



INFORMATION EXCHANGE COMMITTEE ELECTION PROCEDURES AND OPERATING MANUAL

FINAL PAPER

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1 Introduction

This paper outlines AEMO's considerations on the Information Exchange Committee (IEC) Election Procedures and Operating Manual having regard to stakeholder comments and the Australian Energy Market Commission's (AEMC) final rule on updating the electricity business to business (B2B) framework.

Note that the words, phrases and abbreviations set out in this paper have the meanings set out in the draft Procedure, or where terms are italicised, the meanings given to those terms in the National Electricity Rules (NER).

2 Background

On 30 June 2016, the AEMC released its final rule determination on updating the electricity B2B framework. To implement the new B2B framework to support competition in metering by 1 December 2017, the final rule requires AEMO to:

- By 1 August 2016, prepare and publish the IEC Election Procedures and IEC Operating Manual, following stakeholder consultation. The final rule recognises consultation undertaken by AEMO prior to the commencement date of the final rule.
- By 1 September 2016, establish the new IEC in accordance with the NER and the IEC Election Procedures.

Recognising the tight timetable for implementing the new electricity B2B framework by 1 December 2017, AEMO:

- Used the existing IEC Election Procedures and Operating Manual as a basis to develop the new Procedures and Manual but amended it to reflect the requirements of the final AEMC rules, including recognising content previously contained in the Procedures and Manual now reside in rules.
- Commenced the consultation on the IEC Election Procedures and Operating Manual prior to final rules in order to establish the new IEC as soon as practical after the publication of the AEMC's final rule determination.
- Tested the practicalities of the election process in establishing the transitional IEC. On 7 June 2016, AEMO established the transitional IEC to begin work on the development of B2B arrangements recognising the tight implementation timetable, and enable an effective and smooth transition of activities and membership to the new IEC.

2.1 Stakeholder consultation process

Table 1 presents the stakeholder consultation process undertaken by AEMO to inform the initial Election Procedures and Operating Manual.

Table 1: AEMO consultation process

DELIVERABLE	DATE
AEMO present draft IEC election procedures and operating manual to POC working group	26 May 2016
Comments due from POC working group members	2 June 2016
Draft IEC election procedures and operating manual published	9 June 2016
Submissions due on draft IEC election procedures and operating manual	23 June 2015
AEMO to present the draft IEC election procedures and operating manual to the transitional IEC	27 June 2016
AEMC release final rule	30 June 2016
AEMO publish the final IEC election procedures and operating manual.	11 July 2016

In the Issues Paper released on 9 June 2016, AEMO noted that should there be significant changes between the draft and final rule, AEMO will run another consultation on the IEC Election Procedures and Operating Manual before finalising these and establishing the new IEC.

AEMO considers another round of formal consultation is not warranted having regard to the following:

- The consultation process conducted to date, as outlined in table 1.
- The need to establish the new IEC as soon as practicable to deliver the necessary change to B2B by 1 December 2017.
- There were no significant changes between the draft and final rule impacting the IEC Election Procedures and Operating Manual.
- In accordance with the rules, the IEC Election Procedures and Operating Manual can be changed upon publication of the initial set.

3 Approach

The AEMC's final rule contains details on:

- the scope, content, and change process for the B2B procedures,
- functions and powers of the IEC,
- obligations on members, including the decision making criterion to guide IEC decisions (National Electricity Objective, B2B factors, and B2B principles) and the way members must conduct themselves in performing their duties,
- IEC membership, appointment requirements including for alternates, and member qualification requirements for members, and
- frequency of meetings (once every three months), meeting quorum, and voting requirements for decisions.

The Election Procedures and Operating Manual does not seek to replicate matters already covered by rules. The focus of the Election Procedures and Operating Manual are on, within the confines of the rules, the minimum requirements to enable the IEC to function, aim to strike a balance between practical application and providing stakeholders' confidence in the IEC processes, and recognise that the IEC can make changes in future, if necessary.

