



Independent Statistics & Analysis

U.S. Energy Information Administration

**Form EIA-930  
HOURLY AND DAILY BALANCING  
AUTHORITY OPERATIONS REPORT  
INSTRUCTIONS**

**Approved: OMB No. 1905-0129  
Approval Expires: xx/xx/xxxx  
Burden: 48 annual hours**

<b>PURPOSE</b>	Form EIA-930 requires Internet posting of hourly balancing authority operating data. The posted data are used to monitor the current status and trends of the electric power industry, and to support enhancement of electric system operations.
<b>REQUIRED RESPONDENTS</b>	All entities in the contiguous United States that are listed in NERC's Compliance Registry as a balancing authority must post balancing authority operating information as required by this survey. Other than the Midwest ISO (MISO), registered balancing authorities that are parties to the coordinated functional registration agreement JRO00001 are exempt.
<b>RESPONSE DUE DATE</b>	<p>Submit the identification schedule for Form EIA-930 to EIA, annually at least by the first business day after January 1<sup>st</sup>, and at least seven business days prior to the effective date of any change in identification information or posting URL (including access instructions and the list of directly interconnected balancing authorities).</p> <p>Internet posting of data is to be made:</p> <ul style="list-style-type: none"> <li>• Same-day: Hourly demand, as soon as it is available within an hour after the operating hour.</li> <li>• Next day (by 7:00 a.m. Eastern Standard or Daylight Saving Time): <ul style="list-style-type: none"> <li>o Prior day's hourly demand, net generation, and total net actual interchange</li> <li>o Prior day's hourly day-ahead demand forecast for today</li> <li>o Day before the prior day's hourly net interchange with each directly connected balancing authority. Posted values for non-business days will be updated with verified values on the next business day, as needed.</li> </ul> </li> </ul>
<b>METHODS OF FILING RESPONSE</b>	<p>Same-day and daily postings are to be made in EIA's XML or CSV format to the Internet website specified in your informational filing. As an alternative, respondents may arrange with EIA to set up an automated file retrieval using business-to-business data transfer or web services technology. Contact the survey manager to discuss.</p> <p>Submit your annual information submission electronically using EIA's Web Portal. Respondents will receive instructions on how to sign up for access to the Web Portal and training in how to use the Web Portal.</p> <p><b>Please retain a completed copy of this form for your files.</b></p>
<b>CONTACT</b>	<p><b>Web Portal Questions:</b> For questions related to using the Web Portal, contact information will be provided.</p> <p><b>Data Questions:</b> For questions about the data requested on Form EIA-930, contact the Survey Manager, preferably by email at <a href="mailto:EIA-930@eia.gov">EIA-930@eia.gov</a>.</p> <p>William Booth 202-586-5611 202-287-1938 (Fax)</p>



## GENERAL INSTRUCTIONS

Report hourly integrated values in megawatts. Dynamically scheduled generation is not to be included in the posted hourly value for balancing authority net generation. Receipts from dynamically scheduled units are included in actual interchange.

## IDENTIFICATION DATA

### Contact Information

- Entity Name and Entity ID:** Verify the entity name and ID assigned by EIA. These fields cannot be revised online. Contact EIA if corrections are needed.
- Submission Type:** Check the appropriate box as to whether this is an annual or as-needed submission.
  - Reporting Year:** For annual submissions, verify the year for reporting the identification and posting location information. This field cannot be revised online. Contact EIA if corrections are needed.
  - Effective Date:** For all submissions except the annual submission, enter the effective date of changes to identification information, posting location and access information, or the list of interconnected balancing authorities. Leave blank for the annual submission. Submission of this form must be made to EIA at least seven business days prior to the effective date of any changes.
- Contact Information:** Verify or revise contact name, title, email address, telephone number, fax number. Provide any missing or corrected information.
- Supervisor Information:** Verify or revise the contact's supervisor's name, title, address, telephone number, fax number and email address. Provide any missing information. The supervisor contact must be different than the survey contact.

