



APR 12 2022

MEMORANDUM No. 2022 - 23

TO : ALL ELECTRIC COOPERATIVES

SUBJECT : PREPARATIONS BEFORE, DURING AND AFTER MAY 2022 ELECTIONS AND GUIDELINES FOR REPORTING OF ELECTRIC COOPERATIVES TO THE NEA POWER TASK FORCE ELECTIONS 2022

In relation to the upcoming National and Local Elections on 09 May 2022 and in response and compliance to the Commission on Elections (COMELEC) Resolution No. 10743 dated 16 December 2021, the National Electrification Administration has been deputized and commissioned to:

"Provide and maintain stable and continuous nationwide electric power requirements from the start of voting, until the termination or conclusion of the canvassing of votes and the proclamation of the winning candidates"

In this regard, the following guidelines should be strictly followed by Electric Cooperatives during the election period:

A. PRE-ELECTION:

1. From 30 March 2022 to 28 April 2022, the ECs should undertake the appropriate preventive and corrective maintenance/s of their critical network and non-network assets such as but not limited to the sub-transmission lines, substations, feeder lines, distribution transformers, communications, computers, offices, vehicles including vegetation management, among others;
2. On 29 April 2022 and until the termination or conclusion of the canvassing of votes and proclamation of the winning candidates, part of ECs' pre-election activities is to avoid power interruption except for emergency situations; and
3. On 05 May 2022 at 0700H, the ECs shall start the 24-hour Power Situation Monitoring. The ECs are directed to activate their Emergency Restoration Organization (ERO), which will serve as its Power Task Force Elections 2022.

B. DURING ELECTION:

1. On Election Day, 09 May 2022, the ECs' 24-Hour Power Situation Monitoring shall continue.

C. AFTER ELECTION:

1. From 10-12 May 2022, the ECs' 24-hour Power Situation Monitoring shall continue or until the termination or conclusion of the canvassing of votes and proclamation of the winning candidates. Termination of activities shall be notified accordingly to the ECs by the NEA POWER TASK FORCE ELECTION 2022.

D. SUBMISSION OF REPORT TO NEA POWER TASK FORCE ELECTION 2022:

1. With or without the incidents of power interruptions, report/s shall be submitted.
2. Reporting shall be done **twice daily on or before 3:00 PM and 5:00 AM on the following day** and be submitted to the respective NEA Power Task Force Elections 2022 Power Situation Monitoring Teams through the contacts hereunder indicated:

Electronic Mail Address (E-mail Add)	
Luzon	neapfte2022luzon@gmail.com
Visayas	neapfte2022visayas@gmail.com
Mindanao	neapfte2022mindanao@gmail.com

Contacts	Luzon Team	Visayas Team	Mindanao Team
Mobile Number	0956 597 3965	0932 610 1777	0995 234 4229
Landline	(02) 8928-3013	(02) 8929-2040	(02) 8926-1337
Viber	https://invite.viber.com/?g=yAOySxnLBk9c7tyKoRNHIHpGjSBaTQ19	https://invite.viber.com/?g=7wCy7H3MBk_bosKRyDZu_hZtsT3faYBf	https://invite.viber.com/?g=nAlyt93MBk-BdHv6gEBvcj6M5jW-jUZB

Note: The ECs Focal Person/s are required to have a Viber application installed on their device/s. Please click or follow the link provided to the Viber GC per island group for Task Force Elections.

3. The ECs shall immediately report major incidents of power interruptions, which shall be included in the periodic reporting.

E. REPORT FORMAT AND CONTENT:

1. EC Name
2. Person Reporting
3. Date Reporting
4. Time Reporting
5. NGCP Transmission Substation Affected
6. Distribution Substation Affected
7. Feeder Affected
8. City or Municipality Affected
9. Barangay/s Affected
10. Sitio/s Affected
11. Cause of Power Interruption
12. No. of Precincts Affected
13. Date of Power Went Off
14. Time of Power Went Off
15. Date of Power Restored
16. Time of Power Restored
17. EC Action Taken
18. Remarks

Note: Google Sheets Database with links containing the Report Format and Content stated above will be provided

F. FURTHER INSTRUCTIONS:

- a. On or before 25 April 2022, reports detailing the compliances of the ECs on the pre-election activities and the readiness of its monitoring team shall be submitted to the NEA Power Task Force Election 2022.
- b. On 03 May 2022, a dry run operation shall be undertaken. The NEA Power Task Force Election 2022 Power Situation Monitoring Team will either call or send text message/s to several ECs. Hence, every ECs are expected to be prepared and respond promptly.

For strict compliance and guidance.


EMMANUEL P. JUANEZA
Administrator

NATIONAL ELECTRIFICATION
ADMINISTRATION
Office of the Administrator



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