

## Schedule 4, Part A

OMPA member cities only fill out for one state.

## Schedule 5

Member cities normally put an X next to no

## Schedule 6

Most cities enter X unless you have energy efficiency or load management programs in place. Only our largest four members meet the 150,000 mWh criteria. While not used at this time, OMPA, the Corporation Commission and FERC are looking at methods to reduce system peaks and improve efficiency.

## Schedule 6, Part D

Do you have AMI meters? Check records and Schedule 4, Part A for numbers.

## Schedule 7, Part A

Are there any distributed/disbursed generators in your town?

## Schedule 8

Cities only need to enter one line to show their state and county.

### For Questions Contact:

**Karen McDaniel**

(202) 586-4280

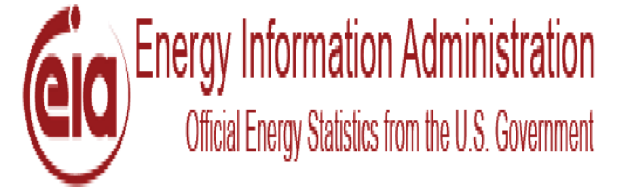
**Steve Scott**

(202) 586-5140

**Larry Unnerstall, Distribution Engineer**

OMPA

(405) 359-2516



# Form EIA-861

## General Instructions

### Distributed by:

OMPA

P.O. Box 1960

Edmond, Ok 73083-1960

(405)359-5047

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## Purpose:

Form EIA-861 collects information on the status of electric power industry participants involved in the generation, transmission and distribution of electric energy in the United States. The data collected on this form are used to monitor the current status and trends of the electric power industry and to evaluate the future of the industry.

## Required Respondents:

The Form EIA-861 is to be completed by electric industry distributors including: electric utilities, wholesale power marketers, and electric power producers. Responses are collected at the business level.

## Response Due Date:

Submit the completed Form EIA-861 to the EIA by April 30, following the end of the calendar year.

## Methods of Filing:

Submit your data electronically using EIA's secure internet data collection system (e-file). This system uses security protocols to protect information against unauthorized access during transmission.

- If you have not registered with EIA's Single Sign-On system, send an e-mail requesting assistance to: EIA-861@eia.doe.gov.
- If you have registered with Single Sign-On, log on at: <https://signon.eia.doe.gov/ssorsserver/login>
- If you are having technical problems logging onto e-file or using e-file contact the Help Desk at: CNEAFhelp-center@eia.doe.gov or 202-586-9595.

## Contacts:

For questions about the data requested on Form EIA-861, contact the Survey Manager or OMPA:

**Karen McDaniel**  
(202) 586-4280  
**Steve Scott**  
(202) 586-5140

**Larry Unnerstall, Distribution Engineer OMPA**  
(405) 359-2516

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• *Below are the Item-by-Item instructions*  
• *regarding the sections most OMPA cities*  
• *need to fill out on the EIA-861 form. If you*  
• *have any questions regarding these instruc-*  
• *tions please contact Larry Unnerstall, OMPA*  
• *Distribution Engineer at [lunnerstall@ompa.com](mailto:lunnerstall@ompa.com)*  
• *or 405-359-2516.*  
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## Schedule 1. Identification

**Survey Contact:** Verify contact name, title, address, telephone number, fax number and e-mail address.

**Supervisor of contact Person for Survey:** Verify the contact's supervisor's name, title, address, telephone number, Fax number and e-mail addresses.

**Report For:** Verify all information, including entity name, entity identification number and reporting year for which data is being reported. These fields cannot be revised online. Contact EIA if corrections are needed.

**Legal Name of Entity:** Enter the legal name of the entity for which this form is being prepared.

**Current Address of Entity's Principal Business Office:** Enter the complete address, excluding the legal name, of the entity's principal business office.

**Respondent Type:** Municipal.

## Schedule 2, Part A.

**Line 1,** SPP (Southwest Power Pool) is standard for all OMPA cities.

**Line 3,** Control Area Operator, can be either OG&E, PSO or WFEC depending on the line feeding the city.

**Line 4,** Operate Generating Plant(s), check yes to indicate that the organization operated a generating plant during the reporting period. Otherwise, check no.

**Line 5,** Activities, check the appropriate activities the electric entity was engaged in during the reporting year.

**Line 6,** Highest Hourly Electrical Peak System Demand, electric utility companies should enter the maximum hourly summer load (June-September) and the maximum hourly winter load (January- March and previous December) based on net energy for the system

during the reporting year.

## Schedule 2, Part B

**Line 1,** Please note that OMPA enters generation for our member cities on our EIA-861, so please leave blank.

**Line 2,** Purchases from Electricity Suppliers, enter the total amount of energy purchased from electricity suppliers. Get this number from OMPA.

**Line 10,** Total Sources, enter the sum of the energy sources (line 2).

**Line 13,** Energy Furnished Without Charge, may not be zero if you furnish free electricity to hospitals, fairs, etc.

**Line 14,** Energy Consumed by Respondent Without Charge, enter the amount of electricity used by the electric utility in its electric and other departments without charge. This entry does not include data entered in line 13.

**Line 15,** Total Energy Losses, enter the total amount of electricity lost from distribution and/or unaccounted for.

**Line 16,** Total Disposition, enter disposition for energy. This entry should equal line 10.

## Schedule 2, Part C

Only those cities that charge extra fees for wind tags, etc.

## Schedule 2, Part D

Only those cities that have customers that sell them excess power from generators.

## Schedule 3

**Line 1,** All electric operating revenue data should be rounded and reported in thousand dollars. (For example, revenue of \$8,461,688.42 should be reported as \$8,462).

**Line 5,** Other Electric Operating Revenue, enter the amount of revenue received from electric activities other than selling electricity.

\*NOTE: Line 1 and 5 will come from city billing records.