

REQUEST FOR TRANSMISSION OUTAGE

To:	<i>Transmission Outage Planning (TOP) & System Operations, EirGrid</i>	
Company Name:	Date of Application:	
Contact Details of Requesting Party (1) and Operator (2) if different to requesting party:		
1. Name:	Email:	Phone no:
2. Name:	Email:	Phone no:
Plant:		
From:	Hrs on:	
To:	Hrs on:	
Description of works/Purpose of Switching ¹ :		
Is an Energisation Instruction (EI) Required? ²		
Station In Charge of Switching:		
Declaration of Fitness Required(Y/N):		
Signed:		
Copies to:		
<ul style="list-style-type: none"> ➤ neartime@eirgrid.com; & TOP@eirgrid.com; ➤ Cc: Info@eirgrid.com 		

¹ All outage requests must be submitted at least three weeks ahead of the planned outage. This will ensure a sufficient notice period is provided for relevant studies to be conducted by EirGrid System Operations and for ESBN to assign the required Network Technician resources. **Ideally, all outage requests should be submitted as far in advance as possible, to ensure works can be scheduled onto the Transmission Outage Programme.**

² The basic philosophy is that any new, refurbished or modified plant that cannot be fully demonstrated and proven fit for service before connecting to the transmission system, requires an Energisation Instruction. What this means is that anytime the HV plant is fundamentally changed, an EI should be employed in connecting this HV plant to the system. Any works requiring an EI, must be submitted to EirGrid System Operations no later than five weeks in advance of the planned outage, to allow for preparation and due diligence of relevant documentation.