



HELPING OUR MEMBERS WORK TOGETHER
TO KEEP THE LIGHTS ON... TODAY AND IN THE FUTURE.

Submitting a Non-Continuous Outage

The screenshot displays the 'Outage Request Index' page in the CROW Web 5.3.0.267 application. The page title is 'CROW Web 5.3.0.267 - Outage Request Index'. Below the title, there is a navigation bar with 'Operations Reports', 'Outage Requests', and 'Options'. The main content area shows 'Outage Request Index - (300 of 1,285 records)'. The search and filter section includes the following elements:

- Outage Request Date:** 01 / 04 / 2017 to 01 / 12 / 2017
- Control Center:** A dropdown menu and a text input field with a 'List...' button.
- Requested By:** A text input field with a search icon.
- Request Status:** All
- Equipment Req. Type:** All
- Request Priority:** All (highlighted with a red box)
- Pending Approvals:** Ignore Filter

At the bottom of the search section, there are buttons for 'Clear Highlights', 'New Outage Request', 'Export to Excel', 'Export to Gantt', 'Refresh', and 'No Auto Refresh'. There is also a 'Find' button and an 'Outage Number' dropdown menu.

❖ From the CROW Outage Request Index select **'New Outage Request'** and then fill out request data (Planned start, planned end, Equip. Requested, etc.)

Submitting a Non-Continuous Outage

Request Summary | Request Details/Approval | Attachments (0)

Outage #: 0-00000000 rev. 1 (current)

Requested by: Engineer, Shift

Company: Southwest Power Pool

Outage status:

Outage priority: Opportunity

Priority date:

Planned start: 01 / 10 / 2017 08:00

Planned end: 01 / 17 / 2017 16:00

Recall Time: Non-Recallable

Work order number:

Submitted by:

Last updated:

Outage category: T G

Continuous/Daily:
Continuous
Return Evenings
Return Weekends
Return Evenings and Weekends
Noncontinuous

Outage duration:

Outage Flags: Black Start JOU

Equip. Requested:

	Control Area	Control Center	Station	Equip. Type	Circuit/Equipment	Description	Equipment/ Req. Type	Voltage Class
<input type="checkbox"/>	AEPG	AEP GCC, AECC View, OMPA AEPView	Turk	Unit	Turk		OOS	n/a

Outage Cause: Other

Requester Notes:

- ❖ From the **Continuous/Daily** drop down menu select **Noncontinuous**
- ❖ Other forms of non-continuous outages include Return Evenings, Return Weekends, and Return Evening and Weekends. These options will auto-populate Outage Profiles corresponding to your selection.

Outage Profiles

Request Summary **Request Details/Approval** Attachments (0)

Outage Profiles

	Planned Start/ Planned End	Actual Start	Actual Complete	Circuit/Equipment	Equipment Req. Type	Status/ By/ When/ Code
<input type="checkbox"/>	01 / 10 / 2017 08:00	-	-	<input checked="" type="checkbox"/> Turk	Out of Service	...
<input type="checkbox"/>	01 / 17 / 2017 16:00					

Range: 01 / 10 / 2017 To 01 / 17 / 2017

Notifications

Notification Type	Notify	Contact Information	Accepted/ Result	By/ When	Comments
No notifications required.					

- ❖ Navigate to the **Request Details/Approval** tab
- ❖ If your outage is continuous there will only be one profile and you will not have the **Add...** button shown above

Outage Profiles

Request Summary | Request Details/Approval | Attachments (0)

Outage Profiles							
	Planned Start/ Planned End	Actual Start	Actual Complete	Circuit/Equipment	Equipment Req. Type	Status/ By/ When/ Code	
<input type="checkbox"/>	01 / 10 / 2017 08:00	-	-	<input checked="" type="checkbox"/> Turk	Out of Service	...	
	01 / 17 / 2017 16:00						
<input type="checkbox"/>	01 / 11 / 2017 08:00	-	-	<input checked="" type="checkbox"/> Turk	Out of Service	...	
	01 / 11 / 2017 16:00						

Check Conflicts Range: 01 / 10 / 2017 To 01 / 17 / 2017 Add...

❖ Click the **Add...** button to populate new Outage Profiles

Outage Profiles

Request Summary Request Details/Approval Attachments (0)

Outage Profiles												
	Planned Start/ Planned End				Actual Start	Actual Complete	Circuit/Equipment	Equipment Req. Type	Status/ By/ When/ Code			
x	01	/	10	/	2017	08:00	-	-	<input checked="" type="checkbox"/> Turk	Out of Service	...	
	01	/	11	/	2017	16:00						
x	01	/	12	/	2017	08:00	-	-	<input checked="" type="checkbox"/> Turk	Out of Service	...	
	01	/	13	/	2017	16:00						
x	01	/	15	/	2017	08:00	-	-	<input checked="" type="checkbox"/> Turk	Out of Service	...	
	01	/	16	/	2017	16:00						
x	01	/	17	/	2017	08:00	-	-	<input checked="" type="checkbox"/> Turk	Out of Service	...	
	01	/	17	/	2017	16:00						

Check Conflicts Range: 01 / 10 / 2017 To 01 / 17 / 2017 Add...

- ❖ Update the Planned Start/Planned End times as needed
- ❖ Ensure that the Planned End time of the final profile matches the end time of the entire outage
- ❖ Submit outage after reviewing to ensure correctness

Implementing a Non-Continuous Outage

Request Summary | Request Details/Approval | Change Requests (17) | Attachments (0)

Outage Profiles					
Planned Start/ Planned End	Actual Start	Actual Complete	Circuit/Equipment	Equipment Req. Type	
09 / 14 / 2013 00:00 06 / 16 / 2014 12:00	09/14/2013 00:00:00	06/16/2014 22:17:12	Southwestern Power Station Unit #1	Out of Service	
06 / 16 / 2014 17:00 06 / 17 / 2014 10:00	06/16/2014 22:17:34	06/17/2014 20:10:00	Southwestern Power Station Unit #1	Out of Service	
06 / 17 / 2014 14:00 06 / 18 / 2014 00:00	-	-	Southwestern Power Station Unit #1	Out of Service	

- ❖ Each time you implement a non-continuous outage, the Actual Start time will populate in the next available profile

Completing a Non-Continuous Outage

- ❖ When you complete a non-continuous outage you will have the option to either complete the Entire Outage Request or the Current Daily Outage Request

Complete: Entire Outage Request Current Daily Outage Request

- ❖ Each time you complete a non-continuous outage, the Actual Complete time will populate in the next available profile

Request Summary						
Request Details/Approval		Change Requests (17)		Attachments (0)		
Outage Profiles						
Planned Start/Planned End	Actual Start	Actual Complete	Circuit/Equipment	Equipment Req. Type		
09 / 14 / 2013 00:00	09/14/2013 00:00:00	06/16/2014 22:17:12	Southwestern Power Station Unit #1	Out of Service		
06 / 16 / 2014 12:00						
06 / 16 / 2014 17:00	06/16/2014 22:17:34	06/17/2014 20:10:00	Southwestern Power Station Unit #1	Out of Service		
06 / 17 / 2014 10:00						
06 / 17 / 2014 14:00	-	-	Southwestern Power Station Unit #1	Out of Service		
06 / 18 / 2014 00:00						