

**Reliability Standard Audit Worksheet[[1]](#footnote-2)**

# EOP-011-4 – Emergency Preparedness and Operations

***This section to be completed by the Compliance Enforcement Authority.***

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| **Audit ID:** | Audit ID if available; or REG-NCRnnnnn-YYYYMMDD |
| **Registered Entity:** | Registered name of entity being audited |
| **NCR Number:** | NCRnnnnn |
| **Compliance Enforcement Authority:** | Region or NERC performing audit |
| **Compliance Assessment Date(s)[[2]](#footnote-3):** | Month DD, YYYY, to Month DD, YYYY |
| **Compliance Monitoring Method:** | [On-site Audit | Off-site Audit | Spot Check] |
| **Names of Auditors:** | Supplied by CEA |

# **Applicability of Requirements[[3]](#footnote-4)**

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|  | **BA** | **DP** | **GO** | **GOP** | **IA** | **LSE** | **PA** | **PSE** | **RC** | **RP** | **RSG** | **TO** | **TOP** | **TP** | **TSP** |
| **R1** |  |  |  |  |  |  |  |  |  |  |  |  | X |  |  |
| **R2** | X |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **R3** |  |  |  |  |  |  |  |  | X |  |  |  |  |  |  |
| **R4** | X |  |  |  |  |  |  |  |  |  |  |  | X |  |  |
| **R5** |  |  |  |  |  |  |  |  | X |  |  |  |  |  |  |
| **R6** |  |  |  |  |  |  |  |  | X |  |  |  |  |  |  |
| **R7** |  |  |  |  |  |  |  |  |  |  |  |  | X |  |  |
| **R8** |  | X |  |  |  |  |  |  |  |  |  | X |  |  |  |

**Legend:**

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| Text with blue background: | Fixed text – do not edit |
| Text entry area with green background: | Entity-supplied information |
| Text entry area with white background: | Auditor-supplied information |

Findings

**(This section to be completed by the Compliance Enforcement Authority)**

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| **Req.** | **Finding** | **Summary and Documentation** | **Functions Monitored** |
| **R1** |  |  |  |
| **R2** |  |  |  |
| **R3** |  |  |  |
| **R4** |  |  |  |
| **R5** |  |  |  |
| **R6** |  |  |  |
| **R7** |  |  |  |
| **R8** |  |  |  |

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| **Req.** | **Areas of Concern** |
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| **Req.** | **Recommendations** |
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| **Req.** | **Positive Observations** |
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Subject Matter Experts

Identify the Subject Matter Expert(s) responsible for this Reliability Standard.

**Registered Entity Response (Required; Insert additional rows if needed):**

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| **SME Name** | **Title** | **Organization** | **Requirement(s)** |
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R1 Supporting Evidence and Documentation

1. Each Transmission Operator shall develop, maintain, and implement one or more Reliability Coordinator-reviewed Operating Plan(s) to mitigate operating Emergencies in its Transmission Operator Area. The Operating Plan(s) shall include the following, as applicable:
   1. Roles and responsibilities for activating the Operating Plan(s);
   2. Processes to prepare for and mitigate Emergencies including:
      1. Notification to its Reliability Coordinator, to include current and projected conditions, when experiencing an operating Emergency;
      2. Cancellation or recall of Transmission and generation outages;
      3. Transmission system reconfiguration;
      4. Redispatch of generation request;
      5. Operator-controlled manual Load shed, undervoltage load shed (UVLS), or underfrequency load shed (UFLS) during an Emergency that accounts for each of the following:
         1. Provisions for manual Load shedding capable of being implemented in a timeframe adequate for mitigating the Emergency;
         2. Provisions to minimize the overlap of circuits that are designated for manual Load shed, UVLS, or UFLS and circuits that serve designated critical loads which are essential to the reliability of the BES;
         3. Provisions to minimize the overlap of circuits that are designated for manual Load shed and circuits that are utilized for UFLS or UVLS;
         4. Provisions for limiting the utilization of UFLS or UVLS circuits for manual Load shed to situations where warranted by system conditions;
         5. Provisions for the identification and prioritization of designated critical natural gas infrastructure loads which are essential to the reliability of the BES as defined by the Applicable Entity; and
      6. Provisions to determine reliability impacts of:
         1. Cold weather conditions; and
         2. Extreme weather conditions.
2. Each Transmission Operator will have a dated Operating Plan(s) developed in accordance with Requirement R1 and reviewed by its Reliability Coordinator; evidence such as a review or revision history to indicate that the Operating Plan(s) has been maintained; and will have as evidence, such as operator logs or other operating documentation, voice recordings or other communication documentation to show that its Operating Plan(s) was implemented for times when an Emergency has occurred, in accordance with Requirement R1.