### Entity and Preparer Information

- Legal Name of Entity:** Enter the legal name of the entity for which this form is being prepared.
- Current Address of Entity's Principal Business Office:** Enter the complete address, excluding the legal name, of the entity's principal business office (i.e., headquarters, main office, etc.).
- Preparer's Legal Name:** Enter the legal name of the company who prepares this form, if different from the **Legal Name of Entity**.
- Current Address of Preparer's Office:** Enter the complete address, excluding the legal name, of the preparer's principal business office (i.e., headquarters, main office, etc.).



### Posting URL

1. **Internet Address:** Provide the Internet address where hourly and daily postings are available.
2. **Data Access Instructions:** If hourly and daily postings are not publicly available, provide access instructions sufficient for EIA to automate downloading these data.

### Directly Interconnected Balancing Authorities

Verify or revise the list of the balancing authorities with which the respondent balancing authority is directly interconnected. The balancing authorities are identified by e-tag code and NERC Compliance Registry ID # and name. These are the entities with which the respondent will be reporting hourly net interchange. If the list needs to be revised, check the appropriate box for the type of revision and provide the indicated information.

## HOURLY AND DAILY POSTING

### Posting Location

Hourly and daily data file postings are to be made available in EIA's XML format or the following CSV format on the Internet website specified in the annual or as-needed Identification Report. The posting location must be available to EIA, and respondents may, at their discretion, provide the public with access to the posted files at this Internet address.

### Posting File Names

1. Posting entities are required to use the following standard file name for same-day posting of hourly demand:

"XX[X][X]samedaydemand.xml or .csv"

Where XX[X][X] refers to the posting balancing authority's two to four character ID code used to uniquely identify balancing authorities in the industry's e-tag interchange scheduling system. (A current list of balancing authorities and their e-tag ID codes is provided on the Form EIA-930 page of EIA's website.)

2. Posting entities are required to use the following standard file name for the daily posting:

"XX[X][X]dailyDDDYYYY.xml or .csv"

Where XX[X][X] refers to the balancing authority's two to the four-character ID code used to uniquely identify balancing authorities in the industry's e-tag interchange scheduling system. The file name ends with the posting date in Julian date format.

### Posting Schedule

1. A single file should be used for the same-day hourly demand posting. New hourly values are added to the file each hour. The posted file starting the next day would only have the value for the hour ending at 1:00 a.m. (previous day values are dropped).  
  
This file must use a standard file name that does not change from day-to-day or hour-to-hour, as specified in the immediately previous section. For each hour of the day, hourly integrated demand is to be posted as soon as it is available, within an hour of the operating hour.
2. A single file should be produced for each daily posting that includes hourly demand, net generation and total net actual interchange for the prior day, the prior day's day-ahead demand forecast for today and the verified net actual interchange with each directly connected balancing authorities from two days prior. This file is to be posted by 7:00 a.m. Eastern Standard or Daylight Saving Time each day.

This file must use a standard file name format as specified in the immediately previous section. This daily file is to remain available at the posting location for one year.

On non-business days, net actual interchange values with each directly connected balancing authority will continue to be posted and these values in the file will be updated on the next business data once verified, as needed.

### Posting Format

1. The posting files are to be in XML or CSV format. EIA provides a standard XML schema on the Form EIA-930 page of EIA's website.
2. The CSV file record layout for both the same-day and next-day posting files is:

BA, Type, Date, UTC Offset, HR1, HR2, HR3, HR4, HR5, HR6, HR7, HR8, HR9, HR10, HR11, HR12, HR13, HR14, HR15, HR16, HR17, HR18, HR19, HR20, HR21, HR22, HR23, HR24, HR25

Where:

**BA:** Is the two to four character balancing authority code "XX[X][X]" for the posting balancing authority used in the industry's e-tag interchange scheduling system to identify balancing authorities. (A current list of balancing authorities and their e-tag ID codes is provided on the Form EIA-930 page of EIA's website.)