Consistent with the rules, the Election Procedures include provisions in respect of:

1. nominating Members and voting for Members;
2. the term of a Member;

3. the determination and publication of results of elections of a Member; and
4. the removal or resignation of a Member.

4 Consideration of stakeholder issues

In response to the call for submissions, AEMO received 12 submissions. A summary of stakeholder comments together with AEMO's response is presented in Attachment 2.

This sections outlines the key issues raised during consultation, key elements of the Election Procedures and Operating Manual, and AEMO's considerations.

4.1 Appointments and Nominations

In the draft Election Procedures, AEMO proposed:

- Appointed positions: the appointment of the Consumer Member, Discretionary Member and AEMO Member will be determined by AEMO in accordance with the rules.
- Nomination for elected positions: AEMO will call for nominations within 15 business days of the publication of the initial Procedure and Manual. Once the IEC is established, in the case of any vacancy AEMO will call for nominations within 15 business days, and:
 - If no nominee is put forward AEMO will advise the relevant Voter Category that the vacancy will remain open until a nomination is made.
 - If only one nominee is put forward they are deemed to be elected and no election process will be run.
 - If there is more than one nominee, AEMO will call an election and conduct a secret ballot from the relevant voters

AEMO also proposed that for all nominations to be approved by the Chief Executive Officer of the nominator. Only one nomination will be accepted from related bodies corporate.

In response, stakeholders sought amendments to some of the timeframes for the initial election process, requested AEMO clarity the timetable and method for communication for the initial election process, whether AEMO will assess the nominees against the qualification criteria, and questioned the need to seek CEO approval for the nominee.

Having regard to stakeholder comments, AEMO proposed to make the following amendments to the Election and Operating Procedures:

- Require AEMO, for initial nominations, to communicate the timetable and communication method as part of any election process. This provides flexibility in the election procedures, while also providing clarity to stakeholder prior to the election process. For vacancies, AEMO will develop a list of nominated representatives for each eligible voter. The serving of nomination forms and election forms would be to this nominated groups. As suggested by stakeholders, there is value in this to streamline the process and ensure the communication is directed to the right people within an organisation.
- Table 2 and 3 presents the proposed timetable for the initial nomination and IEC establishment and the timetable to fill future vacancies, respectively. This balances the need to get the initial IEC in place as soon as practicable to ensure delivery of the changes to B2B by 1 December 2017, against the ongoing election process requirements.
- The procedures will clarify that nominations will not be accepted if evidence that the nominee meets the qualification criteria is not provided or if it clear from the evidence provided that the nominee does not meet the criteria. The procedures will also be

amended (Appendix A and B) to require the provision of biography for the nominated members. This will help inform the election process.

- AEMO agrees that seeking approval from the CEO is administratively cumbersome for some businesses and therefore proposes to amend the procedures to allow CEO, company secretary, executive director or any of their authorised delegates.
- Amend chapter 4 to provide further clarity on the consumer member and discretionary member appointments.

Table 2: timetable for initial nomination and election process

Procedure reference	Details	timeframes
Initial nominations	AEMO calls for initial nominations for elected member categories. Will accept discretionary member nominations.	Within 5 business day of the publication of this Procedures and Manual
Nomination process	AEMO seeks nominations. Parties are to completed form in Appendix A	Within 10 business days of call for initial nominations
	Publish results, call for votes, call for nominations to fill discretionary role.	Within 5 business days of closing date for nominations.
	Response to call for votes and nominations to fill discretionary role.	Within 5 business days of call for votes and nominations to fill discretionary role.
No nominations	If no nominations received, or no nominations meet criteria, than AEMO advises relevant voter category. If none received in response to above, vacancy remains open as per 3.4.	Within 5 business days
Election and voting process	Run election in accordance with voting system in clause 5. Parties to complete form in Appendix B.	As specified in the notice
Results	AEMO publish results	Within 10 business days

