

Exhibit No: 21
Date 10-24-00 Case No. 80-2000-845
Reporter M

FILE COPY

NO. 4150

DATA INFORMATION REQUEST
ST. JOSEPH LIGHT & POWER COMPANY
CASE NO. ES-2001-28
June 7th Fire Investigation
ES-2001-28

REQUESTED FROM: Tim Rush

DATE REQUESTED: September 26, 2000

INFORMATION REQUESTED: Provide organization chart for SJLP. Provide list of names of people in each position. Describe their responsibilities.

REQUESTED BY: Leon Bender

INFORMATION PROVIDED

- ① See enclosed. NOTE: The names listed on the organizational chart are not necessarily current. Refer to ② Name - Job Title to determine the name of the person by position. Also see ②A for positions vacant as of 8/31/2000.
- ③ See Job Descriptions - IPEIA Local 695 and Position Descriptions.

The attached information provided to the Missouri Public Service Commission Staff in response to the above data information request is accurate and complete, and contains no material misrepresentations or omissions, based upon present facts of which the undersigned has knowledge, information or belief. The undersigned agrees to immediately inform the Missouri Public Service Commission Staff if, during the pendency of Case No. ES-2001-28 before the Commission, any matters are discovered which would materially affect the accuracy or completeness of the attached information.

If these data are voluminous, please (1) identify the relevant documents and their location (2) make arrangements with requestor to have documents available for inspection in the St. Joseph, MO office, or other location mutually agreeable. Where identification of a document is requested, briefly describe the document (e.g. book, letter, memorandum, report) and state the following information as applicable for the particular document: name, title number, author, date of publication and publisher, addresses, date written, and the name and address of the person(s) having possession of the document. As used in this data request the term "document(s)" includes publication of any format, workpapers, letters, memoranda, notes, reports, analyses, computer analyses, test results, studies or data, recordings, transcriptions and printed, typed or written materials of every kind in your possession, custody or control or within your knowledge. The pronoun "you" or "your" refers to St. Joseph Light & Power and its employees, contractors, agents or others employed by or acting in its behalf.

