# **EOP-004 - Attachment 2: Event Reporting Form**

| **EOP-004 Attachment 2: Event Reporting Form**  **Use this form to report events. The Electric Reliability Organization will accept the DOE OE-417 form in lieu of this form if the entity is required to submit an OE-417 report. Submit reports to the ERO via one of the following: e-mail:** [systemawareness@nerc.net](mailto:systemawareness@nerc.net) **, Facsimile 404-446-9770 or voice: 404-446-9780.** | | |
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| **Task** | | **Comments** |
|  | Entity filing the report include:  Company name:  Name of contact person:  Email address of contact person:  Telephone Number:  Submitted by (name): |  |
|  | Date and Time of recognized event.  Date: (mm/dd/yyyy)  Time: (hh:mm)  Time/Zone: |  |
|  | Did the event originate in your system? | Yes  No  Unknown |
|  | **Event Identification and Description:** | |
| (Check applicable box)  Damage or destruction of a Facility  Physical Threat to a Facility  Physical Threat to a control center  BES Emergency:  Public appeal for load reduction  System-wide voltage reduction  Manual firm load shedding  Automatic firm load shedding  Voltage deviation on a Facility  IROL Violation (all Interconnections) or SOL Violation for Major WECC Transfer Paths (WECC only)  Loss of firm load  System separation  Generation loss  Complete loss of off-site power to a nuclear generating plant (grid supply)  Transmission loss  Unplanned control center evacuation  Complete loss of voice communication capability  Complete loss of monitoring capability | Written description (optional): |