**Registered Entity Response (Required):**

**Question:** Has there ever been an Emergency where the Transmission Operator’s Operating Plan(s) has been implemented to mitigate operating Emergencies during the compliance audit period? ☐ Yes ☐ No

If Yes, provide a detailed and dated list of such Emergencies. If No, describe how this was determined in the narrative section below.

[Note: A separate spreadsheet or other document may be used. If so, provide the document reference below. An entity may have combined plans as a Transmission Operator and Balancing Authority.]

**Registered Entity Response (Required):**

**Compliance Narrative:**

Provide a brief explanation, in your own words, of how you comply with this Requirement. References to supplied evidence, including links to the appropriate page, are recommended.

Evidence Requested[[4]](#endnote-2):

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| **Provide the following evidence, or other evidence to demonstrate compliance.** |
| Documented Operating Plan(s). |
| Evidence of activation, such as operator logs, voice recordings, or other communications, for times when an Emergency has occurred. |

Registered Entity Evidence (Required):

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| **The following information is requested for each document submitted as evidence. Also, evidence submitted should be highlighted and bookmarked, as appropriate, to identify the exact location where evidence of compliance may be found.** | | | | | |
| **File Name** | **Document Title** | **Revision or Version** | **Document Date** | **Relevant Page(s) or Section(s)** | **Description of Applicability of Document** |
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Audit Team Evidence Reviewed (This section to be completed by the Compliance Enforcement Authority):

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Compliance Assessment Approach Specific to EOP-011-4, R1

***This section to be completed by the Compliance Enforcement Authority***

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|  | (R1) Verify the Operating Plan(s) is dated and reviewed by the entity’s Reliability Coordinator. |
|  | (R1) Verify the Operating Plan(s) was developed in accordance with Requirement R1 and includes processes for the following as applicable: |
|  | (Part 1.1) Roles and responsibilities for activating the Operating Plan(s); |
|  | (Part 1.2.1) Notification to its Reliability Coordinator, to include current and projected conditions, when experiencing an operating Emergency; |
|  | (Part 1.2.2) Cancellation or recall of Transmission and generation outages; |
|  | (Part 1.2.3) Transmission system reconfiguration; |
|  | (Part 1.2.4) Redispatch of generation; |
|  | (Part 1.2.5) Operator-controlled manual Load shed undervoltage load shed (UVLS), or underfrequency load shed (UFLS) during an Emergency that accounts for each of the following: |
|  | (Part 1.2.5.1) Provisions for manual Load shedding capable of being implemented in a timeframe adequate for mitigating the Emergency |
|  | (Part 1.2.5.2) Provisions to minimize the overlap of circuits that are designated for manual Load shed, UVLS, or UFLS and circuits that serve designated critical loads which are essential to the reliability of the BES |
|  | (Part 1.2.5.3) Provisions to minimize the overlap of circuits that are designated for manual Load shed and circuits that are utilized for UFLS or UVLS |
|  | (Part 1.2.5.4) Provisions for limiting the utilization of UFLS or UVLS circuits for manual Load shed to situations where warranted by system conditions |
|  | (Part 1.2.5.5) Provisions for the identification and prioritization of designated critical natural gas infrastructure loads which are essential to the reliability of the BES as defined by the Applicable Entity |
|  | (Part 1.2.6) Provisions to determine reliability impacts of: |
|  | (Part 1.2.6.1) Cold weather conditions; and |
|  | (Part 1.2.6.2) Extreme weather conditions. |
|  | (R1) Verify implementation of Operating Plan(s). (see note below) |
| **Note to Auditor:**   |  | | --- | | Auditors can gain reasonable assurance the plan(s) was implemented by determining if specific actions prescribed by the plan(s) have taken place. For example, if the plan(s) calls for certain processes to occur, then auditors could ask for evidence demonstrating the process has been implemented. | | |

Auditor Notes:

