

**Job Titles and Descriptions  
Of Transmission Function Employees**

Corporate Officers

JOB TITLE	REPORTS TO:	DESCRIPTION
**President and Chief Executive Officer	Board of Directors	Responsible for directing, managing and leading VELCO in all regulated activities and operations.
**Chief Operating Officer	President and CEO	Responsible for directing, managing and leading field activities of engineering, system operations, asset maintenance, telecommunications, environmental management, business development and project controls and scheduling.
**Vice President, Secretary and General Counsel	President and CEO	Responsible for directing, managing and leading corporate secretary department and corporate legal department. Oversees company security officer and OASIS administrator.
Vice President, Finance and Treasurer	President and CEO	Responsible for leading accounting and power accounting. These functions include accounting, budgeting, forecasting, capital structure management, regulatory financial reporting, and settlements.

Transmission System Operations

JOB TITLE	REPORTS TO:	DESCRIPTION
General Manager, Transmission	President and CEO	
Director of Engineering, Planning, Protection and Telecommunications	Chief Operating Officer	Responsible for directing and overseeing engineering, planning, system protection and telecommunications.
Manager, Engineering	Director of Engineering, Planning, Protection and Telecommunications	Responsible for overseeing the engineers performing diversified transmission, substation & civil engineering work
Project Lead, Engineering	Manager, Engineering	Responsible for providing engineering and technical support

\*\* Denotes non-transmission job descriptions for purposes of depicting reporting structure only

		for transmission projects and planning.
Team Lead, Electrical Engineering	Manager, Engineering	Oversees and assists engineers with design layouts of substations and transmission lines as well as other assigned engineering projects.
Civil Engineers	Project Lead, Engineering	Responsible for design layouts of substations and transmission lines as well as other assigned engineering projects.
Electrical Engineers	Team Lead, Electrical Engineering	Responsible for design layouts of substations and transmission lines as well as other assigned engineering projects.
Team Lead, Planning	Director of Engineering, Planning, Protection and Telecommunications	Manages all system planning activities associated with the development of the Company's bulk transmission system and coordinating system planning activities within VT and with ISO-NE.
System Planning Engineers	Team Lead, Planning	Responsible for system planning activities.
Team Lead, System Protection	Director of Engineering, Planning, Protection and Telecommunications	Responsible for all transmission system protection engineering, relay and substation design.
System Protection Technicians	Team Lead, System Protection	Designs system protection and relay systems and maintains protective relay data for the transmission system.
Operations Manager	Vice President, Transmission Services	Leads and directs staff and resources for the Company's power system operation functions.
Outage Coordinators	Operations Manager	Responsible for coordinating planned outages of the Company's transmission facilities and other utilities. Assists in the minute-to-minute operation of the transmission system.
Operations Engineer	Operations Manager	Responsible for administering the Company's NERC compliance program, developing and maintaining operating procedures, guidelines, standards and instructions.

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System Operators	Operations Manager	Responsible for monitoring and regulating the operation of the transmissions system. Provides the communication links from the ISO-NE Control Center and the control centers of interconnected out-of-state utilities to and among the Vermont distribution utilities for system operation purposes. Manages the on line operation of the transmission system taking corrective action in form of switching capacitors, adjusting load tap changers, dispatching local generation as necessary to maintain voltage and power flow levels. Operates and monitors the EMS for the purpose of performing real-time security analysis as well as studying the security impact of scheduled outages on transmission system.
Operations Training Coordinator	Operations Manager	Responsible for developing, designing, implementing and evaluating the Company's Operations personnel training.
Manager, Transmission Line Construction	Vice President, Transmission Services	Responsible for directing and coordinating construction and maintenance activities required to insure the integrity and reliability of the Company's transmission system.
Team Lead, Asset Maintenance	Vice President, Transmission Services	Responsible for all equipment and inventory associated with the exclusive support of the transmission system.
Assistant Manager, Engineering and Construction	Team Lead, Asset Maintenance	
Asset Maintenance Engineer	Team Lead, Asset Maintenance	
Team Lead, Substation Maintenance	Team Lead, Asset Maintenance	
Technicians, Substation Maintenance	Team Lead, Substation Maintenance	
Electrician, Substation Maintenance	Team Lead, Substation Maintenance	

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Manager of Power Accounting <sup>1</sup> and Internal Audit	Accounting Manager and Treasurer	Responsible for leading power accountants, market analysts, metering and customer support analyst. Oversees OASIS administrator.
Team Lead, Metering and Settlement	Manager of Power Accounting and Internal Audit	Oversees and directs the execution of the daily metering, market settlements and monthly power billings. OASIS administrator.
Senior Metering Settlement Analyst	Team Lead, Metering and Settlement	Manages the execution of daily metering functions. Collects and submits monthly meter resettlements, network load and load response to ISO-NE. Perform tariff billings and allocations.
Market Settlement Analyst	Team Lead, Metering and Settlement	Perform settlement and related functions.
Market Settlement Support Analyst		Perform all functions relating to the processing, validation and submittal of all internal and external contracts within the VELCO and ISO-NE market systems. Responsible for the accurate and timely processing of all daily market settlements.
Metering Analyst		Performs all metering functions, which include the daily collection, calculation, and validation and submittal of Vermont metering and load data. Also includes the accurate creation and distribution of all information shares to other New England assigned meter readers. Assemble and classify all monthly VJO deficiencies and create reports for distribution to the VJO participants.
Team Lead, Information Systems, EMS & CIP Compliance	President and Chief Executive Officer	Responsible for the EMS system reliability, operation, compliance and success.

<sup>1</sup> The Company does not own any generation assets; it is a “wires only” company. It does not sell any reail electric energy to its customers. It does not have an Energy Trading or Marketing function. The Power Accounting Department is responsible for administration of settlement contracts. It does not provide market advice or transmission related information to the distribution utilities.

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Engineer, Emergency Management Systems (EMS)	Team Lead, Information Systems, EMS & CIP Compliance	Responsible for the engineering and maintenance of SCADA system.
Supervisory Control and Data Acquisition (SCADA)/EMS Engineers	Engineer, Emergency Management Systems (EMS)	Responsible for the engineering and maintenance of SCADA system.
Power Systems Model Engineer, EMS	Team Lead, Information Systems, EMS & CIP Compliance	
CIP Cyber Security Specialist, EMS	Team Lead, Information Systems, EMS & CIP Compliance	

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