

# AEMO Procedure Change Working Group Terms of Reference

Version 2: 21 September 2021

## 1. Background

The AEMO Procedure Change Working Group (APCWG) has been established, in accordance with clause 2.3.17 of the WEM Rules and section 9 of the Constitution of the Market Advisory Committee (MAC). The APCWG has been established to assist the MAC in fulfilling its obligation under clause 2.3.1(b) of the WEM Rules to provide advice to AEMO regarding Procedure Change Proposals.

## 2. Scope of Work

changes to WEM Procedures which the WEM Rules require AEMO to develop.

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## **4. Responsibilities of Meeting Attendees**

documentation to the APCWG out of session<sup>1</sup>. In this case, AEMO must provide stakeholders with at least 10 Business Days to provide feedback (by email) on the issue or proposal.

## 6. Reporting Arrangements

The APCWG must provide a report to the MAC on the activities of the APCWG at each MAC meeting. The APCWG must also report back at other times requested by the MAC on issues referred to the APCWG by the MAC.

The periodic report to MAC must include, at a minimum:

details of the most recent meeting, including the date of the meeting and a list of the issues or proposals considered;

the date of the next meeting and the issues or proposals to be considered (if known); and

to the extent known, the future schedule of meetings and matters to be considered.

## 7. Contact Details

Market Participants and other stakeholders may contact the APCWG Secretariat at [wem.apcwg@aemo.com.au](mailto:wem.apcwg@aemo.com.au). Documentation and information related to the APCWG will be published on the WEM Website.

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<sup>1</sup> For example, this option may be preferred where minor changes to a single WEM Procedure are being proposed.