

**FERC Standards of Conduct for Transmission
Providers
Transmission Function
Employees**

Managing Director Transmission Operations Reliability

Provide leadership, strategic vision, and executive oversight for the Energy Delivery Real Time Reliability business unit, which includes transmission system control centers, operations engineering, distribution system operations, transmission load settlements and real-time distribution and transmission breaker node model management functions to ensure the AEP system operates in a safe and reliable manner and in accord with the state and NERC reliability standards. Set the strategic vision for professional operation of the daily activities required to perform real time activities associated with AEP system reliability. Build industry expertise into strategic direction with a focus on ensuring safe, reliable, and cost-effective operation of the AEP system, while ensuring proper and timely communication with all interconnected entities. Lead the development, implementation, and monitoring strategies that achieve Energy Delivery Real Time Reliability organizational goals, objectives and long-range plans that focus on elite real time operation of the AEP owned facilities integrated into the “Grid of the Future.”

Director – Energy Delivery System Operations

Responsible for providing leadership, vision and executive oversight for the transmission dispatching organization to facilitate effective services between the energy delivery regions and transmission dispatching. Develop, implement and monitor strategies that achieve Transmission Operation organizational goals, objectives and long-range plans. Ensure the efficient and professional operation of the daily activities and administrative functions of all Transmission Dispatching Centers. Ensure that dispatching standards are consistent throughout the system with the goal to protect the integrity and reliability of the transmission network.

Energy Delivery System Operations Manager

Responsible for the safe, reliable and cost-effective coordination, dispatching and restoration of assigned transmission facilities and the overall moment-to-moment operation of a portion of the AEP transmission system including 1) managing the Transmission Dispatching group in support of Transmission Operations goals, 2) ensuring safe transmission dispatching practices in accordance with company standards, 3) managing the coordination of transmission facility outages internally and externally, 4) managing moment-to-moment operation and surveillance of the assigned portion of AEP’s transmission system, 5) managing restoration of facilities in a safe and reliable manner, 6) implementing normal and emergency procedures per plans, and 7) ensuring proper training of dispatching personnel.

Energy Delivery System Operator Supervisor

These employees are responsible for the safe and reliable operation, dispatching and restoration of facilities for a portion of the AEP transmission system.

Staff Engineer

Coordinate the development and implementation of the transmission dispatcher non-reliability related on-the-job training program. Provide leadership, direction, coordination, and effective communication to initiate, plan, execute, monitor and control, and close in a safe, efficient, economical, risk-balanced manner to achieve short and long-range goals and to obtain maximum customer satisfaction. Develop relationships and effectively communicate with all stakeholders. Provide technical sign off on all policies and procedures that have an impact on the daily activities of the transmission dispatching organization.

Energy Delivery System Ops Coordinator / Schedulers

These employees are responsible to the assigned supervisor to perform work activities and projects requiring technical knowledge for the safe, effective, efficient and economic accomplishment of assigned objectives.

Energy Delivery System Operator Principal / Transmission System Operator I

These employees are responsible for reviewing and approving equipment removal for maintenance of lines and stations while maintaining adequate voltage levels, for coordination of activities with the various departments of the Company.

Energy Delivery System Operator Senior / Transmission System Operator II

These employees are responsible for assisting and carrying out direction of switching operations on the transmission system, performing hourly load data input, and assisting others in the department in the performance of their duties.

Energy Delivery System Operator / Transmission System Operator III

These employees are responsible for assisting and carrying out direction of switching operations on the transmission system, performing hourly load data input, and assisting others in the department in the performance of their duties.

Energy Delivery System Operator Associate / Transmission System Operator IV

Responsible for assisting and carrying out direction of switching operations on the transmission system, performing hourly load data input, and assisting others in the department in the performance of their duties.

