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**Market Manual 2: Administration**

**Part 2.3: Market Rule  
Amendment Procedure**

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Issue **67.0**

This procedure provides the steps to initiate and process an amendment to the *Market Rules*.

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This document may contain a summary of a particular *market rule*. Where provided, the summary has been used because of the length of the *market rule* itself. The reader should be aware, however, that where a *market rule* is applicable, the obligation that needs to be met is as stated in the ~~“Market Rules”~~[market rules](#). To the extent of any discrepancy or inconsistency between the provisions of a particular *market rule* and the summary, the provision of the *market rule* shall govern.

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## Related Documents

Document ID	Document Title



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# Table of Changes

Reference (Section and Paragraph)	Description of Change
<a href="#">Section 1.2 &amp; 1.3</a>	<a href="#">Include references to <i>technical panel's</i> Terms of Reference and applicable procedures within. Include reference to the <i>IESO Board's</i> Market Committee.</a>
<a href="#">Section 1.4</a>	<a href="#">Include applicable references the <i>Electricity Act 1998</i>.</a>
<a href="#">Procedural Work Flow</a>	<a href="#">Remove “Procedural Work Flow” section, was previously section 2.</a>
<a href="#">Tables 2-1 – 2-5</a>	<a href="#">Add detail on publication and reporting timelines. Update task reference numbers to align with the removal of the procedural workflows. Add task detail where required to align with the revised <i>technical panel's</i> Terms of Reference.</a>
<a href="#">All</a>	<a href="#">Update terminology and formatting.</a>
<a href="#">All</a>	<a href="#">Update for compliance with Accessibility for Ontarians with Disabilities Act (AODA)</a>



# Market Manuals

The *market manuals* consolidate the market procedures and associated forms, standards, and policies that define certain elements relating to the operation of the *IESO-administered markets*. Market procedures provide more detailed descriptions of the requirements for various activities than is specified in the *market rules*. Where there is a discrepancy between the requirements in a document within a *market manual* and the *market rules*, the *market rules* shall prevail. Standards and policies appended to, or referenced in, these procedures provide a supporting framework.

~~The *market manuals* consolidate the market procedures and associated forms, standards, and policies that define certain elements relating to the operation of the *IESO-administered markets*. Market procedures provide more detailed descriptions of the requirements for various activities than is specified in the "Market Rules"*market rules*. Where there is a discrepancy between the requirements in a document within a *market manual* and the "Market Rules"*market rules*, the "Market Rules"*market rules* shall prevail. Standards and policies appended to, or referenced in, these procedures provide a supporting framework.~~

# Market Procedures

The “Market Administration Manual” is Volume 2 of the *market manuals*, where this document forms “Part 2.3: Market Rule Amendment Procedure”.

A list of the other component part of the “Market Administration Manual” is provided in “Part 2.0: Market Administration Manual Overview”, in Section 2, 'About This Manual'.

## Structure of Market Procedures

Each Market Procedure is composed of the following sections:

1. **“Introduction”**, which contains general information about the procedure, including an overview, a description of the purpose and scope of the procedure, and information about roles and responsibilities of the parties involved in the procedure.  
“Procedural Work Flow”, which contains a graphical representation of the steps and flow of information within the procedure.
2. **“Procedural Steps”**, which contains a table that describes each step and provides other details related to each step.
3. **“Appendices”**, which may include such items as forms, standards, policies, and agreements.

## Conventions

The *market manual* standard conventions are as defined in the “Market Manual Overview” document.

**– End of Section –**

# 1. Introduction

## 1.1 Purpose

This procedure describes the activities required by *IESO* staff, *market participants*, the *technical panel* and the *IESO Board*, and others to initiate, process and make an *amendment* to the “[Market Rules](#)”*market rules*. The procedure describes the *amendment* process in accordance with section 4 of Chapter 3 of the “[Market Rules](#)”*market rules*. It addresses the processes for:

- general *amendments* that follow the standard *amendment* process (refer to section 4.3 of Chapter 3 of the “[Market Rules](#)”*market rules*);
- *urgent amendments* that require immediate implementation (refer to section 4.6 of Chapter 3 of the “[Market Rules](#)”*market rules*);
- ~~minor~~ *minor amendments* that are judged to have minimal impact on market operations (refer to section 4.7 of Chapter 3 of the “[Market Rules](#)”*market rules*); and
- *amendments* that are initiated by an *Ontario Energy Board (OEB)* order under sections 33(6), 34(6), 35(6) or 38(4) of the *Electricity Act 1998* (refer to section 4.8 of Chapter 3 of the “[Market Rules](#)”*market rules*).
- *amendments* that have been revoked by the *OEB* under sections 33.(3) and 34.(2.2) of the *Electricity Act 1998*.

## 1.2 Scope

This procedure is intended to provide *market participants* and other interested persons with a summary of the steps and interfaces involved in the “Market Rule Amendment Procedure”. The ~~procedural workflows and~~ steps described in this document serve as a roadmap for *market participants* and other interested persons, and reflect the requirements set out in the “[Market Rules](#)”*market rules*, the *technical panel’s Terms of Reference* and applicable *IESO policies and standards* or from any standard, policy or procedure established by the *IESO* pursuant to the *market rules*.

The overview information in Section 1.3, below, is provided for context purposes only, highlighting the main actions that comprise the procedure as illustrated in Section 2 and described in Section 3.

## 1.3 Overview

The *IESO Board* may make an *amendment* to the “[Market Rules](#)”*market rules* in accordance with the procedures contained herein. These procedures follow the process for amending the “[Market Rules](#)”*market rules* as provided for within the “[Market Rules](#)”*market rules* themselves (Chapter 3 section 4), *the Governance and Structure By-Law* and the *technical panel’s Terms of Reference*. The

process involves the *technical panel*, *IESO* staff, *IESO Board* and/or external parties, including the *Ontario Energy Board*, to various degrees as may be required by the “*Market Rules*”*market rules* or as is determined to be necessary to achieve the specific *amendment*.

The *technical panel* is a panel of the *IESO Board* that has been expressly created to support the *IESO Board* in the *amendment* process. The duties of the *technical panel* are to review *amendments* to the “*Market Rules*”*market rules* on an on-going basis and advise the *IESO Board* on such specific technical issues as may be referred to the *technical panel*. The purpose of the *technical panel*’s review of *amendments* to the *market rules* is to ensure that the language reflects the final design intent of a proposed change. In exercising its duties, the *technical panel* must comply with all applicable provisions of the “*Market Rules*”*market rules*.

It is recognized that in certain instances, *amendments* must be achieved in very short order and both legislation and the “*Market Rules*”*market rules* provide for a process for dealing with ~~such~~ urgent *amendments*. To support the *IESO Board* in the development, consideration and making of urgent *amendments*, an urgent rule amendment committee of the *IESO Board* is established and authorized through the *IESO Governance and Structure By-law*. The *IESO Board* has delegated the authority of the urgent rule amendment committee to the Markets Committee of the *IESO Board* plus the *IESO*’s Chief Executive Officer.

Typically, the *amendment* process begins with the submission of a request for an *amendment*. This is called an *amendment submission*. Such a submission may be initiated by the *technical panel*, the *IESO* or may be submitted by any person external to the *IESO*, including the *OEB* or other public body.

Alternatively, as per the *technical panel*’s Terms of Reference, when a proposed *amendment* has undergone proposed market design changes through an *IESO* established engagement initiative or process, it will be deemed to warrant consideration by the *technical panel* to advance further discussion with stakeholders prior to *technical panel* consideration.

The *IESO Board* may also independently determine that an *amendment* to the “*Market Rules*”*market rules* is required. In such instances, the *IESO Board* shall at its discretion communicate with and involve the *technical panel* and external interested parties in accordance with this procedure.

There is a provision in both the *Electricity Act, 1998* and in the “*Market Rules*”*market rules* for the *Ontario Energy Board (OEB)* to make an order referring an *amendment* back to the *IESO* for further consideration or an order directing the *IESO* to amend the “*Market Rules*”*market rules* in a manner and within the time specified by the *OEB*. Upon receipt of such an order, the *IESO Board* may direct the *technical panel* to consider the *amendment* or the *IESO Board* may make the *amendment* itself.

The *technical panel* and the *IESO Board* may consult with other parties, including *market participants* and the requesting person, and invite written submissions regarding an *amendment submission* or proposed *amendment*. In addition, they may hold public meetings to facilitate such consultation.

Transparency of the *amendment* process is achieved through the publication and notification to *market participants* of the status of *amendments*, proposals and decisions made regarding these *amendments* by the *technical panel*, urgent rule amendment committee and the *IESO Board*.

Openness of the process is achieved through the opportunity of the public to make written submissions on *amendments* as well as attend public meetings, on applicable occasions, in order to provide input on an *amendment*.

Under section 32.(6) of the *Electricity Act, 1998*, the *IESO* is obligated to assess the impact of any *amendment* on the interests of consumers with respect to prices and the *reliability* and quality of electricity service prior to the *IESO Board* making an *amendment*. The *IESO* is obligated to provide the *OEB* with a copy of a recommended *amendment* and the assessment before the *IESO Board* meeting at which the subject *amendment* will be approved. The *IESO* must also provide the *OEB* with a copy of any approved *amendment*, statements of the members of the *IESO Board*, if any, and a summary of any comments or discussions as required under section 33.(2) and 34 (2.1) of the *Electricity Act, 1998* on or before the date that the approved rule is *published*.

## 1.4 Roles and Responsibilities

While the *IESO Board* has the authority and responsibility to *amend* the “*Market Rules*”*market rules*, responsibility for carrying out the *amendment* and publication of “*Market Rules*”*market rules* procedure is shared among:

- **IESO staff**, who are responsible for:
  - receiving, recording and acknowledging receipt of *amendment submissions* from *market participants* and other interested persons;
  - receiving and recording *amendment submissions* or orders from the *OEB*;
  - preparing *amendment* proposals, recommendations, reports, and assessments for the *OEB*;
  - *consulting engagement* with *market participants or other selected* persons;
  - *publishing amendment submission* details, proposals, recommendations, reports and decisions within established timelines;
  - providing information to the *OEB* required by section 32.(6) of the *Electricity Act, 1998*.
  - giving notice of *amendment* publications, requests for written submissions, recommendations, decisions and meetings;
  - assessing *urgent amendments* *in accordance with section 34.(1) of the Electricity Act, 1998*; and
  - providing information to the *OEB* required by sections 33.(2) and 34.(2.1) of the *Electricity Act, 1998*.
- **Market Participants and other interested persons**, who are responsible for:
  - documenting, preparing, supporting, and making *amendment submissions*;
  - providing additional *information and/or* data as requested by the *IESO*;
  - attending special meetings called by the *IESO Board* or *technical panel* on specific *amendment* issues; and
  - reviewing and commenting on *published amendment submissions* and recommended/proposed *amendments*.
- The **technical panel**, which may be responsible for:
  - assessing if consideration of an *amendment submission* is warranted;

- recommending whether an *amendment submission* is general or minor;
- assessing *amendment submissions*, developing *amendment* proposals and recommendations, and ~~consulting~~ *engaging* with other parties, including *market participants*, as part of this process;
- voting on proposed *amendments* and making recommendations to the *IESO Board* and;
- submitting reports containing recommended *amendments*, and other required information as indicated in section 4.3.14, Chapter 3 of the ~~“Market Rules”~~ *market rules*, to the *IESO Board* for approval

The *IESO Board* may, at its discretion, carry out the above function described for the *technical panel*.

