

**TRANSMISSION OPERATOR PROVIDER (TOP)  
OUTAGE REQUEST – CUSTOMERS / USBR / COE**

1. Requested by (Name of contact) | a. Contact Business Phone Number | b. Date

2. Utility / Customer / Powerhouse (Name)

3. Circuit / Equipment / Generation Unit:

4. Unit Status:

a. List ALL Unavailable Units | b. Facility Derated to | MW

5. Start Date | a. Switch Time | b. Work Time | c. Work Duration | d. Stop Date | e. I / S Time | f. Duration Type  
 Continuous  Daily

6. Reason for Request:

a.  Emergency | b.  Urgent | c.  Routine Maintenance

7. Clearance Required:  Yes  No  Information Only

**8. REQUIRED NOTIFICATIONS**

a. BPA Outage | b. USBR Grand Coulee / Black Canyon / RCC COE:

(Click on below email address) (Attach saved form).

c. Munro Control Center: d. (509) 466.2409 e. e-mail: bpaoutage@bpa.gov  
Outage Coordination:

f. Dittmer Control Center: g. (360) 418.2274 h. e-mail: bpaoutage@bpa.gov  
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Paperwork Reduction Act Burden Disclosure Statement

This data is being collected to ensure the management and balancing of BPA's electrical transmission system. The data you supply will be used by BPA's Transmission System Operations division to identify and respond to planned electrical outages. Public reporting burden for this collection of information is estimated to average .16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining that 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 Office of the Chief Information Officer, Enterprise Policy Development & Implementation Office, IM-22, Paperwork Reduction Project (OMB control number 1910-XXXX), U.S. Department of Energy, 1000 Independence Ave SW, Washington, DC, 20585-1290; and to the Office of Management and Budget (OMB), OIRA, Paperwork Reduction Project (OMB control number 1910-XXXX), Washington, DC 20503.

Notwithstanding any other provision of the law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB control number.

The Paperwork Reduction Act (PRA) of 1995 requires each Federal agency to seek and obtain approval from the Office of Management and Budget (OMB) before undertaking a collection of information directed to 10 or more persons of the general public, including persons involved in or supporting the operations of Government-owned, contractor-operated facilities.

Submission of this data is required.