Table 3: timetable to fill vacancies

Procedure reference	Details	timeframes
Call to fill vacancies	AEMO calls for nominations from the relevant voter category to fill vacancy caused by resignation or removal. AEMO call for nominations for discretionary members to fill vacancy caused by resignation or removal. For consumer representative, AEMO engage with ECA. For AEMO member, AEMO appoints in accordance with rules.	Within 5 business day of the effective date of vacancy.
Nomination process	AEMO seeks nominations. Parties are to completed form in Appendix A	Within 10 business days of call for vacancy
No nominations	If no nominations received, or no nominations meet criteria, than AEMO advises relevant voter category. If no received, vacancy remains open as per 3.4.	5 business day.
Election and voting process	Run election in accordance with voting system in clause 5. Parties to complete form in Appendix B.	As specified in the notice
Results	AEMO publish results for voter category. AEMO publishes results for other categories	Within 10 business days. Within 15 business days.

4.2 Term of office

In the draft Election Procedures, AEMO proposed a 2 year term of office, from the date of their election, for the *Distribution Network Service Provider Member*, *Retailer Member*, *Metering Member* and *Third Party B2B Participant Member*. AEMO also proposed not to set a minimum or fixed term of office for the Consumer Member, Discretionary Member, and AEMO Member.

In response to this, stakeholders noted that AEMO should reconsider the 2 year term of office for elected Members, some suggesting a three year term is more appropriate given initial work-load, or stagger the terms for each Member. All submissions received requested AEMO clarify the term of office for the AEMO members, consumer member and discretionary members in the Election Procedures. Some stakeholder also requested the procedure clarify that Members can be re-appointed.

AEMO considers that a two years term of office for the elected Members from the date of their election is appropriate. AEMO proposes that this is sufficiently long to ensure knowledge is maintained for a suitable amount of time, while allowing new representatives to be elected as the market changes. The Election Procedures do not preclude members being re-elected, should that be the view of the majority through the election process.

AEMO has considered adjusting, or staggering terms for elected Members to avoid the risk of a lack of continuity should it eventuate that all three elected Members depart from the IEC at once, however this is problematic as it would require the establishment of inequitable term lengths across the voted Member group. The discretionary appointments together with the ability for IEC members to be re-elected may address these issues, at least initially.

In response to stakeholder comments, AEMO considers it appropriate to specify a minimum term of office for the appointed Members (Consumer Member, Discretionary Member and AEMO Member). AEMO proposes that the Election Procedures specify that the appointed Members will be for a minimum term of 12 months. This will provide clarity, transparency and certainty, while being flexible enough to meet the requirements of the market at the time. In this regard, the initial term for the AEMO Member, Consumer Member, and Discretionary Member will be for 18 months to ensure continuity in the establishment of the initial changes to the B2B arrangements by 1 December 2017.

As part of call for nominations, the Election Procedures will be amended to require AEMO to specify the term of the appointment for both elected and appointed Members.

4.3 Removal and Resignation of Members

In the draft Election Procedures, AEMO proposed that there are three triggers that would require a member to resign, or else be removed if the Member:

- (a) is absent from 2 consecutive Meetings without chairperson approval;
- (b) sends an Alternate to act as their representative for two Meetings in any 12 month period unless the representative is sent due to a material conflict; or
- (c) is a *Discretionary Member* and ceases to be Independent of AEMO.

Stakeholders raised three key issues (1) questioned whether it was more appropriate for the IEC rather than Chairperson to approve absenteeism; (2) whether two meetings in clause a) and b) were appropriate, and (3) suggested some additional clauses be inserted.