- The ***IESO Board***, which may be responsible for:
  - assessing and making *urgent amendments* in accordance with section 34.(1) of the Electricity Act, 1998;
  - ~~confirming~~ *approving*, modifying or rejecting *urgent amendments* made by the *urgent rule amendment committee*;
  - assessing if consideration of an *amendment submission* is warranted or reviewing *technical panel*’s determination that an *amendment submission* warrants consideration;
  - determining whether *amendment submissions* are general or minor;
  - assessing *amendment submissions*, developing *amendment* proposals and recommendations, and consulting with other parties, including *market participants*, as part of this process;
  - approving, with or without changes, or rejecting the recommendations from the *technical panel* regarding *amendments* or referring the recommended *amendments* back to the *technical panel* or to another person for further consideration; and
  - approving and making *amendments*.
- The ***urgent rule amendment committee***, which is responsible for:
  - assessing and making *urgent amendments*.

## 1.5 Contact Information

~~If the market participant wishes to contact the IESO, the~~ A *market participant* can contact *IESO* Customer Relations via email at [customer.relations@ieso.ca](mailto:customer.relations@ieso.ca) or via telephone at the numbers ~~provided given~~ on the ~~IESO’s Web~~ *website* ([www.ieso.ca](http://www.ieso.ca)). If ~~the IESO~~ Customer Relations ~~Centre~~ is closed, telephone messages or emails may be left in relevant voice or electronic *IESO* mail boxes, which will be answered as soon as possible by Customer Relations staff.

Forms that *market participants* may complete for this procedure as well as any accompanying supporting documentation can be submitted to the *IESO* via email by using the appropriate address provided on the form. These forms are available for downloading on the ~~IESO’s public Web~~ *website* and are listed in Appendix A. Correspondence that is sent to the *IESO* related to this procedure shall be sent **Attention: Market Rules**.



**– End of Section –**

## Procedural Work Flow

In this and the other work flows in Section 2, the “IESO” column includes activities undertaken by the IESO staff, the *technical panel* and the *IESO Board*. The specific body undertaking the step is identified.

In this and the other work flows in Section 2, the “Other Parties Including *Market Participants*” column is intended to represent the public and all *market participants*, unless otherwise identified in the specific task.

In this and the other work flows in Section 2, the “External Requesting Person” is the person who makes the *amendment submission*. This person may be a *market participant* or any other person.

\* Please note that, the general provisions in Section 2 represent the standard process followed by the IESO with respect to *amendments* of the *market rules*. However, as described under section 1.4, the *IESO Board* may, at its discretion, carry out the responsibilities of the *technical panel*. Therefore within the work flows of Section 2, references to the *technical panel* can also be considered references to the *IESO Board*.

### 1.6 General Amendment of Market Rules

The following diagram represents the flow of work and information for general provisions for the *amendment* of the “Market Rules” *market rules* among the IESO, *market participants*, and other interested persons.

The steps shown in the following chart are described in detail in Section 3.1.

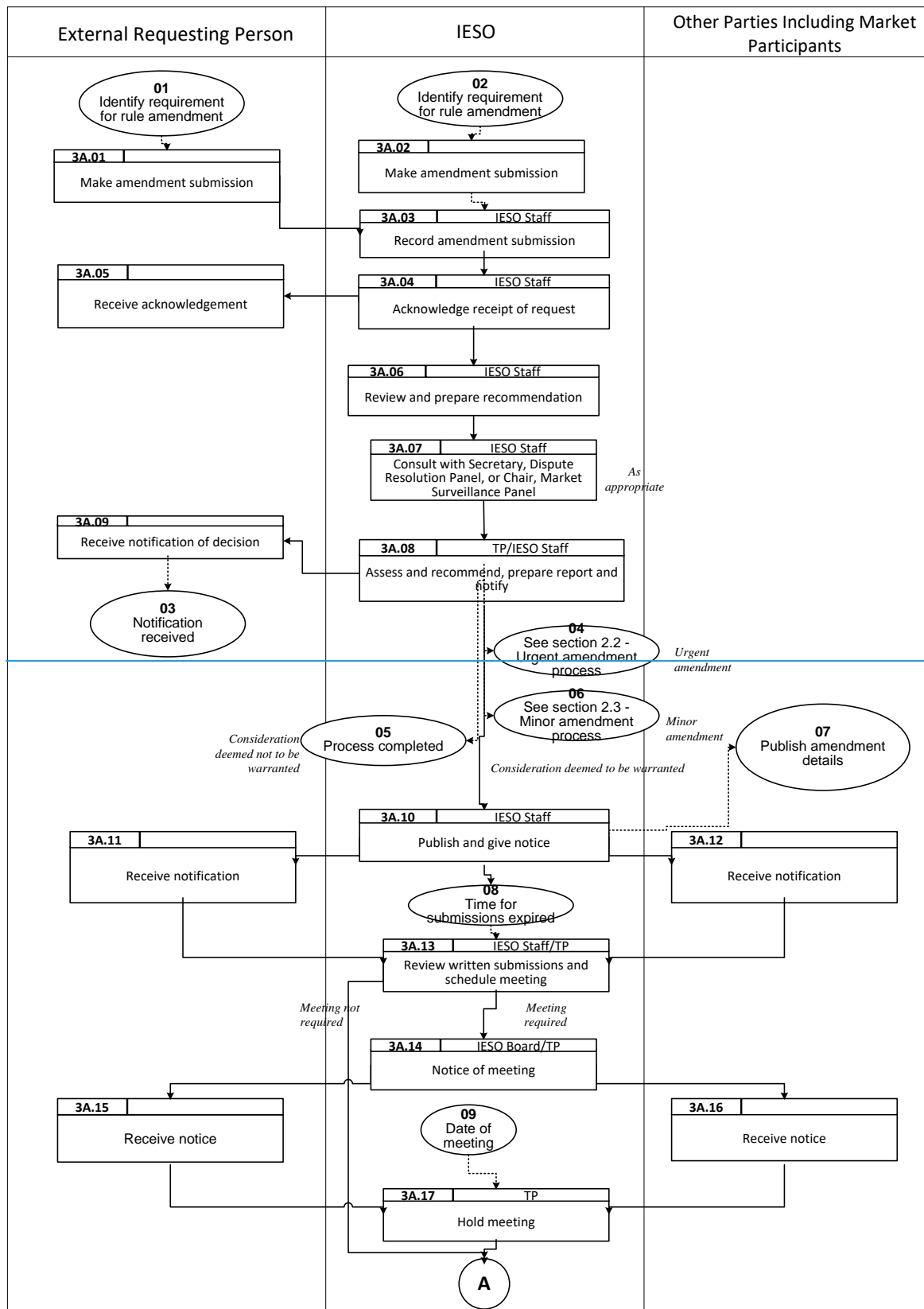


Figure 2-1: Procedural Work Flow for General Amendment to Market Rules

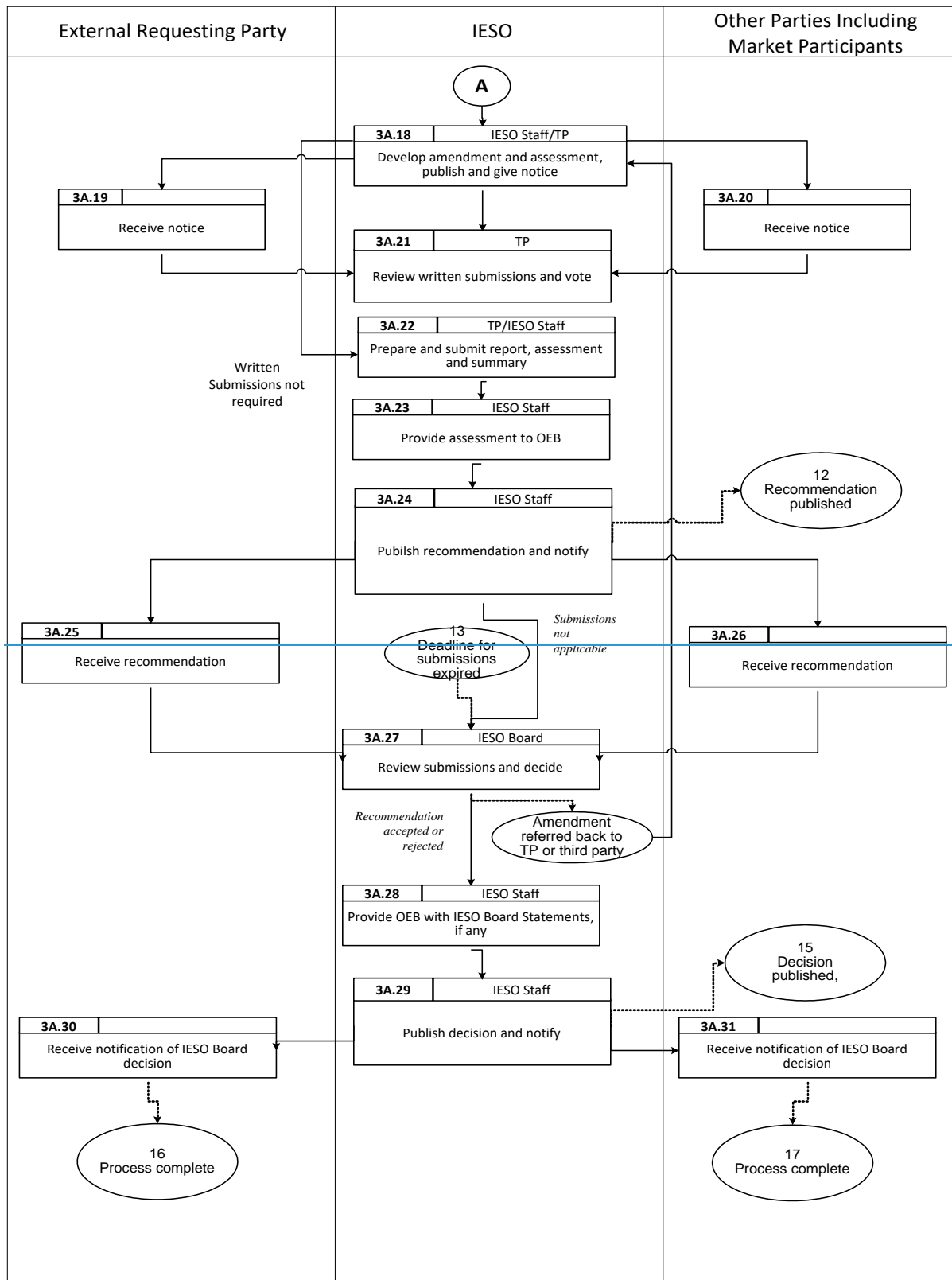
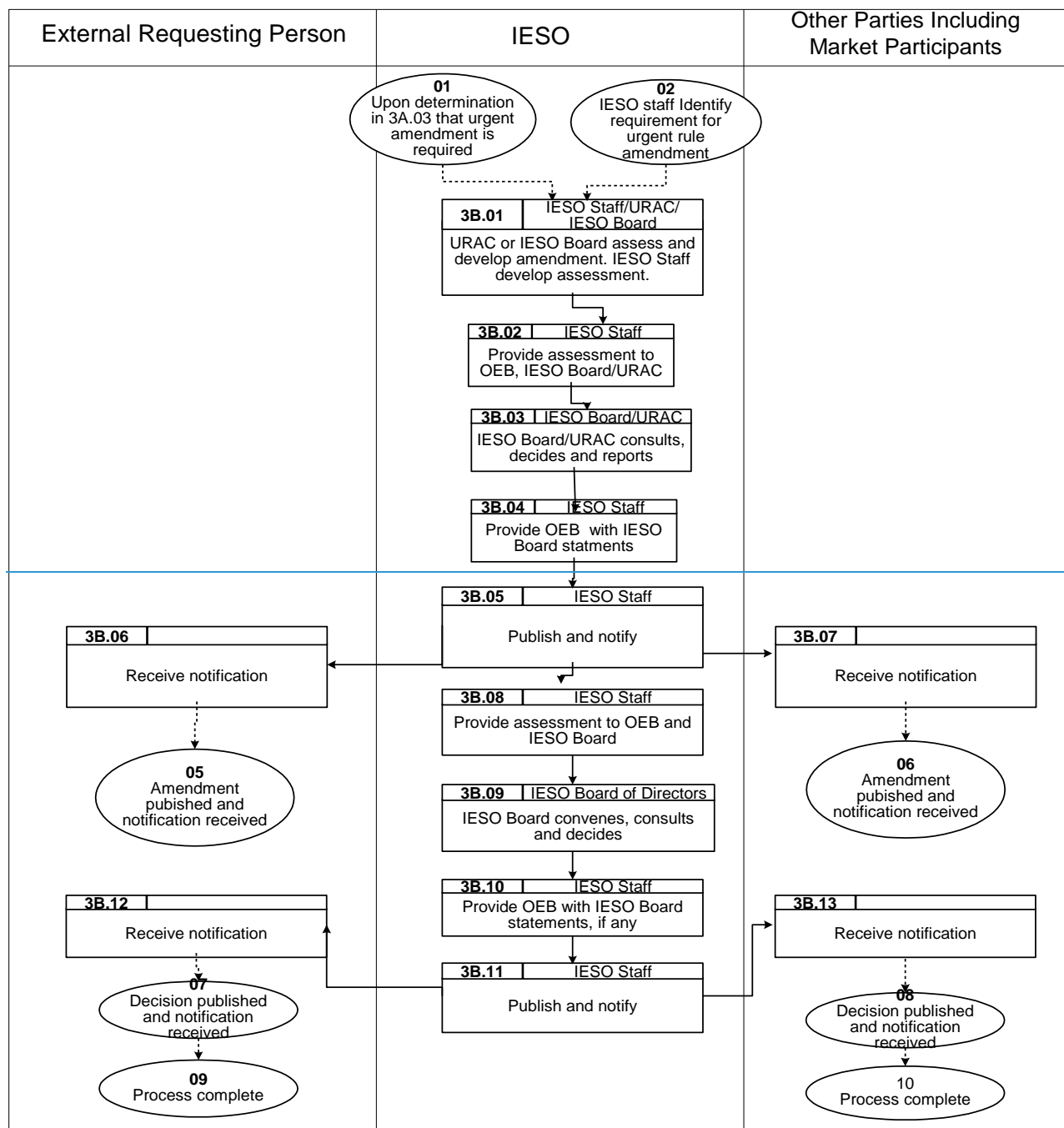


