

Filing Receipt

Received - 2022-04-15 02:43:10 PM Control Number - 53385 ItemNumber - 167



SAN MIGUEL ELECTRIC COOPERATIVE, INC.

April 18, 2022

Public Utility Commission of Texas 1701 N. Congress Avenue P.O. Box 13326 Austin, TX 78711-3326

Re: Project No. 53385, Project to Submit Emergency Operations Plans and Related Documents Under 16 TAC § 25.53

To Whom It May Concern: .

In accordance with 16 Tex. Admin. Code § 25.53, San Miguel Electric Cooperative, Inc. ("SMEC") hereby submits its Emergency Operations Plan ("EOP") and Executive Summary of the EOP. The Executive Summary includes a description of the contents and policies in the EOP, a record of distribution of the EOP, a list of primary and back up emergency contacts, and an affidavit from SMEC's highest ranking officer. SMEC will make an unredacted copy of this EOP and Executive Summary available to Commission Staff upon request.

Respectfully submitted,

Nathan Brown

General Manager/CEO

San Miguel Electric Cooperative, Inc.

DESCRIPTION OF CONTENTS AND POLICIES CONTAINED IN THE EMERGENCY OPERATIONS PLAN (EOP)

San Miguel Electric Cooperative's EOP consists of multiple policies and procedures to address specific emergency operations. Documents making up the EOP for SMEC include but are not limited to the following: Communications Plan; Plan for Emergency Supplies; Plan for Emergency Staffing; Weather Related Hazards Plan; Summer and Winter Preparations Plans and checklists; Generation and Voltage Control Plan; Pandemic Plan; Wildfire Response Plan; Physical Security Incident Response Plan; Water Shortage Plan; Restoration of Service Plan. For purposes of submitting the EOP in accordance with requirements of PUCT §25.53, these documents have been combined into a single pdf file. The following table contains references and links to specific sections and page numbers of the combined document that correspond with the requirements of this rule.

§25.53 reference	Associated SMEC Policy/Procedure reference	Combined Document Page number(s)
(c)(1)(A)(i)	EOP Executive Summary	1-4
(d)(1)(A)	SMEC EOP – section 1.1 Introduction and Applicability	6
(d)(1)(B)	SMEC EOP – section 1.4 Plan Oversight, Maintenance and Modification	7
(d)(1)(C)	SMEC EOP – section 1.4 Revision Control Summary	7-8
(d)(1)(D)	SMEC EOP – section 1.4 Revision Control Summary	8
(d)(1)(E)	SMEC EOP – section 1.4 Revision Control Summary	8
(d)(2)(A)	SMEC Communication Plan – section 1.0 Communications Plan	10-12
(d)(2)(B)		
(d)(2)(C),	Not applicable to SMEC – information required for a REP or ERCOT	N/A
(d)(2)(D)		
(d)(3)	Plan for Emergency Supplies	13-14
	Winter Freeze Protection Plan, section 2.4.7	19-20
	Flu/Pandemic/Business Continuity Plan, section 5.1, 5.2, 5.6.2	48, 50
	Weather Related Hazards Plan, section 5.0	54-56
(d)(4)	Plan for Emergency Staffing	15-16
	Winter Freeze Protection Plan, section 2.4.7.1	20
	Flu/Pandemic/Business Continuity Plan, section 5.6	49-50
	Weather Related Hazards Plan, section 5.0 i)	55

Title: SMEC EOP Executive Summary Reference: PUCT 25.53

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§25.53 reference	Associated SMEC Policy/Procedure reference	Combined Document Page number(s)
(d)(5)	Weather Related Hazards Plan	53-56
(e)(1)(A)(i)	Winter Freeze Protection Plan, section 2.4.7	19-20
	Summer Weather Preparedness Plan, section 2.2	41
(e)(1)(A)(ii)	Switchyard Hot or Cold Weather Emergency Checklist	57
(e)(1)(B)	A load shed annex is not applicable to SMEC. SMEC is a single generating unit with a single wholesale customer.	N/A
(e)(1)(C)	SMEC Flu/Pandemic/Business Continuity Plan section 5.0 Pandemic Preparedness Plan	46-52
(e)(1)(D)	SMEC Wildfire Response Plan	59-61
(e)(1)(E)	A hurricane annex is not applicable to SMEC. SMEC facilities are not located within a hurricane evacuation zone, as defined by TDEM.	N/A
(e)(1)(F)	SMEC Cyber Security Plan	69-75
(e)(1)(G)	SMEC Physical Security Incident Response	76-82
(e)(1)(H)	Not applicable SMEC does not lease or operate facilities under PURA §39.918(b)(1) or procure, own, and operate facilities under PURA §39.918(b)(2).	N/A
(e)(2)(A)(i)	Winter Freeze Protection Plan, section 2.4.7	19-20
	Summer Weather Preparedness Plan, section 2.2	41
(e)(2)(A)(ii)	Verification of the adequacy and operability of fuel switching equipment is not applicable to SMEC. SMEC has no practical ability to use an alternative fuel source.	N/A
(e)(2)(A)(iii)	SMEC Extreme Winter Storm Planning Checklist	35
	SMEC Extreme Hot Weather Checklist	45
(e)(2)(B)	A water shortage annex	58
(e)(2)(C)	SMEC Restoration of Service	62-68
(e)(2)(D)	SMEC Flu/Pandemic/Business Continuity Plan section 5.0 Pandemic Preparedness Plan	46-52
(e)(2)(E)	A hurricane annex is not applicable to SMEC. SMEC facilities are not located within a hurricane evacuation zone, as defined by TDEM.	N/A
(e)(2)(F)	SMEC Cyber Security Plan	69-75
(e)(2)(G)	SMEC Physical Security Incident Response	76-82

Title: SMEC EOP Executive Summary Reference: PUCT 25.53

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§25.53 reference	Associated SMEC Policy/Procedure reference	Combined Document Page number(s)
(e)(3), (e)(4)	Requirements for a REP or ERCOT not applicable to SMEC	N/A

SMEC EMERGENCY CONTACTS

Emergency Contact	Name - Title	Email	Primary Contact
Primary	Craig Courter - Plant Manager	ccourter@smeci.net	830-560-0300
Secondary	Nathan Brown - General Manager/CEO	nbrown@smeci.net	830-399-5898
	-		

SMEC EMEGENCY OPERATIONS PLAN RECORD OF DISTRIBUTION

SMEC maintains a master copy of this listing with ongoing updates.

Title	Name	Date of Distribution
General Manager/CEO	Nathan Brown	4/6/2022
Chief Financial Officer	Derrick Brummett	4/6/2022
Fuels Manager	Dave Burris	4/6/2022
Plant Manager	Craig Courter	4/6/2022
Engineering Manager	Eric Halfmann	4/6/2022
Operations Manager	Derek Burns	4/6/2022
Operations Control Room	Shift Supervisors	4/6/2022
	(Joe Badillo; Mike Castellano;	
	Robert Gallegos; James Morales;	
	Jesse Regalado)	
Safety Manager	Casey Bird	4/6/2022
Safety Supervisor	Benny Garza	4/6/2022
Information Systems Manager	Danny Onofre	4/6/2022
Network Specialist	Omar Luby	4/6/2022
Reliability Compliance Coordinator	Lana Smith	4/6/2022

Title: SMEC EOP Executive Summary Reference: PUCT 25.53

AFFIDAVIT BY HIGHEST RANKING REPRESENTATIVE

I attest that I am the highest-ranking representative, official, or officer with binding authority over San Miguel Electric Cooperative, Inc (SMEC).

I affirm that all applicable activities described in 16 Tex. Admin. Code§ 25.53(d) (4) have been completed to include the following:

- (A) Relevant operating personnel are familiar with and have received training on the applicable contents and execution of the EOP, and such personnel are instructed to follow the applicable portions of the EOP except to the extent deviations are appropriate as a result of specific circumstances during the course of an emergency:
- (B) the EOP has been reviewed and approved by the appropriate executives;
- (C) required drills for this plan to the extent required by subsection (f) of §25.53 is scheduled to be completed on or before May 31, 2022 and SMEC will file an update to inform the Commission that it complied with its schedule and conducted a drill;
- (D) the EOP or an appropriate summary has been distributed to local jurisdictions as needed;
- (E) SMEC maintains a business continuity plan that addresses returning to normal operations after disruptions caused by an incident;
- (F) SMEC's emergency management personnel who are designated to interact with local, state, and federal emergency management officials during emergency events have received the latest IS-100, IS-200, IS-700 and IS-800 National Incident Management System training.

SIGNATURE: ____

NAME: NATHAN BROWN

TITLE: GENERAL MANAGER/CEO

STATE OF TEXAS

COUNTY OF ATASCOSA

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS 15th DAY OF April,

20**22**, BY NATHAN H

FAITH R. MILLER My Notary ID # 130835505 Expires September 23, 2024

SIGNATURE OF NOTARY

DATE: 4/15/22

MY COMMISSION EXPIRES: September 23, 2024

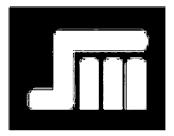
Title: SMEC EOP Executive Summary

Reference: PUCT 25.53

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SMEC CONFIDENTIAL					
III Sa	San Miguel Electric Cooperative (SMEC)				
	San Miguel Electric Cooperative (SMEC)				
Owner:	General Manager/CEO	Approved Date:	April 5, 2022		
		Version:	4.6		

San Miguel Electric Cooperative



Emergency Operating Plan

1.1 Introduction and Applicability

The purpose of this Emergency Operating Plan (EOP) is to assist employees and management in making quality decisions during times of crisis. This EOP is comprised of multiple procedures/policies and contains guidance in determining the appropriate actions to take to prepare for and reduce the impact of harm that may result from an emergency. All documentation is applicable to all SMEC owned BES Facilities unless otherwise stated.

The EOP will assist facility management in ensuring the survivability of the various business activities provided by San Miguel Electric Cooperative, Inc. (San Miguel) in the event of an emergency. San Miguel maintains this EOP in anticipation of situations involving reductions in or loss of the facility's ability to provide electric power. The EOP sets forth organizational and personnel assignments, and describes communications procedures to be followed in the event of an emergency.

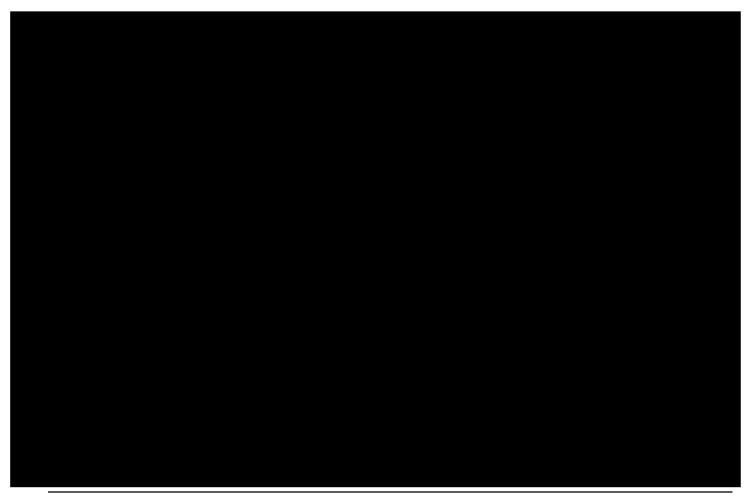
1.2 Common operational functions that are relevant across all emergency types include maintaining operation of the SMEC BES facilities and the SMEC Communication Plan submitted with this EOP. SMEC's responses to specific types of emergencies are addressed in the annexes included as part of this combined document. SMEC's Weather Related Hazards Plan addresses how SMEC identifies weather-related hazards, including tornadoes, hurricanes, extreme cold weather, hot weather, drought, and flooding. Senior Management will continuously monitor the situation and activate the Emergency Operating Plan portion based on the event. The Plant Manager will contact the Operations Manager to initiate the plan accordingly.

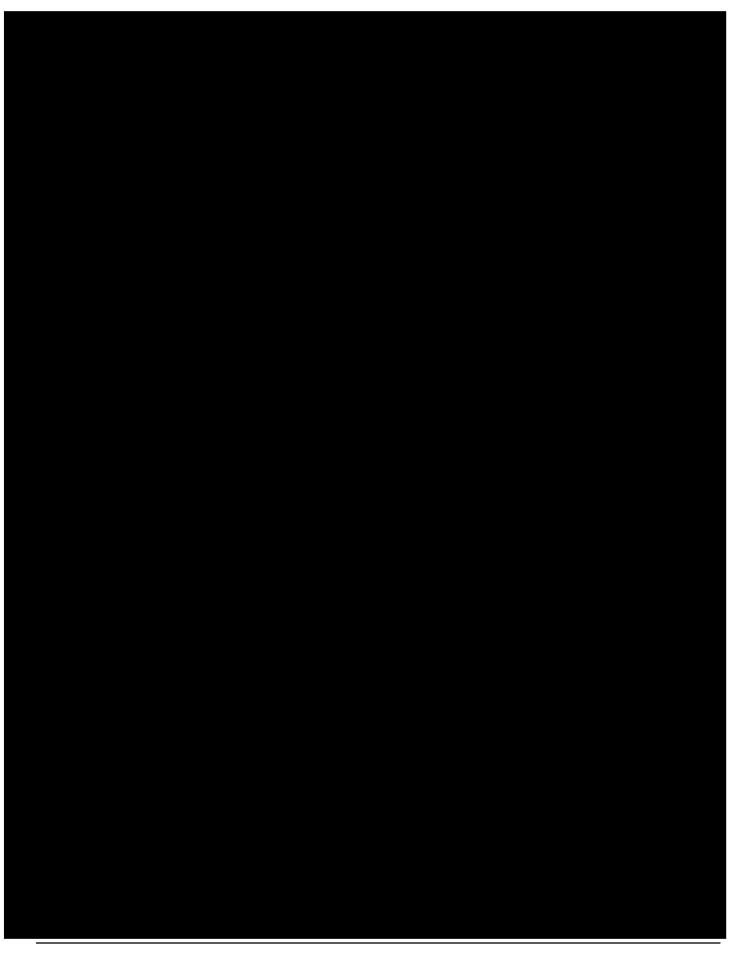
1.3 Roles and Responsibilities

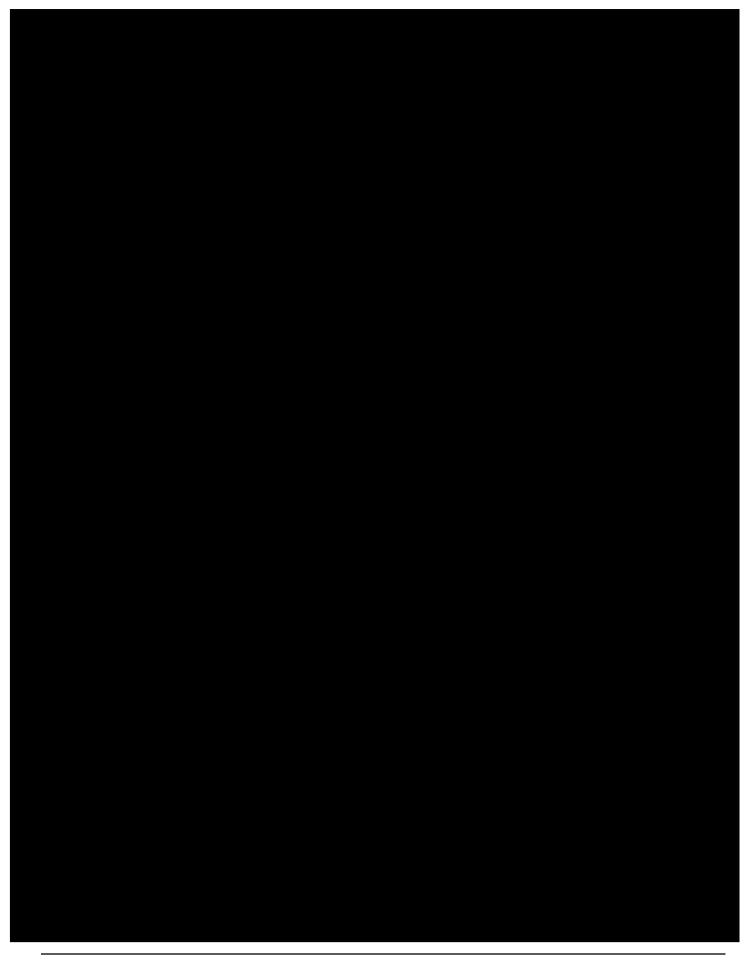
The management of San Miguel recognizes that during emergency situations special procedures must be followed to control and mitigate the impact of harm that may result from an emergency. Therefore management, by the acceptance of this EOP, grants authority to those responsible individuals and/or positions named or unnamed in these procedures to implement and carry out the EOP to the termination of the emergency situation. Management also recognizes that those individuals authorized to respond to emergency situations shall be properly trained in those procedures and emergency techniques, such as evacuation, first aid, use of fire extinguishers, and other areas as determined by their duties and responsibilities.

- **1.3.1** SMEC Management Responsible for implementing the EOP in response to emergency situations.
- **1.3.2** Reliability Compliance Steering Committee responsible for annual review of the EOP.
- **1.3.3** Reliability Compliance Office (RCO) Staff responsible for maintaining the master copy of the EOP, finalizing and distribution of revisions.
- **1.3.4** Operations Manager Responsible for exercise documentation and evaluation.
- **1.3.5** Safety Manager Responsible for notifying the PUCT and TDEM District Coordinators 30 days prior to at least one drill annually.
- 1.3.6 Safety Supervisor Responsible for training SMEC employees on the EOP.

- 1.4 Plan Oversight, Maintenance and Modification
 - 1.4.1 Oversight
 - **1.4.1.1** The Reliability Compliance Steering Committee is responsible for the oversight of the Program. The EOP is maintained on the RCO SharePoint site and is available for review by all employees.
 - 1.4.2 Review and Modification
 - 1.4.2.1 The Reliability Compliance Steering Committee will review the EOP at least annually with recommendations for changes and/or modifications. These recommendations will be provided in writing to the General Manager for review and approval. The Reliability Compliance Steering Committee will keep the General Manager advised of any changes that may be necessary based on changes to federal, state, and/or local regulations and requirements.
 - **1.4.2.2** Approved revisions will be finalized and distributed by the Reliability Compliance Office (RCO) and implemented by SMEC Management.
 - **1.4.3** Each person/department identified in the EOP Record of Distribution will receive a copy of the changes electronically from the RCO and each recipient will be responsible for updating hard copies maintained.
- **1.5** Revision Control Summary







San Miguel Electric Cooperative (SMEC) SMEC Communications Plan Owner: Plant Manager Approved Date: March 16, 2022 Version: 1.0

1.0 PURPOSE

This Plan is to be used as a guide for communications during an emergency.

