Sustainability
Cynthia S. Prieto	Vice President – Controller

**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	Manager – System Dispatch	<b>CLASSIFICATION</b>		<b>GRADE</b>	
		<b>NUMBER:</b>	M2110225	<b>LEVEL:</b>	56
<b>DEPARTMENT:</b>	System Operations	<b>DIVISION:</b>	System Operations	<b>LOCATION:</b>	System Operations

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**JOB PURPOSE:**

Reporting to the Director of System Operations is responsible for managing the overall System Dispatch Function. This includes the responsibility for the real-time dispatch of EPE's generation resources; operation of EPE's OASIS, open access transmission services and ancillary services; administration of the Southwest Reserve Sharing Group (SRSG) function; unscheduled flow curtailment; the E-tagging function, and power accounting. This position directly supervises the Generation System Operators, the Energy Analysts, and the Schedulers.

**EDUCATION AND/OR SPECIAL TRAINING:**

1. Graduation from a recognized college or university with a Bachelor's of Science Degree in Electrical Engineering.
2. Professional Engineers License or Master's Degree preferred
3. Ability to communicate effectively, both orally and in writing.
4. Ability to maintain a strong sense of propriety concerning confidential matters.
5. Ability to establish and maintain good working relationships with officers, managers, supervisors, fellow employees and the public.
6. Availability to work irregular hours and be responsive to department emergencies which occur during irregular business hours and/or on a twenty-four (24) hour basis.
7. Must be NERC certified or obtain NERC certification within one year of hire.

**EXPERIENCE AND MINIMUM REQUIREMENTS:**

1. Minimum of ten (10) years of experience in the areas of energy accounting, scheduling, or system operations.
2. Extensive knowledge of power systems; generally accepted accounting principles; FERC, SEC and State Commission accounting procedures and reporting practices; budgeting; research methods, Energy Management System (EMS) applications.
3. Demonstrated managerial, engineering, and business skills.
4. Ability to prepare financial reports and statements.
5. Extensive knowledge and ability in contract administration.
6. Ability to interpret and ensure consistent application of organizational policies.
7. Ability to communicate effectively, both orally and in writing.
8. Ability to maintain a strong sense of propriety concerning confidential matters.
9. Ability to establish and maintain good working relationships with officers, managers, supervisors, fellow employees, representative of the agencies, outside consultants and the public.

**ESSENTIAL JOB FUNCTIONS:**

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<b>REPORTS TO:</b>	Director - System Operations	<b>APPROVAL:</b>		<b>DATE:</b>	04/14
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**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	Manager – System Dispatch	<b>CLASSIFICATION</b>		<b>GRADE</b>	
		<b>NUMBER:</b>	M2110225	<b>LEVEL:</b>	56
<b>DEPARTMENT:</b>	System Operations	<b>DIVISION:</b>	System Operations	<b>LOCATION:</b>	System Operations

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1. Manages the real-time operation (24 hours per day, 7days per week) of the generation dispatch function which includes the implementation of the unit commitment, Automatic Generation Control (AGC), reserve monitoring, and interchange scheduling.
2. Manages the E-tag validation system, OASIS, Unscheduled Loop Flow (USF) system, WECC Interchange Tool (WIT), and the Southwest Reserve Sharing Group (SRSG) system.
3. Manages and supervises the work of energy analysts and real-time/ pre-schedule personnel. Serves as the primary interface between scheduling coordinators and EPE's Balancing Authority area (BA) function.
4. Serves as the subject matter expert in Balancing Authority issues. Ensures compliance with all applicable NERC, FERC, and WECC standards as well as regulatory policies and procedures.
5. Manages transmission sales, pre-scheduling, and post-scheduling operation for transmission, and monitors transmission procurement for load requirements and the sale of excess transmission capacity to other entities.
6. Directs settlement analyses for transmission transactions on the bulk power system.
7. Works closely with EMS Support to develop and maintain EMS and third party software for the processing of the engineering and operations function.
8. Administers the training programs for System Controllers which includes preparation for NERC Certification testing, system operations skills, and refresher certification training. Trains and develops section personnel in generation requirements, energy transaction schedules, and daily control area checkouts with interconnected utilities.
9. Manages the data collection monitoring, accounting, budgeting, invoicing, and training.
10. Oversees coordination with other Section members and the Meter Section to investigate and evaluate accuracy of field data used in interchange accounting and generation control.
11. Oversees coordination of unit and tie line maintenance schedules with other departments and companies as required.
12. Directs the monitoring and evaluation of daily logs for energy transactions, tie line meters, inadvertent, interchanges, monthly system summary reports, etc., checking for accuracy of data and efficiency of overall system operations.
13. Ensures accuracy of reports and data requests for other departments, utilities and regulators. Reviews and approves transmission contract administration and assures compliance with contract terms.
14. Oversees monitoring of OASIS transmission reservations and ensures transmission postings are updated. Ensures that OATT, ATC limits, and transmission contracts are correctly applied.
15. Directs the preparation and submittal of FERC Form 1, FERC 3Q Report, FERC 714, FERC Electronic Quarterly Report pertaining to transmission service agreements and SRSG assistance, EEI data and the Annual WECC Budget Assessment. Prepares responses for rate case and fuel reconciliation interrogatory requests.
16. Directs and approves the Bulk Power billing process.

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**REPORTS TO:** Director -  
System Operations

**APPROVAL:**

**DATE:** 04/14

**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b> Manager – System Dispatch	<b>CLASSIFICATION</b> <b>NUMBER:</b> M2110225	<b>GRADE</b> <b>LEVEL:</b> 56
<b>DEPARTMENT:</b> System Operations	<b>DIVISION:</b> System Operations	<b>LOCATION:</b> System Operations

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17. Reviews recommendations and submits for coordination proposed amendments and revisions to the Bulk Power contracts.

**OTHER JOB FUNCTIONS:**

1. Serves as EPE's representative on various committees as required.
2. Serves on inter-departmental committees as required.
3. Performs other related tasks that are not included, but are within the context of duties defined.

**ENVIRONMENTAL DEMANDS:**

1. None. The worker is not substantially exposed to adverse environmental conditions (such as in typical office or administration work).

**PHYSICAL DEMANDS:**

1. Sedentary work: Exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently, or constantly to lift, carry, push, pull or otherwise move objects, including the human body. This position will require sitting most of the time.
2. Talking: Expressing or exchanging ideas by means of the spoken word. Must convey detailed and/or important information through oral communication.
3. Hearing: Ability to receive detailed information through oral communication and really correct information to co-workers.
4. Fingering: Picking, typing or otherwise working primarily with fingers rather than with the whole hand or arms as in handling.
5. Repetitive motions: Substantial movements (motions) of the wrists, hands, and/or fingers.
6. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis.

**REVIEWED BY:**

**EMPLOYEE RELATIONS AND DEVELOPMENT** \_\_\_\_\_

Developed 04/14

**ATTRIBUTES:**

1. Functional/Technical Skills.
2. Demonstrated leadership skills
3. Experienced in planning workload
4. Proven problem solving skills

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**REPORTS TO:** Director -  
System Operations

**APPROVAL:**

**DATE:** 04/14



**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	Manager – System Dispatch	<b>CLASSIFICATION</b>		<b>GRADE</b>	
		<b>NUMBER:</b>	M2110225	<b>LEVEL:</b>	56
<b>DEPARTMENT:</b>	System Operations	<b>DIVISION:</b>	System Operations	<b>LOCATION:</b>	System Operations

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5. Excellent interpersonal relationship skills

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**REPORTS TO:** Director -  
System Operations

**APPROVAL:**

**DATE:** 04/14



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### MANAGER – SYSTEM OPERATIONS OFFICIALS & MGRS – MIDDLE MANAGEMENT EXEMPT STATUS

Level	Job Code	Job Family Title	Grade Level	Education and/or Special Training	Years of Experience
M1	M2110247	Mgr. – System Operations	56	Bachelor's – Engineering*	10 years

\*or 18 years of an equivalent combination of related training and experience

### JOB SUMMARY PURPOSE

Under the general supervision of the Senior Director – System Operations & Planning, is responsible for managing the System Operators. Ensure System Operators receive training in procedures, software systems and NERC applicable standards necessary for providing safe and reliable delivery of energy to EPE's customers in the safest and most cost-efficient manner. Ensure proper and timely reporting to regulating agencies such as FERC, NERC and Utility Commissions of TX and NM. Develop and implement processes and operating procedures required to maintain compliance with FERC and NERC requirements and ensure the reliability of the bulk electric system.

### KEY JOB RESPONSIBILITIES

*Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate with or without a reasonable accommodation that the essential functions of the job can be performed.*

### MINIMUM KNOWLEDGE, SKILLS & ABILITIES:

1. Experience with an electric utility in a related capacity
2. Knowledge of power systems including transmission, distribution and power plants
3. Extensive knowledge and understanding of various systems in use such as OASIS, SRSG, E-Tags, and EMS Advanced Applications
4. Availability to work irregular hours and be responsive to department emergencies which occur during irregular business hours and/or on a twenty-four (24) hour basis
5. Must be NERC certified or have the ability to obtain NERC certification within one year of hire date
6. Ability to develop and manage budgets for departments and for large projects



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

7. Must be able to travel for business as required
8. Effective verbal and written communication skills.
9. Ability to maintain effective working relationships with officers, managers, fellow employees, and the general public.
10. Ability to maintain a strong sense of propriety concerning confidential matters.

### ESSENTIAL JOB FUNCTIONS:

1. Be familiar with NERC standards and ensure compliance with all requirements
2. Ensure adherence to operating analyses and understanding of system studies. Develop processes and procedures for system operations as needed
3. Identify training needs for System Operators and ensure training is administered.
4. Ensure System Operators are up-to-date with all certification requirements
5. Work with System Operations Engineering to develop best practices
6. Update job tasks and develop methods for qualifying System Operators on all tasks
7. Ensure distribution switching procedures are written and reviewed for safety and accuracy
8. Ensure the transmission and distribution desks are properly manned
9. Develop and submit reports to regulating agencies as required
- 10.
11. Valid driver's license and be in compliance with the Company's Driving Program policy.
12. Responsible for ensuring the enforcement of and compliance with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations
13. Perform other related tasks that are not included, but are within the context of the duties defined.

### WORK ENVIRONMENT:

1. The incumbents in this classification are subject to inside environmental conditions
2. Available to work irregular hours and/or on a twenty-four (24) hour basis.
3. May work non-standard hours.
4. May require travel to Company work sites.
5. May require out of town travel.

### PHYSICAL DEMANDS:



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

1. Light work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Use of arm and/or leg controls requires exertion of force.
2. Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms.
3. Balancing: Maintaining body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or erratically moving surfaces.
4. Stooping: Bending body downward and forward by bending spine at the waist.
5. Kneeling: Bending legs at knee to come to a rest on knee or knees.
6. Crouching: Bending the body downward and forward by bending leg and spine.
7. Crawling: Moving about on hands and knees or hands and feet.
8. Reaching: Extending hand(s) and arm(s) in any direction.
9. Standing: Particularly for sustained periods of time.
10. Walking: Moving about on foot to accomplish tasks.
11. Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position.
12. Fingers: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.
13. Grasping: Applying pressure to an object with the fingers and palm.
14. Feeling: Perceiving attributes of objects, such as size, shape and temperatures or texture by touching with skin, i.e., fingertips.
15. Talking: Expressing or exchanging ideas by means of the spoken word; those activities in which detailed or important spoken instructions must be conveyed to other workers accurately, loudly or quickly.
16. Hearing: Ability to receive detailed information through oral communication, and to make fine discriminations in sound, such as when making fine adjustments on machined parts.
17. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### NERC TRAINER – SYSTEM OPERATIONS PROFESSIONALS - ENGINEERING EXEMPT STATUS

Level	Job Code	Job Family Title	Grade Level	Education and/or Special Training	Years of Experience
L1	L1210658	NERC Trainer - Associate	53	*BS – Electrical Engineering	0 to 3
L2	L2210659	NERC Trainer - Staff	54	*BS – Electrical Engineering	3 or more
L3	L3210660	NERC Trainer - Senior	55	*BS – Electrical Engineering	5 or more
L4	L4210661	NERC Trainer - Principal	56	*BS – Electrical Engineering	8 to 10 or more

\*Graduate from a recognized college or university with a Bachelor's of Science Degree in Engineering, or 8+ years of equivalent experience in adult training preferably in the electric utility industry.

\*NERC operator certification or ability to obtain certification within six months from date of hire

### JOB FAMILY SUMMARY PURPOSE

Under the general direction of the Manager Operations Organizational Development, is responsible for the full training cycle for the System Operations Department. Responsibilities include the design, development, execution and administration of the training program and plan for System Operators and Support Personnel to ensure compliance with FERC, NAESB and NERC certification standards. Presents training in the classroom and on-the-job, coordinates training with subject matter experts or outside vendors, and facilitates and documents the OJT and qualification process for System Operators and trainees. Candidate must be able to develop and execute training scenarios using Dispatcher Training Simulator (DTS). Evaluates trainee performance and adjusts training as needed. Responsible for tracking the initial certification and continuing education requirements for System Operators and maintains auditable records, ensuring the department is in compliance with mandatory standards that apply to training.

#### Ideal Candidate (For Posting Purposes Only):

*The ideal candidate will have work experience in a control room environment and experience as a trainer, training facilitator, or provider of on-the-job (OJT) training in a control room environment. He or she will be enthusiastic about training and development of employees, patient and personable, with good communication skills (in person and in writing.) The ideal*



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

*candidate would have exceptional organizational skills including the ability to handle multiple assignments and prioritize work, e.g. able to coordinate and manage multiple activities, diligence in associated record keeping, and knowledge of NERC compliance requirements for training of System Operators and Support Personnel. The ideal candidate will have knowledge of and experience with the GE Alstom energy management system (EMS) and Dispatcher Training Simulator (DTS).*

### KEY JOB RESPONSIBILITIES

#### KNOWLEDGE, SKILLS & ABILITIES:

1. Candidates must demonstrate knowledge of training using a systematic approach.
2. Experience in the development, delivery and evaluation of technical training programs, preferable with an electric utility or in a control room environment.
3. Knowledge of effective instructional techniques, needs assessment methods, research and evaluation techniques, statistical methods, and data collection techniques for key performance indicators.
4. Experience with technical writing, including documenting processes and developing training materials, job aids, or operational manuals.
5. Experience in administering, coordinating, and providing on-the-job training and qualification for technical positions through a structured training program.
6. Ability to facilitate training through internal subject matter experts, consultants or vendors, as well as design, deliver, and assess instructor-led training, on-line training, simulator and table-top exercises.
7. Broad knowledge and ability in the use of personal computer and software applications, including ability to utilize learning management systems for curriculum assignments, tracking, and reporting of training and qualifications, and the use of a simulator for training/evaluation/qualification activities.
8. Effective presentation and facilitation skills.
9. Effective verbal and written communication skills.
10. Ability to handle multiple assignments and prioritize work.
11. Ability to maintain a strong sense of propriety concerning confidential matters.
12. Knowledge of power systems; WECC, FERC, NAESB, and NERC standards; budgeting processes; and Energy Management System (EMS) applications and Dispatcher Training Simulator (DTS).
13. Knowledge of learning management systems (LMS), including Cornerstone, Quality Training System (QTS), and NERC SOCCED.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

14. Ability to prepare, maintain, and track a budget.
15. Ability to establish and maintain good working relationships with officers, managers, supervisors, fellow employees, agency representatives, industry counterparts, outside consultants and the public.

### ESSENTIAL JOB FUNCTIONS:

1. Responsible for the full training cycle for System Operators and Support Personnel: assess needs, plan, develop, coordinate, monitor and evaluate initial and continuous training programs. Implements best practices and principles for training and qualification of technical positions.
2. Conducts needs assessments as required to identify skills and knowledge gaps and develop solutions and/or recommendations to address the gaps.
3. Designs and develops blended training programs for System Operations personnel with related equipment: identifies training methods, activities, and resources, including instructor-led (in-house or vendor provided), on-line, OJT, table-top/simulation, or self-study that are cost-effective and appropriate for the needs of the individual employee and task.
4. Designs, coordinates, and manages initial, annual and cyclical training plans, training calendar and scheduling with management to meet established training goals.
5. Develops and maintains training scenarios for a training simulator to support initial and continuous training programs.
6. Evaluates the effectiveness of the training programs through feedback, participant surveys and follow-up sessions.
7. Updates training materials as necessary and conducts annual reviews of the training program and plan.
8. Measures instructional effectiveness and generates summative evaluation reports with the goal of defining the impact of training on employee skills and KPIs.
9. Connects with internal stakeholders and liaises with subject matter experts (SMEs) to develop and deliver training and evaluation activities.
10. Identifies SMEs and facilitates train-the-trainer sessions for in-house experts/trainers.
11. Designs and prepares job aids, instructional materials and evaluation rubrics as needed.
12. Evaluates and utilizes tools for online training, multimedia creation, and other training technologies that will enhance training or delivery options.
13. Plans, schedules and provides field training on equipment or operating scenarios.
14. Oversees and maintains in-house records, including training records, OJT, task qualifications, training curriculums, and manages training facilities and necessary equipment.
15. Stays abreast of current training and evaluation methods, techniques, and practices.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

16. Obtains and maintains NERC certification.
17. Remains current on the changing operating environment, FERC, NERC, WECC, and NAESB standards and procedures.
18. Demonstrates superior communications skills that include listening and discerning audience understanding and engagement with content being presented.
19. Exhibits strong teamwork with staff and demonstrate an open, collaborative disposition in daily interactions both inside and outside the organization.
20. Diligently supports and carries out all tasks related to training documentation and other requirements associated with being a NERC CEH provider.
21. Represents EPE through participation in industry committees and groups.
22. Develops, implements, and oversees training budget.

### WORK ENVIRONMENT:

1. This position will not be substantially exposed to adverse environmental conditions. The position will work in a typical office environment.
2. Will work non-standard hours as required.
3. Will require travel to Company work sites.
4. Will require out of town travel.

