



---

## Business Practice: Business Practice Guidelines

**Posted:** October 9, 2013  
**Effective:** November 15, 2013  
**Revision No.:** 3

---

### 1. Purpose

Provide guidelines for Business Practice transparency to include posting requirements and comment submittal and resolution.

### 2. Policy Reference

- 2.1. Federal Energy Regulatory Commission (FERC) Order 890 requires that “if the transmission provider uses standards, rules or business practices to administer its OATT, such standards, rules or business practices must be available for public inspection.”<sup>1</sup>
- 2.2. Further the order requires that the transmission provider establish a “transparent process for amending rules, standards, and practices previously posted by the transmission provider.”<sup>2</sup>

### 3. Definitions

No definitions other than those currently contained in the OATT are required for this Business practice.

### 4. Practice

#### 4.1. Initial Issue of Business Practices

- 4.1.1. Business Practices will initially be issued as a draft document. PGE will use its best efforts to post its draft business practices on OASIS for a 30 calendar day comment period. However, shorter comment periods may sometimes be necessary.
- 4.1.2. PGE's transmission customers may comment in writing to PGE's OASIS Administrator identified on the Contacts list located on the OASIS homepage.

---

<sup>1</sup> Order 890, ¶ 1653, page 971

<sup>2</sup> Order 890, ¶ 1655, page 972

PGE T&RS Business Practice Guidelines	Revision 3
November 15, 2013	1 of 3

- 4.1.3. Comments will be reviewed and responded to in an updated version of the applicable posted draft business practice.
- 4.1.4. Once the comments have been incorporated, as deemed appropriate by PGE Transmission and Reliability Services, the practice will be issued as Revision 0.
- 4.1.5. Draft business practices will be clearly labeled as draft.
- 4.1.6. All Business Practices will be clearly marked with the posting date, effective date, and revision number.
- 4.1.7. The normal effective date for an initial issue of a business practice will be 30 calendar days after initial posting.

## **5. Revision to Existing Business Practices**

- 5.1. When an existing Business Practice is revised, the reason and scope of the revision will be described in the Revision History table.
- 5.2. Customers may comment in writing to revised Business Practices in the same manner as draft practices; i.e., in writing to the PGE OASIS Administrator.
- 5.3. PGE will determine the appropriateness of comments and will incorporate them at its discretion.
- 5.4. PGE reserves the right to revoke, replace, amend and reissue a previously posted Business Practice for any reason without notice.
- 5.5. Updates to a document link identified within a business practice may be made immediately to a current revision and posted to OASIS without going through the revision process. The Revision History will reflect the modification to the link.

PGE T&RS Business Practice Guidelines	Revision 3
November 15, 2013	2 of 3

## Revision History

Revision	Date	Change Summary
0	July 13, 2007	<ul style="list-style-type: none"><li>Initial Posting</li></ul>
1	December 30, 2008	<ul style="list-style-type: none"><li>Format Cleanup</li><li>Added Revision History</li></ul>
2	November 15, 2010	<ul style="list-style-type: none"><li>Remove redlining requirement (we now use Revision History)</li><li>Change 45 day wait period to 30 days</li><li>Add comments to Draft instead of separate document</li><li>Change comment contact to OASIS Administrator</li></ul>
3	November 15, 2013	<ul style="list-style-type: none"><li>4.1.2 Remove OASIS Admin email address</li><li>5.5 Allow immediate Link updates</li></ul>