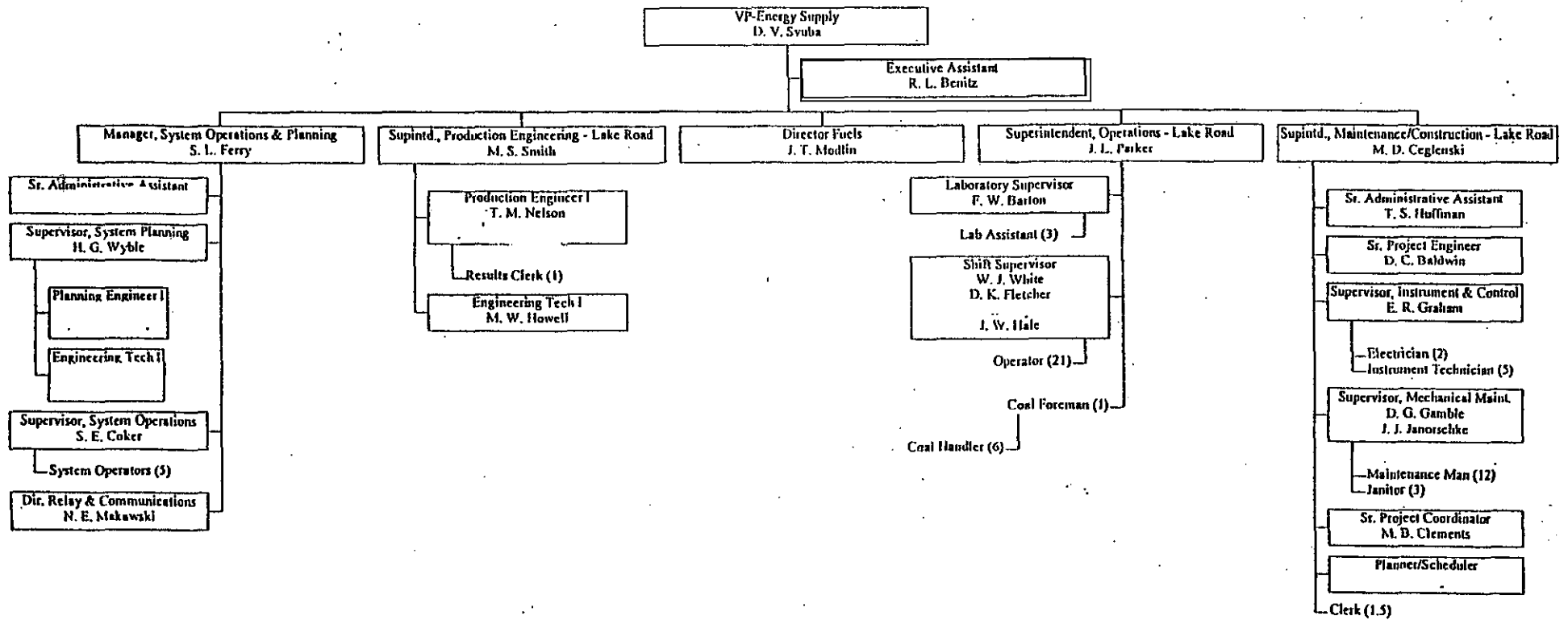
Signed by: _____

Date Response Received: _____

Prepared by: Bob Koranda

OCT 10 2000

ENERGY SUPPLY



ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Vice President - Energy Supply

Division: Energy Supply

Accountable to: President & CEO

Department: Energy Supply

Location: General Office

Position Grade: 25

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Responsible for all Company power generation and system planning functions. Oversees, directs and controls all production, operation, maintenance, production facility improvements, system planning, fuel procurement and environmental activities to meet projected system load requirements and attain Company service and cost-of-service objectives.

Supervision:

Directs the activities, and is responsible for, the results produced by employees in the following positions:

- Manager, System Operations & Planning & 12 employees
- Superintendent Production Engineering & 5 employees
- Superintendent Operations & 39 employees
- Superintendent Maintenance/Construction & 32 employees
- Coordinator Fuels

Responsible for performance planning and appraisal and employee development within the assigned work group.

Principal Responsibilities:

1. Provides general direction, coordination and control of the Energy Supply division by establishing objectives, developing policies, approving plans and budgets, evaluating actual versus expected results, and participating as required in analyzing problems or variations from plans and budgets, and deciding upon and implementing corrective measures.
2. Develops long range plans for additional generating resources and facilities to meet future system requirements. Evaluates alternatives in terms of comparative technical feasibility and economic considerations.

3. Oversees the activities of the Superintendents of Production Engineering, Maintenance/Construction, and Operations with respect to engineering, maintenance and operations of the Company's power generation function.
4. Oversees the activities of the Manager, System Operations & Planning with respect to operations and management of the Company's system operations and system planning functions.

MINIMUM REQUIREMENTS:

Must have a Master's Degree or equivalent in Electrical Engineering or a related field and 10 to 12 years utility operations and management experience.

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Suptd. Production Engineering - LR

Division: Energy Supply

Accountable to: Suptd., Production Engineering - LR

Department: Production Engineering

Location: Lake Road

Position Grade: 19

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Controls and monitors the various production-related engineering functions including design of new or modified power plant facilities; analysis of existing system and equipment performance; preparation of construction plans and equipment specifications; results engineering work, if assigned; and performance of assigned studies and investigations.

Supervision:

None.

Principal Responsibilities:

1. Responsible for engineering analysis as required to investigate plant equipment performance and to design new or modified plant facilities.
2. Responsible for bid specifications for material and equipment procurement, and for consultant and contractor procurement.
3. Responsible for construction plans for production department projects including drawings, written specifications, material and equipment requirements, and construction cost estimates.
4. Responsible for field-related engineering tasks as required to research assigned projects, inspect ongoing construction, investigate equipment performance, and provide assistance to Maintenance and Operations departments.
5. Responsible for engineering work performed by consultants.
6. Responsible for engineering studies and prepares written reports.
7. Responsible for personal computer (PC) work station to prepare text, spreadsheet and CAD drawing documents.

8. Responsible for results engineering function at Lake Road Plant.

MINIMUM REQUIREMENTS:

Bachelor of Science degree in Mechanical or Electrical Engineering and four to five years of related work experience.

Remarks:

If assigned to the Results function responsibilities, includes: monitoring, reporting and recordkeeping of all plant operating data; keeping supervision informed of inefficient or uneconomical operating situations; maintaining ongoing fuel inventory records and conducting annual coal pile survey; overseeing the Industrial Steam metering process; conducting equipment performance tests, including full load accreditation tests; and overseeing the results allocation process.

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Sr. Production Engineer

Division: Energy Supply

Accountable to: Suptd., Production Engineering - LR

Department: Production Engineering

Location: Lake Road

Position Grade: 17

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Performs various production-related engineering functions including design of new or modified power plant facilities; analysis of existing system and equipment performance; preparation of construction plans and equipment specifications; results engineering work, if assigned; and performance of assigned studies and investigations.

Supervision:

None.

