

NYISO
Policy Statement and Procedures
On NYISO Manuals

February 29, 2000

Policy Statement

The following procedures were developed to:

- *assure that market participants may influence the content of the NYISO manuals through a collaborative process;*
- *be consistent with the shared responsibilities and authorities among NYISO Board, Staff and Participants concerning changes to tariffs and agreements, as these are currently articulated in the ISO Agreement;*
- *recognize that NYISO Agreements do not call for MP approval of ISO manuals*
- *recognize that the manuals are intended to put tariff provisions into operational protocols which may not alter the intent of the tariff.*

Procedures

- *Manual revisions that are required as a result of mutually filed tariff changes will be accomplished through the following steps:*
 1. *The lead MP committee on the tariff changes and ISO staff will establish the process and schedule for revising the manual*
 2. *ISO staff will be responsible for initial drafting or re-drafting of existing material*
 3. *The MP review and comment period will be reasonable given the scope of the required revisions and the urgency of the matter.*
 4. *The final proposed draft of the revised manual will receive the broadest e-mail circulation possible to NY participants and interested parties*
 5. *The NYISO staff will post the revised manual on the website..*
- *Manual revisions that are not the result of mutually filed tariff changes will be accomplished through the following steps:*
 1. *The party identifying the needed revision will draft proposed revisions;*
 2. *The NYISO will coordinate the review process;*
 3. *The proposed revisions will be circulated to all MPs and among the NYISO with as much time for comment and review as is practicable*
 4. *The NYISO's Manager of Market Relations will be responsible for incorporating comments and issuing revised drafts.*

5. *The NYISO will provide notice of final revisions to manuals and post the revised manual on the NYISO website.*
- *Market Participant Disapproval:*
 1. *A market participant that disapproves of the final manual revisions posted by the ISO staff may request one of the standing Committees to appeal the final revisions, or any portion or portions thereof first to the CEO and ultimately to the Board of Directors..*