

The VELCO logo is displayed in a bold, white, sans-serif font. It is positioned on the left side of the top banner, which features a scenic background of rolling hills with autumn foliage and several transmission towers.

VERMONT'S TRANSMISSION RELIABILITY RESOURCE

Substation Gate Access

June 19, 2014

New Key & Lock Rollout

- Project to improve control access to VELCO assets
- Aligns with security upgrades being done for meeting NERC CIP compliance
- All VELCO substation fence and roadside access gate locks, along with switch locks located on the right-of-ways will be changed
 - *Note – the substation switch locks will not be replaced with this project
- Defined Access List:
 - Qualified VELCO Switchman
 - Qualified VELCO Employee or Customer
 - Qualified VELCO Contractor
- Key Control:
 - Keys cannot be duplicated
 - Keys will be individually numbered
 - Individuals who receive keys will sign a key receipt form which will require their Supervisor's signature
 - Tracking of assigned keys will be performed by VELCO security

New Key & Lock Roll Out

- Project will be rolled out in three phases
- Phase 1 – July 2014
 - Release communication to both internal and external resources of VELCO's Key and Lock Policy, along with the implementation plan
 - All VELCO substation fence and roadside access gate locks will receive new locks daisy chained with existing locks during the substation inspections in July
 - Access will not change at this time
- Phase 2 – July through August 2014
 - An existing 2685 key will be placed inside each VELCO substation for switchmen to access yard electrical apparatus and operate switches
 - Numbered keys will be distributed to those on the defined Access List
 - VELCO Security will begin controlling/tracking all keys
- Phase 3 – September 2014
 - Replace the 2685 locks on all substation fence and road access gates during the substation inspections in early September
 - At this point the 2685 key will only be used for switching
 - Replace the 2685 locks on all switches located in the VELCO right-of-way by the end of September

Contact Information for questions/problems

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