R2 Supporting Evidence and Documentation

1. Each Balancing Authority shall develop, maintain, and implement one or more Reliability Coordinator-reviewed Operating Plan(s) to mitigate Capacity Emergencies and Energy Emergencies within its Balancing Authority Area. The Operating Plan(s) shall include the following, as applicable:
   1. Roles and responsibilities for activating the Operating Plan(s);
   2. Processes to prepare for and mitigate Emergencies including:
      1. Notification to its Reliability Coordinator, to include current and projected conditions when experiencing a Capacity Emergency or Energy Emergency;
      2. Requesting an Energy Emergency Alert, per Attachment 1;
      3. Managing generating resources in its Balancing Authority Area to address:
         1. Capability and availability;
         2. Fuel supply and inventory concerns;
         3. Fuel switching capabilities; and
         4. Environmental constraints.
      4. Public appeals for voluntary Load reductions;
      5. Requests to government agencies to implement their programs to achieve necessary energy reductions;
      6. Reduction of internal utility energy use;
      7. Use of Interruptible Load, curtailable Load, and demand response;
      8. Provisions for excluding critical natural gas infrastructure loads which are essential to the reliability of the BES, as defined by the Applicable Entity, as Interruptible Load, curtailable Load, and demand response during extreme cold weather periods within each Balancing Authority Area
      9. Provisions for Transmission Operators to implement operator-controlled manual Load shedding, undervoltage Load shedding, or underfrequency Load shedding in accordance with Requirement R1 Part 1.2.5; and
      10. Provisions to determine reliability impacts of:
          1. Cold weather conditions; and
          2. Extreme weather conditions.
2. Each Balancing Authority will have a dated Operating Plan(s) developed in accordance with Requirement R2 and reviewed by its Reliability Coordinator; evidence such as a review or revision history to indicate that the Operating Plan(s) has been maintained; and will have as evidence, such as operator logs or other operating documentation, voice recordings, or other communication documentation to show that its Operating Plan(s) was implemented for times when an Emergency has occurred, in accordance with Requirement R2.

**Registered Entity Response (Required):**

**Question:** Has there been an Emergency where the Balancing Authority’s Operating Plan(s) has been implemented to mitigate Capacity Emergencies and Energy Emergencies during the compliance audit period? ☐ Yes ☐ No

If Yes, provide a detailed and dated list of such Emergencies. If No, describe how this was determined in the narrative section below.

[Note: A separate spreadsheet or other document may be used. If so, provide the document reference below. An entity may have combined plans as a Transmission Operator and Balancing Authority.]

**Registered Entity Response (Required):**

**Compliance Narrative:**

Provide a brief explanation, in your own words, of how you comply with this Requirement. References to supplied evidence, including links to the appropriate page, are recommended.

Evidence Requestedi:

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| **Provide the following evidence, or other evidence to demonstrate compliance.** |
| Documented Operating Plan(s). |
| Evidence of activation, such as operator logs, voice recordings, or other communications, for times when an Emergency has occurred. |

Registered Entity Evidence (Required):

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| **The following information is requested for each document submitted as evidence. Also, evidence submitted should be highlighted and bookmarked, as appropriate, to identify the exact location where evidence of compliance may be found.** | | | | | |
| **File Name** | **Document Title** | **Revision or Version** | **Document Date** | **Relevant Page(s) or Section(s)** | **Description of Applicability of Document** |
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Audit Team Evidence Reviewed (This section to be completed by the Compliance Enforcement Authority):

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Compliance Assessment Approach Specific to EOP-011-4, R2

***This section to be completed by the Compliance Enforcement Authority***

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|  | (R2) Verify the Operating Plan(s) is dated and reviewed by the entity’s Reliability Coordinator. |
|  | (R2) Verify the Operating Plan(s) was developed in accordance with Requirement R2 and includes processes for the following as applicable: |
|  | (Part 2.1.) Roles and responsibilities for activating the Operating Plan(s); |
|  | (Part 2.2) Processes to prepare for and mitigate Emergencies including: |
|  | (Part 2.2.1) Notification to its Reliability Coordinator, to include current and projected conditions when experiencing a Capacity Emergency or Energy Emergency; |
|  | (Part 2.2.2) Requesting an Energy Emergency Alert, per Attachment 1; |
|  | (Part 2.2.3) Managing generating resources in its Balancing Authority Area to address: |
|  | (Part 2.2.3.1) Capability and availability; |
|  | (Part 2.2.3.2) Fuel supply and inventory concerns; |
|  | (Part 2.2.3.3) Fuel switching capabilities; and |
|  | (Part 2.2.3.4) Environmental constraints. |
|  | (Part 2.2.4) Public appeals for voluntary Load reductions; |
|  | (Part 2.2.5) Requests to government agencies to implement their programs to achieve necessary energy reductions; |
|  | (Part 2.2.6) Reduction of internal utility energy use; |
|  | (Part 2.2.7) Use of Interruptible Load, curtailable Load, and demand response; |
|  | (Part 2.2.8) Provisions for excluding critical natural gas infrastructure loads which are essential to the reliability of the BES, as defined by the Applicable Entity, as Interruptible Load, curtailable Load, and demand response during extreme cold weather periods within each Balancing Authority Area |
|  | (Part 2.2.9) Provisions for Transmission Operators to implement operator-controlled manual Load shedding, undervoltage Load shedding, or underfrequency Load shedding in accordance with Requirement R1 Part 1.2.5; and |
|  | (Part 2.2.10) Provisions to determine reliability impacts of: |
|  | (Part 2.2.10.1) Cold weather conditions; and |
|  | (Part 2.2.10.2) Extreme weather conditions. |
|  | (R2) Verify implementation of Operating Plan(s). (see note below) |
| **Note to Auditor:**   |  | | --- | | Auditors can gain reasonable assurance the plan(s) was implemented by determining if specific actions prescribed by the plan(s) have taken place. For example, if the plan(s) calls for certain processes to occur, then auditors could ask for evidence demonstrating the process has been implemented. | | |