Energy Delivery System Operator Technician Job Family – (Technician Associate, Technician, Senior Technician and Principal Technician)

Responsible for performing all assigned tasks per skill level to ensure technical responsibilities of the Transmission Dispatching office is properly managed. Key focus areas include the process development, technical training development and presentation, documentation and human performance practice adherence.

Director – Transmission Real Time Reliability

Responsible for providing leadership, vision and executive oversight for the transmission operations reliability organization to facilitate effective services between AEP Transmission Operations and peer organizations. Develop, implement and monitor strategies that achieve Operations Reliability organizational goals, objectives and long-range plans. Ensure the efficient and professional operation of the daily activities and administrative functions of all Reliability Offices. Ensure that reliability standards are consistent throughout the system with the goal to protect the integrity and reliability of the transmission network.

Transmission Operations Reliability Manager

Primary responsibility for the efficient and reliable operation and coordination of all AEP Control Area zones and transmission systems, which include PJM, SPP and ERCOT relationships. Additional responsibilities include the coordination and scheduling of the activities and personnel of the Operations Reliability group; ensuring compliance with all NERC Reliability Standards; ensuring compliance with all operating provisions of RFC Standards; for ensuring compliance to all operating provisions of SPP, PJM and ERCOT criteria; and for ensuring proper oversight and non-discriminatory execution of transmission service schedules with transmission customers and other control areas.

Real Time Operations Lead

Responsible for the day-to-day supervision of one or more 24x7 Desks at the System Control Center (SCC), which provides reliable, efficient operation and coordination of the AEP transmission system across various RTO regions, Ensuring the SCC's policies, procedures, and compliance related documentation are kept up-to-date, coordinating and scheduling the training activities of SCC personnel, acting as liaison between applicable Reliability Coordinators on real-time operating issues, fostering operational excellence at the SCC, assisting in ensuring adherence to all applicable NERC Reliability Standards and RTO policies and procedures for the Transmission Operator function for which AEP is registered and for coordinating Transmission Operations compliance readiness for NERC and Regional audits, keeping management informed of any and all matters of significant events, complaints and/ or concerns that may be elevated to other levels of the organization.

SCC Reliability Shift Lead

Has responsibility and authority for overseeing the safe, efficient, and reliable operation of the AEP transmission system across all applicable RTO regions. Directly arranges operating plans or provides leadership and guidance to Reliability Coordinators in coordinating and arranging operating plans for congestion relief on transmission facilities to ensure operation within System Operating Limits. Directly coordinates or provides leadership and guidance in coordinating with the applicable RTO, the arrangement and approval of switching operations and removal of equipment for maintenance of transmission lines and stations. Has the responsibility and authority to implement or oversee the implementation of reliability directives/instructions to Transmission Dispatch, Generation Dispatch, Distribution Dispatch, and Independent Power Producers connected to the AEP system, as necessary, to ensure the stable and reliable operation of the AEP transmission system. Has responsibility for providing leadership and guidance in developing control room related human performance initiatives/tools, team initiatives, process development, implementing and documenting compliance evidence and controls, providing on the job training / mentoring to trainees and assisting in work scheduling as necessary.

SCC Operations Specialist

Responsible for working with TOPS Support on integrating projects such as State Estimator upgrades/enhancements or any other new tools / processes into the control room. Develop and conduct training for Operators on these enhancements or new tools and processes. Identify, track and assist in solving issues related to the reliability / visualization tools (Alstom, E-TerraVision, PI, etc.). Develop as needed, new visualization displays to keep Real Time Operations' situational awareness current and train the Operators on these new displays and processes. Assist in ensuring that NERC Reliability Standards are followed and that the Operators are kept abreast of changes in the industry relative to NERC Standards or RTO Policies / Guidelines. Ensure current Real Time Operations policies and procedures are aligned with NERC Reliability

Standards, RTO Policies / Guidelines. Support Real Time Operations compliance requirements by maintaining compliance records.

