

FEDERAL ENERGY REGULATORY COMMISSION
WASHINGTON, D.C. 20426

February 6, 2009

Dear FERC-715 Respondent:

It is time to prepare and submit your annual electric transmission utility's FERC-715 "Annual Transmission Planning and Evaluation Report" (FERC-715). The FERC-715 is a mandatory filing under Sections 213(b), 307(a) and 311 of the Federal Power Act and 18 CFR § 141.300 of the Commission's regulations.

There are no changes in filing requirements from last year.

The FERC-715 for 2008 must be submitted by each transmitting utility, as defined in § 3(23) of the Federal Power Act, that operates integrated (that is, non-radial) transmission facilities at or above 100 kilovolts. For your convenience, an overview and instructions for filing the FERC-715 are located on the FERC website at: <http://www.ferc.gov/docs-filing/eforms/form-715/instructions.asp>

Filings must be submitted to the Commission on or before April 1, 2009. A cover letter which includes a contact name, telephone number, mailing address and e-mail address must be sent with the required information and CDs/DVDs/diskettes to:

Federal Energy Regulatory Commission
Secretary of the Commission
FERC Form No. 715
888 First Street, N.E.
Washington, D.C. 20426

In 2004, a new filing method was used on a trial basis that eliminated the need to file paper copies. This option is again available this year. For a paperless filing, you must submit all of the information on CD/DVD/diskette to the Secretary's Office at the above address, including all maps and system diagrams.

When submitting your data on CD/DVD/diskette please store all relevant information for each part of the form in separate folders named part 1, part 2, etc. Please use descriptive names for the files that reflect the contents therein.

This year, submit only the original; no copies are needed. If you are submitting in the paperless method, only the CD/DVD/diskette and signed transmittal letter is to be filed.

Due to CDs/DVDs/diskettes being damaged by going through thermo security procedures at the U.S. Postal Service regular mail system, please send your filing via Federal Express, Airbourne, United Parcel Service or some other courier mail delivery service.

All of the Part 3, Utility Maps and Diagrams, must be submitted in their entirety, whether or not the data has changed from the previous year. In addition, all electronic maps and drawings must be vector graphics files. This means that text within the map or diagram is searchable. Most, if not all, software used today to develop maps and drawings will generate a vector rendition of the drawing. If there are any questions about this requirement, please email: ferc-715@ferc.gov.

With regards to Part 2 of this filing: filers must submit the most current regional or sub regional input data to solved power flow base cases that the transmitting utility would ordinarily use as the starting point for its transmission planning studies or, where these data are unavailable from a regional organization, submit such data itself. Please provide a written explanation if your solved power flow base cases have voltage or equipment violations (transformer rating violations, line rating violations, or generator limit violations). Also provide a data dictionary that lists the full or actual names for each abbreviated bus or terminal name used in your power flow data. Energy Information Administration codes must be included for each generating plant referenced. For your convenience, these codes have been posted on the FERC website <http://www.ferc.gov/docs-filing/eforms/form-715/eia-plant-codes.xls>. If you need a code for a plant not listed please contact EIA for this information. Whenever available, filing entities should provide any electronic drawing files compatible with its power flow base cases that provide a wide-area view of part or all of its transmission system.

The following shows each part of the FERC-715 and the Commission's preferred submission format.

Part 1: The Commission prefers this part be submitted electronically; although, the transmittal letter must be submitted as paper and signed by the approving official

Part 2: This part must be submitted electronically; must submit a data dictionary

Part 3: The Commission prefers this part be submitted electronically and that maps and one-line diagrams are searchable

Parts 4 through 6: The Commission prefers these parts be submitted electronically

Sections 2, 3, and 6 of the FERC-715 filing are considered Critical Energy Infrastructure Information material and as such will not be made publicly available. Sections 1, 4 and 5 are considered public information and will be treated as such.

All waiver requests must be submitted by April 1st of the filing year.

If you need assistance or if you have any questions on any aspects of the FERC-715 filing, please contact Cleveland Richards @ (202) 502-6466 or send an e-mail to ferc-715@ferc.gov.