



Republic of the Philippines
National Electrification Administration

"The 1st Performance Governance System - Institutionalized National Government Agency"

05 March 2013

MEMORANDUM No. 2013-007

TO : **ALL ELECTRIC COOPERATIVES (ECs)**

SUBJECT : **Electric Power Service Reliability During the May 2013 National and Local Elections**

I. **RATIONALE**

In view of the many challenges confronting the electric cooperatives (ECs) under the deregulated environment particularly in the supply of electricity, the Department of Energy (DOE) deems it necessary to ensure the continuous supply of electric power throughout the country before, during and after the May 2013 National and Local Elections, thus, the issuance of Department Circular No. DC 2012-12-0011. All ECs are therefore enjoined to undertake the necessary activities and implement a Load Management Program for the period 10 to 14 May 2013 to comply with the said issuance.

II. **OBJECTIVE**

To ensure the supply of reliable and stable electric power by the ECs during the 13 May 2013 National and Local Elections.

III. **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 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 schools' officials for the proper inspection and repair/replacement of the electrical wirings, switches, convenient outlets as well as protective devices of school buildings which will serve as polling centers.

C. Election Day Activities

1. Organize for the deployment of a skeletal force/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 even to minor electrical troubles;
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 2013 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.

IV. 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 2013 National and Local Elections.

V. EFFECTIVITY

This Memorandum shall take effect immediately.

You are advised to closely coordinate with the Power Task Force Election 2013 through Deputy Administrator Edgardo R. Piamonte at cellphone number 0917-7964394 or e-mail at edsmccc@yahoo.com and his team headed by Director Jose H. Seguban, Jr. at cellphone numbers 0908-8734708 and 0917-5614901 or e-mail at segubanj@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 not later than 15 March 2013. In case the General Manager has changed his/her cellphone number, please inform this office accordingly. Advisories shall be issued for other details.

For strict compliance.


EDITA S. BUENO
Administrator

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