### PHYSICAL DEMANDS:

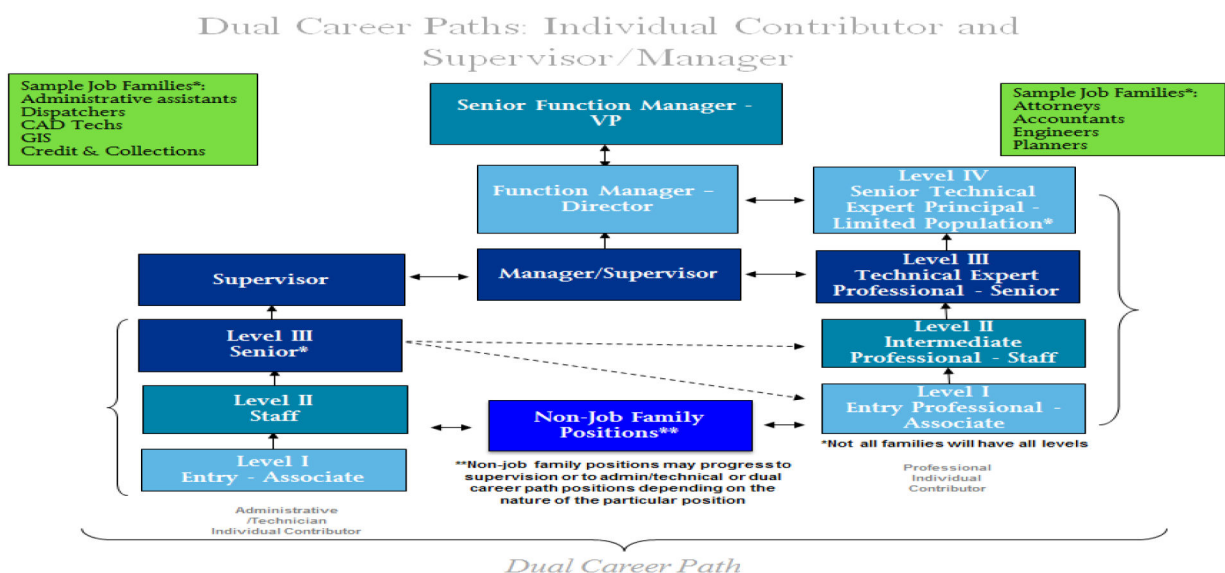
1. Sedentary work: Exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently, or constantly to lift, carry, push, pull or otherwise move objects, including the human body. This position will require sitting most of the time.
2. Talking: Expressing or exchanging ideas by means of the spoken word. Must convey detailed and/or important information through oral communication.
3. Hearing: Ability to receive detailed information through oral communication and relay correct information to co-workers.
4. Fingering: Picking, typing or otherwise working primarily with fingers rather than with the whole hand or arms as in handling.
5. Repetitive motions: Substantial movements (motions) of the wrists, hands, and/or fingers.
6. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis.





# EL PASO ELECTRIC COMPANY JOB DESCRIPTION

## CAREER PATHS:



The following Level Guide applies to the job description.

Level I Associate (Entry)	Level II Staff (Intermediate)	Level III Senior (Normal Career Level)	Level IV Principal (Limited Population)
<p>Entry-level individual contributor position working under immediate to general supervision.</p> <p>Grasps professional-level knowledge and concepts of field of work, but in a progressive learning mode.</p> <p>Works on problems/issues of somewhat limited scope. Follows</p>	<p>Intermediate-level professional working under general supervision.</p> <p>Applies broad, working knowledge of the principles of the field to moderately complex, difficult, and varied problems and issues.</p> <p>Exercises judgment within defined procedures and practices to determine appropriate action.</p>	<p>Senior-level professional working independently under minimal supervision.</p> <p>Applies career-level professional knowledge and expertise to work requiring greater latitude.</p> <p>Responsible for solving complex problems and/or leading complex projects for which well-defined practices and procedures may not exist.</p>	<p>Principal level professional possessing the highest level of advanced professional and/or technical skills and competencies with highly-developed problem resolution skills.</p> <p>Work is advanced and complex requiring comprehensive knowledge of principles of the field and</p>



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

Level I Associate (Entry)	Level II Staff (Intermediate)	Level III Senior (Normal Career Level)	Level IV Principal (Limited Population)
<p>standard practices and procedures in analyzing situations or data for which answers can be somewhat readily obtained.</p> <p>Typically possesses an undergraduate degree.</p> <p>Previously professional-level work experience or internship preferred.</p> <p>NERC operator certification must be required within 6 months.</p>	<p>May respond to inquiries or provide guidance to lower level workers.</p> <p>Represents the Company in industry committees and groups.</p> <p>Typically possesses an undergraduate degree and 3 or more years of directly applicable experience.</p> <p>NERC operator certification must be required within 6 months.</p>	<p>Regularly exercises judgment to resolve problems and determine appropriate action. May provide recommendations regarding problems/issues outside the bounds of defined procedures and practices.</p> <p>May respond to inquiries, provide training, and/or provide direction to lower level workers.</p> <p>Represents the Company in industry committees and groups.</p> <p>Typically possesses an undergraduate degree and 5 or more years of applicable experience; graduate level-coursework, degree, or professional credentialing preferred.</p> <p>NERC operator certification must be required within 6 months.</p>	<p>advanced knowledge in area of specialization.</p> <p>Functions as a subject matter expert. Regularly exercises discretion in area of expertise.</p> <p>May provide input into corporate policy within area of functional or subject matter expertise.</p> <p>May lead projects or provide guidance to or coordinate activities of others.</p> <p>Represents the Company in industry committees and groups and may chair or co-chair a committee.</p> <p>Typically possesses an undergraduate degree and 8 to 10 or more years of experience; graduate level coursework or degree and/or professional credentialing preferred.</p> <p>NERC operator certification must be required within 6 months.</p>



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### OUTAGE COORDINATOR-SYSTEM PROFESSIONALS EXEMPT STATUS

Level	Job Code	Job Family Title	Grade Level	Education and/or Special Training	Years of Experience
L1	L1210731	OUTAGE COORD- SYSTEM OPS-ASSOC	52	*BA or BS	0 to 3
L2	L2210732	OUTAGE COORD- SYSTEM OPS-STAFF	53	*BA or BS	3 or more
L3	L3210733	OUTAGE COORD- SYSTEM OPS-SR	54	*BA or BS	5 or more
L4	L4210734	OUTAGE COORD- SYSTEM OPS-PRINC	55	*BA or BS	8 to 10 or more

\* Bachelor's Degree from an accredited college or university in Engineering or other analytical/technical field with basic knowledge of electric theory or power systems; or an equivalent combination of related training and experience.

\*NERC operator certification or ability to obtain certification within one year.

### JOB FAMILY SUMMARY PURPOSE

Under the general direction of the Director – System Operations; is responsible for managing and coordinating outages and scheduled maintenance with internal departments, adjacent control areas, and WECC Reliability Coordinators. Responsibility focuses on, but is not limited to, developing daily/weekly/ and monthly equipment maintenance outage plan(s) that coordinate generator outages, transmission and distribution outages, communication maintenance, and relay testing or installment activities. The Outage Coordinator will assess and schedule outage requests in accordance with system stability and economic criteria, as well as WECC and NERC reliability guidelines, procedures and protocols.

### KEY JOB RESPONSIBILITIES

*Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate with or without a reasonable accommodation that the essential functions of the job can be performed.*

### MINIMUM KNOWLEDGE, SKILLS & ABILITIES:



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

1. Extensive knowledge of electrical principles, procedures and components, and electrical safety policies.
2. At least 3 years electrical utility experience.
3. Experience preparing or executing switching orders preferred.
4. Working knowledge in the use of personal computers, and ability to learn specialized software applications.
5. Ability to communicate effectively in the English language, both orally and in writing.
6. Ability to establish and maintain good working relationships with officers, managers, fellow employees, representatives of other utilities, outside consultants and the public.
7. Ability to build relationships and foster teamwork.
8. Ability to travel for training, seminars, and to represent EPE at industry-related meetings.
9. Must be available for 24/7 coverage, as required for storms and other emergencies.
10. Effective verbal and written communication skills.
11. Ability to maintain effective working relationships with officers, managers, fellow employees, and the general public.
12. Ability to maintain a strong sense of propriety concerning confidential matters.

### ESSENTIAL JOB FUNCTIONS:

1. Adheres to all NERC Transmission Operating Procedures regarding outage coordination.
2. Works with system operators to safely move customer load and isolate equipment for maintenance.
3. Writes or reviews switching and tagging orders for electric system equipment applying industry accepted and corporate standards for safety and operating procedures (EPE Switching Standards guidelines).
4. Enters requests and data into the Transmission Outage Application (TOA) and monitors TOA for the processing of job requests, switching orders, hot line holds and clearances, studies, and coordination of work with adjacent utilities.
5. Responsible for posting outages on the OASIS and ensuring the accuracy of the outage postings; and responsible for posting scheduled transmission outages on South West Power Pool (SPP) Control Room Operations/Outage Window (CROW)
6. Acquires and maintains a comprehensive knowledge of EPE's transmission system including EPE's capacity rights, as well as, an understanding of EPE specialized relay protection schemes.
7. Ensures adherence to System Operating Limits (SOL) specifically limits associated with PATH 47 and, as Operating Agent for Southern New Mexico (SNM), ensuring that other SNM entities curtail to their apportioned import amounts during PATH 47 outages.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

8. Generates and maintains a one-year and six-year facility transmission and generation outage plan(s) to maximize equipment availability while minimizing forced outages.
9. Work with System Operation Engineers to review outage study results, both for real time and planned outages.
10. Utilizes results from Load Flow, Unit Commitment, Economic Dispatch, and State Estimation programs/studies, to approve or reject daily outage requests based on reliability and economic analyses.
11. Maintains accurate records and logs of transmission outages associated with other utilities.
12. Ensures that outage requests comply with time submittal constraints and have been properly evaluated.
13. Ensures that all affected utilities have been notified of major planned outages.
14. Meets regularly with various internal departments to coordinate scheduled outages.
15. Prepares a daily/weekly/ and monthly equipment maintenance outage plan(s) that coordinates generator outages, transmission and distribution outages, communication maintenance, and relay testing or installment activities.
16. Valid driver's license and be in compliance with the Company's Driving Program policy.
17. Complies with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations.
18. Perform other related tasks that are not included but are within the context of the duties defined.

### WORK ENVIRONMENT:

1. The incumbents in this classification are not substantially exposed to adverse environmental conditions; primary work environment is typically of an office or administrative nature.
2. May work non-standard hours.
3. May require travel to Company work sites.
4. May require out of town travel.

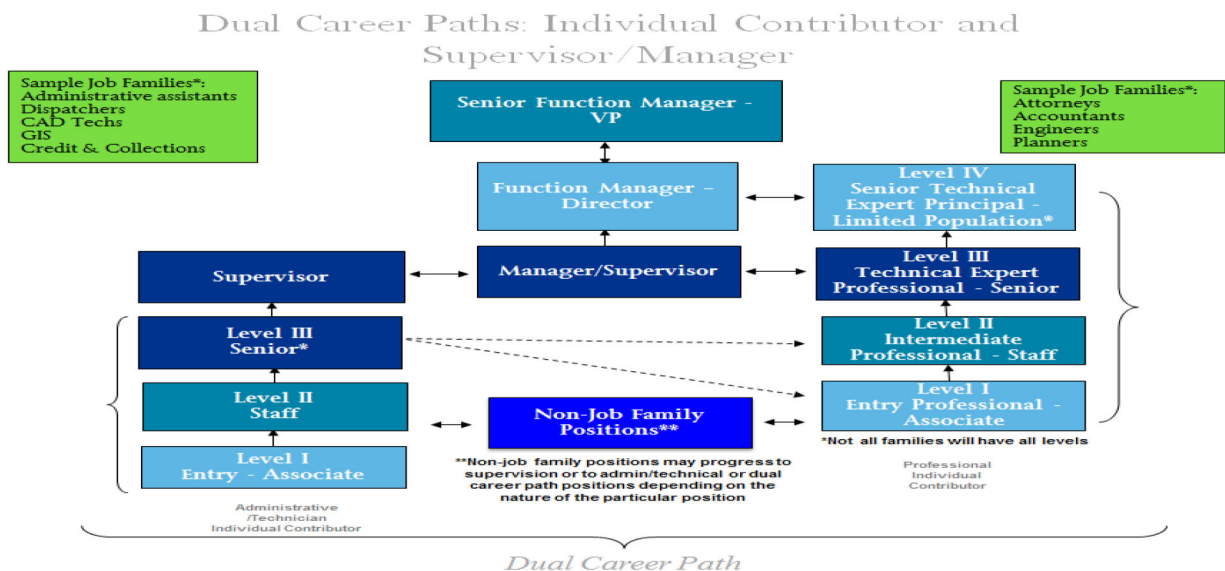
### PHYSICAL DEMANDS:



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

1. Sedentary work: Exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently, or constantly to lift, carry, push, pull or otherwise move objects, including the human body. This position will require sitting most of the time.
2. Talking: Expressing or exchanging ideas by means of the spoken word. Must convey detailed and/or important information through oral communication.
3. Hearing: Ability to receive detailed information through oral communication and really correct information to co-workers.
4. Fingering: Picking, typing or otherwise working primarily with fingers rather than with the whole hand or arms as in handling.
5. Repetitive motions: Substantial movements (motions) of the wrists, hands, and/or fingers.
6. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis.

### CAREER PATHS:



The following Level Guide applies to the job description.





## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

Level I Associate (Entry)	Level II Staff (Intermediate)	Level III Senior (Normal Career Level)	Level IV Principal (Limited Population)
<p>Entry-level individual contributor position working under immediate to general supervision.</p> <p>Grasps professional-level knowledge and concepts of field of work, but in a progressive learning mode.</p> <p>Works on problems/issues of somewhat limited scope. Follows standard practices and procedures in analyzing situations or data for which answers can be somewhat readily obtained.</p> <p>Typically possesses an undergraduate degree.</p> <p>Previously professional-level work experience or internship preferred.</p>	<p>Intermediate-level professional working under general supervision.</p> <p>Applies broad, working knowledge of the principles of the field to moderately complex, difficult, and varied problems and issues.</p> <p>Exercises judgment within defined procedures and practices to determine appropriate action.</p> <p>May respond to inquiries or provide guidance to lower level workers.</p> <p>Typically possesses an undergraduate degree and 3 or more years of directly applicable experience.</p>	<p>Senior-level professional working independently under minimal supervision.</p> <p>Applies career-level professional knowledge and expertise to work requiring greater latitude.</p> <p>Responsible for solving complex problems and/or leading complex projects for which well-defined practices and procedures may not exist.</p> <p>Regularly exercises judgment to resolve problems and determine appropriate action. May provide recommendations regarding problems/issues outside the bounds of defined procedures and practices.</p> <p>May respond to inquiries, provide training, and/or provide direction to lower level workers.</p> <p>Typically possesses an undergraduate degree and 5 or more years of applicable experience; graduate level-coursework, degree, or professional credentialing preferred.</p>	<p>Principal level professional possessing the highest level of advanced professional and/or technical skills and competencies with highly-developed problem resolution skills.</p> <p>Work is advanced and complex requiring comprehensive knowledge of principles of the field and advanced knowledge in area of specialization.</p> <p>Functions as a subject matter expert. Regularly exercises discretion in area of expertise.</p> <p>May provide input into corporate policy within area of functional or subject matter expertise.</p> <p>May lead projects or provide guidance to or coordinate activities of others.</p> <p>Typically possesses an undergraduate degree and 8 to 10 or more years of experience; graduate level coursework or degree and/or professional credentialing preferred.</p>



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

Level I Associate (Entry)	Level II Staff (Intermediate)	Level III Senior (Normal Career Level)	Level IV Principal (Limited Population)
			Must have Professional Engineer (PE) Certification



**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	System Operator Transmission – Staff	<b>CLASSIFICATION</b>		<b>GRADE</b>	
		<b>NUMBER:</b>	L2210712	<b>LEVEL:</b>	54
<b>DEPARTMENT:</b>	System Operations	<b>DIVISION:</b>	System Operations & Planning	<b>LOCATION:</b>	System Operations

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**JOB PURPOSE:**

Under the general supervision of the Manager of System Control is responsible for the safe, efficient, and reliable operation of EPE's transmission and distribution systems. Also, responsible for working with operating and field personnel to safely restore customer load, isolate equipment for maintenance, issuing hot line holds and clearances, and directing/monitoring switching procedures. Applies reliability tools to acquire a situational awareness of anticipated normal and contingency conditions, and develops appropriate responses to correct problems and stabilize the interconnected system. Maintains the Transmission and Distribution outage information spreadsheet on a daily basis, produces a monthly report on the status of all open switching procedures, and documents response time to address open breakers. Coordinates and executes routine and emergency procedures, as well as, power restoration plans in accordance with EPE General Orders, and North American Electric Reliability Corporation (NERC) and Western Electricity Coordinating Council (WECC) reliability standards.

**EDUCATION AND/OR SPECIAL TRAINING:**

1. Bachelor Degree from an accredited college or university in Engineering; Minimum of an Associate Degree in Engineering Technology; or other analytical/technical field with basic knowledge of electric theory or power systems; or an equivalent combination of related training and experience.
2. Three (3) years' experience as a System Operator I - Transmission, or an equivalent level of experience on an interconnected electrical system (five (5) years).
3. Must obtain NERC Balancing, Interchange, and Transmission Operator (BIT) certification within one (1) year of hire date, or maintain certification.
4. Successfully completes System Operator II - Transmission Examination within one (1) year of hire date.

**EXPERIENCE AND MINIMUM REQUIREMENTS:**

1. Intermediate knowledge of electrical principles, procedures and components, power system operations including power plant operations, fundamentals of alternating current circuits, and electrical safety policies and procedures.
2. Working knowledge in the use of personal computers, and ability to learn specialized software applications.
3. Ability to project current system conditions to future projections and take appropriate action.
4. Ability to monitor and apply control system principles rationally to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
5. Ability to communicate effectively, orally and in writing.

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**REPORTS TO:** Manager - System Control

**APPROVAL:**

**DATE:** 07/13

**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	System Operator Transmission – Staff	<b>CLASSIFICATION</b>		<b>GRADE</b>	
		<b>NUMBER:</b>	L2210712	<b>LEVEL:</b>	54
<b>DEPARTMENT:</b>	System Operations	<b>DIVISION:</b>	System Operations & Planning	<b>LOCATION:</b>	System Operations

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6. Must have the ability to communicate in English fluently with all operating personnel responsible for the real-time generation control and operation of the interconnected Bulk Electric System.
  7. Ability to establish and maintain good working relationships with officers, managers, fellow employees, representatives of other utilities, outside consultants and the public.
  8. Ability to maintain a strong sense of propriety concerning confidential matters.
  9. Ability to work rotating shifts.
  10. Ability to build relationships and foster teamwork.
  11. Ability to travel for training, seminars, and to represent EPE at industry-related meetings.

**ESSENTIAL JOB FUNCTIONS:**

The following essential job functions are accomplished by utilizing a personal computer with keyboard and track-ball/mouse, Energy Management System (EMS) and Open Access Same-time Information System (OASIS), Transmission Outage Application (TOA), telephone, radio equipment, Dictaphone DVD recorder, and/or other system control equipment.

1. Is responsible for operating the transmission and distribution systems as safely and reliably as possible while adhering to current NERC and WECC policies and procedures.
2. Initiates appropriate action in the event of an emergency to return the system to safe and reliable operation. (See Authority of System Operator). This action may involve the shedding of firm load on a manual or timed rotational basis.
3. Works with operating and field personnel to safely restore customer load, isolate equipment for maintenance, issue hot line holds and clearances, and direct/monitor switching procedures.
4. Enters requests and data into the Transmission Outage Application (TOA) and monitors TOA for the processing of job requests, switching orders, hot line holds and clearances, studies, and coordination of work with adjacent utilities.
5. Responsible for posting outages on the OASIS and ensuring the accuracy of the outage postings; and responsible for posting scheduled transmission outages on WECC's Coordinated Outage System (COS).
6. Acquires and maintains a comprehensive knowledge of EPE's transmission system including EPE's capacity rights, as well as, an understanding of EPE specialized relay protection schemes.
7. Ensures adherence to System Operating Limits (SOL) specifically limits associated with PATH 47 and, as Operating Agent for Southern New Mexico (SNM), ensuring that other SNM entities curtail to their apportioned import amounts during system emergencies.
8. Coordinates and executes routine and emergency procedures and power restoration plans.
9. Maintains situational awareness by using the State Estimator or Dispatcher Load Flow to perform contingency analysis ("what ifs") and identify potential problems on the system.
10. Maintains accurate records and logs of transmission outages associated with other utilities.

