



April 5, 2016

MEMORANDUM NO. 2016-001

TO : ALL ELECTRIC COOPERATIVES (ECs)

SUBJECT : Electric Power Service Reliability During the May 2016 National and Local Elections

I. RATIONALE

In order to ensure the continuous supply of electric power throughout the country before, during and after the May 2016 National and Local Elections, the Department of Energy (DOE) issued Department Circular No. DC 2016-01-001. In view thereof, all ECs are enjoined to undertake the necessary activities and implement a Load Management Program for the period May 2-16, 2016 to comply with the said issuance.

II. ACTIVITIES AND MECHANICS

A. Load Management Program

1. Coordinate regularly with the National Grid Corporation of the Philippines (NGCP) to monitor the status of electric power supply;
2. Strictly follow the Notice and/or Schedule of load curtailment coming from NGCP, if necessary;
3. Conduct inventory of consumers with stand-by generators which can serve as possible support/back-up power in case of electric power supply shortage;
4. Conduct meetings and dialogues with selected/identified commercial and large load consumers and encourage them to implement measures stressing the need for proper utilization of electricity;
5. Conduct information campaign/dissemination to encourage cooperative consumers to conserve energy;
6. Adopt an effective demand side management for the consumers; and

7. Perform the following strategies:
 - a. Utilize all forms of communication for proper information dissemination in the implementation of the program.
 - b. Coordinate with local leaders, LGUs, military and police authorities for support and assistance.
 - c. Provide incentive mechanism in accordance with the ERC's guidelines to consumers that would be de-loaded and affected by the demand side management.

B. Pre-Election Activities

1. Prepare and implement a rehabilitation and maintenance program to ensure readiness during election day;
2. Conduct a thorough inspection of the entire distribution system and perform preventive maintenance and replacement of defective/deteriorating components, if necessary;
3. Determine inventory of supplies and make necessary procurement of critical materials; and
4. Coordinate with school officials for the proper inspection and repair/replacement of the electrical wirings, switches, convenience outlets as well as protective devices of school buildings which will serve as polling centers.

C. Election Day Activities

1. Organize the deployment of a skeletal workforce/personnel on a 24-hour basis as "Quick Response Team" for any line or equipment breakdown;
2. Assign a stationary lineman in every polling center to render immediate response to electrical troubles, including minor ones;
3. Assign a roving crew to conduct routine line patrolling and surveillance;
4. Establish close coordination with local authorities to help prevent occurrence of untoward incident in the distribution system;
5. Maintain a back-up generator and adequate supply of critical materials in areas serving as polling centers; and

6. Report/Coordinate all significant outages to NEA through the Power Task Force Election 2016 Command Center.

D. Post-Election Activities

1. Conduct an assessment of the overall power supply situation during the election period; and
2. Submit the overall election reports to NEA.

III. RESPONSIBILITY

The General Manager, Board of Directors, Technical and Institutional Department Managers are responsible for the smooth and effective implementation of the activities and program in relation to the May 2016 National and Local Elections.

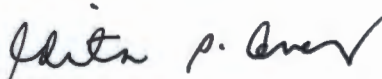
You are advised to closely coordinate with the Power Task Force Election 2016 through Deputy Administrator Edgardo R. Piamonte at cellphone number 09177964394 or e-mail at edsmtccc@yahoo.com and his team headed by Acting Department Manager Ferdinand P. Villareal, at cellphone number 0928-5500921 or e-mail at ferdinandvillareal@yahoo.com and nea.engineeringtod@yahoo.com. We will soon provide you the names of the members of the team with the corresponding cellphone/contact numbers and e-mail addresses to ensure quick and effective coordination.

Further, you are likewise directed to submit the name/s of your respective Task Force Head/s with the corresponding cellphone/contact number/s and e-mail address upon receipt hereof. In case the General Manager has changed his/her cellphone number, please inform this Office accordingly. Advisories shall be issued for other details.

IV. EFFECTIVITY

This Memorandum shall take effect immediately.

For strict compliance.


EDITA S. BUENO
Administrator



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4/6/16