



**California Public Utilities  
Commission**  
Safety and Enforcement Division  
Electric Safety and Reliability Branch

**Summer 2021 Power Plant  
Outage Report  
(PPOR) Reporting  
Instructions**  
(Rev. Summer 2021, 4/13/21)

**Summer 2021 Power Plant Outage Reporting (PPOR) Web Reporting  
(Effective June 1, 2021 – October 31, 2021)**

**Overview**

The Summer 2021 PPOR Reporting Instructions replace the PPOR Reporting Instructions (Rev. 11/14/17) for the Summer 2021 reporting period of June 1 – October 31, 2021. After October 31, 2021, power plants will resume reporting under the previous PPOR reporting rules (Rev. 11/14/17).

**General Instructions**

Via the PPOR, Power Plants will submit to the Safety and Enforcement Division (SED), forced and planned outages at fossil fuel and renewable generating assets:

1. Full and partial (derate) forced outages, that are 50 MW or greater, which are two (2) hours or longer in duration;<sup>1</sup>
2. Planned outages, that are 50 MW or greater, which are 24 hours or longer in duration.<sup>2</sup>

For each outage of 50 MW or greater<sup>3</sup>, submit an Initial Report and, if applicable, Updated Reports and/or a Final Report based on the requirements as described below.

*SED may contact you for further information regarding any outage.*

**Who Must Report**

This requirement applies to all fossil fuel and renewable electric generation facilities, 50 MW and greater, that are subject to the California Public Utilities Commission's (CPUC's) General Order (GO) 167, Enforcement of Maintenance and Operation Standards for Electric Generating Facilities.

***Small and Medium Facilities as defined in General Order 167 §3.2 and §3.3 are exempted from this reporting requirement.***

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<sup>1</sup> As defined in the CAISO tariff and the Business Practice Manual (BPM) for Outage Management V.13 (March 31, 2017), forced outages are submitted to the CAISO seven days or less prior to the start date of the outage.

<sup>2</sup> Planned outages include: planned, scheduled, and maintenance outages. Scheduled or planned outages are submitted to the CAISO eight days or more prior to the start of the outage. Maintenance outages are submitted to the CAISO by October 15th of the prior year.

<sup>3</sup>Power plants will report outages that total 50 MWs or greater at the plant level.



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## **How to Report**

If you need to request a username/password or change your permanent password, please contact us at [GO167@cpuc.ca.gov](mailto:GO167@cpuc.ca.gov).

To submit a reportable outage, access the PPOR portal and complete the fields with the required information. Plants may share the username and permanent password with only designated staff. The plant must contact SED within two (2) business days when designated employees leave employment, to change the PPOR login password.

Please refer to the Specific Instructions section below for the report information.

## **When to Report – Full and Partial (Derate) Forced Outages**

**Initial Report** - Submit within twenty-four (24) hours from the start of an outage.

**Updated Reports** - Submit every seven (7) calendar days after the Initial Report has been submitted, if an outage lasts seven (7) days or more in duration, if any information in the Initial Report has changed.

**Final Report** - Submit within three (3) calendar days of the outage ending, if any information in the most recently submitted Updated Report (or the Initial Report, if no Updated Report has been submitted) has changed.

## **When to Report – Planned Outages**

**Initial Report** - Submit at least five (5) calendar days prior to start of an outage.

**Updated Reports** - Submit every seven (7) calendar days after the start of an outage, if any information in the Initial Report has changed.

**Final Report** - Submit within three (3) calendar days of the outage ending, if any information in the most recently submitted Updated Report (or the Initial Report, if no Updated Report has been submitted) has changed.

## **When to Report - Cancelled Outages**

Submit within four (4) hours of the CAISO's approval of an outage cancellation request.

## **Submitting Updated and Final Reports**

To submit an Updated Report, select the Initial Report and update information that has changed since the Initial Report. After the plant saves the report, the PPOR will revise and show the report as an Updated Report.



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To submit a Final Report, select the “Submit as Final” button, following Line 36 at the end of the PPOR screen. The PPOR will then revise and show the report as a Final Report.

## **Specific Instructions**

### **Section A: Contact Information**

#### **Line 1 – Report ID**

This is a unique ID that is automatically generated in the PPOR for each outage report. This field cannot be edited by the plant.

#### **Line 2 - Report Type**

Indicates whether the report is an *initial*, *updated*, a *final* report, or a *cancelled outage*.

When the plant creates a new outage report, the PPOR sets the outage report as an Initial Report.

To submit an Updated Report, the plant must revise the initial report by clicking on the ReportID field of the initial outage report. After the plant saves revisions to the report, the PPOR will revise and show the report as an Updated Report.

