Exelon Energy Delivery

FUNCTIONAL AREA													
AD	AM	CM	CS	EA	EN	EP	EX	FI	FM	GO	HR	IT	OP
PC	QA	RE	SA	SM	TQ	VM	WM						
						X							

"This document supercedes VM-ED-649-801"

Vegetation Management:

Distribution Corrective Maintenance Program

1 PURPOSE

1.1 To purpose of the Vegetation Management Distribution Corrective Maintenance Program is to provide resources and technical expertise to Exelon Energy Delivery and its customer for emergent/corrective maintenance vegetation management activities. This document explains the terms, responsibilities, and program components involved in this program

1.2 Section 6 has been divided into the following subsections:

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2 TERMS AND DEFINITIONS

2.1.1 Circuit/Feeder - A configuration of electrically connected components and devices that distribute power to a defined number of customers.

2.1.2 Customer Information Management System(CIMS) (West) – System used to record customer contact and billings.

2.1.3 Customer Information System (CIS) – System used to record customer contact and billings.

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2.1.4 Operating Dispatch System (ODS) – A system that tracks status of customer interruptions.

2.1.5 Operations Control Center (OCC) – The work area that controls the distribution system on a daily basis.

2.1.6 Outage Management System (OMS) – A system that tracks status of customer interruptions.

2.1.7 Passport – Work Management Software – The system used to initiate and schedule work on Exelon's distribution system

2.1.8 Reliability Engineering – The functional group responsible for tracking, reporting and ensuring reliability performance of the distribution system

2.1.9 Remarks (RMKS) – Remarks made in the CIS about communications with customers

2.1.10 Ticket – A request generated by a customer describing a situation in the field that needs to be investigated by a screener.

2.1.11 Vegetation Management Department - The group responsible for tree clearance work within Exelon Energy Delivery

2.1.12 Vegetation Management Emergency Response Manager (ERM) – The person serving as the on call Emergency Response Manager during major events

2.1.13 Vegetation Management Shared Drive – The computer drive where vegetation management data is stored.

2.1.14 Work Order Packet/Drawing – Design of new or upgraded facilities in the field that will require Vegetation Management to support. Scheduling in synergy with the Work Management schedule.

3 RESPONSIBILITIES

3.1 CREW LEADER – Foreman (CL) – Person responsible for leading Tree Crew to the successful completion of all assigned work

3.2 DATA/INFORMATION COORDINATOR - Dispatches work to screeners from operating systems daily.

3.3 DESIGNER/ENGINEER/FIELD PERSONNEL -Individuals assigned to design, engineer and construct new electric infrastructure to serve new customers or expand/maintain distribution system capabilities. They identify jobs that require vegetation management support and work with VMPL to

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determine the optimal project configuration for Exelon and neighboring property owners.

3.4 GENERAL FOREMAN - Responsible to ensure all the work is completed meeting committed work requirements for each program component of Corrective Maintenance

3.5 INTERNAL/EXTERNAL REQUESTOR -Individuals initiating tree-related work, i.e. customers, Exelon Employees, etc.

3.6 RELIABILITY ENGINEERS - Individuals responsible for identifying reliability concerns and working with other internal organizations to improve results.

3.7 SCREENER - Screens and coordinates work schedules for all corrective work consistent with project completion goals.

3.8 SUPERVISOR - Person responsible for the over all performance of contractor personnel in meeting goals and objectives of the Emergent Work/ Corrective Maintenance Program

3.9 TREE CREW - Performs all of the line clearance activities on the Emergent Work program components/projects.

3.10 VEGETATION MANAGEMENT PROJECT LEADER (VMPL) -Manages all aspects of Emergent Work/Corrective Maintenance activities.

4 REGULATORY REQUIREMENTS

4.1.1 None

5 MAIN BODY

5.1 LIMITATIONS

5.1.1 Scheduling Line Kills/Interruptions – Coordinating between multiple departments presents scheduling challenges.

5.1.2 Weather Events – Affects scheduled completion of assignments.

Crew Resources – Workload can exceed available resources

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PREREQUISTES

List things that need to be done prior to work.

5.2 INTERNAL/EXTERNAL REQUESTS (TICKETS)

1. Work requests are initiated by Exelon employees, customers, or by others

2. These requests are routed to Vegetation Management Corrective Maintenance through a number of information systems: CIMS, CIS, ODS, OMS, Passport and Emergent Work Request Database

3. Tickets received are printed by the Data Coordinator on a daily basis and sent to contract screeners or pulled by the screeners directly off operating system in designated zones/regions

4. Contract screeners inspect the ticket in the field within 2 to 5 business days

5. Contract screeners discuss with their General Foreman any special equipment or abnormal job conditions

6. With coordination through the Contract General Foreman, the required work is scheduled for Tree Crews

7. Tree Crews complete tickets within the eight week completion goal

8. Completed work tickets are returned to Screener for retention

9. Completed work ticket also sent back to Data Coordinator to record pertinent work information

5.2.2 CUSTOMER TOP FOR REMOVAL REQUESTS

When a Customer requests Exelon resources to remove a tree or portion of a tree near Exelon facilities that is not part of normal preventive maintenance, they are charged for those services. The services rendered achieve only the necessary OSHA/ ANSI clearances. Debris removal from line clearance activities is the responsibility of the customer.