Principal Responsibilities:

1. Performs engineering analysis as required to investigate plant equipment performance and to design new or modified plant facilities.
2. Prepares bid specifications for material and equipment procurement, and for consultant and contractor procurement.
3. Prepares construction plans for production department projects including drawings, written specifications, material and equipment requirements, and construction cost estimates.
4. Performs field-related engineering tasks as required to research assigned projects, inspect ongoing construction, investigate equipment performance, and provide assistance to Maintenance and Operations departments.
5. Monitors and controls engineering work performed by consultants.
6. Performs engineering studies and prepares written reports.
7. Utilizes personal computer (PC) work station to prepare text, spreadsheet and CAD drawing documents.

8. If assigned, performs results engineering function at Lake Road Plant.

MINIMUM REQUIREMENTS:

Bachelor of Science degree in Mechanical or Electrical Engineering, three to five years of related work experience.

Remarks:

If assigned to the Results function responsibilities, includes: monitoring, reporting and recordkeeping of all plant operating data; keeping supervision informed of inefficient or uneconomical operating situations; maintaining ongoing fuel inventory records and conducting annual coal pile survey; overseeing the Industrial Steam metering process; conducting equipment performance tests, including full load accreditation tests; and overseeing the results allocation process.

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Sr. Results Engineer

Division: Energy Supply

Accountable to: Suptd., Production Engineering

Department: Production Engineering

Location: Lake Road Plant

Position Grade: 17

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Controls the activities of the Results function. Supervises the development and implementation of performance and proficiency tests on plant equipment. Proposes, directs and evaluates economic justifications of plant improvement projects. Designs new control systems. Maintains Production Department fuel stock inventory. Conducts instruction for operating personnel. Monitors the routine plant operating parameters for optimum plant performance.

Supervision:

Directs the activities of, and is accountable for, the results produced by employees in the following positions:

Results Clerk
Engineering Students

Principal Responsibilities:

1. Directs tests of major pieces of power plant equipment for heat rates, efficiency, maximum load capability, minimum load capability, cleanliness and reliability.
2. Conducts evaluations of proposed power plant improvement projects to determine their economic feasibility.
3. Responsible for management of operating records.
4. Maintains and interprets daily, monthly and yearly results data sheets.
5. Controls purchase and construction of major instrumentation projects.
6. Conducts inventories and maintains records of fuels stocked by the Production Department.

7. Relieves the Operations Supervisor when necessary.
8. Monitors plant performance and investigates deviations from the optimum operating points.
9. Investigates monthly plant operations and maintenance expenditures which vary from budgeted predictions.
10. Responsible for implementing and maintaining the safety programs in respective area of responsibility, by creating safe working conditions and assuring compliance with safety policies and practices.

MINIMUM REQUIREMENTS:

B. S. Degree in engineering from a fully accredited engineering school; three years engineering and power plant experience.

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Results Engineer I

Division: Energy Supply

Accountable to: Suptd., Production Engineering - LR

Department: Production Engineering

Location: Lake Road

Position Grade: 15

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Directs the activities of the results and instrumentation functions at the Lake Road Plant. Supervises the development and implementation of performance and proficiency tests on plant equipment. Monitors the routine plant operating parameters for optimum plant performance. Maintains Production department fuel stock inventory.

Supervision:

None.

Principal Responsibilities:

1. Directs tests of major pieces of power plant equipment for heat rates, efficiency, maximum load capability, minimum load capability, cleanliness and reliability.
2. Coordinates the scheduling of the instrument personnel so that routine outage and construction jobs are adequately staffed for the safe, efficient operation of the plant.
3. Maintains and interprets daily, monthly and yearly results data sheets in a timely manner.
4. Monitors daily plant performance and investigates deviation from the optimum operating points.
5. Conducts inventories and maintains records of all fuels stocked by the Production department.
6. Prepares specifications for and assists in the purchasing and construction of major instrumentation projects.

MINIMUM REQUIREMENTS:

Bachelor's Degree in Engineering from a fully accredited engineering school.

RESENGI.PD

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Results Engineer

Division: Energy Supply

Accountable to: Suptd., Production Engineering

Department: Production Engineering

Location: Lake Road

Position Grade: 16

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Directs the activities of the results and instrumentation functions at the Lake Road Plant. Supervises the development and implementation of performance and proficiency tests on plant equipment. Monitors the routine plant operating parameters for optimum plant performance. Maintains Production department fuel stock inventory.

Supervision:

Directs the activities of, and is accountable for, the results produced by employees in the following positions:

Results Clerk

Principal Responsibilities:

1. Directs tests of major pieces of power plant equipment for heat rates, efficiency, maximum load capability, minimum load capability, cleanliness and reliability.
2. Coordinates the scheduling of the instrument personnel so that routine outage and construction jobs are adequately staffed for the safe, efficient operation of the plant.
3. Maintains and interprets daily, monthly and yearly results data sheets in a timely manner.
4. Monitors daily plant performance and investigates deviation from the optimum operating points.
5. Conducts inventories and maintains records of all fuels stocked by the Production department.
6. Prepares specifications for and assists in the purchasing and construction of major instrumentation projects.

