

**FERC Standards of Conduct for Transmission Providers
Transmission Function Employees
August 9, 2021**

Vice President of Operations, Energy Delivery

Responsible for the safe, reliable, cost-effective, and profitable operational management of AEP's transmission assets including: 1) directs and manages AEP's Transmission Operations organization in a manner to achieve corporate goals, 2) directs the development of policy, processes, procedures, and systems to aid in ensuring that AEP's transmission assets are operated in compliance with all applicable safety and reliability standards, contractual and tariff obligations, and all federal, state, and local regulations and laws, 3) directs the development and implementation of normal and emergency operating procedures to maintain interconnected system security and integrity, and 4) provides input, direction, and leadership on transmission operations matters for the transmission organization and others in AEP, and in pertinent forums outside AEP, and acts as primary AEP transmission operations interface with regional transmission organizations (RTOs), independent system operators (ISOs), reliability organizations, and customers.

Director – Transmission Dispatching

Responsible for providing leadership, vision and executive oversight for the transmission dispatching organization to facilitate effective services between the energy delivery regions and transmission dispatching. Develop, implement and monitor strategies that achieve Transmission Operation organizational goals, objectives and long-range plans. Ensure the efficient and professional operation of the daily activities and administrative functions of all Transmission Dispatching Centers. Ensure that dispatching standards are consistent throughout the system with the goal to protect the integrity and reliability of the transmission network.

Transmission Dispatching Manager

Responsible for the safe, reliable and cost-effective coordination, dispatching and restoration of assigned transmission facilities and the overall moment-to-moment operation of a portion of the AEP transmission system including 1) managing the Transmission Dispatching group in support of Transmission Operations goals, 2) ensuring safe transmission dispatching practices in accordance with company standards, 3) managing the coordination of transmission facility outages internally and externally, 4) managing moment-to-moment operation and surveillance of the assigned portion of AEP's transmission system, 5) managing restoration of facilities in a safe and reliable manner, 6) implementing normal and emergency procedures per plans, and 7) ensuring proper training of dispatching personnel.

Transmission Dispatching Supervisor

These employees are responsible for the safe and reliable operation, dispatching and restoration of facilities for a portion of the AEP transmission system.

Transmission Dispatching Staff Engineer

Coordinate the development and implementation of the transmission dispatcher non-reliability related on-the-job training program. Provide leadership, direction, coordination, and effective communication to initiate, plan, execute, monitor and control, and close in a safe, efficient, economical, risk-balanced approach to achieve short and long-range goals and to obtain maximum customer satisfaction. Develop relationships and effectively communicate with all stakeholders. Provide technical sign off on all policies and procedures that have an impact on the daily activities of the transmission dispatching organization.

Transmission Dispatching Coordinator / Schedulers

These employees are responsible to the assigned supervisor to perform work activities and projects requiring technical knowledge in a safe, effective, efficient and economic accomplishment of assigned objectives.

Transmission Dispatcher Principal / Transmission System Operator I

These employees are responsible for reviewing and approving equipment removal for maintenance of lines and stations while maintaining adequate voltage levels, for coordination of activities with the various departments of the Company.

Transmission Dispatcher Senior / Transmission System Operator II

These employees are responsible for assisting and carrying out direction of switching operations on the transmission system, performing hourly load data input, and assisting others in the department in the performance of their duties.

Transmission Dispatcher / Transmission System Operator III

These employees are responsible for assisting and carrying out direction of switching operations on the transmission system, performing hourly load data input, and assisting others in the department in the performance of their duties.

Transmission Dispatcher Associate / Transmission System Operator IV

Responsible for assisting and carrying out direction of switching operations on the transmission system, performing hourly load data input, and assisting others in the department in the performance of their duties.

Transmission Dispatcher Technician Job Family – (Technician Associate, Technician, Senior Technician and Principal Technician)

Work under the direction of the Transmission Dispatching Manager Responsible performing all assigned tasks per skill level to ensure technical responsibilities of the Transmission Dispatching office is properly managed. Key focus areas include the process development, technical training development and presentation, documentation and human performance practice adherence.

Director – Transmission Real Time Reliability

Responsible for providing leadership, vision and executive oversight for the transmission operations reliability organization to facilitate effective services between AEP Transmission Operations and peer organizations. Develop, implement and monitor strategies that achieve Operations Reliability organizational goals, objectives and long-range plans. Ensure the efficient and professional operation of the daily activities and administrative functions of all Reliability Offices. Ensure that reliability standards are consistent throughout the system with the goal to protect the integrity and reliability of the transmission network.

Transmission Operations Reliability Manager

Primary responsibility for the efficient and reliable operation and coordination of all AEP Control Area zones and transmission systems, which include PJM, SPP and ERCOT relationships. Additional responsibilities include the coordination and scheduling of the activities and personnel of the Operations Reliability group; ensuring compliance with all NERC Reliability Standards; ensuring compliance to all operating provisions of RFC Standards; for ensuring compliance to all operating provisions of SPP, PJM and ERCOT criteria; and for ensuring proper oversight and non-discriminatory execution of transmission service schedules with transmission customers and other control areas.

Transmission Operations Reliability Supervisor

These employees supervise the day-to-day activities of the Operations Reliability group, which is responsible for the efficient and reliable operation and coordination of the AEP transmission system in PJM, ERCOT and SPP.

