

Frequently Asked Questions for Form EIA-860M (Revised July 2020)

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GENERAL

Why does my company have to submit Form EIA-860M when we already submit Form EIA-860?

Form EIA-860M is different from the annual Form EIA-860. Your company must complete Form EIA-860M if your company has at least one of the following:

- (1) A proposed new generator scheduled to start commercial operation within the subsequent 12 months
- (2) An existing generator scheduled to retire from service within the subsequent 12 months
- (3) An existing generator with a proposed modification scheduled for completion within one month of the reporting month

What does EIA use this information for?

EIA's mission is to collect, analyze, and disseminate independent and impartial energy information to promote sound policymaking, efficient markets, and public understanding of energy and its interaction with the economy and the environment. To provide timely and meaningful electric industry data, EIA publishes the status of new generators that are currently under development and the status of modifications to existing generators such as repowerings, uprates, derates, retirements, and other modifications. EIA publishes these data in the *Electric Power Monthly* and the *Preliminary Monthly Generator Inventory*.

How often do I have to fill out Form EIA-860M?

If your generator has one of the following project statuses, you are required to file Form EIA-860M:

- (1) A proposed new generator scheduled to start commercial operation within the subsequent 12 months
- (2) An existing generator scheduled to retire from service within the subsequent 12 months
- (3) An existing generator with a proposed modification scheduled for completion within one month of the reporting month

For proposed generators, you must continue to fill out Form EIA-860M each month within one year of commercial operation until your proposed generator reports one of the following statuses:

- (1) Operational
- (2) Cancelled
- (3) Postponed beyond one year

If you are required to complete Form EIA-860M, you will receive notification by email, usually by the first business day of the month.

When is Form EIA-860M due?

The due date is generally two weeks from the first business day of the month, but it may change month to month. You usually have about 10 business days to complete Form EIA-860M. You

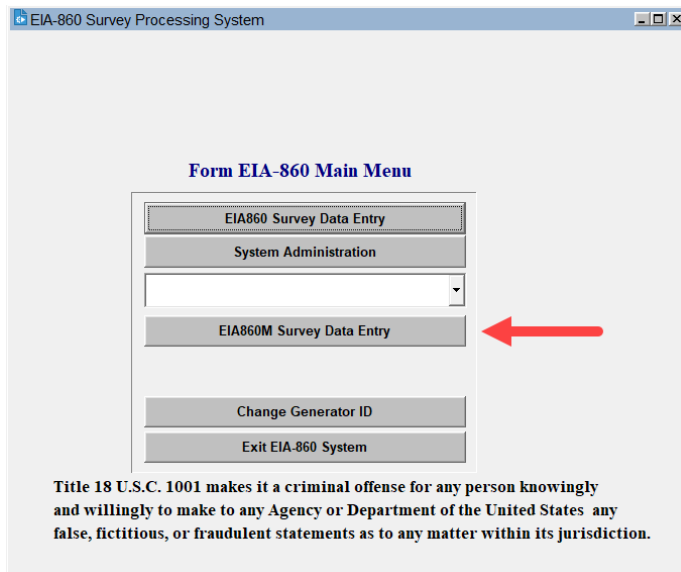
will be notified of the due date in the email informing you of your requirement to complete the Form EIA-860M.

Where can I find the Form EIA-860M survey?

Sign in to the EIA Single Sign On Login System using the following URL:

<https://signon.eia.doe.gov/ssoserver/login>.

You can access Form EIA-860M through the Form EIA-860 link. First, click on EIA-860 Annual, and you will see the Form EIA-860 main menu. From there, click the EIA-860M Survey Data Entry button.



How do I correct or change a previous report?

Send an email to survey staff at EIA-860M@eia.gov and explain the issue. The EIA survey staff will explain how to correct or change a previous report. For certain situations, EIA will make the change on your behalf.

ASSISTANCE COMPLETING THE FORM

Who should the survey contact and the supervisor of the survey contact be?

The survey contact should be the primary contact person responsible for submitting the survey.

The supervisor of the survey contact should be the direct supervisor of the survey contact and should act as a secondary contact person in case the survey contact is not responsive or does not submit the EIA survey by the due date.

We also need a secondary contact person in case we have questions and the primary contact person is unavailable. A supervisor contact is preferred, but if there is no supervisor, please provide information for someone else who can answer our questions in the event we cannot reach the primary contact person.

Some of my contact information has changed. How do I update that?

If an existing contact person's information (telephone, name, title, etc.) changes, send an email with the updates to survey staff at EIA-860M@eia.gov. Reference the entity/utility ID number so we may locate your contact information in the system.

Why is EIA asking for the status as of (previous month) when we're in (current month)?

The Form EIA-860M survey runs on a one-month lag. For example, in early February, we require a report of the status of a proposed generator, or the status of a retirement or modification as of the end of January. We cannot accurately obtain data on the status of a proposed generator, retirement, or modification at the end of the current month before the current month ends. We require a report on the status of generators that must report after the end of the previous month.

What do these status codes mean?

