

A. Introduction

1. **Title:** **Operating Personnel Credentials**
2. **Number:** PER-003-0
3. **Purpose:** Certification of operating personnel is necessary to ensure minimum competencies for operating a reliable Bulk Electric System.
4. **Applicability**
 - 4.1. Transmission Operators.
 - 4.2. Balancing Authorities.
 - 4.3. Reliability Coordinators.
5. **Effective Date:** April 1, 2005

B. Requirements

- R1. Each Transmission Operator, Balancing Authority, and Reliability Coordinator shall staff all operating positions that meet both of the following criteria with personnel that are NERC-certified for the applicable functions:
 - R1.1. Positions that have the primary responsibility, either directly or through communications with others, for the real-time operation of the interconnected Bulk Electric System.
 - R1.2. Positions directly responsible for complying with NERC standards.

C. Measures

- M1. Each Transmission Operator, Balancing Authority, and Reliability Coordinator shall have NERC-certified operating personnel on shift in required positions at all times with the following exceptions:
 - M1.1 While in training, an individual without the proper NERC certification credential may not independently fill a required operating position. Trainees may perform critical tasks only under the direct, continuous supervision and observation of the NERC-certified individual filling the required position.
 - M1.2 During a real-time operating emergency, the time when control is transferred from a primary control center to a backup control center shall not be included in the calculation of non-compliance. This time shall be limited to no more than four hours.

D. Compliance

1. Compliance Monitoring Process

Periodic Review: An on-site review will be conducted every three years. Staffing schedules and certification numbers will be compared to ensure that positions that require NERC-certified operating personnel were covered as required. Certification numbers from the Transmission Operator, Balancing Authority, and Reliability Coordinator will be compared with NERC records.

Exception Reporting: Any violation of the standard must be reported to the Regional Reliability Organization, who will inform the NERC Vice President-Compliance, indicating the reason for the non-compliance and the mitigation plans taken.

1.1. Compliance Monitoring Responsibility

Regional Reliability Organization.

1.2. Compliance Monitoring Period and Reset Timeframe

One calendar month without a violation.

1.3. Data Retention

Present calendar year plus previous calendar year staffing plan.

1.4. Additional Compliance Information

Not specified.

2. Levels of Non-Compliance

2.1. Level 1: The Transmission Operator, Balancing Authority, or Reliability Coordinator did not meet the requirement for a total time greater than 0 hours and up to 12 hours during a one calendar month period for each required position in the staffing plan.

2.2. Level 2: The Transmission Operator, Balancing Authority, or Reliability Coordinator did not meet the requirement for a total time greater than 12 hours and up to 36 hours during a one calendar month period for each required position in the staffing plan.

2.3. Level 3: The Transmission Operator, Balancing Authority, or Reliability Coordinator did not meet the requirement for a total time greater than 36 hours and up to 72 hours during a one-month calendar period for each required position in the staffing plan.

2.4. Level 4: The Transmission Operator, Balancing Authority, or Reliability Coordinator did not meet the requirement for a total time greater than 72 hours during a one calendar month period for each required position in the staffing plan.

E. Regional Differences

None identified.

Version History

Version	Date	Action	Change Tracking
0	April 1, 2005	Effective Date	New