MINIMUM REQUIREMENTS:

Bachelor's Degree in Engineering from a fully accredited engineering school and one to two years utility engineering experience.

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Production Engineer I

Division: Energy Supply

Accountable to: Suptd., Production Engineering

Department: Production Engineering

Location: Lake Road

Position Grade: 15

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Performs various production-related engineering functions including design of new or modified power plant facilities; analysis of existing system and equipment performance; preparation of construction plans and equipment specifications; results engineering work, if assigned; and performance of assigned studies and investigations.

Supervision:

None.

Principal Responsibilities:

1. Performs engineering analysis as required to investigate plant equipment performance and to design new or modified plant facilities.
2. Prepares bid specifications for material and equipment procurement, and for consultant and contractor procurement.
3. Prepares construction plans for production department projects including drawings, written specifications, material and equipment requirements, and construction cost estimates.
4. Performs field-related engineering tasks as required to research assigned projects, inspect ongoing construction, investigate equipment performance, and provide assistance to Maintenance and Operations departments.
5. Monitors and controls engineering work performed by consultants.
6. Performs engineering studies and prepares written reports.

7. Utilizes personal computer (PC) work station to prepare text, spreadsheet and CAD drawing documents.
8. If assigned, performs results engineering function at Lake Road Plant.

MINIMUM REQUIREMENTS:

Bachelor of Science degree in Mechanical or Electrical Engineering.

Remarks:

If assigned to the Results function responsibilities, includes: monitoring, reporting and recordkeeping of all plant operating data; keeping supervision informed of inefficient or uneconomical operating situations; maintaining ongoing fuel inventory records and conducting annual coal pile survey; overseeing the Industrial Steam metering process; conducting equipment performance tests, including full load accreditation tests; overseeing the results allocation process; and supervising the results clerk.

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Production Engineer

Division: Energy Supply

Accountable to: Suptd., Production Engineering - LR

Department: Production Engineering

Location: Lake Road

Position Grade: 16

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Performs various production-related engineering functions including design of new or modified power plant facilities; analysis of existing system and equipment performance; preparation of construction plans and equipment specifications; results engineering work, if assigned; and performance of assigned studies and investigations.

Supervision:

None.

Principal Responsibilities:

1. Performs engineering analysis as required to investigate plant equipment performance and to design new or modified plant facilities.
2. Prepares bid specifications for material and equipment procurement, and for consultant and contractor procurement.
3. Prepares construction plans for production department projects including drawings, written specifications, material and equipment requirements, and construction cost estimates.
4. Performs field-related engineering tasks as required to research assigned projects, inspect ongoing construction, investigate equipment performance, and provide assistance to Maintenance and Operations departments.
5. Monitors and controls engineering work performed by consultants.
6. Performs engineering studies and prepares written reports.
7. Utilizes personal computer (PC) work station to prepare text, spreadsheet and CAD drawing documents.

8. If assigned, performs results engineering function at Lake Road Plant.

MINIMUM REQUIREMENTS:

Bachelor of Science degree in Mechanical or Electrical Engineering, one to two years of related work experience.

Remarks:

If assigned to the Results function responsibilities, includes: monitoring, reporting and recordkeeping of all plant operating data; keeping supervision informed of inefficient or uneconomical operating situations; maintaining ongoing fuel inventory records and conducting annual coal pile survey; overseeing the Industrial Steam metering process; conducting equipment performance tests, including full load accreditation tests; and overseeing the results allocation process.

J.L. Parker

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Superintendent, Operations - Lake Road	Division: Energy Supply
Accountable to: Vice President - Energy Supply	Department: Operations
Location: Lake Road Plant	Position Grade: 19
Payroll Status: Exempt	Date Approved: 9/1/97
	Revision Date:

PRIMARY FUNCTIONS:

Controls and monitors all aspects of the operations function to assure continuous, safe, reliable, economic, environmentally compliant production of electric power and industrial steam. Areas of control include: shift operations, coal and ash handling, results, plant chemistry, environmental compliance and operations department office management.

Supervision:

Directs the activities of, and is accountable for, the results produced by employees in the following positions:

Laboratory Supervisor and 3 employees
Shift Supervisors & 21 employees
Coal Foreman & 6 employees
Administrative Assistant

Responsible for performance planning and appraisal and employee development within the assigned work group.

Principal Responsibilities:

1. Responsible for maintaining safe, continuous production of electric power and industrial steam upon demand.
2. Responsible for overseeing the fuels handling and storage function.
3. Responsible for overseeing the results function to assure optimum operating efficiency, economic use of fuels and proper documentation of records.
4. Responsible for overseeing the plant chemistry and environmental reporting functions.