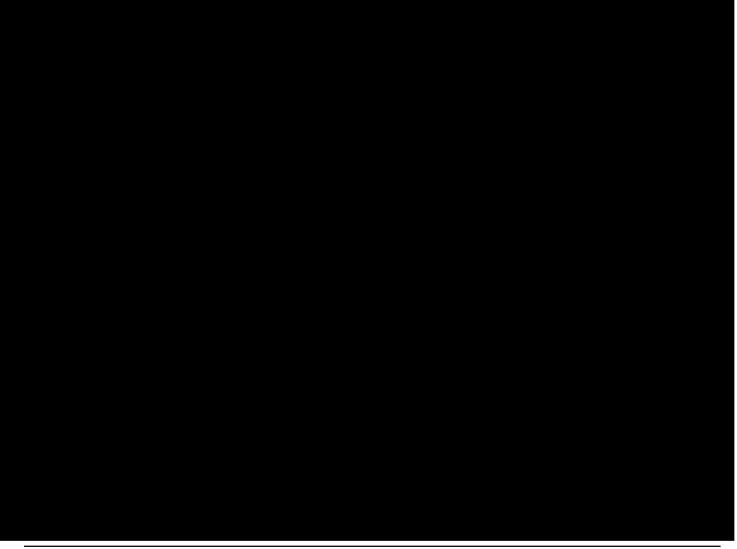
2.0 SCOPE

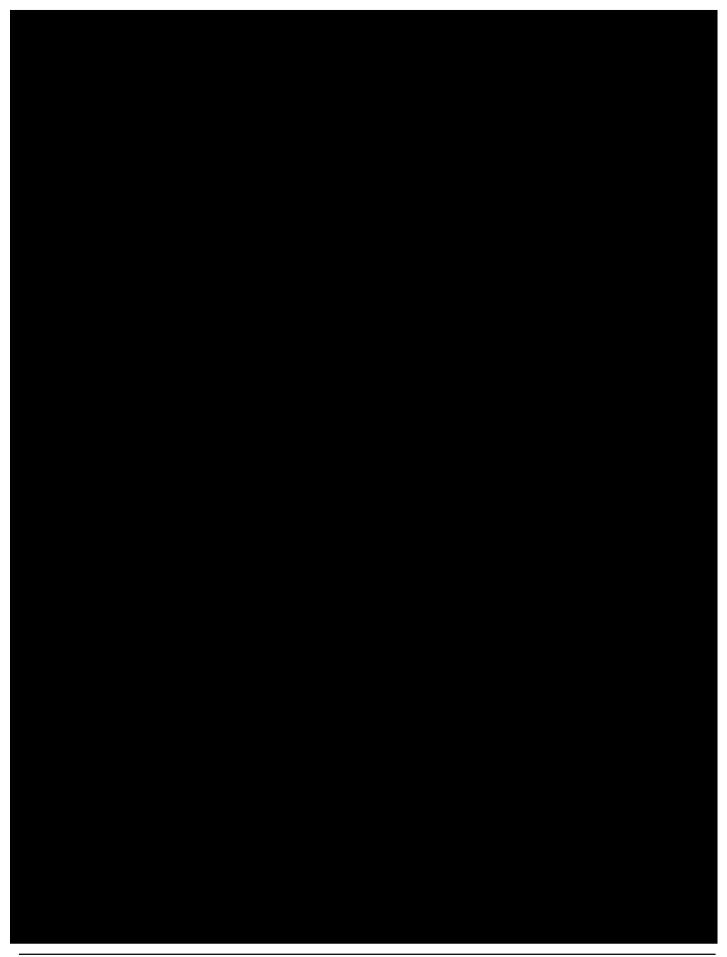
What: This procedure addresses the SMEC Communications Plan for all SMEC BES Facilities.

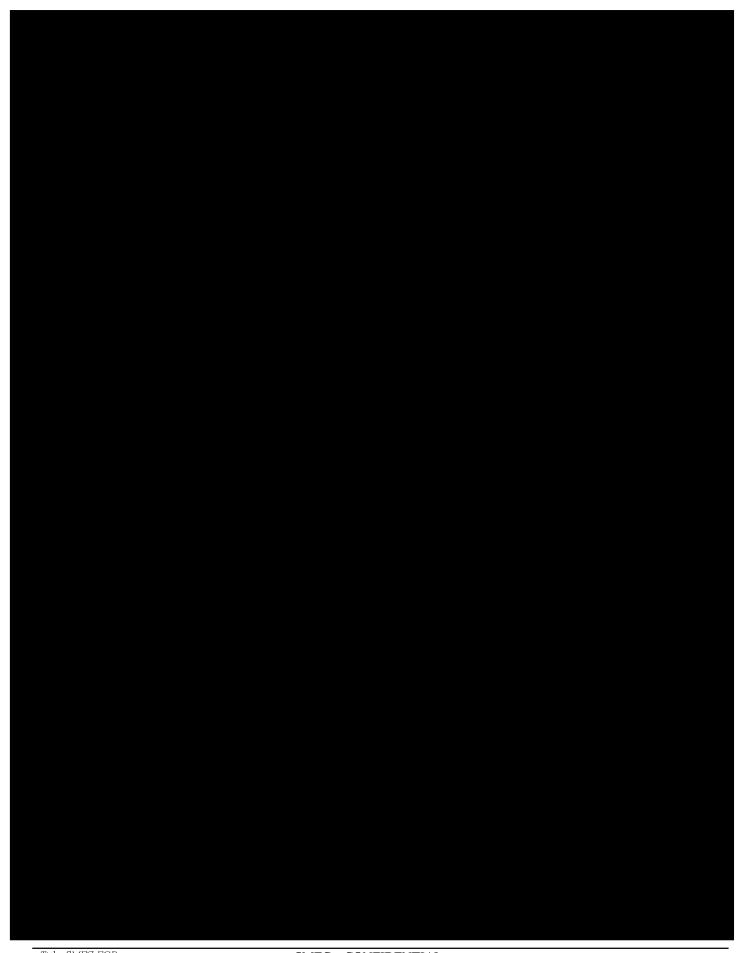
Who: This document applies to all personnel and contractors who are responsible for the operations and

ownership of the SMEC BES facilities.

When: This document shall be effective as of the approval date in the heading unless noted elsewhere.







San Miguel Electric Cooperative (SMEC) EOP Plan for Emergency Supplies Owner: Plant Manager Approved Date: April 5, 2022 Version: 1.0

REVISION HISTORY

Date Revised	Version #	Section / Item Number(s) Changed	Approved By
4/5/2022	1.0	Created as a separate document for the SMEC EOP.	Craig Courter

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2.0	Scope
3.0	Supplies for Emergency Response 2

1.0 PURPOSE

This Plan is to be used as a guide for maintaining pre-identified supplies for use during an emergency.

2.0 SCOPE

What: This procedure addresses the emergency supplies for all SMEC facilities including all SMEC

owned BES Facilities.

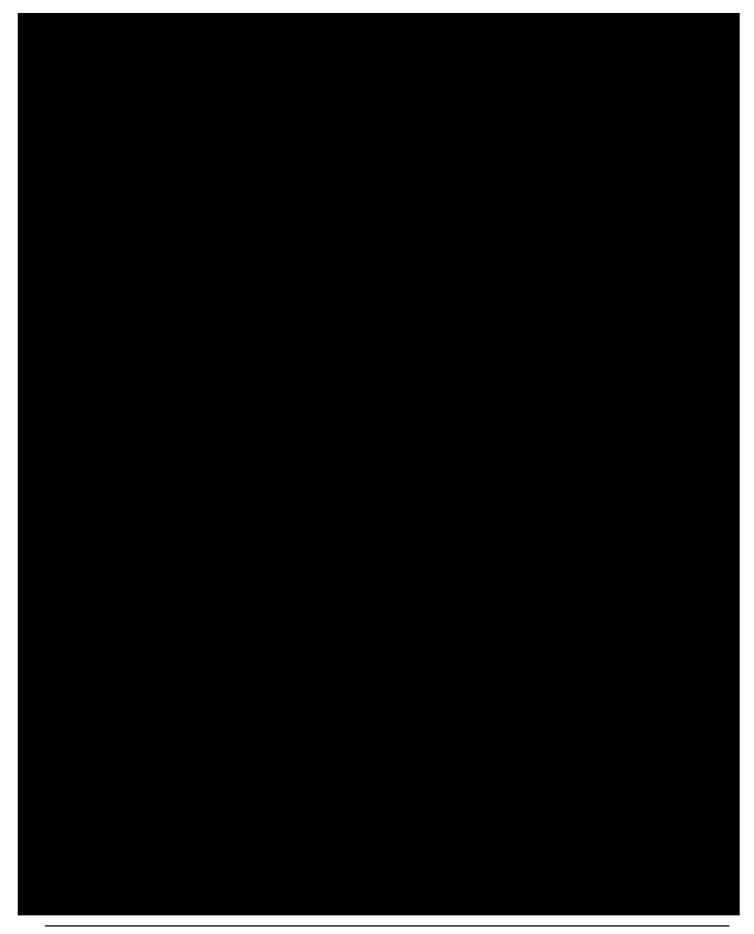
Who: This document applies to all personnel and contractors who are responsible for the operations and

ownership of the SMEC BES facilities.

When: This document shall be effective as of the approval signature and date in the heading unless noted

elsewhere.

2.1 To provide for the safety of employees and visitors, SMEC has identified supplies that will be maintained for use during emergencies. When an emergency event such as a storm is predicted, management will review supply levels to ensure SMEC's readiness as applicable.



SMEC EOP Plan for Emergency Supplies

Reference: PUCT 25.53

SMEC – CONFIDENTIAL

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San Miguel Electric Cooperative (SMEC) EOP Plan for Emergency Staffing Owner: Plant Manager Approved Date: April 5, 2022 Version: 1.0

REVISION HISTORY

Date Revised	Version #	Section / Item Number(s) Changed	Approved By
4/5/2022	1.0	Created as a separate document for the SMEC EOP.	Craig Courter

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2.0	Scope1
3.0	Staffing During Emergencies2

1.0 PURPOSE

This Plan is to be used as a guide for emergency staffing during an emergency.

2.0 SCOPE

What: This procedure addresses the emergency staffing for all SMEC facilities including all SMEC

owned BES Facilities.

Who: This document applies to all personnel and contractors who are responsible for the operations and

ownership of the SMEC BES facilities.

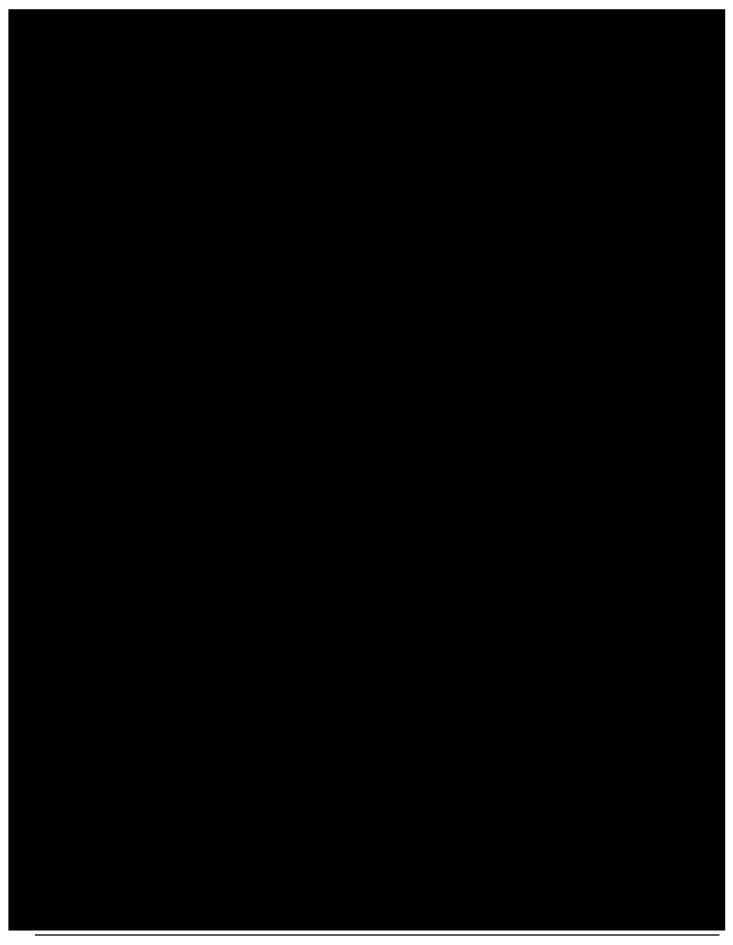
When: This document shall be effective as of the approval signature and date in the heading unless noted

elsewhere.

2.1 To provide for continued operations during an emergency, SMEC management plans for additional staffing as needed. When an emergency event such as a storm is predicted, management will review the need for additional staffing levels to ensure SMEC's readiness to respond to the emergency.

SMEC EOP Plan for Emergency Staffing

Reference: PUCT 25.53



SMEC EOP Plan for Emergency Staffing

Reference: PUCT 25.53

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San Miguel Electric Cooperative (SMEC)				
SMEC Winter Freeze Protection Plan				
Owner:	General Manager/CEO	Approved Date:	April 5, 2022	

1.0 PURPOSE

The purpose of this Plan is to ensure measures are taken to prepare SMEC facilities for extreme weather. The plan defines the roles and responsibilities for preparing and ensuring that all Cold Weather Critical Components are properly freeze protected.

1.1 Scope

What: This procedure addresses Winter Freeze Protection equipment availability and status,

inspections and actions required. Refer to section 2.4.7 "Implement the Extreme Weather Actions as required" for steps SMEC takes immediately prior to and/or

1.4

Version:

during an emergency as required by PUCT 25.53.

Who: This procedure applies to all SMEC Employees who are responsible for the

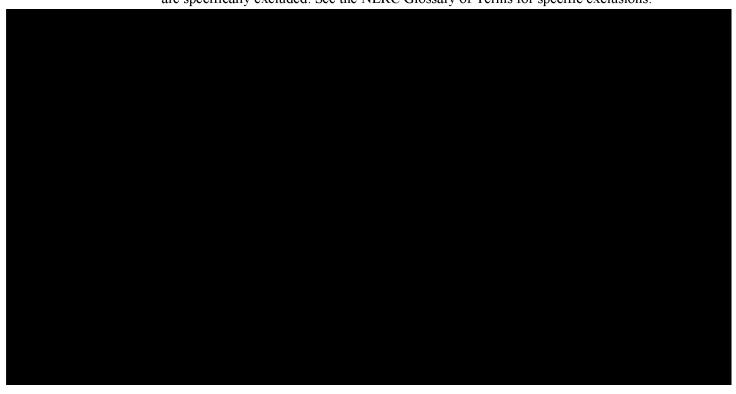
implementation of the Freeze Protection Plan.

When: These procedures are effective as of the approved date.

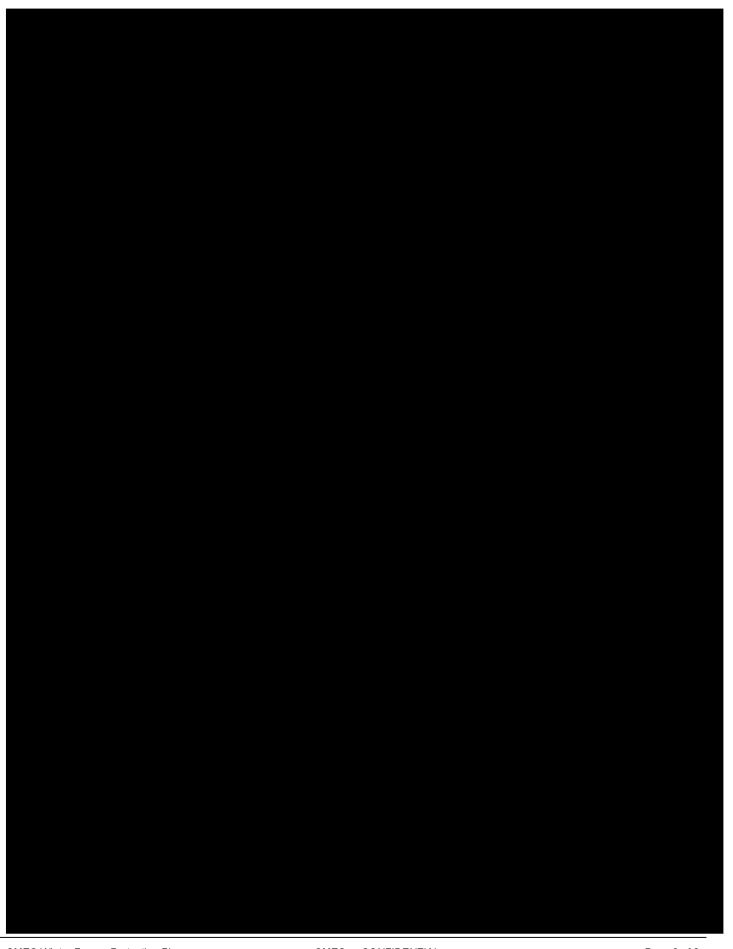
Not in Facilities that are not connected to the Bulk Electric System (BES). The NERC Glossary

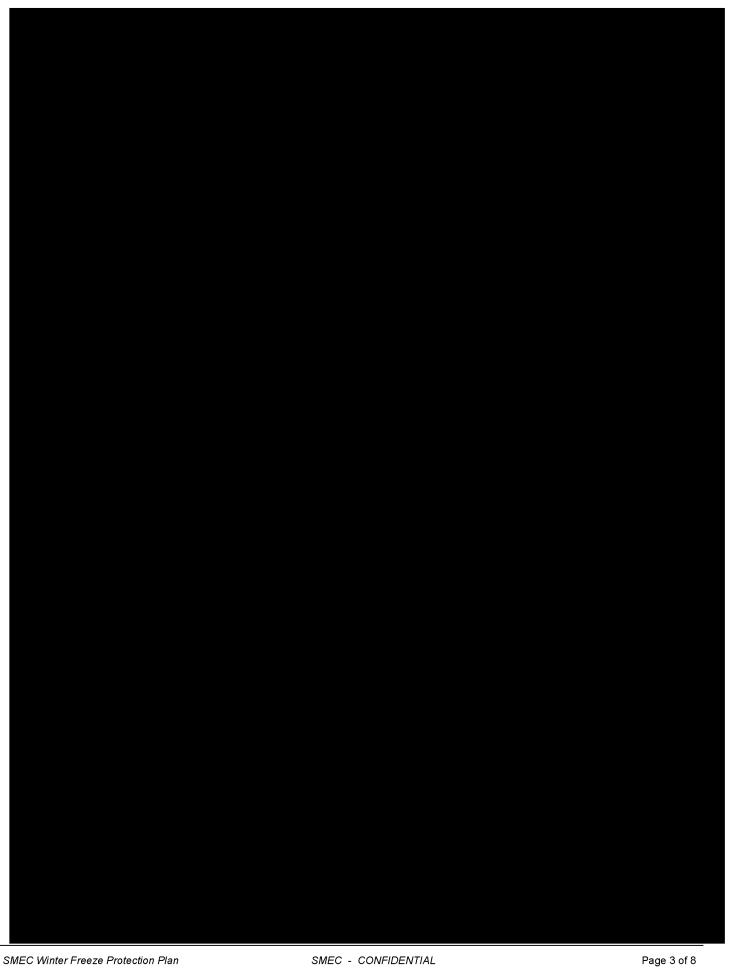
Scope: of Terms defines the BES as Transmission Elements operated at 100kv or higher and

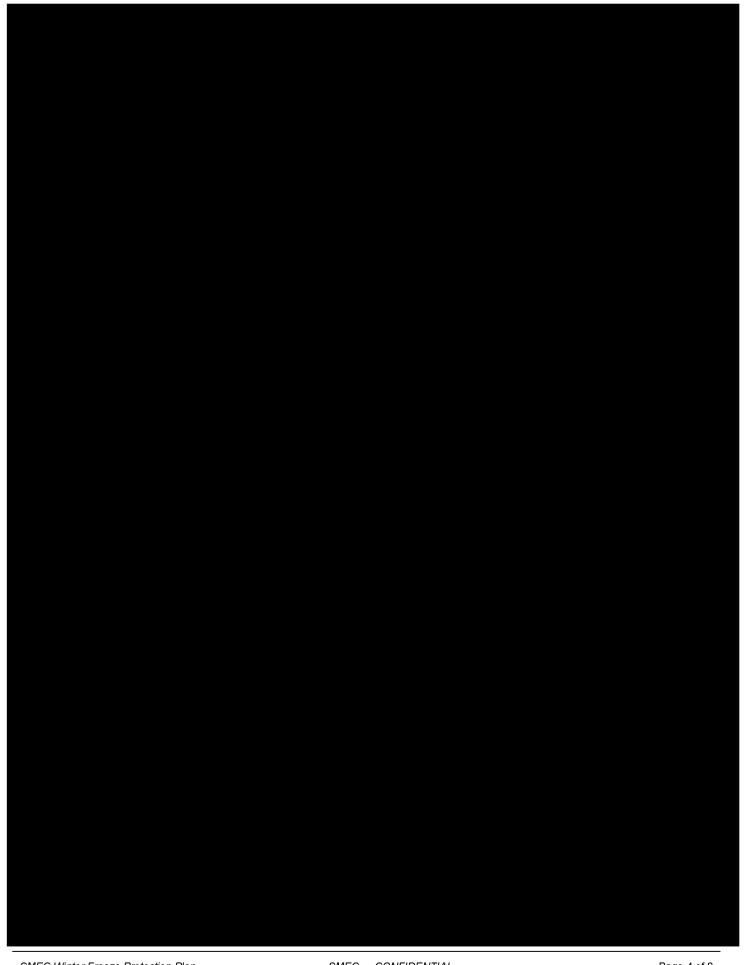
Real Power and Reactive Power resources connected at 100kv or higher unless facilities are specifically excluded. See the NERC Glossary of Terms for specific exclusions.