**Type:** UTC = Coordinated Universal Time for the reported hour.

D = demand

DF = day-ahead demand forecast

NG = net generation

TI = total net actual interchange

The two-to-four character balancing authority code "XX[X][X]" used when reporting actual interchange with directly interconnected balancing authorities.

**Date:** The format for Date is the Julian format DDDYYYY. The value for Date depends on the type of posted data. The date for same-day hourly demand is the same as the day it is posted. The date for yesterday's hourly demand, net generation, and total net actual interchange is the date for the previous day. The date for the day-ahead demand forecast is the same as the day it is posted, since forecast demand is the prior day's forecast for the posting day. The date for net actual interchange with directly connected balancing authorities is the date two days before the posting day.

**UTC Offset:** The Coordinated Universal Time (UTC) Offset field contains an integer value between 4 and 8 that is the UTC hour associated with the first hour field for that date. Use the table below for the time zone and Standard or Daylight Saving Time. (On the second Sunday in March when standard time turns to daylight savings time, use the offset for daylight savings time. On the first Sunday in November when time turns from daylight savings time to standard time, use the offset for standard time.)

#### Coordinated Universal Time Offset

U.S. Time Zones	Standard Time	Daylight Savings Time
Eastern	5	4

Central	6	5
Mountain	7	6
Pacific	8	7

**HR#:** One value for each hour ending with the indicated value (e.g., HR5 is hour ending 5). The values for demand and net generation are always positive. The value of interchange can be positive or negative; indicating either that the electricity is flowing into or out of the respondent's balancing authority, respectively.

Examples: Postings on August 16, 2014

**Same-day Posting**

**Same-day posting file name:** ISNEsamedaydemand.xml posted as soon as it is available within an hour after the operating hour ending at 5 a.m..

**Hourly same-day posting record of UTC:**

ISNE,UTC,2282014,4,2014-08-16T05:00:00.000Z,2014-08-16T06:00:00.000Z,2014-08-16T07:00:00.000Z,2014-08-16T08:00:00.000Z,2014-08-16T09:00:00.000Z,,,,,,,,,,,,,,,,,,,,,

Use the extended format in UTC ("2002-05-30T13:20:00.000Z").

**Hourly same-day posting record of hourly demand:**

ISNE,D,2282014,4,13080,12597,12058,12265,12219,,,,,,,,,,,,,,,,,,,,,

**Daily Posting**

**Daily posting file name:** ISNEdaily2282014.xml posted at 7:00 a.m. Eastern Daylight Savings Time.

**Daily posting record of UTC for demand, net generation and total actual interchange:**

ISNE,UTC,2272014,4,2014-08-15T05:00:00.000Z,2014-08-15T06:00:00.000Z,2014-08-15T07:00:00.000Z,2014-08-15T08:00:00.000Z,2014-08-15T09:00:00.000Z,,,,,,,,,,,,,,,,,,,,,

Use the extended format in UTC ("2002-05-30T13:20:00.000Z").

**Daily posting record for August 15<sup>th</sup> hourly demand:**

ISNE,D,2272014,4,13143,12759,12850,12562,12912,12416,13068,14220,15687,16811,17566,18119,18393,18383,18257,18033,17714,17617,17583,17374,17202,16953,15958,14520,14230

**Daily posting record for August 15<sup>th</sup> hourly net generation:**

ISNE,NG,2272014,4,13800,12975,12580,12652,12192,12416,13068,14220,15687,16811,17566,18119,18393,18383,18257,18033,17714,17617,17583,17374,17202,16953,15958,14520, 14230

**Daily posting records for August 15<sup>th</sup> hourly total net actual interchange:**

ISNE,TI,2272014,4,,,,,,,,,,,,,,,,,,,,,,,,,,,,,

[Note: Actual interchange values intentionally left blank.]