5. Develops and maintains a work management control and reporting system to assure efficient, productive use of operations manpower.
6. Maintains an adequate, effectively trained work force as determined by present and long range Company plans.
7. Develops the annual Operations Department budget and is accountable for all budget variances.
8. Responsible for implementing and maintaining the safety programs in respective area of responsibility by providing safe working conditions and encouraging and enforcing compliance with safety policies and practices.
9. Reviews and modifies, as required, operations instructions and procedures to maintain a safe, continuous, and reliable electric and industrial steam supply.
10. Reviews electrical and mechanical systems for the purpose of making modifications that will improve safety, reliability or economics of the overall operation.

MINIMUM REQUIREMENTS:

Bachelor's Degree, or the equivalent, and significant power plant operations experience (4 to 5 years).

Remarks:

A thorough knowledge of power plant operating theory, operations management methods, and operator training principles is desirable. Coal burning experience is preferred.

W.J. White

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Shift Supervisor

Division: Energy Supply

Accountable to: Superintendent Operations - LR

Department: Operations

Location: Lake Road Plant

Position Grade: 16

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Responsible during an assigned shift for supervising the operation of power plant equipment in a continuous, efficient, safe and economical manner.

Supervision:

Directs the activities of, and is accountable for, the results produced by employees in the following positions:

- Head Operator
- Operator
- Auxiliary Operator
- Auxiliary Operator, Grade 1
- Coal Handling Foreman
- Coal Handler

Principal Responsibilities:

1. Directs the activities of operating personnel in the performance of the operations and maintenance of the power plant in accordance with work management procedures.
2. Coordinates with System Operations to determine and implement the most efficient use of the plant equipment, based on established procedures.
3. Coordinates the activities of maintenance employees on an off-shift basis or in the absence of a Maintenance Supervisor.
4. Develops and maintains the ability to perform any of the functions of assigned personnel during their absence.

5. Trains, on a continuing basis, all assigned personnel to assure timely progression through the classification series, and maintains state of the art knowledge and skills.
6. Responsible for implementing and maintaining the safety programs in respective area of responsibility by providing safe working conditions and encouraging and enforcing compliance with safety policies and practices.

MINIMUM REQUIREMENTS:

High school education and 6 months to 1 year college/vocational course work and 5 years power plant Operations experience.

Remarks:

Interacts with steam customers during off-hours to answer questions concerning their service.

3

JOB DESCRIPTIONS

I.B.E.W., LOCAL 695

MARCH 1, 1988

JOB DESCRIPTIONS

I.B.E.W. LOCAL 695

THE FOLLOWING JOB DESCRIPTIONS ARE INTENDED TO BE A GENERAL OUTLINE OF THE DUTIES AND RESPONSIBILITIES OF THOSE POSITIONS COVERED BY THE COLLECTIVE BARGAINING AGREEMENT.

THESE JOB DESCRIPTIONS ARE NOT INTENDED TO BE ALL-INCLUSIVE, AND EMPLOYEES WILL ALSO PERFORM BUSINESS DUTIES AS ASSIGNED BY THE IMMEDIATE SUPERVISOR AND OTHER MANAGEMENT PERSONNEL.

THE ST. JOSEPH LIGHT & POWER COMPANY RESERVES THE RIGHT TO REVISE OR CHANGE JOB DUTIES AND RESPONSIBILITIES AS THE NEED ARISES.

MANY OF THE JOBS WILL MAKE IT NECESSARY FOR EMPLOYEES TO WORK OVERTIME, WEEKENDS AND HOLIDAYS TO MEET CORPORATE OBJECTIVES AND THE OBLIGATIONS TO OUR CUSTOMERS.

THOSE INDIVIDUALS DESIGNATED AS "FOREMAN" ARE RESPONSIBLE FOR THE SUPERVISION AND COORDINATION OF THE ACTIVITIES OF ALL EMPLOYEES UNDER THAT CLASSIFICATION. THESE PERSONS WILL DIRECT TRAINING, EVALUATE PERFORMANCE AND PROGRESS, PROMOTE SAFETY AND ARE RESPONSIBLE TO SEE THAT THE COMPANY WORK RULES ARE OBSERVED. IT SHOULD BE KEPT IN MIND THAT THEY ARE RESPONSIBLE FOR MAINTAINING THE COMPANY'S INTEREST AND REPRESENTING THE COMPANY FROM A PUBLIC RELATIONS STANDPOINT.

ALL EMPLOYEES ARE EXPECTED TO PERFORM THEIR DUTIES IN AN EFFICIENT AND SAFE MANNER OBSERVING THE COMPANY'S WORK AND SAFETY RULES AT ALL TIMES.