Clauses a) and b) aim to strike a balance that allows for unavoidable and reasonable absences to be managed while ensuring there is not excessive delegation or unreasonable and unexplained absence. Excessive delegation could lead to an otherwise unelected representative making decisions for the voter category in question. AEMO considers that this would undermine the intention of the rule, where representatives are voted in by their relevant voter category as the person most fit to represent that voter category. Noting this, while recognising the practicalities,

particularly in circumstances where meeting may be called at short notice, the Election Procedures have been amended as follows:

- (a) clarify that the member is absent from two consecutive Meetings without chairperson approval and no alternate present;
- (b) sends an Alternate to act as their representative for three Meetings in any 12 month period unless the representative is sent due to a material conflict; or

For practical purposes, seeking approval for absenteeism by the IEC rather than the chairperson is unnecessary and could become cumbersome, particularly in situations where all members may not agree. To avoid such scenarios, AEMO considers chairperson approval is appropriate. Through application, should it be determined that such arrangements are not appropriate, then the Election Procedures and Operating Manual can be changed.

Clause c) seeks to align with Rules clause 7.17.11(d)(5) and ensure that at any time if a Discretionary Member ceases to be Independent of AEMO Member they must resign.

Having regard to stakeholder comments, AEMO agrees that the Election Procedures should add additional scenarios. AEMO proposes to include the following:

- The nominated party ceases to be employed by a B2B party within the voter category or a part of the relevant voter category they were nominated to represent.
- For AEMO and Consumer member, ceases to be employed by AEMO or Energy Consumers Australia, as the case may be; or for discretionary members, ceases to represent the B2B category for which the member was appointed in.

A number of stakeholders requested that an additional scenario be included where in situations where 50 percent or more relevant B2B parties have requested to AEMO that the nominated member be removed for any reason, including not adequately consulting with them. AEMO considers such a clause defeats the purpose of an election process. Members are elected to represent participants in the relevant membership category and the obligations in performing their duties are set out in the rules.

4.4 Alternates

In response to the draft Election Procedures and Operating Manual, some stakeholders requested that alternates should be confirmed as part of the call for nominations or vacancies.

AEMO considers the election process should focus on the elected Members. The election process, including the voting system, is designed around the elected Member, not the alternate. The process for putting forward an alternate will occur once the election process is complete and the IEC is established. In accordance with the rules, other than an alternate for the AEMO Member, alternates must be approved by an ordinary majority of the IEC.

A list of IEC members together with their alternates will be maintained on the AEMO website.

4.5 Voting

The draft Election Procedures and Operating Manual outlined the proposed voting system. The aim and design principles of the voting system are:

- be simple to issue, respond and count;
- enable a nominee to be appointed only when they receive >50% of the voter category vote; and
- minimise the need for election re-runs if possible.

The relatively small numbers of potential nominees and voters presents challenges when considering the voting system, primarily due to the prospect of a stalemate or dead heat resulting

from an election process, requiring an election re-run. The voting system proposed by AEMO is a preferential system which endeavours to meet the criteria listed above and reduce the likelihood of a stalemate or dead heat. A nominee is elected in the proposed system when (refer to Attachment 1 for further details):

1. One nominee obtains >50% of the vote and is elected.
2. No nominee obtains >50% in a straight run-off vote in the first round and preferential voting will be used, where votes for the lowest scoring nominee(s) are redistributed. If a nominee obtains >50% of the vote following allocation of preferences, the nominee is elected.
3. If a preferential vote has been attempted but this results in a stalemate or dead heat being declared between two or more nominees, the election would need to be re-run with all the same nominees including previously excluded nominees.
4. If this re-run results in a dead heat or stalemate again, the previous nominations will be rescinded and new nomination will be sought. The election processes will re-run with the new nominees.

A number of stakeholders questioned whether the election and voting should be undertaken in the form of a secret ballot, some suggested that it should not be the case where there is a dead heat or stalemate.

AEMO considers it appropriate that all votes should remain secret, noting this is a process for allocating preferences. Having regard to stakeholder comments, and to ensure timely resolution of election processes, AEMO will amend the Election Procedures to clarify:

- The election and voting will be undertaken in the form of a secret ballot. In circumstance of a dead heat or stalemate, AEMO will be required to advise what circumstances apply when seeking another round of preferences for the nominated parties.
- AEMO will disclose which of the scenarios successful nominees were elected by, i.e. as a result of an initial >50% vote or by preferences.