Auditor Notes:

R3 Supporting Evidence and Documentation

1. The Reliability Coordinator shall review the Operating Plan(s) to mitigate operating Emergencies submitted by a Transmission Operator or a Balancing Authority regarding any reliability risks that are identified between Operating Plans.
   1. Within 30 calendar days of receipt, the Reliability Coordinator shall:
      1. Review each submitted Operating Plan(s) on the basis of compatibility and inter-dependency with other Balancing Authorities’ and Transmission Operators’ Operating Plans;
      2. Review each submitted Operating Plan(s) for coordination to avoid risk to Wide Area reliability; and
      3. Notify each Balancing Authority and Transmission Operator of the results of its review, specifying any time frame for resubmittal of its Operating Plan(s) if revisions are identified.
2. The Reliability Coordinator will have documentation, such as dated e-mails or other correspondences that it reviewed Transmission Operator and Balancing Authority Operating Plans within 30 calendar days of submittal in accordance with Requirement R3.

**Registered Entity Response (Required):**

**Compliance Narrative:**

Provide a brief explanation, in your own words, of how you comply with this Requirement. References to supplied evidence, including links to the appropriate page, are recommended.

Evidence Requestedi:

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| **Provide the following evidence, or other evidence to demonstrate compliance.** |
| The Reliability Coordinator will have documentation, such as dated e-mails or other correspondence that it reviewed Transmission Operator and Balancing Authority Operating Plans within 30-calendar days of submittal in accordance with Requirement R3. |
| Copies of processes, procedures, or other controls on how the Reliability Coordinator performs its reviews of the Operating Plans. |

Registered Entity Evidence (Required):

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| **The following information is requested for each document submitted as evidence. Also, evidence submitted should be highlighted and bookmarked, as appropriate, to identify the exact location where evidence of compliance may be found.** | | | | | |
| **File Name** | **Document Title** | **Revision or Version** | **Document Date** | **Relevant Page(s) or Section(s)** | **Description of Applicability of Document** |
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Audit Team Evidence Reviewed (This section to be completed by the Compliance Enforcement Authority):

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Compliance Assessment Approach Specific to EOP-011-4, R3

***This section to be completed by the Compliance Enforcement Authority***

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|  | (R3) Verify that the Reliability Coordinator reviews plans within 30-calendar days. |
|  | (Part 3.1.1) Verify the entity reviewed each submitted Operating Plan(s) on the basis of compatibility and inter-dependency with other Balancing Authorities’ and Transmission Operators’ Operating Plans; |
|  | Part 3.1.2) Verify the entity reviewed each submitted Operating Plan(s) for coordination to avoid risk to Wide Area reliability; |
|  | (Part 3.1.3.) Verify the entity notified each Balancing Authority and Transmission Operator of the results of its review, specifying any time frame for resubmittal of its Operating Plan(s) if revisions are identified. |
| **Note to Auditor:** | |

Auditor Notes:

R4 Supporting Evidence and Documentation

1. Each Transmission Operator and Balancing Authority shall address any reliability risks identified by its Reliability Coordinator pursuant to Requirement R3 and resubmit its Operating Plan(s) to its Reliability Coordinator within a time period specified by its Reliability Coordinator.
2. The Transmission Operator and Balancing Authority will have documentation, such as dated emails or other correspondence, with an Operating Plan(s) version history showing that it responded and updated the Operating Plan(s) within the timeframe identified by its Reliability Coordinator in accordance with Requirement R4.

