***ATTACHMENT 7: Dispatch Instructions***

**Curtailment & Dispatch Procedures**

***Texas-New Mexico Power Company 2021 Load Management Program***

Please read this notice carefully, circulate copies and/or forward to those affected, and post the original in a prominent location.

**Program Contact Information:**

## *TNMP Dispatch Control Center*

Anthony Hudson Office: (281) 581-4712

Email: [Anthony.Hudson@tnmp.com](mailto:Anthony.Hudson@tnmp.com)

System Operator

Phone: (281) 581-4700 Ext. 1 or 2

Email: [socoperators@tnmp.com](mailto:socoperators@tnmp.com)

## *TNMP Program Coordinator*

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| --- | --- | --- | --- |
| **Name** | **Phone** | **Email** | **Role** |
| Stefani Case | Office 214-222-4174  Cell 214-893-1163 | [stefani.case@tnmp.com](mailto:stefani.case@tnmp.com) | Program Manager |

*Frontier Energy Team (program advisor/consultant)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Phone** | **Email** | **Role** |
| Alex Rivera | 737-236-0280 | arivera@[frontierenergy](mailto:arivera@frontierenergy.com).com | eCurtail System Support |

# Load Management Program Participant Obligations:

Be available to curtail agreed-upon loads within 30 minutes notice, subject to the following limitations and conditions:

1. June 1 through September 30.
2. Weekdays between 1:00 and 7:00 p.m. (except Federal holidays).
3. One scheduled (test) curtailment of one to two (1-2) hour duration (called at the request of the TNMP project manager).
4. Maximum of four (4) unscheduled curtailments per summer (called at the request of the TNMP project manager based on ERCOT EEA Level 2).
5. 30 minutes notice, by phone (with notice by email upon request).

Failure to meet contract curtailment goals during a curtailment will result in a pro-rated reduction of income. A Customer that materially fails to comply with curtailment notices more than once during the summer risks loss of membership in the program.

If there is a problem that would prevent or substantially limit compliance with a curtailment notice, Customer is to notify Stefani Case as soon as possible (phone and email information is at the top of this notice).

# Curtailment Notice/Dispatch Procedures:

NOTICE TO BE GIVEN AT LEAST 30 MINUTES PRIOR TO START OF CURTAILMENT

1. ERCOT TO CALL TNMP DISPATCH CENTER WHEN NEARING OR REACHING EEA LEVEL 2.
2. DISPATCH CENTER WILL NOTIFY TNMP PROGRAM COORDINATOR: The agent handling the dispatch will contact the TNMP Program Coordinator Stefani Case as soon as possible so they can initiate the program. If unable to reach either program coordinator by phone, please also follow-up with an email.
3. PROGRAM COORDINATOR ISSUES 30 MINUTE CURTAILMENT NOTICE TO PROGRAM PARTICIPANTS: Notice will be given directly to each Participant by telephone at the number(s) provided by the Participant (see attached). Simultaneously, the Program Coordinator will issue an email message to the names and email addresses shown.
4. DISPATCH NOTICE AND CONFIRMATION:

When a curtailment notice is dispatched, the TNMP Program Coordinator will initiate a call as follows:

“This is of Texas New Mexico Power Company calling you as a participant in the TNMP Load Management program. This is your official 30 minute notice to curtail the loads contracted to provide under the Load Management program.

Here are the curtailment instructions:

>> Start of curtailment: Today (today’s date)\_ \_, beginning at p.m.

>> Ending time for curtailment (one of the following): (a) until p.m. (if known), **OR** (b) until further notification, but no longer than 4 hours or until 7 p.m., whichever comes FIRST.

Press 1 to confirm receipt of this notice and that you are prepared to follow through on the following instructions. Thank you.”

* + The TNMP Program Coordinator will follow-up by emailing the appropriate contact with the same instructions

1. CURTAILMENT PERIOD MONITORING AND FOLLOW-UP: As necessary, TNMP Program Coordinator may call the Participant during the curtailment period to check on progress.

2021 Dispatch List:

It is the Participant’s responsibility to make TNMP Program Manager Stefani Case aware of any changes to contacts and phone numbers on the dispatch list.

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*Contact Information:*



In the event that you have multiple contacts for multiple sites, please note below:

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| Contact Name | Cell Number | Office Number | Email Address |
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