**DEMAND SIDE WORKING GROUP PROCEDURES**

WMS Approved May 1, 2019

**Scope**

The Demand Side Working Group (DSWG) reports to the Wholesale Market Subcommittee (WMS) providing input on market interactions and opportunities for Load Resources, load response, Emergency Response Service (ERS), Distributed Generation (DG), and other issues related to ERCOT Market participation by such resources.

DSWG also reviews and recommends market design principles, issues, and proposals related to demand side issues as assigned by WMS.

The DSWG shall operate as an open forum that submits consensus-based recommendations to the WMS. The definition of consensus used by the DSWG is “an opinion or decision reached by a group as a whole.” Such recommendations shall be by unanimous agreement among the persons attending a DSWG meeting. If unanimous agreement cannot be reached, the Chair will present the issue and majority and alternative opinion(s) to WMS. Any participant in a DSWG meeting may also present their view of the issue to WMS, subject to WMS procedures.

The functions of this working group include, but are not limited to:

1. The submission of new, and review of proposed revisions to the ERCOT Protocols, Guides, Other Binding Documents, ERCOT Operating Procedures, and other related documents
2. Providing of opinions and recommendations to ERCOT and other stakeholder groups as necessary regarding topics relating to:
	1. Load Resources;
	2. load response;
	3. ERS;
	4. DG
	5. Future behind the meter resources that may be developed

**Participation**

Participation in the DSWG is open to any interested party. The DSWG shall select a Chair and Vice-Chair, subject to confirmation by the WMS, for a one-year term on a calendar year basis. ERCOT shall appoint an appropriate staff member to attend and participate in DSWG meetings.

**Meetings**

The responsibilities of the DSWG Chair include scheduling meetings as often as necessary for the working group to perform its duties and functions, developing meeting agendas, and representing the DSWG at WMS and other ERCOT forums, as necessary.

The Vice Chair’s primary responsibilities are to perform the Chair’s duties in the absence of the Chair.

ERCOT will support the DSWG in a facilitator’s role. The duties associated with this role are assisting the Chair and Vice Chair during the meetings, bringing new load participation concepts for discussion, and updating the DSWG on the current status of load participation in the ERCOT market. ERCOT will also maintain pages on the ERCOT.com web site relating to load participation in ERCOT markets and meeting pages for each DSWG meeting.

Meeting notices will be sent to the DSWG distribution list and posted on the ERCOT web site at least one (1) week prior to the meeting, unless an urgent condition necessitates otherwise (such condition will be determined by DSWG Chair).

Any interested party may request that an item be added to the DSWG agenda, in writing, at least 72 hours prior to the scheduled meeting. At least 48 hours prior to the scheduled meeting, the draft agenda will be posted on the meeting page for the DSWG meeting. Additional agenda items that did not meet this deadline may be discussed during the meeting if the Chair determines they need urgent attention.

Attendance, either in person or by conference link, is required to participate in the consensus decision on any item under consideration by the DSWG. ERCOT will establish a conference link for each scheduled meeting.

**DSWG Distribution List**

Any interested party may manage their subscription to the DSWG distribution email list by registering at <http://lists.ercot.com>. The email list name for the group is DEMANDSIDEWG.

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**DSWG ERCOT Webpage**

DSWG goals and other Key Documents are located on the group webpage -

<http://www.ercot.com/committee/dswg>.

**Other Information**

Other information pertaining to Demand Response can be found at the link located on the ERCOT.com web site at [www.ercot.com/services/programs/load](http://www.ercot.com/services/programs/load).