	© ISO New England, Inc. 2024	<i>Master/LCC Procedure No. 16 - Seasonal Preparations</i>
		<i>Revision Number: 4</i> <i>Revision Date: April 4, 2024</i>
<i>Owner: ISO Director, Operations</i>		<i>Approved by: M/LCC Heads</i>
		<i>Review Due Date: April 4, 2026</i>

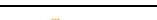
Master/Local Control Center Procedure No. 16

(M/LCC 16)

Seasonal Preparations

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1. References

None

2. Purpose

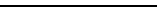
1. To verify Local Control Centers (LCCs) conduct an overall assessment of the reliability of the Resource and transmission system in New England for the Summer Operating Period (June through September) and Winter Operating Period (December through March).
2. To document that the necessary preparations are made to the Bulk Electric System (BES) to maintain reliability during seasonal periods of peak demand and high power transfers.

3. Introduction

1. During the Summer Season, the BES is subject to the highest system load demand. Large power transfers require increased reactive capabilities to verify required voltages can be maintained. Temperature sensitive equipment such as cables and transformers must have adequate cooling to be able to sustain loading at their ratings. Contingencies on the system or planned outages can cause increased loading on remaining equipment which result in increased I²X losses that can severely impact reactive reserves and cause unacceptable voltages.
2. During the Winter Season, severe weather can affect proper operation of equipment which could degrade system reliability. Temperature sensitive equipment, such as circuit breakers, gas insulated switchgear and air blast circuit breakers are susceptible to leaks and forced outages during extreme cold conditions.
3. Equipment forced outages will be minimized by performing Seasonal Preparations prior to the heavy system load demands experienced during summer extreme hot periods, and winter extreme cold periods.

4. Responsibilities

1. The ISO Manager, Control Room Operations shall verify the applicable Season Preparations are performed by the LCCs and documented in accordance with this procedure.
2. The LCCs are responsible for providing complete and accurate information for their equipment Seasonal Preparations.
3. Action plans will be developed for any problems or deficiencies discovered in the Seasonal Preparations process.

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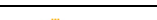
5. Procedure

5.1 Voltage Reduction Test

1. During the May and November Master/Local Control Center (M/LCC) Heads meetings, schedules for the biannual voltage reduction tests will be established.

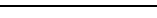
5.2 Summer Preparations

1. Each LCC shall verify the following applicable steps for summer preparations. (**Not** all steps are applicable to all LCCs.)
 - a. Complete capacitor maintenance to verify availability for the summer.
 - b. Change transformer fixed tap settings where appropriate.
 - c. Maintain voltage reduction equipment.
 - d. Correct deficiencies found during semi-annual voltage reduction test.
 - e. Proactively maintain transformer pumps and fans.
 - f. Verify heat exchangers associated with pipe-type cable systems are in-service.
 - g. Perform infrared testing and resolve any hotspots.
 - h. Perform aerial or foot line patrols.
 - i. Perform an assessment of Resource outages.
 - j. Review anticipated scheduled transmission outages to verify they do **not** impact Resources during summer peak load periods.
 - k. Proactively track outages scheduled to be completed prior to summer peak periods and verify they are on schedule.
 - l. Adjust summer ratings to reflect system upgrades and modifications.
 - m. Confirm each Main Control Center (MCC) and each Backup Control Center (BCC) generator(s) is(are) functioning with **no** outstanding discrepancies
 - n. Verify on-line and off-line models reflect appropriate seasonal loads and ratings.

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5.3 Winter Preparations

1. Each LCC shall verify the following applicable steps for winter preparation. (**Not** all steps are applicable to all LCCs.)
 - a. Winterize substations and equipment:
 - i. Proactively repair air leaks on circuit breakers.
 - ii. Repair SF6 leaks on circuit breakers and busses.
 - iii. Verify heat tracing on auxiliary station equipment is functioning properly.
 - iv. Verify adequate N2 supply to transformers and pipe cable system and repair leakage.
 - b. Maintain voltage reduction equipment.
 - c. Correct deficiencies found during semi-annual voltage reduction test.
 - d. Change transformer fixed tap settings where appropriate.
 - e. Perform an assessment of Resource outages.
 - f. Review anticipated scheduled transmission outages to verify they do **not** impact Resources during winter peak load periods.
 - g. Proactively track outages scheduled to be completed prior to winter peak periods and verify they are on schedule.
 - h. Adjust winter ratings to reflect system upgrades and modifications.
 - i. Confirm each Main Control Center (MCC) and each Backup Control Center (BCC) generator(s) is(are) functioning with **no** outstanding discrepancies.
 - j. Verify on-line and off-line models reflect appropriate seasonal loads and ratings.
2. On a weekly basis, ISO will communicate with the regional natural gas pipeline companies to discuss/determine pertinent gas sector information including but **not** limited to the following:
 - a. Weather and temperature conditions.
 - b. Anticipated demand on the regional natural gas pipelines.
 - c. Any posted Critical or Non-Critical Notices, especially those concerning pipeline capacity constraints or Operational Flow Orders (OFO).

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6. Communications/Reporting Requirements


1. M/LCC Heads will report and track the status of the Summer Seasonal Preparations at the May M/LCC Heads meeting.
2. M/LCC Heads will report and track the status of the Winter Seasonal Preparations at the November M/LCC Heads meeting.

7. Logging Requirements

1. Results from the Seasonal Preparations will be captured and documented in the applicable M/LCC Heads meeting minutes.

8. Revision History

Rev. No.	Date	Reason
0	06/25/09	Original version
1	06/24/11	Biennial review by procedure owner; Updated copyright date in Headers; Replaced page numbers with Page X of Y format; Change all document text to Arial font; Section 2 replaced "bulk power system" with Bulk Electric System (BES); Section 3 Introduction, part A replaced "bulk power system" with "BES"; Section 3 Introduction, part B: replaced "...bus components..." with "...insulated switchgear and air blast circuit breakers..."; Section 5.2.A provided correct title for Mgr, OPTI; Section 5.3.A. (7) replaced "and" with "or" Section 5.4.A.(1) c. replaced "function" with "functioning"; Section 5.4.B Added "On a weekly basis,..." and deleted "...weekly..."
2	05/06/13	Biennial review by procedure owner; Made required administrative changes (consistent with current practices and management expectations) including: all Headers, updated copyright date; 1 st page Footer, deleted disclaimer 2 nd paragraph; minor format changes; format; grammar, typos; etc.
3	01/22/14	Removed former Section 5.2, ISO and M/LCC Joint Training Requirement due to not being applicable. Editorial change globally to replace "ensure" with "verify" per current practices and management expectations.
3.1	02/20/15	This draft minor version incorporates the administrative changes required to publish the next Minor Revision based on completion of the biennial review performed by the procedure owner requiring no changes.
3.2	12/15/16	Biennial review by procedure owner requiring no changes; Made administrative changes required to publish the next Minor Revision;
3.3	09/18/18	Biennial review by procedure owner requiring no changes; Made administrative changes required to publish the next Minor Revision;
3.4	07/22/20	Biennial review by procedure owner requiring no intent changes; Made administrative changes required to publish the next Minor Revision
3.5	07/18/22	Biennial review by procedure owner requiring no intent changes; Made administrative changes required to publish the next Minor Revision.

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Rev. No.	Date	Reason
4	04/04/24	Biennial review performed by procedure owner; Updated Sections 2, 5.1, 5.2, and 5.3 terminology where applicable.

9. Attachments

None.