JOB DESCRIPTIONS - PHYSICAL UNIT

OPERATIONS:

HEAD OPERATOR

Responsible for control room operation and directing the activities of other operating personnel on the shift. Operates equipment assigned by the Shift Supervisor and may leave the control room to attend relevant auxiliaries. Must know and be willing to work all operating jobs under this classification and perform these jobs when the need arises. Maintains cleaning station and performs maintenance tasks while on operations when deemed appropriate by plant supervision. When on relief, performs work similar to maintenance personnel.

Will be expected to maintain a high level of technical competence and assist Shift Supervisors with training of subordinates.

OPERATOR

Acts as an assistant to the Head Operator in handling all power plant generating equipment including auxiliaries, water softener, fuel and ash systems. Must know and be willing to work all operating jobs under this classification and perform these jobs when the need arises. Maintains cleaning station and makes plant inspections (rounds) as determined by the Company. Performs assigned maintenance tasks while on operations. When on relief, performs work similar to maintenance personnel.

AUXILIARY OPERATOR

Operates and monitors equipment which is in service; starts and stops plant auxiliaries, such as fans, pumps, motors, etc. Changes fuel on boilers, assists in stopping and starting of turbines and boilers, isolates equipment for maintenance, pulls ash and handles water softener operation. Maintains cleaning station and makes plant inspections (rounds) as determined by the Company. Performs assigned maintenance tasks while on operations. When on relief, performs work similar to maintenance personnel.

COAL HANDLING:

COAL HANDLING FOREMAN

Supervises and coordinates the activities of personnel engaged in coal storage and handling. Coordinates activities and works closely with Shift Supervisors and Maintenance Foremen to insure continuous, efficient operation of the Power Plant. Will inspect and supervise the maintenance of all coal handling equipment such as the crane, bulldozer, conveyor system, car unloaders, coal gates, coal crusher, scales and bunkers, etc. Will recommend the purchase or replacement of all coal handling equipment. In addition to supervisory functions, performs the full range of duties as described under the title of Coal Handler.

Mike
Ceglinski

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Suptd., Maintenance/Construction - Lake Road	Division: Energy Supply
Accountable to: Vice President - Energy Supply	Department: Maintenance/Construction
Location: Lake Road Plant	Position Grade: 19
Payroll Status: Exempt	Date Approved: 9/1/97
	Revision Date:

PRIMARY FUNCTIONS:

Controls and monitors the electrical, mechanical, and instrumentation maintenance at the Lake Road Plant; controls and monitors the construction activities at the Lake Road Plant.

Supervision:

Directs the activities of, and is accountable for, the results produced by employees in the following positions:

- Supervisor, Instrument & Control & 7 employees
- Supervisor, Mechanical Maintenance & 15 employees
- Senior Project Engineer
- Planner/Scheduler
- Project Coordinator
- Clerks
- Administrative Assistant

Responsible for performance planning and appraisal and employee development within the assigned work group.

Principal Responsibilities:

1. Responsible for safe and timely maintenance of the Lake Road power plant, including mechanical, electrical, and instrumentation projects.
2. Oversees and monitors maintenance performance and delays reports on daily basis to assure optimum utilization of personnel. Provides guidance and corrective action as required.
3. Develops annual Maintenance and Construction budgets in coordination with major outage schedules, and is accountable for all variances from these budgets.

4. Maintains an adequate work force as determined through the Work Management crewing analysis report, and both present and long range Company plans.
5. Establishes preventive maintenance schedules for major equipment, oversees the preparation for, and execution of, preventive maintenance work on boilers and pumps during scheduled outages, personally makes advance preparations for and directs the overhaul of turbines and provides necessary direction of emergency repairs to major equipment.
6. Participates in negotiations, with the Superintendents, on all major maintenance or construction contracts; works closely with the Company's consulting engineers and with suppliers and contractors in developing and implementing expansion plans; and prepares facility and equipment plans for miscellaneous additions and replacements in order to continually improve plant safety, operability, efficiency, and reliability.
7. Oversees all construction projects at the Lake Road Plant, assuring adherence to specifications, costs, and schedules. Directs and is personally responsible for the larger, more complex construction projects in the power plant complex.
8. Develops full understanding of the technical and maintenance aspects of new equipment and assures that all employees involved are adequately trained in safe and efficient maintenance practices.
9. Directs or personally conducts studies related to the feasibility and cost-effectiveness of new equipment and maintenance methods which may improve efficiencies or reduce emissions.
10. Provides general direction and is accountable for the maintenance work management program.
11. Provides guidance and supervision for the maintenance of the industrial steam facilities.
12. Responsible for implementing and maintaining the safety programs in respective area of responsibility by providing safe working conditions and encouraging and enforcing compliance with safety policies and practices.