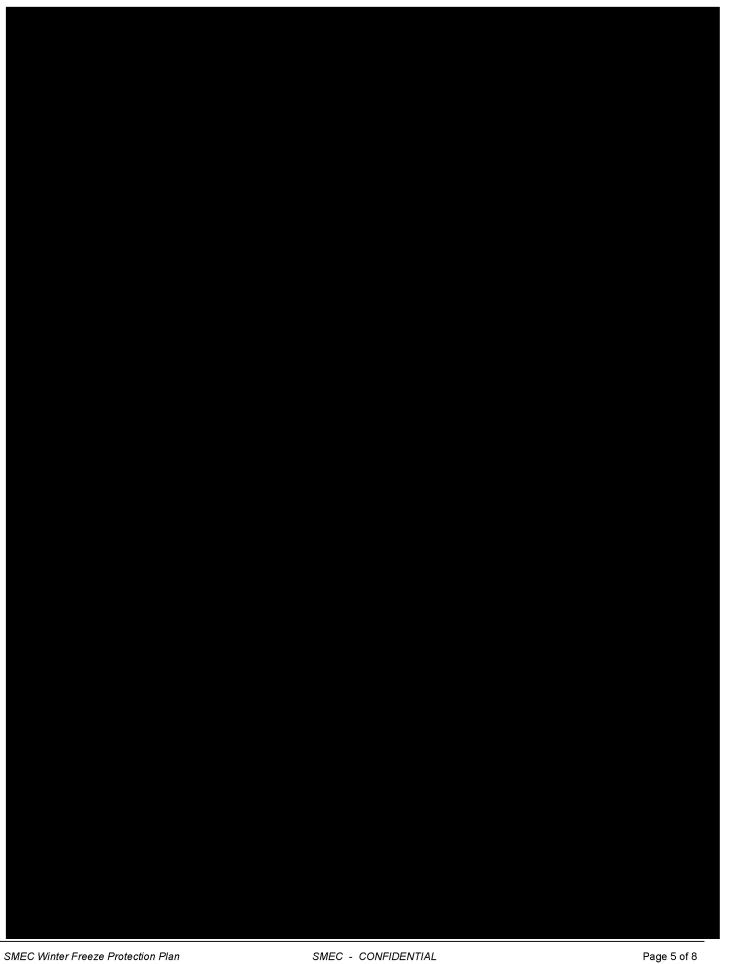


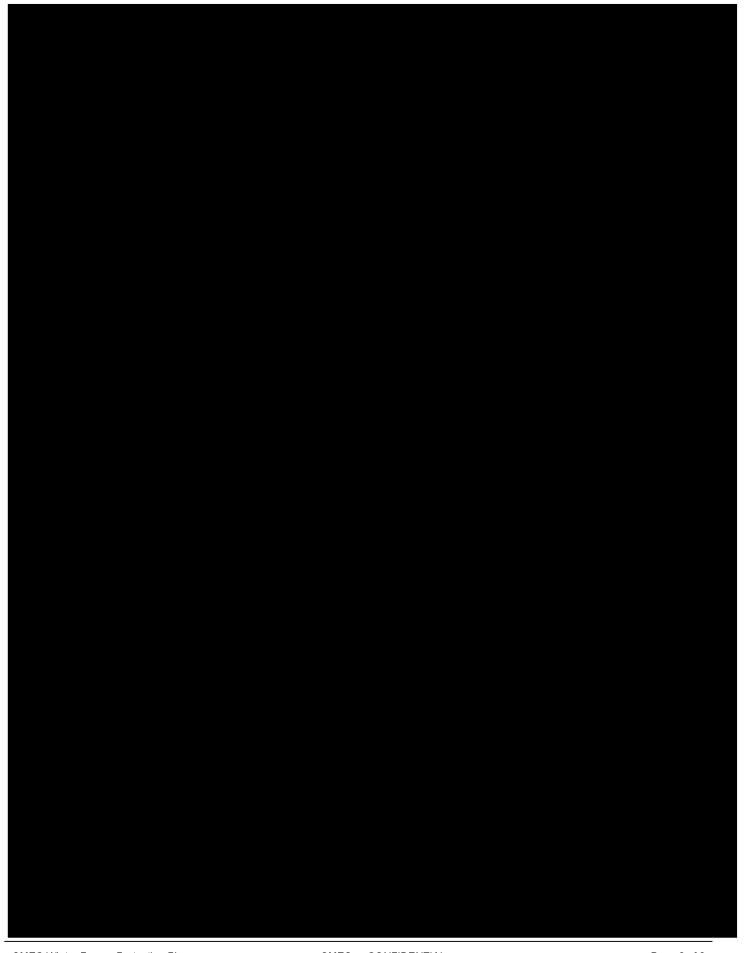
PUCT 25.53, 25.55

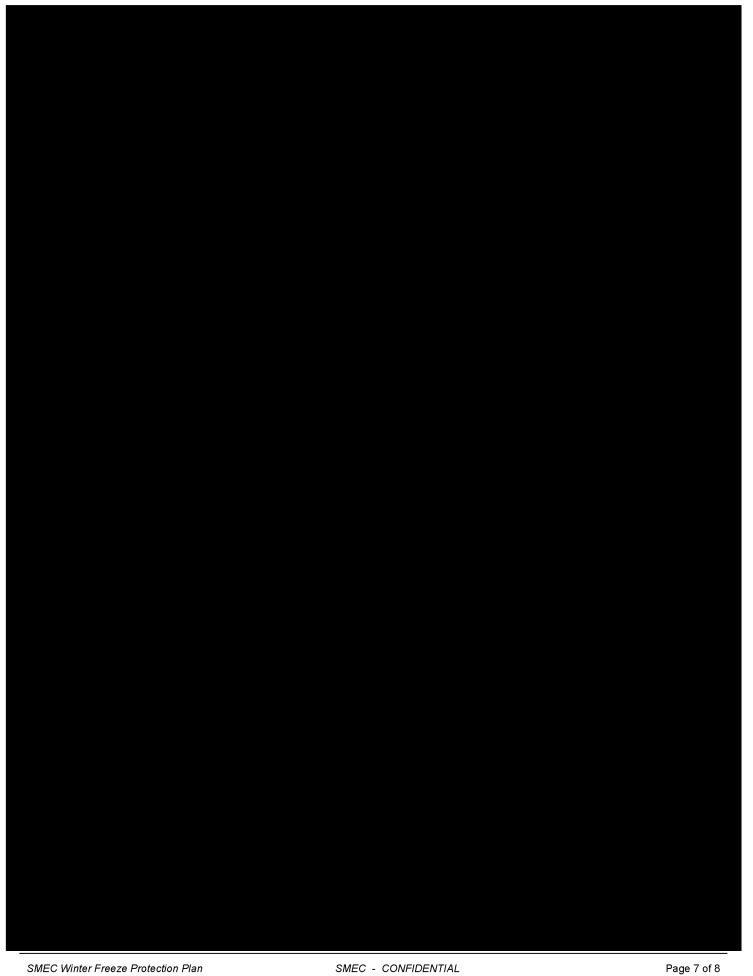


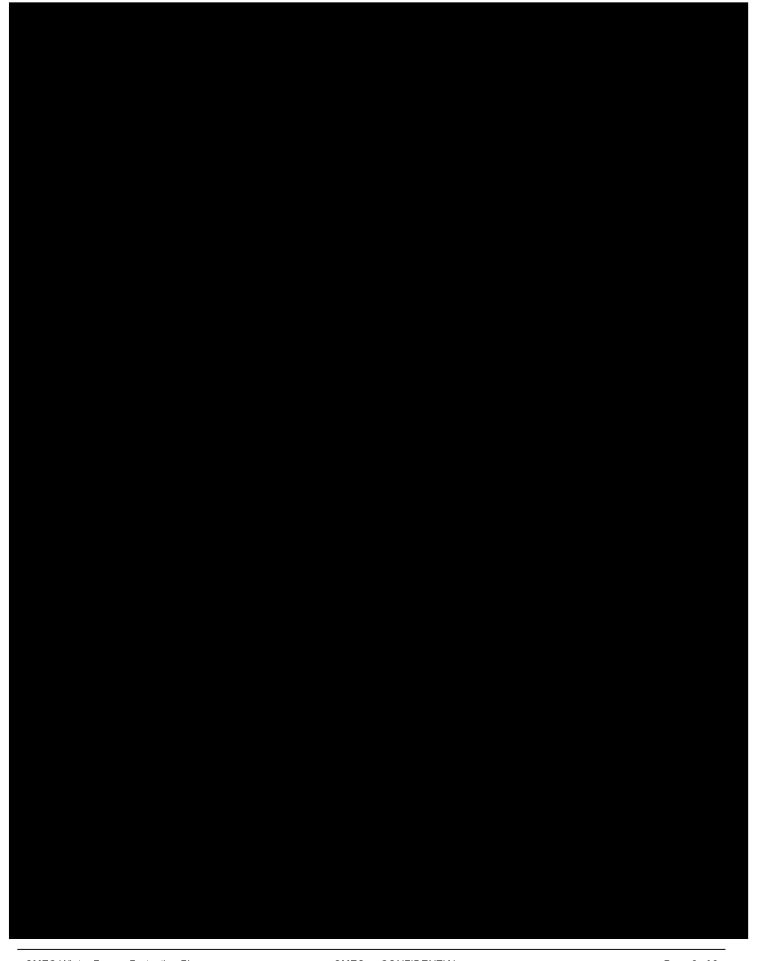


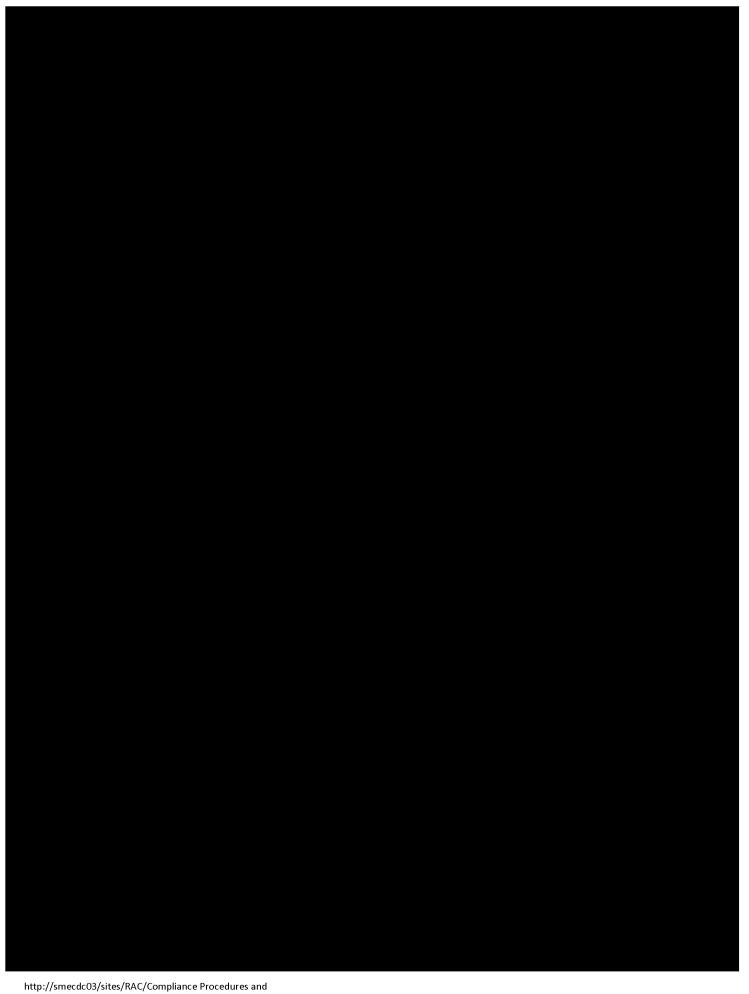


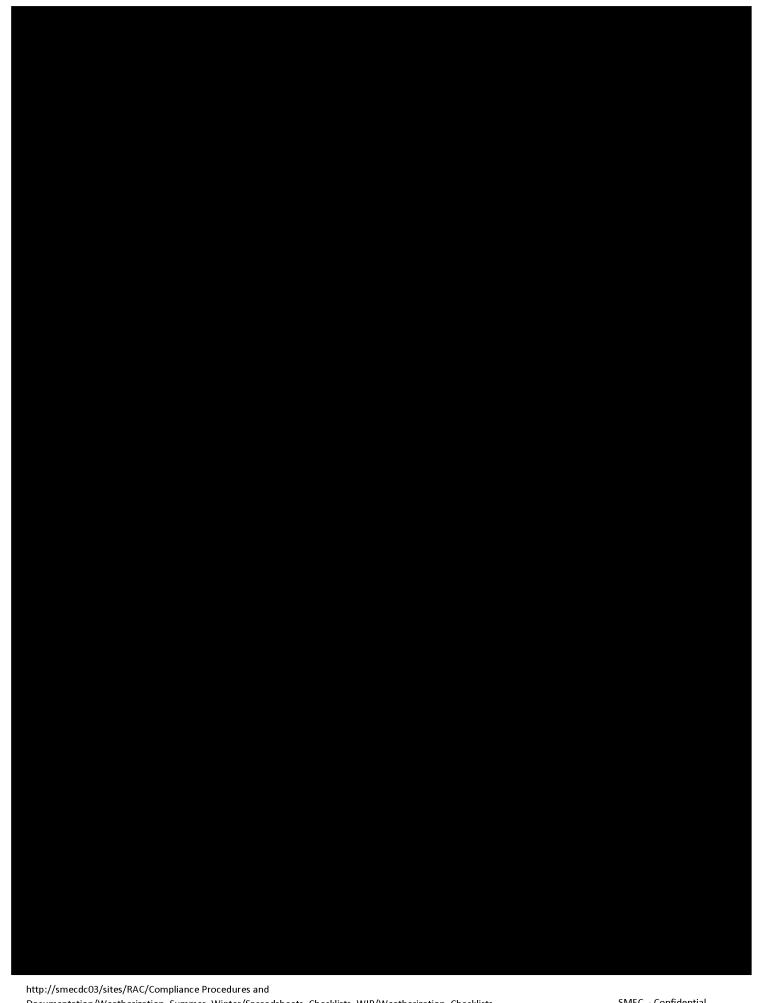


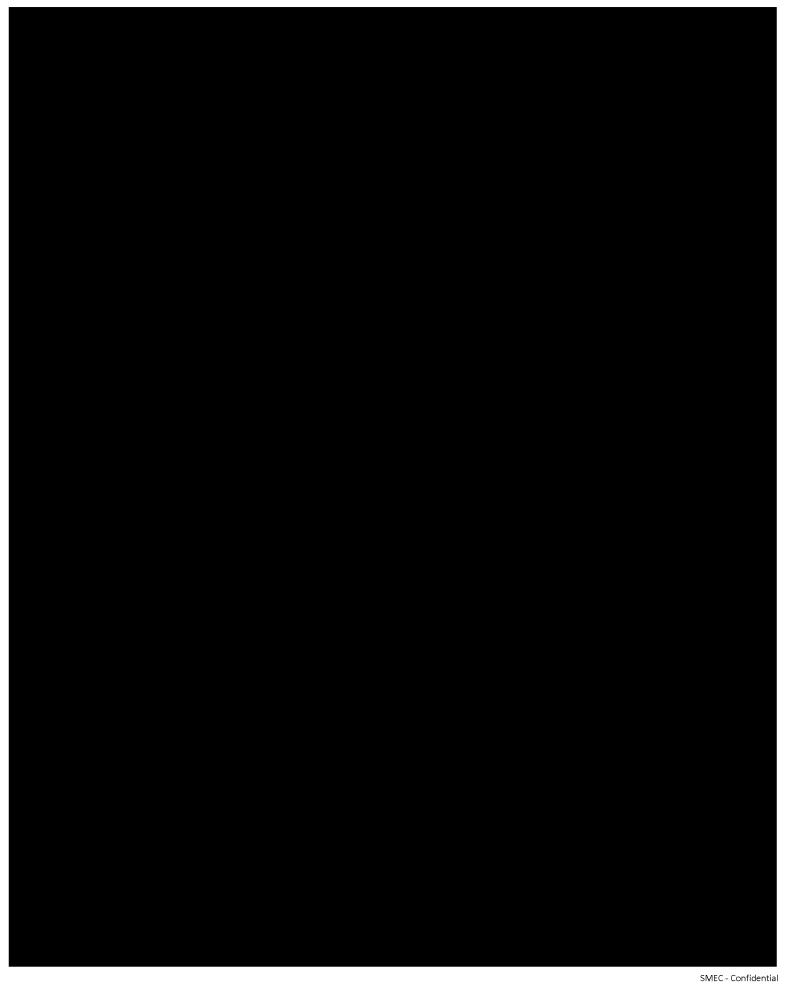






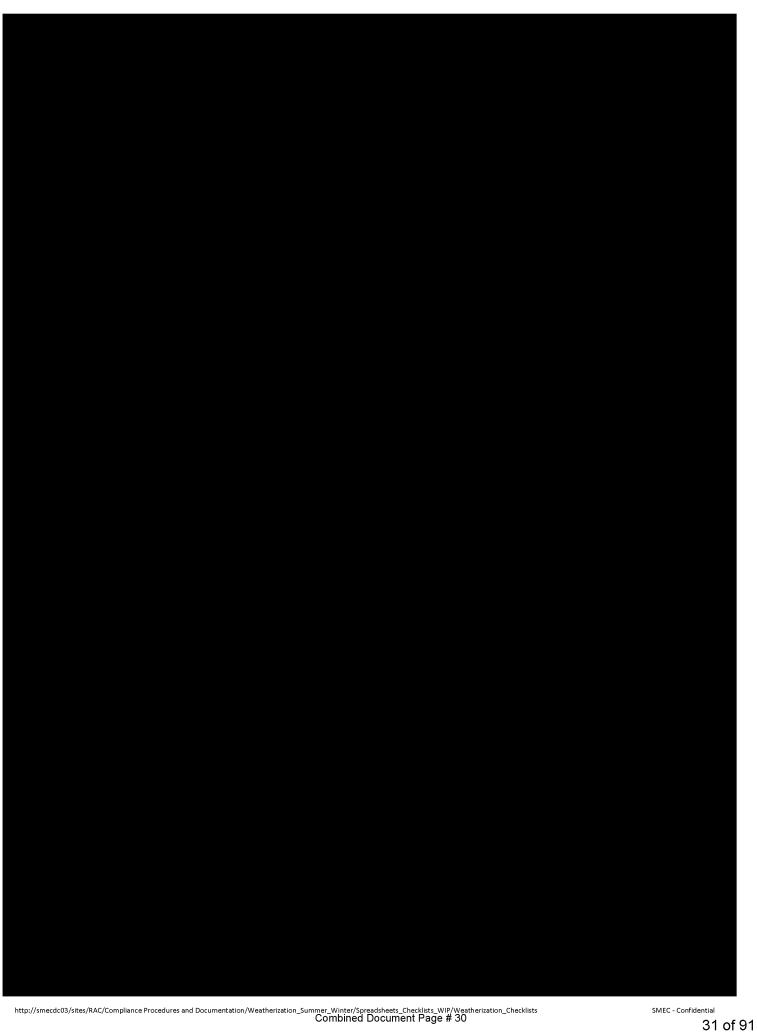


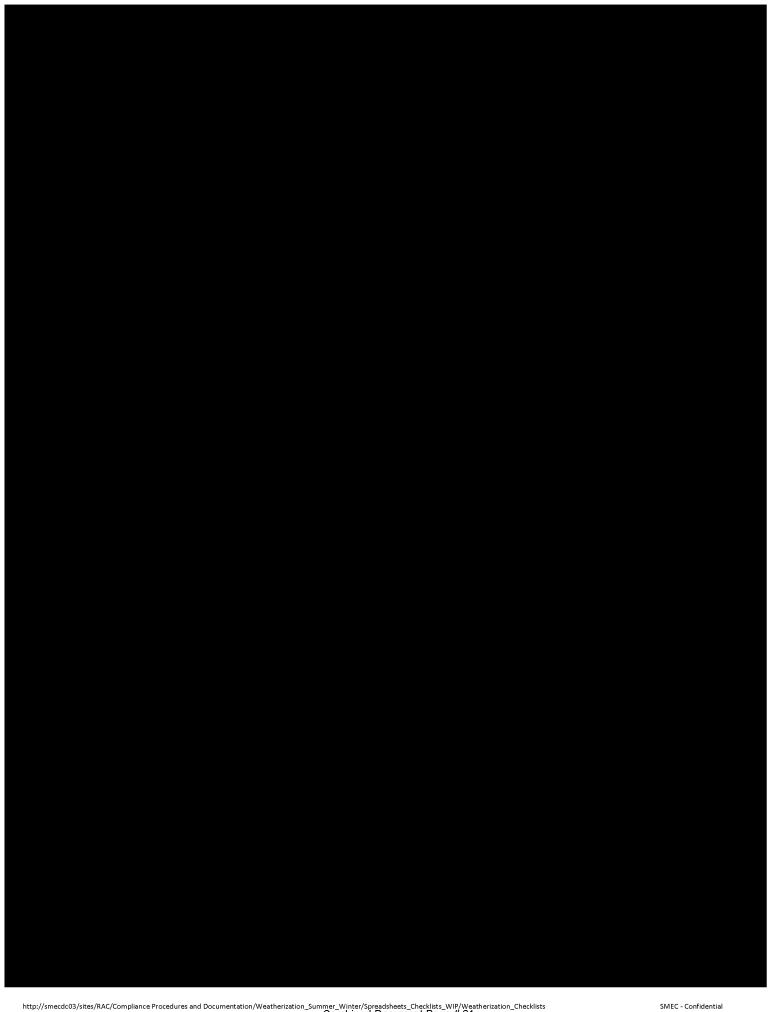






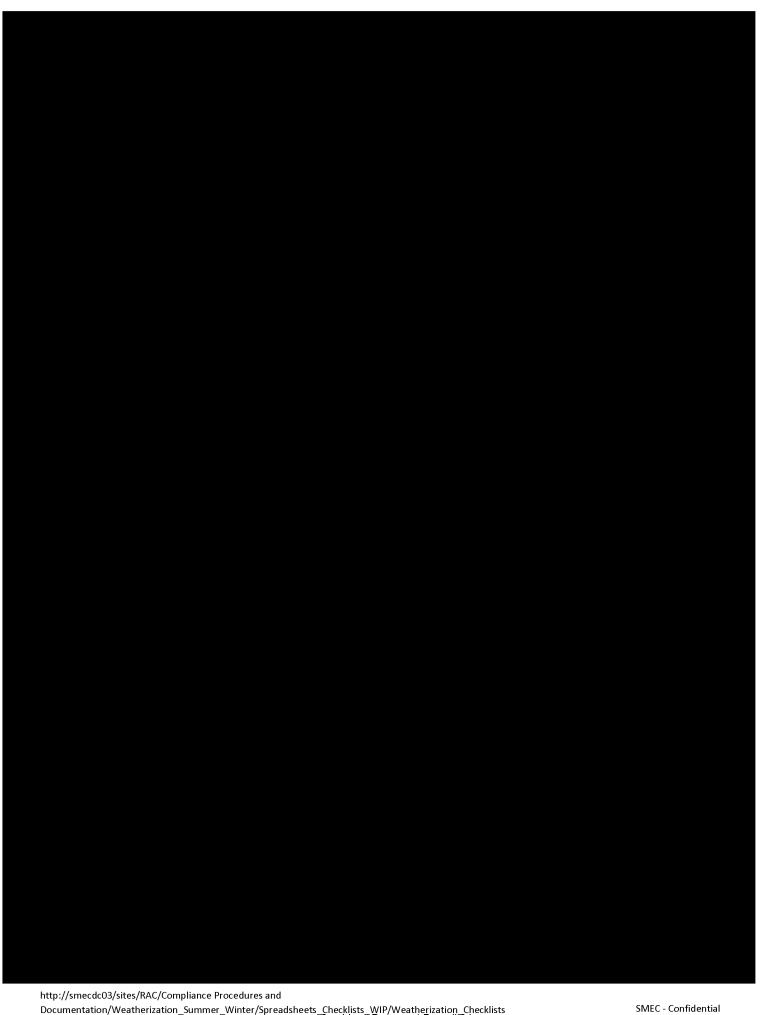


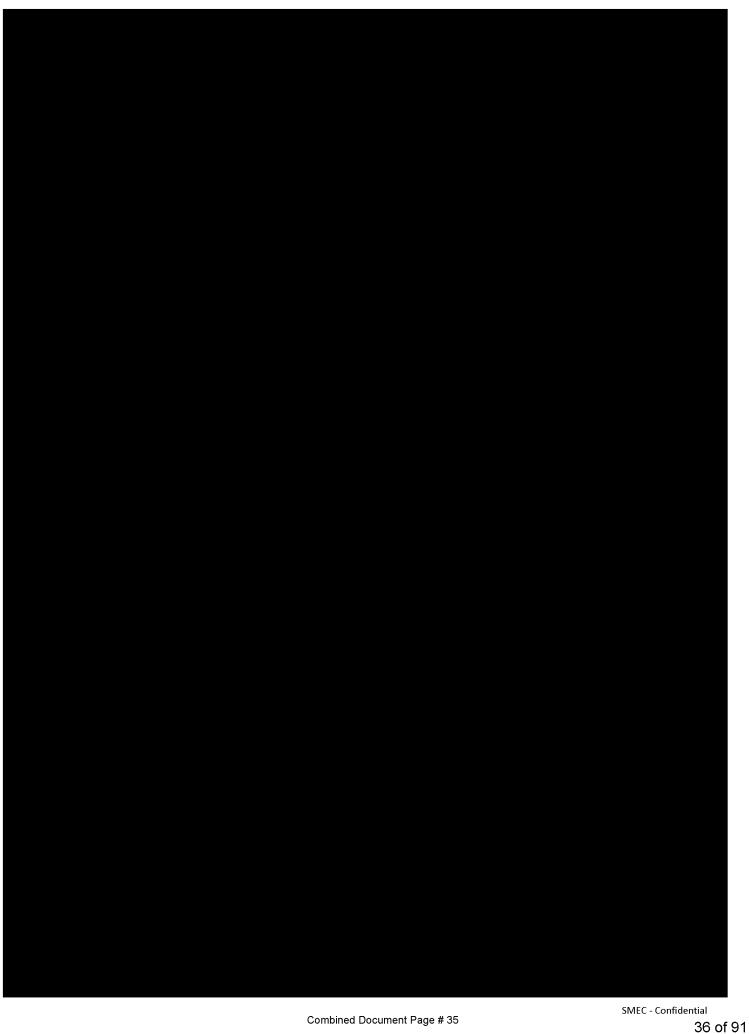








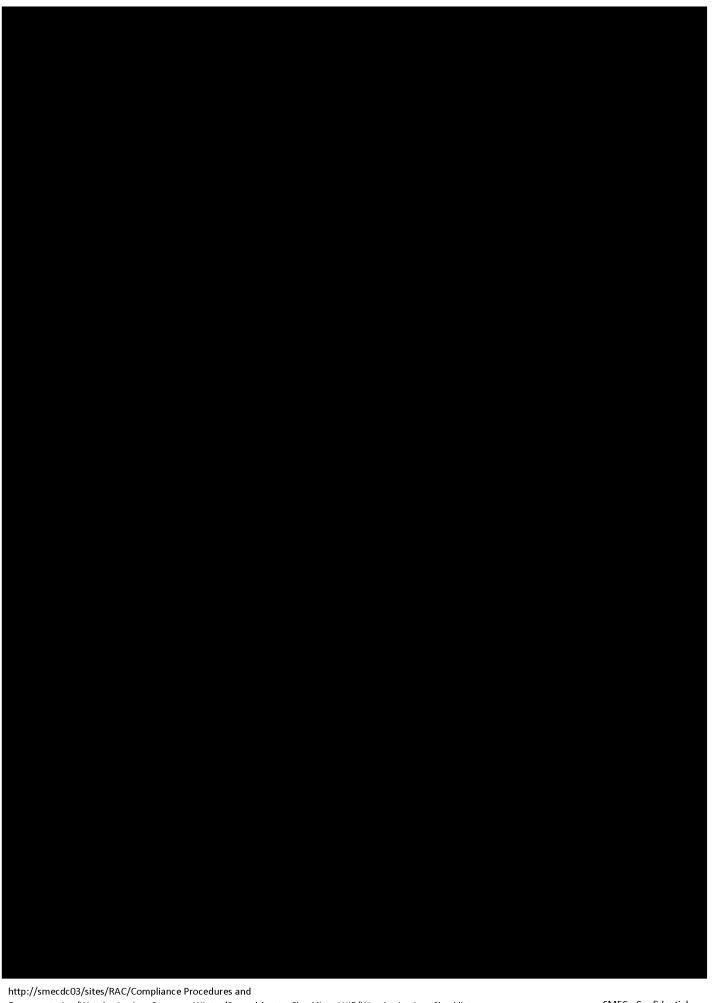












SMEC Internal Use Only				
San Miguel Electric Cooperative (SMEC)				
Summer Weather Preparedness Plan				
Owner: Operations Manager Approved Date: April 5, 2022				
		Version:	1.4	

1.0 PURPOSE

The purpose of this procedure is to clearly define the roles of the Operations Department Employees in preparing and ensuring that all supplemental auxiliary cooling equipment is in good operating condition and ready for service.

1.1 Scope

