State of Florida

Commissioners: MICHAEL Mck. WILSON, CHAIRMAN THOMAS M. BEARD BETTY EASLEY **GERALD L. (JERRY) GUNTER** JOHN T. HERNDON



Division of Appeals David E. Smith, Director (904) 488-7464

Public Service Commission

December 20, 1990

Mr. Carroll Webb Joint Administrative Procedures Committee 120 Holland Building Tallahassee, Florida 32399

Re: DOCKET NO. 900071-EG, RULE 25-6.0183, F.A.C.

Dear Mr. Webb:

AFA _

MU_

FH _

APP AF

Enclosed are the following materials concerning the above referenced proposed rule:

- A copy of the rule.
- A copy of the F.A.W. notice.
- A statement of facts and circumstances justifying 3. the proposed rule.
- A federal comparison statement. 4.
- 5. A statement of the impact of the rule on small business.
- 6. An economic impact statement.

If there are any questions with respect to this rule, please ACK _____ do not hesitate to call on me.

Sincerely, David E. Smith

Director of Appeals

TR AG _____ DES:prl:0078 Enclosures EG _____ cc: Steve Tribble, Director, N ____ Division of Records & Reporting PC _____ CH _ AS ____

FLETCHER BUILDING

101 EAST GAINES STREET

DOCUMENT NUMBER-DATE

TALLAHASSEE, FL 32399-0862 11344 DEC 24 1990

An Affirmative Action/Equal Opportunity Employer

TPSC-RECORDS/REPORTING

25-6.0187 Statewide Interruption of Non-Firm Load During Electrical Emergencies. (1) During a Generating Capacity Emergency, as defined in Rule 25-6.0183, or a fuel shortage emergency, as defined in Rule 25-6.0185, the Commission shall have the authority to require any electric utility to interrupt a portion of or all of their non-firm customer load in order to minimize service interruptions to firm customer load in any area of the state. Specific Authority: Law Implemented:

11 History: New.

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CODING: Words underlined are additions; words in struck through type are deletions from existing law.

FLORIDA ELECTRICAL EMERGENCY

CONTINGENCY PLAN

GENERATING CAPACITY SHORTAGE ELEMENT

October 1, 1990

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FLORIDA ELECTRICAL EMERGENCY

CONTINGENCY PLAN

GENERATING CAPACITY SHORTAGE ELEMENT

INTRODUCTION

Electricity is a vital part of Florida's infrastructure. It is critical for the existing and growing residential population, for commerce and industry, and for tourism.

Florida has grown to the fourth most populous state in the U.S. and she ws a continued upward population trend throughout the 1990s. Peak demand for electricity from 1980 to 1990 has also grown, averaging 3.89%. Peak demand growth also is expected to continue during the 1990s and beyond. Florida's electric utilities coordinate planning and operations to ensure adequacy and reliability of the electric system long-term and project that it will be adequate through the 1990s.

However, during periods of abnormal weather or in the event of multiple unanticipated generating outages, there may be occasional times when capacity is tight or falls below customer demand. The following emergency plan was developed to facilitate coordinated actions among electric utilities and state and local agencies in the event of an anticipated or actual generating capacity shortage so as to protect the health, safety, and welfare of the people of Florida, consistent with good operating practices.

PURPOSE

I.

The purpose of this plan is to document guidelines and summarize procedures to be used by Florida's electric utilities and governing agencies in response to generating capacity shortages which impact or threaten to impact significant numbers of customers. Generating capacity shortages may be caused by unusually hot or cold weather, fuel supply shortages, transmission disruptions or plant outages.

II. DEFINITION

A generating capacity shortage exists when any one of the electric utilities in the State of Florida has inadequate generating capability, including purchased power, to supply its firm load obligations.

III. OVERVIEW

The Generating Capacity Shortage Element is oriented toward energy emergencies caused by a generating capacity shortage. It is designed to provide a coordinated response to the various communication, environmental, legal, political and technical concerns which may arise on a statewide basis during a generating capacity shortage. Power disruptions limited to a local area that are caused by factors other than a generating capacity shortage are outside of the scope of this plan.

The Generating Capacity Shortage Element addresses: 1) procedures to be followed by individual utilities during a generating capacity shortage on their systems and 2) procedures to be followed by all utilities to ensure coordinated statewide action and communication.

A. Individual Utility Plans

Each utility participating in this plan shall have an energy emergency plan that will enable it to cope with a generating capacity shortage on its system and to mitigate to the fullest extent practical the impact of the emergency on its customers and neighboring utilities. Emergency actions not specifica'ly addressed in the Florida plan shall be addressed in the individual utility plans. A copy of each individual plan shall be maintained on file at the Florida Public Service Commission (FPSC) and the Florida Electric Power Coordinating Group, Inc., (FCG) offices.

B. Statewide Plan

The statewide component of the plan describes the coordinated procedures to be followed by all utilities during a generating capacity shortfall. The statewide component consists of four separate phases and procedures for each phase. The four phases are:

GENERATING CAPACITY ADVISORY

A Generating Capacity Advisory is triggered by state weather projections and is primarily for information purposes. An Advisory will be issued when temperature projections for up to three days in advance of the current date exceed temperature criteria in a prescribed number of cities. In addition to the temperature triggers, an Advisory will be triggered when one or more utilities in an area are issuing or planning to issue public appeals for conservation. An Advisory normally precedes an Alert. An Advisory does not indicate an imminent threat of an Alert or an Emergency, and no action would normally be required by utilities or governmental agencies.

GENERATING CAPACITY ALERT

A Generating Capacity Alert exists when the state operating margin is such that the loss of the largest generating unit will necessitate interruption of firm load in Florida.

GENERATING CAPACITY EMERGENCY

A Generating Capacity Emergency exists when any one of the electric utilities in the state of Florida has inadequate generating capacity, including purchased power, to supply its firm load obligations. The loss of firm load in a localized area due to a transmission or distribution outage, temporary problem or isolated event may be reported but would not cause the implementation of the plan.

The loss of firm load due to automatic underfrequency relay operation would not cause the implementation of the plan unless it is anticipated that the outage will extend over several hours.

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SYSTEM LOAD RESTORATION

System Load Restoration is complete when firm load reduction has been terminated and power supply is adequate.