**Registered Entity Response (Required):**

**Question:** Did the entity’s Reliability Coordinator identify any reliability risks associated with entity’s Operating Plan(s) during the compliance audit period?

☐ Yes ☐ No

If Yes, provide a list of notifications. If No, describe how this was determined in the narrative section below.

[Note: A separate spreadsheet or other document may be used. If so, provide the document reference below.]

**Registered Entity Response (Required):**

**Compliance Narrative:**

Provide a brief explanation, in your own words, of how you comply with this Requirement. References to supplied evidence, including links to the appropriate page, are recommended.

Evidence Requestedi:

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| **Provide the following evidence, or other evidence to demonstrate compliance.** |
| Dated correspondence between the entity and Reliability Coordinator regarding revisions to the entity’s Operating Plan(s) based on reliability risks identified by the Reliability Coordinator. |
| Operating Plan(s) with version history showing that it responded and updated the Operating Plan(s). |

Registered Entity Evidence (Required):

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| **The following information is requested for each document submitted as evidence. Also, evidence submitted should be highlighted and bookmarked, as appropriate, to identify the exact location where evidence of compliance may be found.** | | | | | |
| **File Name** | **Document Title** | **Revision or Version** | **Document Date** | **Relevant Page(s) or Section(s)** | **Description of Applicability of Document** |
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Audit Team Evidence Reviewed (This section to be completed by the Compliance Enforcement Authority):

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Compliance Assessment Approach Specific to EOP-011-4, R4

***This section to be completed by the Compliance Enforcement Authority***

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|  | (R4) Verify the entity resubmitted its Operating Plan to its Reliability Coordinator within the time period specified by the Reliability Coordinator in instances where the Reliability Coordinator identified reliability risks associated with the entity’s Operating Plan. |
|  | (R4) Verify the entity addressed any reliability risks identified by its Reliability Coordinator pursuant to Requirement R3. |
| **Note to Auditor:** | |

Auditor Notes:

R5 Supporting Evidence and Documentation

1. Each Reliability Coordinator that receives an Emergency notification from a Transmission Operator or Balancing Authority within its Reliability Coordinator Area shall notify, within 30 minutes from the time of receiving notification, other Balancing Authorities and Transmission Operators in its Reliability Coordinator Area, and neighboring Reliability Coordinators.
2. Each Reliability Coordinator that receives an Emergency notification from a Balancing Authority or Transmission Operator within its Reliability Coordinator Area will have, and provide upon request, evidence that could include, but is not limited to, operator logs, voice recordings, electronic communications, or equivalent evidence that will be used to determine if the Reliability Coordinator communicated, in accordance with Requirement R5, with other Balancing Authorities and Transmission Operators in its Reliability Coordinator Area, and neighboring Reliability Coordinators .

**Registered Entity Response (Required):**

**Question:** Has the Reliability Coordinator received an Emergency notification from a Transmission Operator or Balancing Authority during the compliance audit period? ☐ Yes ☐ No

If Yes, provide a detailed and dated list of such notifications. If No, describe how this was determined in the narrative section below.

[Note: A separate spreadsheet or other document may be used. If so, provide the document reference below.]

**Registered Entity Response (Required):**

**Compliance Narrative:**

Provide a brief explanation, in your own words, of how you comply with this Requirement. References to supplied evidence, including links to the appropriate page, are recommended.

Evidence Requestedi:

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| **Provide the following evidence, or other evidence to demonstrate compliance.** |
| Dated and time stamped evidence of notification of an Emergency received from a Transmission Operator or Balancing Authority and dated and time stamped evidence of the entity’s notification of other Balancing Authorities and Transmission Operators in its Reliability Coordinator Area, and neighboring Reliability Coordinators. |

Registered Entity Evidence (Required):

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| **The following information is requested for each document submitted as evidence. Also, evidence submitted should be highlighted and bookmarked, as appropriate, to identify the exact location where evidence of compliance may be found.** | | | | | |
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Audit Team Evidence Reviewed (This section to be completed by the Compliance Enforcement Authority):

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Compliance Assessment Approach Specific to EOP-011-4, R5

***This section to be completed by the Compliance Enforcement Authority***

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|  | (R5) Verify the entity notified other Balancing Authorities and Transmission Operators in its Reliability Coordinator Area, and neighboring Reliability Coordinators, within 30 minutes from the time of receiving notification as required by Requirement R5. |
| **Note to Auditor:** | |