4.6 Other Attendees

In the draft Election Procedures and Operating Manual, AEMO proposed that any member may seek the chairperson's approval to invite additional parties to a Meeting to provide input (but not vote) on matters the Information Exchange Committee is considering, and that such a request be provided to the chairperson at least 10 business days prior to the relevant Meeting.

A number of stakeholders noted that such timeframes are impractical given IEC meeting agendas and papers are also to be released 10 business days prior to the IEC meetings.

The IEC is proposed to be a strategic decision making body where the Members represent the interests of their industry groups when making decisions. Similarly to other decision making governance bodies with a representative make up, there may be a requirement for visitors or other attendees to present specific papers or issues to the group because of their unique skills or expertise that will further the decision making processes.

Accordingly, AEMO considers it reasonable that the attendance of any such visitor or other attendee would be requested by the elected IEC representative, to the chairperson of the IEC. Any such request to the IEC must be submitted six business days prior to the relevant meeting. And the chairperson is to consider and respond within 4 business days prior to the relevant meeting. The six business day timeframe, together with the IEC forward meeting schedule, gives members reasonable information and timeframe to determine if additional attendees are required for papers they are submitting or that are to be considered at the relevant IEC meeting.

4.7 Meetings

The document provides the basics that are required to run the IEC, including guidance on adjournment, timeframes for agendas and meeting papers and minimum details of minutes and resolutions. The rule includes a number of requirements regarding the publication of material relating to the IEC and B2B procedures; these requirements are not duplicated in procedures. The Operating Manual has been amended to clarify a few matters, in response to stakeholder comments. Changes include, making clear IEC agendas, papers and minutes will be made available on AEMO's website following IEC meetings, the minutes to clarify the member category that members represent, if there is a request for meeting the chairperson cannot unreasonably refuse, and a forward meeting schedule to be included in the annual report.

5 Next steps

At the same time as releasing these Election Procedures and Operating Manual, AEMO has commenced the process for establishing the new IEC in accordance with the rules and the Election Procedures.

The notice released to stakeholders that calls for IEC member nominations also presents an indicative timetable for the election process. This is intended to provide clarity and visibility of the process.

6 Future changes to IEC Election and Operating Manual

The rules provide an ability for the IEC to make amendment to the Election Procedures and Operating Manual.

The Election Procedures and Operating Manual may only be amended in accordance with any process outlined in those documents, and with the support of not less than 75% of voters in each of at least three of the *voter categories* for the following Members – *distribution network service provider member, retailer member, metering member, and third party B2B participant member*.

Attachment 1: Vote counting examples

Scenario 1

- 4 nominees are put forward and 10 votes are received

Nominee	Voter 1	Voter 2	Voter 3	Voter 4	Voter 5	Voter 6	Voter 7	Voter 8	Voter 9	Voter 10
A	3	3	2	3	3	2	1	2	3	2
B	1	2	3	2	2	3	3	3	1	3
C	2	1	4	4	4	4	2	4	4	4
D	4	4	1	1	1	1	4	1	2	1

- Nominee D has received >50% of the votes
- Nominee D is elected and preference are not required

Nominee	First round	
A	1	10%
B	2	20%
C	1	10%
D	6	60%
total	10	100%

Scenario 2

- 4 nominees are put forward and 10 votes are received

Nominee	Voter 1	Voter 2	Voter 3	Voter 4	Voter 5	Voter 6	Voter 7	Voter 8	Voter 9	Voter 10
A	3	3	1	3	3	2	1	2	3	2
B	1	2	3	2	2	3	3	3	1	3
C	2	1	4	4	4	4	2	4	4	4
D	4	4	2	1	1	1	4	1	2	1