IV. COMMUNICATION

The Generating Capacity Shortage Element includes procedures for responding to emergencies with time frames ranging from sudden, unexpected outages to those caused by weather systems that can be tracked and provide advance notice. Included in each phase are samples of public appeal/conservation messages. It is anticipated that these or similar utility-specific message packets will be provided to local media in each utility's service area. Messages correspond with actions required by utility consumers during each phase. All communications with the public, the news media, and local and regional governmental agencies shall be the responsibility of the individual participating system and shall be coordinated so as to be as non-conflicting as practical. Additionally, utility public information departments will share information with each other and the FCG.

On an ongoing basis, individual utilities shall build public awareness of events that could lead to generating capacity problems through information programs (such as bill stuffers, speakers bureaus, in-school education, etc.). In addition, employees shall be educated periodically so they can properly and promptly respond to customer inquiries. The messages will change depending on the upcoming season or source of a possible generating capacity shortage.

Even though the Florida Division of Emergency Management and Public Service Commission are statewide points of contact specified in the plan, the plan does not preempt utilities from contacting local emergency agencies or initiating local public information activities. In fact, top-down and bottom-up notification is encouraged to enhance the system and provide an information loop to assure continued dissemination of current information to all involved parties.

Individual utilities shall also assess information activities necessary to heighten consumer and media awareness of the Florida Generating Capacity Shortage Element, its phases, and actions that can be taken to attempt to minimize a shortage.

V. <u>RESPONSIBILITIES</u>

The State Capacity Emergency Coordinator (SCEC) is responsible for identifying and declaring the appropriate phases of this plan based upon criteria specified in each phase. Upon meeting a phase's criteria, the SCEC shall contact the Chairmen of the FCG Technical Advisory Group (TAG) and Public Information Committee (PIC), or their designees, and the FCG staff. The SCEC shall also notify (through the state messaging system) generating utilities' operation personnel of the condition of the state's electric utilities.

Each utility plan shall include procedures for notification of its own emergency and public information personnel.

The TAG Chairman shall contact the Division of Emergency Management (DEM), State Warning Point (SWP), and the Florida Public Service Commission (FPSC). In case the FCG TAG Chairman or Vice Chairman are not reachable, the SCEC shall make the notifications assigned to the FCG TAG Chairman.

The Florida Division of Emergency Management is responsible for notifying county and private emergency organizations that are part of its system. DEM also decides when and if to use the Emergency Broadcast System (EBS) to disseminate messages to citizens. The suggested EBS messages are included as Appendices A-C.

The Florida Public Service Commission acts as an informational liaison to all interested parties. The individual utilities and FCG shall provide status reports and technical updates to the FPSC staff.

INDIVIDUAL UTILITY PLANS

Each utility participating in this plan shall have an energy emergency plan that will enable it to cope with a generating capacity shortage on its system and to mitigate to the fullest extent practical the impact of the emergency on its customers and neighboring utilities. A copy of each individual plan shall be maintained on file at the Commission and FCG offices.

Each individual utility's emergency plan or procedures should include (as appropriate for generating and non-generating utilities) the following items (not necessarily in the sequence shown):

- ... Purpose and scope
- ... Supporting plans and procedures
- ... Department and personnel responsibilities
- ... Categories and criteria for activation of emergency plan
- ... Emergency communication centers (phone centers)
- ... Communication networks
- ... How and when messages are initiated
- ... Messages (available at utilities, faxed as necessary)
- ... Seasonal public education messages
- ... Florida Division of Emergency Management notification
- Florida Public Service Commission notification
- ... County emergency management agencies notification
- ... Notification of cogenerators and independent power producers
- ... Winterization as applicable
- ... Scheduling of generation facilities
- ... Fuel supply management
- ... Procedures to reduce company use of power
- ... Load reduction guidelines and identification and prioritization of critical loads
- ... Training
- ... Plan revision

GENERATING CAPACITY ADVISORY

Definition

B.

A Generating Capacity Advisory will be triggered by state weather projections as compiled by the SCEC based on utility data provided through the state messaging system. Due to the geographical and electrical configurations of the electric utilities in the State of Florida, they have been divided into two areas. Area one includes the cities of Pensacola, Tallahassee and Jacksonville. Area 2 includes the cities of Tampa, St. Petersburg, Orlando and Miami. On a daily basis, temperature projections for up to three days in advance will be collected and compared to the prescribed criteria temperature of each city. Below is a list of prescribed criteria temperatures for the cities in areas 1 and 2. These temperatures are subject to periodic revision by FCG Technical Advisory Group.

	LOCATION	WINTER	SUMMER
AREA I	Jacksonville	Below 21 F	Above 98 F
	Pensacola	Below 21 F	Above 95 F
	Tallahassee	Below 20 F	Above 98 F
AREA 2	Miami	Below 40 F	Above 92 F
	Orlando	Below 30 F	Above 95 F
	St. Petersburg	Below 32 F	Above 95 F
	Tampa	Below 31 F	Above 93 F

An Advisory will be issued when temperature projections exceed the prescribed criteria in two cities in area one or three cities in area two.

In addition to the temperature triggers, an Advisory will be triggered when one or more utilities in an area are issuing or planning to issue public appeals for conservation.

The Advisory is expected to be most effective during summer and winter periods only.

State Capacity Emergency Coordinator Responsibility

After assembling weather data or being notified that public conservation appeals are being issued by one or more Florida utilities, the SCEC shall notify the Chairmen of the FCG Technical Advisory Group (TAG) and FCG Public Information Committee (PIC), or their designees, and the FCG staff. The SCEC shall also notify (through the state messaging system) generating utilities' operation personnel of the Advisory condition. In case the FCG TAG Chairman or Vice Chairman are not reachable, the SCEC shall make the notifications assigned to the FCG TAG Chairman.

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- C. Utility Responsibility
 - 1. Implement utility public awareness programs if appropriate.
 - 2. Notify utility emergency personnel if appropriate.
 - 3. Notify local emergency agencies if appropriate.
- D. FCG TAG Chairman
 - 1. After notification from the SCEC, advise the Florida Division of Emergency Management, State Warning Point (SWP) of the Advisory condition to include the following information:
 - a. Florida generating capacity
 - b. Florida expected peak load
 - c. Expected duration of event
 - d. Explanation of utilities' planned actions, and recommendations of agency actions in support of the utilities.
 - 2. If requested by State Warning Point representative, act as single point contact between the SWP and the state's utilities.
 - 3. Advise the Florida Public Service Commission of the Advisory status providing the same information as provided to SWP.
- E. State Agency Actions
 - 1. Florida Division of Emergency Management
 - a. Maintain contact with FCG
 - b. Maintain contact with affected counties
 - c. Prepare for activation of emergency public information
 - 2. Florida Public Service Commission

Maintain communications with electric utilities and Florida Division of Emergency Management as appropriate.

