



February 8, 2019

Mrs. S. Bertilia Leblanc-McKenzie
General Manager
DOMLEC
18 Castle Street
Roseau
Commonwealth of Dominica

Dear Mrs. Leblanc-McKenzie,

Re: Post Hurricane Maria - Compliance with Administrative Order #1/2011

Subsequent to the provision approved by the Commission for the temporary application of Condition 16 (Force Majeure) of DOMLEC's Licences post Hurricane Maria, a provision which ended on October 31, 2018; the IRC in reviewing DOMLEC's position in returning to some level of normalcy in their operations, wants to ensure that DOMLEC is in compliance with all of its reporting obligations.

Consequently, as per the meeting held with DOMLEC on January 21, 2019, specifically in addressing and updating its reporting and other obligations under Administrative Order #1/2011, the following changes were agreed upon, as indicated on revised Appendix A. *A Copy is appended for your reference.*

It is anticipated that DOMLEC will adhere to the new obligations in the revised Appendix A, and in the event that any further clarification is needed, will not hesitate to contact the Commission.

Yours sincerely,

INDEPENDENT REGULATORY COMMISSION (IRC)

JUSTINN KASE
EXECUTIVE DIRECTOR

cc: Chairman and Commissioners

APPENDIX A

(REVISED ON JANUARY 21, 2019)

Order	Agreed Action of Meeting of January 21, 2019
<p>1. Resolve its fuel inventory management practices and problems by:</p> <ul style="list-style-type: none"> i. Ensuring that all its fuel dipsticks are properly calibrated and certified by the Dominica Bureau of Standards. A copy of the certificates issued by the Dominica Bureau of Standards must be submitted to the Commission no later than July 31, 2011. ii. Procuring, installing and calibrating the correct fuel intake meters for all operational generators at its Fond Cole and Sugar Loaf Generation Stations. These must be certified the Dominica Bureau of Standards. Copies of the certificates issued by the Dominica Bureau of Standards must be submitted to the Commission no later than August 15, 2011. iii. Standardizing the dimensions of all pipes leading into and from the Bulk Meters while performing ii. This must be reported to the Commission by August 15, 2011 iv. Redesigning the installation of their fuel meters to include T-joints at the entry and exit of the meters in order to facilitate calibration. This must be done while performing ii. This must be reported to the Commission by August 15, 2011. v. Providing schematic designs and specifications of all the tanks that have dip-sticks in order to establish the accuracies of the dip-sticks. <i>Note that dip-sticks are uniquely designed and calibrated for a specific tank based on the shape and dimensions.</i> This must be done by July 31, 2011. 	<p>Item 1 (i) – Done</p> <p>Item 1 (ii) – Being re-done currently</p> <p>Item 1 (iii) – Not applicable; Stricken off as same is not practical at this time.</p> <p>Item 1 (iv) – Not applicable; Stricken off as same is not practical at this time.</p> <p>Item 1 (v) – Done. No longer required.</p>

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<p>vi. Establishing and implementing a calibration schedule for all its fuel meters at least every quarter. This must be reported to the Commission by August 15, 2011.</p> <p>vii. Reporting the monthly fuel usage figures by both the dipping method and the generators fuel intake meters readings from September 15, 2011 and thereafter to accompany the monthly report on the calculation of the fuel surcharge for the previous month.</p>	<p>Item 1 (vi) – According to DOMLEC, the process between itself and the Dominica Bureau of Standards was truncated. DOMLEC bought four (4) new calibrators and had begun training with DBOS; there has been a halt in the training and same will recommence as soon as dates are set.</p> <p><i>DOMLEC advised that industry standards speak to ½ yearly calibration; verses the IRC's request for quarterly.</i></p> <p>Item 1 (vii). This is being done routinely. Reporting to the Commission continues.</p>
<p>2. Submit a copy of the Loss Reduction Report prepared by R. W. Beck in 2005 to the Commission by June 30, 2011.</p>	<p>This Requirement is no longer applicable.</p> <p>IRC inquired on the status of DOMLEC's T & D network.</p> <p>DOMLEC advised that it continues its efforts to manage losses.</p>
<p>3. Submit a report on the steps taken so far to implement the recommendations of the Loss Reduction Report by July 15, 2011.</p>	<p>This Requirement is no longer applicable.</p>
<p>4. Submit to the Commission the algorithm used to determine the various losses experienced from month to month. This to be done by June 30, 2011.</p>	<p>This is no longer applicable as the date elapsed.</p> <p>IRC requested that DOMLEC resends the Algorithm being used currently.</p>