1. Customer calls in a request to have tree removed from their property.

2. Screener investigates requests and provides customer an invoice/proposal on charges to be incurred by customer for line clearance activities

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3. If customer agrees to charges, then customer sends in full invoice payment prior to work

4. Once payment is received, work is scheduled for completion within 2 weeks (weather emergencies or system operations takes priority over Customer Top For Removal scheduling)

5.3 SYSTEM RELIABILITY ENHANCEMENT

Projects that are designed to enhance the energy delivery system's performance. The reliability work managed as Projects are: Top Priority Circuit Program, Regional Reliability, 1% SAIFI/CAIFI, 1% CAIDI, 34KV Inspection, Elgin – O'Hare - Aurora, and 1% Vegetation.

The system reliability enhancement Work is received by Vegetation through the Reliability Group. Once received by Vegetation Management the work requests are sorted by area by the VMPL and assigned to the screeners by area. The screeners inspect the circuits. The corrective work is identified, customers notified, logged, and required crew hours to perform corrective work is estimated. The estimates are recorded in a database and monitored by the VMPL. All corrective work is scheduled for completion to meet commitment dates. The screener will provide the tree trimming crews the locations of the work. The VMPL and GF's provide any support the crew will need during the project. When corrective maintenance is complete the screener will provide actual crew hrs spent on the work and this is recorded in a database.

5.3.1 1% Circuit (Includes SAIFI/CAIFI and CAIDI)

This is an ICC commitment project addressing the 1% worst performing circuits on the ComEd system based on SAIFI (System Average Interruption Frequency Index), CAIFI (Customer Average Interruption Frequency Index), and CAIDI (Customer Average Interruption Duration Index). Circuits on the SAIFI/CAIFI portion of the list will be trimmed to reduce the number outages; circuits on the CAIDI portion will be trimmed to reduce the outage duration.

5.3.2

REDACTED

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5.3.3 Regional Reliability

Regional Reliability Engineering submits locations to Corrective Maintenance to address tree concerns affecting reliability on specific portions of circuits throughout the service territory

5.3.4 34KV Inspection

34KV lines scheduled for cyclic or Preventative Maintenance the following calendar year are included in this project to improve the reliability of the 34Kv system

5.3.5 Elgin – O'Hare – Aurora

All Overhead Distribution and Sub Transmission Circuits serving the Elgin TraCon, O'Hare International Airport and the Aurora Air Traffic Control Center are inspected to prevent any outage that might interrupt service to these critical FAA facilities.

5.4 CAPITAL/NEW BUSINESS REQUESTS

1. Requestor of work supplies local Vegetation Management Screener the Work Order (WO) information including drawings, maps, permits, and contact information.

2. The Screener contacts the Vegetation Management Project Lead (VMPL) to verify all the Passport and funding information.

3. The Screener will screen the work to estimate the scope of work on the WO Task and supply the VMPL with the estimate.

4. The Screener then schedules work for completion within the time frame as required by the WO requestor.

5. The Vegetation Management Tree Crew is given the scope of work from the Screener or General Foreman and completes the scope of work.

6. Upon completion of the WO Tasks, the Tree Crew returns the WO packet back to the Screener or General Foreman with the actual crew hours required to complete the WO Task.

7. The Screener sends the actual crew hours and confirms the WO Task is complete to VMPL.

8. VMPL completes the WO Tasks in Passport.

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5.5 EMERGENCIES – NON SRP (DAYTIME AND OFF HOURS)

5.5.1 Daytime Emergencies (0700 to 1530, Mon-Fri)

1. The Operations Control Center (OCC) contacts Emergent/Corrective General Foreman to request a vegetation tree crew

2. The Emergent/Corrective General Foreman collects all pertinent information about the emergency job

3. The General Foreman contacts the Crew Leader and dispatches the crew to the emergency job location

4. General Foreman informs OCC of estimated time of arrival of crew at job location

5. CL will contact General Foreman with estimated time of work completion

6. Emergent GF contacts OCC with estimated time of job completion for OCC work tracking purposes

7. CL contacts the Emergent GF of completion of work, if no additional emergency jobs exist, Tree Crew is released to return to normal assigned work

