

System Equipment Change Form

Note: Form must be submitted **235-days** prior to expected energization date per RC West timeline

Please use this form when notifying CSRP of a planned Transmission system or equipment change as outlined in the [TOPIC](#) and [TPIP](#) as applicable. Please be as descriptive as possible when identifying the equipment and the description of the project. Please include all known information and send completed form to the CSRP@bpa.gov mailbox, **cc'ing your BPA Customer Service Engineer.**

****One form submission per System or Equipment Change****

Customer Name:	
Customer Contact Name:	
Contact Phone Number:	
Contact Email:	
Date Submitted:	

Project Details			
Project Name			
Description of Project:			
Name and type of the Facility(ies) the equipment is associated with:			
Will this project be new construction or a change to existing system configuration?			
Will there be a temporary configuration? <ul style="list-style-type: none"> If yes, how long will the temporary configuration be in place? Specify the expected start and end dates. 	Yes	No	Unknown
Location and Equipment Being Removed:			
Location and Equipment Being Added:			
Change in modeling data?	Yes	No	Unknown
Change in equipment ratings?	Yes	No	Unknown
Altering the status of a Transmission dispatch center to a NERC defined Control Center?	Yes	No	Unknown
BES Impacts:			
<ul style="list-style-type: none">Will this be BES?	Yes	No	Unknown
<ul style="list-style-type: none">Will this project impact a BES facility?	Yes	No	Unknown
<ul style="list-style-type: none">Does this project affect any communication/fiber equipment?	Yes	No	Unknown
Will the facility to which equipment is being added become BES within the 12-year planning horizon?	Yes	No	Unknown

Is the added equipment part of a RAS/shared protection scheme?	Yes	No	Unknown
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Project Timeline			
If the project status is not currently in construction, please specify the expected construction start date:			
Project Status	Planning	Design	Construction
Expected Energize Date:			

Please provide the following additional documentation:

- One-line drawings or similar documentation reflecting the system change post energization
- Any other documentation pertinent to the system change. Examples may include: load forecasting data, transformer test reports, or other data

Notes:

VERSION HISTORY				
Version	Issue Date	Action/Changes	Approved	Date
10	12/9/2024	Changed 210-days to 235 Added a BES Impact section Added Yes/No/Unknown options for temporary configuration	M.Walden	12/2/2024