What: This procedure addresses supplemental Summer weather equipment availability and status

for all SMEC BES Facilities. Refer to section 2.2 "To be performed whenever temperatures are expected to be at or above 110 degrees F" for steps SMEC takes immediately prior to and/or during an emergency as required by PUCT 25.53.

Who: This procedure applies to all SMEC Operations Employees who are responsible for

monitoring critical equipment.

When: These procedures are effective as of the approved date.

Not in Facilities that are not connected to the (BES). The NERC glossary defines the BES: As

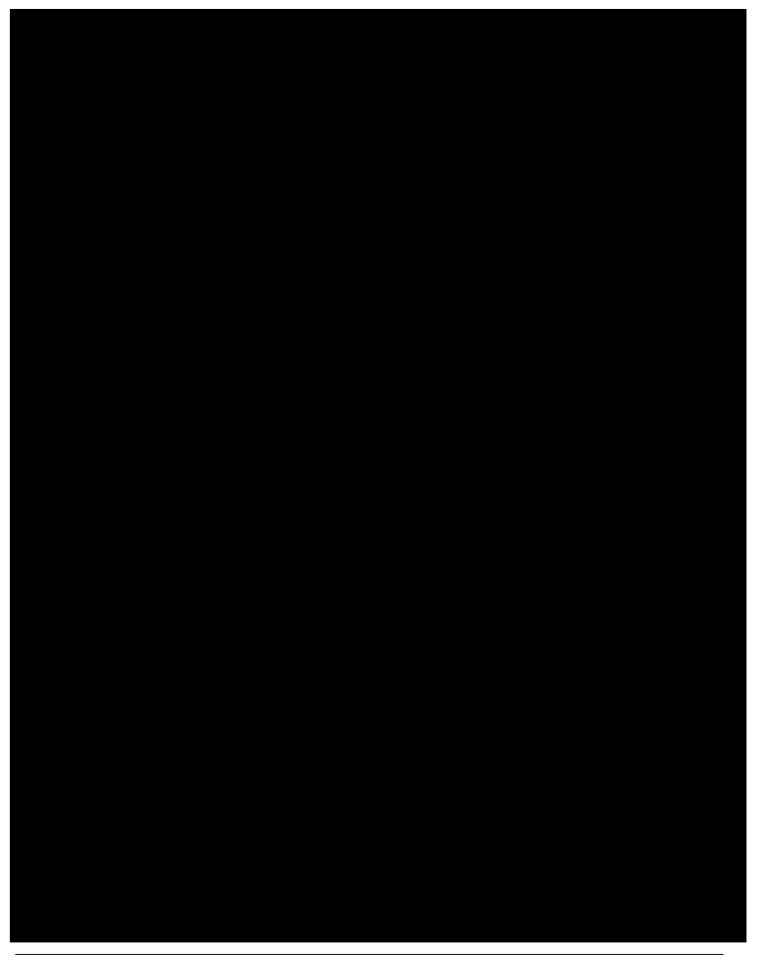
Scope: all Transmission Elements operated at 100kv or higher and Real Power and Reactive

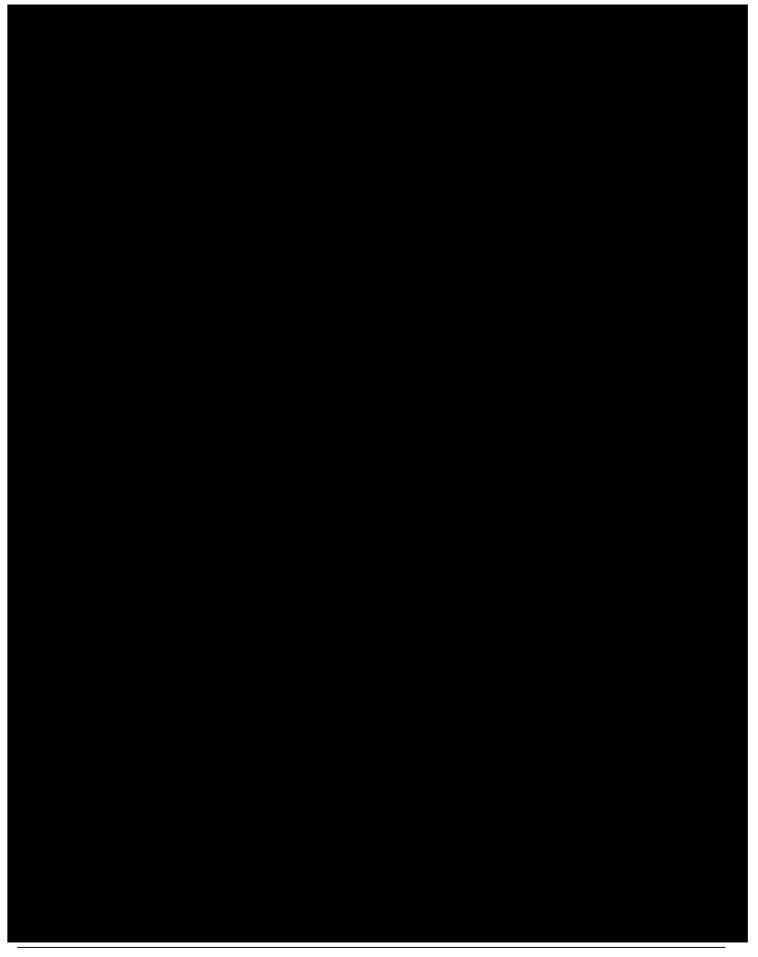
Power resources connected at 100kv or higher except for the exceptions listed in the NERC glossary of terms. Details on Inclusions can also be found in the NERC glossary

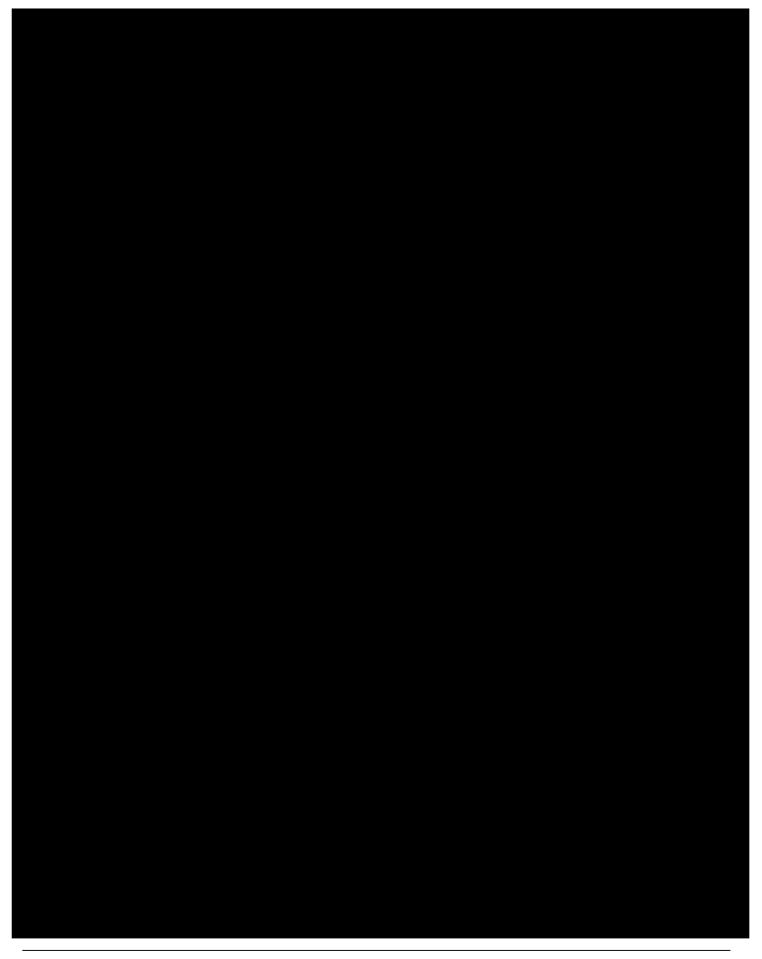
of terms.

