



## Scheduling Agent, Version 3

Effective: 11/13/12

This Business Practice defines the roles and responsibilities of the **Scheduling Agent**<sup>1</sup> and the process for designating a Scheduling Agent. Previously, this Business Practice had been combined with the **Reservation Agent**<sup>2</sup> Business Practice to comprise the Reservation & Scheduling Agent Business Practice. The now separate Reservation Agent Business Practice can be found in the Requesting section of this website.

Version 3 replaces NERC's online TSIN registration in step A.2 with the NAESB Electric Industry Registry (EIR) as the sole registry source. The TSIN Registry site will be decommissioned effective November 13, 2012 making the NAESB Electric Industry Registry (EIR) the official source of registry data.

---

<sup>1</sup>An entity designated by the Customer to prepare and submit transmission schedules and associated forecasts on behalf of that Customer.

<sup>2</sup>An entity authorized to submit and process Transmission Service Requests (TSR) on behalf of the Customer. This entity is a registered customer of Open Access Technology International, Inc. (OATI).

## A. Scheduling Agent

1. There is no limit to the number of Scheduling Agents a **Customer**<sup>1</sup> may designate to schedule Transmission Service under all of its CONFIRMED TSRs. Designation of a Scheduling Agent for **CDE**<sup>2</sup> scheduling data entry allows the Scheduling Agent to access all of the Customer's CDE scheduling data, including data unrelated to the transactions for which the Scheduling Agent is designated.
2. BPA Transmission Services will determine if the party the Eligible Customer has designated to be their Scheduling Agent has a 24/7 desk code in NAESB Electric Industry Registry (EIR). If the Scheduling Agent is not designated, the Eligible Customer will need to give BPA Transmission Services 60 days notice of signing a qualified Scheduling Agent prior to scheduling.
3. The Customer may add or change its Scheduling Agent with 60 day's prior written notice to its Account Executive (see contact information below), with a maximum of two Scheduling Agent changes per resource during any **FY**<sup>3</sup> (October through September).

---

<sup>1</sup>Any customer taking service under Use of Facilities (UFT), Formula Power Transmission (FPT), Integration of Resources (IR), Part II or Part III of the OATT.

<sup>2</sup>Customer Data Entry

<sup>3</sup>Fiscal Year - October - September

## B. Contact Information

U.S. Postal Service	Bonneville Power Administration Transmission Marketing and Sales - TSE-TPP-2, P.O. Box 61409, Vancouver, WA 98666-1409
Overnight Express	Bonneville Power Administration Transmission TSE-TPP-2 7500 NE 41st St, Suite 130 Vancouver, WA 98662-7905 Required Telephone Number: (360) 619-6016
Facsimile (fax) to:	(360) 619-6940
OATI <sup>1</sup> U.S. Postal Service	OATI 2300 Berkshire Lane North Minneapolis, Minnesota 55441-3606 Fax to: (763) 553-2813

## C. Additional Information

### Related Business Practices

- New Customer Application Process for Transmission Service
- Scheduling Transmission Service

### Version History

Version 3	11/13/12 Version 3 replaces NERC's online TSIN registration in step A.2 with the NAESB Electric Industry Registry (EIR) as the sole registry source. The TSIN Registry site will be decommissioned effective November 13, 2012 making the NAESB Electric Industry Registry (EIR) the official source of registry data.
Version 2	07/29/10 Version 2 of this business practice includes a clarification update to step 3.1 due to the fact that designated Scheduling Agents can access all CDE scheduling data for the Customer they are acting for.
Version 1	04/03/09 This Business Practice fully incorporates and retires the Reservation Agent Bulletin and the Scheduling Agent Bulletin and incorporates the Scheduling Agent definition and Scheduling Agent, section 4, of the Reservation & Scheduling Business Practice, Version 5, posted June 29, 2006.

---

<sup>1</sup>Open Access Technology International System