



Republic of the Philippines
DEPARTMENT OF ENERGY

DEPARTMENT CIRCULAR NO. DE 2012-12-0011

**CREATING A POWER TASK FORCE ELECTION 2013 TO ENSURE ADEQUATE
AND RELIABLE ELECTRIC POWER SUPPLY BEFORE, DURING, AND AFTER
THE MAY 13, 2013 NATIONAL AND LOCAL ELECTIONS**

WHEREAS, it is the policy of the State to ensure the reliability, quality and security of supply of electric power;

WHEREAS, the Department of Energy (DOE) is mandated to provide a mechanism for the integration, rationalization, and coordination of the various activities to carry out the energy policy of the State;

WHEREAS, the Commission on Elections (COMELEC), pursuant to the powers vested in it by the Constitution, the Omnibus Election Code, and other related elections laws, has prescribed the rules and procedures to ensure the holding of a free, orderly, honest, peaceful and credible automated national and local elections on 13 May 2013;

WHEREAS, the DOE, as Standard Operating Procedure issued on 15 February 2010, Department Circular No. DC2010-02-0002, creating a Power Task Force Election 2010;

WHEREAS, as part of its mandate, the DOE deems it necessary to adopt measures to ensure provision of stable and continuous supply of power during the national and local elections for the period of 10 to 17 May 2013;

NOW THEREFORE, the DOE, in support to the government's aim of holding a successful election, is issuing this Circular to create a Power Task Force Election 2013 to ensure adequate, stable and reliable power supply before, during and after the national and local elections.

Section 1. Composition. The Power Task Force Election 2013 shall be composed of the following, with the organizational structure and reporting flow attached hereto as Annex A:

a. Core Group Team

Head	:	Department of Energy (DOE)
Members	:	National Power Corporation (NPC)
	:	National Transmission Corporation (TransCo)

National Electrification Administration (NEA)
Power Sector Assets & Liabilities Corporation (PSALM)
Philippine Electricity Market Corporation (PEMC)
National Grid Corporation of the Philippines (NGCP)
Manila Electric Company (MERALCO)

b. Supporting Organizations

Philippine Independent Power Procedures Association (PIPPA)
Philippine Rural Electric Cooperatives Association (PHILRECA)
Private Electric Power Operators Association, Inc. (PEPOA)
Other associations of distribution utilities not explicitly mentioned in this Circular.

All power suppliers and service providers particularly the distribution utilities (DUs) - privately-owned, electric cooperatives (ECs) and LGU-owned, and the power generation companies are directed to provide full support and participation to ensure the attainment of the objective of this Circular.

Section 2. General Responsibilities. The members of the Power Task Force on Elections 2013 shall have the following general responsibilities:

1. As head of the Power Task Force Election 2013, the DOE shall be responsible for the following:
 - a. Overall management of the Power Task Force 2013;
 - b. Establishment of a systematic monitoring and reporting scheme that will ensure power interruptions are immediately acted upon by concerned agencies/organizations;
 - c. Cause the establishment of mitigating measures to minimize, if not prevent, power outages on election day and the critical period prior to and after election;
 - d. Provide the general public with fast and accurate information on the status of power supply; and
 - e. Assign focal persons to coordinate with COMELEC.

2. The members shall be responsible for the following:
 - a. Ensuring operation of their respective facilities/systems and for establishing communications links with Command Center and their Contingency Teams under heightened alert status on 24/7 basis;
 - b. Instituting mitigating measures to preclude abnormal situations in their respective areas of responsibilities;
 - c. Regularly reporting the status of their facilities/systems/areas as well as immediately reporting any problem that may affect power supply; and
 - d. Immediate addressing potential or actual problems that may affect power supply.
3. The members of the Power Task Force Election 2013 shall establish their contingency teams and designate their representatives to support the Sub-Task Force on Power 2013.

Section 3. Specific Responsibilities. In addition to the general responsibilities, each member of the Power Task Force Election 2013 has the following specific responsibilities:

PSALM and NPC

1. Ensure availability of generating units (including those already privatized) to meet demand and required reserves (regulating, spinning and back-up), in close coordination with NGCP;
2. Ensure maximum reservoir level for hydropower plants prior to election day;
3. Suspend preventive maintenance and testing of generating units one week before and after election day;
4. Defer already scheduled plant maintenance and tests;
5. Ensure availability of its quick start units, if any;
6. Secure adequate fuel supplies and maintain reasonable fuel inventories;

7. Arrange for back-up personnel in power plants and additional maintenance crew to assist in case of emergencies;
8. Augment security forces in major plant installations;
9. If necessary, lease-rental of gensets to ensure adequate, stable and reliable power supply;
10. Ensure cooperation of successor generating companies and independent IPP administrators of NPC plants/PPs to the Power Task Force Election 2013 directives; and
11. Ensure availability of PSALM's purchased generating plants or administered PPs at their dependable capability and assure their continued normal operation.

