

NOTICE OF SPECIFIED PENALTY

Date of Issue: September 30, 2020		Payment Due Date: November 2, 2020	
MSA File Number	RS2020-013	Specified Penalty Amount	\$1,500
Registered Entity Name	City of Medicine Hat		
Reliability Standard	PER-005-AB-2	Self-Report	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Requirement	R1	Accepted Mitigation Plan	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Date of Referral/Self Report	January 31, 2020	Date of Contravention	April 1, 2018 and ongoing until mitigated

EVENT DETAILS

From April 1, 2018 until the mitigation plan is complete, City of Medicine Hat did not provide evidence of a training program for real time operating personnel as required by PER-005-AB-2 requirement R1. PER-005-AB-2 states, in part:

R1 The ISO and each operator of a transmission facility must use a systematic approach to develop and implement a training program for its real time operating personnel, as follows:

R1.1 The ISO and each operator of a transmission facility must:

- (a) create a definition of a company-specific real time reliability-related task;
- (b) develop a documented methodology for determining company-specific real time reliability-related tasks; and
- (c) create a list of bulk electric system company-specific real time reliability-related tasks based on that methodology.

R1.1.1 The ISO and each operator of a transmission facility must review, and update if necessary, its list of bulk electric system company-specific real time reliability-related tasks identified in R1.1 each calendar year.

R1.2 The ISO and each operator of a transmission facility must design and develop training materials according to its training program, based on the bulk electric system company specific real time reliability-related task list created in R1.1.

R1.3 The ISO and each operator of a transmission facility must deliver training to its real time operating personnel according to its training program.

R1.4 The ISO and each operator of a transmission facility must conduct an evaluation each calendar year of the training program established in requirement R1 to identify any needed changes to the training program, and must implement the changes identified.

MR1: Evidence of using a systematic approach to develop and implement a training program for its real time operating personnel as required in requirement R1 exists. Evidence may include, but is not limited to, training program descriptions, meeting minutes, design notes, or other equivalent evidence.

MR1.1 Evidence of having a definition, methodology and bulk electric system company specific real time reliability-related task list and review history, as required in requirement R1.1 exists. Evidence may include, but is not limited to, a definition for real time reliability-related tasks, a documented methodology for determining company specific real time reliability-related tasks, a list of real time reliability related tasks, a documented revision history or other equivalent evidence.

MR1.2 Evidence of designing and developing training materials as required in requirement R1.2 exists. Evidence may include, but is not limited to, course design documents and examples of training materials or other equivalent evidence.

MR1.3 Evidence of delivering real time operating personnel training, as required in requirement R 1.3 exists. Evidence may include, but is not limited to, training records showing the names of the attendees, the title of the training delivered, and the dates of delivery or other equivalent evidence.

MR1.4 Evidence of conducting an evaluation of the training program each calendar year and implementing the identified changes, as required in requirement R1.4 exists. Evidence may include, but is not limited to, instructor observations, trainee feedback, course evaluations, meeting minutes, training program document revision history, or other equivalent evidence.

FINDINGS

Based upon the information obtained by the MSA, the MSA is satisfied that the event was a contravention of Reliability Standard PER-005-AB-2, requirement R1.

MATERIAL FACTS

The material facts relied upon by the MSA include the following:

1. Self-Report submitted by the City of Medicine Hat to the MSA dated January 31, 2020.
2. Mitigation Plan submitted by the City of Medicine Hat to the MSA dated February 28, 2020.
3. Referral from the AESO to the MSA dated May 27, 2020, including the AESO Reliability Standards Compliance Monitoring Audit Report on the AESO Q1/2020 compliance monitoring audit of the City of Medicine Hat.
4. Revised Self-Report and Mitigation Plan submitted by the City of Medicine Hat to the MSA dated July 28, 2020.
5. Clarifications regarding the revised Mitigation Plan submitted by the City of Medicine Hat to the MSA dated September 4, 2020.

DELIVERY OF PAYMENT

Payment by cheque or certified funds is to be made payable to the "General Revenue Fund c/o Minister of Finance", and delivered to Alberta Energy at: 9945 – 108 Street NW, Edmonton, Alberta, T5K 2G6. The payment should reference this Notice of Specified Penalty and related MSA File #. Electronic copies of the payment and confirmation of delivery should be sent by email to compliance@albertamsa.ca and enforcement@auc.ab.ca. Questions can be directed to compliance@albertamsa.ca.

NOTICE

The Market Surveillance Administrator (MSA) is granted the power and authority under s. 52 of the *Alberta Utilities Commission Act* to issue a Notice of Specified Penalty where the MSA is satisfied that a person has contravened a reliability standard. Specified penalties are set out in AUC Rule 027.

In accordance with the relevant enactments and rules, a dispute regarding the issuance of a Notice of Specified Penalty or failure to pay the specified penalty in accordance with this notice will result in a hearing or other proceeding before the AUC.

In accordance with s. 5(1) of AUC Rule 027 this Notice of Specified Penalty will be made public no earlier than receipt of confirmation of payment from the Commission and no later than 45 days after issuance. The MSA will, if applicable, also post on its website the link to any decision of the AUC respecting the specified penalty.

If your organization disputes the issuance of this Notice of Specified Penalty, or if you have any other questions or comments regarding this matter, please contact the MSA compliance team at compliance@albertamsa.ca.

SIGNATURE

Signature	"Original Signed"	Signature Date	September 30, 2020
Name	Andrew Wilkins	Title	Director, Compliance