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**REPORTS TO:** Manager - System Control

**APPROVAL:**

**DATE:** 07/13

**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	System Operator Transmission – Staff	<b>CLASSIFICATION</b>		<b>GRADE</b>	
		<b>NUMBER:</b>	L2210712	<b>LEVEL:</b>	54
<b>DEPARTMENT:</b>	System Operations	<b>DIVISION:</b>	System Operations & Planning	<b>LOCATION:</b>	System Operations

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11. Monitors system conditions by way of voltage profiles, alarms, telemetry, equipment status, System Operating Limits (SOL) limits, EMS applications, etc.
  12. Assists in preparing reports for management, other utilities, and reserve sharing groups on system disturbances, emergencies, or any unusual operating condition or action.
  13. Adheres to all FERC rules and regulations regarding Standards of Conduct.
  14. Provides updated information of any significant system events to appropriate recipients using EPE's paging system.
  15. Utilizes PI Historian, the Monthly Load Report, Outage Disturbance Monitor (ODM), and the EMS call-back option to determine feeder loading; and utilizes the Telemetric Remote Access system to control distribution devices such as reclosers and distribution capacitors.
  16. Operates the phase shifter and coordinates with the System Operator - Generation any adjustments required in order to maintain adequate El Paso Import Capability (EPIC).
  17. Operates the HVDC tie as well as its associated Static VAR Compensator to import or export power to the Southwest Power Pool region.
  18. Communicates abnormal system conditions to the WECC Reliability Coordinator (RC).
  19. Maintains the Transmission and Distribution outage information spreadsheet on a daily basis, produces a monthly report on the status of all open switching procedures, and documents response time to address open breakers.
  20. Complies with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations.

**AUTHORITY OF SYSTEM OPERATOR:**

During normal and emergency conditions, El Paso Electric Company System Operators have the authority, following NERC and WECC reliability standards, to take or direct timely and appropriate real-time actions. Such actions shall include shedding of firm load to prevent or alleviate System Operating Limit violations and/or Reliability Operating Limit violations. These actions are performed without obtaining authority from higher-level personnel within El Paso Electric Company.

**OTHER JOB FUNCTIONS:**

Performs other related tasks that are not included, but are within the context of duties defined.

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**REPORTS TO:** Manager - System Control

**APPROVAL:**

**DATE:** 07/13

**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	System Operator Transmission – Staff	<b>CLASSIFICATION</b>		<b>GRADE</b>	
		<b>NUMBER:</b>	L2210712	<b>LEVEL:</b>	54
<b>DEPARTMENT:</b>	System Operations	<b>DIVISION:</b>	System Operations & Planning	<b>LOCATION:</b>	System Operations

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**ENVIRONMENTAL DEMANDS:**

The incumbents in this classification are not substantially exposed to adverse environmental conditions; primary work environment is typically of an office or administrative nature.

**PHYSICAL DEMANDS:**

1. Sedentary work: Exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. This position will require sitting most of the time.
2. Walking: Moving about on foot to accomplish tasks.
3. Fingering: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.
4. Talking: Expressing or exchanging ideas by means of the spoken word; those activities in which detailed or important spoken instructions must be conveyed to other workers accurately, loudly, or quickly.
5. Hearing: Ability to receive detailed information through oral communication and to make fine discriminations in sound, such as when making fine adjustments on machined parts.
6. Repetitive motions: Substantial movements (motions) of the wrists, hands, and/or fingers.
7. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis of data, figures and graphs, accounting, transcription, computer terminal, System Map Board, telephone, dispatching radio.

**REVIEWED BY:**

**EMPLOYEE RELATIONS REPRESENTATIVE** \_\_\_\_\_

Revised 09/11

**ATTRIBUTES:**

1. Ability to communicate well.
2. Ability to handle multiple tasks under pressure.
3. Ability to perform shift work.
4. Strong analytical, problem solving and mathematical skills.

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**REPORTS TO:** Manager - System Control

**APPROVAL:**

**DATE:** 07/13

**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	System Operator Transmission - Senior	<b>CLASSIFICATION</b>		<b>GRADE</b>	
		<b>NUMBER:</b>	L3210713	<b>LEVEL:</b>	55
<b>DEPARTMENT:</b>	System Operations	<b>DIVISION:</b>	System Operations & Planning	<b>LOCATION:</b>	System Operations

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**JOB PURPOSE:**

Under the general supervision of the Manager of System Dispatch is responsible for the safe, efficient, and reliable operation of EPE's transmission and distribution systems. Also, responsible for working with operating and field personnel to safely restore customer load, isolate equipment for maintenance, issuing hot line holds and clearances, and directing/monitoring switching procedures. Applies reliability tools to acquire a situational awareness of anticipated normal and contingency conditions, and develops appropriate responses to correct problems and stabilize the interconnected system. Maintains the Western Electricity Coordinating Council (WECC) Coordinated Outage System (COS), documents standardized processes, reviews all scheduled switching procedures, and ensures open switching orders are expeditiously addressed and closed. Coordinates and executes routine and emergency procedures, as well as, power restoration plans in accordance with EPE General Orders, and North American Electric Reliability Corporation (NERC) and Western Electricity Coordinating Council (WECC) reliability standards.

**EDUCATION AND/OR SPECIAL TRAINING:**

1. Bachelor Degree from an accredited college or university in Engineering; Minimum of an Associate Degree in Engineering Technology; or other analytical/technical field with basic knowledge of electric theory or power systems; or an equivalent combination of related training and experience.
2. Five (5) years' experience as a System Operator II - Transmission, or an equivalent level of experience on an interconnected electrical system (ten (10) years).
3. Must obtain NERC Balancing, Interchange, and Transmission Operator (BIT) certification within one (1) year of hire date, or maintain certification.
4. Successfully completes System Operator III - Transmission Examination within one (1) year of hire date.

**EXPERIENCE AND MINIMUM REQUIREMENTS:**

1. Advanced knowledge of electrical principles, procedures and components, power system operations including power plant operations, fundamentals of alternating current circuits, and electrical safety policies and procedures.
2. Working knowledge in the use of personal computers, and ability to learn specialized software applications.
3. Ability to project current system conditions to future projections and take appropriate action.
4. Ability to monitor and apply control system principles rationally to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
5. Ability to communicate effectively, orally and in writing.

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**REPORTS TO:** Manager - System Dispatch

**APPROVAL:**

**DATE:** 06/14

**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	System Operator Transmission - Senior	<b>CLASSIFICATION</b>		<b>GRADE</b>	
		<b>NUMBER:</b>	L3210713	<b>LEVEL:</b>	55
<b>DEPARTMENT:</b>	System Operations	<b>DIVISION:</b>	System Operations & Planning	<b>LOCATION:</b>	System Operations

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6. Must have the ability to communicate in English fluently with all operating personnel responsible for the real-time generation control and operation of the interconnected Bulk Electric System.
  7. Ability to establish and maintain good working relationships with officers, managers, fellow employees, representatives of other utilities, outside consultants and the public.
  8. Ability to maintain a strong sense of propriety concerning confidential matters.
  9. Ability to work rotating shifts.
  10. Ability to build relationships and foster teamwork.
  11. Ability to travel for training, seminars, and to represent EPE at industry-related meetings.

**ESSENTIAL JOB FUNCTIONS:**

The following essential job functions are accomplished by utilizing a personal computer with keyboard and track-ball/mouse, Energy Management System (EMS) and Open Access Same-time Information System (OASIS), Transmission Outage Application (TOA), telephone, radio equipment, Dictaphone DVD recorder, and/or other system control equipment.

1. Responsible for operating the transmission and distribution systems as safely and reliably as possible while adhering to current NERC and WECC policies and procedures.
2. Initiates appropriate action in the event of an emergency to return the system to safe and reliable operation. (See Authority of System Operator). This action may involve the shedding of firm load on a manual or timed rotational basis.
3. Works with operating and field personnel to safely restore customer load, isolate equipment for maintenance, issue hot line holds and clearances, and direct/monitor switching procedures.
4. Enters requests and data into the Transmission Outage Application (TOA) and monitors TOA for the processing of job requests, switching orders, hot line holds and clearances, studies, and coordination of work with adjacent utilities.
5. Responsible for posting outages on the OASIS and ensuring the accuracy of the outage postings; and responsible for posting scheduled transmission outages on WECC's Coordinated Outage System (COS).
6. Acquires and maintains a comprehensive knowledge of EPE's transmission system including EPE's capacity rights, as well as, an understanding of EPE specialized relay protection schemes.
7. Ensures adherence to System Operating Limits (SOL) specifically limits associated with PATH 47 and, as Operating Agent for Southern New Mexico (SNM), ensuring that other SNM entities curtail to their apportioned import amounts during system emergencies.
8. Coordinates and executes routine and emergency procedures and power restoration plans.
9. Maintains situational awareness by using the State Estimator or Dispatcher Load Flow to perform contingency analysis ("what ifs") and identify potential problems on the system.
10. Maintains accurate records and logs of transmission outages associated with other utilities.

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**REPORTS TO:** Manager - System Dispatch

**APPROVAL:**

**DATE:** 06/14

**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	System Operator Transmission - Senior	<b>CLASSIFICATION</b>		<b>GRADE</b>	
		<b>NUMBER:</b>	L3210713	<b>LEVEL:</b>	55
<b>DEPARTMENT:</b>	System Operations	<b>DIVISION:</b>	System Operations & Planning	<b>LOCATION:</b>	System Operations

- 
11. Monitors system conditions by way of voltage profiles, alarms, telemetry, equipment status, System Operating Limits (SOL) limits, EMS applications, etc.
  12. Assists in preparing reports for management, other utilities, and reserve sharing groups on system disturbances, emergencies, or any unusual operating condition or action.
  13. Adheres to all FERC rules and regulations regarding Standards of Conduct.
  14. Provides updated information of any significant system events to appropriate recipients using EPE's paging system.
  15. Utilizes PI Historian, the Monthly Load Report, Outage Disturbance Monitor (ODM), and the EMS call-back option to determine feeder loading; and utilizes the Telemetric Remote Access system to control distribution devices such as reclosers and distribution capacitors.
  16. Operates the phase shifter and coordinates with the System Operator - Generation any adjustments required in order to maintain adequate El Paso Import Capability (EPIC).
  17. Operates the HVDC tie as well as its associated Static VAR Compensator to import or export power to the Southwest Power Pool region.
  18. Communicates abnormal system conditions to the WECC Reliability Coordinator (RC).
  19. Maintains the WECC Coordinated Outage System (COS), documents standardized processes, reviews all scheduled switching procedures, and ensures open switching orders are expeditiously addressed.
  20. Complies with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations.

**AUTHORITY OF SYSTEM OPERATOR:**

During normal and emergency conditions, El Paso Electric Company System Operators have the authority, following NERC and WECC reliability standards, to take or direct timely and appropriate real-time actions. Such actions shall include shedding of firm load to prevent or alleviate System Operating Limit violations and/or Reliability Operating Limit violations. These actions are performed without obtaining authority from higher-level personnel within El Paso Electric Company.

**OTHER JOB FUNCTIONS:**

Performs other related tasks that are not included, but are within the context of duties defined.

**ENVIRONMENTAL DEMANDS:**

The incumbents in this classification are not substantially exposed to adverse environmental conditions; primary work environment is typically of an office or administrative nature.

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<b>REPORTS TO:</b>	Manager - System Dispatch	<b>APPROVAL:</b>		<b>DATE:</b>	06/14
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**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	System Operator Transmission - Senior	<b>CLASSIFICATION</b>		<b>GRADE</b>	
		<b>NUMBER:</b>	L3210713	<b>LEVEL:</b>	55
<b>DEPARTMENT:</b>	System Operations	<b>DIVISION:</b>	System Operations & Planning	<b>LOCATION:</b>	System Operations

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**PHYSICAL DEMANDS:**

1. Sedentary work: Exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. This position will require sitting most of the time.
2. Walking: Moving about on foot to accomplish tasks.
3. Fingering: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.
4. Talking: Expressing or exchanging ideas by means of the spoken word; those activities in which detailed or important spoken instructions must be conveyed to other workers accurately, loudly, or quickly.
5. Hearing: Ability to receive detailed information through oral communication and to make fine discriminations in sound, such as when making fine adjustments on machined parts.
6. Repetitive motions: Substantial movements (motions) of the wrists, hands, and/or fingers.
7. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis of data, figures and graphs, accounting, transcription, computer terminal, System Map Board, telephone, dispatching radio.

**REVIEWED BY:**

**EMPLOYEE RELATIONS REPRESENTATIVE** \_\_\_\_\_

Revised 09/11

**ATTRIBUTES:**

1. Ability to communicate well.
2. Ability to handle multiple tasks under pressure.
3. Ability to perform shift work.
4. Strong analytical, problem solving and mathematical skills.

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**REPORTS TO:** Manager - System Dispatch

**APPROVAL:**

**DATE:** 06/14





## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### SYSTEM OPERATOR GENERATION– SYSTEM OPERATIONS PROFESSIONALS - ADMINISTRATION EXEMPT STATUS

Level	Job Code	Job Family Title	Grade Level	Education and/or Special Training	Years of Experience
L1	L1210707	System Operator Gen-Assoc	52	*BA or BS	0 to 3
L2	L2210708	System Operator Gen-Staff	53	*BA or BS	3 or more
L3	L3210709	System Operator Gen-Sr	54	*BA or BS	5 or more
L4	L4210710	System Operator Gen-Princ	55	*BA or BS	8 to 10 or more

\* Engineering Technology or other analytical/technical field with basic knowledge of electric theory or power systems; or an equivalent combination of related training and experience. Must obtain NERC Balancing, Interchange, and Transmission Operator (BIT) certification within one (1) year of hire or maintain BIT certification.

### JOB FAMILY SUMMARY PURPOSE

Under the general supervision of the Manager of System Dispatch is responsible for the economic dispatch and reliable operation of EPE's generation facilities during normal and emergency system conditions. Also, is responsible for implementing energy schedules, operating the phase shifter, and issuing switching orders for generators operating within EPE's Balancing Area. Applies reliability tools to acquire a situational awareness of anticipated normal and contingency conditions and develops actions to alleviate abnormal situations. Accountable for maintaining and updating the generator outage database, as well as, calculating forced outage rates and forecast error. Complies with North American Electric Reliability Corporation (NERC) and Western Electricity Coordinating Council (WECC) reliability standards in meeting interchange, load, and generation needs as EPE' Balancing Authority.

### KEY JOB RESPONSIBILITIES

*Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate with or without a reasonable accommodation that the essential functions of the job can be performed.*



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### MINIMUM KNOWLEDGE, SKILLS & ABILITIES:

1. 1 to 5 years' experience as a System Operator- Generation, or an equivalent level of experience on an interconnected electrical system (2-10 years).
2. Successfully complete System Operator– Generation Examination within one (1) year of hire date.
3. Knowledge of electrical principles, procedures and components, power system operations including power plant operations, fundamentals of alternating current circuits, and electrical safety policies and procedures.
4. Knowledge in use of personal computers, and ability to learn specialized software applications.
5. Ability to project current system conditions to future projections and take appropriate action.
6. Ability to monitor and apply control system principles rationally to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
7. Ability to work rotating shifts, as required.
8. Ability to build relationships and foster teamwork.
9. Three (3) years' experience as a System Operator I - Generation, or an equivalent level of experience on an interconnected electrical system (five (5) years).
10. Effective verbal and written communication skills.
11. Ability to maintain effective working relationships with officers, managers, fellow employees, and the general public.
12. Ability to maintain a strong sense of propriety concerning confidential matters.

### ESSENTIAL JOB FUNCTIONS:

1. Responsible for the economic dispatch and reliable operation of EPE's generation facilities during normal and emergency system conditions.
2. Initiates appropriate action in the event of an emergency to return the system to safe and reliable operation.
3. Works with the Power Marketing Department and Real-time schedulers to coordinate and schedule energy resources to meet system load requirements.
4. Enters energy schedules into EMS for committed sales and purchases.
5. Responsible for tracking unit commitment and economic dispatch, as well as, ensuring generators operate under Automatic Generation Control (AGC).
6. Issues switching orders to bring on line EPE local generators or Southern New Mexico generators operating within the EPE Balancing Area.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

7. Maintains accurate records and logs of system generation, loads, and transactions with other utilities.
8. Monitors generation conditions by way of alarms, telemetry, status, modes of operation, etc.
9. Assists in preparing reports for management, other utilities, and reserve sharing groups on system disturbances, emergencies, or any unusual operating condition or action.
10. Adheres to all FERC rules and regulations regarding Standards of Conduct.
11. Provides updated information of any significant system events to appropriate recipients using EPE's paging system.
12. Operates the phase shifter and adjusts relevant system variables to maintain adequate El Paso Import Capability (EPIC).
13. Communicates abnormal system conditions to the WECC Reliability Coordinator (RC).
14. Reviews and approves Power Marketing's daily Resource Plan (unit commitment).
15. Tracks and makes daily adjustments to primary inadvertent and performs time-error corrections as requested by WECC.
16. Accountable for maintaining and updating the generator outage database, as well as, calculating forced outage rates and forecast error.
17. Complies with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations.
18. Perform other related tasks that are not included but are within the context of the duties defined.

### WORK ENVIRONMENT:

1. The incumbents in this classification are subject to both inside and outside environmental conditions and temperature changes of extreme cold weather (below 32 degrees for periods of more than one hour) and extreme hot weather (temperatures above 100 degrees for periods of more than one hour); and are exposed to loud noises, vibration, hazards, atmospheric conditions and oils.
2. May work non-standard hours.
3. May require travel to Company work sites.
4. May require out of town travel.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### PHYSICAL DEMANDS:

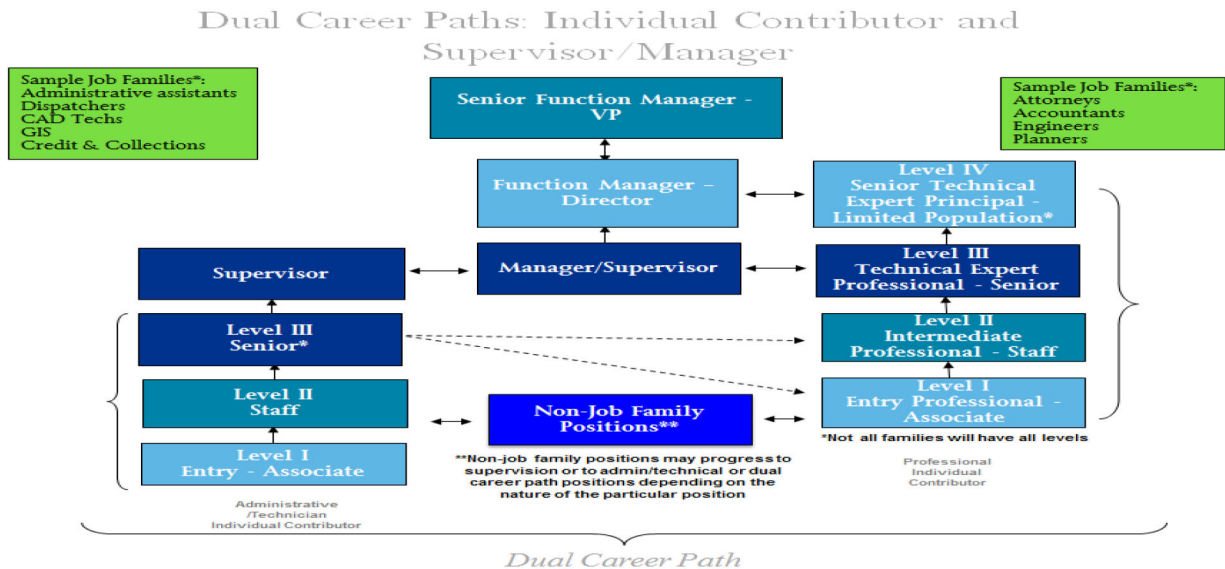
1. Light work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Use of arm and/or leg controls requires exertion of force.
2. Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms.
3. Balancing: Maintaining body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or erratically moving surfaces.
4. Stooping: Bending body downward and forward by bending spine at the waist.
5. Kneeling: Bending legs at knee to come to a rest on knee or knees.
6. Crouching: Bending the body downward and forward by bending leg and spine.
7. Crawling: Moving about on hands and knees or hands and feet.
8. Reaching: Extending hand(s) and arm(s) in any direction.
9. Standing: Particularly for sustained periods of time.
10. Walking: Moving about on foot to accomplish tasks.
11. Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position.
12. Fingers: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.
13. Grasping: Applying pressure to an object with the fingers and palm.
14. Feeling: Perceiving attributes of objects, such as size, shape and temperatures or texture by touching with skin, i.e., fingertips.
15. Talking: Expressing or exchanging ideas by means of the spoken word; those activities in which detailed or important spoken instructions must be conveyed to other workers accurately, loudly or quickly.
16. Hearing: Ability to receive detailed information through oral communication, and to make fine discriminations in sound, such as when making fine adjustments on machined parts.
17. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis.





## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### CAREER PATHS:



The following Level Guide applies to the job description.

Level I Associate (Entry)	Level II Staff (Intermediate)	Level III Senior (Normal Career Level)	Level IV Principal (Limited Population)
<p>Entry-level individual contributor position working under immediate to general supervision.</p> <p>Grasps professional-level knowledge and concepts of field of work, but in a progressive learning mode.</p> <p>Works on problems/issues of</p>	<p>Intermediate-level professional working under general supervision.</p> <p>Applies broad, working knowledge of the principles of the field to moderately complex, difficult, and varied problems and issues.</p> <p>Exercises judgment within defined procedures and</p>	<p>Senior-level professional working independently under minimal supervision.</p> <p>Applies career-level professional knowledge and expertise to work requiring greater latitude.</p> <p>Responsible for solving complex problems and/or leading complex projects for which well-defined</p>	<p>Principal level professional possessing the highest level of advanced professional and/or technical skills and competencies with highly-developed problem resolution skills.</p> <p>Work is advanced and complex requiring comprehensive knowledge of principles</p>



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

Level I Associate (Entry)	Level II Staff (Intermediate)	Level III Senior (Normal Career Level)	Level IV Principal (Limited Population)
<p>somewhat limited scope. Follows standard practices and procedures in analyzing situations or data for which answers can be somewhat readily obtained.</p> <p>Typically possesses an undergraduate degree.</p> <p>Previously professional-level work experience or internship preferred.</p>	<p>practices to determine appropriate action.</p> <p>May respond to inquiries or provide guidance to lower level workers.</p> <p>Typically possesses an undergraduate degree and 3 or more years of directly applicable experience.</p>	<p>practices and procedures may not exist.</p> <p>Regularly exercises judgment to resolve problems and determine appropriate action. May provide recommendations regarding problems/issues outside the bounds of defined procedures and practices.</p> <p>May respond to inquiries, provide training, and/or provide direction to lower level workers.</p> <p>Typically possesses an undergraduate degree and 5 or more years of applicable experience; graduate level- coursework, degree, or professional credentialing preferred.</p>	<p>of the field and advanced knowledge in area of specialization.</p> <p>Functions as a subject matter expert. Regularly exercises discretion in area of expertise.</p> <p>May provide input into corporate policy within area of functional or subject matter expertise.</p> <p>May lead projects or provide guidance to or coordinate activities of others.</p> <p>Typically possesses an undergraduate degree and 8 to 10 or more years of experience; graduate level coursework or degree and/or professional credentialing preferred.</p>

**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	System Operator Trans - Assoc	<b>CLASSIFICATION</b>		<b>GRADE</b>	
		<b>NUMBER:</b>	L1210711	<b>LEVEL:</b>	53
<b>DEPARTMENT:</b>	System Operations	<b>DIVISION:</b>	System Operations & Planning	<b>LOCATION:</b>	Transmountain

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**JOB PURPOSE:**

Under the general supervision of the Manager of System Operations is responsible for the safe, efficient, and reliable operation of EPE's transmission and distribution systems. Also, responsible for working with operating and field personnel to safely restore customer load, isolate equipment for maintenance, issuing hot line holds and clearances, and directing/monitoring switching procedures. Applies reliability tools to acquire a situational awareness of anticipated normal and contingency conditions, and develops appropriate responses to correct problems and stabilize the interconnected system. Maintains on a daily basis all distribution one-lines, substation one-lines, Energy Management System (EMS) displays, Geographic Information System (GIS) displays, and Smart Grid displays. Coordinates and executes routine and emergency procedures, as well as, power restoration plans in accordance with EPE General Orders, and North American Electric Reliability Corporation (NERC) and Western Electricity Coordinating Council (WECC) reliability standards.

**EDUCATION AND/OR SPECIAL TRAINING:**

1. Bachelor Degree from an accredited college or university in Engineering; Minimum of an Associate Degree in Engineering Technology; or other analytical/technical field with basic knowledge of electric theory or power systems; or an equivalent combination of related training and experience.
2. One (1) year experience as a System Operator Trainee or an equivalent level of experience on an interconnected electrical system (two (2) years).
3. Must obtain NERC Balancing, Interchange, and Transmission Operator (BIT) certification within one (1) year of hire date, or maintain certification.
4. Successfully completes System Operator I – Transmission Examination within one (1) year of hire date.

**EXPERIENCE AND MINIMUM REQUIREMENTS:**

1. Basic knowledge of electrical principles, procedures and components, power system operations including power plant operations, fundamentals of alternating current circuits, and electrical safety policies and procedures.
2. Working knowledge in the use of personal computers, and ability to learn specialized software applications.
3. Ability to project current system conditions to future projections and take appropriate action.
4. Ability to monitor and apply control system principles rationally to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
5. Ability to communicate effectively, orally and in writing.

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<b>REPORTS TO:</b>	Manager - System Operations	<b>APPROVAL:</b>		<b>DATE:</b>	9/11
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**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	System Operator Trans - Assoc	<b>CLASSIFICATION</b>		<b>GRADE</b>	
		<b>NUMBER:</b>	L1210711	<b>LEVEL:</b>	53
<b>DEPARTMENT:</b>	System Operations	<b>DIVISION:</b>	System Operations & Planning	<b>LOCATION:</b>	Transmountain

- 
6. Must have the ability of communicate in English fluently with all operating personnel responsible for the real-time generation control and operation of the interconnected Bulk Electric System.
  7. Ability to establish and maintain good working relationships with officers, managers, fellow employees, representatives of other utilities, outside consultants and the public.
  8. Ability to maintain a strong sense of propriety concerning confidential matters.
  9. Ability to work rotating shifts.
  10. Ability to build relationships and foster teamwork.
  11. Ability to travel for training, seminars, and to represent EPE at industry-related meetings.

**ESSENTIAL JOB FUNCTIONS:**

The following essential job functions are accomplished by utilizing a personal computer with keyboard and track-ball/mouse, Energy Management System (EMS) and Open Access Same-time Information System (OASIS), Transmission Outage Application (TOA), telephone, radio equipment, Dictaphone DVD recorder, and/or other system control equipment.

1. Responsible for operating the transmission and distribution systems as safely and reliably as possible while adhering to current NERC and WECC policies and procedures.
2. Initiates appropriate action in the event of an emergency to return the system to safe and reliable operation. (See Authority of System Operator). This action may involve the shedding of firm load on a manual or timed rotational basis.
3. Works with operating and field personnel to safely restore customer load, isolate equipment for maintenance, issue hot line holds and clearances, and direct/monitor switching procedures.
4. Enters requests and data into the Transmission Outage Application (TOA) and monitors TOA for the processing of job requests, switching orders, hot line holds and clearances, studies, and coordination of work with adjacent utilities.
5. Responsible for posting outages on the OASIS and ensuring the accuracy of the outage postings; and responsible for posting scheduled transmission outages on WECC's Coordinated Outage System (COS).
6. Acquires and maintains a comprehensive knowledge of EPE's transmission system including EPE's capacity rights, as well as, an understanding of EPE specialized relay protection schemes.
7. Ensures adherence to System Operating Limits (SOL) specifically limits associated with PATH 47 and, as Operating Agent for Southern New Mexico (SNM), ensuring that other SNM entities curtail to their apportioned import amounts during system emergencies.
8. Coordinates and executes routine and emergency procedures and power restoration plans.
9. Maintains situational awareness by using the State Estimator or Dispatcher Load Flow to perform contingency analysis ("what ifs") and identify potential problems on the system.
10. Maintains accurate records and logs of transmission outages associated with other utilities.

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<b>REPORTS TO:</b>	Manager - System Operations	<b>APPROVAL:</b>		<b>DATE:</b>	9/11
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**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

**TITLE:** System Operator Trans - Assoc      **CLASSIFICATION**  
**NUMBER:** L1210711      **GRADE**  
**LEVEL:** 53

**DEPARTMENT:** System Operations      **DIVISION:** System  
Operations &  
Planning      **LOCATION:** Transmountain

- 
11. Monitors system conditions by way of voltage profiles, alarms, telemetry, equipment status, System Operating Limits (SOL) limits, EMS applications, etc.
  12. Assists in preparing reports for management, other utilities, and reserve sharing groups on system disturbances, emergencies, or any unusual operating condition or action.
  13. Adheres to all FERC rules and regulations regarding Standards of Conduct.
  14. Provides updated information of any significant system events to appropriate recipients using EPE's paging system.
  15. Utilizes PI Historian, the Monthly Load Report, Outage Disturbance Monitor (ODM), and the EMS call-back option to determine feeder loading; and utilizes the Telemetric Remote Access system to control distribution devices such as reclosers and distribution capacitors.
  16. Operates the phase shifter and coordinates with the System Operator - Generation any adjustments required in order to maintain adequate El Paso Import Capability (EPIC).
  17. Operates the HVDC tie as well as its associated Static VAR Compensator to import or export power to the Southwest Power Pool region.
  18. Maintains on a daily basis all distribution one-lines, substation one-lines, Energy Management System (EMS) displays, Geographic Information System (GIS) displays, and Smart Grid displays.
  19. Communicates abnormal system conditions to the WECC Reliability Coordinator (RC).
  20. Complies with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations.

**AUTHORITY OF SYSTEM OPERATOR:**

During normal and emergency conditions, El Paso Electric Company System Operators have the authority, following NERC and WECC reliability standards, to take or direct timely and appropriate real-time actions. Such actions shall include shedding of firm load to prevent or alleviate System Operating Limit violations and/or Reliability Operating Limit violations. These actions are performed without obtaining authority from higher-level personnel within El Paso Electric Company.

**OTHER JOB FUNCTIONS:**

Performs other related tasks that are not included, but are within the context of duties defined.

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**REPORTS TO:** Manager - System Operations      **APPROVAL:**      **DATE:** 9/11

**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

**TITLE:** System Operator Trans - Assoc      **CLASSIFICATION**  
**NUMBER:** L1210711      **GRADE**  
**LEVEL:** 53

**DEPARTMENT:** System Operations      **DIVISION:** System  
Operations &  
Planning      **LOCATION:** Transmountain

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**ENVIRONMENTAL DEMANDS:**

The incumbents in this classification are not substantially exposed to adverse environmental conditions; primary work environment is typically of an office or administrative nature.

**PHYSICAL DEMANDS:**

1. Sedentary work: Exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. This position will require sitting most of the time.
2. Walking: Moving about on foot to accomplish tasks.
3. Fingering: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.
4. Talking: Expressing or exchanging ideas by means of the spoken word; those activities in which detailed or important spoken instructions must be conveyed to other workers accurately, loudly, or quickly.
5. Hearing: Ability to receive detailed information through oral communication and to make fine discriminations in sound, such as when making fine adjustments on machined parts.
6. Repetitive motions: Substantial movements (motions) of the wrists, hands, and/or fingers.
7. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis of data, figures and graphs, accounting, transcription, computer terminal, System Map Board, telephone, dispatching radio.

**REVIEWED BY:**

**EMPLOYEE RELATIONS REPRESENTATIVE** \_\_\_\_\_

Revised 09/11

**ATTRIBUTES:**

1. Ability to communicate well.
2. Ability to handle multiple tasks under pressure.
3. Ability to perform shift work.
4. Strong analytical, problem solving and mathematical skills.

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**REPORTS TO:** Manager - System Operations

**APPROVAL:**

**DATE:** 9/11

SOAH DOCKET NO. 473-21-2606  
PUC DOCKET NO. 52195

APPLICATION OF EL PASO	§	BEFORE THE STATE OFFICE
ELECTRIC COMPANY TO CHANGE	§	OF
RATES	§	ADMINISTRATIVE HEARINGS

EL PASO ELECTRIC COMPANY'S RESPONSE TO  
OFFICE OF PUBLIC UTILITY COUNSEL'S  
TENTH REQUEST FOR INFORMATION  
QUESTION NOS. OPUC 10-1 THROUGH OPUC 10-11

OPUC 10-4:

Please provide a detailed description of the specific activities and responsibilities at EPE associated with FERC Account No. 561.3, Load Dispatching - Transmission Service and Scheduling. Please include any EPE job or position descriptions associated with those activities and the personnel who perform those activities.

RESPONSE:

El Paso Electric Company ("EPE") follows the prescribed use of FERC Account 561.3 per the FERC Uniform System of Accounts:

561.3 Load Dispatch - Transmission Service and Scheduling.

This account shall include the costs of labor, materials used and expenses incurred by a regional transmission service provider or other transmission provider to process hourly, daily, weekly and monthly transmission service requests using an automated system such as an Open Access Same-Time Information System (OASIS). It shall also include the expenses incurred to operate the automated transmission service request system and to monitor the status of all scheduled energy transactions.

Please see OPUC 10-2, Attachments 1 through 4, OPUC 10-3, Attachments 1 through 8, and OPUC 10-4, Attachment 1, for job descriptions of EPE personnel whose costs are charged to FERC Account 561.3. Most of the personnel that charge costs to Account 561.3 also charge their time to other FERC accounts.

Preparer: Darcy Welch

Robert M. Almanzan

Title: Supervisor – Financial Analysis and  
Planning

Senior Director – Human Resources

Sponsor: David C. Hawkins  
Cynthia S. Prieto

Title: Vice President – Strategy and Sustainability  
Vice President – Controller



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### SR. DIRECTOR– SYSTEM OPERATIONS & PLANNING OFFICIALS & MGRS - SUPERVISORY EXEMPT STATUS

Level	Job Code	Job Family Title	Grade Level	Education and/or Special Training	Years of Experience
M1	M3110288	Sr. Director – Sys Ops & Planning	58	Bachelor's - Engineering	10 years*

\*5 years in a supervisory capacity

### JOB SUMMARY PURPOSE

Under the general supervision of the Vice President – Power Generation System Planning Dispatch, is responsible for development and administration of departmental policies and procedures and the evaluation of the performance of System Operation employees.

### KEY JOB RESPONSIBILITIES

*Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate with or without a reasonable accommodation that the essential functions of the job can be performed.*

### MINIMUM KNOWLEDGE, SKILLS & ABILITIES:

1. Experience in a highly responsible Engineer capacity with the operation and design of electrical power systems
2. Ability to obtain Professional Engineering (PE) Certification within one year of hire date
3. Effective verbal and written communication skills.
4. Ability to maintain effective working relationships with officers, managers, fellow employees, and the general public.
5. Ability to maintain a strong sense of propriety concerning confidential matters.

### ESSENTIAL JOB FUNCTIONS:

1. Serves as EPE representative on inter-utility projects as well as other reliability and compliance-based committees



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

2. Confirms that all transmission planning studies and recommendations follow economic objectives and adhere to good engineering practices
3. Oversees the Transmission Planning area to promote the reliability and efficiency of the transmission system
4. Develops and adapts departmental plans and priorities to address the Company's Ten-Year Plan, special studies, and transmission interconnection issues and processes
5. Provides technical and functional expertise in System Operations and Transmission Planning to ensure compliance with NERC, FERC, and regulatory requirements
6. Directs the development and administration of policies and procedures identified within the General Orders to maintain system security and employee safety
7. Directs the preparation of the System Operations Capital and Operations and Maintenance Budgets
8. Provides leadership to departmental staff
9. Studies new methods and procedures which serve to keep the Department technically current and implement changes, as needed
10. Develops necessary interfaces with other departments
11. Oversees the administration of the Department's Compliance Calendar
12. Valid driver's license and be in compliance with the Company's Driving Program policy.  
**(Only if they are required drivers)**
13. Responsible for ensuring the enforcement of and compliance with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations
14. Perform other related tasks that are not included, but are within the context of the duties defined.

### WORK ENVIRONMENT:

1. The incumbents in this classification are subject to both outside and inside environmental conditions and temperature changes; exposed to loud noises, where the incumbents have to shout in order to be heard; exposed to hazards including a variety of physical conditions, such as proximity to moving mechanical parts, electrical current, high places, exposure to high heat and/or to chemicals; and exposure to oils or other lubricants that may include skin exposure. Incumbents may be required to wear safety equipment and/or a respirator at times.
2. Available to work irregular hours and/or on a twenty-four (24) hour basis.
3. May work non-standard hours.
4. May require travel to Company work sites.
5. May require out of town travel.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### PHYSICAL DEMANDS:

1. Medium work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
2. Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms.
3. Balancing: Maintaining body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or erratically moving surfaces.
4. Stooping: Bending body downward and forward by bending spine at the waist.
5. Kneeling: Bending legs at knee to come to a rest on knee or knees.
6. Crouching: Bending the body downward and forward by bending leg and spine.
7. Reaching: Extending hand(s) and arm(s) in any direction.
8. Standing: Particularly for sustained periods of time.
9. Walking: Moving about on foot to accomplish tasks.
10. Pushing: Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.
11. Pulling: Using upper extremities to exert force in order to draw, drag, haul or tug objects in a sustained motion.
12. Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position.
13. Fingering: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.
14. Grasping: Applying pressure to an object with the fingers and palm.
15. Feeling: Perceiving attributes of objects, such as size, shape and temperature or texture by touching with skin, i.e., fingertips.
16. Talking: Expressing or exchanging ideas by means of the spoken word; those activities in which detailed or important spoken instructions must be conveyed to other workers accurately, loudly or quickly.
17. Hearing: Ability to receive detailed information through oral communication, and to make fine discriminations in sound, such as when making fine adjustments on machined parts.
18. Repetitive motions: Substantial movements (motions) of the wrists, hands, and/or fingers.
19. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis.