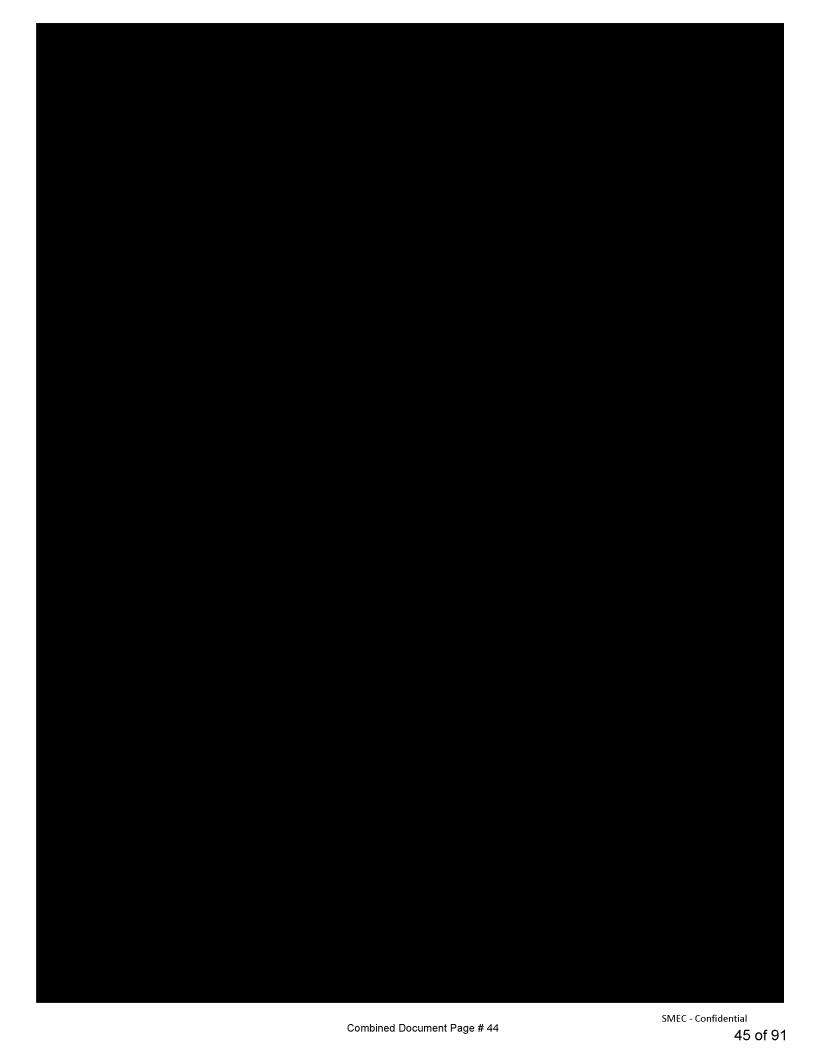


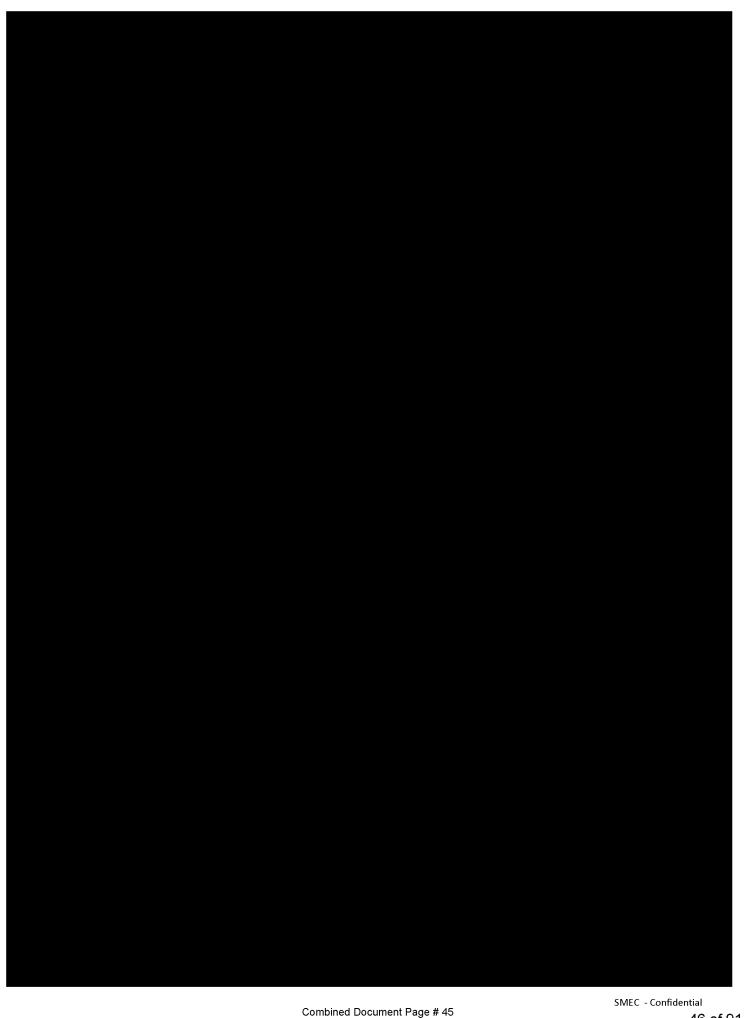
PUCT 25.53, 25.55











San Miguel Electric Cooperative (SMEC) Flu/Pandemic/Business Continuity Plan

Owner:	General Manager/CEO	Approved Date:	April 5, 2022
Related Documents:	SMEC Emergency Operating	Version:	4.5
	Plan		

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1.0 PURPOSE

The San Miguel Electric Cooperative (SMEC) Flu/Pandemic/Business Continuity Plan (Pandemic Preparedness Plan, or Plan) represents management's preparedness plans to ensure the health and safety of employees, contractors and the public in response to a Flu or other Pandemic outbreak while maintaining services essential to the reliable operability of the Bulk Electric System (BES). This Plan, at minimum, satisfies the requirements of P.U.C. SUBST. R. §25.53, that SMEC maintains a Pandemic Preparedness Plan to ensure continuous and adequate service during a pandemic. This Plan functions as a component of SMEC's Emergency Response Plan to provide guidance for addressing the distinct operational issues that may arise during a flu or pandemic outbreak. Training on SMEC's Pandemic Preparedness Plan will be conducted in conjunction with SMEC's Emergency Operating Plan training. All copies of the Emergency Operating Plan, located across SMEC departments include a copy of this Pandemic Preparedness Plan.

2.0 SCOPE

This Plan applies to all SMEC personnel (full time, part time, and temporary employees), contractors, consultants, visitors and vendors. Employees and contractors must follow SMEC Pandemic Directives as they are communicated. Pandemic Directives can be communicated before or at declaration of a pandemic depending on its evolution. In the event of a flu or pandemic outbreak, SMEC's Emergency Operating Plan remains in effect and should continue to be utilized to address emergency procedures outside the scope of this Plan, including but not limited to Emergency Communications and Emergency Medical Situation procedures.

What: This procedure addresses the Pandemic and Epidemic Plan for all SMEC BES Facilities.

Who: This document applies to all personnel and contractors who are responsible for the operations and

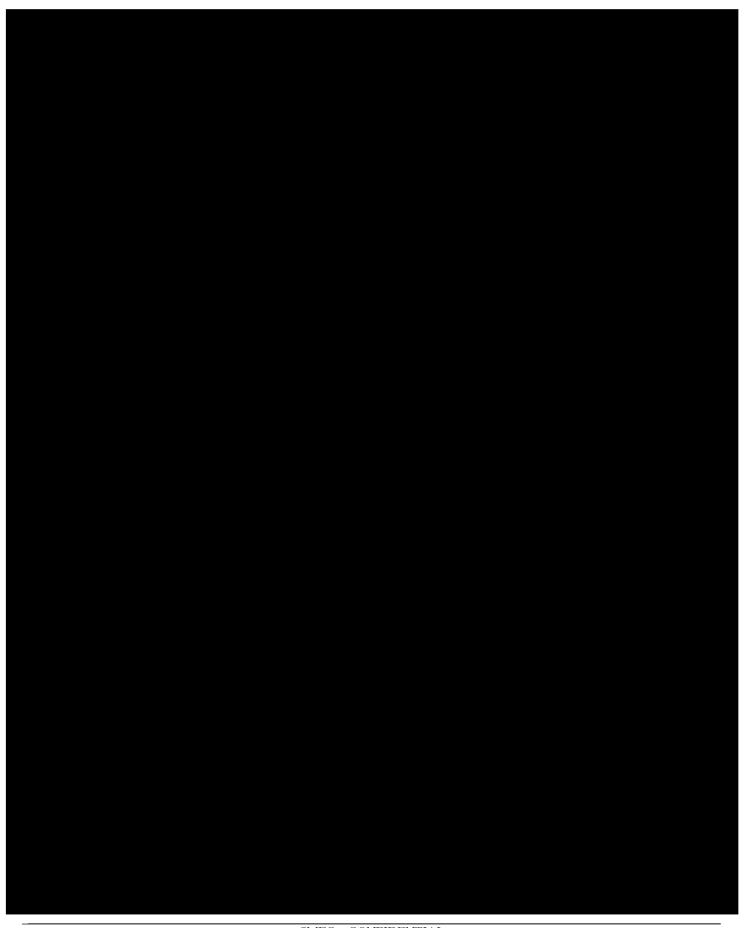
ownership of the SMEC BES facilities.

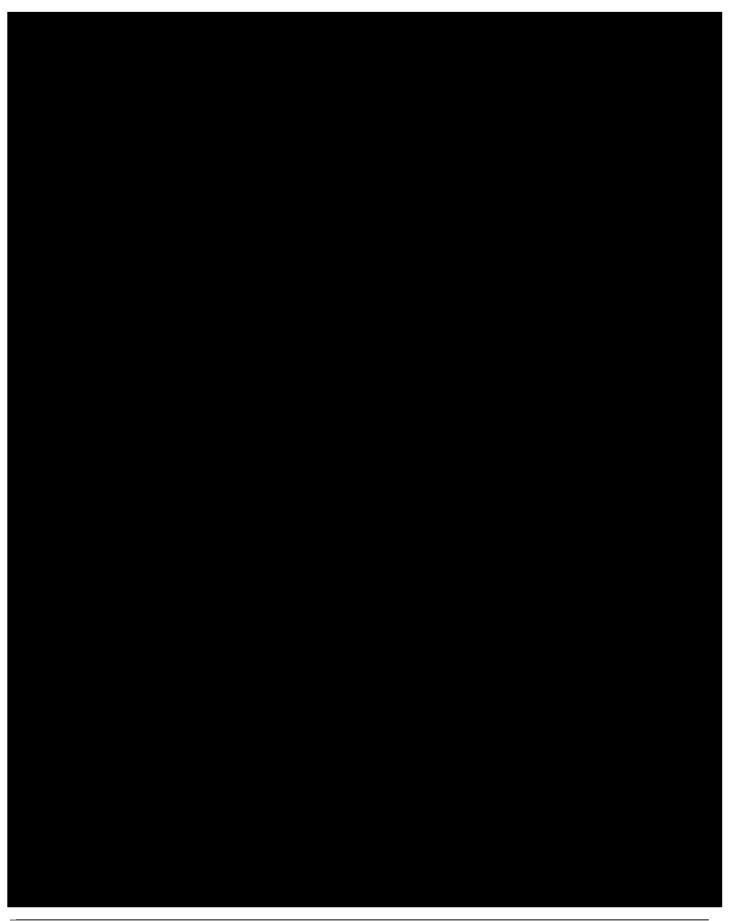
When: This document shall be effective as of the approval signature and date in the heading unless

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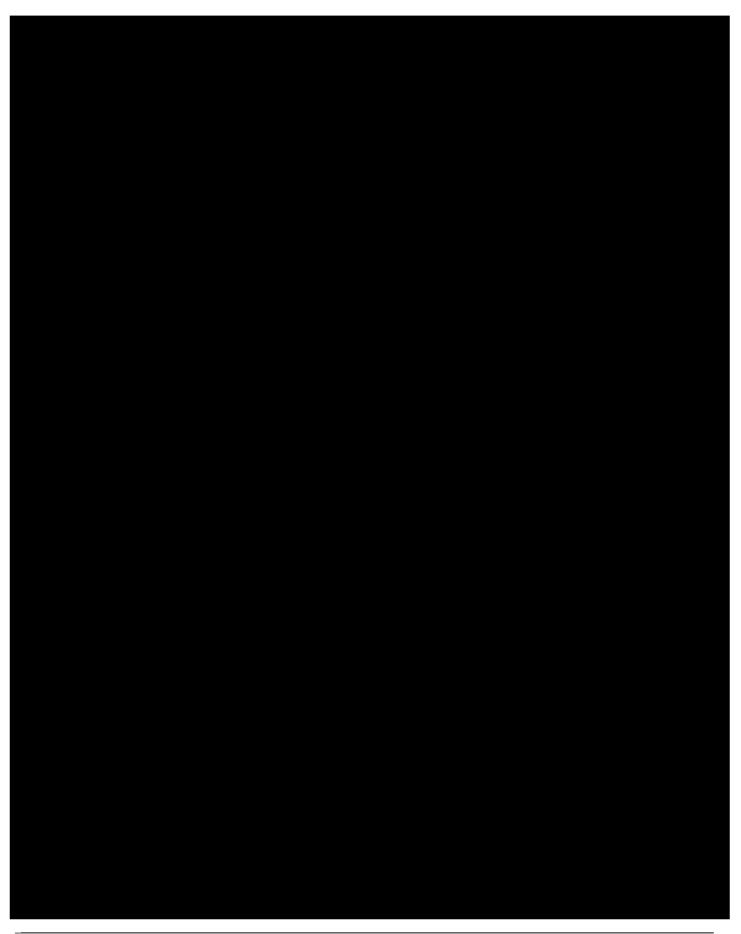


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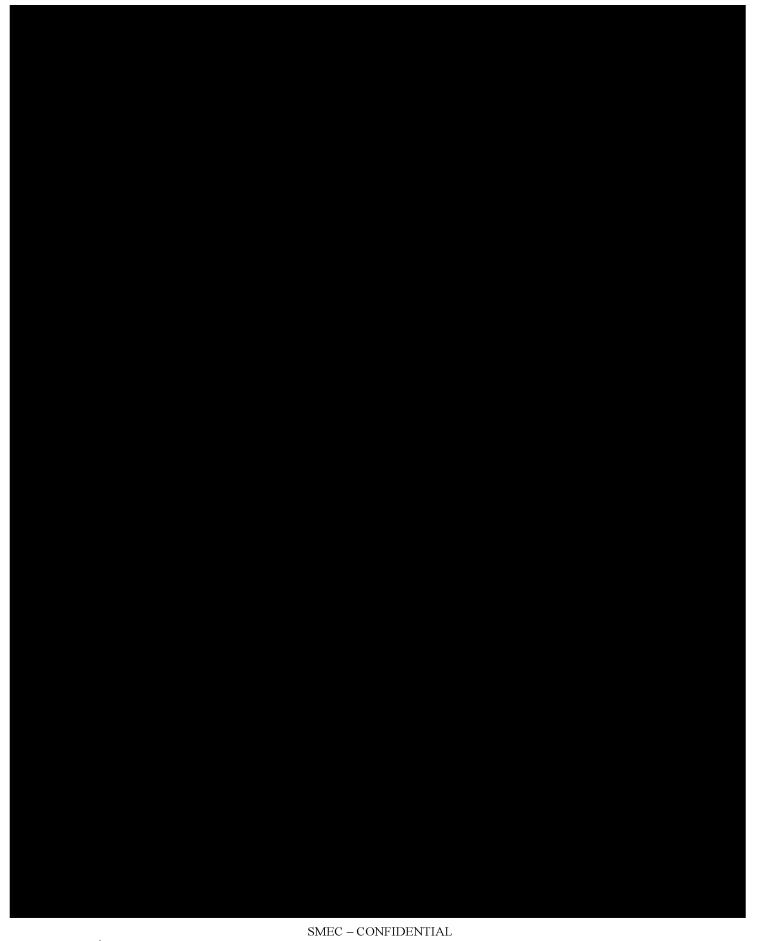


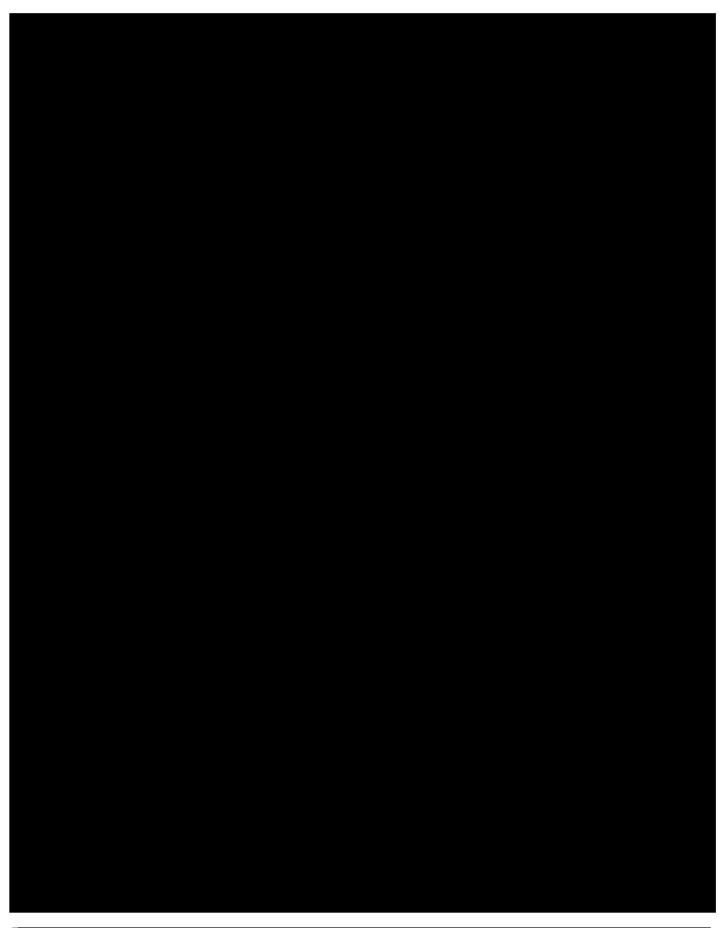


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San Miguel Electric Cooperative (SMEC) Weather Related Hazards Plan Owner: Plant Manager Approved Date: March 15, 2022

Version:

1.0

REVISION HISTORY

Date Revised	Version #	Section / Item Number(s) Changed	Approved By
3/15/21	1.0	Extracted from SMEC Emergency Operations Plan (EOP) as a separate Plan	Craig Courter

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1.0 PURPOSE

The following are instructions for facility personnel regarding proper actions to be taken for personnel safety, and the procedures that are to be implemented to help guide management efforts during an emergency situation.