Figure 2-1: Procedural Work Flow for General Amendment to Market Rules cont'd

## 1.7 Urgent Amendment to Market Rules

The following diagram represents the flow of work and information related to the *urgent amendment* of the “Market Rules” *market rules* among the *IESO*, *market participants* and selected persons.

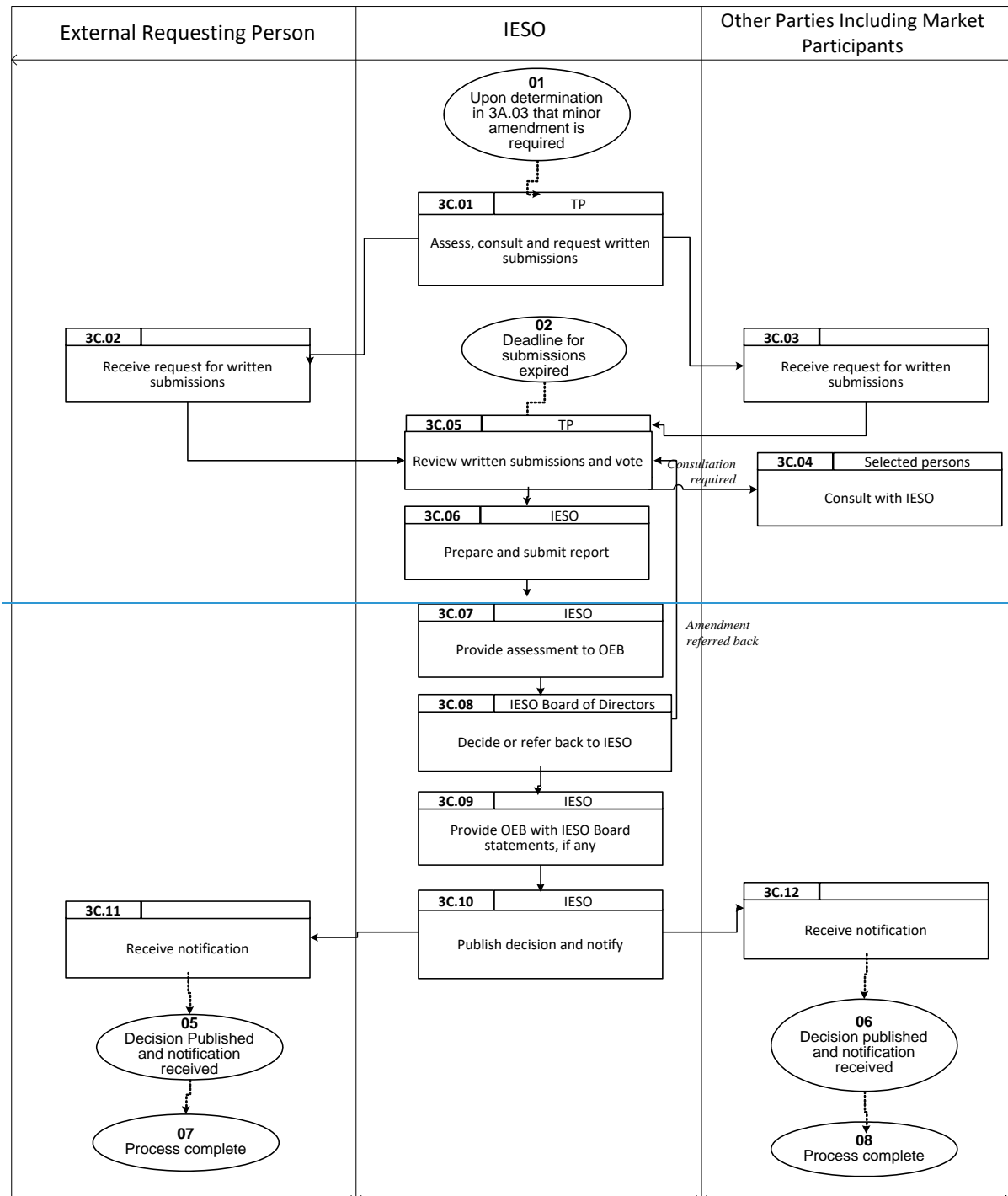
The steps shown in the following chart are described in detail in Section 3.2.



**Figure 2-2: Procedural Work Flow for Urgent Amendment to Market Rules**

## 1.8 Minor Amendment of Market Rules

The following diagram represents the flow of work and information related to the *minor amendment of the “Market Rules”* among the *IESO*, *market participants*, and selected persons. The steps shown in the following chart are described in detail in Section 3.3.

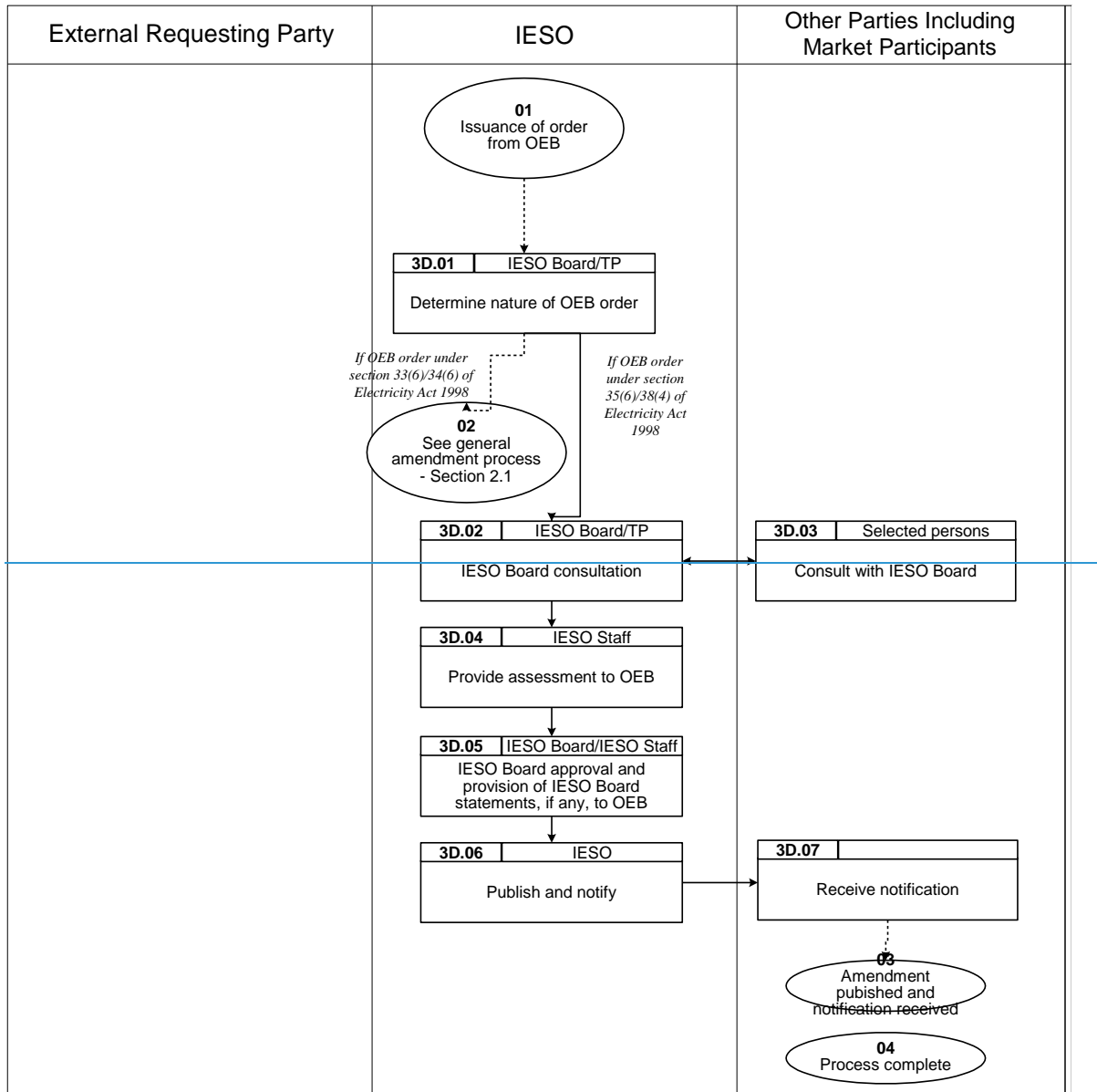


**Figure 2 3: Procedural Work Flow for Minor Amendment to Market Rules**

## 1.9 Amendment of the Market Rules Ordered by the Ontario Energy Board (OEB)

The following diagram represents the flow of work and information related to the amendment and publication of the “Market Rules”~~market rules~~ ordered by the Ontario Energy Board (OEB) among the IESO, market participants, the OEB, and selected persons.