Auditor Notes:

R6 Supporting Evidence and Documentation

1. Each Reliability Coordinator that has a Balancing Authority experiencing a potential or actual Energy Emergency within its Reliability Coordinator Area shall declare an Energy Emergency Alert, as detailed in Attachment 1.
2. Each Reliability Coordinator, with a Balancing Authority experiencing a potential or actual Energy Emergency within its Reliability Coordinator Area, will have, and provide upon request, evidence that could include, but is not limited to, operator logs, voice recordings or transcripts of voice recordings, electronic communications, or equivalent evidence that it declared an Energy Emergency Alert, as detailed in Attachment 1, in accordance with Requirement R6.

**Registered Entity Response (Required):**

**Question:** Did the Reliability Coordinator receive a request from their Balancing Authority, or did the Reliability Coordinator declare an Energy Emergency Alert, as detailed in Attachment 1 during the compliance audit period? ☐ Yes ☐ No

If Yes, provide a detailed and dated list of such actual or potential Emergencies and proceed to the Evidence Requested section below. If No, describe how this was determined in the narrative section below.

[Note: A separate spreadsheet or other document may be used. If so, provide the document reference below.]

**Registered Entity Response (Required):**

**Compliance Narrative:**

Provide a brief explanation, in your own words, of how you comply with this Requirement. References to supplied evidence, including links to the appropriate page, are recommended.

Evidence Requestedi:

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| **Provide the following evidence, or other evidence to demonstrate compliance.** |
| A list of all potential or actual Energy Emergencies in entity’s footprint and operator logs, voice recordings or transcripts of voice recordings, electronic communications or equivalent evidence that demonstrate initiation of an Energy Emergency Alert. |

Registered Entity Evidence (Required):

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| **The following information is requested for each document submitted as evidence. Also, evidence submitted should be highlighted and bookmarked, as appropriate, to identify the exact location where evidence of compliance may be found.** | | | | | |
| **File Name** | **Document Title** | **Revision or Version** | **Document Date** | **Relevant Page(s) or Section(s)** | **Description of Applicability of Document** |
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Audit Team Evidence Reviewed (This section to be completed by the Compliance Enforcement Authority):

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Compliance Assessment Approach Specific to EOP-011-4, R6

***This section to be completed by the Compliance Enforcement Authority***

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|  | (R6) For all, or a sample of, Balancing Authority potential or actual Energy Emergencies within the entity’s Reliability Coordinator Area, verify the Reliability Coordinator declared an Energy Emergency Alert, as detailed in Attachment 1 of the EOP-011-4 Reliability Standard. |
| **Note to Auditor:** | |

Auditor Notes:

R7 Supporting Evidence and Documentation

1. Each Transmission Operator shall annually identify and notify Distribution Providers, UFLS-Only Distribution Providers and Transmission Owners that are required to assist with the mitigation of operating Emergencies in its Transmission Operator Area through operator-controlled manual Load shedding, undervoltage Load shedding, or underfrequency Load shedding.
2. Each Transmission Operator will have documentation, such as dated emails or other correspondences that it identified and notified Distribution Providers, UFLS-Only Distribution Providers and Transmission Owners annually in accordance with Requirement R7 .

**Registered Entity Response (Required):**

**Compliance Narrative:**

Provide a brief explanation, in your own words, of how you comply with this Requirement. References to supplied evidence, including links to the appropriate page, are recommended.

Evidence Requestedi:

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| **Provide the following evidence, or other evidence to demonstrate compliance.** |
| Documentation such as dated emails or other correspondences demonstrating notification by the TOP of the TOP identified Distribution Providers, UFLS-Only Distribution Providers and Transmission Owners annually in accordance with R7. |

Registered Entity Evidence (Required):

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| **The following information is requested for each document submitted as evidence. Also, evidence submitted should be highlighted and bookmarked, as appropriate, to identify the exact location where evidence of compliance may be found.** | | | | | |
| **File Name** | **Document Title** | **Revision or Version** | **Document Date** | **Relevant Page(s) or Section(s)** | **Description of Applicability of Document** |
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Audit Team Evidence Reviewed (This section to be completed by the Compliance Enforcement Authority):

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Compliance Assessment Approach Specific to EOP-011-4, R7