2.0 SCOPE

What: This procedure addresses the Weather Related Hazards Plan for all SMEC BES Facilities.

SMEC EOP Weather Related Hazards Plan

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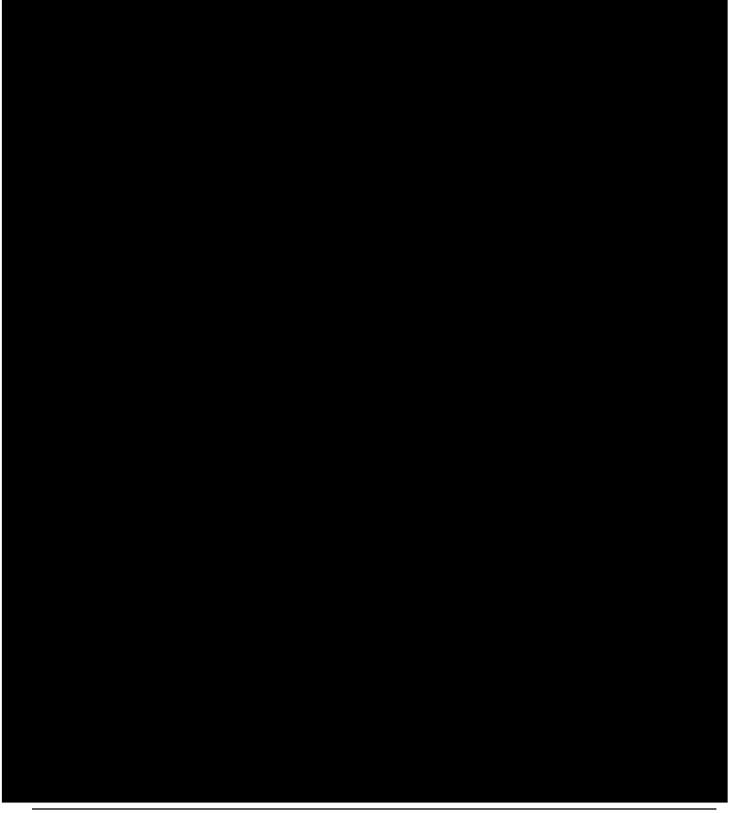
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Who: This document applies to all personnel and contractors who are responsible for the operations and

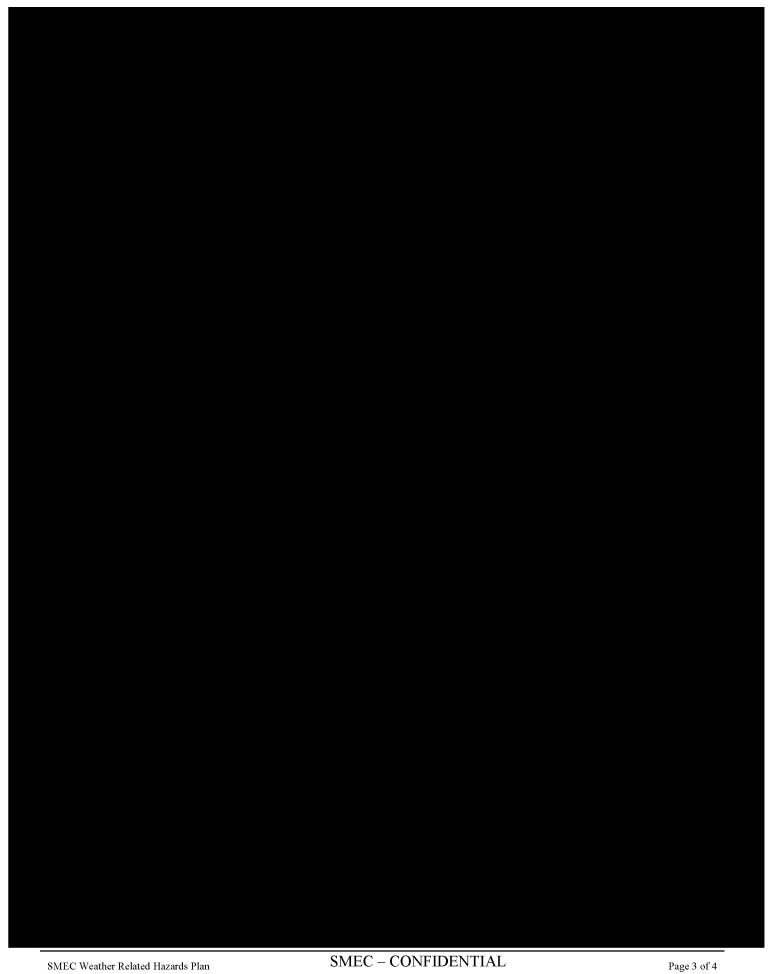
ownership of the SMEC BES facilities.

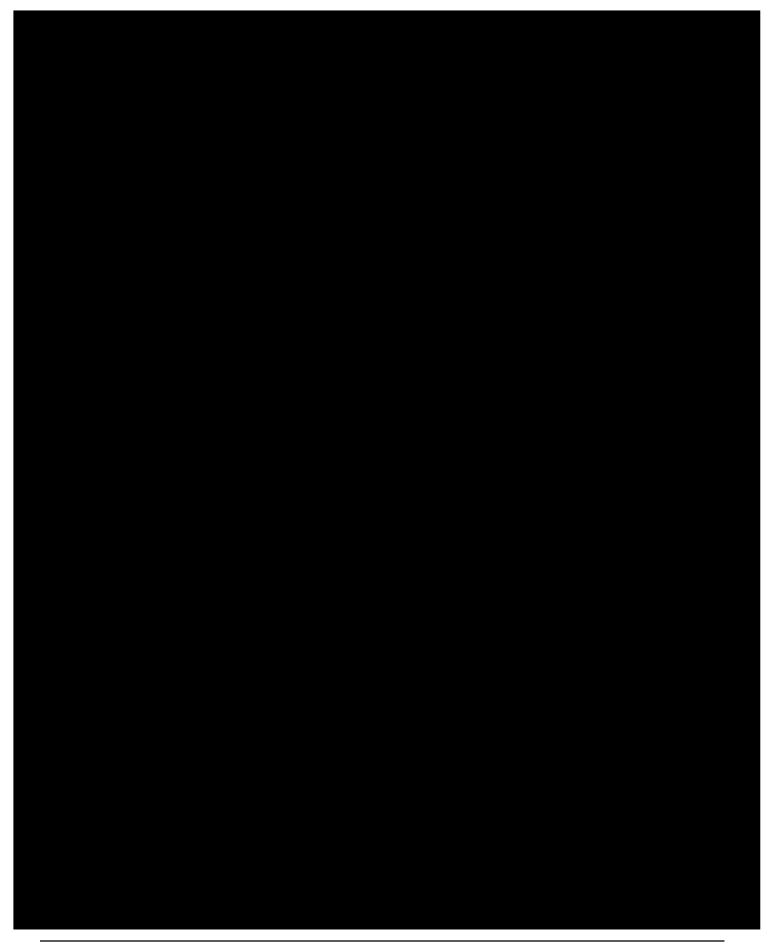
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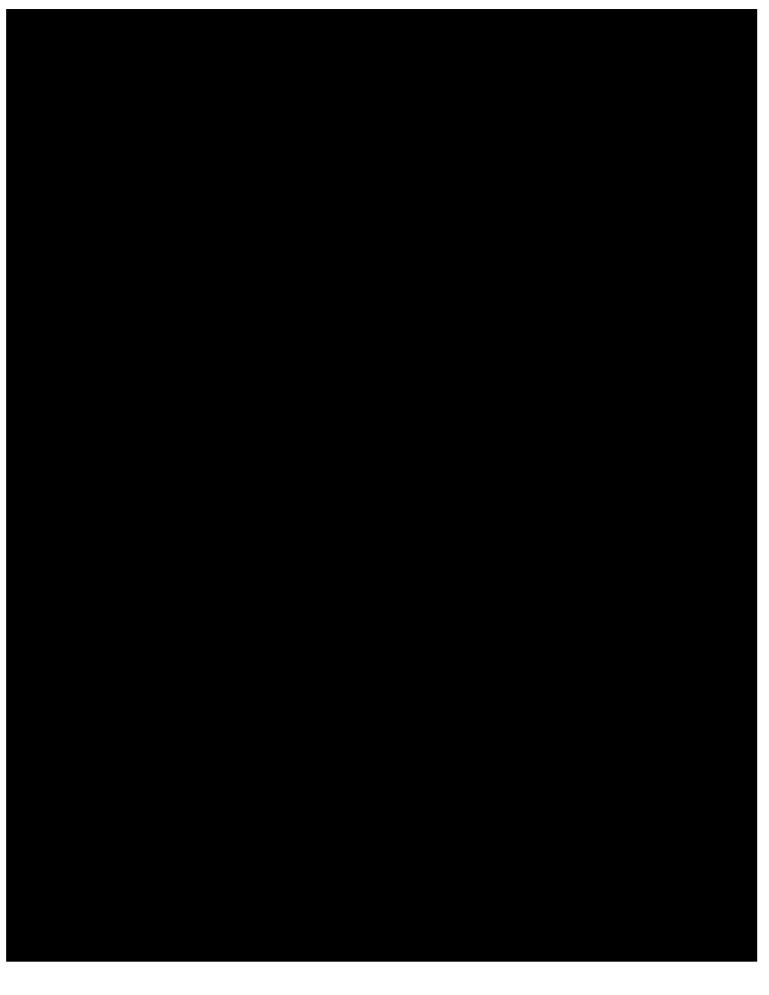
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San Miguel Electric Cooperative (SMEC) EOP Water Shortage Plan Owner: Operations Manager Approved Date: April 4, 2022 Version: 1.0

1.0 Summary:

SMEC owns a retaining pond and a number of water wells that would preclude an emergency water shortage. Standard operating procedures once a shift include checking pond levels. When our pond level drops 5" in one day this warrants a physical water well operating check. When a well is found to be inoperable a priority 1 maintenance request is written for repair. If wells cannot be restarted follow next steps below.

2.0 PURPOSE:

An Emergency Operating Procedure to be used as a guide for when Water Wells become inoperable resulting in Extreme Low Raw Water Pond Level below 24". This procedure is meant to ensure that the plant is safely brought down to reduce running the Cooling Tower Basin Level low resulting in loss of Circulating Water pressure.

3.0 SCOPE:

What: This procedure addresses the procedures for an emergency water shortage for SMEC

Generation Facilities.

Who: This document applies to all personnel and contractors who are responsible for the

operations and ownership of the SMEC BES facilities.

When: This document shall be effective as of the approval date in the heading unless noted

elsewhere.



SMEC EOP Water Shortage Plan

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San Miguel Electric Cooperative (SMEC) Wild Fire Response Owner: Operations Manager Approved Date: February 28, 2022 Version: 1.0

REVISON HISTORY

Date Revised	Version #	Section / Item Number(s) Changed	Approved By
2/28/2022	1.0	Created as a separate annex to the Emergency Operating Plan (EOP).	Derek Burns

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1.0 PURPOSE

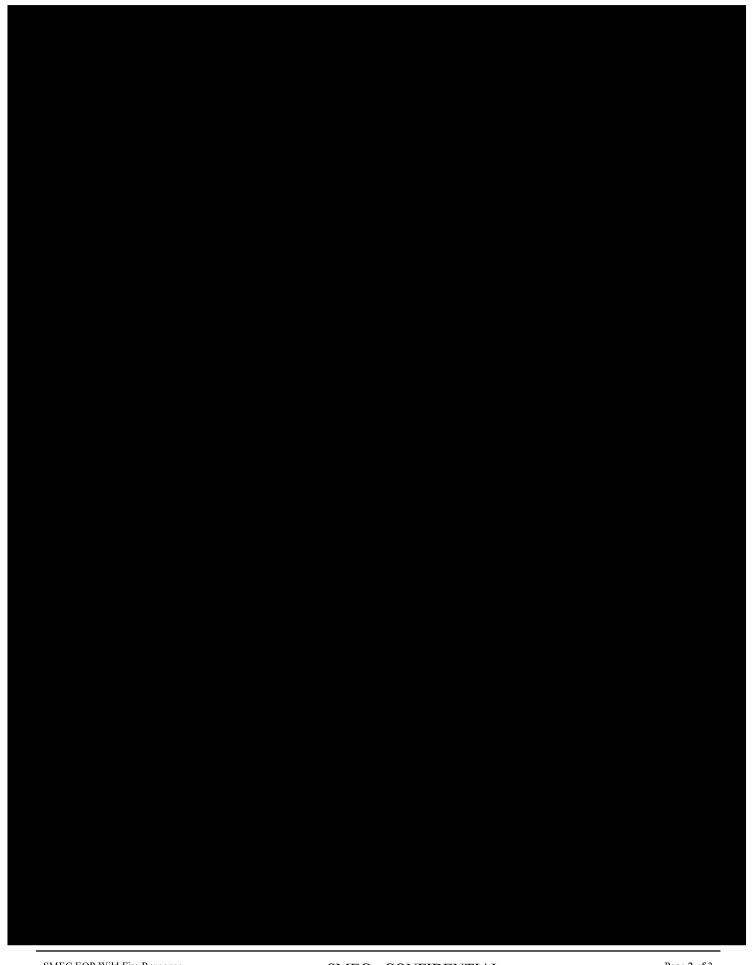
1.1 An Emergency Operating Procedure to be used as a guide, in the event of a Wild Fire was to occur.

2.0 SCOPE

2.1 To safely extinguish a Wild Fire and also if not extinguished, to be able to contain the fire minimizing hazardous situations to personnel and damage to the Unit.

This procedure addresses SMEC Wild Fire Response for all SMEC BES Facilities.

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SMEC CONFIDENTIAL			
San Miguel Electric Cooperative (SMEC)			
Restoration of Service			
Owner: Operations Manager Approved Date: March 10, 2020			March 10, 2020
		Version:	1.0

REVISION HISTORY

Date Revised	Version #	Section / Item Number(s) Changed	Approved By
3/10/2020	1.0	Extracted as a separate document from the EOP	Derek Burns

1.0 TABLE OF CONTENTS

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SMEC EOP Restoration of Service

2.0 **PURPOSE**

2.1 A Standard Operating Procedure used as a guide for Unit Start-Up.

SCOPE

To ensure proper equipment is being checked and operator is aware of the safety and hazardous 3.1 situations that might be involved when Unit Start-Up occurs.

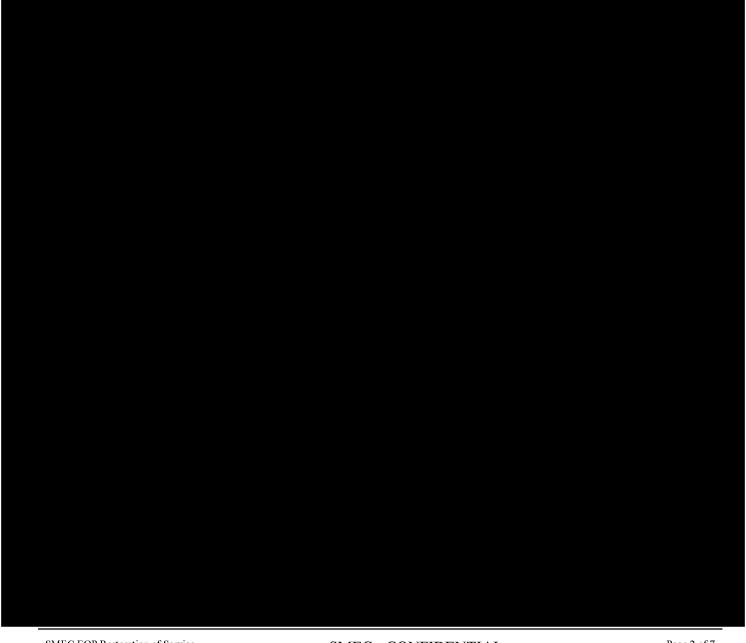
What: This procedure addresses the Restoration of Service for all SMEC BES Generation Facilities.

Who: This document applies to all personnel and contractors who are responsible for the operations and

ownership of the SMEC BES facilities.

