

ITC Holdings Corp. Transmission Function Employee Job Descriptions

ITC Holdings Corp. (“ITC”) has five direct and indirect public utility operating company subsidiaries that “own, operate, or control facilities used for the transmission of electric energy in interstate commerce.” Those five subsidiaries are: International Transmission Company d/b/a ITC *Transmission*; Michigan Electric Transmission Company, LLC (“METC”); ITC Midwest LLC; ITC Great Plains, LLC; and ITC Interconnection LLC. Below is a list of titles and job summaries for ITC Transmission Function Employees.

Title: Director, Real Time Operations

Job Summary: Provides administrative and operational leadership of Operations Control Room, Operations Support, and Operator Training groups with the responsibility to ensure the safe and reliable operation of all ITC transmission systems. These responsibilities can include real time system monitoring, voltage control, coordinated operation with neighboring and regional entities, determining corrective actions in emergency situations, outage coordination with internal and external entities, and system operator training.

Title: Manager, Operations Control Room

Job Summary: Provides leadership for real time operating system staff in the Operations Control Room. Oversees normal and emergency operations and employee development. Responsible for developing policies and procedures and ensuring adherence to company, regulatory, regional transmission organization and industry standards and policies.

Title: Manager, Operations Support

Job Summary: Provides leadership related to outage coordination and switching preparation functions. Responsible for managing relations and establishing necessary policies and procedures with interconnected entities necessary to ensure the safe and reliable operation of the ITC transmission system.

Title: Assistant Manager, Operation Control Room

Job Summary: Works in conjunction with the Manager, Operations Control Room to provide leadership for real time system operating personnel. Provides oversight of the day-to-day operations as well as to mentor and develop staff. Ensures compliance with company, regulatory, regional transmission organization and industry standards and policies.

Title: Assistant Manager, Real Time Transmission Coordination

Job Summary: Works in conjunction with the Manager, Operations Control Room to provide leadership for real time system operating personnel. Provides oversight of the day-to-day operations of assigned regions as well as to mentor and develop staff. Ensures compliance with company, regulatory, regional transmission organization and industry standards and policies.

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Transmission Function Employee Job Descriptions

Title: Senior Transmission System Coordinator

Job Summary: Oversees day-to-day operation of Operations Control Room, ensuring that Transmission System Coordinators and System Reliability Controllers are operating within North American Electric Reliability Corporation's standards and Company's policies and procedures. Responsible for the safe and reliable operation of the electric transmission system.

Title: System Reliability Controller I, II and Associate SRC

(For these positions, the following job description fits and the title depends on level of experience and responsibility associated with this position)

Job Summary: Ensures the safe and reliable operation of the electric transmission system by performing real-time system monitoring, voltage control, and coordinating operations with interconnected entities, Reliability Coordinators and Regional Transmission Organizations. Performs power flow studies and determines corrective actions in emergency situations.

Title: Transmission System Coordinator I, II and Associate TSC

(For these positions, the following job description fits and the title depends on level of experience and responsibility associated with this position)

Job Summary: Ensures the safe and reliable operation of the electric transmission system by creating and issuing switching and protective tagging orders, monitoring and responding to system conditions, performing voltage control, coordinating operations with interconnected entities, running power flow studies and determining corrective actions in emergency situations.

Title: System Reliability Specialist & Senior System Reliability Specialist

(For these positions, the following job description fits and the title depends on level of experience and responsibility associated with this position)

Job Summary: Provides technical, real-time operational expertise in support of the safe, reliable and efficient operation of the ITC transmission systems. Assists leadership in identification, review, update and implementation of processes and tools. Supports internal and external reporting and compliance activities related to the operation of the transmission systems. Represents control room and company on internal and external working groups, task forces, drafting teams and committees.

Title: Principal Shutdown Coordinator

Job Summary: Ensures the safe, reliable and efficient operation of the electrical transmission system by planning and scheduling equipment shutdowns necessary for maintenance and capital construction work. Provides leadership, guidance and training to educate and develop the Shutdown Coordination group.