MINIMUM REQUIREMENTS:

Bachelor's Degree or equivalent and significant (4 - 5 years) power plant maintenance experience.

REMARKS:

Must have a thorough knowledge of mechanical, electrical, instrumentation and construction practices in a power plant environment.

Must be able to read and interpret mechanical, electrical and instrumentation schematics.

Experience in power plant operations is preferred.

An engineering degree may be substituted for a portion of the required experience.

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Supervisor, Instrument & Control

Division: Energy Supply

Accountable to: Suptd., Maint./Const. - LR

Department: Maintenance/Construction

Location: Lake Road

Position Grade: 16

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Coordinates the installation, maintenance and construction of power plant instrumentation and electrical control systems.

Supervision:

Directs the activities of, and is accountable for, the results produced by employees in the following positions:

Instrument Technician	
Electrician Journeyman	
Maintenance Journeyman	(normal number of supervised
Maintenance Apprentices	employees varies from 5 to 11)
General Maintenance Men	
Helpers	
Relief Operators	

Principal Responsibilities:

1. Coordinates and directs the installation, maintenance, calibration, construction and repair of power plant instrumentation, and electrical controls.
2. Plans the assignment and prioritization of the work load using work management procedures.
3. Assists in determining the types, specifications and quality of instrumentation and electrical equipment to be installed in the power plant.
4. Assists in determining need for equipment improvements or modifications.
5. Coordinates and directs mechanical maintenance personnel as assigned.

6. Responsible for implementing and maintaining the safety programs in respective area of responsibility by providing safe working conditions and encouraging and enforcing compliance with safety policies and practices.

MINIMUM REQUIREMENTS:

High school education and 2 years of appropriate college/vocational course work or the equivalent, and 5 years maintenance experience.

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Sr. Project Engineer

Division: Energy Supply

Accountable to: Suptd., Maintenance/Construction

Department: Maintenance/Construction

Location: Lake Road Plant

Position Grade: 17

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Provides overall on-site managerial direction of generating plant construction or modification projects, addition to plant or any facilities usually constructed by a general contractor. Acts as a focal point for all matters related to the project and has basic responsibility for meeting Company's objectives concerning the project.

Supervision:

None.

Principal Responsibilities:

1. Identifies and recommends projects based on Company requirements to improve and expand Production facilities. Develops subsequent ten year and annual construction budgets for Corporate fiscal planning.
2. Analyzes project requirements to determine justifiability and feasibility for implementation.
3. Recommends projects for implementation with a view that addresses operating/maintenance problems for a long term solution.
4. Evaluates vendor and contractor bids to determine acceptability and low evaluated bidder.
5. Reviews and provides engineering input on consultant engineer and/or contractor designs for maximum applicability for each project.
6. Controls and expedites Production department construction projects by appropriate project scheduling, contract administration, cost control measures and accurate documentation.

7. Documents and updates Maintenance/Construction computer applications and software/hardware description in a centralized filing system that supplements the Lake Road Handbook.
8. Directs work management activities in the absence of the Maintenance/Construction Superintendent.

MINIMUM REQUIREMENTS:

B. S. Degree in engineering; three to four years of utility engineering experience.

REMARKS:

Registration as a professional engineer preferable.

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Sr. Project Coordinator

Division: Energy Supply

Accountable to: Supt., Maint./Const. - LR

Department: Maintenance/Construction

Location: Lake Road Plant

Position Grade: 16

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Plans and coordinates major boiler and turbine inspection activities to meet Production department outage schedules. Plans and coordinates selected maintenance projects to meet Production department schedules. Oversees and controls the activities of contractors performing maintenance work at the Lake Road plant.

Supervision:

None.

Principal Responsibilities:

1. Develop work packages and schedules for implementation during scheduled outages. Coordinates outage scheduling with customer demands and Company needs. Determines projected manpower requirements.
2. Researches parts and materials required for maintenance projects and maintenance inspections. Writes requests for quotes, evaluates quotes, and writes purchase orders for the Superintendent, Maintenance/Construction's review and approval.
3. Writes specifications or requests for quotes to contractors for selected maintenance projects, evaluates quotes, and makes recommendations to Superintendent, Maintenance/Construction for contract award.
4. Oversees contractor work for meeting specifications, quality of work, and timeliness. Reports any deficiencies to Superintendent, Maintenance/Construction in a timely manner. Document any change orders, cost overruns, or deviation from the contract.
5. Responsible for implementing and maintaining the safety program in respective area of responsibility by creating safe working conditions and assuring compliance with safety policies and practices.

MINIMUM REQUIREMENTS:

High school education and 6 months of college/vocation course work or the equivalent, and 4 years power plant experience.

