**2013 ERCOT BLACK START TRAINING ANNOUNCEMENT**

October 5, 2012

**INTENDED AUDIENCE**

The 2013 ERCOT Black Start Training is designed primarily for all TDSPs and TOPs as well as QSEs and Generation Operators who have contracted Black Start Resources as well as those who are in support roles that will be affected by a system wide blackout.

**COURSE DESCRIPTION**

The 2013 ERCOT Black Start Training is a simulator based 22 hour training course focused on providing training for TOPs and Generation Operators/QSEs in the proper restoration of the ERCOT system in the event of a system wide Black Out.

The course will include a 3 hour lecture portion the first day that focuses on Black Start theory as well as 2 hours of simulation instruction to prepare operators for the restoration exercise. The second day will be a ten hour simulation with interaction between the ERCOT Operators, the TOPs and QSEs/Generation Operators. We will use the ERCOT Simulator to demonstrate our ability to restore the system from a black out event. The third day will be 5 additional hours of simulation and 1 hour of simulation critique and wrap-up.

Upon completion of this course the participant will be able to identify the roles of ERCOT and the local TOPs and QSEs/Generation Operators in the restoration process and understand basic black start theory.

**Day                 Time**

Tuesday      12:00 p.m. – 5:00 p.m.

Wednesday        7:00 a.m. – 5:00 p.m.

Thursday 7:00 a.m. – 2:00 p.m.

**COURSE SCHEDULE**

**Session               Training Date**

**Dry Run\*     January 8-10, 2013**

Session 1      February 5-7, 2013

Session 2       February 12-14, 2013

Session 3       February 19-21, 2013

Session 4       February 26-28, 2013

Session 5      March 5-7, 2013

Session 6      March 12-14, 2013

**Special Session\*\* March 19-21, 2013**

Bad Weather March 26-28, 2013

\*Dry Run session should be attended by managers and designated required representatives exclusively. You are required to register in advance for the rehearsal session by completing the **registration form/payment.**

\*\*Special Session is by invitation only and must be authorized by your manager. Managers will receive an email invitation from Kelly Blackmer. After which each manager shall submit completed **registration forms** for designated employees.

**REGISTRATION INFORMATION**

Registration for the 2013 ERCOT Black Start Training **opens on November 5, 2012**. **Payment of the training registration fee is required before registration**, using the ERCOT LMS (Learning Management System), **can be** **confirmed**. Please review the registration instructions below and fill out the registration form in the documents section at the end of the page.

Registration begins November 5, 2012. The final registration deadline is December 7, 2012. **ALL** payments post marked after this date will incur a $25 late fee to be received before confirmation of registration.

**\*NO EXCEPTIONS.\***

* Cost of Registration before December 8, 2012- **$150.00** (non-refundable)
* Cost of Late Registration on or after December 8, 2012- **$175.00** (non-refundable)

**\*\*\*Cancellation of registration will not be refunded for any reason.\*\*\***

**\*\*\*Full attendance to every hour of the 3-day session is required as a prerequisite to the online exam and receipt of memento.\*\*\***

Attendants can receive up to a total of 20.0 NERC approved Continuing Education Hours. (15.0 of those approved CEHs count towards Simulation hours.) \*Special Session can receive up to a total of 22.0 NERC approved Continuing Education Hours. (22.0 of those approved CEHs count towards Simulation hours.)

Payment of the training registration fee is required in advance. **Registration will not be complete and honored if payment is not received in full by the respective payment deadline.**

\*At this time ERCOT is working to make credit card payments by PayPal an option for payment. If this option is available in time for the 2013 ERCOT Black Start Registration Fee deadline expect a 3% tax through PayPal. If this option is made available in time – an updated Market Notice will be sent out with instructions.

\*If the PayPal option is not available before the registration deadline please note all payments must be by check.

**HOW TO REGISTER**

Registrations will be accepted on a space-available basis. Accepted registrants will receive a confirmation email from Electric Reliability Council of Texas. Three (3) steps to register:

* **ERCOT Learning Management System (LMS) –** LMS registration will open November 5, 2012.
* **Registration Form-** Complete the **Registration Form** and send to Diana Sanchez at the physical address below or email her at [dsanchez@ercot.com](mailto:dsanchez@ercot.com).
* **Check Payment-** Payments must be made by personal or business check. The check must accompany the registration form(s) and you **MUST** reference the attendee(s) name(s) on the check.

Make Check Payable to:                     **Electric Reliability Council of Texas**

Mailing Address:                 **Diana Sanchez**

**2705 W Lake Drive**

**Taylor, TX 76574**

**Registration Confirmation-** Await notice that attendee has a confirmed seat at the training. This requires receipt of registration form and payment to ERCOT – Electric Reliability Council of Texas. Unless you receive confirmation of registration from Electric Reliability Council of Texas (Diana Sanchez), you are not registered. Confirmation of registration will be emailed within (1) business week of receipt to the email address on the registration form. ***Attendees will not be able to change places with other attendees after the registration deadline. If you need to change attendees’ names you must contact Diana Sanchez and receive a confirmation.*** Should you have any questions about registration, please call Diana Sanchez at 512-248-4239.

The training will be held at the Taylor, TX, ERCOT Facility. We are located at 2705 W. Lake Drive, Taylor, TX, 76574. (Entrance: 810 Airport Drive)

**\*HOTEL INFO\***

The following are suggestions for overnight accommodations with ERCOT rates for your convenience. Please reference “ERCOT” rate for the fixed rate:

* Staybridge Suites – Round Rock, TX (512)733-0942
  + [Staybridge Suites - Round Rock, TX](http://www.ichotelsgroup.com/h/d/sb/1/en/home)
    - 520 IH 35 South – Round Rock, TX 78681
      * Standard Studio Queen Suite - $85/night
* Holiday Inn Express – Hutto (512)846-1168
  + [Holiday Inn Express - Hutto, TX](Holihttp://www.hiexpress.com/hotels/us/en/hutto/aushu/hoteldetail?&cm_mmc=mdpr-_-googlemaps-_-ex-_-aushu&dp=true)
    - 323 Ed Schmidt Blvd – Hutto, TX 78634
      * King/2 Queens - $85/night
      * King Suite - $125/night

***You are urged to make hotel reservations as soon as possible to ensure that you have accommodations.*** Each individual is also responsible for contacting the hotel to change or cancel their reservations should the need arise. ERCOT will not be held responsible for any hotel charges.

**CONTACT**

[Diana](mailto:swozny@ercot.com) Sanchez

Operations Support

Administrator – NERC CEH

Electric Reliability Council of Texas, Inc.

*ERCOT is recognized by the North American Electric Reliability Corporation as a continuing education provider who adheres to NERC Continuing Education Program Criteria.*

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