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Title: Senior Shutdown Coordinator & Shutdown Coordinator

(For these positions, the following job description fits and the title depends on level of experience and responsibility associated with this position)

Job Summary: Ensures the safe, reliable and efficient operation of the electrical transmission system by planning and scheduling equipment shutdowns necessary for maintenance and capital construction work.

Title: Principal Outage Coordinator

Job Summary: Ensures the safe, reliable and efficient operation of the electrical transmission system by planning, scheduling and developing switching procedures to support physical work for capital construction and equipment maintenance efforts. Provides leadership, guidance and training to educate and develop the Outage Coordination group.

Title: Senior Outage Coordinator & Outage Coordinator

(For these positions, the following job description fits and the title depends on level of experience and responsibility associated with this position)

Job Summary: Ensures the safe, reliable and efficient operation of the electrical transmission system by planning, scheduling and developing switching procedures to support physical work for capital construction and equipment maintenance efforts.

Title: Senior Operations Technician & Operations Technician

(For these positions, the following job description fits and the title depends on level of experience and responsibility associated with this position)

Job Summary: Provide technical support to Operations Engineers and Operation Control Room staff by building and maintaining computer system data files, drawings and network models. Act as the lead Operation Control Room liaison to address SCADA and telecommunications issues with other departments.

Title: Director, Operations Engineering

Job Summary: Provides administrative and technical leadership for Transmission Operations Planning and Energy Management Systems (EMS) applications and modeling group. The responsibilities include managing a group of multi-skilled engineering professionals who conduct system Operations Planning Analyses, operational studies, Voltage assessments, Outage coordination, maintain EMS and training systems and models, provide engineering support to control room, coordinate system operations activities with RTOs and neighboring entities and develop system reliability matrices.

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Transmission Function Employee Job Descriptions

Title: Manager, Operations Planning

Job Summary: Provides administrative and technical leadership to Transmission Operations Planning group. The responsibilities include supervising a group of engineers who perform Operations Planning Analysis, Outage Coordination studies, seasonal studies, voltage assessments, real time engineering support to control room and coordination with RTOs and neighboring entities for day to day and near-term operation of transmission system.

Title: Manager, Network Applications

Job Summary: Provide administrative and technical leadership to Energy Management System (EMS) applications and models. The responsibilities include supervising a group of engineers who build and maintain the transmission system models and applications used in Real-time Assessment and monitoring. Responsibilities also include managing engineers who build and maintain operator training system models and scenarios.

Title: Supervisor, Operations Planning

Job Summary: Provides technical leadership to a group of engineering professionals responsible for Operational Planning Analysis, studying planned and unplanned transmission outages, seasonal assessments and real time operations support for various company systems (e.g., ITCM, ITCGP, ITCT, METC).

Title: Senior Staff Engineer

Job Summary: Supports business objectives by providing advanced engineering expertise to support real time operation of the electrical transmission system. Have primary responsibility for maintaining and enhancing the utility, accuracy, and availability of the power network application tools and data on the Energy Management System used for transmission system monitoring and analysis.

Title: Principal Engineer

Job Summary: Provides engineering support to Real-Time Operations for all ITC Operating Companies by performing system studies, Operational Planning Analysis, coordinating planned transmission facility outages with interconnected entities and RTOs, and maintain EMS models and applications used for transmission system monitoring and analysis and operator training. Develops procedures for system operations and reviews the work of operational engineering team.

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Title: Senior Engineer, Engineer & Associate Engineer

(For these positions, the following job description fits and the title depends on level of experience and responsibility associated with this position)

Job Summary: Provides engineering support to Real-Time Operations for all ITC Operating Companies by performing system studies, Operational Planning Analyses, Voltage assessments, coordinating planned transmission facility outages with interconnected entities and RTOs, developing mitigation plans and operating guides to ensure reliable system operation and maintain EMS models and applications used for transmission system monitoring and analysis and operator training .