SOAH DOCKET NO. 473-21-2606  
PUC DOCKET NO. 52195

APPLICATION OF EL PASO	§	BEFORE THE STATE OFFICE
ELECTRIC COMPANY TO CHANGE	§	OF
RATES	§	ADMINISTRATIVE HEARINGS

EL PASO ELECTRIC COMPANY'S RESPONSE TO  
OFFICE OF PUBLIC UTILITY COUNSEL'S  
TENTH REQUEST FOR INFORMATION  
QUESTION NOS. OPUC 10-1 THROUGH OPUC 10-11

OPUC 10-5:

Please provide a detailed description of the activities and responsibilities at EPE associated with FERC Account No. 561.4, Scheduling, System Control and Dispatching Services. Please include any EPE job or position descriptions associated with those activities and the personnel who perform those activities.

RESPONSE:

El Paso Electric Company ("EPE") follows the prescribed use of FERC account 561.4 per the FERC Uniform System of Accounts.

561.4 Scheduling, System Control and Dispatching Services.

This account shall include the costs billed to the transmission owner, load serving entity or generator for scheduling, system control and dispatching service. Include in this account service billings for system control to maintain the reliability of the transmission area in accordance with reliability standards, maintaining defined voltage profiles, and monitoring operations of the transmission facilities.

Please see EPE's response to OPUC 10-3, Attachments 1, 2, 5, 6, and 8, for job descriptions of EPE personnel whose costs are charged to FERC Account 561.4. Most of the personnel that charge costs to Account 561.4 also charge their time to other FERC accounts.

Preparer: Darcy Welch

Robert M. Almanzan

Title: Supervisor – Financial Analysis and  
Planning  
Senior Director – Human Resources

Sponsor: David C. Hawkins  
Cynthia S. Prieto

Title: Vice President – Strategy and Sustainability  
Vice President – Controller

SOAH DOCKET NO. 473-21-2606  
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APPLICATION OF EL PASO	§	BEFORE THE STATE OFFICE
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EL PASO ELECTRIC COMPANY'S RESPONSE TO  
OFFICE OF PUBLIC UTILITY COUNSEL'S  
TENTH REQUEST FOR INFORMATION  
QUESTION NOS. OPUC 10-1 THROUGH OPUC 10-11

OPUC 10-6:

Please provide a detailed description of the activities and responsibilities at EPE associated with FERC Account No. 561.5, Reliability, Planning and Standards Development. Please include any EPE job or position descriptions associated with those activities and the personnel who perform those activities.

RESPONSE:

El Paso Electric Company ("EPE") follows the prescribed use of FERC account 561.5 per the FERC Uniform System of Accounts:

561.5 Reliability, Planning and Standards Development.

This account shall include the cost of labor, materials used and expenses incurred for the system planning of the interconnected bulk electric transmission systems within a planning authority area.

Items

1. Developing and maintaining transmission system models to evaluate transmission system performance.
2. Maintaining and applying methodologies and tools for the analysis and simulation of the transmission systems for the assessment and development of transmission expansion plans.
3. Assessing, developing and documenting transmission expansion plans.
4. Maintaining transmission system models (steady-state, dynamics, and short circuit).



5. Collecting transmission information and transmission facility characteristics and ratings.
6. Notifying participants of any planned transmission changes that may impact their facilities.
7. Developing and reporting on transmission expansion plans for assessment and compliance with reliability standards.
8. Developing reliability standards for the planning and operation of the interconnected bulk electric transmission systems that serve the United States, Canada, and Mexico.
9. Developing criteria and certification procedures for reliability authorities, transmission operators and others.
10. Outside services employed.

Please see OPUC 10-6, Attachments 1 through 3, for job descriptions of EPE personnel whose costs are charged to FERC Account 561.5. Most of the personnel that charge costs to Account 561.5 also charge their time to other FERC accounts.

Preparer: Darcy Welch

Robert M. Almanzan

Title: Supervisor – Financial Analysis and  
Planning

Senior Director – Human Resources

Sponsor: Cynthia S. Prieto  
David C. Hawkins

Title: Vice President – Controller  
Vice President – Strategy and  
Sustainability



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### ENGINEER- SYSTEM PLANNING PROFESSIONALS - ENGINEERING EXEMPT STATUS

Level	Job Code	Job Family Title	Grade Level	Education and/or Special Training	Years of Experience
L1	L1235613	Engineer - Associate	52	*BS	0 to 3
L2	L2235614	Engineer - Staff	53	*BS	3 or more
L3	L3235615	Engineer - Senior	54	*BS	5 or more
L4	L4235616	Engineer - Principal	55	*BS	8 to 10 or more

\* Electrical Engineering. Prefer concentration in Electric Utility Power Systems.

### JOB FAMILY SUMMARY PURPOSE

Under the general direction of the Manager of System Planning, is responsible for initiating, participating, and performing short and long term technical, economic, and statistical analysis of internal and external bulk transmission systems, expansion plans, and other engineering requirements. Apply Western Electricity Coordinating Council (WECC) study criteria to North American Electric Reliability Corporation (NERC) required transmission planning studies and both oral and written reports.

### KEY JOB RESPONSIBILITIES

*Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate with or without a reasonable accommodation that the essential functions of the job can be performed.*

### MINIMUM KNOWLEDGE, SKILLS & ABILITIES:

1. Knowledge or ability to acquire knowledge in an Electrical Engineering capacity.
2. Knowledge in network analysis, mathematical modeling, related computer software applications, system planning methods, linear programming techniques, applicable transmission and generation systems regulatory requirements, and operating practices and procedures.
3. Knowledge of electric theory or power systems. Experience with utility substations, protective relaying, distribution and transmission system is preferred.
4. Ability to analyze information, prepare short and long-term study plans and reports, operate personal computer and engineering measuring devices.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

5. Computer programming knowledge and experience are preferred.
6. Effective verbal and written communication skills.
7. Ability to maintain effective working relationships with officers, managers, fellow employees, and the general public.
8. Ability to maintain a strong sense of propriety concerning confidential matters.

### ESSENTIAL JOB FUNCTIONS:

1. Initiates, conducts and performs short and long range technical, economic and statistical analysis of internal and external bulk transmission systems and expansion requirements.
2. Performs and reviews WECC power flow studies, transient stability studies, fault analysis, incremental wheeling studies, analysis and coordination of outage studies, stability studies, local reactive supply planning, and intra-tie transfer studies.
3. Participates in the development and publication of WestConnect methodologies and studies.
4. Researches, develops and incorporates new planning methodologies and technologies in the system planning processes and ensures compliance with regulatory requirements.
5. Develops new and innovative in-house computer programs for planning analysis.
6. Participates in and may direct joint planning studies of regional interconnected transmission systems.
7. Coordinates, reviews and submits data for WECC, Federal Energy Regulatory Commission (FERC), WestConnect and related power pool studies.
8. Participates in WECC, WestConnect, PeakRC and North American Transmission Forum (NATF) subcommittees, task forces and working groups that could involve attending out of town meetings and conferences. Coordinates and submits data and related studies on a timely manner to WECC, WestConnect, PeakRC, (FERC), NERC, and other entities as required.
9. Participates in WECC, NERC and FERC audits, as required.
10. Prepares and is accountable for documenting study results, training staff of new innovations and communicating study results and recommendations to Management and/or other departments.
11. Gathers information and assists other utility companies in the performance of various joint studies.
12. Trains less senior employees on the technical programs, procedures and practices of the System Planning department.
13. Serves as a Company witness in regulatory rate proceedings as needed.
14. Acts as a liaison at meetings with other utility companies and/or regulatory agencies and represents the Company on various committees as needed.
15. Keep updated with current and future study regulations, requirements, and guidelines.
16. Keep updated with EPE's contracts, FERC Orders and NERC Standards and required.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

17. Prepare and present study results and recommendations to appropriate Company personnel - including officers.
18. Valid driver's license and be in compliance with the Company's Driving Program policy.
19. Complies with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations.
20. Perform other related tasks that are not included, but are within the context of the duties defined.

### WORK ENVIRONMENT:

1. The incumbents in this classification are subject to both inside and outside environmental conditions and temperature changes of extreme cold weather (below 32 degrees for periods of more than one hour) and extreme hot weather (temperatures above 100 degrees for periods of more than one hour); and are exposed to loud noises, vibration, hazards, atmospheric conditions and oils.
2. May work non-standard hours.
3. May require travel to Company work sites.
4. May require out of town travel using air travel as required.

### PHYSICAL DEMANDS:

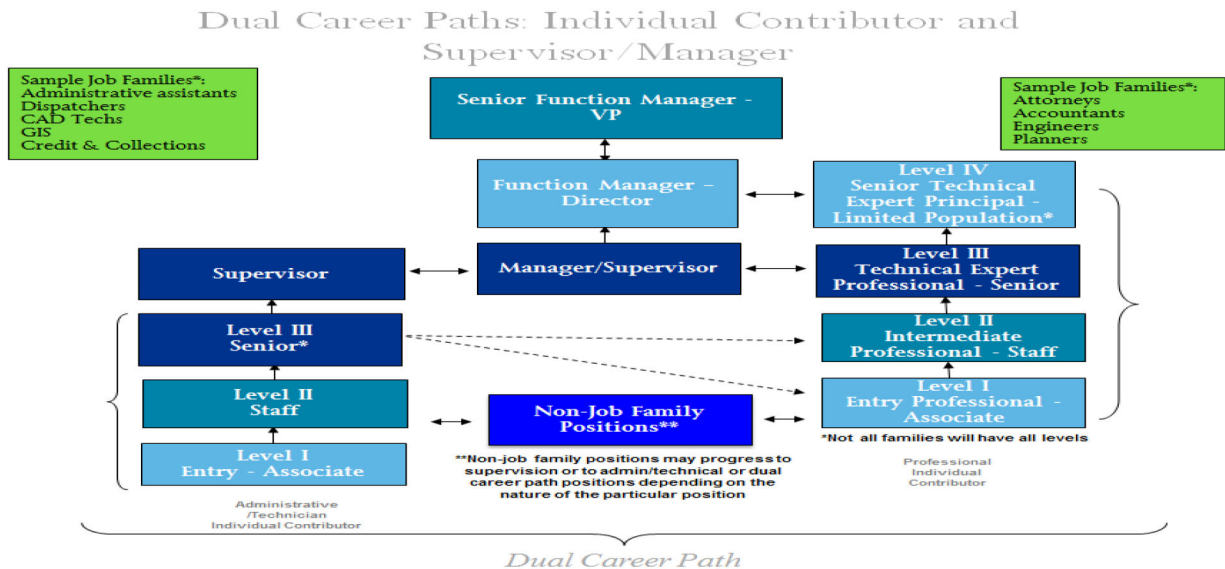
1. Sedentary work: The planning job itself involves working and sitting at the computer station eight hours or more per day.
2. Physical: Exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently, or constantly to lift, carry, push, pull or otherwise move objects.
3. Reaching: Extending hand(s) and arm(s) in any direction.
4. Walking: Moving about on foot to accomplish tasks.
5. Pulling: Using upper extremities to exert force in order to draw, drag, haul or tug objects in a sustained motion.
6. Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position.
7. Fingering: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.
8. Grasping: Applying pressure to an object with the fingers and palm.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

9. Talking: Expressing or exchanging ideas by means of the spoken word; those activities in which detailed or important spoken instructions must be conveyed to other workers accurately, loudly or quickly.
10. Hearing: Ability to receive detailed information through oral communication and to make fine discriminations in sound, such as when making fine adjustments on machined parts.
11. Repetitive motions: Substantial movements (motions) of the wrists, hands, and/or fingers.
12. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis.

### CAREER PATHS:



The following Level Guide applies to the job description.

Level I Associate (Entry)	Level II Staff (Intermediate)	Level III Senior (Normal Career Level)	Level IV Principal (Limited Population)
Entry-level individual contributor position working under immediate to general supervision.	Intermediate-level professional working under general supervision.  Applies broad, working	Senior-level professional working independently under minimal supervision.  Applies career-level	Principal level professional possessing the highest level of advanced professional and/or technical skills and



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

Level I Associate (Entry)	Level II Staff (Intermediate)	Level III Senior (Normal Career Level)	Level IV Principal (Limited Population)
<p>Grasps professional-level knowledge and concepts of field of work, but in a progressive learning mode.</p> <p>Works on problems/issues of somewhat limited scope. Follows standard practices and procedures in analyzing situations or data for which answers can be somewhat readily obtained.</p> <p>Typically possesses an undergraduate degree.</p> <p>Previously professional-level work experience or internship preferred.</p>	<p>knowledge of the principles of the field to moderately complex, difficult, and varied problems and issues.</p> <p>Exercises judgment within defined procedures and practices to determine appropriate action.</p> <p>May respond to inquiries or provide guidance to lower level workers.</p> <p>Typically possesses an undergraduate degree and 3 or more years of directly applicable experience.</p>	<p>professional knowledge and expertise to work requiring greater latitude.</p> <p>Responsible for solving complex problems and/or leading complex projects for which well-defined practices and procedures may not exist.</p> <p>Regularly exercises judgment to resolve problems and determine appropriate action. May provide recommendations regarding problems/issues outside the bounds of defined procedures and practices.</p> <p>May respond to inquiries, provide training, and/or provide direction to lower level workers.</p> <p>Typically possesses an undergraduate degree and 5 or more years of applicable experience; graduate level coursework, degree, or professional credentialing preferred.</p>	<p>competencies with highly-developed problem resolution skills.</p> <p>Work is advanced and complex requiring comprehensive knowledge of principles of the field and advanced knowledge in area of specialization.</p> <p>Functions as a subject matter expert. Regularly exercises discretion in area of expertise.</p> <p>May provide input into corporate policy within area of functional or subject matter expertise.</p> <p>May lead projects or provide guidance to or coordinate activities of others.</p> <p>Typically possesses an undergraduate degree and 8 to 10 or more years of experience; graduate level coursework or degree and/or professional credentialing preferred.</p>





## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### MANAGER – INTERCONNECTION & TRANSMISSION OFFICIALS & MGRS - SUPERVISORY EXEMPT STATUS

Level	Job Code	Job Title	Grade Level	Education and/or Special Training	Years of Experience
M1	M2110327	Manager – Interconnection & Transmission	56	*BS –Electrical Engineering	10 years

\* Bachelor's Degree in Electrical Engineering

### JOB SUMMARY PURPOSE

Under the general direction of the Senior Director – System Operations & Planning, is responsible for managing, directing, and overseeing the interconnection process. Duties consist of overseeing all aspects of EPE's generation and transmission queues which identify potential interconnectors and transmission customers; and directing or performing the required engineering studies for interconnection evaluation, such as feasibility studies, system impact studies, and facilities studies. Incumbent will conduct scoping meetings and interact with consultants, legal counsel, engineers, and interconnector representatives regarding interconnection requests. Responsibilities also include the development of the Ten-Year expansion plan with respect to power flow, stability, voltage, short-circuit, and economic requirements of EPE's electrical system. Serves as the Company representative in all FERC filings, audits, and meetings. Provides, allocates and manages department resources and personnel to meet corporate business objectives and customer requirements. Incumbent adheres to FERC rules and regulations, NERC/WECC standards and EPE policies, procedures, and guidelines.

### KEY JOB RESPONSIBILITIES

*Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate with or without a reasonable accommodation that the essential functions of the job can be performed.*

### MINIMUM KNOWLEDGE, SKILLS & ABILITIES:

1. Extensive knowledge in network analysis, mathematical modeling, related computer software applications, system planning methods, linear programming techniques,



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

- 
- applicable transmission and generation systems regulatory requirements, and operating practices and procedures.
2. Ability to analyze information, prepare short and long-term plans, operate personal computer and engineering measuring devices.
  3. Ability to maintain a strong sense of propriety concerning confidential matters.
  4. Ability to organize, plan, implement, and provide control for the above with minimal or no supervision.
  5. Ability to maintain effective working relationships with officers, managers, fellow employees, and the general public.

### ESSENTIAL JOB FUNCTIONS:

1. Manages all study phases of the Interconnection Request Process, including the Feasibility Study, System Impact Study, Interconnection Facilities Study, and Scoping Meetings.
2. Oversees the interconnection queuing process for Generation and/or Transmission, and maintains procedures used to initialize interconnection requests based on the timing of their receipt.
3. Categorizes projects into appropriate cluster groups and assesses cost allocations based on timing and impact.
4. Develops, reviews, and supports required Interconnection Service Agreements (ISA), operating guides and procedures; and assists in the development of Engineering Procurement Construction agreements.
5. Oversees and directs consultant management studies that evaluate the technical evaluation and due diligence for utility interconnection.
6. Responsible for processing and managing all processing fees or deposits required for interconnection requests, as well as the total fees for required engineering studies.
7. Directs power flow, transient, and short circuit analyses to identify Network Upgrades and their cost allocation for queued projects; and conducts required analysis to determine the impact of new service requests on any Affected System.
8. Evaluates and assists in the processing of long-term Transmission Service Requests (TSRs) received through the EPE Open Access Same-Time Information System (OASIS).
9. Develops and coordinates all facets of EPE's Ten-Year Transmission Plan to evaluate the feasibility and cost of alternatives for system expansion and improvements needed to meet reliability standards.
10. Oversees and ensures EPE compliance with all Federal Energy Regulatory Commission (FERC) orders pertaining to Transmission Planning; and serves as Company representative in all FERC filings, audits, and meetings.
11. Develops an understanding of existing transmission contracts, interconnection agreements, small and large generator interconnection procedures, and FERC orders and filings.
12. Represent EPE on various technical work groups or on regional committees.





## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

13. Responsible for ensuring the enforcement of and compliance with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations.
14. Provides testimony if required.
15. Effective verbal and written communication skills.
16. Establishes and maintains effective working relationships with officers, managers, fellow employees, and the general public.
17. Maintains a strong sense of propriety concerning confidential matters.
18. Availability to work irregular hours and be responsive to department emergencies which occur during irregular business hours and/or on a twenty-four (24) hour basis.
19. Performs other related tasks that are not included, but are within the context of the duties defined.

### KNOWLEDGE, SKILLS & ABILITIES:

1. Bachelor's degree in Electrical Engineering with concentration in power systems or equivalent experience.
2. Three (3) or more years of experience in managing interconnection process for generation resources.
3. Strong problem solving and decision-making skills.
4. Familiarity with EPE's Open Access Transmission Tariff (OATT)
5. Familiarity with PSLF, ASPEN, Transient stability programs.
6. Comprehensive knowledge and skills in project management principles and methods.

### ENVIRONMENTAL DEMANDS:

1. The incumbents in this classification are not substantially exposed to adverse environmental conditions; primary work environment is typically of an office or administrative nature. Due to the nature of employment, employee may be exposed occasionally to outside environmental conditions
2. May work non-standard hours.
3. May require travel to Company work sites.
4. May require out of town travel.



## EL PASO ELECTRIC COMPANY JOB DESCRIPTION

### PHYSICAL DEMANDS:

1. Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. This position will require sitting most of the time.
2. Fingering: Typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.
3. Talking: Expressing or exchanging ideas by means of the spoken word; those activities in which detailed or important spoken instructions must be conveyed to other workers accurately, loudly, or quickly.
4. Walking: Moving about on foot to accomplish supervisory tasks for periods of time.
5. Hearing: Ability to receive detailed information through oral communication and relay correct information to staff.
6. Repetitive motions: Substantial movements (motions) of the wrists, hands, and/or fingers.
7. Visual acuity: Color, depth perception and field of vision to include the preparation and analysis of data, figures and graphs, accounting, transcription, computer terminal, System Map Board, telephone and dispatching radio.

