



SPS DATA SHARING PROCEDURES DURING 2026 IRP FACILITATED STAKEHOLDER PROCESS

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OVERVIEW

- **SPS uses a file share system, iManage, for sharing large documents**
- **iManage will be used as a general tool for information sharing, including modeling data**
- **Data Request Forms will be made available to Stakeholders**
- **An iManage User Guide will be made available to Stakeholders as well**
- **Confidential Data will be shared under the terms of a Protective Order**
- **Questions should be directed to Linda Hudgins at Linda.L.Hudgins@xcelenergy.com**



INFORMATION REQUEST FORM

Example of the form that will be accessible on the Gridworks and Xcel Energy websites. The user will download the form and return the completed form via email.



IRP Data Access Request Form

Stakeholder Information

Organization

Name

Email

Phone

I wish to access non-confidential modeling information for the purpose of informing the SPS 2026 IRP stakeholder discussions.

I wish to also access confidential modeling information and:

I have attached the signed Confidentiality Agreement.

Save form. Attach saved form and Confidentiality Agreement if applicable.

Email form and Confidentiality Agreement to Linda Hudgins at Linda.L.Hudgins@xcelenergy.com

This email address can be also used for questions or help.

Date:



EXAMPLE OF CONFIDENTIALITY AGREEMENT

Final language will be based on the Protective Order when it is received from the New Mexico Commission.

CONFIDENTIALITY AGREEMENT

I hereby certify that I am familiar with the terms and conditions of the Protective Order entered by the Commission in the above-captioned case and agree to be bound by the terms and conditions thereof. I also consent to the jurisdiction of the New Mexico Public Regulation Commission and the courts of the state of New Mexico for the resolution of disputes regarding alleged violations of this Confidentiality Agreement and Protective Order.

Name (print or type)

Business Address

Title

Date

Representing

Signature

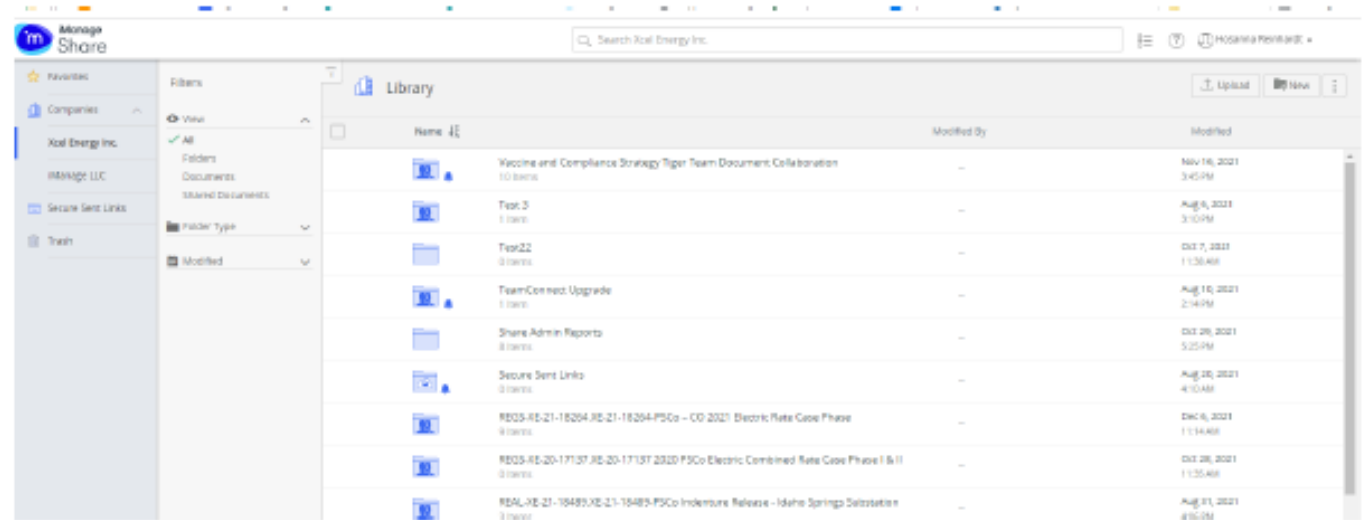
iMANAGE FILE SHARE SYSTEM USER GUIDE

Example first page of the User Guide that will be available on the Gridworks and Xcel Energy websites.

Accessing the SPS IRP Modeling Data via iManage File Share System

iManage Share Activation Steps

1. Follow the directions sent to you via email in your iManage Share folder invitation.
2. Have your cell phone available to access the activation code via text.
3. Once the code is entered select next and follow the rest of the set-up prompts.
4. Once fully activated you will see the iManage Share home page which will look like the following:



5. You will only see folders and material that have been shared with you.
6. For easy access save the following URL to your browsers favorites: <https://www.imanageshare.com>

