CAP definition: A list of actions and an associated timetable for implementation to remedy a specific problem.

The following checklist identifies information for each Corrective Action Plan submission that the Lead RAS-Entity must document and provide to the RC West Reliability Coordinator (RC). If an item on this list does not apply to a specific CAP, a response of “Not Applicable” for that item is appropriate. This template can also be used for providing results of the RAS operational performance analysis when deficiencies are identified.

## CAP Submittal Checklist (to be filled out by the RAS Entity)

| **Submitting RAS Entity Contact Information** |
| --- |
| RAS Name: |  |
| Lead RAS-Entity Name: |  |
| RAS-Entity(ies) other than Lead RAS-Entity: |  |
| This submission is (check applicable): | [ ]  New CAP[ ]  Modification to the existing CAP[ ]  Completion to the existing CAP(provide original CAP submission date) |
| RAS deficiencies identified through (check applicable): | [ ]  Periodic RAS evaluation conducted by the PC [ ]  Operational analysis conducted by the RAS-entity (may include events when RAS operation/non-operation investigation concluded that the RAS did not meet performance expectations or did not operate as designed)[ ]  Planning studies (new Interconnection/load growth or load/generation retiring)[ ]  Functional test performed by the RAS-entity(ies) [ ]  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date of the Identifying Event: |  |
| Will this CAP require functional changes[[1]](#footnote-1) be made to a RAS (Y/N)?***Note:*** *If applicable, use checklist for RAS modification (RC0690A) to submit RAS modifications.* |  |
| If no changes to RAS necessary, describe mitigation actions and timetable necessary to address the deficiency |  |
| Summary of Actions | Completed Date or In-Service Date | Submitted to RC West Date |
| *Example: Repair equipment* | *Example: June 27, 2021* | *Example: May 1, 2021* |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| List all the supporting documentation provided with this submission(Insert rows if needed) | ***Title*** | ***Version*** | ***Effective Date*** |
|  |  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Date Submitted: |  |
| Name: |  |
| Title: |  |
| Department: |  |
| Phone: |  |
| Email Address: |  |

**CAP Completion Checklist (to be filled out by RC)**

|  |  |
| --- | --- |
| Date CAP Completed: |  |
| Name: |  |
| Title: |  |
| Department: |  |
| Phone: |  |
| Email Address: |  |

# Supporting Information

### Operationally Affected Parties

Shared with the Public.

## References

|  |  |
| --- | --- |
| NERC Requirements | PRC-012 |
| BA/TOP Operating Procedure |  |
| Other References |  |

## Version History

|  |  |  |
| --- | --- | --- |
| **Version** | **Change**  | **Date**  |
| 1.0 | New checklist – Approved by Oversight Committee 9/17/20. | 1/01/21 |
| 1.1 | Periodic Review: No content changes, only minor formatting. | 1/18/24 |

# Periodic Review Procedure

### Review Criteria & Incorporation of Changes

There are no specific review criteria identified for this document.

### Frequency

Review at least once every three (3) years.

1. PRC-012 R1 Functionally modified: Any modification to a RAS consisting of any of the following:

• Changes to System conditions or contingencies monitored by the RAS

• Changes to the actions the RAS is designed to initiate

• Changes to RAS hardware beyond in-kind replacement; i.e., match the original functionality of existing components

• Changes to RAS logic beyond correcting existing errors

• Changes to redundancy levels; i.e., addition or removal [↑](#footnote-ref-1)