



# **Electric Reliability Council of Texas**

## **METER WORKING GROUP PROCEDURES**

### **ROS Approved**

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# ERCOT

## Meter Working Group

### Scope

The Meter Working Group (MWG), reporting to the Reliability and Operations Subcommittee (ROS), evaluates and reviews issues related to the technical requirements of settlement metering in the ERCOT Region and makes recommendations for improvement, when deemed appropriate, to ROS. The MWG is responsible for monitoring changes to Section 10 of the Protocols and the Settlement Metering Operating Guides (SMOG). The guiding principle of the MWG is to help ensure that technical requirements for settlement metering in the ERCOT Region are accurate and nondiscriminatory for all market participants.

The MWG shall operate as an open, informal forum that submits consensus-based recommendations to the ROS. The definition of consensus used by the MWG is, **“an opinion or decision reached by a group as a whole”**

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

- Maintains and upholds Protocols Section 10 “Metering” including but not limited to the submission of revisions to the appropriate ERCOT operating documents through the ROS.
- Develops and maintains the SMOG
- Review applicable Protocol Revision Requests (PRRs) concerning Section 10 and other requests from ERCOT Subcommittees for technical compliance.
- Respond with opinions and recommendations, when necessary, to the appropriate Requestor.
- Review Settlement Metering Operating Guide Revision Requests (SMOGRR) for technical compliance and submits recommendation to the ROS on such Requests.

### Participation

Participation in the MWG is open to any interested Market Participant. The MWG shall select a Chair and Vice-Chair, subject to confirmation by the ROS, for a one-year term on a calendar year basis. ERCOT shall appoint an appropriate staff member to attend and participate in MWG meetings. Any interested Market Participant may request notification of any MWG meetings by making a request to be added to the MWG distribution list (electronic mail) by the process detailed in this document.

## **Meetings**

The responsibilities of the MWG Chair includes scheduling meetings as often as necessary for the working group to perform its duties and functions, establishing meeting agendas and representing the MWG at ROS 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 MWG in a facilitator role. The duties associated with this role are to lead meetings, document the meeting notes and post the notes to the Meter Working Group web page for the applicable meeting.

Meeting notices are sent to the MWG distribution list and posted on the ERCOT web site at least one (1) week prior to the meeting, unless an urgent condition should suggest otherwise (such condition will be determined by MWG Chair, as necessary to expedite "Urgent Requests" or "Protocol Revision Requests").

Meeting agendas will be sent to the MWG distribution list in advance of the meeting and as such, attendance is required to participate in the consensus decision on any item under consideration by the MWG. Upon request, a conference link can be established to facilitate a participant's opportunity to attend the scheduled meeting.

Non-agenda items discussed by the MWG will be documented and considered for discussion at a future MWG meeting.

Each Market Participant entity represented at each meeting shall express an opinion in order to determine if consensus has been achieved. The request for group electronic mail opinions are permitted provided the Chair distributes to the MWG distribution list (electronic mail) a detailed description of the issue or proposition. Electronic mail responses shall be forwarded to [epsmetering@ercot.com](mailto:epsmetering@ercot.com) for consolidation by ERCOT. The consolidated responses will be forwarded to the Chair, who will inform the MWG of the decision on the proposed issue and submit notes with the group's opinions. The minutes will be presented for review of accuracy at the next scheduled working group meeting. Individual exceptions may be needed to accommodate those who do not have electronic mail addresses if requested.

## **MWG Contact Information**

To receive electronic mail related to the MWG, follow the instructions on the Meter Working Group page to subscribe to the metering subcommittee distribution list.

To discontinue receiving electronic mail related to the MWG, follow the instructions in the ListServ page for your account (<https://lists.ercot.com/cgi-bin/wa?INDEX>).

### **Other Information**

The current reporting structure information for ERCOT committees is located on the ERCOT web site.

Settlement metering information and ERCOT Polled Settlement Metering forms and processes are available on the ERCOT web site at:

<https://www.ercot.com/mktinfo/metering/eps>

The ERCOT Settlement Meter Engineering Department can be contacted at [epsmetering@ercot.com](mailto:epsmetering@ercot.com) for assistance or questions.