

## **NYISO Manual Review, Revision and Approval Process**

The NYISO manuals include rules and practices that relate to services that are subject to the jurisdiction of the Federal Energy Regulatory Commission but are not required to be included in the NYISO's tariffs.

NYISO manuals are subject to review and approval by one or more NYISO Committees.

### **Revision Triggers**

The manual review and revision process may be triggered by:

1. FERC orders;
2. FERC approval of a filing that amends the NYISO Tariffs or one of the NYISO Agreements;
3. A change in NYISO operations or procedures impacting applicable manual(s) language;
4. Proposed modifications by stakeholders or NYISO staff;
5. A predefined interval has elapsed since the last review of a manual.

### **Stakeholder Review and Approval**

1. Proposed manual revisions are developed by NYISO staff and stakeholders, and reviewed and approved by participants in the NYISO shared governance process.
2. The proposed NYISO manual is assigned to the appropriate stakeholder working groups and sub-committees for review and comment.
3. The manual revisions are then presented to either the Business Issues Committee and/or Operating Committee for approval .
  - a. Proposed manual revisions must be posted on the NYISO web site for stakeholder review at least 15 days prior to a scheduled committee approval.
  - b. The rules for approval and possible appeal are posted in each committee's by-laws.

Per the BIC and OC By-laws, approval by a majority of 58% of voting members of the appropriate committee is needed for approval of a revision to a NYISO manual. As with all actions by the committees, decisions by the BIC or OC regarding manual revisions may be appealed to the Management Committee (MC), and the NYISO Board of Directors. The MC By-laws and the NYISO Agreement stipulate procedural requirements for filing such appeals. Consistent with all actions taken by the committees, decisions regarding manual revisions shall not become effective until 30 days after the appropriate committee(s) have acted; provided, however, that if no appeal has been timely filed in accordance with the committee by-laws, then that action shall become effective one business day after the time for a timely appeal has passed.

Revised manuals are distributed to NYISO stakeholders after approval and posted on the NYISO public website.

1. A record of revisions to each of these documents is maintained at the beginning of each manual.