The steps shown in the following chart are described in detail in Section 3.4.

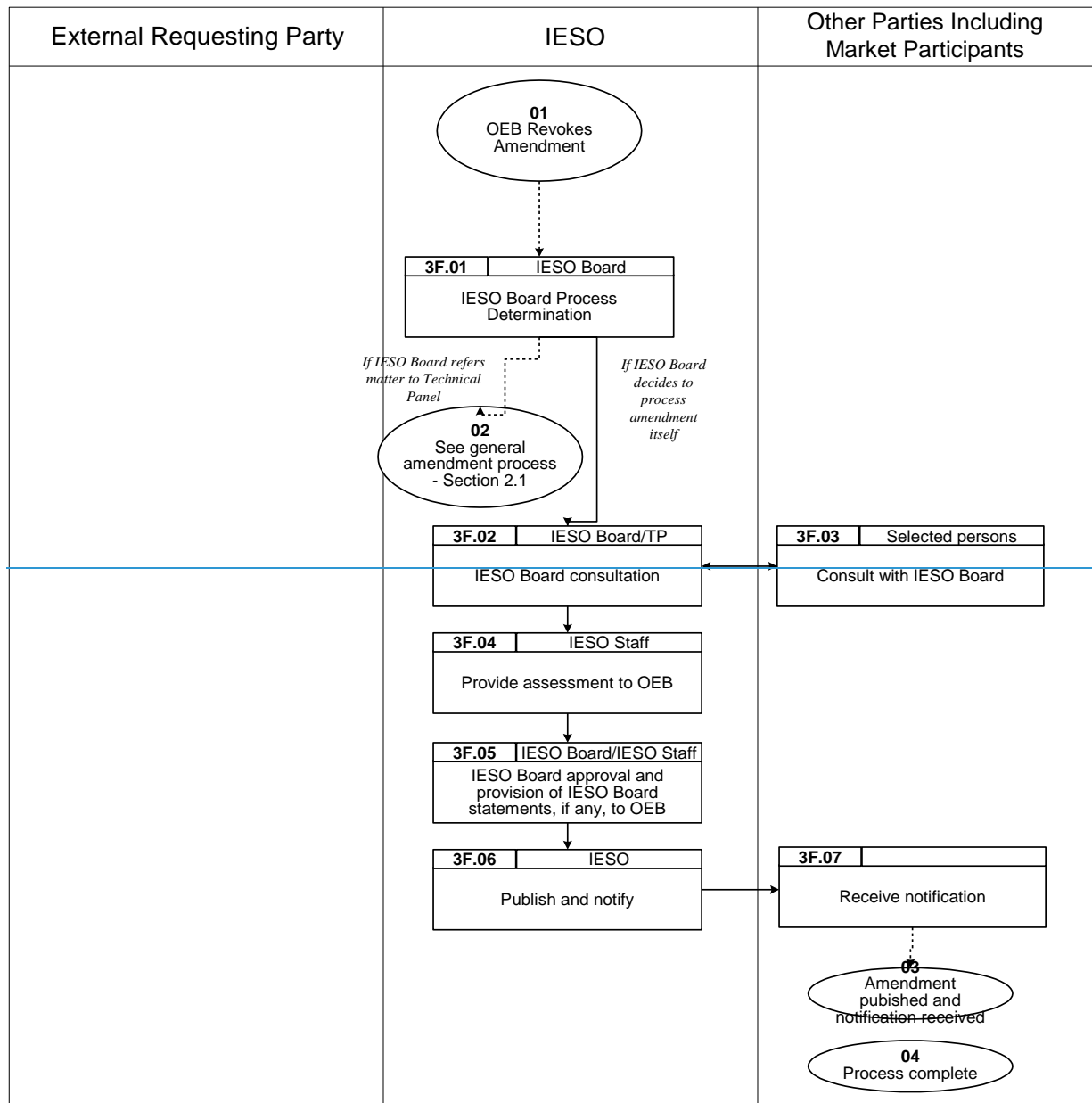


**Figure 2-4: Procedural Work Flow for Amendment of the Market Rules Ordered by the OEB**

## 1.10 — Amendment of the Market Rules Revoked by the OEB

The following diagram represents the flow of work and information related to the amendment and publication of the “Market Rules” revoked by the OEB among the IESO, market participants, the OEB, and selected persons.

The steps shown in the following chart are described in detail in Section 3.5.



**Figure 2–5: Procedural Work Flow for Amendment of the Market Rules Revoked by the OEB**



~~—End of Section—~~

## 2. Procedural Steps

This section contains detail on the tasks (steps) associated with the *amendment* of the “[Market Rules](#)”*market rules*. The following tables contain seven columns, as follows:

### [Ref](#)**Task Number**

The numerical reference to the task.

### **Task Name**

The task name ~~as identified in Section 2.~~

### **Task detail**

Detail about the task.

### **When**

A list of all the events that can trigger commencement of the task.

### **Resulting information**

A list of the information flows that may or must result from the task.

### **Method**

The format and method for each information flow are specified.

### **Completion events**

A list of all the circumstances in which the task should be deemed finished.

\* Please note that, the general provisions in Section [23](#) represent the standard process followed by the *IESO* with respect to *amendments* of the *market rules*. However, as described under section 1.4, the *IESO Board* may, at its discretion, carry out the responsibilities of the *technical panel*. Therefore, ~~within the work flows of Section 2,~~ references to the *technical panel* can also be considered references to the *IESO Board*.

## 2.1 General Amendment of Market Rules

The following table represents the flow of work and information related to the *amendment* of the ~~“Market Rules”~~*market rules* initiated by the public, the *IESO*, *technical panel* or *market participants*. ~~The steps shown in the following table are those represented in the work flow detailed in Section 2.1.~~

<u>Ref. Task Number</u>	Task Name	Task Detail	When	Resulting Information	Method	Completion Events
<del>2.1.13A</del> 01	Make <i>amendment submission</i> .	Person makes <i>amendment submission</i> to the <i>IESO</i> to <i>amend</i> or review the <del>“Market Rules”</del> <i>market rules</i> .	On identifying a requirement for an <i>amendment</i> to or review of the <del>“Market Rules”</del> <i>market rules</i> .	<i>Amendment submission</i> and supporting information.	<del>E-mail</del> Email using “Market Rule Amendment Submission Form”.	Receipt of <i>amendment submission</i> by the <i>IESO</i> .
<del>2.1.23A</del> 02	Make <i>amendment submission</i> .	<i>IESO</i> staff makes <i>amendment submission</i> to <i>amend</i> or review the <del>“Market Rules”</del> <i>market rules</i> .	On identifying a requirement for an <i>amendment</i> to or review of the <del>“Market Rules”</del> <i>market rules</i> . <i>The amendment submission is only required when the identified amendment or review has not gone through an established IESO engagement process.</i>	<i>Amendment submission</i> and supporting information.	<del>E-mail</del> Email using “Market Rule Amendment Submission Form”.	Receipt of <i>amendment submission</i> by other <i>IESO</i> staff.

<a href="#">Ref. Task Number</a>	Task Name	Task Detail	When	Resulting Information	Method	Completion Events
<a href="#">2.1.33A.03</a>	Record <i>amendment submission</i> .	<p><i>IESO</i> staff record and log the <i>amendment submission</i>. Determine if the <i>amendment submission</i> raises a <a href="#">minor amendment</a><del>minor</del> or <i>urgent amendment</i>.</p> <p>If the <i>amendment submission</i> is determined to be <a href="#">an urgent amendment</a><del>urgent</del>, see Section 2.2 – Urgent amendment process.</p> <p>If the <i>amendment submission</i> is determined to be <a href="#">a minor amendment</a><del>minor</del>, see Section 2.3 – Minor amendment process.</p>	On receipt of <i>amendment submission</i> .	Record.	Internal process.	Record made. Determination of <a href="#">minor amendment</a> <del>minor</del> or <i>urgent amendment</i> .
<a href="#">2.1.43A.04</a>	Acknowledge receipt of <i>amendment submission</i> .	<i>IESO</i> staff acknowledge receipt of <i>amendment submission</i> and, if submission incomplete, request additional information.	On receipt of <i>amendment submission</i> and identification of incomplete submissions.	Acknowledgement of receipt and request for additional information.	<del>E-mail</del> <a href="#">Email</a> .	Receipt of acknowledgement and request for additional information.
<a href="#">2.1.53A.05</a>	Receive acknowledgement.	Requesting person receives acknowledgement of receipt and request for additional information and provides the information.	Following <a href="#">2.1.43A.04</a> , where additional information required	Additional information.	<del>E-mail</del> <a href="#">Email</a> .	Information provided.
<a href="#">2.1.63A.06</a>	Review and prepare recommendation.	<i>IESO</i> staff review and prepare recommendation on <i>amendment submission</i> to submit to the <i>IESO Board</i> or the <i>technical panel</i> .	<a href="#">Within 5 business days of 2.1.1 and following 2.1.43A.04 and 2.1.53A.05</a> , if applicable.	Recommendation.	Review and recommendation preparation is internal process.	Recommendation delivered.

Ref. Task Number	Task Name	Task Detail	When	Resulting Information	Method	Completion Events
<del>2.1.73A.07</del>	Consult with <del>Secretary</del> <i>secretary</i> , <del>Dispute Resolution Panel</del> , or Chair, <del>Market Surveillance Panel</del> .	The <i>IESO</i> staff discusses impact of proposed <i>amendment</i> on sections 2 and 3 of Chapter 3 of the “ <del>Market Rules</del> ” <i>market rules</i> with the <del>Secretary</del> <i>secretary</i> , <del>Dispute Resolution Panel</del> and the Chair, <del>Market Surveillance Panel</del> , respectively, where the <i>amendment</i> impacts section 2 or section 3 of Chapter 3 of the “ <del>Market Rules</del> ” <i>market rules</i> .	During consideration of <i>amendment submission</i> and/or development of proposed and recommended <i>amendment</i> .	Determination of <i>market rule amendment</i> impacts on Dispute Resolution and/or Market Surveillance activities.	Internal process.	Assessment of <i>market rule</i> impact completed.
<del>2.1.83A.08</del>	Assess and decide, prepare report and notify.	The <i>technical panel</i> determines whether consideration of the <i>amendment submission</i> is warranted and the priority to be assigned to the development, either high priority or regular priority, see Appendix B.4.  Upon assessment, using criteria listed in Appendix B, <i>IESO</i> staff prepares a report to submit to the <i>IESO Board</i> and the requesting person is notified. The report to the <i>IESO Board</i> includes <i>amendment submission</i> details and other required information as indicated in section 4.3.14, Chapter 3 of the “ <del>Market Rules</del> ” <i>market rules</i> .	Following <del>2.1.63A.06</del> and <del>2.1.53A.05</del> , if applicable, if <i>amendment submission</i> is to follow this process.	Report to <i>IESO Board</i> and notification to requesting person.	<del>E-mail</del> <i>Email</i> to <i>IESO Board</i> and <del>e-mail</del> <i>email</i> to requesting person.	Recommendation made as to whether consideration of the <i>amendment submission</i> is warranted as a high priority or regular priority item.  Notice delivered.