**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	Manager – System Planning	<b>CLASSIFICATION NUMBER:</b>	M2110215	<b>GRADE LEVEL:</b>	56
<b>DEPARTMENT:</b>	System Planning	<b>DIVISION:</b>	System Operations & Planning	<b>LOCATION:</b>	Stanton Tower

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**JOB PURPOSE:**

Under the general supervision of the Senior Director – System Operations & Planning, is responsible for supervising, coordinating and performing various short and long term operational planning activities of high voltage transmission and distribution that includes contract negotiations, feasibility and expansion studies, and technical support on intra-company issues.

**EDUCATION AND/OR SPECIAL TRAINING:**

1. Bachelor's Degree from an accredited college or university in Electrical Engineering or a related field; or an equivalent combination of related training and experience. A concentration in power systems work is preferred.

**EXPERIENCE AND MINIMUM REQUIREMENTS:**

1. Minimum of six (6) years' experience with an electric utility in a similar capacity in the development and/or planning transmission and distribution systems.
2. Extensive knowledge of electric utility operations, applicable state and federal regulations, statistical methods, engineering economic analysis and related computer software applications.
3. Ability to schedule projects, perform feasibility studies, coordinate the work of others, analyze information and meet deadlines.
4. Ability to communicate effectively, both orally and in writing.
5. Ability to establish and maintain good working relationships with fellow employees, managers, supervisors and the public.
6. Ability to maintain a strong sense of propriety concerning confidential matters.
7. Ability to travel for meetings or projects as necessary.

**ESSENTIAL JOB FUNCTIONS:**

The following essential job functions are accomplished by utilizing CRT, personal computer with keyboard and/or mouse, calculator, telephone, facsimile, photocopy machine, and/or other office equipment.

1. Supervises, coordinates and performs short and long term system expansion plans, station and area load forecasts, transient network analysis, economic analysis of planned alternatives, incremental power-flow analysis, stability studies, fault analysis, operating analysis, and other special studies.
2. Supervises the development, modeling and maintenance of planning of computer database programs used in analysis and studies.
3. Directs the planning staff's participation in analysis, studies, and other special areas.

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<b>REPORTS TO:</b>	Senior Director – System Operations & Planning	<b>APPROVAL:</b>	<b>DATE:</b> 02/18
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**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	Manager – System Planning	<b>CLASSIFICATION NUMBER:</b>	M2110215	<b>GRADE LEVEL:</b>	56
<b>DEPARTMENT:</b>	System Planning	<b>DIVISION:</b>	System Operations & Planning	<b>LOCATION:</b>	Stanton Tower

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- Supervises and provide technical support in inter-company negotiations on transmission, reliability, and interconnection contracts as well as regulatory reliability issues.
  - Supervises, coordinates and performs short and long term distribution system special studies.
  - Prepares budgets for the assigned section, monitors expenditures and corrects discrepancies.
  - Assures that the Company is in compliance with applicable rules and regulations.
  - Testifies as an expert witness for the Company in regulatory proceedings as required.
  - Develops and supervises the training and professional development of the assigned staff.
  - Evaluates employee performance on an annual basis.
  - Acts as a Company representative on various committees or meetings with other utilities.
  - Works closely with the Supervisor of System Support and Supervisor of System Control to insure the safe and efficient operation of the department.
  - Responsible for ensuring the enforcement of and compliance with all applicable Company policies, procedures and code of ethics as well as all applicable governmental laws and regulations to include employment, safety and environmental standards and regulations.

**OTHER JOB FUNCTIONS:**

- Performs other related tasks that are not included, but are within the context of duties defined.

**ENVIRONMENTAL DEMANDS:**

- The incumbents in this classification are subject to inside environmental conditions; protection from weather conditions but not necessarily from temperature changes.

**PHYSICAL DEMANDS:**

- Sedentary work: Exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently, or constantly to lift, carry, push, pull or otherwise move objects.
- Reaching: Extending hand(s) and arm(s) in any direction.
- Standing: Particularly for sustained periods of time.
- Walking: Moving about on foot to accomplish tasks.
- Pushing: Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.
- Pulling: Using upper extremities to exert force in order to draw, drag, haul or tug objects in a sustained motion.
- Fingering: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.

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<b>REPORTS TO:</b>	Senior Director – System Operations & Planning	<b>APPROVAL:</b>	<b>DATE:</b> 02/18
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**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

**TITLE:** Manager – System Planning      **CLASSIFICATION**  
**NUMBER:** M2110215      **GRADE**  
**LEVEL:** 56

**DEPARTMENT:** System Planning      **DIVISION:** System Operations & Planning      **LOCATION:** Stanton Tower

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8. Talking: Expressing or exchanging ideas by means of the spoken word; those activities in which detailed or important spoken instructions must be conveyed to other workers accurately, loudly or quickly.
  9. Hearing: Ability to receive detailed information through oral communication, and to make fine discriminations in sound, such as when making fine adjustments on machined parts.
  10. Repetitive motions: Substantial movements (motions) of the wrists, hands, and/or fingers.
  11. Visual acuity: Color, depth perception and field of vision to include measurement devices for close inspection and analysis.

**REVIEWED BY:**

**EMPLOYEE RELATIONS AND DEVELOPMENT** \_\_\_\_\_

Evaluated 05/30/95  
Revised 01/19/98  
Revised 11/00  
Revised 05/14

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**REPORTS TO:** Senior Director      **APPROVAL:**      **DATE:** 02/18  
– System Operations & Planning

**EL PASO ELECTRIC COMPANY**

**JOB DESCRIPTION**

<b>TITLE:</b>	Manager – System Planning	<b>CLASSIFICATION NUMBER:</b>	M2110215	<b>GRADE LEVEL:</b>	56
<b>DEPARTMENT:</b>	System Planning	<b>DIVISION:</b>	System Operations Planning	<b>LOCATION:</b>	Stanton Tower

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**ATTRIBUTES:**

1. Ability to work with a diverse group of people to reach common understandings or accomplish a common goal.
2. Ability to choose the appropriate level of detail when developing planning studies for different purposes or different audiences.
3. Ability to effectively utilize engineering judgement and past studies to analyze complex systems and determine effective solutions to problems.
4. Ability to document, for a diverse audience, the procedures and methodologies used in and the results of complex studies.
5. Ability to handle multiple tasks while maintaining deadlines.
6. Ability to effectively and smoothly work with other employees and other companies.

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<b>REPORTS TO:</b>	Senior Director – System Operations & Planning	<b>APPROVAL:</b>	<b>DATE:</b> 02/18
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SOAH DOCKET NO. 473-21-2606  
PUC DOCKET NO. 52195

APPLICATION OF EL PASO	§	BEFORE THE STATE OFFICE
ELECTRIC COMPANY TO CHANGE	§	OF
RATES	§	ADMINISTRATIVE HEARINGS

EL PASO ELECTRIC COMPANY'S RESPONSE TO  
OFFICE OF PUBLIC UTILITY COUNSEL'S  
TENTH REQUEST FOR INFORMATION  
QUESTION NOS. OPUC 10-1 THROUGH OPUC 10-11

OPUC 10-7:

Please provide EPE' s most current Capacity, Demand and Reserve ("CDR") forecast and EPE's approved CDR for the years of 2014 through 2020.

RESPONSE:

El Paso Electric Company's most current Loads and Resources ("L&R") Table is the 2020 L&R which was provided as Exhibit DCH-2.

The 2014 to 2019 approved L&Rs are provided as OPUC 10-7, Attachments 1 through 6, respectively.

Preparer: Omar Gallegos

Title: Sr. Director – Resource Planning  
Management

Sponsor: David C. Hawkins

Title: Vice President – Strategy and  
Sustainability

# El Paso Electric Company

## Loads & Resources 2015-2024

May 14, 2014

LMS100\_1  
LMS100\_2 LMS100\_3 LMS100\_4 CC CC

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
<b>1.0 GENERATION RESOURCES</b>										
1.1 RIO GRANDE	271	271	271	271	271	271	225	225	225	225
1.2 NEWMAN	752	752	752	752	752	752	752	669	523	375
1.3 FOUR CORNERS	108	108	-	-	-	-	-	-	-	-
1.4 COPPER	62	62	62	62	62	62	62	62	62	62
1.5 PALO VERDE	633	633	633	633	633	633	633	633	633	633
1.6 RENEWABLES	1	1	1	1	1	1	1	1	1	1
1.7 NEW BUILD (local)	176	264	352	352	352	352	640	640	928	928
<b>1.0 TOTAL GENERATION RESOURCES <sup>(1)</sup></b>	<b>2,003</b>	<b>2,091</b>	<b>2,071</b>	<b>2,071</b>	<b>2,071</b>	<b>2,071</b>	<b>2,313</b>	<b>2,230</b>	<b>2,372</b>	<b>2,224</b>
<b>2.0 RESOURCE PURCHASES</b>										
2.1 RENEWABLE PURCHASE (SunEdison & NRG)	29	29	29	29	29	28	28	28	28	27
2.2 RENEWABLE PURCHASE (Hatch)	3	3	3	3	3	3	3	3	3	3
2.3 RENEWABLE PURCHASE (Macho Springs)	35	35	35	34	34	34	34	34	34	33
2.4 RENEWABLE PURCHASE (Juwi)	7	7	7	7	7	7	7	7	7	7
2.5 RESOURCE PURCHASE	-	-	-	-	15	45	-	-	-	-
<b>2.0 TOTAL RESOURCE PURCHASES <sup>(2)</sup></b>	<b>74</b>	<b>74</b>	<b>73</b>	<b>73</b>	<b>87</b>	<b>117</b>	<b>72</b>	<b>71</b>	<b>71</b>	<b>70</b>
<b>3.0 TOTAL NET RESOURCES (1.0 + 2.0)</b>	<b>2,077</b>	<b>2,165</b>	<b>2,144</b>	<b>2,144</b>	<b>2,158</b>	<b>2,188</b>	<b>2,385</b>	<b>2,301</b>	<b>2,443</b>	<b>2,294</b>
<b>4.0 SYSTEM DEMAND</b>										
4.1 NATIVE SYSTEM DEMAND	1,826	1,854	1,894	1,928	1,959	1,984	2,017	2,045	2,073	2,096
4.2 CLMCOG	(14)	(20)	(27)	(34)	(41)	(40)	(40)	(40)	(40)	(40)
4.3 INTERRUPTIBLE SALES	(43)	(43)	(43)	(43)	(43)	(43)	(43)	(43)	(43)	(43)
<b>5.0 TOTAL SYSTEM DEMAND (4.1-4.3) <sup>(3)</sup></b>	<b>1,769</b>	<b>1,791</b>	<b>1,824</b>	<b>1,851</b>	<b>1,875</b>	<b>1,901</b>	<b>1,933</b>	<b>1,961</b>	<b>1,989</b>	<b>2,012</b>
<b>6.0 MARGIN OVER TOTAL DEMAND (3.0 - 5.0)</b>	<b>308</b>	<b>374</b>	<b>320</b>	<b>293</b>	<b>283</b>	<b>287</b>	<b>452</b>	<b>340</b>	<b>454</b>	<b>282</b>
<b>7.0 PLANNING RESERVE 15% OF TOTAL SYSTEM DEMAND</b>	<b>265</b>	<b>269</b>	<b>274</b>	<b>278</b>	<b>281</b>	<b>285</b>	<b>290</b>	<b>294</b>	<b>298</b>	<b>302</b>
<b>8.0 MARGIN OVER RESERVE (6.0 - 7.0)</b>	<b>43</b>	<b>105</b>	<b>47</b>	<b>15</b>	<b>2</b>	<b>2</b>	<b>162</b>	<b>46</b>	<b>155</b>	<b>(20)</b>

### Generation Additions

2-LMS100 (88 MW each; 176 MW total) in 2015  
Juwi Solar (10 MW) in 2015  
LMS100 (88MW) in 2016  
LMS100 (88 MW) in 2017  
Drop-In CC (288 MW total) in 2021  
Drop-In CC (288 MW total) in 2023

### Unit Retirements

Rio Grande 6 (45MW) - December 2014  
Four Corners 4 & 5 (108MW total) - July 2016  
Rio Grande 7 (46MW) - December 2020  
Newman 4 CC phased-out (ST - 83MW) - December 2021  
Newman 4 CC phased-out (CT1 - 72MW) - December 2022  
Newman 4 CC phased-out (CT2 - 72MW) - December 2023  
Newman 1 (74MW) - December 2022  
Newman 2 (76MW) - December 2023  
Newman 3 (97MW) - December 2024

### Purchases

SunEdison, NRG, Macho, Juwi and Hatch purchases reflect 70% availability at peak hour.  
Resource Purchase reflects firm transmission available as a result of exchange agreement with McMoRan (Phelps Dodge), from SPS and from PNM from Four Corners after Four Corners retires.

1. Generation unit retirements are per Burns & McDonnell study results.
2. Purchases based on existing and estimated future purchases including renewable purchases to meet RPS requirements.  
Resource Purchase reflects additional transmission capacity available through contract with McMoRan (Phelps Dodge), from SPS and from PNM from Four Corners after Four Corners retires.
3. System Demand based on Long-term and Budget Year Forecast issued April 16, 2014.  
Includes state-required energy efficiency targets for conservation, energy efficiency and load management.  
Interruptible load reflects current and contracts and includes new contract with Western Refinery. Excludes Ft. Bliss Net Zero initiatives.
4. Long-term resource needs will be evaluated based on system needs and are subject to change.



# El Paso Electric Company

## Loads & Resources 2016-2025

May 29, 2015

	LMS100_3	LMS100_4		1x1 CC	10 MW PV	20 MW PV				
					1x1 CC	LMS100				
	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1.0 GENERATION RESOURCES										
1.1 RIO GRANDE	275	275	275	275	275	229	229	229	229	229
1.2 NEWMAN	782	782	782	782	782	782	699	553	405	308
1.3 FOUR CORNERS	108	-	-	-	-	-	-	-	-	-
1.4 COPPER	64	64	64	64	64	64	64	64	64	64
1.5 MONTANA	264	352	352	352	352	352	352	352	352	352
1.6 PALO VERDE	633	633	633	633	633	633	633	633	633	633
1.7 RENEWABLES	1	1	1	1	1	1	1	1	1	1
1.8 NEW BUILD (local)	-	-	-	-	-	-	281	281	572	680
1.0 TOTAL GENERATION RESOURCES <sup>(1)</sup>	2,127	2,107	2,107	2,107	2,107	2,061	2,259	2,113	2,256	2,267
2.0 RESOURCE PURCHASES										
2.1 RENEWABLE PURCHASE (SunEdison & NRG)	29	29	29	29	28	28	28	28	27	27
2.2 RENEWABLE PURCHASE (Hatch)	3	3	3	3	3	3	3	3	3	3
2.3 RENEWABLE PURCHASE (Macho Springs)	35	35	34	34	34	34	34	34	33	33
2.4 RENEWABLE PURCHASE (Newman)	7	7	7	7	7	7	7	7	7	7
2.5 RESOURCE PURCHASE	-	-	-	-	-	70	-	85	-	-
2.0 TOTAL RESOURCE PURCHASES <sup>(2)</sup>	74	73	73	72	72	142	71	156	70	70
3.0 TOTAL NET RESOURCES (1.0 + 2.0)	2,201	2,180	2,180	2,179	2,179	2,203	2,330	2,269	2,326	2,337
4.0 SYSTEM DEMAND										
4.1 NATIVE SYSTEM DEMAND	1,852	1,896	1,933	1,969	1,998	2,039	2,076	2,113	2,144	2,187
4.2 DISTRIBUTED GENERATION	(19)	(22)	(25)	(27)	(29)	(31)	(34)	(37)	(39)	(42)
4.3 ENERGY EFFICIENCY	(11)	(17)	(22)	(28)	(34)	(39)	(45)	(50)	(56)	(61)
4.4 LINE LOSSES	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)
4.5 INTERRUPTIBLE SALES	(52)	(52)	(52)	(52)	(52)	(52)	(52)	(52)	(52)	(52)
5.0 TOTAL SYSTEM DEMAND (4.1-(4.2+4.3+4.4+4.5) ) <sup>(3)</sup>	1,768	1,803	1,832	1,860	1,881	1,914	1,942	1,971	1,994	2,029
6.0 MARGIN OVER TOTAL DEMAND (3.0 - 5.0)	433	377	348	319	298	289	388	298	332	308
7.0 PLANNING RESERVE 15% OF TOTAL SYSTEM DEMAND	265	270	275	279	282	287	291	296	299	304
8.0 MARGIN OVER RESERVE (6.0 - 7.0)	168	107	73	40	16	2	97	2	33	4

### Generation Additions

LMS100 (88MW) in 2016  
 LMS100 (88 MW) in 2017  
 Drop-In 1x1 CC (281 MW total) in 2022  
 Drop-In 1x1 CC (281 MW total) in 2024  
 PV (10 MW) in 2024  
 LMS100 (88 MW) in 2025  
 PV (20 MW) in 2025

### Unit Retirements

Four Corners 4 & 5 (108MW total) - July 2016  
 Rio Grande 7 (46MW) - December 2020  
 Newman 4 CC phased-out (ST - 83MW) - December 2021  
 Newman 4 CC phased-out (CT1 - 72MW) - December 2022  
 Newman 4 CC phased-out (CT2 - 72MW) - December 2023  
 Newman 1 (74MW) - December 2022  
 Newman 2 (76MW) - December 2023  
 Newman 3 (97MW) - December 2024  
 Copper (64MW) - December 2025  
 Rio Grande 8 (142MW) - December 2027

### Purchases

SunEdison, NRG, Macho, Newman and Hatch solar purchases reflect 70% availability at peak hour.

Resource Purchase reflects firm transmission available as a result of exchange agreement with McMoRan (Phelps Dodge) , from SPS and from PNM from Four Corners after Four Corners retires.

1. Generation unit retirements are per Burns & McDonnell study results dated December 2012.
2. Purchases based on existing and estimated future purchases including renewable purchases to meet RPS requirements.  
 Resource Purchase reflects additional transmission capacity available through contract with McMoRan (Phelps Dodge), from SPS and from PNM from Four Corners after Four Corners retires.
3. System Demand based on Long-term and Budget Year Forecast issued April 1, 2015.  
 Includes state-required energy efficiency targets for conservation, energy efficiency and load management.  
 Interruptible load reflects current and contracts and includes new contract with Western Refinery. Excludes Ft. Bliss Net Zero initiatives.
4. Long-term resource needs will be evaluated based on system needs and are subject to change.
5. Newman Plant capacity includes an additional 30MW on Unit 5 due to wet compression upgrade.