***This section to be completed by the Compliance Enforcement Authority***

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|  | (R7) Verify that the Transmission Operator annually identified and notified Distribution Providers, UFLS-Only Distribution Providers and Transmission Owners that are required to assist with the mitigation of operating Emergencies in its Transmission Operator Area through operator-controlled manual Load shedding, undervoltage Load shedding or underfrequency Load shedding. |
| **Note to Auditor:**   |  | | --- | | Auditors can gain reasonable assurance the plan(s) was implemented by determining if specific actions prescribed by the plan(s) have taken place. For example, if the plan(s) calls for certain processes to occur, then auditors could ask for evidence demonstrating the process has been implemented. If the process was not implemented, auditors could review how issues were tracked from identification to completion. | | |

Auditor Notes:

R8 Supporting Evidence and Documentation

1. Each Distribution Provider, UFLS-Only Distribution Provider, and Transmission Owner notified by a Transmission Operator per R7 to assist with the mitigation of operating Emergencies in its Transmission Operator Area shall develop, maintain, and implement a Load shedding plan. The Load shedding plan shall include the following, as applicable:

**8.1.** Operator-controlled manual Load shedding, undervoltage Load shedding, or underfrequency Load shedding during an Emergency that accounts for each of the following:

**8.1.1.** Provisions for manual Load shedding capable of being implemented in a timeframe adequate for mitigating the Emergency;

**8.1.2.** Provisions to minimize the overlap of circuits that are designated for manual, undervoltage, or underfrequency Load shed and circuits that serve designated critical loads which are essential to the reliability of the BES;

**8.1.3.** Provisions to minimize the overlap of circuits that are designated for manual Load shed and circuits that are utilized for UFLS or UVLS;

**8.1.4**. Provisions for limiting the utilization of UFLS or UVLS circuits for manual Load shed to situations where warranted by system conditions; and

**8.1.5.** Provisions for the identification and prioritization of designated critical natural gas infrastructure loads which are essential to the reliability of the BES as defined by the Applicable Entity.

**8.2.** Provisions to provide the Load shedding plan to the Transmission Operator for review.

1. Each Distribution Provider, UFLS-Only Distribution Provider, and Transmission Owner notified by a Transmission Operator per R7 to assist with the mitigation of operating Emergencies in its Transmission Operator Area will have a dated Load shedding plan(s) developed in accordance with Requirement R8 and evidence that the Load shedding plan(s) was provided to its Transmission Operator; evidence such as a review or revision history to indicate that the Load shedding plan(s) has been maintained; and will have as evidence, such as operator logs or other operating documentation, voice recordings or other communication documentation to show that its Load shedding plan(s) was implemented for times when an Emergency has occurred, in accordance with Requirement R8.

**Registered Entity Response (Required):**

**Compliance Narrative:**

Provide a brief explanation, in your own words, of how you comply with this Requirement. References to supplied evidence, including links to the appropriate page, are recommended.

Evidence Requestedi:

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| **Provide the following evidence, or other evidence to demonstrate compliance.** |
| Documentation of dated Load shedding plan(s) developed in accordance with Requirement R8 and evidence that the Load shedding plan(s) was provided to its Transmission Operator |
| Evidence, such as operator logs or other operating documentation, voice recordings or other communication documentation to show that its Load shedding plan(s) was implemented for times when an Emergency has occurred, in accordance with Requirement R8. |

Registered Entity Evidence (Required):

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| **The following information is requested for each document submitted as evidence. Also, evidence submitted should be highlighted and bookmarked, as appropriate, to identify the exact location where evidence of compliance may be found.** | | | | | |
| **File Name** | **Document Title** | **Revision or Version** | **Document Date** | **Relevant Page(s) or Section(s)** | **Description of Applicability of Document** |
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Audit Team Evidence Reviewed (This section to be completed by the Compliance Enforcement Authority):

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Compliance Assessment Approach Specific to EOP-011-4, R8

***This section to be completed by the Compliance Enforcement Authority***

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|  | (R8) Verify each Distribution Provider, UFLS-Only Distribution Provider, and Transmission Owner notified by a Transmission Operator per R7 to assist with the mitigation of operating Emergencies in its Transmission Operator Area developed, maintained, and implemented a Load shedding plan. The Load shedding plan shall include the following, as applicable: |
|  | (Part 8.1) Operator-controlled manual Load shedding, undervoltage Load shedding, or underfrequency Load shedding during an Emergency that accounts for each of the following: |
|  | (Part 8.1.1) Provisions for manual Load shedding capable of being implemented in a timeframe adequate for mitigating the Emergency; |
|  | (Part 8.1.2) Provisions to minimize the overlap of circuits that are designated for manual, undervoltage, or underfrequency Load shed and circuits that serve designated critical loads which are essential to the reliability of the BES; |
|  | (Part 8.1.3) Provisions to minimize the overlap of circuits that are designated for manual Load shed and circuits that are utilized for UFLS or UVLS; |
|  | (Part 8.1.4) Provisions for limiting the utilization of UFLS or UVLS circuits for manual Load shed to situations where warranted by system conditions; and |
|  | (Part 8.1.5) Provisions for the identification and prioritization of designated critical natural gas infrastructure loads which are essential to the reliability of the BES as defined by the Applicable Entity. |
|  | (Part 8.2) Provisions to provide the Load shedding plan to the Transmission Operator for review. |
| **Note to Auditor:** | |