Status Code	Status description
P	Planned for installation, but regulatory approvals not initiated. Not under construction
L	Regulatory approvals pending. Not under construction, but site preparation could be underway
T	Regulatory approvals received. Not under construction, but site preparation could be underway
U	Under construction, less than or equal to 50% complete (based on construction time to date of operation)
V	Under construction, more than 50% complete (based on construction time to date of operation)
TS	Construction complete, but not yet in commercial operation (including low power testing of nuclear units)
IP	Planned new generator indefinitely postponed or no longer in resource plan
CN	Cancelled before completion with no plans for completion
OT	Other (describe in Schedule 4, Comments)
OP	Operating—in service (commercial operation) and producing some electricity. Includes peaking units that are run on an as needed basis (intermittent or seasonal)

Why is EIA emailing me about the reason for changing my effective operation date?

You are required to select a reason for change whenever you change the planned effective operation date.

I recently filed my first annual Form EIA-860 for a generator that was proposed as of December the previous year, but it has since been commercially operational. Why do I need to verify in Form EIA-860M, during the current year, that the generator was commercially operational months ago?

You must report planned generators on Form EIA-860M starting 12 months before the expected operation date, but a generator that is already operational would miss this timeline. Your requirement to submit Form EIA-860M is based on data reported from the annual Form EIA-860 and previous EIA-860M filings. If you recently filed your first Form EIA-860 annual report with a planned generator as of December 31 of the previous calendar year, but the generator has already been commercially operational during the current calendar year, you must confirm that the generator has come online through the current Form EIA-860M to help ensure the accuracy of EIA's data.

What is a modification that should be reported on Schedule 3 of Form EIA-860M?

Schedule 3 applies to projects that retire, replace, or modify significant portions of a generator or associated equipment resulting in an uprate, derate, or change in generating technology. Other modifications include projects that result in a significant change in generator output that are distinct from uprates, derates, repowerings, or retirements.

When is a generator considered to be retired?

A generator is retired when it is no longer in service and is not expected to be returned to service after previously being commercially operational and producing electricity.

If the generator is planned for retirement, a planned derate of the total capacity of that generator should not be reported in the same month that it is planned to retire.

Why does the error remain after I corrected the issue?

If you provided an error override comment, the issue will remain even after changing the data. Therefore, for other Form EIA-860M edit errors, first double check the line/question with the issue, and if your initial input was inaccurate, update the data and re-run the edit check. If the edit error remains after updating the data or your data were initially input correctly, provide comments on the edit errors and resubmit your Form EIA-860M. EIA will contact you by phone or email if you need to provide additional information.

What do I put for an override comment?

Your comments should explain why the data differ in the manner outlined in each error message. Many times, there is a reasonable explanation for why the data are outside of the set criteria, and, if the explanation is sufficiently clear, we will likely not need to ask you follow up questions. "Data is correct" is not an acceptable answer, and EIA will contact you for further explanation.

Why do I have an error indicating that I have (number) generators to report on when I try to submit?

This error typically shows up when there is an unselected field in Schedule 3. Review each schedule and make sure every required field has been filled out.

What if my EIA-860M form is missing a proposed generator or modification to an existing generator that I would be responsible for reporting and is within the reporting requirements?

If you are responsible for reporting a project (for example, a proposed generator or modification) that is missing from your Form EIA-860M and if it is within the reporting requirements of Form EIA-860M, send an email to EIA-860M@eia.gov and describe the missing project. If you are required to report the project in Form EIA-860M:

- For the proposed generator, you will be requested to either:
 1. Sign into the Internet Data Collection System EIA-860 **annual** form and add the proposed generator and any associated required data
 2. Complete the [Excel EIA-860 annual form](#) with the proposed generator
 3. Provide your proposed generator information by email or phone
- For the modification of an existing generator, you will be requested to either:
 1. Sign into the Internet Data Collection System EIA-860 **annual** form and complete the lines in Schedule 3b associated with the planned modification
 2. Provide your modification information via email or phone

What do each of these reasons for change mean?

Financial. Finances and budgeting caused the change in the project plan. Examples include power purchase agreement issues, limiting or delayed funding for resources, company shutdown, or ongoing sale resulting in unknown status.

Equipment. Equipment caused the change in the project plan. Examples include waiting for parts to arrive, construction schedule delayed, or defective equipment.

Permitting. Complying with regulatory requirements of obtaining approvals and permits encountered unexpected issues causing the change in the project plan. Examples include delays in permit approval, additional information requested, and unexpected rejection.

Other. Some other reason caused the change in the project plan and an explanation should be provided in Schedule 4. Examples include delays caused by weather, interconnection or testing issues, or unforeseen environmental issues.

Why can't I fill out the grayed-out schedule?

If a schedule is grayed out and you cannot view it, it means that you have no projects to report for in that schedule during this month.

Why can't I submit the survey?

If you are having trouble submitting the form, you have likely not filled out a required data field. Review the error log on your form for any data issues that have been flagged in your Form EIA-860M.

Why am I being contacted by EIA to fix data issues after I've already submitted my Form EIA-860M earlier in the month?

EIA has multiple methods of ensuring a high level of quality of respondents' data. When you submit your Form EIA-860M, edit errors inform you of unexpected or anomalous data that may need to be fixed if inaccurate or require an explanation if accurate. EIA also has post-submission quality checking tools to identify additional potential quality issues. On top of these data quality checks, EIA may also perform manual inspections of your data. If any of these data quality checks require additional information from you about unexpected or anomalous data, EIA will reach out to you by phone or email to request explanations or fixes to your submitted data.