**El Paso Electric Company**  
**Loads & Resources 2017-2026**  
 May 25, 2016

1x1 CC

	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
<b>1.0 GENERATION RESOURCES</b>										
1.1 RIO GRANDE	275	275	275	275	275	275	229	229	229	229
1.2 NEWMAN	752	752	752	752	752	752	602	602	602	602
1.3 COPPER	64	64	64	64	64	64	64	64	64	64
1.4 MONTANA	352	352	352	352	352	352	352	352	352	352
1.5 PALO VERDE	633	633	633	633	633	633	633	633	633	633
1.6 RENEWABLES	1	1	1	1	1	1	1	1	1	1
1.7 NEW BUILD (local)	-	-	-	-	-	-	320	320	320	320
<b>1.0 TOTAL GENERATION RESOURCES <sup>1(a)</sup></b>	<b>2,077</b>	<b>2,077</b>	<b>2,077</b>	<b>2,077</b>	<b>2,077</b>	<b>2,077</b>	<b>2,201</b>	<b>2,201</b>	<b>2,201</b>	<b>2,201</b>
<b>2.0 RESOURCE PURCHASES</b>										
2.1 RENEWABLE PURCHASE (SunEdison & NRG)	29	29	29	29	28	28	28	28	27	27
2.2 RENEWABLE PURCHASE (Hatch)	3	3	3	3	3	3	3	3	3	3
2.3 RENEWABLE PURCHASE (Macho Springs)	35	35	34	34	34	34	34	34	33	33
2.4 RENEWABLE PURCHASE (Newman)	7	7	7	7	7	7	7	7	7	7
2.5 RESOURCE PURCHASE	-	-	-	15	55	90	-	30	80	125
<b>2.0 TOTAL RESOURCE PURCHASES <sup>1(a)</sup></b>	<b>74</b>	<b>73</b>	<b>73</b>	<b>87</b>	<b>127</b>	<b>162</b>	<b>71</b>	<b>101</b>	<b>150</b>	<b>195</b>
<b>3.0 TOTAL NET RESOURCES (1.0 + 2.0)</b>	<b>2,151</b>	<b>2,150</b>	<b>2,150</b>	<b>2,164</b>	<b>2,204</b>	<b>2,239</b>	<b>2,272</b>	<b>2,302</b>	<b>2,351</b>	<b>2,396</b>
<b>4.0 SYSTEM DEMAND</b>										
4.1 NATIVE SYSTEM DEMAND	1,880	1,919	1,954	1,987	2,029	2,066	2,104	2,138	2,185	2,229
4.2 DISTRIBUTED GENERATION	(23)	(25)	(26)	(26)	(29)	(30)	(32)	(33)	(34)	(35)
4.3 ENERGY EFFICIENCY	(11)	(16)	(21)	(27)	(32)	(38)	(43)	(48)	(54)	(59)
4.4 LINE LOSSES	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)
4.5 INTERRUPTIBLE SALES	(52)	(52)	(52)	(52)	(52)	(52)	(52)	(52)	(52)	(52)
<b>5.0 TOTAL SYSTEM DEMAND (4.1-(4.2+4.3+4.4+4.5))</b>	<b>1,792</b>	<b>1,824</b>	<b>1,853</b>	<b>1,879</b>	<b>1,914</b>	<b>1,944</b>	<b>1,975</b>	<b>2,002</b>	<b>2,043</b>	<b>2,080</b>
<b>6.0 MARGIN OVER TOTAL DEMAND (3.0 - 5.0)</b>	<b>359</b>	<b>326</b>	<b>297</b>	<b>285</b>	<b>290</b>	<b>295</b>	<b>297</b>	<b>300</b>	<b>309</b>	<b>316</b>
<b>7.0 PLANNING RESERVE 15% OF TOTAL SYSTEM DEM</b>	<b>269</b>	<b>274</b>	<b>278</b>	<b>282</b>	<b>287</b>	<b>292</b>	<b>296</b>	<b>300</b>	<b>306</b>	<b>312</b>
<b>8.0 MARGIN OVER RESERVE (6.0 - 7.0)</b>	<b>90</b>	<b>52</b>	<b>19</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>1</b>	<b>(0)</b>	<b>2</b>	<b>4</b>

**Generation Additions**

Drop-In 1x1 CC (320 MW Total) in 2023<sup>1(a)</sup>

**Unit Retirements**

Rio Grande 7 (46MW) - December 2022  
 Newman 1 (74MW) - December 2022  
 Newman 2 (76MW) - December 2022  
 Newman 3 (97MW) - December 2026  
 Newman 4 CC (207MW) - December 2026  
 Copper (64MW) - December 2030  
 Rio Grande 8 (142MW) - December 2033

**Purchases**

SunEdison, NRG, Macho, Newman and Hatch solar purchases reflect 70% availability at peak hour.

The Resource Purchase is supported by

firm transmission through (i) simultaneous buy/sell with Freeport McMoRan (formerly Phelps Dodge), (ii) Four Corners substation after Four Corners retires, and (iii) SPS via the Eddy Tie.

1. Generation unit retirements are per Burns & McDonnell study results dated December 2012 as well as an analysis by Resource Planning with input from Power Generation, Environmental and Financial Planning.
2. Purchases based on existing and estimated future purchases including renewable purchases to meet RPS requirements.
3. System Demand based on Long-term and Budget Year Forecast issued April 7, 2016.  
 Includes state-required targets for Energy Efficiency.  
 Interruptible load reflects current contracts.  
 Excludes Fort Bliss Net Zero Initiatives.
4. Long-term resource needs will be evaluated based on system needs and are subject to change.
5. The 1x1 Combined Cycle Capacity Expansion in 2023 maybe in combination with renewables and/or others resources.
6. Additional small renewable projects being pursued in the range of 6 MW total capacity, if implemented will deduct from the 2023 requirement.

# El Paso Electric Company

## Loads & Resources 2018-2027

May 12, 2017

70MW

SOLAR      1x1 CC

1x1 CC

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
<b>1.0 GENERATION RESOURCES</b>										
1.1 RIO GRANDE	276	276	276	276	276	230	230	230	230	230
1.2 NEWMAN	752	752	752	752	752	602	602	602	602	278
1.3 COPPER	64	64	64	64	64	64	64	64	64	64
1.4 MONTANA	354	354	354	354	354	354	354	354	354	354
1.5 PALO VERDE	633	633	633	633	633	633	633	633	633	633
1.6 RENEWABLES	6	6	6	6	6	6	6	6	6	6
1.7 NEW BUILD (local)	-	-	-	-	50	370	370	370	370	690
<b>1.0 TOTAL GENERATION RESOURCES <sup>(1)</sup></b>	<b>2,085</b>	<b>2,085</b>	<b>2,085</b>	<b>2,085</b>	<b>2,135</b>	<b>2,259</b>	<b>2,259</b>	<b>2,259</b>	<b>2,259</b>	<b>2,255</b>
<b>2.0 RESOURCE PURCHASES</b>										
2.1 RENEWABLE PURCHASE (SunEdison & NRG)	29	29	29	29	28	28	28	28	27	27
2.2 RENEWABLE PURCHASE (Hatch)	4	3	3	3	3	3	3	3	3	3
2.3 RENEWABLE PURCHASE (Macho Springs)	35	35	34	34	34	34	34	34	33	33
2.4 RENEWABLE PURCHASE (Newman)	7	7	7	7	7	7	7	7	7	7
2.5 RESOURCE PURCHASE	15	35	55	80	60	-	-	20	50	85
<b>2.0 TOTAL RESOURCE PURCHASES <sup>(2)</sup></b>	<b>90</b>	<b>109</b>	<b>128</b>	<b>153</b>	<b>132</b>	<b>72</b>	<b>71</b>	<b>91</b>	<b>121</b>	<b>155</b>
<b>3.0 TOTAL NET RESOURCES (1.0 + 2.0)</b>	<b>2,175</b>	<b>2,194</b>	<b>2,213</b>	<b>2,238</b>	<b>2,267</b>	<b>2,331</b>	<b>2,330</b>	<b>2,350</b>	<b>2,380</b>	<b>2,410</b>
<b>4.0 SYSTEM DEMAND</b>										
4.1 NATIVE SYSTEM DEMAND	1,988	2,013	2,035	2,066	2,095	2,126	2,153	2,191	2,223	2,258
4.2 DISTRIBUTED GENERATION	(33)	(35)	(38)	(40)	(43)	(45)	(47)	(50)	(52)	(55)
4.3 ENERGY EFFICIENCY	(10)	(14)	(19)	(24)	(29)	(34)	(39)	(43)	(48)	(53)
4.4 LINE LOSSES	(4)	(4)	(4)	(4)	(4)	(4)	(4)	(4)	(4)	(4)
4.5 INTERRUPTIBLE SALES	(53)	(53)	(53)	(53)	(53)	(53)	(53)	(53)	(52)	(53)
<b>5.0 TOTAL SYSTEM DEMAND (4.1-(4.2+4.3+4.4+4.5) ) <sup>(3)</sup></b>	<b>1,889</b>	<b>1,906</b>	<b>1,922</b>	<b>1,945</b>	<b>1,968</b>	<b>1,991</b>	<b>2,010</b>	<b>2,041</b>	<b>2,066</b>	<b>2,093</b>
<b>6.0 MARGIN OVER TOTAL DEMAND (3.0 - 5.0)</b>	<b>286</b>	<b>287</b>	<b>291</b>	<b>293</b>	<b>300</b>	<b>340</b>	<b>321</b>	<b>309</b>	<b>314</b>	<b>318</b>
<b>7.0 PLANNING RESERVE 15% OF TOTAL SYSTEM DEMAND</b>	<b>283</b>	<b>286</b>	<b>288</b>	<b>292</b>	<b>295</b>	<b>299</b>	<b>301</b>	<b>306</b>	<b>310</b>	<b>314</b>
<b>8.0 MARGIN OVER RESERVE (6.0 - 7.0)</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>4</b>	<b>42</b>	<b>19</b>	<b>3</b>	<b>4</b>	<b>4</b>

### Generation Additions

70 MW Solar(50MW at Peak) in 2022  
 Drop-In 1x1 CC (320 MW Total) in 2023<sup>(5)</sup>  
 Drop-In 1x1 CC (320 MW Total) in 2027<sup>(5)</sup>

### Unit Retirements

Rio Grande 7 (46MW) - December 2022  
 Newman 1 (74MW) - December 2022  
 Newman 2 (76MW) - December 2022  
 Newman 3 (97MW) - December 2026  
 Newman 4 CC (227MW) - December 2026  
 Copper (64MW) - December 2030  
 Rio Grande 8 (142MW) - December 2033

### Renewable Purchases

SunEdison, NRG, Macho, Newman and Hatch solar purchases reflect 70% availability at Peak.

### Company Owned Renewables

Renewable Resources shown in line item 1.6 consists of EPE Community Solar, Holloman Solar, EPCC, Stanton, Wrangler, Rio Grande & Newman Carports, and Van Horn

The Resource Purchase is supported by firm transmission through (i) simultaneous buy/sell with Freeport McMoRan (formerly Phelps Dodge), (ii) Four Corners switchyard after Four Corners retires, and (iii) SPS via the Eddy Tie.

1. Generation unit retirements are per Burns & McDonnell study results dated December 2012 as well as an analysis by Resource Planning with input from Power Generation, Environmental and Financial Planning.
2. Purchases based on existing and estimated future purchases including renewable purchases to meet RPS requirements.
3. System Demand based on Long-term and Budget Year Forecast issued April 6, 2017.  
Includes state-required targets for Energy Efficiency.  
Interruptible load reflects current contracts.
4. Long-term resource needs will be evaluated based on system needs and are subject to change.
5. The 1x1 Combined Cycle Capacity Expansion in 2023 & 2027 may be in combination with renewables and/or others resources.
6. Additional small renewable projects being pursued and if implemented, will deduct from the 2022 and/or 2023 requirement.

# El Paso Electric Company

## Loads & Resources 2019-2028

### September 7, 2018

	SOLAR BATTERY				CC 320		BATTERY CT/RECIP				CT
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	
<b>1.0 GENERATION RESOURCES</b>											
1.1 RIO GRANDE	276	276	276	276	230	230	230	230	230	230	
1.2 NEWMAN	752	752	752	752	602	602	602	602	278	278	
1.3 COPPER	64	64	64	64	64	64	64	64	64	64	
1.4 MONTANA	354	354	354	354	354	354	354	354	354	354	
1.5 PALO VERDE	633	633	633	633	633	633	633	633	633	633	
1.6 RENEWABLES	6	6	6	6	6	6	6	6	6	6	
1.7 STORAGE	-	-	-	15	15	15	15	15	65	65	
1.8 POSSIBLE EMERGING TECHNOLOGY EXPANSION <sup>(1)</sup>	-	-	-	40	40	40	40	40	40	40	
1.9 NEW BUILD (local)	-	-	-	-	320	320	320	320	520	620	
<b>1.0 TOTAL GENERATION RESOURCES<sup>(2)</sup></b>	<b>2,085</b>	<b>2,085</b>	<b>2,085</b>	<b>2,140</b>	<b>2,264</b>	<b>2,264</b>	<b>2,264</b>	<b>2,264</b>	<b>2,190</b>	<b>2,290</b>	
<b>2.0 RESOURCE PURCHASES</b>											
2.1 RENEWABLE PURCHASE (SunEdison & NRG)	29	29	29	28	28	28	28	27	27	27	
2.2 RENEWABLE PURCHASE (Hatch)	3	3	3	3	3	3	3	3	3	3	
2.3 RENEWABLE PURCHASE (Macho Springs)	35	34	34	34	34	34	34	33	33	33	
2.4 RENEWABLE PURCHASE (Juvu)	7	7	7	7	7	7	7	7	7	7	
2.5 NEW RENEWABLE PURCHASE				88	88	88	88	88	113	113	
2.6 RESOURCE PURCHASE	60	80	115	5	-	-	-	10	95	25	
<b>2.0 TOTAL RESOURCE PURCHASES<sup>(4)</sup></b>	<b>134</b>	<b>153</b>	<b>188</b>	<b>165</b>	<b>159</b>	<b>159</b>	<b>159</b>	<b>168</b>	<b>278</b>	<b>207</b>	
<b>3.0 TOTAL NET RESOURCES (1.0 + 2.0)</b>	<b>2,219</b>	<b>2,238</b>	<b>2,273</b>	<b>2,305</b>	<b>2,423</b>	<b>2,423</b>	<b>2,423</b>	<b>2,432</b>	<b>2,468</b>	<b>2,497</b>	
<b>4.0 SYSTEM DEMAND</b>											
4.1 NATIVE SYSTEM DEMAND	2,004	2,028	2,065	2,100	2,136	2,166	2,207	2,245	2,283	2,316	
4.2 DISTRIBUTED GENERATION <sup>(5)</sup>	(6)	(9)	(12)	(15)	(18)	(21)	(24)	(27)	(30)	(33)	
4.3 ENERGY EFFICIENCY	(9)	(14)	(19)	(23)	(28)	(33)	(38)	(42)	(47)	(52)	
4.4 LINE LOSSES	(6)	(6)	(6)	(6)	(6)	(6)	(6)	(6)	(6)	(6)	
4.5 INTERRUPTIBLE SALES	(54)	(54)	(54)	(54)	(54)	(54)	(54)	(54)	(54)	(54)	
<b>5.0 TOTAL SYSTEM DEMAND (4.1-(4.2+4.3+4.4+4.5))<sup>(6)</sup></b>	<b>1,928</b>	<b>1,945</b>	<b>1,973</b>	<b>2,001</b>	<b>2,028</b>	<b>2,050</b>	<b>2,084</b>	<b>2,114</b>	<b>2,145</b>	<b>2,169</b>	
<b>6.0 MARGIN OVER TOTAL DEMAND (3.0 - 5.0)</b>	<b>291</b>	<b>293</b>	<b>299</b>	<b>304</b>	<b>395</b>	<b>373</b>	<b>338</b>	<b>318</b>	<b>323</b>	<b>328</b>	
<b>7.0 PLANNING RESERVE 15% OF TOTAL SYSTEM DEMAND</b>	<b>289</b>	<b>292</b>	<b>296</b>	<b>300</b>	<b>304</b>	<b>307</b>	<b>313</b>	<b>317</b>	<b>322</b>	<b>325</b>	
<b>8.0 MARGIN OVER RESERVE (6.0 - 7.0)</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>91</b>	<b>66</b>	<b>26</b>	<b>1</b>	<b>1</b>	<b>2</b>	

1. Emerging technologies may include customer or other distributed resources as well as additional community solar.

2. Generation unit retirements are consistent with the 2018 IRP.

3. Rio Grande 6 is classified as inactive reserve.

4. Purchases based on existing and estimated future purchases including renewable purchases to meet RPS requirements.

5. Forecasted Distributed Generation incremental growth is denoted in line 4.2. These values are in addition to the existing 36 MW online at the end of 2017.

6. System Demand based on 2018 Long-term Forecast dated March 29, 2018.

Includes state-required targets for Energy Efficiency.

Interruptible load reflects current contracts.

7. Long-term resource needs will be evaluated based on system needs and are subject to change.

8. The 1x1 Combined Cycle Capacity Expansion in 2023 & 2027 are subject to RFP results and may be in combination with renewables and/or others resources.

9. Additional small renewable projects being pursued and if implemented, will reduce the capacity need in 2022 and/or 2023.

#### Generation Additions

350 MW Solar (87.5 MW at Peak) in 2022  
 Battery Storage (15 MW) 2022  
 Drop-In 1x1 CC (320 MW Total) in 2023  
 100 MW Solar (25 MW at Peak) in 2027  
 Combustion Turbine (100 MW) in 2027  
 Recip Engines (100 MW) in 2027  
 Battery Storage (50 MW) 2027  
 Combustion Turbine (100 MW) in 2027

#### Unit Retirements

Rio Grande 6 (45MW)<sup>o</sup>  
 Rio Grande 7 (46MW) - December 2022  
 Newman 1 (74MW) - December 2022  
 Newman 2 (76MW) - December 2022  
 Newman 3 (97MW) - December 2026  
 Newman 4 CC (227MW) - December 2026  
 Copper (64MW) - December 2030  
 Rio Grande 8 (142MW) - December 2033

#### Renewable Purchases

SunEdison, NRG, Macho, Newman and Hatch solar purchases reflect 70% availability at Peak.

#### Company Owned Renewables

Renewable Resources shown in line item 1.6 consists of EPE Community Solar, Holloman Solar, EPCC, Stanton, Wrangler, Rio Grande & Newman Carports, and Van Horn

#### Resource Purchase

This purchase is supported by firm transmission through (i) simultaneous buy/sell with Freeport McMoRan (formerly Phelps Dodge), (ii) Four Corners switchyard after Four Corners retires, and (iii) SPS via the Eddy Tie.