Auditor Notes:

Additional Information:

Reliability Standard



The full text of EOP-011-4 may be found on the NERC Web Site (www.nerc.com) under “Program Areas & Departments”, “Reliability Standards.”

In addition to the Reliability Standard, there is an applicable Implementation Plan available on the NERC Web Site.

Capitalized terms in the Reliability Standard refer to terms in the NERC Glossary, which may be found on the NERC Web Site.

Regulatory Language

Reliability Standard EOP-011-4 was approved by FERC in the following order: Order Approving Extreme Cold Weather Reliability Standards EOP-011-4 and TOP-002-5, 186 FERC ¶ 61,115 (2024). The implementation date for EOP-011-4 was approved in the following order: Order Approving Extreme Cold Weather Reliability Standard EOP-012-2 and Directing Modification, 187 FERC ¶ 61,204 (2024).

Revision History for RSAW

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| **Version** | **Date** | **Reviewers** | **Revision Description** |
| 1 | 02/14/2023 | NERC Compliance, Standards, RSAWTF | New Document |
| 2 | 2/23/2023 | NERC Compliance, Standards, RSAWTF | Errata Change: Removed question for R7, and updated evidence requested, to better reflect the requirement. |
| 3 | 9/1/2024 | NERC Compliance, Standards, OPCTF | Updated for EOP-011-4 |

1. NERC developed this Reliability Standard Audit Worksheet (RSAW) language in order to facilitate NERC’s and the Regional Entities’ assessment of a registered entity’s compliance with this Reliability Standard. The NERC RSAW language is written to specific versions of each NERC Reliability Standard. Entities using this RSAW should choose the version of the RSAW applicable to the Reliability Standard being assessed. While the information included in this RSAW provides some of the methodology that NERC has elected to use to assess compliance with the requirements of the Reliability Standard, this document should not be treated as a substitute for the Reliability Standard or viewed as additional Reliability Standard requirements. In all cases, the Regional Entity should rely on the language contained in the Reliability Standard itself, and not on the language contained in this RSAW, to determine compliance with the Reliability Standard. NERC’s Reliability Standards can be found on NERC’s website. Additionally, NERC Reliability Standards are updated frequently, and this RSAW may not necessarily be updated with the same frequency. Therefore, it is imperative that entities treat this RSAW as a reference document only, and not as a substitute or replacement for the Reliability Standard. It is the responsibility of the registered entity to verify its compliance with the latest approved version of the Reliability Standards, by the applicable governmental authority, relevant to its registration status.

   The NERC RSAW language contained within this document provides a non‑exclusive list, for informational purposes only, of examples of the types of evidence a registered entity may produce or may be asked to produce to demonstrate compliance with the Reliability Standard. A registered entity’s adherence to the examples contained within this RSAW does not necessarily constitute compliance with the applicable Reliability Standard, and NERC and the Regional Entity using this RSAW reserves the right to request additional evidence from the registered entity that is not included in this RSAW. Additionally, this RSAW includes excerpts from FERC Orders and other regulatory references. The FERC Order cites are provided for ease of reference only, and this document does not necessarily include all applicable Order provisions. In the event of a discrepancy between FERC Orders, and the language included in this document, FERC Orders shall prevail. [↑](#footnote-ref-2)
2. Compliance Assessment Date(s): The date(s) the actual compliance assessment (on-site audit, off-site spot check, etc.) occurs. [↑](#footnote-ref-3)
3. Note that per 4.2, for the purpose of this standard, the term “generating unit” means all Bulk Electric System generators. [↑](#footnote-ref-4)
4. Items in the Evidence Requested section are suggested evidence that may, but will not necessarily, demonstrate compliance. These items are not mandatory and other forms and types of evidence may be submitted at the entity’s discretion. [↑](#endnote-ref-2)