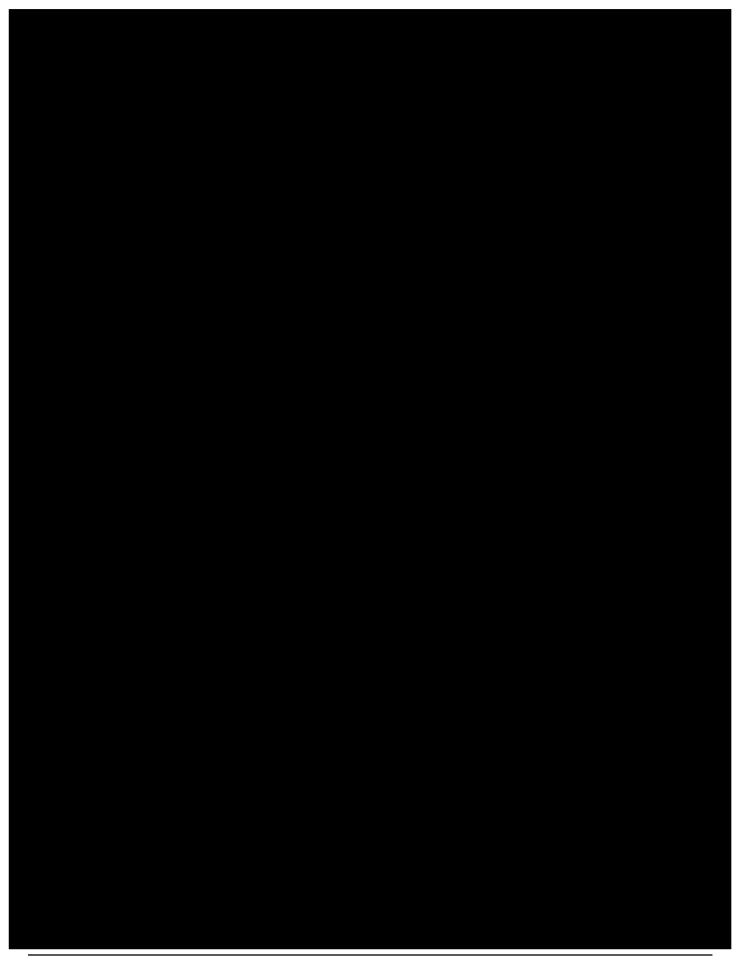
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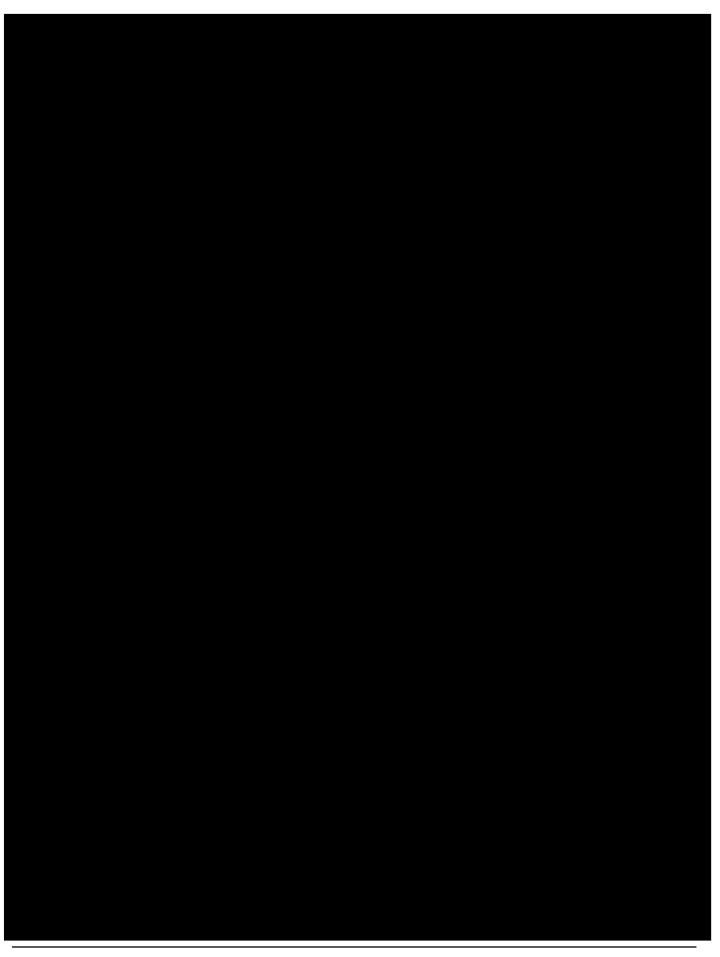


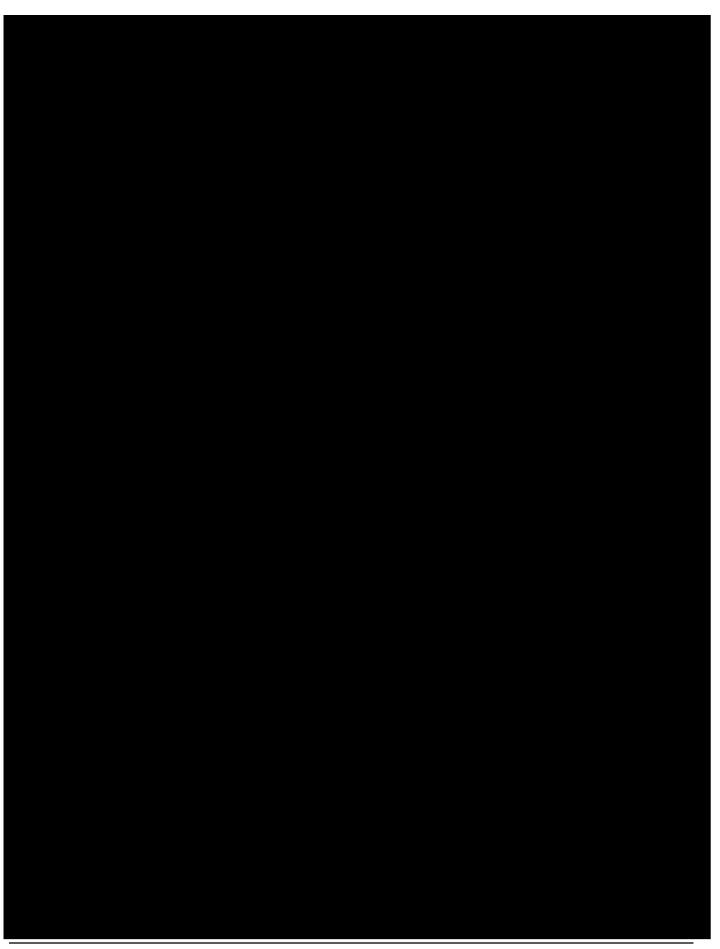
SMEC EOP Restoration of Service





SMEC EOP Restoration of Service





SMEC EOP Restoration of Service



SMEC CONFIDENTIAL			
San Miguel Electric Cooperative (SMEC)			
Physical Security Incident Response			
Owner: Chief Financial Officer Approved Date: February 28, 2022			
		Version:	1.0

REVISION HISTORY

Date Revised	Version #	Section / Item Number(s) Changed	Approved By
2/28/2022	1.0	Created as a separate document from the SMEC EOP.	Derrick Brummett

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1.0 PURPOSE

An Operating Procedure to be used as a guide for physical security, and in the event of a physical security incident(s).

2.0 SCOPE

What: This procedure addresses the Physical Security for all SMEC facilities including all SMEC owned

BES Facilities.

Who: This document applies to all personnel and contractors who are responsible for the operations and

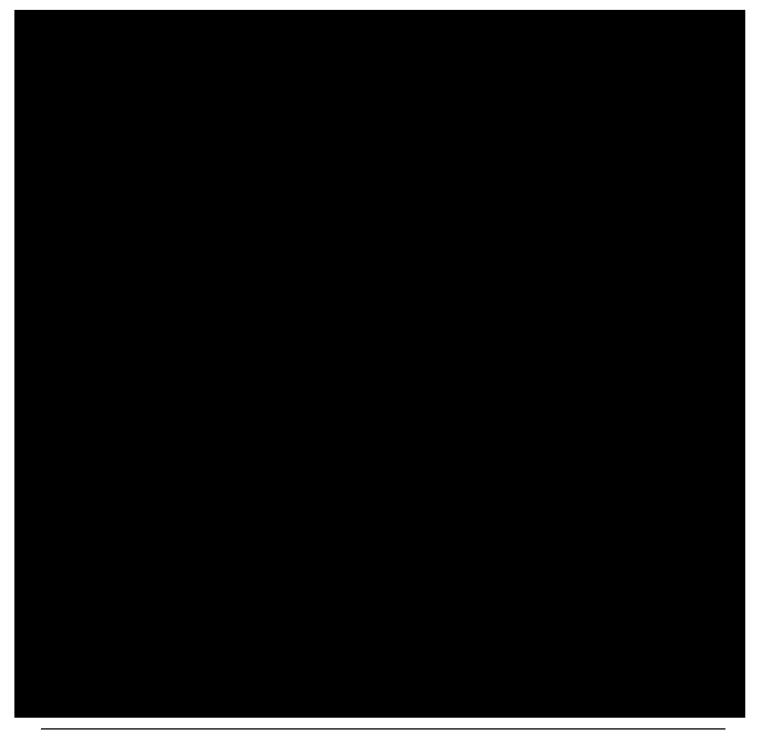
ownership of the SMEC BES facilities.

When: This document shall be effective as of the approval signature and date in the heading unless noted

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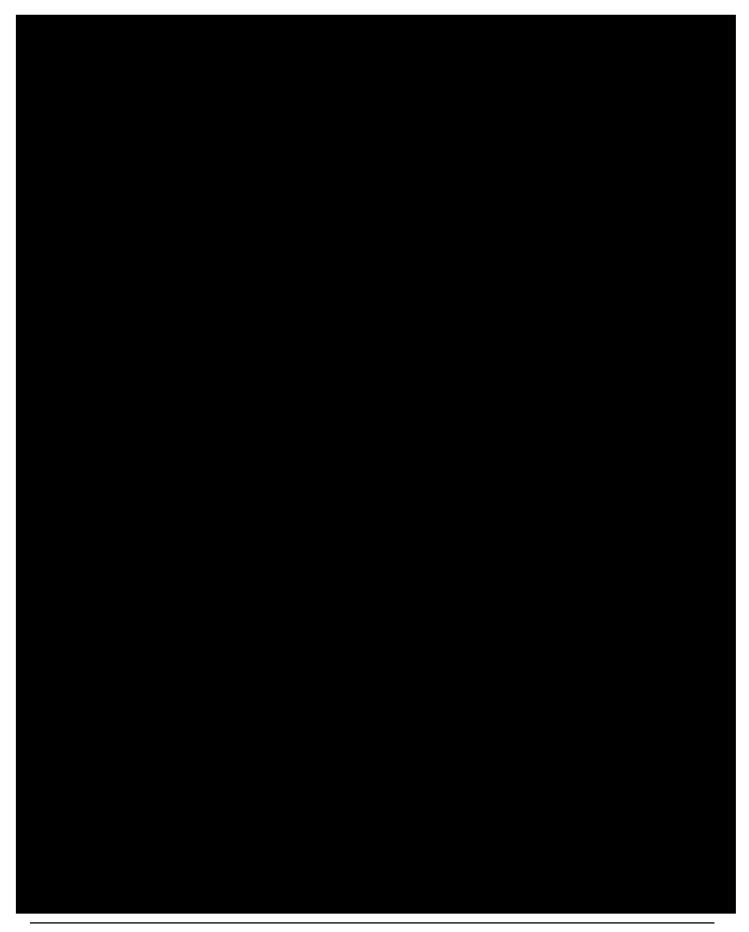
2.1 To provide for the safety of employees and visitors, physical security measures are in place that include site security gate checkpoint, early warning of emergency incidents, facility wide emergency incidents, and incidents requiring evacuation. The facility uses a notification system prompted by the control room. When an incident is reported by activation of the emergency notification system, the location of the emergency is transmitted by means over the intercom system and a verbal report is transmitted over the facility intercom communication system and will also be transmitted over the facility's phone system and two-way radio system.



SMEC EOP Physical Security Incident Procedure

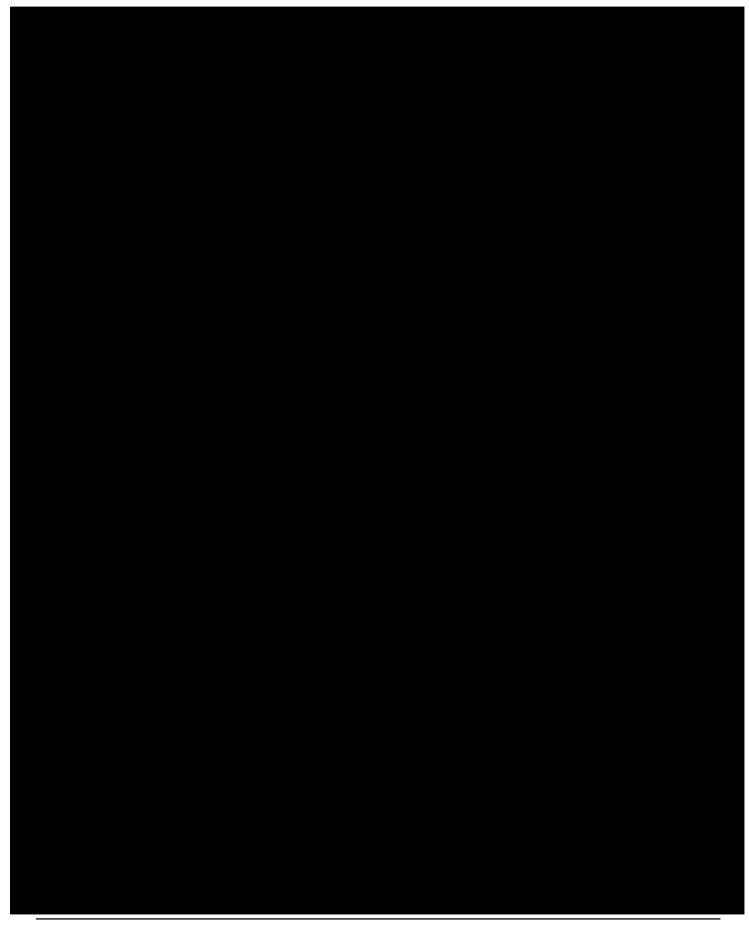
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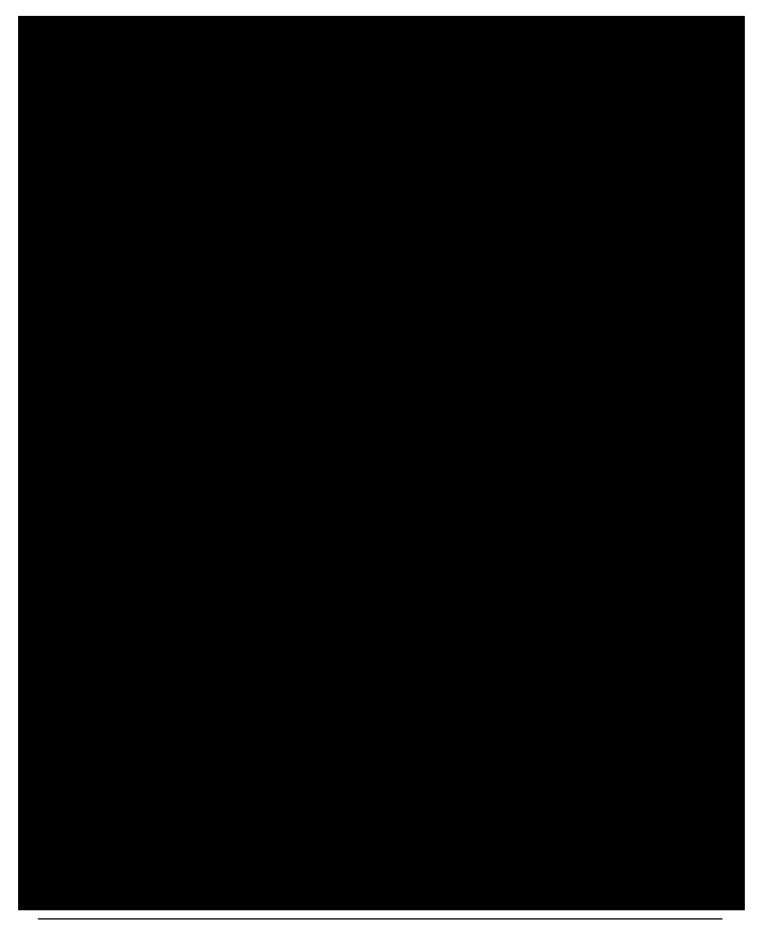
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San Miguel Electric Cooperative (SMEC) EOP Cyber Security Plan

Owner:	Chief Financial Officer	Approved Date:	March 25, 2022
		Version:	1.0

Revision History:

Date Revised	Version	Description of Changes	Approved By
3/25/2022	1.0	Created as a separate document for the EOP	Derrick Brummett

1.0 PURPOSE

This Cybersecurity Incident Response (IR) Plan supports and defines processes, communications, roles, and responsibilities for effectively managing cybersecurity incidents and provides guidance on the proper handling and reporting of those incidents.

Scope

What: This procedure addresses the Cyber Security Plan for All SMEC facilities including all SMEC

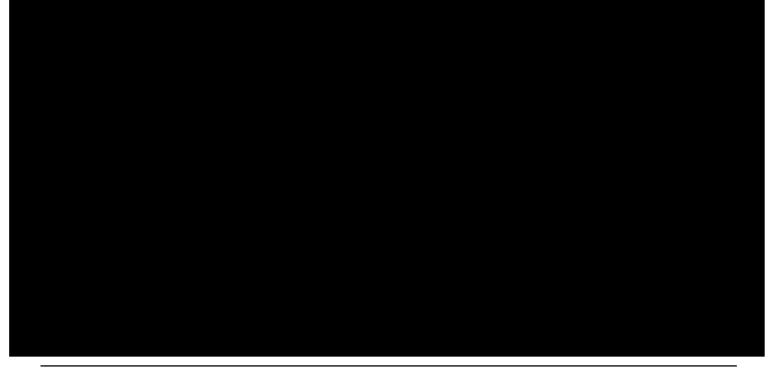
owned BES Facilities

Who: This document applies to all personnel and contractors who are responsible for the operations and

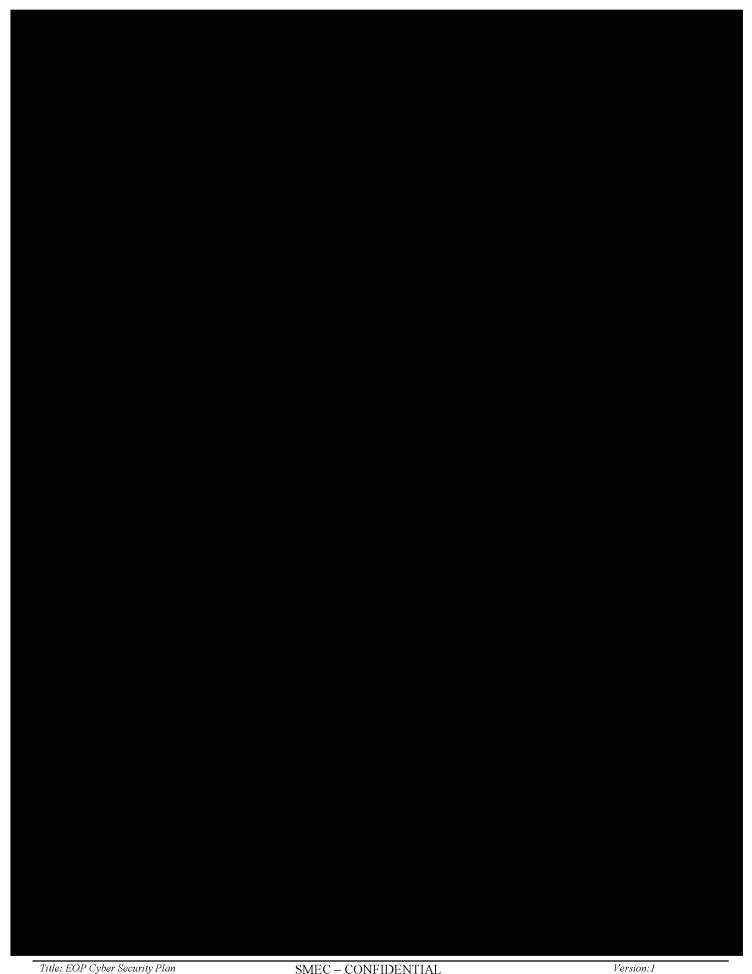
ownership of the SMEC BES facilities.