3. Governor's Energy Office

Maintain contact with the Florida Division of Emergency Management and other parties as appropriate.

F. Public Information

An Advisory normally precedes an Alert, and an Advisory does not necessarily indicate an imminent threat of an Alert or an Emergency. Therefore, information offered is preparatory in nature and serves only to forewarn consumers well in advance that conditions exist for the potential of a generating capacity shortage at some point in the future. Advisory information is primarily seasonal in nature and is intended as a reminder of weather effects on utilities and consumers.

Notification

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1.

In notifying customers and local support agencies, information conveyed generally will not seek specific action responses.

State Warning Point

Upon meeting the criteria for a Generating Capacity Advisory, the TAG Chairman shall contact the Division of Emergency Management, State Warning Point and provide recommendations as appropriate.

b. Local Emergency Agencies

General information about the ramifications of a generating capacity shortfall due to severe hot, cold or tropical weather shall be disseminated to local support agencies by individual utilities prior to an Alert. The SWP may also use its network to provide information.

c. News Media

Information to broadly address the issue shall be provided to local media directly by individual utilities.

2. Messages

Messages are general in substance and offered as media backgrounders rather than as hard news. Example: "Higher than usual demand for electricity is anticipated in the next few days. Florida's electric utilities are reminding the public that conservation and the wise use of electricity will lessen the possibility of widespread electric power shortages."

GENERATING CAPACITY ALERT

Definition

A Generating Capacity Alert exists when the state operating margin is such that the loss of the largest generating unit will necessitate interruption of firm load in the state.

B. State Capacity Emergency Coordinator Responsibility

Upon the determination that a Generating Capacity Alert condition exists, the SCEC shall contact the Chairmen of the FCG Technical Advisory Group (TAG) and Public Information Committee (PIC) or their designees, and the FCG staff. The SCEC shall also notify (through the state messaging system) generating utilities' operation personnel of the Alert condition. In case the FCG TAG Chairman or Vice Chairman are not reachable, the SCEC shall make the notifications assigned to the FCG TAG Chairman.

C. Utility Responsibility

- 1. Implement utility public awareness programs if appropriate.
- 2. Implement individual utility emergency plans if appropriate
- Notify local emergency agencies if appropriate.

D. FCG TAG Chairman

- 1. After notification from the SCEC, advise the Florida Division of Emergency Management, State Warning Point (SWP) of a Generating Capacity Alert and provide the following information:
 - a. Florida generating capacity
 - b. Florida expected peak load
 - c. Status of major generating unit outages
 - d. Expected duration of event
 - e. Explanation of utilities' planned actions, and recommendations of agency actions in support of the utilities.
- 2. If requested by State Warning Point representative, act as single point contact between the SWP and the state's utilities.
- Advise Florida Public Service Commission of the Alert status providing the same information as provided to SWP.
- 4. Advise Department of Energy of the Alert status.
- E. State Agency Actions
 - 1. Florida Division of Emergency Management
 - a. Maintain contact with affected utilities and/or FCG
 - b. Maintain contact with affected counties
 - c. Notify appropriate state agencies

- 2. Florida Public Service Commission

Maintain communications with electric utilities and Florida Division of Emergency Management as appropriate.

3. Governor's Energy Office

Maintain contact with Florida Division of Emergency Management and other parties as appropriate.

F. Public Information

An Alert is the first formal phase of generating capacity emergency communications. Messages are specific and call for particular responses to prepare for or prevent an impending emergency.

1. Notification

In notifying customers and local support agencies, messages shall seek specific action responses.

a. State Warning Point

Upon meeting the criteria for a Generating Capacity Alert, the TAG Chairman shall contact the Division of Emergency Management, State Warning Point.

b. Local Emergency Agencies

At this time, safety and/or conservation or system status information shall be disseminated to local emergency agencies by individual utilities. Agencies may decide to activate government access cable television broadcasts and Emergency Broadcast System regional radio broadcasts. Additional information may be provided to local agencies by the SWP.

c. News Media

At this time, news media shall be advised to activate Alert phase communications.

2. Messages

Messages are specific and offered as hard news either in the form of a news release and/or public service announcement. Example: "Due to severe cold weather and an unusually high demand for electricity throughout the state, customers are asked to reduce their consumption of electricity to minimize the need for rolling blackouts. Customers should lower/raise (depending on the season) thermostat settings and shut off all unnecessary appliances. To prepare for possible rolling blackouts, customers should have emergency supplies on hand such as a battery-operated radio, extra batteries, flashlights, candles or lanterns, and bottled water."

GENERATING CAPACITY EMERGENCY

. Definition

A Generating Capacity Emergency exists when any one of the electric utilities in the state of Florida has inadequate generating capability, including purchased power, to supply its firm load obligations. The sudden loss of firm load due to a local transmission or distribution outage would not cause implementation of this plan.

When implementing firm load reduction, facilities essential to the health, safety, or welfare of the community should be considered in individual utility plans and, insofar as the situation makes it practical, their special needs addressed.

Although not an exhaustive list, the following types of installations may be included in this category:

- (a) Hospitals and similar medical facilities.
- (b) Police and fire stations.
- (c) Operation, guidance control, and navigation services for public transportation and shipping, including rail, mass transit, licensed commercial air transportation, and other forms of transportation.
- (d) Communication services, including telephone and telegraph systems, television, and radio stations.
- (e) Water supply and sanitation services, including waterworks, pumping and sewage disposal activities which cannot be reduced without seriously affecting public health.
- (f) Federal activities essential for national defense and state and local activities essential for providing emergency services.

Although these types of customers may be given special consideration from the curtailment provisions of this plan, they should be encouraged to install emergency generation equipment if continuity of service is essential. In the case of these types of customers when supplied from multiple sources, (such as a hospital with two feeders) efforts will be made to maintain one source in service at all times. Other customers who, in their opinion, have critical equipment should install emergency or portable generating equipment.

Although not within the definition of essential services, the special situation of life sustaining medical equipment may be considered on a case-by-case basis in the individual utility plans. Life sustaining medical equipment is defined as equipment:

- which is necessary to sustain the life of the user,
- which has been prescribed by the user's physician, and
- where any interruption of electricity to such equipment poses an immediate threat to the user.