8. Once job complete, the General Foreman forwards emergency job completion details to the Data Coordinator

9. The Data Coordinator enters emergency job details into database

10. Emergency jobs are worked to meet OCC requirements

5.5.2 Off Hours Emergencies (Mon-Fri; 3pm -7 am; Sat-Sun; all day)

1. The OCC dispatcher contacts the On-call Vegetation Management General Foreman (GF) for that area to notify an emergency job requires response

2. If contact with GF is not made within 15 minutes, OCC will contact the Supervisor (on call) to coordinate required resources

3. GF On Call contacts Crew Leader (CL) to communicate job details

4. Crew Leader contacts crew members summoning them for an emergency job

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5. General Foreman informs OCC of estimated time of arrival of crew at job location

6. CL will Contact General Foreman with estimated time of work completion if work will take more than 2 hours

7. Emergent GF contacts OCC with estimated time of job completion for OCC work tracking purposes

8. Once emergency job is complete, CL notifies General Foreman

9. GF notifies OCC that job is complete and verifies that no other jobs exist that require immediate attention

10. If no additional jobs exist, Tree Crew is released from further duty

11. If another job requires attention, the contract crew is directed to that job location, etc.

12. GF completes emergency job paperwork and returns to Data Coordinator for tracking purposes

    a GF contacts the On-Call VMPL at the beginning of the next business day with the information of Tree Crew's activities

5.5.3 SRP Response – See EP-ED-1011

6 DOCUMENTATION

1. Documentation generated during performance of this procedure SHALL BE

    a FILED the Emergent Project Lead

    b MAINTAINED for 7 years.

7 REFERENCES

1. EP-ED-1011, Vegetation Management Emergency Response

2. ANSIZ133.1-2000, American National Standard Institute for Arboricultural Operations – Pruning, Repairing, and Removing Trees, and Cutting Brush – Safety Operations

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8 ATTACHMENTS

1. RELIABILITY PROJECT MATRIX

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9 DEVELOPMENT HISTORY

	Revision 0 Date 03/20/2006
Writer	Dorothy Pulcher and Tim Zidek (Vegetation Management)
Reviewer(s)	Fabiola Amezcua , (Vegetation Management)
FAM Approver(s)	Doreen Masalta
Reason Written	Revised to meet Management Model document hierarchy requirements. Supercedes VM-ED-649-801(Distribution Corrective Maintenance Procedure)

	Revision 1 Date XX/XX/XXXX
Writer	Writer's Name (work group) [text will wrap as necessary for all lines in table]
Reviewer(s)	Reviewer's Name (work group); Reviewer's Name (work group)
FAM Approver(s)	Approver's Name(s)
Reason Written	Brief description explaining why the procedure was written or revised.

	Revision 2 Date XX/XX/XXXX
Writer	Writer's Name (work group) [text will wrap as necessary for all lines in table]
Reviewer(s)	Reviewer's Name (work group); Reviewer's Name (work group)
FAM Approver(s)	Approver's Name(s)
Reason Written	Brief description explaining why the procedure was written or revised.

	Revision 3 Date XX/XX/XXXX
Writer	Writer's Name (work group) [text will wrap as necessary for all lines in table]
Reviewer(s)	Reviewer's Name (work group); Reviewer's Name (work group)
FAM Approver(s)	Approver's Name(s)
Reason Written	Brief description explaining why the procedure was written or revised.

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RELIABILITY PROJECT MATRIX

Project	CORP / Company	Work Request Source	Work Received	Project Completion Criteria	Trim Criteria	Status Reporting Through
REDACTED						
1%	ComEd	Reliability Group	By 10th Business Day of Each year	Entire Project by 06-01 of current Year for SAIFI/CAIFI circuits by EOY for CAIDI circuits	Inspect and trim trees which could cause an outage over the next 2 growing seasons. Trees trimmed according to specifications found in VM-ED-649-803	Vgt Mgt PIs
34Kv Inspections	ComEd	Vgt Mgt	October of the Prior year	Entire Project by 6-30 of Current Year	Inspect and trim trees which could cause an outage over the next growing seasons. Trees trimmed according to specifications found in VM-ED-649-803	Vgt Mgt PIs
Circuit Patrol Program	ComEd	Reliability Group	Through Current Year	8 weeks from receipt date of request	Inspect and trim trees per location. Trees trimmed according to specifications found in VM-ED-649-803	Reliability Group & Vgt Mgt PIs
REDACTED						
Elgin - O'Hare - Aurora	ComEd	Vgt Mgt confirms list with ESO	October of the Prior year	Entire project by March 31 of the current Year	Inspect and trim or remove trees which could cause an outage over the next 2 growing seasons. Trees trimmed according to specifications found in VM-ED-649-803	Vgt Mgt PIs

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