REMARKS:

A working knowledge of valve sizing, pipe and valve material limitations as it pertains to temperature and pressure is desirable.

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Project Coordinator

Division: Energy Supply

Accountable to: Supt., Maint./Const. - LR

Department: Maintenance/Construction

Location: Lake Road Plant

Position Grade: 15

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Plans and coordinates major boiler and turbine inspection activities to meet Production department outage schedules. Plans and coordinates selected maintenance projects to meet Production department schedules. Oversees and controls the activities of contractors performing maintenance work at the Lake Road plant.

Supervision:

None.

Principal Responsibilities:

1. Develop work packages and schedules for implementation during scheduled outages. Coordinates outage scheduling with customer demands and Company needs. Determines projected manpower requirements.
2. Researches parts and materials required for maintenance projects and maintenance inspections. Writes requests for quotes, evaluates quotes, and writes purchase orders for the Superintendent, Maintenance/Construction's review and approval.
3. Writes specifications or requests for quotes to contractors for selected maintenance projects, evaluates quotes, and makes recommendations to Superintendent, Maintenance/Construction for contract award.
4. Oversees contractor work for meeting specifications, quality of work, and timeliness. Reports any deficiencies to Superintendent, Maintenance/Construction in a timely manner. Document any change orders, cost overruns, or deviation from the contract.
5. Responsible for implementing and maintaining the safety program in respective area of responsibility by creating safe working conditions and assuring compliance with safety policies and practices.

MINIMUM REQUIREMENTS:

High school education and 6 months of college/vocation course work or the equivalent, and 4 years power plant experience.

REMARKS:

A working knowledge of valve sizing, pipe and valve material limitations as it pertains to temperature and pressure is desirable.

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Planner/Scheduler (Production)

Division: Energy Supply

Accountable to: Suptd., Maintenance/Construction - LR

Department: Maint./Const.

Location: Lake Road

Position Grade: 14

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Plans and schedules work requests for the Production Department to fully utilize Lake Road and Building Service maintenance personnel. Analyzes priorities, backlog and operating schedules to determine optimum time and sequence to accomplish work

Supervision:

None.

Principal Responsibilities:

1. Develops and tracks work lists, backlog data, CPM/bar charts on maintenance activities in order to keep supervision informed of schedules, plans and status.
2. Evaluates work requests to determine the most cost effective and efficient conditions under which work should be accomplished. Arranges with Operations personnel for equipment to be taken out of service and coordinates clearances with scheduled work.
3. Maintains records and updates files on outstanding and completed work requests, equipment history, time, material and labor requirements, and costs.
4. Develops work packages from the maintenance work request backlog for implementation during scheduled outages. Coordinates outage scheduling with customer demands and company needs and determines projected manpower requirements.
5. Performs minor maintenance engineering functions as necessary to develop maintenance and contractor work packages.
6. Plans work requests in appropriate steps and interfaces with (1) manpower and skills needed, (2) storeroom concerning parts, material and tools, and (3) outages, special instructions, and interested parties.

7. Responsible for implementing and maintaining the safety programs in respective area of responsibility by providing safe working conditions and encouraging and enforcing compliance with safety policies and practices.

MINIMUM REQUIREMENTS:

High school education and 6 months of college/vocational course work or the equivalent, and 4 years power plant experience.

ST. JOSEPH LIGHT & POWER COMPANY

Position Description

Title: Supervisor, Mechanical Maintenance

Division: Energy Supply

Accountable to: Suptd., Maint./Const. - LR

Department: Maintenance/Construction

Location: Lake Road

Position Grade: 16

Payroll Status: Exempt

Date Approved: 9/1/97

Revision Date:

PRIMARY FUNCTIONS:

Coordinates the installation, maintenance and construction of power plant mechanical equipment.

Supervision:

Directs the activities of, and is accountable for, the results produced by employees in the following positions:

Maintenance Journeyman	(Normal number of supervised
Maintenance Apprentices	employees varies from 5 to 11)
General Maintenance Men	
Helpers	
Relief Operators	
Instrument Technician	
Electrician Journeyman	

Principal Responsibilities:

1. Coordinates and directs the installation, maintenance, construction and repair of power plant mechanical equipment.
2. Plans the assignment and prioritization of the work load using work management procedures.
3. Assists in determining the types, specifications and quality of mechanical equipment to be installed in the power plant.
4. Assists in determining need for equipment improvements or modifications.
5. Coordinates and directs electrical and instrumentation personnel as assigned.

6. Responsible for implementing and maintaining the safety programs in respective area of responsibility by providing safe working conditions and encouraging and enforcing compliance with safety policies and practices.

MINIMUM REQUIREMENTS:

High school education and 1 year of appropriate college/vocational course work or the equivalent, and 5 years maintenance experience.