Each utility should consult with customers in this category to ensure that they fully understand the need for sufficient and proper backup power sources. In addition, during emergency conditions, cooperation and coordination should be provided to community service agencies and other governmental units which make special provisions for the needs of those with life sustaining medical equipment.

- B. Utility Responsibility
 - 1. Implement utility emergency plans if appropriate
 - 2. Notify the State Capacity Emergency Coordinator
- C. State Capacity Emergency Coordinator Responsibility

After notification by the utility(ies), the SCEC shall contact the Chairmen of the FCG Technical Advisory Group (TAG) and Public Information Committee (PIC), or their designees, and the FCG staff. The SCEC shall also notify (through the state messaging system) generating utilities' operation personnel of the Emergency condition. In case the FCG TAG Chairman or Vice Chairman are not reachable, the SCEC shall make the notifications assigned to the FCG TAG Chairman.

- D. FCG TAG Chairman
 - 1. After notification from the SCEC, advise the Florida Division of Emergency Management, State Warning Point (SWP) of a Generating Capacity Emergency and provide the following information:
 - a. Florida generating capacity
 - b. Florida expected peak load
 - c. Geographic areas and number of customers that are expected to be most severely impacted, if available
 - d. Status of major generating unit outages
 - e. Expected duration of event
 - f. Explanation of utilities' planned actions, and recommendations of agency actions in support of the utilities.
 - 2. If requested by State Warning Point representative, act as single point contact between the SWP and the state's utilities.
 - 3. Advise Florida Public Service Commission of the Emergency status providing the same information as provided to SWP.

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The FCG Staff, at the direction of the Chairman of TAG, shall notify the designated individual in the following appropriate agencies or offices:

Department of Energy/Economic Regulatory Administration (DOE/ERA) Environmental Protection Agency (EPA) Executive Office of the Governor Federal Energy Regulatory Commission (FERC) Florida Department of Environmental Regulation (FDER) Florida Public Service Commission (FPSC) Governor's Energy Office North American Electric Reliability Council (NERC) Southeastern Electric Reliability Council (SERC)

- E. State Agency Actions
 - 1. Florida Division of Emergency Management
 - a. Maintain contact with affected utilities and/or FCG
 - b. Maintain contact with affected counties
 - c. Prepare for activation of emergency public information
 - d. Prepare for sheltering of evacuees
 - e. Notify appropriate state agencies
 - 2. Florida Public Service Commission

Maintain communications with electric utilities and Florida Division of Emergency Management as appropriate.

3. Governor's Energy Office

Maintain contact with the Florida Division of Emergency Management and other parties as appropriate.

F. Public Information

A Generating Capacity Emergency exists when any one electric utility cannot supply its firm load obligations. Messages are specific and call for appropriate safety, conservation and damage control responses to minimize the effects of the crisis.

1. Notification

In notifying customers and local support agencies, messages seek specific action responses.

. State Warning Point

Upon meeting the criteria for a Generating Capacity Emergency, the TAG Chairman shall contact the Division of Emergency Management, State Warning Point and DEM will decide when and if to initiate the Emergency Broadcast System message (Appendix A or B depending on reason for the emergency).

b. Local Emergency Agencies

At this time, safety, and/or conservation or system status information shall be disseminated to local agencies. Agencies may decide to activate government access cable television broadcasts and Emergency Broadcast System regional radio broadcasts. The SWP may provide additional information to local agencies.

c. News Media

At this time, news media shall be advised to activate Emergency phase communications and revise broadcasts accordingly.

2. Messages

Messages are specific and offered as hard news either in the form of a news release and/or a public service announcement. Example: "Electricity has been temporarily interrupted to some customers because of a shortage of electricity. Rolling blackouts have been implemented to prevent blackout of the utility's entire service territory. We do not know how long these circumstances will last, but utility employees are working to restore electric service as quickly as possible. Customers with power should continue to reduce consumption of electricity by lowering/raising (depending on season) thermostat settings and shutting off all unnecessary appliances. If your electricity is off, help us restore your power sooner by leaving on just a few indoor lights so you'll know when your power has been restored."

SYSTEM LOAD RESTORATION

A. Definition

System Load Restoration is complete when firm load reduction has been terminated and power supply is adequate.

B. Utility Responsibility

Notify the State Capacity Emergency Coordinator that firm load has been restored.

C. State Capacity Emergency Coordinator

After notification by the utilities, the SCEC shall contact the Chairmen of the FCG Technical Advisory Group (TAG) and Public Information Committee (PIC), or their designees, and the FCG staff, of the termination of the Emergency condition. The SCEC shall also notify (through the state messaging system, the generating utilities' operation personnel. In case the FCG TAG Chairman or Vice Chairman are not reachable, the SCEC shall make the notifications assigned to the FCG TAG Chairman.

- D. FCG TAG Chairman
 - 1. Advise SWP of the termination of Emergency condition.
 - 2. Advise FPSC of the termination of Emergency condition.
- E. State Agency Actions
 - 1. Florida Division of Emergency Management
 - a. Maintain contact with affected utilities and/or FCG
 - b. Maintain contact with affected counties
 - c. Evaluate need for continued sheltering as appropriate
 - 2. Florida Public Service Commission

Maintain communications with electric utilities and Florida Division of Emergency Management as appropriate.

3. Governor's Energy Office

Maintain contact with the Florida Division of Emergency Management and other parties as appropriate.

F. Public Information

The Restoration is the recovery phase of the Emergency. It marks either an end to rolling blackouts or the resumption of service to customers previously impacted. Messages are specific and are designed to provide system status reports, timing and locations of scheduled repair activities, appropriate safety information and customer self-help instruction.

1. Notification

In notifying customers and local support agencies, messages indicate termination of the Emergency. They also provide safety and system status information and call for specific action responses.

a. State Warning Point

Upon meeting the criteria for System Load Restoration, the TAG Chairman shall contact the Division of Emergency Management, State Warning Point and DEM will decide when and if to initiate the Emergency Broadcast System Load Restoration message (Appendix C).

b. Local Emergency Agencies

At this time, safety and system status information shall be disseminated to local agencies by individual utilities. Agencies may decide to activate government access cable television broadcasts and Emergency Broadcast System regional radio broadcasts. The SWP may also provide additional information to local agencies.

c. News Media

At this time, news media shall be advised to activate Restoration phase communications and revise broadcasts accordingly.