When: This document shall be effective as of the approval signature and date in the heading unless noted

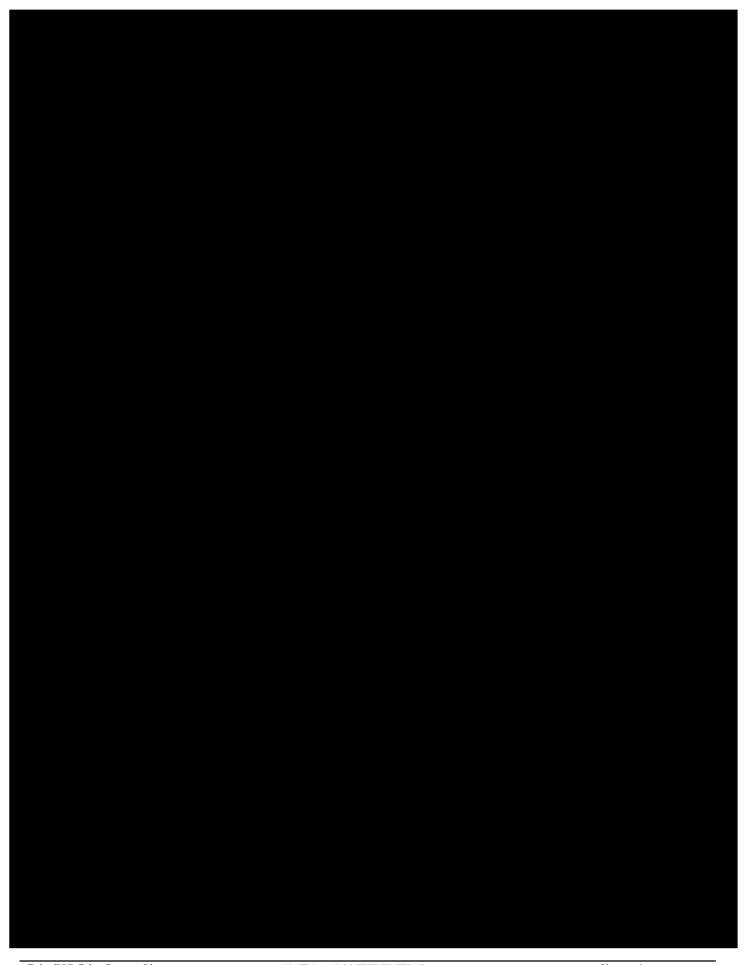
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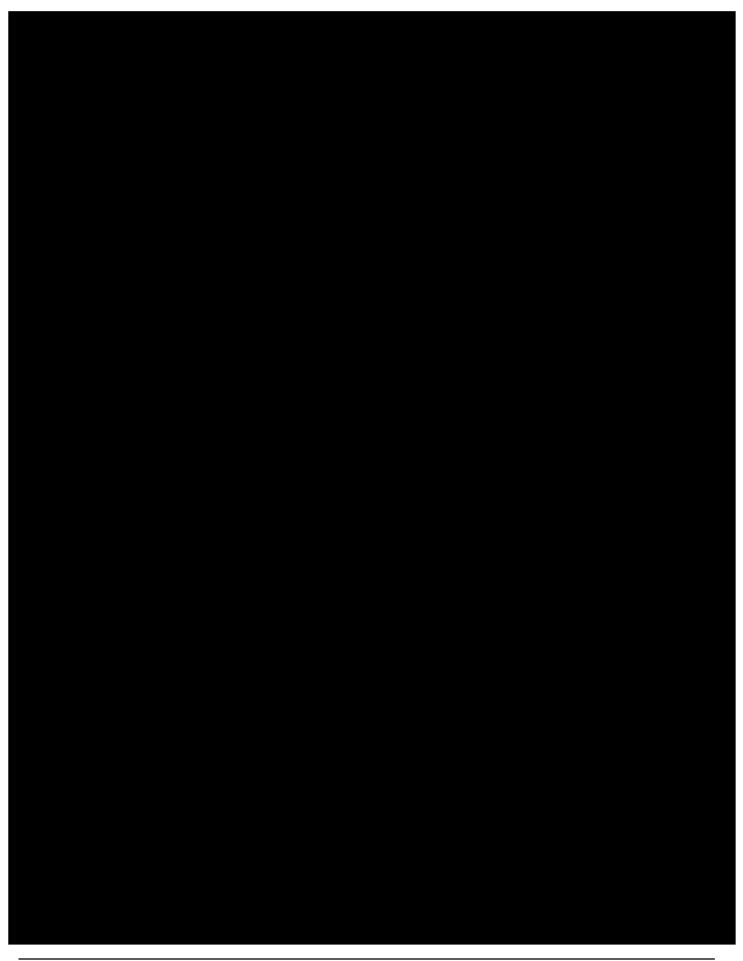


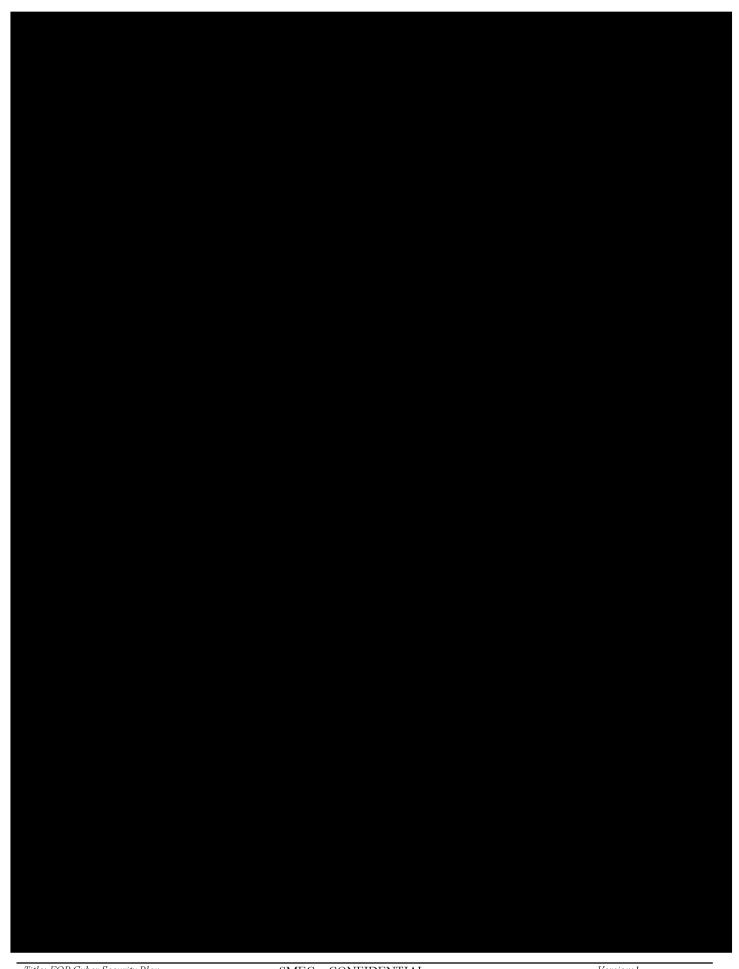
Title: EOP Cyber Security Plan Reference: PUCT 25.53

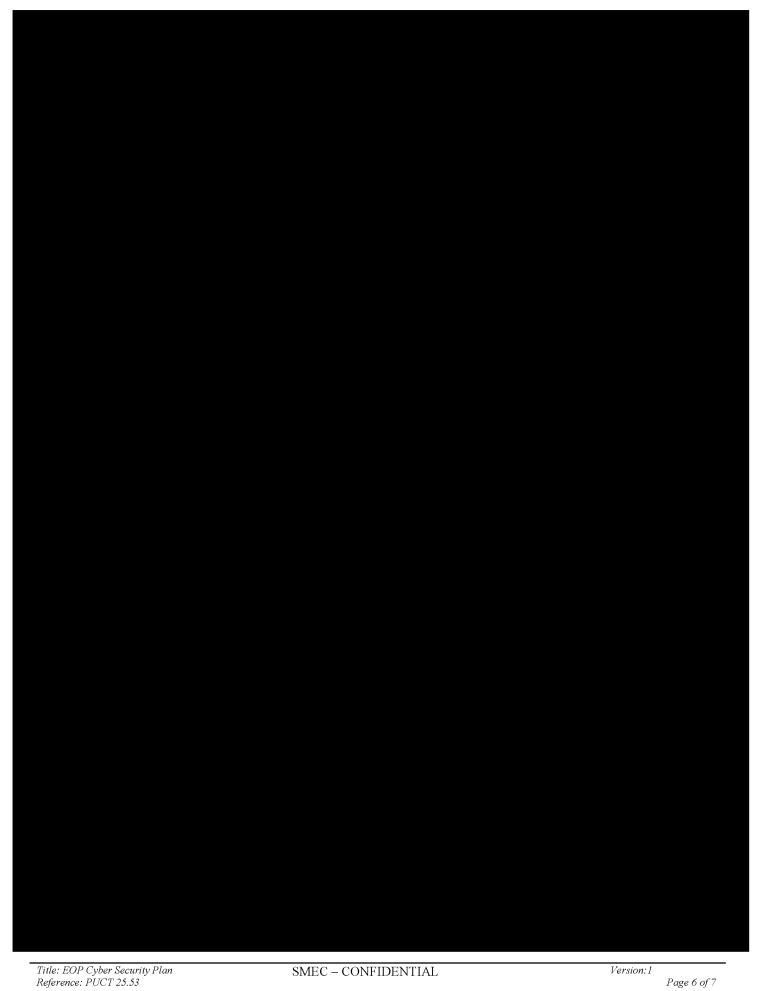


Title: EOP Cyber Security Plan Reference: PUCT 25.53











SMEC CONFIDENTIAL				
San Miguel Electric Cooperative (SMEC)				
Generation and Voltage Control				
Owner: Operations Manager Approved Date: February 22, 2022				
		Version:	1.0	

REVISION HISTORY

Date Revised	Version #	Section / Item Number(s) Changed	Approved By
2/22/2022	1.0	Created as a separate document from the EOP.	Matthew Sutphen

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1.0 PURPOSE

1.1 The purpose of this procedure is to reduce the risk of damaging any equipment and at the same time consider the system requirements. Most important is the protection of the generator transformer, the two 675 MVA 345/138 KV autotransformers, and the stability of the unit.

2.0 SCOPE

2.1 To ensure proper equipment is being checked and operators are aware of the safety and hazardous situations that might be involved during Generation Emergencies and Voltage Controlling.

What: This procedure addresses the Generation and Voltage Control for all SMEC BES Facilities.

Who: This document applies to all personnel and contractors who are responsible for the operations and ownership of the SMEC BES facilities.

When: This document shall be effective as of the approval signature and date in the heading unless noted

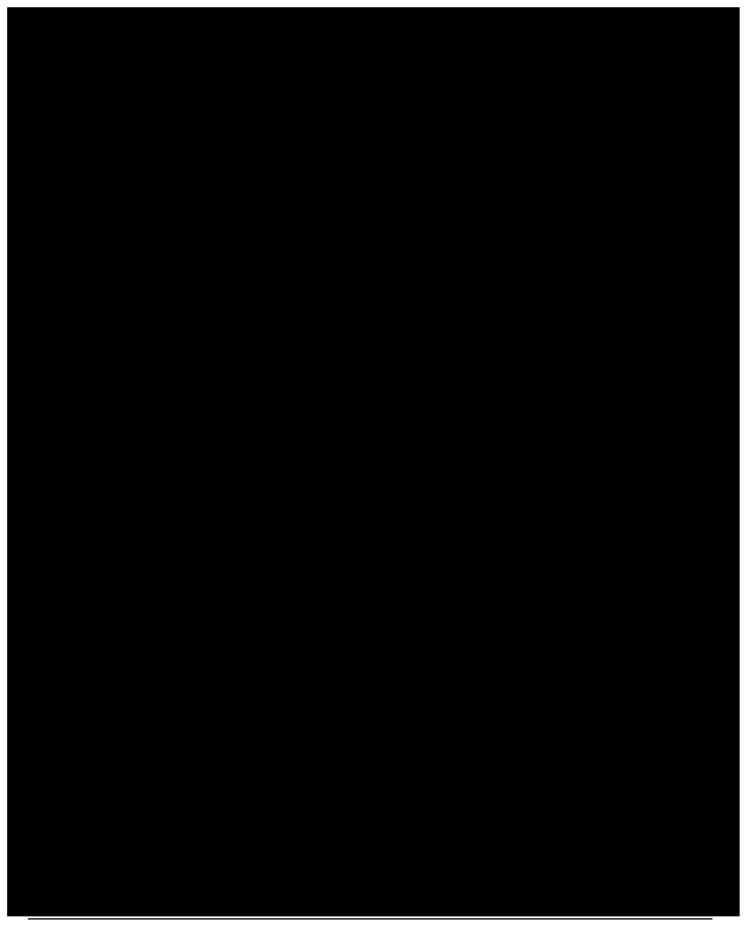
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SMEC EOP Generation and Voltage Control

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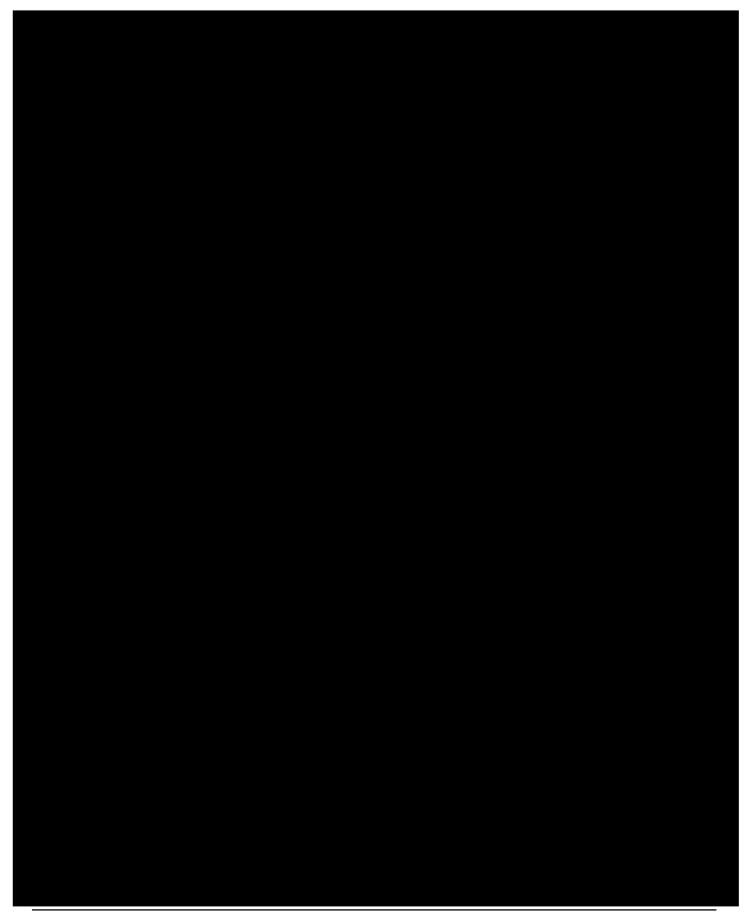
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San Miguel Electric Cooperative (SMEC) Emergency Operating Plan Training

Owner:	General Manager/CEO	Approved Date:	March 16, 2022
		Version:	1.0

1.0 PURPOSE

The purpose of this EOP annex procedure is to clearly state and direct the San Miguel Electric Cooperative's (SMEC's) management and staff to meet training requirements set forth in PUCT Rule 25.53.

Scope

What: This procedure addresses the SMEC EOP training requirements applicable to all SMEC BES

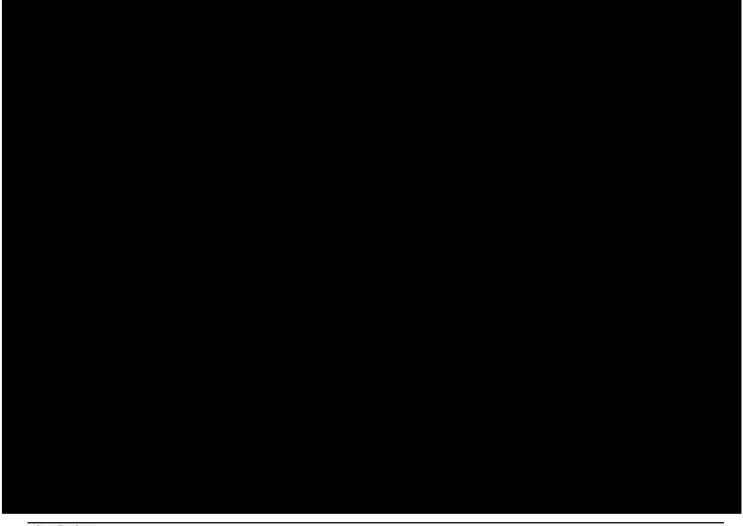
Facilities.

Who: This document applies to all personnel and contractors who are responsible for the operations and

ownership of the SMEC BES facilities.

When: This document shall be effective as of the approval signature and date in the heading unless noted

elsewhere.



SMEC EOP Training Reference: PUCT 25.53

San Miguel Electric Cooperative (SMEC) Emergency Operations Plan (EOP) Drills and Exercises Procedure

Owner:	Plant Manager	Approved Date:	March 15, 2022
		Version:	1.0

Revision History:

Date Revised	Version #	Description of Changes	Approved By
3/15/2022	1.0	Extracted from the Emergency Operations Plan (EOP) as a separate document	Craig Courter

1.0 PURPOSE

The purpose of this procedure is to clearly state and direct the San Miguel Electric Cooperative's (SMEC's) management and staff to meet drills and exercise requirements set forth in PUCT Rule 25.53.

Scope

What: This procedure addresses the SMEC EOP drills and exercises requirements for all SMEC BES

Facilities.

Who: This document applies to all personnel and contractors who are responsible for the operations and

ownership of the SMEC BES facilities.

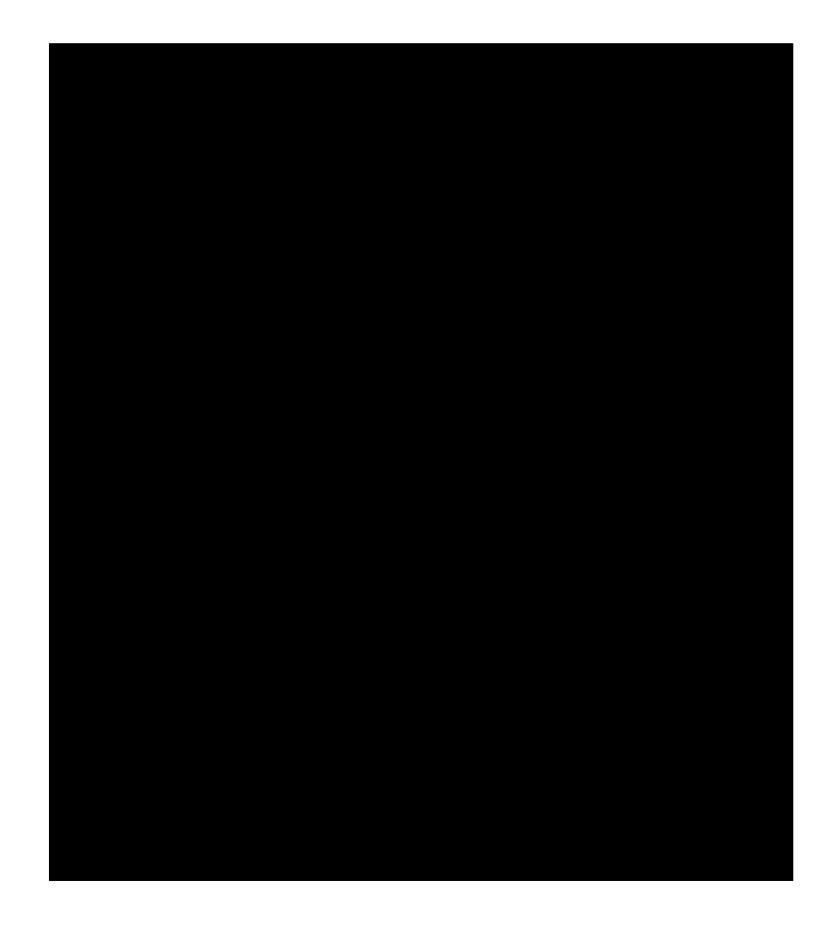
When: This document shall be effective as of the approval signature and date in the heading unless noted

elsewhere.



Title: SMEC EOP Drills and

Exercises



Title: SMEC EOP Drills and Exercises