

May 25, 2010

**CIP 002-009 Self-Certifications Submission Deadline** for entities registered as **GO, GOP, LSE, TO, TOP, BA, IA, RC and TSP** is **August 2, 2010**

Dear Registered Entity:

NERC **CIP 002-009 Self-Certifications** applicable to entities registered as Generation Owner (**GO**), Generation Operator (**GOP**), Load-Serving Entity (**LSE**), Transmission Owner (**TO**), Transmission Operator (**TOP**), Balancing Authority (**BA**), Interchange Authority (**IA**), Reliability Coordinator (**RC**) and Transmission Service Provider (**TSP**) **are due to Texas Regional Entity (Texas RE)** via the [Texas RE Portal](#) (Portal) by **August 2, 2010**.

The Texas RE Portal CIP 002-009 Self-Certification forms **will be available on the Portal for data submittal as of July 1, 2010**. At that time, entities can begin filling out the forms and may submit forms with an electronic signed certification statement.

Please be advised:

- The NERC Reliability Standards self-certification submission to Texas RE is mandatory.
- Texas RE staff may conduct a random spot check on any self-certification submittal.
- Evidence of compliance must be retained to support this self-certification, including any follow-up investigation, at least until the next scheduled audit or until NERC or Texas RE advises otherwise.
- If an entity self-certifies as non-compliant to a standard, Texas RE expects that entity to provide a detailed explanation and submit a separate mitigation plan, according to the NERC Compliance Monitoring and Enforcement Program (CMEP).
- Please note that, per the NERC CMEP, all **GO, GOP, LSE, TO, TOP, BA, IA, RC and TSP** entities, regardless of whether or not they have been audited in 2010 or are scheduled for a compliance audit in 2010, are required to participate in this self-certification process.

Training on how to submit self-certifications on the portal is provided on [www.texasre.org](http://www.texasre.org), under Portal Training: <http://www.texasre.org/about/training/portal>

Questions about completing self-certification forms should be directed to [selfcert@texasre.org](mailto:selfcert@texasre.org).

Questions about accessing or submitting information via the Portal should be sent to [information@texasre.org](mailto:information@texasre.org).

To learn more about the NERC reliability standards, schedules, regional programs, or implementation plans, please [visit the NERC Web site](#).

In the portal, a person who is a Compliance Contributor/Compliance, Contributor or a Master Account Administrator (MAA) may fill out the self-certification forms. The representative who will certify the compliance submission for your organization should be given the Authorized Signatory role in the Portal.

Please note: For legal and security reasons, you must use your own account to enter the portal. Do not use another's account to enter the Portal. If you do not know if you have an account, contact your organization's MAA. If you do not know who your organization's MAA is, contact [nercregistration@texasre.org](mailto:nercregistration@texasre.org).

Reminder: Each entity's MAAs and Primary Compliance Contacts (PCCs) must have completed MAA training on portal administration, provided on [www.texasre.org](http://www.texasre.org), under Portal Training: <http://www.texasre.org/about/training/portal>.

If you have any questions, please contact us promptly via email at [selfcert@texasre.org](mailto:selfcert@texasre.org).

Sincerely,  
S .A. "Tony" Shiekhi, PE  
Manager, Registration/Certification and Data Management  
Texas Regional Entity (Texas RE)  
Email: [tony.shiekhi@texasre.org](mailto:tony.shiekhi@texasre.org)