2. Messages

Messages are specific and offered as hard news either in the form of a news release and/or public service announcement. Example: "The emergency condition has ended and rolling blackouts have been discontinued. Extra service crews will continue to work around the clock to restore power resulting from utility equipment damage. If your power is out, please call the Customer Service office to report any problems and schedule assistance. Your patience and cooperation during the emergency has been greatly appreciated."

MAINTAINING EMERGENCY PREPAREDNESS

The Chairman of TAG has the overall responsibility to maintain emergency preparedness. Each year the Chairman of TAG will review the current preparedness program in order to determine effectiveness of that program in light of current events and past experiences. The initial emergency preparedness program is as follows:

Training exercises are to be held in the fall.

The Chairman of the Operating Committee (OC) is responsible for coordinating the training exercise with the Chairmen of the Technical Advisory Group (TAG) and the Public Information Committee (PIC). The Florida Division of Emergency Management (DEM) and the Florida Public Service Commission (FPSC) staff are to participate in the exercises. The exercises shall consist of a one-day training session for personnel with a major role in the coordination and/or implementation of the activities described within this plan. Such sessions shall include a review of the responsibilities of each individual party along with table-top exercises consisting of one or more possible emergency scenarios.

A group chaired by the OC Chairman and made up of SCEC, selected FCG OC member(s), selected FCG PIC member(s) and the FCG TAG Chairman shall critique the exercises called by the plan versus experiences gained through the year. This group will make an assessment of the adequacy of the Capacity Shortage Plan and will make recommendations, if any, for improvement or revisions.

APPENDICES

APPENDIX A

(STATE EBS MESSAGE)

GENERATING CAPACITY EMERGENCY ** (WEATHER-RELATED)

FLORIDA'S ELECTRIC UTILITIES ARE CURRENTLY ROTATING ELECTRIC POWER TO CUSTOMERS IN THEIR SERVICE TERRITORIES DUE TO WEATHER-RELATED, HIGH DEMAND WHICH EXCEEDS AVAILABLE POWER SUPPLIES.

TO MINIMIZE THE SCOPE AND DURATION OF THE ROLLING BLACKOUTS, THE STATE'S ELECTRIC UTILITIES HAVE ISSUED THE FOLLOWING EMERGENCY PUBLIC APPEALS.

- IF YOUR ELECTRICITY IS ON, DISCONTINUE ALL NON-ESSENTIAL USES; CONSERVATION WILL HELP!
- IF YOUR POWER GOES OUT; TURN OFF ALL MAJOR ELECTRIC APPLIANCES. THIS WILL HELP PREVENT THE SYSTEM SERVING YOUR HOME FROM BEING OVERLOADED. WHEN POWER IS RESTORED, TURN APPLIANCES ON GRADUALLY, AND ONLY AS NEEDED.
- UTILITY PHONE LINES ARE OVERLOADED. PLEASE LEAVE THE LINES OPEN FOR EMERGENCY CALLS. IF YOU ARE THE ONLY HOME OR BUSINESS IN YOUR NEIGHBORHOOD EXPERIENCING AN EXTENDED POWER OUTAGE, CONTACT YOUR LOCAL ELECTRIC UTILITY.

STAY TUNED FOR FURTHER ANNOUNCEMENTS.

(STATE EBS MESSAGE)

** GENERATING CAPACITY EMERGENCY ** (SUDDEN POWER LOSS)

FLORIDA'S ELECTRIC UTILITIES HAVE EXPERIENCED A SIGNIFICANT, WIDESPREAD DISRUPTION TO THE POWER SUPPLY SYSTEM AFFECTING CUSTOMERS THROUGHOUT THE STATE.

RESTORATION OF THE POWER SUPPLY SYSTEM IS UNDER WAY. EFFORTS TO RETURN INDIVIDUAL AND NEIGHBORHOOD ELECTRIC SERVICE, HOWEVER, MAY TAKE SEVERAL HOURS OR MORE.

THE STATE'S ELECTRIC UTILITIES HAVE ISSUED THE FOLLOWING EMERGENCY INFORMATION AND PUBLIC APPEALS:

- IF YOUR ELECTRICITY IS ON, DISCONTINUE ALL NON-ESSENTIAL USES; ESPECIALLY REDUCE USE OF AIR-CONDITIONING/HEATING; CONSERVATION WILL HELP THE RESTORATION EFFORT.
- IF YOUR POWER IS OUT OR GOES OUT -- TURN OFF ALL MAJOR ELECTRIC APPLIANCES. THIS WILL HELP PREVENT THE SYSTEM SERVING YOUR HOME FROM BEING OVERLOADED. WHEN POWER IS RESTORED, TURN APPLIANCES ON GRADUALLY, AND ONLY AS NEEDED.
- UTILITY PHONE LINES ARE OVERLOADED. PLEASE LEAVE THE LINES OPEN FOR EMERGENCY CALLS. IF YOU ARE THE ONLY HOME OR BUSINESS IN YOUR NEIGHBORHOOD EXPERIENCING AN EXTENDED POWER OUTAGE, CONTACT YOUR LOCAL ELECTRIC UTILITY.

STAY TUNED FOR FURTHER ANNOUNCEMENTS.

(STATE EBS MESSAGE)

•• SYSTEM LOAD RESTORATION ••

FLORIDA'S ELECTRIC UTILITIES ANNOUNCED THAT THE WIDESPREAD ELECTRIC POWER EMERGENCY HAS ENDED AND ELECTRIC SERVICE HAS BEEN RESTORED TO MOST AREAS OF THE STATE. SMALLER, LOCALIZED POWER REPAIR AND RESTORATION EFFORTS ARE BEING ADDRESSED BY LOCAL UTILITY CREWS.

** RESTORATION/OPTIONAL ** (DO NOT USE IF EMERGENCY WAS A SUDDEN POWER LOSS)

PUBLIC ACTION ON EARLY APPEALS FOR CONSERVATION IS BEING CREDITED WITH SUBSTANTIALLY HELPING SHORTEN THE SCOPE AND DURATION OF THE POWER OUTAGES.

FLORIDA PUBLIC SERVICE COMMISSION Division of Appeals DOCKET NO. 900071-EG RULE TITLE: Proposed Rule 25-6.0183, F.A.C., Electric Utility Procedures for Generating Capacity Shortage Emergencies PURPOSE AND EFFECT: New Rule 25-6.0183 adopts by reference the

Florida Electric Power Coordinating Group's (FCG) "Florida Electrical Emergency Contingency Plan - Generating Capacity Shortage Element" (Emergency Plan). The effect of the rule is to put in place coordinated procedures to be followed by Florida electric utilities during a generating capacity shortfall caused by extremes of weather or multiple unanticipated outages.