TransCo and NGCP

1. Ensure availability of all substation facilities/transmission lines, to the extent possible, and assure their continued normal operation;
2. Suspend maintenance and testing works on substation facilities/transmission lines, one week before and after election day, except in extreme emergency cases;
3. Ensure reliability of emergency diesel generators, station batteries and air compressor systems;
4. Place off-duty control center and substation personnel on "on-call" basis;
5. Ensure standby transmission line crew and power system maintenance personnel;
6. Secure communication hotlines between the DOE and NGCP as well as with Market Operator (MO) and other electric power industry participants;
7. Provide standby transportation facilities to assist in the immediate inspection of tripped critical transmission lines;
8. Ensure all Area Control Center (ACC) dispatchers are prepared to implement islanding operation and power restoration;

9. Strategically deploy Network Protection, Power System Maintenance, District/Branches, SCADA and Telecom personnel;
10. Check proper function of installed fault clearance system, transient recorders and sequence of event recorders in all substations including all Special Protection Systems;
11. Update load shedding schedule in each grid to consider priority supply to polling places and local government offices;
12. Accelerate completion of corrective works on critical substation/transmission lines before election day;
13. Inspect the integrity of transmission line structures and clear obstructions, if any;
14. Inspect connection points of DUs/ECs to the grid;
15. Augment security forces in critical substations/transmission facilities;
16. Coordinate with COMELEC, National Disaster Coordination Council (NDCC), Military, Philippine National Police (PNP) and the Regional Peace and Order Council, as necessary;
17. Ensure availability of tools and materials at satellite offices; and
18. Assign service vehicles/drivers to regional and District Command Post.

NEA

1. Oversee the preparation of the Electric Cooperatives for the 13 May 2013 national and local elections, and ensure the readiness and reliability of the distribution systems;
2. Direct the Electric Cooperatives to ensure the availability of their technical personnel especially during the election day and until the canvassing of votes; and
3. Ensure the full cooperation of the Electric Cooperatives to all activities of the Power Task Force Election 2013.

PEMC

1. Ensure the continuous operation of the Wholesale Electricity Spot Market (WESM); and
2. In coordination with NGCP-System Operator (SO), ensure availability of all supervisory controls and communication networks and effective management of the power system.

DUs

1. Ensure availability of all its substation facilities/distribution lines, to the extent possible, and assure their continued normal operation;
2. Ensure the adequacy of connection and service entrance facilities of polling places and canvassing centers;
3. Accelerate completion of corrective/remedial works on critical distribution lines before election day;
4. Create special and emergency line crews to undertake the following:
 - (a) Inspect integrity of distribution line structures and clear distribution lines from obstructions;
 - (b) Inspect connection points to polling places for proper breaker and fuse rating;
 - (c) Check electrical installation of polling places for proper breaker and fuse rating;
 - (d) Conduct information dissemination on how to avoid power supply overload/short-circuits during election; and
 - (e) Respond to emergency cases affecting power supply within the service areas.
5. Provide logistics support to special and emergency line crews such as:
 - (a) Availability of tools and equipment for all crew members/line men;
 - (b) Service vehicles and drivers;

- (c) Adequate supply of replacement parts, and power line devices and equipment.
- 6. Ensure availability and reliability of embedded generators within their franchise area, if any; and
- 7. Coordinate with NGCP on the appropriate load shedding to ensure that polling places and local government offices are excluded.

Philippine Independent Power Procedures Association (PIPPA)
 Philippine Rural Electric Cooperatives Association (PHILRECA)
 Private Electric Power Operators Association, Inc. (PEPOA)
 Other Similar Associations/Federation of Electric Power Industry Participants

- 1. Establish respective satellite centers that will interface with distribution utilities; and
- 2. Provide support and assistance to distribution utilities to ensure their cooperation to Power Task Force Election 2013 directives.

In addition to the specific responsibilities of the members, the Head of the Power Task Force Election 2013 can delegate to any members other assignments, as necessary.

Section 4. Command Post. The Power Task Force Election 2013 shall establish its Main Operations Center at NGCP-Diliman, Quezon City and Satellite Operation Centers at NGCP-Banilad, Cebu City for Visayas and NGCP-Cagayan de Oro City for Mindanao. These centers shall be equipped with monitoring facilities and communication link-ups with all electric power industry participants.

To establish communication links with the operations centers, the NPC, PSAIM, TransCo, NEA, NGCP and PEMC shall create their contingency teams and designate their representatives to support the Power Task Force Election 2013 on a 24/7 basis. In addition, all DUs and ECs shall also create their own contingency teams and designate their representatives to support the Power Task Force Election 2013 on 24/7 basis.

Section 5. Logistics and Budgetary Requirement. The expenses to be incurred by the members of the Power Task Force Election 2013 in the performance of the responsibilities herein shall be charged to the respective accounts of the concerned agencies/entities.

Section 6. Effectivity Period. This Circular shall take effect fifteen (15) days upon its publication in a newspaper of general circulation.

Issued this DEC 10 2012 at Energy Center, Bonifacio Global City, Taguig City.


CARLOS JERICO L. PETILLA
Secretary

 Republic of the Philippines
DEPARTMENT OF ENERGY

IN REPLYING PLS CITE:

SOE-JLP-12000518



**POWER TASK FORCE ELECTION 2013
ORGANIZATIONAL STRUCTURE**