<a href="#">Ref. Task Number</a>	Task Name	Task Detail	When	Resulting Information	Method	Completion Events
		<p>The <i>technical panel</i> may request additional information from the requesting person regarding the <i>amendment submission</i>. The <i>IESO Board/technical panel</i> may also request <i>written submissions</i> from stakeholders regarding the <i>amendment submission</i>.</p> <p>If the <i>amendment submission</i> is determined not to be warranted, the process is completed, subject to the <i>IESO Board</i> reversing the decision.</p>				
<a href="#">2.1.93A.09</a>	Receive notification of decision.	Requesting person receives notification as to whether the <i>technical panel</i> determined that the <i>amendment submission</i> is warranted.	Following <a href="#">2.1.83A.07</a> .	Notice.	<del>E-mail</del> <a href="#">Email</a> .	Requesting person receives notification.
<a href="#">2.1.103A.10</a>	<i>Publish</i> and give notice.	For those <i>amendment submissions</i> that are judged to warrant further consideration, <i>IESO</i> staff <i>publishes</i> details of the <i>amendment submission</i> , <i>technical panel</i> comments, requests for <i>written submissions</i> (if applicable) and notifies <i>market participants</i> , other parties and the requesting person of these details.	Following determination in <a href="#">2.1.83A.07</a> that <i>amendment</i> is warranted.	<p>Details of <i>amendment submission</i> and <i>technical panel</i> comments.</p> <p>Notification and, possibly, invite for submissions.</p>	<p>Publication: <i>IESO</i> <del>public Web site</del> <a href="#">website</a>.</p> <p>Notification: <del>E-mail</del> <a href="#">Email</a>.</p>	Details of <i>amendment submission</i> published and possible notification of invitation for written submissions.

<u>Ref. Task Number</u>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>
<a href="#"><u>2.1.113</u></a> <del>A.11</del>	Receive notification.	Requesting person receives notification and, if applicable, request for written submissions regarding the <i>amendment submission</i> and may respond, if desired.  Responses may include a request for an open meeting.	Following step <a href="#"><u>2.1.103A.09</u></a> and within the timeframe stated in the invitation for written submissions.	Written submission.  Request for open meeting.	Written Submission: <del>E-mail</del> <a href="#"><u>Email</u></a> .	Notification received. If applicable, submission delivered, where desired.
<a href="#"><u>2.1.123</u></a> <del>A.12</del>	Receive notification.	Interested parties receive notification and, if applicable request for written submissions regarding the <i>amendment submission</i> and may respond, if desired.  Responses may include a request for an open meeting.	Following step <a href="#"><u>2.1.103A.09</u></a> and within the timeframe stated in the invitation for written submissions.	Written submission.	Written Submission: <del>E-mail</del> <a href="#"><u>Email</u></a> .	Submission delivered, where desired.
<a href="#"><u>2.1.133</u></a> <del>A.13</del>	Review written submissions and schedule meeting.	The <i>technical panel</i> and <i>IESO</i> staff reviews the written submissions and may schedule a meeting with interested parties, including <i>market participants</i> , where it decides that this is appropriate for consideration of the matter at hand, and, if applicable, informs the <i>IESO Board</i> of the meeting.	Following the expiry of the time for submissions set out in step <a href="#"><u>2.1.103A.09</u></a> and at least 7 days prior to any meeting that is scheduled.	Schedule for meeting, if required, including the date, time and venue for meeting.	<del>E-mail</del> <a href="#"><u>Email</u></a> to <i>IESO Board</i> .	Decision as to whether a meeting will be scheduled.

<u>Ref. Task Number</u>	Task Name	Task Detail	When	Resulting Information	Method	Completion Events
<del>2.1.143</del> <del>A.14</del>	Notice of meeting.	<i>IESO</i> staff send notice of meeting, if applicable, to external requesting party and other parties including <i>market participants</i> no less than 7 days prior to the date of the meeting. Details will be <i>published</i> on the <i>IESO</i> web-site.	Following <del>2.1.133</del> <del>A.12</del> , if applicable.	Meeting date.	Publication: <i>IESO</i> <del>public Web</del> <del>site</del> <a href="#">website</a> Notification: <del>E-</del> <del>mail</del> <a href="#">Email</a> .	Notification sent.
<del>2.1.153</del> <del>A.15</del>	Receive notice of meeting.	Requesting person receives notification of meeting scheduled to discuss proposed <i>amendment</i> and attends meeting, if desired.	Following <del>2.1.143</del> <del>A.13</del> , if meeting scheduled.	Notice.	<del>E-mail</del> <a href="#">Email</a> .	Notice of meeting received.
<del>2.1.163</del> <del>A.16</del>	Receive notice of meeting.	Other parties, including <i>market participants</i> , receive notification of meeting scheduled to discuss proposed <i>amendment</i> and attend meeting, if desired.	Following <del>2.1.143</del> <del>A.13</del> , if meeting scheduled.	Notice.	<del>E-mail</del> <a href="#">Email</a> .	Notice of meeting received.
<del>2.1.173</del> <del>A.17</del>	Hold public meeting.	The <i>technical panel</i> holds public meetings to discuss <i>amendment submission</i> .	As set out in notice of meeting.	Summary notes of meeting.	Public input can be sent via <del>e-</del> <del>mail</del> <a href="#">email</a> .	Receipt of public input.



<u>Ref. Task Number</u>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>	
<a href="#">2.1.183 A.18</a>	Develop <i>amendment</i> and assessment, <i>publish</i> and give notice.	<p><i>IESO</i> staff/technical panel develop proposed <i>amendment</i> using the “Market Rule Amendment Proposal Form”.</p> <p><i>IESO</i> staff develops an assessment of the impact of the <i>amendment</i> on the interests of consumers with respect to prices and the <i>reliability</i> and quality of electricity service.</p> <p><i>IESO</i> staff may, at request of <i>technical panel</i> and/or <i>IESO Board</i> <i>publish</i> and give notice of the proposed <i>amendment</i> and invite the requesting person and other parties, including <i>market participants</i>, to make written submissions.</p>	Following <a href="#">2.1.133A.13</a> or <a href="#">2.1.163A.16</a> , if meeting held.	<p>Details of <a href="#">proposed amendment including proposed effective date and date of the <i>IESO Board</i> meeting for amendment discussion submission</a>.</p> <p>Notification and invite for submissions.</p>	<p>Publication: <i>IESO</i> <del>public Web site</del> website,</p> <p>Notification: <del>E-mail</del> Email.</p>	<p><i>Publish</i> and notification of complete <i>amendment</i> proposal.</p> <p>Invite for written submissions.</p>	
<a href="#">2.1.193 A.19</a>	Receive notice.	Requesting person receives request for written submissions regarding the proposed <i>amendment submission</i> and may respond, if desired.	Following step <a href="#">2.1.183A.18</a> and within the timeframe stated in the invitation for written submissions.	Written submission.	<del>E-mail</del> Email.	Submission delivered, where desired.	
<a href="#">2.1.203 A.20</a>	Receive notice.	Other parties, including <i>market participants</i> , receive request for written submissions regarding the <i>amendment submission</i> and may respond, if desired.	Following step <a href="#">2.1.183A.18</a> and within the timeframe stated in the invitation for written submissions.	Written submission.	<del>E-mail</del> Email.	Submission delivered, where desired.	

<u>Ref. Task Number</u>	Task Name	Task Detail	When	Resulting Information	Method	Completion Events
<u>2.1.21</u> <del>3A.17</del>	Review written submissions and vote.	The <i>technical panel</i> reviews the written submissions, considers proposed <i>amendment</i> , makes changes as required and votes on proposed <i>amendment</i> .	Following step <del>3A.17</del> & <u>2.1.18</u> <del>3A.18</del> .	Vote.	Each <i>Technical Panel</i> member will vote whether they are in favour or opposed to the proposed <del>rule amendment</del> <u>amendment</u> and may provide their reason/rationale for their stated position.	Vote.
<u>2.1.22</u>	<u><i>Publish amendment voted on by the technical panel.</i></u>	<u><i>IESO staff publishes the amendment voted on by the technical panel and notifies requesting person and other parties, including market participants. IESO staff shall, at request of technical panel, invite written submissions to the IESO Board on the recommended amendment.</i></u>	Following step <u>2.2.21</u> .	<u><i>Published amendment with technical panel determination.</i></u>	<u><i>Publication: IESO website.</i></u>	<u><i>Amendment published and notification given.</i></u>

<u>Ref. Task Number</u>	Task Name	Task Detail	When	Resulting Information	Method	Completion Events
<a href="#">2.1.233</a> <del>A.22</del>	Prepare and submit report, assessment and summary.	If applicable, <i>technical panel</i> and <i>IESO</i> staff prepare a report with recommended <i>amendment</i> details, <u>which includes proposed amendment publication and effective dates</u> , and submit to the <i>IESO Board</i> along with the assessment described in Step 3A.18 and summaries of any comments or discussions as required under section 33 (1.1) of the <i>Electricity Act, 1998</i> .	Following <a href="#">step 2.1.21</a> <del>3A.21</del> , <u>Submission to the IESO Board required no less than 5 business days in advance of the IESO Board meeting.</u>	Report to <i>IESO Board</i> .	The <i>technical panel</i> Chair submits report on behalf of the <i>technical panel</i> .	Report delivered.
<a href="#">2.1.243</a> <del>A.23</del>	Provide assessment to <i>OEB</i>	If an <i>amendment</i> is recommended for <i>IESO Board</i> approval, <i>IESO</i> staff provides the <i>OEB</i> with the assessment described in step 3A.18 and the recommended <i>amendment</i> .	<u>On the same business day immediately following step 2.1.233</u> <del>A.22</del> .	Assessment and recommended <i>amendment</i> .	<i>IESO</i> staff prepares report and submits via email to the <i>OEB</i> .	Assessment and recommended <i>amendment</i> provided to the <i>OEB</i> .
<a href="#">2.1.253</a> <del>A.24</del>	<i>Publish</i> recommendation and notify.	<i>IESO</i> staff <i>publishes</i> the recommendation <u>and all non-confidential materials provided</u> to the <i>IESO Board</i> regarding the recommended proposed <i>amendment</i> and notifies requesting person and other parties, including <i>market participants</i> . <i>IESO</i> staff shall, at request of <i>technical panel</i> , invite written submissions to the <i>IESO Board</i> on the recommended <i>amendment</i> .	<u>On the same business day immediately following</u> <del>2.1.233</del> <del>A.22</del> .	Report for publication.  Notification of recommendation and invitation to make written submissions	Publication: <i>IESO</i> <del>public Web site</del> <u>website</u> .  Notification: <del>E-mail</del> <u>Email</u> .	Recommendation <i>published</i> and notification given.