RULE NO .:

25-6.0183

SUMMARY: The completed Emergency Plan addresses actions to be taken by Florida's electric utilities during a generating capacity shortfall brought about by extremes of hot or cold weather, or by multiple unanticipated outages. The Emergency Plan consists of procedures to be followed by individual utilities and by all utilities to ensure coordinated statewide action and communication. The plan requires each utility to prepare a company-specific energy emergency plan and to maintain a copy of it on file with the Commission and with the FCG. The general requirements of the individual utility plans are summarized in the statewide plan adopted by this rule.

On a statewide basis, the Emergency Plan describes the coordinated procedures to be followed during the various phases of a capacity shortfall emergency. The Emergency Plan identifies the four phases as 1.) Generating Capacity Advisory; 2.) Generating Capacity Alert; 3.) Generating Capacity Emergency; and 4.) System Load Restoration. The Emergency Plan sets out responses by utilities to each phase of the emergency and defines coordination among affected governmental agencies and dissemination of information to the public.

RULEMAKING AUTHORITY: 366.05, Florida Statutes

LAW IMPLEMENTED: 366.04(2)(c), 377.703(3)(a), Florida Statutes SUMMARY OF THE ESTIMATE OF ECONOMIC IMPACT OF THIS RULE: Adoption of the rule will have a minimal economic impact on the affected entities. No significant direct costs to the PSC are anticipated, since the plan would basically formalize the role the Commission already performs. The FCG will need additional software to enhance its ability to produce the Daily Capacity Assessment Report through the Florida Computer Messaging System. Cost is estimated to be approximately \$100,000. The rule's impact on small business, if any, will be minimal. No Florida investor-owned electric utility or cooperative is a small business. To the extent some cogenerators may qualify as small businesses, the impact on them is expected to be positive. Cogenerators could potentially realize higher prices for their generation during shortfall periods, and they would receive advance notice of interruption of their standby services, facilitating better planning.

WRITTEN COMMENTS OR SUGGESTIONS ON THE PROPOSED RULE MAY BE SUBMITTED TO THE FPSC, DIVISION OF RECORDS AND REPORTING, WITHIN 21 DAYS OF THE DATE OF THIS NOTICE FOR INCLUSION IN THE RECORD OF THE PROCEEDING. IF REQUESTED WITHIN 21 DAYS OF THE DATE OF THIS NOTICE, A HEARING WILL BE HELD AT THE DATE AND PLACE SHOWN BELOW: TIME AND DATE: 11:00 A.M., Thursday, January 17, 1991. PLACE: Room 122, 101 East Gaines Street, Tallahassee, Florida. THE PERSON TO BE CONTACTED REGARDING THIS RULE AND THE ECONOMIC IMPACT STATEMENT IS: Director of Appeals, Florida Public Service Commission, 101 East Gaines Street, Tallahassee, Florida 32399 THE FULL TEXT OF THE RULE IS:

25-6.0183 Electric Utility Procedures for Generating Capacity Shortage Emergencies.

(1) The Commission has reviewed the Florida Power Coordinating Group's Florida Electrical Emergency Contingency Plan, Generating Capacity Shortage Element dated October 1, 1990, and adopts said plan as the Generating Capacity Shortage Element of the Florida Electric Emergency Contingency Plan, under section 377.703, Florida Statutes.

Specific Authority: 366.05, F.S.

Law Implemented: 366.04(2)(c), 377.703(3)(a), F.S.

History: New.

NAME OF PERSON ORIGINATING PROPOSED RULE: Bob Trapp, Division of Electric and Gas

NAME OF SUPERVISOR OR PERSON(S) WHO APPROVED THE PROPOSED RULE: Florida Public Service Commission

DATE PROPOSED RULE APPROVED: December 4, 1990

If any person decides to appeal any decision of the Commission with respect to any matter considered at the rulemaking hearing, if held, a record of the hearing is necessary. The appellant must ensure that a verbatim record, including testimony and evidence forming the basis of the appeal is made. The Commission usually makes a verbatim record of rulemaking hearings.

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1	25-6.0183 Electric Utility Procedures for Generating Capacity		
2	Shortage Emergencies.		
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7	Florida Electric Emergency Contingency Plan, under section 377.703,		
8	Florida Statutes.		
9	Specific Authority: 366.05, Florida Statutes		
10	Law Implemented: 366.04(2)(c), 377.703(3)(a), Florida Statutes		
11	History: New.		
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CODING: Words underlined are additions; words in struck through type are deletions from existing law.

Rule 25-6.0183 Docket No. 900071-EG

STATEMENT OF FACTS AND CIRCUMSTANCES JUSTIFYING RULE

This rule is necessary to adopt an officially sanctioned plan for Florida's electric utilities to respond to emergency generating capacity shortfalls produced by extremes of hot or cold weather.

The need for such an emergency plan was recognized over Christmas, 1989, when cold weather usage of electricity caused utilities to run short of capacity and forced rotating blackouts. Extreme hot weather in 1990 has also brought utilities to the verge of another such emergency, underscoring the need for a coordinated response by utilities and governmental agencies to deal with the emergency and keep the public informed on what measures to take to reduce consumption. The rule adopts the Florida Electric Power "Florida Coordinating Group's (FCG) Electrical Emergency Contingency Plan - Generating Capacity Shortage Element" as the plan to be followed by Florida's electric utilities in emergency situations created by extreme hot or cold weather.

STATEMENT ON FEDERAL STANDARD

No federal standards are affected by the proposed rule and plan it adopts.

STATEMENT OF IMPACT ON SMALL BUSINESS

None of the investor-owned electric utilities, municipalities, or cooperatives required to take action under the Emergency Plan adopted by the rule qualify as small businesses within the meaning of chapter 120, Florida Statutes. To the extent that any cogenerators selling electric capacity might qualify as small businesses, the effect of the coordinated plan would be salutary, since they would be advised of periods when they might get higher prices for their generation, and could avoid potential interruptions as customers by drawing on their own generation.