SCC Reliability Coordinator Principal

Responsible for overseeing the safe, efficient, reliable operation and coordination of the AEP transmission system in the PJM and SPP regions; for coordinating and arranging for congestion relief on actual or contingent overloaded transmission facilities; for coordinating with the applicable RTO the arrangement and approval of switching operations and removal of equipment for maintenance of transmission lines and stations; for maintaining acceptable EHV and 138 kV voltage levels; and for the proper notification regarding outages and system disturbances to management, DOE, NERC, and FERC as required. Has the responsibility and authority to comply with all NERC Reliability Standards and Regional Reliability Organization criteria, specifically those regarding Transmission Operations in order to help ensure the stable and reliable operation of the bulk electric system. This includes the authority to take real-time actions to maintain adequate operating reserves, maintain acceptable voltage levels, and to maintain facilities within acceptable System and Interconnection Reliability Operating Limits on an actual and pre-contingency basis and the initiation of emergency actions up to and including load shedding.

SCC Reliability Coordinator Sr

Responsible for working with TOPS Support on integrating projects such as State Estimator upgrades/enhancements or any other new tools / processes into the control room. Develop and conduct training for Operators on these enhancements or new tools and processes. Identify, track and assist in solving issues related to the reliability / visualization tools (Alstom, E-TerraVision, PI, etc.). Develop as needed, new visualization displays to keep Real Time Operations' situational awareness current and train the Operators on these new displays and processes. Assist in ensuring that NERC Reliability Standards are followed and that the Operators are kept abreast of changes in the industry relative to NERC Standards or RTO Policies / Guidelines. Ensure current Real Time Operations policies and procedures are aligned with NERC Reliability Standards, RTO Policies / Guidelines. Support Real Time Operations compliance requirements by maintaining compliance records.

SCC Reliability Coordinator

Responsible for carrying out the safe, efficient and continuous operation of the transmission system, for arranging and approving switching operations and removal of equipment for maintenance of transmission lines and transformers.

SCC Reliability Coordinator Associate

Working under the direction and authority of a System Control Center System Operator I,II or III, assist, with limited instruction, in overseeing the safe, efficient and reliable operation and coordination of the AEP transmission system in RFC and/or SPP; for assisting with the coordination and arrangement of congestion relief on actual or contingent overloaded transmission facilities; for assisting with the coordination with the applicable RTO the arrangement and approval of switching operations and removal of equipment for maintenance of transmission lines and stations; for maintaining acceptable EHV and 138 kV voltage levels; and for the proper notification regarding outages and system disturbances to management, DOE, NERC, and FERC as required. Must work under the responsibility and authority of a NERC Certified System Operator and must comply with all NERC Reliability Standards, specifically those regarding Transmission Operator and Balancing Authority operation, in order to help assist with ensuring the stable and reliable operation of the bulk electric system. This position does not take any independent real-time actions.

Manager – Transmission Operations Engineering

Responsible for providing leadership, vision and executive oversight for the transmission operations engineering staff responsible for engineering related tasks associated with required studies necessary to ensure transmission grid reliability and resiliency. Additional responsibilities include all proactive engineering tasks associated with proper setting coordination, design and standard development of all engineering related tasks. Develop, implement and monitor strategies that achieve Transmission Operations Engineering organizational goals, objectives and long-range plans, while ensuring that these goals are in alignment with overall Transmission Operations goals. Ensure that reliability standards are consistent throughout the system with the goal to protect the integrity and reliability of the transmission network.

Transmission Operations Engineer Job Family – (Engineer Associate, Engineer, Senior Engineer and Principal Engineer)

Responsible for performing all assigned tasks per skill level to ensure proper analysis and coordination studies are met for all real time system conditions. Key focus areas include the efficient and professional operation of the daily activities and administrative functions, proper alignment with reliability standards, and consistency throughout the system with the goal to protect the integrity and reliability of the transmission network.

Transmission Operations Co Op Engineer

Work under direct supervision of an experienced Transmission Operations employee performing in a support role.