System Control Center Operations Specialist

Responsible for working with TOPS Support on integrating projects such as State Estimator upgrades/enhancements or any other new tools / processes into the control room. Develop and conduct training for Operators on these enhancements or new tools and processes. Identify, track and assist in solving issues related to the reliability / visualization tools (Alstom, E-TerraVision, PI, etc.). Develop as needed, new visualization displays to keep Real Time Operations situational awareness current and train the Operators on these new displays and processes. Assist in ensuring that NERC Reliability Standards are followed and that the Operators are kept abreast of changes in the industry relative to NERC Standards or RTO Policies / Guidelines. Ensure current Real Time Operations policies and procedures are aligned with NERC Reliability Standards, RTO Policies / Guidelines. Support Real Time Operations compliance requirements by maintaining compliance records.

SCC Reliability Coordinator Principal

Responsible for overseeing the safe, efficient, reliable operation and coordination of the AEP transmission system in the PJM and SPP regions; for coordinating and arranging for congestion relief on actual or contingent overloaded transmission facilities; for coordinating with the applicable RTO the arrangement and approval of switching operations and removal of equipment for maintenance of transmission lines and stations; for maintaining acceptable EHV and 138 kV voltage levels; and for the proper notification regarding outages and system disturbances to management, DOE, NERC, and FERC as required. Has the responsibility and authority to comply with all NERC Reliability Standards and Regional Reliability Organization criteria, specifically those regarding Transmission Operator in order to help ensure the stable and reliable operation of the bulk electric system. This includes the authority to take real-time actions to maintain adequate operating reserves, maintain acceptable voltage levels, and to maintain facilities within acceptable System and Interconnection Reliability Operating Limits on an actual and pre-contingency basis and the initiation of emergency actions up to and including load shedding.

SCC Reliability Coordinator Sr

Responsible for working with TOPS Support on integrating projects such as State Estimator upgrades/enhancements or any other new tools / processes into the control room. Develop and conduct training for Operators on these enhancements or new tools and processes. Identify, track and assist in solving issues related to the reliability / visualization tools (Alstom, E-TerraVision, PI, etc.). Develop as needed, new visualization displays to keep Real Time Operations situational awareness current and train the Operators on these new displays and processes. Assist in ensuring that NERC Reliability Standards are followed and that the Operators are kept abreast of changes in the industry relative to NERC Standards or RTO Policies / Guidelines. Ensure current Real Time Operations policies and procedures are aligned with NERC Reliability Standards, RTO Policies / Guidelines. Support Real Time Operations compliance requirements by maintaining compliance records.

SCC Reliability Coordinator

These employees are responsible for carrying out the safe, efficient and continuous operation of the transmission system, for arranging and approving switching operations and removal of equipment for maintenance of transmission lines and transformers.

SCC Reliability Coordinator Associate

Working under the direction and authority of a System Control Center System Operator I,II or III, assist, with limited instruction, in overseeing the safe, efficient and reliable operation and coordination of the AEP transmission system in RFC and/or SPP; for assisting with the coordination and arrangement of congestion relief on actual or contingent overloaded transmission facilities; for assisting with the coordination with the applicable RTO the arrangement and approval of switching operations and removal of equipment for maintenance of transmission lines and stations; for maintaining acceptable EHV and 138 kV voltage levels; and for the proper notification regarding outages and system disturbances to management, DOE, NERC, and FERC as required. Must work under the responsibility and authority of a NERC Certified System Operator and must comply with all NERC Reliability Standards, specifically those regarding Transmission Operator and Balancing Authority operation, in order to help assist with ensuring the stable and reliable operation of the bulk electric system. This position does not take any independent real-time actions.

Manager – Transmission Operations Engineering

Responsible for providing leadership, vision and executive oversight for the transmission operations engineering staff responsible for engineering related tasks associated with required studies necessary to ensure transmission grid reliability and resiliency. Additional responsibilities include all proactive engineering tasks associated with proper setting coordination, design and standard development of all engineering related tasks. Develop, implement and monitor strategies that achieve Transmission Operations Engineering organizational goals, objectives and long-range plans, while ensuring that these goals are in alignment with overall Transmission Operations goals. Ensure that reliability standards are consistent throughout the system with the goal to protect the integrity and reliability of the transmission network.

Transmission Operations Engineering Planning & Engineering Supervisor

The supervisor oversees their team to develop solutions that focus on safety, reliability, and compliance to help support the operations of the Transmission grid. Supervises and directs employees to effectively provide engineering support to both Reliability and the TDC. The supervisor will provide technical guidance and leadership for assigned activities supporting these Transmission Operations teams. The supervisor oversees the daily tasks involving outage approvals supporting both capital and maintenance work. The supervisor directs employees to create plans and procedures that provided guidance to the reliability desks and TDC's.

Transmission Operations Engineer Job Family – (Engineer Associate, Engineer, Senior Engineer and Principal Engineer)

Responsible for performing all assigned tasks per skill level to ensure proper analysis and coordination studies are met for all real time system conditions. Key focus areas include the efficient and professional operation of the daily activities and administrative functions of all reliability and resiliency function are performed and properly aligned with reliability standards are consistent throughout the system with the goal to protect the integrity and reliability of the transmission network.

Transmission Operations Co Op Engineer

Work under direct supervisor of an experienced Transmission Operations employee performing in a support role.