<u>Ref. Task Number</u>	Task Name	Task Detail	When	Resulting Information	Method	Completion Events
<u>2.1.263</u> <u>A.25</u>	Receive recommendation.	The requesting person receives notification of the recommendation.  If invited, the requesting person may submit written submissions regarding the recommendation to the <i>IESO Board</i> .	Within 7 <i>business days</i> of <u>2.2.213A.21</u> , where the recommended <i>amendment</i> differs materially from the original <i>amendment submission</i> .	Written submission regarding the recommendation, where applicable.	<del>E-mail</del> <u>Email</u> .	Submission made, where applicable.
<u>2.1.273</u> <u>A.26</u>	Receive recommendation.	The other parties, including <i>market participants</i> , receive notification of the recommendation.  If invited, the person may submit written submissions regarding the recommendation to the <i>IESO Board</i> .	Following <u>2.1.223A.24</u> and within timeframe for submissions specified in notification.	Written submission regarding the recommendation, where applicable.	<del>E-mail</del> <u>Email</u> .	Submission made, where applicable.
<u>2.1.283</u> <u>A.27</u>	Review submissions and decide	The <del><i>IESO Board of Directors</i></del> receives written submissions regarding the <i>amendment</i> , as appropriate.  The <i>IESO Board</i> shall either: <ul style="list-style-type: none"> <li>• <del>accept</del> <u>adopt</u> the recommendation as recommended or modified by <i>IESO Board</i>;</li> <li>• reject the recommendation;</li> <li>• refer the matter back to the <i>technical panel</i> for further consideration.</li> </ul>	Following step <u>2.1.233A.26</u> or, where written submissions are applicable, following the deadline for their submission.	None.	Internal.	Decision made regarding the recommendation.

Ref. Task Number	Task Name	Task Detail	When	Resulting Information	Method	Completion Events
<a href="#">2.1.293 A.28</a>	Provide <i>OEB</i> with <i>IESO Board</i> statements.	If the <i>IESO Board</i> approves an <i>amendment</i> , <i>IESO</i> staff provides the <i>OEB</i> with a copy of the approved <i>amendment</i> , statements of members of the <i>IESO Board</i> disagreeing with the assessment described in task 3A.18, if any, <a href="#">confirmation of the proposed publication and effective dates</a> , and other information required under section 33. (2) of the <i>Electricity Act, 1998</i> .	<a href="#">Within 2 business days</a> <del>Following step 2.1.28.3.A.27</del>	Statements of the <i>IESO Board</i> , if any, and other required information.	<i>IESO</i> staff submits the approved <i>amendment</i> to the <i>OEB</i> via email.	Approved <a href="#">amendment</a> and other required information provided to the <i>OEB</i> .
<a href="#">2.1.303 A.29</a>	Publish decision and notify.	<i>IESO</i> staff publishes the approved <i>amendment</i> <a href="#">and the date the amendment comes into force, which shall not be less than at least 22 days<sup>1</sup> following the date of publication of the amendment before the amendment comes into force</a> and <i>IESO</i> staff gives notice of the decision of the <i>IESO Board</i> to other parties, including <i>market participants</i> , the <i>OEB</i> and the requesting person <a href="#">on the day of publishing</a> .	<a href="#">Within 2 business days</a> <del>Following step 2.1.293A.28.</del>	<i>Amendment accepted: <del>accepted:</del></i> Decision and <i>amendment published</i> .  Notification to other parties, including <i>market participants</i> , the <i>OEB</i> and requesting person.	Publication: <i>IESO</i> <del>public Web site</del> website.  Notification: <del>E-mail</del> Email.	Decision <i>published</i> and notification sent.

<sup>1</sup> The 22-day period begins the day following publication/notification to the *OEB* and does not include statutory holidays.

<a href="#">Ref. Task Number</a>	Task Name	Task Detail	When	Resulting Information	Method	Completion Events
		Where the <i>amendment</i> is rejected or the <i>IESO Board</i> instructs the <i>technical panel</i> to undertake further consideration of the <i>amendment</i> , the decision is <i>published</i> and other parties, including <i>market participants</i> , and the requesting person are notified.		<i>Amendment</i> rejected or <i>IESO</i> directed to undertake further review: Decision <i>published</i> .  Notification to other parties, including <i>market participants</i> , the <i>OEB</i> and requesting person.	Publications: <i>IESO</i> <del>public Web site</del> <a href="#">website</a> .  Notification: <del>E-mail</del> <a href="#">Email</a> .	Decision <i>published</i> and notification sent.
<a href="#">2.1.313 A.30</a>	Receive notification of <i>IESO Board</i> decision.	Requesting person receives notification of <i>IESO Board</i> 's decision regarding the <i>amendment</i> , along with details of any <i>amendment</i> that is adopted by the <i>IESO Board</i> .	Following step <a href="#">2.1.303A.29</a> .	Notice.	<del>E-mail</del> <a href="#">Email</a> .	Notification received.
<a href="#">2.1.323 A.31</a>	Receive notification of <i>IESO Board</i> decision.	Other parties, including <i>market participants</i> , receive notification of <i>IESO Board</i> 's decision regarding the <i>amendment</i> , along with details of any <i>amendment</i> that is adopted by the <i>IESO Board</i> .	Following step <a href="#">2.1.303A.29</a> .	Notice.	<del>E-mail</del> <a href="#">Email</a> .	Notification received.

## 2.2 Urgent Amendment of Market Rules

The following table represents the steps and information related to the *urgent amendment* of the “~~Market Rules~~”*market rules*. ~~The steps shown in the following table are those represented in the work flow detailed in Section 2.2.~~

<u>Ref. Task Number</u>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>
<del>2.2.13B.0</del> 4	<i>Urgent rule amendment committee (URAC), IESO Board, IESO staff assess and develop amendment. IESO staff develop assessment.</i>	The <i>urgent rule amendment committee</i> (URAC), IESO staff, other parties including <i>market participants</i> or IESO Board identifies need for an <i>urgent amendment</i> and IESO staff, <i>technical panel</i> and/or IESO Board develops <i>amendment</i> using the “Market Rule Amendment Proposal Form”.  IESO staff develops an assessment of the impact of the <i>urgent amendment</i> on the interests of consumers with respect to prices and the <i>reliability</i> and quality of electricity service.	Upon determination in <del>2.1.33A.03</del> that an <i>urgent amendment</i> is required or an <i>urgent amendment</i> is identified by the IESO staff or others.	Identification, <i>amendment</i> and assessment.	Internal process.	Identification of need for and development of <i>amendment</i> and assessment completed.

<u>Ref. Task Number</u>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>
<u>2.2.23B.02</u>	Provide assessment to <i>IESO Board/URAC</i> .	<i>IESO</i> staff provides the <i>OEB</i> and <i>IESO Board/URAC</i> with the assessment described in step <u>2.2.13B.01</u> and the recommended <i>amendment</i> . The <i>IESO Board/URAC</i> also receives summaries of any comments or discussions as required under section 33 (1.1) of the <i>Electricity Act, 1998</i> .	Following step <u>2.2.13B.01</u> .	Assessment.	Internal process.	Recommended <u>amendment</u> and assessment provided to the <i>IESO Board/URAC</i> .
<u>2.2.33B.03</u>	<i>IESO Board/URAC</i> consults, decides and reports.	The <i>IESO Board/URAC</i> receives the <i>urgent amendment</i> report and consults with persons as it deems appropriate. The <i>IESO Board/URAC</i> meets to vote on the <i>urgent rule amendment</i> . If <i>URAC</i> makes the <i>amendment</i> , <u>the with assistance from IESO staff</u> , <i>URAC</i> reports this decision to the <i>IESO Board</i> .	Following step <u>2.2.23B.02</u> .	Decision.	Internal process.	Decision made.



<b>Ref. Task Number</b>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>	
<del>2.2.43B.0</del> 4	Provide <i>OEB</i> with <i>IESO Board</i> statements.	If the <i>IESO Board/URAC</i> approves the <i>urgent amendment</i> , <i>IESO</i> staff provides the <i>OEB</i> with a copy of the approved <i>amendment</i> , statements of members the <i>IESO Board</i> disagreeing with the assessment described in task <del>2.2.13B.01</del> , if any, and other information required under section 34 (2.1) of the <i>Electricity Act, 1998</i> .	Following step <del>2.2.23B.03</del> .	Statements of the <i>IESO Board</i> , if any and other required information.	Internal.	Approved <del>amendment</del> <i>amendment</i> , assessment, statements, if any, and other required information provided to the <i>OEB</i> .	
<del>2.2.53B.0</del> 5	<i>Publish</i> and notify.	<i>IESO</i> staff <del>forthwith</del> publishes the <i>urgent amendment</i> made by <i>URAC/IESO Board</i> and notifies requesting person, other parties, including <i>market participants</i> , and <i>OEB</i> of <i>amendment</i> . The <i>amendment</i> is <i>published</i> at the same time or as soon as reasonably possible after the notice is sent to the <i>OEB</i> .	Following <del>2.2.33B.04</del> .	Publication of <i>urgent amendment</i> .  Notification to requesting person and other parties, including <i>market participants</i> .	Publication: <i>IESO public Web site</i> Notification: <del>E-mail</del> <i>Email</i> .	<del>Publication</del> complete and notification given.	
<del>2.2.63B.0</del> 6	Receive notification.	Requesting person receives notification of the <i>amendment</i> .	Following step <del>2.2.53B.05</del> .	Notice.	<del>E-mail</del> <i>Email</i> .	Notification received.	

<b>Ref. Task Number</b>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>
<a href="#"><u>2.2.73B.07</u></a>	Receive notification.	Other parties, including <i>market participants</i> , receive notification of the <i>amendment</i> .	Following step <a href="#"><u>2.2.53B.05</u></a> .	Notice.	<del>E-mail</del> Email.	Notification received.
<a href="#"><u>2.2.83B.08</u></a>	Provide assessment to <i>OEB</i> and <i>IESO Board</i> .	If the <i>urgent amendment</i> is made by <i>URAC</i> , <i>IESO</i> staff provides the <i>OEB</i> and <i>IESO Board</i> with the assessment described in step <a href="#"><u>2.2.13B.04</u></a> and the recommended <i>amendment</i> .	Following step <a href="#"><u>2.2.33B.03</u></a> .	Assessment.	Internal process.	Assessment provided to the <i>IESO Board</i> and <i>OEB</i> .
<a href="#"><u>2.2.93B.09</u></a>	<i>IESO Board</i> convenes, consults and decides.	If the <i>urgent amendment</i> is made by <i>URAC</i> , the <i>IESO Board</i> convenes to determine whether to confirm, modify or reject/stay the <i>amendment</i> <del>previously approved by of</del> the <i>URAC</i> .	Upon acceptance of <i>amendment</i> by the <i>URAC</i> in <a href="#"><u>2.2.33B.08</u></a> .	None.	Internal.	Determination made.

