



FAC-003-4 Vegetation Outage Reporting Process

Purpose

This procedure documents the steps for registered entities and MRO to meet FAC-003-4 Periodic Data Submittal and NERC Vegetation Outage Reporting requirements. These steps are performed once the entity has confirmed a vegetation outage has occurred.

FAC-003-4 C. Compliance 1.4 Additional Compliance Information:

Periodic Data Submittal: The applicable Transmission Owner and applicable Generator Owner will submit a quarterly report to its Regional Entity, or the Regional Entity's designee, identifying all Sustained Outages of applicable lines operated within their Rating and all Rated Electrical Operating Conditions as determined by the applicable Transmission Owner or applicable Generator Owner to have been caused by vegetation...

Note: This requirement does not apply to circumstances that are beyond the control of an applicable Transmission Owner or applicable Generator Owner subject to this reliability standard, including natural disasters such as earthquakes, fires, tornados, hurricanes, landslides, wind shear, fresh gale, major storms as defined either by the applicable Transmission Owner or applicable Generator Owner or an applicable regulatory body, ice storms, and floods; human or animal activity such as logging, animal severing tree, vehicle contact with tree, or installation, removal, or digging of vegetation. Nothing in this note should be construed to limit the Transmission Owner's or applicable Generator Owner's right to exercise its full legal rights on the ROW.

NERC Reporting

NERC expects the Regional Entities and relevant registered entities to continue reporting the information as they did before for FAC-003-1, now utilizing a standard template for quarterly reporting. This means that applicable functional entities must submit a Self-Report for all Category 1A&B, Category 2A&B, and Category 4A&B Sustained Outages within 48 hours of the outage occurring, and Regional Entities will continue to report Sustained Outages to NERC within 48 hours.

Vegetation Outage Reporting by Registered Entity:

1) Category 1A, 1B, 2A, 2B, 4A, and 4B Sustained Outages:

- Based upon an internal compliance assessment, entities are required to report all Sustained Outages caused by vegetation, as described in FAC-003-4 R1 and R2 through webCDMS using the Self-Report option.
- For instructions on submitting a Self-Report, log in to webCDMS and select "Documentation" from the "Help" menu to access the webCDMS registered entity Quick Start Guide.
- Self-reports will be processed per the Compliance Monitoring and Enforcement Program and submitted to NERC.
- After submission of the Self-Report, record the vegetation outage in the [FAC-003 Quarterly Report Template.xlsx](#) for inclusion in your quarterly submittal to MRO.

2) Category 3 Sustained Outages:

- Record the vegetation outage in the [FAC-003 Quarterly Report Template.xlsx](#) for inclusion in your quarterly submittal to MRO.



- No Self-Report is required to be submitted in webCDMS for Category 3 Sustained Outages.

Note: Category 3 Sustained Outages are not a compliance violation. NERC has requested Regional Entities to collect Category 3 outage data for informational purposes only.

3) Quarterly Report

- If no Sustained Outages of applicable lines occurred in the quarter, no report is required. However, an e-mail to desiree.sawyer@mro.net stating no outages occurred during the respective quarter, is required.
- Based upon an internal compliance assessment, entities are required to report all Sustained Outages caused by Category 1A through 4B vegetation-related transmission outage. Outages shall be communicated via email to compliance@mro.net using the FAC-003 Quarterly Report Template.xlsx (see below)
 - The quarterly report shall be filed per the due date in the quarterly reminder e-mail, typically 15-18 calendar days after the end of the quarter.

Vegetation Outage Reporting by MRO

All Sustained Outages for transmission lines as identified in FAC-003-4 will be reported by the Regional Entity to NERC.

- MRO will report to NERC within 48 hours all Category 1A, 1B, 2A, 2B, 4A, and 4B Sustained Outages based on the information submitted in each related Self-Report.
- MRO will report all Sustained Outages to NERC on a quarterly basis using the same FAC-003 Quarterly Report Template.xlsx spreadsheet.

Version History

Date	Revisions/Reviewed	By
07/03/2007	Created new document	WWV
01/02/2009	Revised procedure to match NERC bulletin	WWV/MAB
04/28/2009	Revised procedure to include NERC version 2 reporting disclaimer and Regional Entity reporting table	WWV
01/19/2010	Revised procedure to describe MRO moving to the monthly "reminder notice"	WWV/RI
02/03/2010	Revised to clarify reporting requirements for Category 1 and 2 vegetation outages	WWV/RI
03/31/2011	Deleted 48-hour reporting, reformatted document	WWV/JMM
06/30/2014	Revised procedure to adhere to new version of Standard, FAC-003-3	TPT/JRS/JPM



07/19/2016	Added statement regarding e-mail being required when there are no outages. Updated contact e-mail and changed standard from version 3 to version 4.	DAS
07/25/2019	Updated header, footer, and contact e-mails.	ABP/DAS