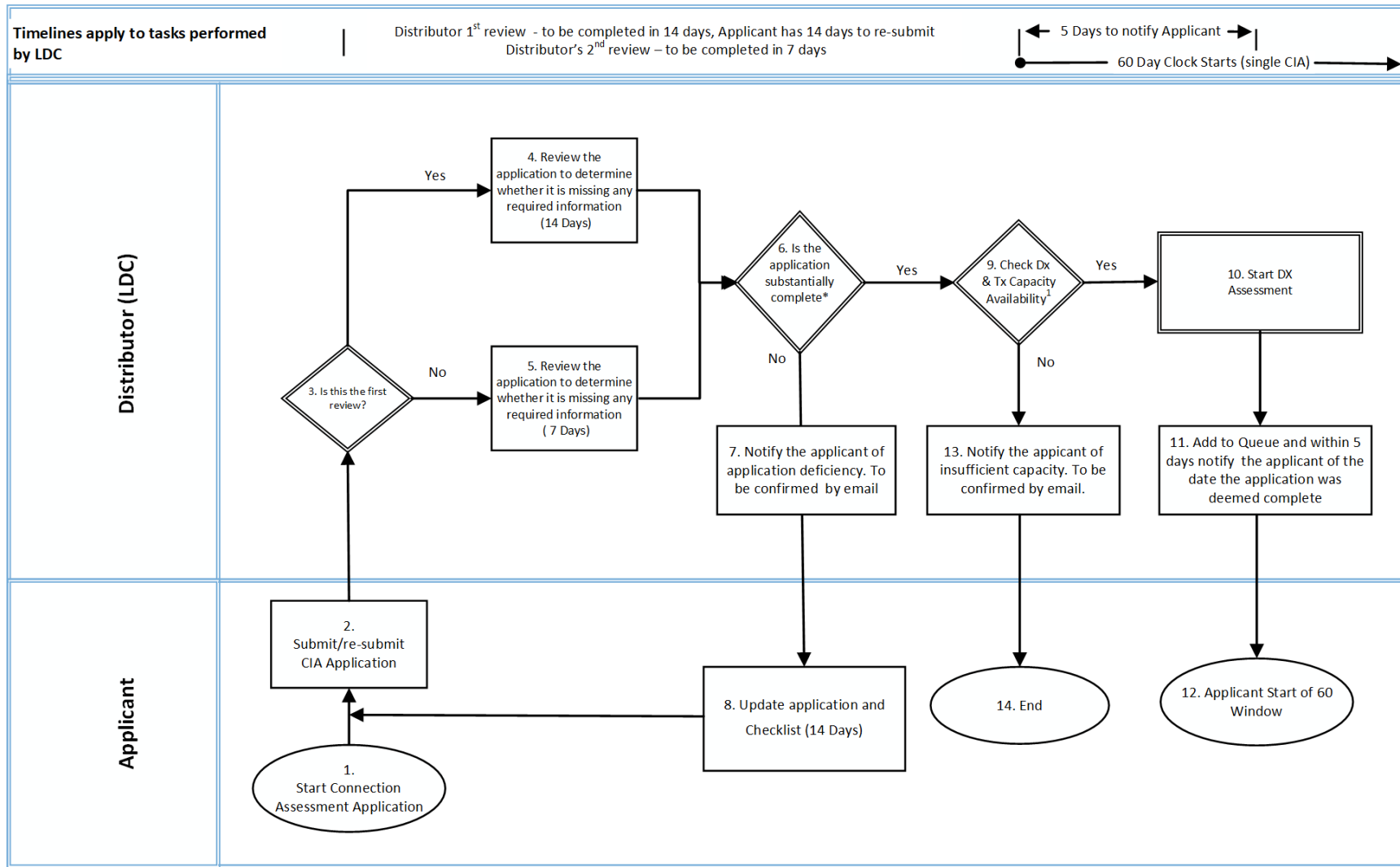


# Connection Impact Assessment: Screening Process



\*An application for connection assessment is substantially complete when it contains information sufficient to allow a distributor to carry out its connection assessment activities  
<sup>1</sup> Check DX & TX Capacity gate is a secondary check to address system changes between the Pre-consultation phase and the CIA application.

Step 1. The applicant initiates the CIA Application and gathers the current application form and Distributor's application requirements.

Step 2. The applicant submits the completed CIA Application package, including completed application form, payment for required studies, attachments, and application checklist.

Step 3. The distributor determines if this is the initial submission or a revised application submission.

Step 4. For initial submissions, the Distributor reviews the application for completeness within 14 calendar days.

Step 5. For revised application submissions, the Distributor reviews the application for completeness within 7 calendar days.

Step 6. For the completeness check outlined in steps 4 and 5 above, the distributor will review the application to determine if there is sufficient information provided by the applicant to process the submission. Once the distributor determines that the submission provides the necessary information to commence a CIA study, the application is deemed substantially completed.

Step 7. For submissions that are not substantially complete, the distributor will notify the applicant of the application deficiencies via email or letter if the applicant's email is not provided. The deficiency notification shall identify any errors and omissions in the application that would prevent the distributor from proceeding with the CIA. The notification shall outline the available remedies required to have the application deemed substantially complete.

Step 8. On receipt of a deficiency notification, an applicant should review and revise the application to address the deficiencies and resubmit the application. The process allows 14 days for the applicant to resubmit a revised application. If the applicant does not return the revised application within 14 days, the distributor may remove the application from the processing queue. If the application is removed from the queue, it may be treated as a new application once it is resubmitted.

Step 9. For submissions that are deemed substantially complete, the distributor will reconfirm<sup>4</sup> transmission and distribution capacity availability.

Step 10. If capacity is confirmed to be available, the distributor proceeds with the assessment.

Step 11. The distributor will add the application to the processing queue in the order in which they are deemed substantially complete and within 5 days notify the applicant of the date the application was deemed substantially complete.

---

<sup>4</sup> This is a secondary check to address the possibility of system changes between the Preliminary Consultation phase and the CIA application.

Step 12. The date the submission is deemed substantially complete starts the timed-day window for the distributor to send the completed connection impact assessment to the applicant and proceed with the connection agreement.

Step 13. If available capacity is not confirmed, the distributor will notify the applicant via email that capacity is not available to support the connection

Step 14. If there is no capacity available, the process concludes.

---