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5. Develop written planning criteria that are consistent with the Electricity Supply Act No. 10 of 2006 and which are approved by DOMLEC's senior management, and submit them to the Commission by July 31, 2011, and thereafter at the beginning of every calendar year.	DOMLEC to resubmit planning criteria to the IRC; and comply with annual submission.
6. Conduct pertinent studies to determine whether DOMLEC's transmission and distribution systems conform to such criteria and the specific circumstances where the criteria are violated, and report the findings to the Commission by August 31, 2011 and thereafter on December 31, of each year.	This Item is still applicable. DOMLEC to submit report to the IRC by September 2019; and comply with annual submission thereafter.
7. Identify capital and operating projects, procedures and related cost estimates to resolve such planning criteria violations and submit them to the Commission by December 31 st of each year.	DOMLEC to submit report to the IRC by December 2019; and comply with annual submission thereafter.
8. Complete, develop and report on a load flow input database, which should include focus on 11KV to the Commission by September 30, 2011.	Completion was retard by Hurricane Maria. <i>DOMLEC advised that the towers will be re-designed. Currently, suitable towers are being investigated – could be only one (1) to withhold Category 5 Hurricanes; or multiple towers in various locations.</i> DOMLEC to give update by September 2019.
9. Complete, develop and report on a load flow input database focusing on 400 V to the Commission by December 31, 2011.	<i>Completion was retard by Hurricane Maria. Reporting ceased.</i> <i>DOMLEC advised that the cost/benefit to perform this exercise cannot be justified and requested that Item 9 be stricken off.</i> <i>Item 9 was stricken off.</i>
10. Conduct load flow studies on every distribution feeder to identify overloaded conductors, overloaded transformers, voltage excursion and lightly loaded transformers. These should be conducted once a year and reported to the Commission by the end of each calendar year.	DOMLEC to report at the end of December 2019; and comply with annual submission thereafter.

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11. Prepare an annual report that summarizes the findings of the load flow analysis and send a copy of that report to the Commission by the end of every calendar year.	DOMLEC to report at the end of December 2019; and comply with annual submission thereafter.
12. Continue to roll out the AMI programme until all electro-mechanical meters are removed from the system. The status at the end of each calendar year must be reported to the Commission.	DOMLEC reported that the old meters were completely removed; however, there were some areas that are still being reads manually due to communication issues.
13. Continue to identify and replace lightly loaded transformers. A report on this exercise must be submitted to the Commission at the end of each calendar year.	Agreed to be done by December 2019; and comply with annual submission thereafter.
14. Continue to identify and replace older feeder segments. A report on this exercise must be submitted to the Commission at the end of each calendar year.	Agreed as 'Not Applicable'
15. Utilize AMI meter data to control customer and feeder voltages and submit an annual report to the Commission on this exercise.	Agreed to be done by December 2019; and comply with annual submission thereafter.
16. Conduct dynamic voltage dip studies with transient stability analysis, and report to the Commission by October 31, 2011 and every month thereafter.	Change reporting to the IRC to 'annually', instead of 'monthly'. Submit report by December 31, 2019.
17. Conduct steady state voltage dip studies with load flow analysis and report to the Commission by October 31, 2011 and at the end of every month thereafter.	Change reporting to the IRC to 'annually', instead of 'monthly'. Submit report by December 31, 2019.
18. Establish a system model adequate to perform short circuit analysis. 19. Conduct short circuit analysis on an annual basis or as significant modification are made to the system, and report the findings to the Commission at the end of every calendar year.	Done/Completed DOMLEC to submit report by December 2019; and comply with annual submission thereafter.

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20. Submit a copy of the protection study to the Commission by June 30, 2011 or any other date on which it is received.	Done. This Item is no longer applicable,
21. Monitor SAIFI and SAIDI at the feeder level and report on the results on a monthly basis beginning August 31, 2011.	DOMLEC confirmed that the reporting recommenced after the lifting of the Force Majeure. The quarterly reports are submitted in the month following the quarter.
22. Acquire whatever software is pertinent to conduct optimal generation dispatch and unit commitment that can accommodate the characteristics of DOMLEC's system. This must be done by March 31 2012.	Done and Completed. IRC inquired on 'Economic Dispatch' as it relates to the efficiency of each generator. DOMLEC stated that the most economic are the Hydro(s); however due to technical constraints it is not prudent to dispatch the Hydro first.
23. Develop an accurate heat rate and marginal cost database for all the generating units and advise the Commission on its completion by March 31, 2012.	Most of Item 23 were done/completed. The Heat rate should be ongoing. The IRC required new heat rate by December 2019; and annually thereafter.
24. Develop and implement an economically efficient dispatch schedule which must be shared with the Commission on a weekly basis.	DOMLEC is in compliance with Item 24, and the exercise is ongoing.