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**Ontario Reliability Compliance Program  
Requirements Form**

**EMERGENCY RESTORATION PLANNING**

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**NOTICE TO MARKET PARTICIPANTS:** Pursuant to the requirements established under Chapter 5, Section 14.1.4 of the *market rules*, *market participants* are required to provide to the *IESO* such data as may be required by the *IESO* to enable it to satisfy a request by a *standards authority*. The *IESO* has developed the Ontario Reliability Compliance Program (ORCP) to assist *market participants* in meeting these obligations. As part of the ORCP, *market participants* are required to submit to the *IESO* electronic certification forms using the *IESO* Reliability Compliance Tool accessed via the *IESO* Web Portal.

This requirements form **does not** replace the electronic certification forms. Rather, it is primarily intended for use by the *IESO* when the Reliability Compliance Tool becomes unavailable for use.

Terms and acronyms used in this Form that are italicized have the meanings ascribed thereto in Chapter 11 of the “*Market Rules*”.

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**PART 1 – GENERAL INFORMATION**

**Market Participant Information:**

**Market Participant Name:** \_\_\_\_\_

**Market Participant ID:** \_\_\_\_\_

**Compliance Information:**

**Compliance Year:** \_\_\_\_\_

**Reporting Period:**

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_

## PART 2 – MARKET PARTICIPANT COMPLIANCE REPORTING

As an authorized representative of the *market participant*, I certify that the *market participant* was:

- COMPLIANT** with the requirements of IESO-FORM-1609 stated below for the entire Reporting Period.

Did the review of your *restoration participant attachment* during the compliance Reporting Period require any changes to be made? **Please respond either ‘Yes’ or ‘No’ and include your comments, if any.**

**Response/Comments:**

- NON-COMPLIANT** for a portion of or the entire Reporting Period with some or all requirement(s) of IESO-FORM-1609, but in compliance with all other applicable requirements of IESO-FORM-1609 for the entire Reporting Period, as indicated below.

- R1:** ~~Each~~ All restoration participants ~~shall~~ must submit ~~its a~~ a restoration participant attachment to the IESO and must contain the following information:

- 1.1:** Facilities:

**1.1.1:** All facilities covered by the attachment are identified.

**1.1.2:** All directly-connected facilities, including control centres, that are pre-wired to accept backup/portable generation and loads that can be supplied from this source are identified.

**1.1.3:** All facilities with permanently installed emergency power generators and loads that can be supplied from this source are identified. ~~1.4: All directly connected facilities, including control centres, that are pre-wired to accept backup/portable generation and loads that can be supplied from this source are identified.~~

**1.2:** Any known condition that would prevent or restrict a facility from performing in accordance with the OPSRP must be identified.

**1.3:** Restoration participants with key facilities must meet the testing requirements described in the Testing section<sup>1</sup> and must verify that they:

**1.3.1:** Have a critical component testing program.

**1.3.2:** Have tested all their critical components in accordance with NPCC criteria.

**1.3.3:** Maintain test records.

**1.4:** Restoration participants with supplemental generation units that support key facilities must verify that they:

<sup>1</sup> Reference to Testing section in Market Manual 7.8: Ontario Power System Restoration Plan.

- 1.4.1:** Are able to place these *generation units* in service for their intended purpose, consistent with restoration plan priorities.
- 1.4.2:** Have pre-arranged provisions to replenish fuel.
- 1.5:** Restoration participants that operate *unattended facilities* on a restoration path must verify they have the capability to send staff to perform switching or troubleshoot problems that affect restoration.
- 1.6:** Restoration participants must verify that they:
  - 1.6.1:** Deliver a training program to operators, which includes their restoration obligations and expected actions, and is based on the equipment and tools that they operate.  
1.9.2: Provide two hours of restoration-related training every two calendar years to their field switching personnel that perform unique restoration-related tasks that are outside their normal tasks.<sup>[p1]</sup>
  - 1.6.2:** Have shown due diligence in preparing their operators to fulfill their restoration obligations by ensuring they have attended restoration training within the last three years.
  - 1.6.3:** Maintain operator training records.  
1.10: Restoration participants that operate *certified black start facilities* must verify that they provide two hours of restoration-related training every two calendar years to any operating personnel responsible for performing startup of black start *generation units* and energization of the associated initial bus/circuit on the restoration path.<sup>[p2]</sup>
- 1.7:** Restoration participants that use agents to fulfill any restoration-related operating obligations remain responsible for fulfilling those obligations, including training of the agents. In addition, the *restoration participant* must:
  - 1.7.1:** Identify that agents are used and the *facilities* they operate.
  - 1.7.2:** Identify the agreements that govern the use of their operating agents.
- 1.8:** Restoration participants must provide the following contact information for their Restoration Plan Planning Coordinator:
  - 1.8.1:** Name and/or position.
  - 1.8.2:** Phone number and email or mail address.
- 1.9:** Restoration participants must also ensure that their real-time *facility location operator contact information* is up-to-date.
- R2:** Each *restoration participant* shall review its *restoration participant attachment* at least annually, or as required, and shall, following such review, submit to the IESO:
  - 2.1:** a statement certified by an officer or equivalent of the ~~*market participant*~~*restoration participant* confirming that the review has not required any change to be made to its *restoration participant attachment*; or
  - 2.2:** a revised version of its *restoration participant attachment*, amended as may be required by the results of the review, together with a statement certified by an officer or equivalent of the ~~*market*~~*restoration participant* identifying such

amendments, as the case may be. **NOTE: Submit the revised restoration participant attachment to: [Emergency.Preparedness@ieso.ca](mailto:Emergency.Preparedness@ieso.ca).**

- ~~**R3:** Each restoration participant shall ensure that records are maintained and available, and its restoration participant attachment identifies:~~
- ~~**3.1:** any limitations at its facilities preventing or limiting its capability to execute its obligations assigned in the Ontario power system restoration plan; and~~
- ~~**3.2:** permanently installed emergency power generators including the facilities at which they are installed and what they are intended to supply.~~
- ~~**R4:** Each restoration participant identified by the IESO as owners of key facilities shall have arrangements to replenish fuel for any supplemental generators used to support key facility operations.~~
- ~~**R5:** Each restoration participant shall ensure its restoration participant attachment includes a declaration that:~~
- ~~**5.1:** the restoration participant has an operator training program in place;~~
- ~~**5.2:** on shift operators have been trained on system restoration activities; and~~
- ~~**5.3:** training records are maintained and available.~~

**NOTE:** Submit the revised restoration participant attachment to: [Emergency.Preparedness@ieso.ca](mailto:Emergency.Preparedness@ieso.ca).

**NOTE2:** Some parts of R1 may not be applicable to all restoration participants.

**Comments:**

## REFERENCE DOCUMENT(S)

[Market Manual 7.810 – Ontario Power System Restoration Plan \(OPSRP\)](#)

[Market Rules Chapter 5 – Power System Reliability, Section 11.3](#) ~~Market Rules Chapter 5 - Power System Reliability, Section 11.3~~

[NPCC Directory #8, Section 5.1.8](#) ~~NPCC Directory #8, Section 5.1.8~~

## SIGNATURE

I have full authority to bind the market participant. I certify that all information set out or referred to in this form is true, accurate and complete as at the date of this certification. I further understand that this information is provided in accordance with the requirements of Chapter 5, Section 14.1.1 of the market rules. I understand that this information is subject to verification by the IESO and that such a review or audit will require all information set out or referred to in this form be verified by appropriate documentation.

**Certified by MPCC<sup>2</sup>:**

<sup>2</sup> market participant compliance contact

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

**Date of Certification:** \_\_\_\_\_