**Daily posting record of UTC for day-ahead forecast demand for August 16<sup>th</sup>:**

ISNE,UTC,2282014,4,2014-08-16T05:00:00.000Z,2014-08-16T06:00:00.000Z,2014-08-16T07:00:00.000Z,2014-08-16T08:00:00.000Z,2014-08-16T09:00:00.000Z,,,,,,,,,,,,,,,,,,,,,

**Daily posting record from August 15<sup>th</sup> hourly day-ahead forecast demand for August 16<sup>th</sup>:**

ISNE,FD,2282014,4,15330,14100,13320,12910,12670,12710,13520,14820,16450,17650,18730,19640,20350,20850,21270,21410,21370,21290,20840,19940,19500,19410,18420,16930, 16750

[Note: the date for forecast demand is the day posted. The day-ahead demand forecast is a forecast of today's demand produced yesterday.]

**Daily posting record of UTC for August 14<sup>th</sup> for hourly net actual interchange with each directly interconnected balancing authority:**

ISNE,UTC,2262014,4,2014-08-14T05:00:00.000Z,2014-08-14T06:00:00.000Z,2014-08-14T07:00:00.000Z,2014-08-14T08:00:00.000Z,2014-08-14T09:00:00.000Z,,,,,,,,,,,,,,,,,,,,,

**Daily posting records for August 14<sup>th</sup> hourly net actual interchange with each directly interconnected balancing authority:**

ISNE,NYIS,2262014,4,,,,,,,,,,,,,,,,,,,,,,,,,,,,,

ISNE,NBSO,2262014,4,,,,,,,,,,,,,,,,,,,,,,,,,,,,,

ISNE,HQT,2262014,4,,,,,,,,,,,,,,,,,,,,,,,,,,,,,

[Note: the date for detailed net actual interchange is two days before the day posted. Actual interchange values are intentionally left blank.]



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<b>GLOSSARY</b>	The glossary for this form is available online at the following URL: <a href="http://www.eia.gov/glossary/index.html">http://www.eia.gov/glossary/index.html</a>
<b>SANCTIONS</b>	<p>The timely submission of Form EIA-930 by those required to report is mandatory under Section 13(b) of the Federal Energy Administration Act of 1974 (FEAA) (Public Law 93-275), as amended. Failure to respond may result in a penalty of not more than \$2,750 per day for each civil violation, or a fine of not more than \$5,000 per day for each criminal violation. The government may bring a civil action to prohibit reporting violations, which may result in a temporary restraining order or a preliminary or permanent injunction without bond. In such civil action, the court may also issue mandatory injunctions commanding any person to comply with these reporting requirements. <b>Title 18 U.S.C. 1001 makes it a criminal offense for any person knowingly and willingly to make to any Agency or Department of the United States any false, fictitious, or fraudulent statements as to any matter within its jurisdiction.</b></p> <p>In the case of the EIA-930, EIA will not pursue sanctions if mechanical failure or other factors beyond the control of the respondent cause a failure to report.</p>
<b>REPORTING BURDEN</b>	Public reporting burden for this collection of information is estimated as an annual average to be 48 hours per respondent, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Energy Information Administration, <b>Office of Survey Development and Statistical Integration</b> , EI-21 Forrestal Building, 1000 Independence Avenue S.W., Washington, D.C. 20585-0670; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, D.C. 20503. A person is not required to respond to the collection of information unless the form displays a valid OMB number.
<b>DISCLOSURE OF INFORMATION</b>	<p>The following information reported on this survey will be protected and not disclosed to the public, to the extent that it satisfies the criteria for exemption under the Freedom of Information Act (FOIA), 5 U.S.C. §552, the Department of Energy (DOE) regulations, 10 C.F.R. §1004.11, implementing the FOIA, and the Trade Secrets Act, 18 U.S.C. §1905:</p> <ul style="list-style-type: none"> <li>• All information associated with the “Survey Contact” and the “Supervisor of Contact Person for Survey” on SCHEDULE 1</li> </ul> <p>All other information reported on Form EIA-930 is public information and may be publicly released in company identifiable form.</p>