- No nominee has >50%
- Nominee C has the lowest number of votes (1). C is excluded and Voter 2's vote is redistributed to their second preference, Nominee B.
- No nominee has >50%
- Nominee A has the lowest number of votes (2). A is excluded and Voter 3 and 7's votes are redistributed to their second and third preferences respectively (skipping previously excluded Nominee C).
- Nominee D has >50% so are elected

Nominee	First round		Second round		Third round	
A	2	20%	2	20%	excluded	-
B	2	20%	3	30%	4	40%
C	1	10%	excluded	-	excluded	-
D	5	50%	5	50%	6	60%
total	10	100%	10	100%	10	100%

Scenario 3

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- 4 nominees are put forward and 10 votes are received

Nominee	Voter 1	Voter 2	Voter 3	Voter 4	Voter 5	Voter 6	Voter 7	Voter 8	Voter 9	Voter 10
A	3	2	2	3	3	2	1	2	3	2
B	1	4	3	1	2	3	3	3	1	1
C	2	1	4	4	4	4	2	4	4	4
D	4	3	1	2	1	1	4	1	2	3

- No nominee has >50%
- Nominee B and D have the same number of votes, the nominees A and C have the lowest number of votes (1). A and C are excluded and Voter 2 and 7's vote is redistributed to their next non-excluded preference
- This results in a dead heat between Nominee B and D, both have 50%.
- No nominee has >50%
- There is a dead heat, a new election must be held.

Nominee	First round		Second round	
A	1	10%	excluded	-
B	4	40%	5	50%
C	1	10%	excluded	-
D	4	40%	5	50%
total	10	100%	10	100%

Attachment 2: Summary of stakeholder comments and AEMO response

ITEM	CLAUSE	PARTICIPANT	PARTICIPANT COMMENT	AEMO RESPONSE
	General comments			
1.		Origin	The clauses referenced throughout the document are not the clauses in current version 80 of the National Electricity Rules.	Procedure/Manual Amended The clause reference in the draft Election Procedures and Operating Manual were those in the draft rule on Updating the Electricity B2B framework. The final Procedures and Manual have been updated to reflect the final AEMC rule references.
2.		Lumo/Red	<p>Red/Lumo Energy requests AEMO review the IEC Election Procedure and Operating Manual and ensure their compliant with the final rules, and re-issue for consultation. We consider that AEMO would only have to respond to comments made on the changes relating to the final rules, as opposed to reopening the document as a whole. Red /Lumo also requests when AEMO publishes the commentary received on the issues paper and draft IEC Election Procedure and Operating Manual an indicative timeline is also published. Red Lumo suggested a timetable and approach, in which AEMO runs another consultation on the Election and Operating procedures, seeks nominations, and completes the process from 31 August.</p> <p>Red/Lumo note that the IEC Election Procedure and Operating Manual does not provide any information on whether AEMO will assess nominees (and their alternates) against the qualification criteria. Red/Lumo are not opposed to AEMO reviewing the nominees (and their alternates) to ensure that they meet the qualification criteria, however, if a person does not meet the criteria or how long that review process would take should be documented. Additionally, if AEMO does not propose to assess nominees (and their alternates)</p>	<p>Procedure/Manual Amended AEMO has reviewed the Procedures and Manual against the final rule on updating the B2B framework and updated these were relevant to ensure they are consistent.</p> <p>For reasons outlined in section 2 of this paper, AEMO will not run an additional consultation on the Procedures and Manual.</p> <p>The Procedures will clarify that AEMO is to advise of timetable and method of communication when calling for nominations as part of an election process. As such, AEMO will confirm these when the election process commences.</p> <p>The Procedure will clarify that nominations will not be accepted if evidence that the nominee meets the Qualification Criteria is not provided or if it is clear from the evidence provided that the nominee does not meet the criteria, and relevant parties will be advised accordingly.</p>