To submit a Final Report, the plant revises the outage report by selecting the ReportID of the relevant outage. Select the “Submit as Final” button, following Line 36 at the end of the PPOR screen. The PPOR will then revise and show the report as a Final Report.

To submit a Cancelled Outage Report, complete Lines 34-36 of Section E, “Cancelled Outages”. Select the “Submit as Cancelled” report button.

#### **Line 3 – Report Date and Time**

The PPOR automatically updates the date and time the report was submitted.

#### **Line 4 – Reported By**

Enter the name of the person reporting.

#### **Line 5 – Title**

Enter the work title of the person reporting.

#### **Line 6 – Company Name**

Enter the name of the reporting company.

#### **Line 7 – Phone Number**

Enter the phone number of the person reporting.

#### **Line 8 – Email Address**

Enter the email address of the person reporting.



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**Section B: Outage Information**

**Line 9 – Outage Type**

Select whether the forced outage is forced full, partial outage (derate), or planned outage.

**Line 10 – Outage Start Date and Time**

Enter the start date and time of the outage.

**Line 11 – Outage End Date and Time**

Enter the end date and time of the outage. For initial and updated reports, enter the *estimated* end date and time. For a final report, enter the *actual* end date and time.

**Line 12 – Name of Generating Asset**

Select the name of the power plant from the PPOR pull-down list.

**Line 13 – Asset Physical Address**

The plant's address will be automatically populated from our records. Verify the street address portion of the plant's physical location, and change the address if it is incorrect.

**Line 14 - Unit No**

Enter the unit number on which the outage occurred.

**Line 15 – MW Curtailed**

Enter the MW curtailed as it applies to the outage being reported.

**Line 16 – MW Available**

Enter the MW still available for dispatch.

**Line 17 – Outage Description**

Provide a general description of the outage being reported.

**Line 18 – CAISO OMS Outage ID**

Enter the Outage ID as assigned by CAISO's Outage Management System.

**Section C: Additional Questions - Full and Partial (Derate) Forced Outages**

**Line 19 – What caused the outage?**

Based on information available at the time of reporting, provide information on the preliminary or root cause of the full or partial outage.

**Line 20 – When did the outage occur?**

Provide information on the operational mode of the unit when the outage occurred. Select startup, steady-state, or shutdown.

**Line 21 – How was the outage detected?**

Provide information on how the outage was detected (e.g. unit trip, alarms, etc.).

**Line 22 – What equipment did the outage involve?**

Provide information on the equipment involved by selecting the equipment from the PPOR pull-down list provided.



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**Line 23 – What does the equipment do?**

Provide information on what the equipment does as it relates to the generation unit.

**Line 24 – Describe *current* corrective action(s)**

Provide information on the corrective actions of the current failure, e.g. repair/refurbish, replace, retrofit, abandon.

**Line 25 – Has this equipment failed on the same unit or another unit at this plant within the previous 12 months?**

Select the appropriate answer as the question applies. *If the answer is “No”, go to Question 28.*

**Line 26 – If yes, when and on which unit?**

If the equipment in question has failed before at this plant, provide the date of the previous failure and the unit on which it occurred on.

**Line 27 – Describe *prior* corrective action(s) and explain how it resolved the issue?**

Provide information on the corrective actions of the previous failure, e.g. repair/refurbish, replace, retrofit, abandon and explain how it resolved the issue.

**Line 28 – Have ALL units at the plant been inspected for the same defect?**

Select the appropriate answer as the question applies. *If the answer is “No”, go to Question 30.*

**Line 29 – If yes, what was the result of the inspection?**

Provide information on the results of the inspection, and whether the same defects were found at other units. If similar defects are present at other units, identify the units.

**Line 30 – Describe any anticipated repair delays**

Describe any anticipated repair delays, e.g. schedule conflicts, parts procurement, etc.

**Section D: Additional Questions - Planned Outages**

**Line 31 – Describe major outage activities**

Describe the primary tasks that will be performed during the outage.

**Line 32 – Describe any unexpected findings**

Describe any unexpected results or findings e.g. crack(s) observed during borescope inspections.

**Line 33 – Describe any anticipated repair delays**

Describe any anticipated repair delays, e.g. schedule conflicts, parts procurement, etc.

**Section E: Cancelled Outages**

**Line 34 - Date and time of cancellation request**

Provide the date and time the outage cancellation request was submitted to the CAISO.

**Line 35 - Date and time of CAISO approval**

Provide the date and time that the CAISO approved the cancellation request.



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**Line 36 - Reason for cancellation**

Describe the reason that the outage cancellation request was submitted by the plant.