<a href="#">Ref. Task Number</a>	Task Name	Task Detail	When	Resulting Information	Method	Completion Events
<a href="#">2.2.103B.10</a>	Provide <i>OEB</i> with <i>IESO Board</i> statements.	If the <i>IESO Board</i> ratifies the <i>urgent amendment</i> , <i>IESO</i> staff provides the <i>OEB</i> with a copy of the approved <i>amendment</i> , statements of members the <i>IESO Board</i> disagreeing with the assessment described in task <a href="#">2.2.13B.01</a> , if any, <a href="#">confirmation of the proposed publication and effective dates</a> , and other information required under section 34.(2.1) of the <i>Electricity Act, 1998</i> .	<a href="#">Within 2 business days</a> following step <a href="#">2.2.93B.09</a> .	Statements of the <i>IESO Board</i> , if any, and summaries.	Email.	Statements, if any, and other required information provided to the <i>OEB</i> .

<u>Ref. Task Number</u>	Task Name	Task Detail	When	Resulting Information	Method	Completion Events
<del>2.2.113B.11</del>	<i>Publish and notify.</i>	The <i>IESO</i> staff <i>publishes</i> the <i>IESO Board</i> decision regarding the <i>urgent amendment</i> and notifies requesting person, other parties, including <i>market participants</i> , and the <i>OEB</i> .  Where the <i>amendment</i> has been modified or rejected/stayed the <i>IESO</i> will <del>forthwith</del> publish and give notice of the revised <i>amendment</i> or rejection/stay to the requesting person, other parties including <i>market participants</i> , and the <i>OEB</i> .	<u>Within 2 business days</u> following <del>2.2.93B.08</del> .	<del>Publication</del> Publication of <i>IESO Board</i> decision, with revised <i>urgent amendment</i> , if applicable.  Notification to <i>market participants</i> .	Publication: <i>IESO public Web site</i> website.  Notification: Email.	<del>Publication</del> Publication complete and notification given.
<del>2.2.123B.12</del>	Receive notification.	Requesting person receive notification of the <i>IESO Board</i> decision.	Following step <del>2.2.113B.09</del> .	Notice.	<del>E-mail</del> Email.	Notification received.
<del>2.2.133B.13</del>	Receive notification.	Other parties, including <i>market participants</i> and the <i>OEB</i> , receive notification of the <i>IESO Board</i> decision.	Following step <del>2.2.113B.09</del> .	Notice.	<del>E-mail</del> Email.	Notification received.

## 2.3 Minor Amendment of Market Rules

The following table represents the steps and information related to the *minor amendment*. ~~The steps shown in the following table are those represented in the work flow detailed in Section 2.3.~~

<u>Ref. Task Number</u>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>
<del>2.3.13C.01</del> 1	Assess, consult and invite written submissions.	The <i>technical panel</i> assesses the <i>minor amendment</i> and invites written submissions from <i>market participants</i> and other interested persons, where it determines that these are required to support its analysis.  <i>IESO</i> staff develops an assessment of the impact of the <i>minor amendment</i> on the interests of consumers with respect to prices and the <i>reliability</i> and quality of electricity service.	Upon determination in <del>2.1.73A.07</del> that <i>minor amendment</i> is required.	Invite for written submissions, if required.	<i>IESO</i> <del>public</del> web-site.	Invite for submissions submitted, if required.
<del>2.3.23C.02</del> 2	Receive invite for written submissions.	Requesting person receives invitation for written submissions regarding the <i>minor amendment</i> and responds within the stated timeframe.	Following <del>2.3.13C.01</del> , if written submissions invited.	Written submission, if desired.	<del>E-mail</del> Email.	Submission completed.

<u>Ref. Task Number</u>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>
<del>2.3.33C.03</del>	Receive request for written submissions.	Other parties, including <i>market participants</i> , receive request for written submissions regarding the <i>minor amendment</i> and responds within the stated timeframe.	Following <del>2.3.13C.04</del> , if written submissions invited.	Written submission, if desired.	<del>E-mail</del> <u>Email</u> .	Submission completed.
<del>2.3.423C.04</del>	<u>Consult-Engagement</u> with <i>IESO</i> .	Other parties contacted by the <i>IESO</i> <del>consult-engage</del> with the <i>IESO</i> regarding the <i>minor amendment</i> , as requested by <i>IESO</i> .  The <i>IESO</i> discusses impact of proposed <i>amendment</i> on sections 2 and 3 of Chapter 3 of the “ <del>Market Rules</del> ” <u>market rules</u> with the <u>Secretary</u> <del>secretary</del> , <del>Dispute Resolution Panel</del> and the Chair, <del>Market Surveillance Panel</del> , respectively, where appropriate.	Following <del>2.3.33C.03</del> , where required.	<del>Consultation</del> <u>Engagement</u> .	As appropriate through <u>consultation engagement</u> medium.	<del>Consultation Engagement</del> complete.

<u>Ref. Task Number</u>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>	
<u>2.3.53C.05</u>	Review written submissions and vote.	The <i>technical panel</i> reviews the <i>minor amendment</i> and any written submissions from <i>market participants</i> .	Following <u>2.3.43C.04</u> , where written submissions not requested or following the deadline for written submissions, where requested.	<u>VoteNone.</u>	<u>Each technical panel member will vote whether they are in favour or opposed to the proposed amendment and may provide their reason/rationale for their stated positionNone.</u>	<u>Assessment completeVote.</u>	
<u>2.3.63C.06</u>	Prepare and submit report, <u>assessment and summary</u> .	<i>IESO</i> staff/ <i>technical panel</i> prepare report with <i>amendment</i> details, <u>which includes proposed amendment publication and effective dates</u> , and submits to the <i>IESO Board</i> along with the assessment described in step <u>2.3.13C.04</u> and summaries of any comments or discussions as required under section 34 (2.1) of the <i>Electricity Act, 1998</i> .	Following <u>2.3.53C.05</u> .	Report to <i>IESO Board</i> .	Internal process.	Report delivered.	

<b>Ref. Task Number</b>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>
<del>2.3.73C.07</del>	Provide assessment to <i>OEB</i> .	If an <i>amendment</i> is recommended for <i>IESO Board</i> approval, <i>IESO</i> staff provides the <i>OEB</i> with the assessment described in step <del>2.3.13C.04</del> and the recommended <i>amendment</i> .	<del>On the same business day immediately following step 2.3.63C.06.</del>	Assessment.	Internal process.	Assessment provided to the <i>OEB</i> .
<del>2.3.83C.08</del>	Decide or refer back to <i>IESO</i> .	The <i>IESO Board</i> reviews written submissions regarding the <i>amendment</i> , as appropriate and decides.	Following step <del>2.3.73C.07</del> or, where written submissions are applicable, following the deadline for their submission.	Decision.	Internal.	Decision made regarding the <i>amendment</i> .
<del>2.3.93C.09</del>	Provide <i>OEB</i> with <i>IESO Board</i> statements.	If the <i>IESO Board</i> approves an <i>amendment</i> , <i>IESO</i> staff provides the <i>OEB</i> with a copy of the approved <i>amendment</i> , statements of members of the <i>IESO Board</i> disagreeing with the assessment described in task <del>2.3.13C.04</del> , if any, <u>confirmation of the proposed publication and effective dates</u> , and other information required under section 33 (1.1) of the <i>Electricity Act, 1998</i> .	<u>Within 2 business days</u> <del>Following step 2.3.83C.08.</del>	Statements of the <i>IESO Board</i> , if any, and summaries.	Email.	Statements, if any, and other required information provided to the <i>OEB</i> .



<b>Ref. Task Number</b>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>
<a href="#">2.3.103C.10</a>	Publish decision and notify.	<i>IESO staff publishes the IESO Board approved decision and amendment and the date the amendment comes into force, which shall not be less than approved by the IESO Board, if accepted, at least 22 days<sup>2</sup> following the date of publication of before the amendment comes into force and. IESO staff notifies requesting person, other parties, including market participants and the OEB on the day of publishing.</i>	<i>Within 2 business days following 2.3.93C.09.</i>	<i>IESO Board decision published, with amendment, if accepted.</i>  <i>Notification to requesting person, other parties, including market participants and the OEB.</i>	Publication: <i>IESO public Web website.</i>  Notification: <i>E-mail Email.</i>	<i>IESO Board decision published and notice given.</i>
<a href="#">2.3.113C.11</a>	Receive notification.	Requesting party receives notification of <i>IESO Board's</i> decision regarding the amendment, along with details of any <del>amendment</del> amendment that is accepted by the <i>IESO Board</i> .	Following step <a href="#">2.3.103C.10</a> .	Notice.	<del>E-mail</del> Email.	Notification received.

<sup>2</sup> The 22-day period begins the day following publication/notification to the OEB and does not include statutory holidays.

<b><u>Ref. Task Number</u></b>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>
<del>2.3.123C.12</del> <a href="#">2.3.103C.10</a>	Receive notification.	Other parties including <i>market participants</i> , receives notification of <i>IESO Board's</i> decision regarding the <i>amendment</i> , along with details of any <i>amendment</i> that is accepted by the <i>IESO Board</i> .	Following step <a href="#">2.3.103C.10</a> .	Notice.	<del>E-mail</del> <a href="#">Email</a> .	Notification received.

## 2.4 Amendment of Market Rules Ordered by the Ontario Energy Board (OEB)

The following table represents the steps and information related to the *amendment* and publication of the “*Market Rules*”*market rules* ordered by the *Ontario Energy Board (OEB)*. ~~The steps shown in the following table are those represented in the work flow detailed in Section 2.4.~~

<a href="#">Ref. Task Number</a>	Task Name	Task Detail	When	Resulting Information	Method	Completion Events
<a href="#">2.4.13D.01</a>	Determine nature of <i>OEB</i> order.	The <i>IESO Board</i> determines the relevant Section(s) of the <i>Electricity Act 1998</i> under which the <i>OEB</i> order is given and whether this process or the general <i>amendment</i> process set out in Section 2.1 applies.	Upon issue of an order from the <i>OEB</i> .	Identification of affected sections of <i>Electricity Act 1998</i> .	Internal process.	The <i>IESO Board</i> submits <i>amendment</i> to technical panel for processing, or decides to process the <i>amendment</i> itself, under Section 3.1 on identification of <i>OEB</i> order under section 33(6)/34(6) of the <i>Electricity Act, 1998</i> in 3C.01.
<a href="#">2.4.23D.02</a>	<i>IESO Board</i> Consultation.	<i>IESO Board</i> consults with selected persons on <i>amendment</i> , as it determines is appropriate.	Upon identification of <i>OEB</i> order under <i>Electricity Act 1998</i> in <a href="#">2.4.13D.01</a> and before <i>OEB</i> -defined time constraint.	Consultation.	As appropriate through consultation medium.	Consultation initiated.
<a href="#">2.4.33D.03</a>	Consult with <i>IESO Board</i> .	Selected persons identified by <i>IESO Board</i> provide consultation to the <i>IESO Board</i> regarding the <i>amendment</i> , as requested.	Following <a href="#">2.4.23D.02</a> , as requested by the <i>IESO Board</i> .	Consultation.	As appropriate through consultation medium.	Consultation complete.

