

Republic of the Philippines
DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)

MEMORANDUM

TO : ALL DISTRIBUTION UTILITIES

FROM : UNDERSECRETARY EMMANUEL P. JUANEZA

SUBJECT : ADVISORY ON THE NEW SUBMISSION DATE FOR THE 2020-2029 DISTRIBUTION DEVELOPMENT PLAN

DATE : JUL 15 2020

In consideration of the community quarantine declarations brought about by the Corona Virus Disease 2019 (COVID-19), the Department of Energy (DOE) hereby issues this Advisory to guide all Distribution Utilities (DUs) on the new submission date for the 2020-2029 Distribution Development Plan (DDP):

1. This Advisory shall only apply to the submission of the 2020-2029 DDP.
2. DUs must consider and reflect the impact of the community quarantine declarations due to COVID-19 for the past three (3) months in the preparation of the 2020 DDP.
3. All DUs are required to comply with the following **new timeline** in the submission of the 2020-2029 DDP:
 - A. **For Electric Cooperatives** - The 2020-2029 DDP shall be submitted to the National Electrification Administration (NEA) on or before 15 August 2020 for review and consolidation and submission to the DOE not later than 30 August 2020.
 - B. **For Privately-Owned DUs/Local Government Unit Owned-and-Operated Distribution Systems/Entities duly authorized to operate within the Economic Zones/Other duly authorized entities engaged in the Distribution of Electricity** - The 2020-2029 DDP shall be submitted to the DOE, through the Electric Power Industry Management Bureau, on or before 30 August 2020.
4. In order to ensure uniform submission, all DUs are required to observe the following guidelines:
 - A. All DUs shall use the new DDP Form, attached herewith as Annex 1.

- B. All DDP submissions shall contain the following attachments, including but not limited to:
- i. 2020 Power Supply Procurement Plan;
 - ii. Board Resolution/Secretary's Certificate approving the 2020-2029 DDP;
 - iii. Power Supply Agreements, including attachments if any; and
 - iv. Other documents as maybe required by the DOE.
- C. All DDP submissions shall be sent through electronic mail to doe.ddpsubmissions@gmail.com.
5. In addition to the aforementioned required submissions, we are requiring the following additional information to be submitted together with the 2020-2029 DDP:
- A. A normalized forecast of coincident peak demand in MW, MWh Offtake, and MWh Input (*in excel spreadsheet*), without consideration to the community quarantine declarations due to COVID-19 as this will be a critical consideration to the forecast input in the succeeding DDPs; and
 - B. Documents showing that the DU invoked the Force Majeure provision in the Power Supply Agreements due to COVID-19 community quarantine declarations.
6. For further inquiries, you may direct them to the following DOE Officials:

Ms. Thelma B. Ejercito

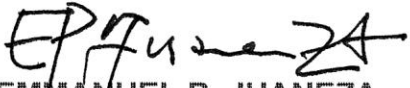
Officer-In-Charge, Power Planning and Development Division
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For guidance and strict compliance.

Thank you.


EMMANUEL P. JUANEZA
Undersecretary JUL 15 2020