			against the qualification criteria, this should also be documented in the IEC Election Procedure and Operating Manual.	
Chapter 1 Introduction				
3.	1.1 Purpose and Scope	Activestream, AGL	<p>Activestream and AGL comment that greater context on IEC membership/make-up should be provided including the number and type of membership categories, and the overall number of representatives which makes up the IEC.</p> <p>Manual should also provide a direct obligation on appointed Members within each member category to consult with other businesses within their category. Without such obligation, there is no certainty that each industry sector will support the views of its appointed representative and therefore the proposed B2B changes by the IEC. This obligation should form part of a new clause 1.2.</p>	<p>The number and type of members is in the National Electricity Rules (NER). As outlined in section 3 of this paper, to ensure consistency between rules and the procedures, the procedures do not seek to replicate matters already covered by rules. No changes are proposed to the Procedures and Manual.</p> <p>Members are elected to represent participants in the relevant membership category and the obligations of members in performing their duties are set out in the NER. Putting an obligation on members to consult with their businesses does not fall within the bounds of the Procedures and Manual. This is a rules matter. No changes are proposed to the Procedures and Manual.</p>
4.		Pacific Hydro	This <i>Information Exchange Committee Election Procedure (Procedure)</i> and <i>Information Exchange Committee Operating Manual (Manual)</i> , is made in accordance with clause 7.17 of the NER and is to be read in conjunction with addition to clause 7.17 of the NER.	<p>Procedure/Manual Amended</p> <p>The changes have been made to the final document.</p>
Chapter 2 – Definitions and interpretation				
5.	2.1 Glossary	Activestream, AGL	All definitions that are appear in the Manual must also feature in AEMO's Retail Electricity Market Procedures, in addition to their reference to the National Electricity Rules (where relevant).	These Procedures and Manual are distinct from the Procedures to which the Power of Choice Glossary and Framework applies. No changes are proposed.
6.		Active Stream AusNet Services UE Origin AGL	<p>Activestream noted that there are a number of newly created terms set out in the AEMC's Updating the B2B Framework rule change and throughout this Procedure and Manual, which should also feature in this list. These additional definitions should include but not be limited to Third Party B2B Member, B2B Participant, Member, Voter Category, Returning Officer and Return Date.</p> <p>AusNet Services, UE suggest some definitions to clarity, such as, member appointed member, nominated member, eligible voters, and nominated representative list.</p>	<p>Italicised terms are defined in the NER. To minimise the risk of inconsistencies between the NER and these procedures, the Procedures and Manual do not seek to replicate content covered by the rules. No changes are proposed.</p>

			<p>Origin notes that the glossary needs to include the definition of the membership groups – AEMO members, Consumer members and Discretionary Members</p> <p>AGL suggest the document cover other definitions including, alternate, appointed member, B2B participant, eligible voters, member, nominated member, nominated representative list, returning officer, third party B2B member, voter category.</p>	
7.		Pacific Hydro	<p>Suggest the following changes:</p> <p>(a) The words, phrases and abbreviations in the table set-out below have the meanings set out opposite them when used in this Procedure and Manual.</p> <p>(b) Italicised terms used in the Procedure and Manual bear the meanings given to those terms in the NER.</p> <p>Suggest a definition be provided for ‘authorised representative’ as reference in Appendix C.</p> <p>Number and label the table.</p>	<p>Procedure/Manual Amended</p> <p>The proposed marked changes have been made to the final Procedures.</p> <p>Noting there is only one table in the Procedures and Manual, AEMO considers it unnecessary to number and label the tables.</p>
8.	2.3 related documents	Pacific Hydro	Number and label the document	This section has been removed from the final Procedures and Manual.
Chapter 3 Nominations				
9.	3.1 Initial nomination	Active Stream Energen AusNet	<p>Active Stream and Energen suggests changing the call for nomination timing from 15 business days to 5 business days. AusNet Services considers that 10 business days would be adequate for AEMO to call for initial nomination for IEC members, and 15 business days seems unnecessarily long.</p>	<p>Procedure/Manual Amended</p> <p>Noting the importance of getting the initial IEC in place as soon as practicable to enable 1 December 2017 delivery, the Procedures will be amended to require AEMO to call for nominations within 5 business days of the initial publication of these Procedures and Manual.</p>
10.		Activesteam	<p>This section also lacks a clear description of how the call from nomination will be undertaken, how industry sectors participate, and where to look for details on the process. Further to ensure the process is as transparent as possible, AEMO should set up a dedicated process and publish all nominations received on the AEMO website.</p>	<p>Procedure/Manual Amended</p> <p>AEMO will call for nomination by via appropriate channels such as email/market notices. The Procedures will clarify that AEMO is to advise of timetable and method of communication when calling for nominations as part of an election process.</p> <p>As part of the election process, nominations for the voter categories will be made available.</p>