# El Paso Electric Company

## Loads & Resources 2019-2028

### May 13, 2019

	SOLAR		BATTERY		125 SOLAR					
	SOL/BATT	NEWMAN 6	CC 320	RECIP						
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
1.0 GENERATION RESOURCES										
1.1 RIO GRANDE	278	278	278	232	232	232	232	232	232	232
1.2 NEWMAN	736	736	736	584	584	584	584	262	262	262
1.3 COPPER	63	63	63	63	63	63	63	63	63	63
1.4 MONTANA	352	352	352	352	352	352	352	352	352	352
1.5 PALO VERDE	633	633	633	633	633	633	633	633	633	633
1.6 RENEWABLES	6	6	6	6	6	6	6	6	6	6
1.7 STORAGE	-	-	-	50	50	50	50	50	50	50
1.8 POSSIBLE EMERGING TECHNOLOGY EXPANSION <sup>(1)</sup>	-	-	-	-	-	40	40	40	40	40
1.9 NEW BUILD (local)	-	-	-	226	226	226	226	546	596	596
1.0 TOTAL GENERATION RESOURCES <sup>(2)</sup>	2,068	2,068	2,068	2,146	2,146	2,186	2,186	2,184	2,234	2,234
2.0 RESOURCE PURCHASES										
2.1 RENEWABLE PURCHASE (SunEdison & NRG)	29	29	28	28	28	28	27	27	27	27
2.2 RENEWABLE PURCHASE (Hatch)	3	3	3	3	3	3	3	3	3	3
2.3 RENEWABLE PURCHASE (Macho Springs)	34	34	34	34	34	34	33	33	33	33
2.4 RENEWABLE PURCHASE (Juwi)	7	7	7	7	7	7	7	7	7	7
2.5 NEW RENEWABLE/ BATTERY PURCHASE	-	-	100	100	100	100	100	100	131	131
2.6 RESOURCE PURCHASE	80	110	35		5		35	70	20	70
2.0 TOTAL RESOURCE PURCHASES <sup>(4)</sup>	153	183	207	172	176	171	206	240	221	271
3.0 TOTAL NET RESOURCES (1.0 + 2.0)	2,221	2,251	2,275	2,318	2,322	2,357	2,392	2,424	2,455	2,505
4.0 SYSTEM DEMAND										
4.1 NATIVE SYSTEM DEMAND	2,009	2,044	2,073	2,104	2,128	2,166	2,200	2,237	2,269	2,315
4.2 DISTRIBUTED GENERATION <sup>(5)</sup>	(3)	(4)	(6)	(7)	(9)	(10)	(10)	(10)	(10)	(10)
4.3 ENERGY EFFICIENCY	(12)	(18)	(24)	(30)	(36)	(41)	(47)	(53)	(59)	(65)
4.4 LINE LOSSES	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)
4.5 INTERRUPTIBLE SALES	(59)	(59)	(59)	(59)	(59)	(59)	(59)	(59)	(59)	(59)
5.0 TOTAL SYSTEM DEMAND (4.1-(4.2+4.3+4.4+4.5) ) <sup>(6)</sup>	1,928	1,956	1,978	2,001	2,018	2,048	2,077	2,108	2,134	2,174
6.0 MARGIN OVER TOTAL DEMAND (3.0 - 5.0)	293	294	297	317	305	309	315	316	321	331
7.0 PLANNING RESERVE 15% OF TOTAL SYSTEM DEMAND	289	293	297	300	303	307	312	316	320	326
8.0 MARGIN OVER RESERVE (6.0 - 7.0)	4	1	1	17	2	1	3	0	1	5

1. Emerging technologies may include customer or other distributed resources as well as additional community solar.

2. Generation unit retirements are consistent with the 2018 IRP.

3. Rio Grande 6 is classified as inactive reserve.

4. Purchases based on existing and estimated future purchases including renewable purchases. The recently passed NM Energy Transition Act is pending Commission rulemaking. Future resource additions for NM RPS may modify this L&R.

5. Forecasted Distributed Generation incremental growth is denoted in line 4.2. These values are in addition to the existing 45 MW online at the end of 2018. DG resources added through 2025 reflect 18.9% availability at peak.

6. System Demand based on 2019 Long-term Forecast dated April 9, 2019.

Includes state-required targets for Energy Efficiency.

Interruptible load reflects current contracts.

7. Long-term resource needs will be evaluated based on system needs and are subject to change.

8. The resource expansions in 2022 & 2023 are a result of the 2017-2018 RFP process.

9. The resource expansions in 2027 & 2028 are subject to RFP results and may be in combination with renewables and/or others resources.

10. Additional small renewable projects being pursued and if implemented, will reduce the capacity need in future years.

11. EPE is exploring additional renewable resources to satisfy RPS requirements and if acquired those resources may impact the L&R as well as planned additions.

#### Generation Additions

100 MW Solar (25 MW at Peak) in 2022  
Solar/Batt Combo (100/50 MW) in 2022  
(75 MW at Peak)

Stand-alone Battery (50 MW) in 2023

Newman 6 GT5 (226 MW) in 2023

Drop\_In 1x1 CC (320 MW Total) in 2027

125 MW Solar (31 MW at Peak) in 2028

Recip Engines (50 MW) in 2028

#### Unit Retirements

Rio Grande 6 (45MW)<sup>o</sup>

Rio Grande 7 (46MW) - December 2022

Newman 1 (76MW) - December 2022

Newman 2 (76MW) - December 2022

Newman 3 (95MW) - December 2026

Newman 4 CC (227MW) - December 2026

Copper (63MW) - December 2030

Rio Grande 8 (144MW) - December 2033

#### Renewable Purchases

SunEdison, NRG, Macho Springs, Juwi, and Hatch solar purchases reflect 70% availability at Peak.

#### Company Owned Renewables

Renewable Resources shown in line item 1.6 consists of EPE Community Solar, Holloman Solar, EPCC, Stanton, Wrangler, Rio Grande & Newman Carports, and Van Horn

#### Resource Purchase

This purchase is supported by firm transmission through (i) simultaneous buy/sell with Freeport McMoRan (formerly Phelps Dodge), (ii) Four Corners switchyard after Four Corners retired, and (iii) SPS via the Eddy Tie.

SOAH DOCKET NO. 473-21-2606  
PUC DOCKET NO. 52195

APPLICATION OF EL PASO	§	BEFORE THE STATE OFFICE
ELECTRIC COMPANY TO CHANGE	§	OF
RATES	§	ADMINISTRATIVE HEARINGS

EL PASO ELECTRIC COMPANY'S RESPONSE TO  
OFFICE OF PUBLIC UTILITY COUNSEL'S  
TENTH REQUEST FOR INFORMATION  
QUESTION NOS. OPUC 10-1 THROUGH OPUC 10-11

OPUC 10-8:

Please provide a detailed description, justification and all calculations and workpapers in working Excel format relative to the adjustments EPE made to the jurisdictional energy and demand allocators, as discussed in the Direct Testimony of Mr. George Novela at 7:13 – 21.

RESPONSE:

Please see El Paso Electric Company's ("EPE") response to CEP 4-7 for a detailed description and all calculations and workpapers in working Excel format relative to the adjustments EPE made to the jurisdictional energy and demand allocators. Also, please see EPE witness George Novela's direct testimony on page 7, lines 26 to 28, for the justification relative to the adjustment EPE made to the jurisdictional energy and demand allocators.

Preparer: Juan Cardenas

Title: Economist – Staff

Sponsor: George Novela

Title: Director – Economic and Rate Research

SOAH DOCKET NO. 473-21-2606  
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OFFICE OF PUBLIC UTILITY COUNSEL'S  
TENTH REQUEST FOR INFORMATION  
QUESTION NOS. OPUC 10-1 THROUGH OPUC 10-11

OPUC 10-9:

Please provide the generated MWh by resource during the hour of EPE' s monthly system peaks for the years 2018 through 2020 for each resource for which adjustments were made to EPE' s jurisdictional energy and demand allocators, as discussed in the Direct Testimony of Mr. Novela at 7:13 – 21.

RESPONSE:

Please see OPUC 10-9, Attachment 1, for the generated kW by resource during the hour of El Paso Electric Company's monthly system peak for the years 2018 and 2019 and CEP 4-7, Attachment 1, for the year 2020.

Preparer: Juan Cardenas

Title: Economist – Staff

Sponsor: George Novela

Title: Director – Economic & Rate Research

Line	Month	Native Peak Date & Time	Hatch	NRG	Sun Edison 1	Sun Edison 2	Wrangler	Stanton Tower
1	January	01/02/19 20:00	0	0	0	0	0	0
2	February	02/19/19 20:00	0	0	0	0	0	0
3	March	03/28/19 17:00	1,891	15,368	6,953	8,747	7	9
4	April	04/29/19 16:00	2,034	9,572	4,434	4,982	3	17
5	May	05/16/19 16:00	3,297	18,017	6,369	9,061	6	16
6	June	06/27/19 16:00	3,928	17,309	8,110	8,857	6	19
7	July	07/16/19 16:00	2,470	15,261	8,041	7,202	3	20
8	August	08/26/19 16:00	3,728	16,515	7,623	8,730	7	16
9	September	09/03/19 16:00	3,588	16,836	7,874	8,677	7	16
10	October	10/03/19 15:00	2,975	8,401	6,980	3,631	3	14
11	November	11/12/19 19:00	0	0	0	0	0	0
12	December	12/18/19 20:00	0	0	0	0	0	0

EL PASO ELECTRIC COMPANY  
 ENERGY (kWh)  
 FOR THE PERIOD JANUARY 1, 2019 TO DECEMBER 31, 2019

Line	Month	Hatch	NRG	Sun Edison 1	Sun Edison 2	Wrangler	Stanton Tower
13	January	814,545	2,833,550	1,925,742	1,919,424	2,374	3,989
14	February	765,339	3,036,101	1,794,170	1,957,190	2,078	4,388
15	March	1,010,957	4,071,175	1,988,425	2,534,558	2,400	5,637
16	April	1,158,454	5,098,231	2,475,309	2,907,021	2,384	6,654
17	May	1,283,693	5,706,087	2,703,134	3,137,560	1,899	7,189
18	June	1,257,666	5,656,231	2,679,327	2,964,780	1,844	7,009
19	July	1,099,839	5,107,206	2,323,959	2,708,663	1,529	6,617
20	August	1,078,322	4,891,236	2,374,774	2,605,013	1,583	6,449
21	September	975,993	4,272,998	1,861,926	2,245,144	1,399	5,368
22	October	995,429	4,055,674	2,202,456	2,596,545	1,710	5,320
23	November	766,226	2,468,139	1,555,113	1,750,054	985	3,545
24	December	808,156	2,574,284	1,660,522	1,864,843	1,371	3,704
25	Total	12,014,619	49,770,912	25,544,857	29,190,795	21,556	65,869

- (a) Rio Grande meter readings were taken on 12/31/2019.
- (b) Van Horn meter readings were taken on 01/03/2020.
- (c) Newman carport meter readings were taken on 12/31/2019.
- (d) No interval data meters available.



EL PASO ELECTRIC COMPANY  
COINCIDENT PEAK DEMAND  
FOR THE PERIOD JANUARY -

SOAH Docket No. 473-21-2606  
PUC Docket No. 52195  
OPUC's 10th, Q. No. OPUC 10-9  
Attachment 1  
Page 2 of 4

Line	Month	EPCC	Holloman	Rio Grande (d)	Van Horn (d)	Newman carport (d)
1	January	0	0	N/A	N/A	N/A
2	February	0	0	N/A	N/A	N/A
3	March	5	0	N/A	N/A	N/A
4	April	7	1,583	N/A	N/A	N/A
5	May	8	2,674	N/A	N/A	N/A
6	June	8	3,469	N/A	N/A	N/A
7	July	9	2,956	N/A	N/A	N/A
8	August	8	4,814	N/A	N/A	N/A
9	September	8	4,639	N/A	N/A	N/A
10	October	7	1,577	N/A	N/A	N/A
11	November	0	0	N/A	N/A	N/A
12	December	0	0	N/A	N/A	N/A

EL PASO ELECTRIC COMPANY  
ENERGY (kWh)  
FOR THE PERIOD JANUARY -

Line	Month	EPCC	Holloman	Rio Grande (a)	Van Horn (b)	Newman carport (c)
13	January	2,148	832,638	5,948	2,436	5,709
14	February	2,182	848,883	8,092	2,830	8,344
15	March	2,641	1,061,573	8,843	3,190	8,813
16	April	2,995	1,372,856	14,216	2,776	10,870
17	May	3,105	1,266,209	8,168	3,850	10,629
18	June	2,931	1,440,019	10,504	3,575	11,848
19	July	2,827	923,765	10,066	2,348	10,503
20	August	2,880	1,197,509	9,770	3,800	10,249
21	September	2,471	1,027,280	8,670	2,100	8,401
22	October	2,609	970,793	8,332	3,631	8,265
23	November	1,783	719,334	7,024	1,606	7,023
24	December	1,794	730,219	5,553	2,303	7,103
25	Total	30,366	12,391,078	105,186	34,445	107,757

- (a) Rio Grande meter read
- (b) Van Horn meter read
- (c) Newman carport meter
- (d) No interval data meter

EL PASO ELECTRIC COMPANY  
COINCIDENT PEAK DEMAND (kW)  
FOR THE PERIOD JANUARY 1, 2018 TO DECEMBER 31, 2018

SOAH Docket No. 473-21-2606  
PUC Docket No. 52195  
OPUC's 10th, Q. No. OPUC 10-9  
Attachment 1  
Page 3 of 4

Line	Month	Native Peak Date & Time	Hatch	NRG	Sun Edison 1	Sun Edison 2	Wrangler	Stanton Tower
1	January	01/16/18 19:00	0	0	0	0	0	0
2	February	02/28/18 20:00	0	0	0	0	0	0
3	March	03/22/18 19:00	0	40	9	9	0	0
4	April	04/24/18 16:00	3,085	16,365	8,248	9,968	16	17
5	May	05/31/18 16:00	3,942	17,605	8,164	8,608	18	19
6	June	06/26/18 16:00	3,726	17,457	5,541	6,353	18	19
7	July	07/23/18 16:00	3,091	17,502	5,942	6,960	18	19
8	August	08/02/18 16:00	3,489	15,982	5,728	0	12	17
9	September	09/13/18 16:00	4,035	15,396	4,342	7,691	18	15
10	October	10/04/18 16:00	3,850	15,147	7,246	7,807	18	12
11	November	11/12/18 19:00	0	0	0	0	0	0
12	December	12/28/18 19:00	0	0	0	0	0	0

EL PASO ELECTRIC COMPANY  
ENERGY (kWh)  
FOR THE PERIOD JANUARY 1, 2018 TO DECEMBER 31, 2018

Line	Month	Hatch	NRG	Sun Edison 1	Sun Edison 2	Wrangler	Stanton Tower
13	January	792,971	3,026,174	1,833,113	2,241,359	4,614	4,231
14	February	711,843	3,071,679	1,781,096	2,173,539	4,090	4,296
15	March	959,965	4,394,470	2,172,096	2,789,502	4,879	5,975
16	April	1,053,393	5,182,661	2,414,789	2,922,457	5,503	6,647
17	May	1,236,780	5,980,386	2,646,998	2,541,686	5,725	7,402
18	June	1,137,317	5,245,930	2,308,730	2,427,980	4,917	6,649
19	July	1,021,203	4,843,918	1,691,074	1,983,494	3,746	6,382
20	August	1,041,330	4,927,418	1,740,783	2,290,041	3,663	6,288
21	September	1,029,577	4,482,303	1,857,575	2,177,743	3,784	5,555
22	October	759,494	3,069,618	1,578,741	1,616,581	2,326	4,073
23	November	760,275	3,158,763	1,949,166	2,055,700	2,987	4,342
24	December	627,742	2,209,229	1,385,619	1,636,816	1,825	3,256
25	Total	11,131,890	49,592,549	23,359,780	26,856,898	48,059	65,096

- (a) Holloman Air Force Base Facility went into commercial operation on 10/18/2018, all kWh produced prior to this date is "test energy". This report shows total HAFB kWh generation for Oc
- (b) Rio Grande meter readings were taken on 12/28/2018.
- (c) Van Horn meter readings were taken on 01/04/2019.
- (d) Newman carport meter readings were taken on 12/28/2018.
- (e) No interval data meters available.

Line	Month	EPCC	Holloman	Rio Grande (e)	Van Horn (e)	Newman carport (e)
1	January	0	N/A	N/A	N/A	N/A
2	February	0	N/A	N/A	N/A	N/A
3	March	0	N/A	N/A	N/A	N/A
4	April	8	N/A	N/A	N/A	N/A
5	May	9	N/A	N/A	N/A	N/A
6	June	9	N/A	N/A	N/A	N/A
7	July	8	N/A	N/A	N/A	N/A
8	August	8	0	N/A	N/A	N/A
9	September	7	4,925	N/A	N/A	N/A
10	October	6	4,505	N/A	N/A	N/A
11	November	0	0	N/A	N/A	N/A
12	December	0	0	N/A	N/A	N/A

EL PASO ELECTRIC COMPANY  
ENERGY (kWh)  
FOR THE PERIOD JANUARY -

Line	Month	EPCC	Holloman (a)	Rio Grande (b)	Van Horn (c)	Newman carport (d)
13	January	2,302	N/A	7,870	2,533	7,017
14	February	2,154	N/A	7,477	2,550	8,399
15	March	2,789	N/A	9,445	3,216	10,262
16	April	2,987	N/A	11,584	3,485	11,816
17	May	3,183	N/A	12,777	4,009	13,553
18	June	2,821	N/A	10,785	3,357	10,858
19	July	2,690	N/A	11,919	2,315	10,339
20	August	2,806	437,560	9,296	3,355	10,009
21	September	2,637	1,076,087	9,445	2,692	10,507
22	October	1,952	796,326	8,200	2,082	7,282
23	November	2,326	945,386	7,295	2,723	8,359
24	December	1,762	671,752	5,526	2,090	5,748
25	Total	30,409	3,927,111	111,619	34,407	114,149

- (a) Holloman Air Force Base 2018 which includes 402,964.2 kWh test and 393,361.4 kWh regular energy.
- (b) Rio Grande meter read
- (c) Van Horn meter read
- (d) Newman carport meter
- (e) No interval data meter

SOAH DOCKET NO. 473-21-2606  
PUC DOCKET NO. 52195

APPLICATION OF EL PASO	§	BEFORE THE STATE OFFICE
ELECTRIC COMPANY TO CHANGE	§	OF
RATES	§	ADMINISTRATIVE HEARINGS

EL PASO ELECTRIC COMPANY'S RESPONSE TO  
OFFICE OF PUBLIC UTILITY COUNSEL'S  
TENTH REQUEST FOR INFORMATION  
QUESTION NOS. OPUC 10-1 THROUGH OPUC 10-11

OPUC 10-10:

Please provide the generated MWh by resource for the years 2018 through 2020 for each resource for which adjustments were made to EPE' s jurisdictional energy and demand allocators, as discussed in the Direct Testimony of Mr. Novela at 7:13 – 21.

RESPONSE:

Please see OPUC 10-9, Attachment 1, for the generated kWh by resource for the years 2018 and 2019 and CEP 4-7, Attachment 1 for 2020.

Preparer: Juan Cardenas

Title: Economist – Staff

Sponsor: George Novela

Title: Director – Economic & Rate Research

SOAH DOCKET NO. 473-21-2606  
PUC DOCKET NO. 52195

APPLICATION OF EL PASO	§	BEFORE THE STATE OFFICE
ELECTRIC COMPANY TO CHANGE	§	OF
RATES	§	ADMINISTRATIVE HEARINGS

EL PASO ELECTRIC COMPANY'S RESPONSE TO  
OFFICE OF PUBLIC UTILITY COUNSEL'S  
TENTH REQUEST FOR INFORMATION  
QUESTION NOS. OPUC 10-1 THROUGH OPUC 10-11

OPUC 10-11:

Please provide the generated MWh by resource by hour for the year 2020 for each resource for which adjustments were made to EPE' s jurisdictional energy and demand allocators, as discussed in the Direct Testimony of Mr. Novela at 7:13 – 21.

RESPONSE:

Please see CEP 4-7, Attachment 1, for the generated kWh by resource by hour for 2020.

Preparer: Juan Cardenas

Title: Economist – Staff

Sponsor: George Novela

Title: Director – Economic & Rate Research

The following files are not convertible:

OPUC 10-09\_Attachment\_01.xlsx

Please see the ZIP file for this Filing on the PUC Interchange in order to access these files.

Contact [centralrecords@puc.texas.gov](mailto:centralrecords@puc.texas.gov) if you have any questions.