MEMORANDUM

November 14, 1990

TO: DIVISION OF APPEALS (SMITH)

FROM: DIVISION OF RESEARCH (HOPPE) ON MARS

SUBJECT: ECONOMIC IMPACT STATEMENT FOR DOCKET NO. 900071-EG, AMENDMENT OF RULE 25-6.0183, FAC, PERTAINING TO ELECTRIC UTILITY PROCEDURES FOR GENERATING CAPACITY SHORTAGE EMERGENCIES

BACKGROUND

In December of 1989, severe cold weather in Florida caused widespread shortages of electric generation for Florida Electric Utilities. Customer demand was greater than available generating capacity, resulting in rotating blackouts throughout the state. In order to review the circumstances surrounding these electric generation shortages, the Commission opened Docket No. 900071-EG, Investigation into the Cold Weather Capacity Shortfall Emergency Occurring in Peninsular Florida, December 23-25, 1989.

A public workshop was held and responses to extensive data requests were filed by the utilities. In February of 1990, staff issued its final report. Commission Order No. 22708 adopted the staff report. This proposed agency action order required Florida's electric utilities to prepare a Statewide Severe Weather Emergency Plan coordinated by the Florida Electric Power Coordinating Group (FCG) with guidance from The Florida Public Service Commission (FPSC), Governor's Energy Office, Department of Community Affairs/Division of Emergency Management, and local county and municipal agencies.

The order stated "while utility functions such as transmission system operating procedures appear to be coordinated statewide, there does not appear to be the same level of coordination between utilities and state and local emergency personnel during a severe weather emergency . . . A Statewide Severe Weather Emergency Plan is needed to ensure consistency among the individual utility plans and to establish paths of communication and coordination . . . during a severe weather emergency." Specifically required elements of the programs included communication with the public, progressive levels or stages of warning/alertness, uniform guidelines for interrupting firm customer load, and consideration of advance notice to cogenerators and qualifying facilities of potential capacity shortfalls.

SUMMARY OF THE RULE

Florida Statute 377.03 requires the Executive Office of the Governor to assume the responsibility for development of an energy emergency contingency plan. The purpose of the plan is to assure timely responses to serious shortages in primary and secondary energy sources in the state of Florida. The statutes give the Florida Public Service Commission exclusive responsibility for coordination of the electrical and natural gas emergency contingency plans. The proposed rule adopts FCG's Florida Electrical Emergency Plan, Generating Capacity Shortage Element as part of the Florida Electric Emergency Contingency Plan.

The FCG plan attempts to coordinate actions among electric utilities and state and local agencies in the event of an anticipated or actual generation capacity shortage. Power disruptions limited to local areas that are caused by factors other than a generating capacity shortage are outside the scope of this plan.

The FCG plan provides for individual utility plans to be filed with the FPSC and the FCG. These company specific plans address how an individual

utility will cope with a generation capacity shortage on its own system. Individual programs are required to address specific concerns as outlined in the FCG plan. These requirements will maintain consistency among utilities across the state and ensure the concerns of all parties will be addressed should any generating capacity shortfalls occur. Staff proposes administrative approval of these individual utility plans.

The FCG plan also provides for a coordinated statewide plan consisting of four phases of preparedness. These phases are: Generating Capacity Advisory, Generating Capacity Alert, Generating Capacity Emergency, and System Load Restoration. Each phase has separate procedures which detail the responsibilities of the State Capacity Emergency Coordinator (SCEC), FCG, FPSC, electric utilities and The Florida Division of Emergency Management (DEM). These responsibilities include a detailed network of communications which facilitate a coordinated statewide effort to avoid any electric generating shortage. Included in each phase are samples of public appeal and information announcements that individual utilities can fine tune for their service areas. These messages are to be provided to local media in each service area. These announcements address actions required by a particular utility's customers during each phase. When all firm load reduction has ceased, and power supply is adequate, the final phase, System Load Restoration is complete.

DIRECT COSTS TO THE AGENCY

Currently the utilities are only required to notify the Commission <u>"as soon as practicable"</u> of actions to maintain bulk power integrity. These utility actions include requests to the public to reduce consumption, voltage reduction, and firm load switching. Any subsequent Commission action would be

based on the severity of the situation and the need for Commission assistance in assuring timely resolution of any public need or concern.

Under the FCG plan, the FPSC would continue to act as an informational liaison to all interested parties. However, the utilities and/or the FCG would be responsible for providing current status reports and technical updates, to ensure that the FPSC can adequately address public concerns and informational requests on a timely basis. Estimates of additional costs incurred by the FPSC associated with implementation of these requirements are minimal. This is because the procedures currently being used are consistent with this program's requirements.

Under the proposed plan, the FPSC contact representative is required to be available at all times (24 hours a day). Contact hours during the normal work day, spent in association with the communications requirements of the proposed plan, would be absorbed in the daily work schedule. Contact hours spent outside the workday, would be compensatory in nature and have no net cost incurrence to the FPSC.

For example, during the electric generating shortage of December 1989, the FPSC had contact representatives available twenty-four hours a day. No additional costs were incurred by the FPSC. For the past six months a drafted version of this proposed FCG plan has been voluntarily used by the participating member utilities. Two "Generating Capacity Alert" phases were experienced in May and July of 1990. In both of these actual events, the second phase of alertness was reached and there were no additional quantified costs incurred by the Commission.

In summary, adoption of this plan would basically formalize the existing FPSC policy of participation as indicated by these previous electric

generating shortage and outage alerts. Therefore, additional costs incurred by the FPSC due to adoption of this plan would be minimal.

COSTS AND BENEFITS TO THOSE PARTIES DIRECTLY AFFECTED BY THE RULE

A formal data request was not possible due to the time constraints associated with bringing the FCG plan before the Commission for approval. Informal phone interviews were conducted with Florida's investor-owned utilities, selected municipal and cooperative electric generating utilities in the state of Florida, the FCG, and the Department of Community Affairs. Identification of the sources of costs and benefits associated with the FCG plan were addressed. Specific quantification of dollar amounts of these costs and benefits was not attainable at this time.

The Statewide Plan and the Individual Plan are both sources of additional costs. However, the coordination of the Statewide Plan appears to be the major contributor to any identifiable increased costs.

The FCG is responsible for compiling the Daily Capacity Assessment Report used by the State Capacity Emergency Coordinator in determining generation requirements for the Statewide Plan. This exercise requires 2 to 4 man-hours each weekday. On Fridays this report can take up to a full 8 hours because of monitoring requirements for the weekend. Individual utility dispatchers would also have to spend approximately 15 minutes a day in providing the information to the FCG. However, this additional workload for the FCG and individual utilities is being absorbed by current staff.