<b><u>Ref. Task Number</u></b>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>
<del>2.4.43D.0</del> 4	Provide assessment to <i>OEB</i> .	Prior to the <i>IESO Board</i> making an amendment, <i>IESO</i> staff provides the <i>OEB</i> with an assessment of the impact of the amendment on the interests of consumers with respect to prices and the <i>reliability</i> and quality of electricity service, along with the recommended amendment.	Following step <del>2.4.33D.03</del> .	Assessment.	Email.	Assessment provided to the <i>OEB</i> .
<del>2.4.53D.0</del> 5	<i>IESO Board</i> approval and provision of <i>IESO Board</i> statements to <i>OEB</i> .	After the <i>IESO Board</i> approves an amendment, <i>IESO</i> staff provides the <i>OEB</i> with a copy of the approved amendment, statements of members of the <i>IESO Board</i> disagreeing with the assessment described in task <del>2.4.43D.04</del> , if any, <u>confirmation of the proposed publication and effective dates</u> , and other information required under section 33 (1.1) of the <i>Electricity Act, 1998</i> .	<u>Within 2 business days</u> following step <del>2.4.43D.04</del> .	Statements of the <i>IESO Board</i> , if any, and summaries.	Email.	Statements, if any, and summaries provided to the <i>OEB</i> .

<b>Ref. Task Number</b>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>
<a href="#"><u>2.4.63D.06</u></a>	Publish and notify	<i>IESO staff publishes amendment approved by the IESO Board <u>amendment and the date the amendment comes into force, which shall not be less than at least 22 days<sup>3</sup> following the date of publication of before the amendment comes into force and IESO staff</u> notifies other parties, including market participants and OEB, of the amendment <u>on the day of publishing.</u></i>	<a href="#"><u>Within 2 business days following 2.4.53D.05.</u></a>	Amendment published.  Notification of amendment.	<i>IESO <del>public Web</del> website.</i>  <del>E-mail</del> Email.	Amendment published.
<a href="#"><u>2.4.73D.07</u></a>	Receive notification.	Other parties, including market participants and OEB receive notification of amendment.	Following <a href="#"><u>2.4.63D.06.</u></a>	Notice.	<del>E-mail</del> Email.	Notification received.

<sup>3</sup> The 22-day period begins the day following publication/notification to the OEB and does not include statutory holidays.

## 2.5 Amendment of Market Rules Revoked by the OEB

The following table represents the steps and information related to the *amendment* and publication of the “~~Market Rules~~”*market rules* revoked by the OEB. ~~The steps shown in the following table are those represented in the work flow detailed in Section 2.5.~~

<u>Ref. Task Number</u>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>
<del>2.5.13</del> F.01	<i>IESO Board Process Determination.</i>	The <i>IESO Board</i> determines if they will refer the revoked <i>amendment</i> to the <del>technical panel</del> <i>Technical Panel</i> or will process the <i>amendment</i> itself.	Upon receipt of an <i>amendment</i> revoked by the <i>OEB</i> .	Process determination.	Internal process.	The <i>IESO Board</i> submits <i>amendment</i> to <i>technical panel</i> for processing under section 3.1 of this procedure, or decides to process the <i>amendment</i> itself.
<del>2.5.23</del> F.02	<i>IESO Board Consultation.</i>	<i>IESO Board</i> consults with selected persons on <i>amendment</i> , as it determines is appropriate.	Upon identification of an <i>amendment</i> revoked by the <i>OEB</i> .	Consultation.	As appropriate through consultation medium.	Consultation initiated.
<del>2.5.33</del> F.03	Consult with <i>IESO Board</i> .	Selected persons identified by <i>IESO Board</i> provide consultation to the <i>IESO Board</i> regarding the <i>amendment</i> , as requested.	Following <del>2.5.23</del> F.02, as requested by the <i>IESO Board</i> .	Consultation.	As appropriate through consultation medium.	Consultation complete.

<u>Ref. Task Number</u>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>	
<a href="#">2.5.43F.04</a>	Provide assessment to <i>OEB</i> .	Prior to the <i>IESO Board</i> making an <i>amendment</i> , <i>IESO</i> staff provides the <i>OEB</i> with an assessment of the impact of the <i>amendment</i> on the interests of consumers with respect to prices and the <i>reliability</i> and quality of electricity service, along with the recommended <i>amendment</i> .	Following step <a href="#">2.5.33F.03</a> .	Assessment.	Email.	Assessment and recommended <del><i>amendment</i></del> provided to the <i>OEB</i> .	
<a href="#">2.5.53F.05</a>	<i>IESO Board</i> approval and provision of <i>IESO Board</i> statements to <i>OEB</i> .	After the <i>IESO Board</i> approves an <i>amendment</i> , <i>IESO</i> staff provides the <i>OEB</i> with a copy of the approved <i>amendment</i> , statements of members of the <i>IESO Board</i> on the assessment described in task <a href="#">2.5.43F.04</a> , if any, <a href="#">confirmation of the proposed publication and effective dates</a> , and summaries of any comments or discussions as required under section 33 (1.1) of the <i>Electricity Act, 1998</i> .	<a href="#">Within 2 business days</a> following step <a href="#">2.5.43F.04</a> .	Statements of the <i>IESO Board</i> , if any, and summaries.	Email.	Approved <del><i>amendment</i></del> , statements, if any, and other required information provided to the <i>OEB</i> .	

<b><u>Ref. Task Number</u></b>	<b>Task Name</b>	<b>Task Detail</b>	<b>When</b>	<b>Resulting Information</b>	<b>Method</b>	<b>Completion Events</b>
<del>2.5.63F.06</del>	<i>Publish and notify.</i>	<i>IESO staff publishes amendment approved by the IESO Board and the date the amendment comes into force, which shall not be less than at least 22 days<sup>4</sup> following the date of publication of before the amendment comes into force and IESO staff notifies other parties, including market participants and OEB, of the amendment on the day of publishing.</i>	<del>Following 2.5.53F.05.</del> <i>Within 2 business days</i>	<i>Amendment published.</i>  <i>Notification of amendment</i>	<del>IESO public Web site website</del>  <del>E-mail Email.</del>	<del>Amendment published.</del> <i>Amendment published.</i>
<del>2.5.73F.07</del>	Receive notification.	Other parties, including market participants and OEB receive notification of amendment.	Following <del>2.5.63F.06</del> .	Notice.	<del>E-mail Email.</del>	Notification received.

– End of Section –

<sup>4</sup> The 22-day period begins the day following publication/notification to the OEB and does not include statutory holidays.



## Appendix A: Forms

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This appendix contains a list of the forms associated with the “Market Rule Amendment Procedure”. These forms are available on the *IESO* ~~public Web site~~[website](#) in the same location as this procedure. The forms included are as follows.

Form Name	Form Number
Market Rule Amendment Submission Form	IMO-FORM-1466
Market Rule Amendment Proposal Form	IMO-FORM-1087

– End of Section –



# Appendix B: Criteria for Amendment Submission Consideration and Priority

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## B.1 Criteria for Determining Whether Amendment Submission Warrants Consideration

An *amendment submission* warrants consideration if:

- a) It identifies an error or inconsistency within the ~~“Market Rules”~~*market rules*;
- b) It identifies an error or inconsistency between the ~~“Market Rules”~~*market rules* and *applicable laws*~~applicable laws, regulations, codes, OEB licences, etc.~~;
- c) It identifies an *IESO-controlled grid* operating *reliability*~~reliability~~ concern;
- d) It identifies impediments to, or means to enable, operations and market coordination with rules, practices or regulations in neighbouring jurisdictions;
- e) It identifies impediments to, or means to enable, making the rules legally enforceable;
- f) It identifies ambiguity or confusion within the rules that cause interpretation confusion and leads to poor coordination of implementation or to future disputes;
- g) It identifies means to better enable the market to satisfy the market design principles;
- h) It identifies ways to simplify the market and/or reduce participant or *IESO* costs;
- i) It enables the implementation of a deferred functionality;
- j) The expected or perceived benefits of the *amendment* exceed the expected or perceived costs of implementation.

## B.2 Criteria for Determining Whether Amendment Submission is Urgent

Under section 34(1) of the *Electricity Act, 1998*, an *amendment* may be considered urgent if it is needed:

- a) To avoid, reduce the risk of or mitigate the effects of conditions that affect the ability of the integrated power system to function normally.

- b) To avoid, reduce the risk of or mitigate the effects of the abuse of market power.
- c) To implement standards or criteria of a ~~standards authority~~ [standards authority](#).
- d) To avoid, reduce the risk or mitigate the effects of an unintended adverse affect of a *market rule*.
- e) A reason prescribed by regulation.

### B.3 Criteria for Determining Whether an Amendment Submission is Minor

A *minor amendment* is defined an *amendment* to the ~~“Market Rules”~~ [market rules](#) to correct a typographical or grammatical error, or to effect a change of a non-material procedural nature.

Any *amendment submission* that proposes, or results in, any of the following impacts would **NOT** be a *minor amendment*:

- a) A *market participant* or the *IESO* would incur material additional costs in order to effect the change or to be compliant with the change brought about by the *amendment submission*.
- b) The determination of schedules (including bid and offer submission schedules, auction schedules etc) or prices in any of the physical or financial markets would be changed.
- c) The means of procurement of, and prices paid for, an ~~ancillary service~~ [ancillary service](#) would be changed.
- d) The level or timing of information released to the marketplace would be changed.
- e) Any *amendment submission* that proposes or results in a change to the conditions for participation that would cause any currently authorized participant to no longer be authorized.
- f) The change introduces additional risks of the *IESO* not being able to direct the operation of the *IESO-controlled grid* and maintain system or local area ~~reliability~~ [reliability](#) to meet the applicable standards.

### B.4 Criteria for Assigning Priority

The priority assigned to the development of *market rules* to address the issues identified in the submission will be either a “regular priority” or a “high priority.” Regular priority will be considered the norm and a high priority will be the exception. A high priority will need to be justified, using the established criteria below, by the party advocating the high priority. The *IESO* will work on regular priority rule amendments in the time-stamp order they are introduced to the Panel, pending the availability of *IESO* resources. High priority rule amendments will go to the top of the queue and take precedence over any regular priority ~~market rule amendment~~ [rule amendment](#).

- a) Pervasiveness of the problem: the extent to which an issue is adversely affecting a number of *market participants*, the extent of the adverse impact on the affected participants, and the likely duration of the problem (i.e., is it transitory, or will it persist). A high priority will be assigned to issues that are exceptionally more pervasive than others.
- b) Alternative solutions: the extent to which one or more alternative solutions are likely to be developed that will address the issue and improve the operation of the *IESO-administered*

*markets or IESO-controlled grid. Higher priority will be assigned to issues for which alternative solutions are likely to be developed through a market rule amendment.*

- c) Technical feasibility: the extent to which a technically sound solution can be developed, or whether the issue under consideration should await completion of other market development activities (including external activities). Higher priority will be assigned to issues for which technically feasible solutions are likely.
- d) Practical consequences: the extent to which a solution is likely to be acceptable generally, and the extent to which addressing a particular issue (or not addressing it) might cause others to act, e.g. the [OEB](#) or government. Higher priority will be assigned to issues whose solution is likely to be acceptable generally.

**– End of Section –**



# References

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Document Name	Doc ID
Market Manual 2: Market Administration, Part 2.0: Market Administration Overview	MDP_MAN_0002
<del>IESO</del> Governance and Structure By-Law	
Chapter 3, Section 4 “ <del>Market Rules</del> ” <u>market rules</u>	MDP_RUL_0002
<u>Electricity Act, 1998</u>	
Technical Panel to the IESO Board of Directors – Terms of Reference	

– End of Document –