

Instructions

Transmission Monthly Project Progress Reports (Monthly Reports) is a requirement under section 9.1.3.1 of the ISO rules.

The TFO should use their most recent reporting template to complete the Monthly Reports. Variance from an accepted TFO reporting format should be discussed with the AESO Project Manager prior to submission.

Monthly reports are required starting receipt of a direction from the ISO as outlined in Section 9.1.3.1 of the ISO Rules.

Monthly Reports may be discontinued the month following either of these two scenarios:

- a. A project has energized; or
- b. A project has been cancelled

Monthly Project Progress Report Delivery

Monthly Reports are to be emailed or delivered by other electronic means no later than the 15th business day of each month per Rule 9.1.3 to Transmission.PSO@aeso.ca and may also be cc'd to the Project Manager.

Monthly Project Progress Report File Naming Convention

In order to facilitate consistency in the naming of reports received by the AESO from the various TFO's, the AESO recommends that the monthly Project Progress Reports are delivered with the following naming format:

P####_TFO_AESOProjectName_MonthlyReport_yyyy_mm

P#### = AESO Project Number

TFO = TFO Name

AESO Project Name or abbreviation = AESO Project name. Use abbreviation if one is typically used on larger system projects (e.g. DCTRP is the abbreviation for Downtown Calgary Transmission Reinforcement Project)

e.g. P1456_ENMAX_DCTRP_Monthly_Report_2020_10