



NATIONAL ELECTRIFICATION ADMINISTRATION

"The 1st Performance Governance System-Institutionalized National Government Agency"
57 NIA Road, Government Center, Diliman, Quezon City 1100



Management
System
ISO 9001:2015
www.tuv.com
ID 9105052030



NOV 10 2021

MEMORANDUM NO. 2021-49

TO : ALL ELECTRIC COOPERATIVES

SUBJECT : ENSURE ADEQUATE AND RELIABLE POWER SUPPLY BEFORE, DURING AND AFTER THE MAY 2022 NATIONAL & LOCAL ELECTIONS

In preparation for the forthcoming National and Local Election on 09 May 2022, all Electric Cooperatives (ECs) are enjoined to undertake the necessary activities to ensure the continuous and stable supply of electricity throughout the country before, during and after the election.

The Distribution Maintenance Program shall be implemented no later than the end of February 2022 to have sufficient time before the election period.

I. PRE-ELECTION ACTIVITIES

1. Prepare and implement Distribution Maintenance Program of the distribution system to ensure readiness during the elections day;
2. Conduct preventive maintenance services of the substation, to detect the loose connection and monitor the condition of the power transformer, equipment and protective devices;
3. Conduct preventive maintenance of other critical network and non-network assets such as but not limited to sub-transmission lines, distribution transformers, reclosers, load breaks switches, SCADA and communications systems, computers, vehicles, boom trucks and offices.
4. Conduct visual and thermal scanning inspection of the entire electric distribution system and perform line clearing, maintenance and replacement of defective/deteriorating components;
5. Determine inventory of supplies and make necessary procurement of critical materials;
6. Coordinate with the school officials for the proper inspection of polling center/election precinct of the electrical wirings, switches, convenient outlets as well protective devices of the school buildings which will serve as Polling Center;

7. Submit the Maintenance Program of the System or Equipment to NEA for reference with the following information:

- a. Identification of the Equipment and MVA Capacity
- b. Reasons for Maintenance
- c. Expected duration of Maintenance Work
- d. Preferred Start Date for the Maintenance Work and the date the work will be completed


II. ELECTION DAY ACTIVITIES

1. Organize skeletal force/personnel on a 24-hour basis as a quick response team for any incidents related to the supply of electricity;
2. Request assistance from military/police to safeguard critical facilities on a round-the-clock basis to ensure continuous power supply such as substations against possible sabotage especially on high-risk areas to be determined by the Commission On Election;
3. Establish close coordination with local authorities to avert any untoward incident that may occur in case of distribution system failure:
4. Maintain back-up power supply/generator, if necessary, to supply power on Polling Centers in the event of distribution system failure; and
5. Report and/or coordinate all significant incidents of power outages to NEA.

III. POST-ELECTION ACTIVITIES

1. Assess the overall power supply situation during the election period and submit the status report to NEA.

For information, guidance, and compliance.


EMMANUEL P. JUANEZA
Administrator
NOV 10 2021