There is an FCG commitment to purchase a software enhancement program to give the Florida Computer Messaging System the capability of automatically producing the Daily Capacity Assessment Report without the daily man-hour

requirement currently experienced by the FCG. Apparently the need for this software was previously realized and implementation of the generating shortage plan accelerated this need. The estimated costs of purchasing this software is under \$100,000. The daily 2 to 4 man-hours spent compiling the Daily Capacity Assessment Report would be eliminated.

Each phase of the Statewide Plan details the responsibilities of the State Capacity Emergency Coordinator (SCEC), the FCG Technical Advisory Group and the FCG Public Information Committee Chairman. Chairman, These representatives are generally from FCG member utilities. As a capacity generating shortage situation approaches a more critical phase, the time requirements for each of these representatives increases. For example, it would be reasonable for the SCEC to spend 2 to 4 hours a day monitoring state generation capacity when an alert is in effect. In the two Generating Capacity Alerts experienced in 1990, additional time was devoted by these representatives in following the FCG plan. However, critical energy situations occurring in past years, have required similar time commitments from utility and FCG personnel in resolving those particular generating capacity problems. Therefore, although representatives' time would be spent in coordinating the FCG program, it appears these requirements simply formalize many procedures followed in the past. This would indicate minimal cost increases associated with the representatives' time in coordinating the FCG Plan.

Other identifiable costs are associated with the proposed plan's requirement of an annual one-day training session for personnel with major roles in the coordination or implementation of the activities involved in the plan. In addition, some utilities indicated there may be some minimal cost increases associated with the necessary in-house training of employees to complement

requirements of the Statewide Plan.

Additional minimal costs can be attributable to the plan's emphasis on media awareness and communication. The FCG plan states all communications with the public, news media, and local governmental agencies are the responsibility of the individual utility. In addition to the public communications requirements in each phase of the Statewide Plan, the utilities are also required to build, on an ongoing basis, public awareness of events that could lead to generating capacity problems. To the degree that past utility media programs did not address these concerns, added costs will be incurred in media packages to meet these requirements.

Another source of potential added costs in association with the Statewide Plan is the possibility some additional fuel costs would be incurred by an individual utility for the start-up of generating units that may never be used in avoiding a generating capacity shortage. This is because past individual utility generating capacity requirements may not have been based on the same weather forecasting requirements, or be as comprehensive in nature as the proposed FCG plan.

Each utility has historically had its own emergency plan to deal with generating capacity shortages. However, there may be some added cost associated with formalizing and fine tuning each Individual Plan to address the standard requirements of the FCG plan. This is a one-time cost that would be minimal in nature since the utilities' ongoing procedures for such emergencies generally comply with the FCG plan's requirements. In summary, all costs identified with implementation of this FCG plan, at both the individual utility and statewide level, appear to be minimal. This is because the FCG plan generally codifies many of the existing procedures used by the utilities and FCG in past generating

capacity shortage situations.

All Florida electric utilities and their customers may at one time or another directly benefit from a comprehensive statewide generating capacity shortage program which avoids unnecessary capacity outages, and the resulting service area blackouts. By voluntarily using the FCG plan on a trial basis during the past six months, additional benefits have already accrued to the utilities through better daily intercompany communication. This daily communication will further improve because updating of the Florida Computer Messaging System with new software will assist the State Transmission Coordinator in obtaining daily information required to more efficiently coordinate the generating utilities' interaction in such areas as scheduling of unit maintenance.

IMPACT ON SMALL BUSINESSES

None of the affected investor-owned electric utilities, municipalities, or cooperatives qualify as small businesses. It is unclear whether many of the cogenerators or qualifying facilities would be considered small businesses. However, cogenerators as a group will benefit since the individual utility plans must address the Commission's concerns regarding notification of potential capacity shortfall periods. These periods would allow cogenerators to sell generation at higher prices since the utility could avoid the higher fuel costs associated with generation from peaking units.

Qualifying facilities would also benefit because individual utility plans are required to give advance notice of potential interruption of services to qualifying facilities that are on interruptible standby schedules. This would allow these qualifying facilities the capability of serving their own load

without interruption during periods of anticipated shortages.

IMPACT ON COMPETITION

Adoption of the revised rules should have an insignificant impact on competition in the electric utility industry in the state of Florida. Each electric utility operates in its own service area. To the degree that an effectively coordinated statewide program dealing with electric generating capacity shortages addresses the concerns of all parties, competition should not be affected. The overall quality of service may increase for individual utilities and for the entire state of Florida.

IMPACT ON EMPLOYMENT

Implementation of the proposed program has not affected employment in the present trial stages of the plan. The additional investment in software computer enhancements would further indicate that employment would not be impacted by adoption of this plan.

METHODOLOGY

Discussions were held with the Division of Electric and Gas. Applicable statutes were reviewed for compliance. Phone interviews were conducted with investor-owned utilities and selected municipalities and cooperatives generating electricity. Standard microeconomic analysis was used to assess the impact of the proposed rule changes.

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Compassioners: MICHAEL McK. WILSON, CHAIRMAN THOMAS M. BEARD **BETTY EASLEY GERALD L. (JERRY) GUNTER** JOHN T. HERNDON



Division of Appeals David E. Smith, Director (904) 488-7464

Public Service Commission

ORIGINAL FILE COPY

January 15, 1991

Mr. Carroll Webb Joint Administrative Procedures Committee 120 Holland Building Tallahassee, Florida 32399

> DOCKET NO. 900071-EG, RULE 25-6.0183 Re:

Dear Mr. Webb:

ACK

AFA _____ APP ____

DES:prl

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The Commission has approved the adoption of Rule 25-6.0183 without changes.

The rule may possibly have an impact on small business but the Small and Minority Business Advocate, the Division of Economic Development and the Minority Business Enterprise Assistance Office have not offered alternatives regarding the impact of the rule on small business.

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David E. Smith Director of Appeals

CTR Enclosure EAG _____ Steve Tribble, Director, Div. Records & Reporting LEG 0078 LIM C-RECORDS/REPORTIN 00465 JAN 15 199 OPC _____ DOCUMENT NUMBER-D RCH ____ SEC _ WAS ____ OTH _ FLETCHER BUILDING 101 EAST GAINES STREET TALLAHASSEE FL 32399-0862 An Affirmative Action/Equal Opportunity Employer