11.		Red/Lumo	Suggests that the method, e.g. email, post, publish on AEMO's website and who will receive the notice is included.	Refer to item 9 and 10
12.		Pacific Hydro	How will the call for nominations be made? How will participants be alerted to the call for nominations? Will this be done using the AEMO website? In the past the 'Nominated Representative' (is this now the 'authorised representative'?) from each organisation would be notified by email of the call for nominations and only nominations received from this representative would be accepted. Is this no longer the process? It is suggested the process for the 'call for nominations' be clearly detailed in this section.	Refer to item 9 and 10
13.		Origin	The method and contact points for the initial nominations should be clearly identified.	Refer to item 9 and 10
14.		AusNet Services	AusNet Services also believes the process of calling for nominations needs to be clear, nominations should be called from all eligible B2B Parties in the relevant Voter Category. Each organisation needs to be clear if it is being asked to nominate for a DNSP representative or for a Metering representative. The drafting should be amended to provide this clarity of the process, i.e. that the call for nominations notice is sent to the nominated representative for each B2B party in the relevant Voter Category.	Refer to item 9 and 10 AEMO will issue relevant communication to B2B parties, including the information to be completed, where it need to submit that information, and the timetable/process for the relevant election process. It is then up to the respective parties to put forward nomination for either one or more categories, if it meets the requirements of the rules and the Procedures. The relevant party needs to complete one form for each category.
15.		UE	<p>The process of call for nominations needs to be clear. Nominations should be called from all eligible B2B Parties in the relevant Voter Category using the nominated representative list. Each business needs to be clear if it is being asked to nominate for a DNSP representative or for a Metering representative etc. The drafting should be amended to provide this clarity of the process, i.e. that the call for nominations notice is sent to the nominated representative for each B2B party in the relevant Voter Category.</p> <p>The nominated representative list needs to be maintained by AEMO for each Voter Category and must be published on the AEMO website. This allows each business to understand where the nomination forms are entering each business and also to make sure with the other members within a Voter Category that at least one nomination will be provided for that category. This was the process for the former IEC and is even more important with the additional categories of representation on the new IEC. (The intent is to</p>	<p>Procedure/Manual Amended</p> <p>Refer to item 9, 10 and 14.</p> <p>AEMO consider setting up a register of nominated representatives for each eligible voter. The servicing of nomination forms and election forms would be to this nominated groups. This would the process and ensure the communication is directed to the right people within an organisation. Given timing constraints for the initial establishment of the IEC, AEMO proposed to have this in place to be used for vacancies.</p>

			<p>coordinate across the Voter Category where possible, each business within a Voter Category is able to nominate a party)</p> <p>A new clause needs to be included in the Election Procedure similar to the old clause 8.2 and Schedule 3 which requires there to be a nominated representative for each Eligible Voter and for this list to be maintained. The list should be published on AEMO's website and be an annual Agenda item for AEMO to seek any updates. The serving of nominated forms and election forms would be to this nominated representative.</p>	
16.		ENA	<p>ENA believes that AEMO should maintain a register of all BSB participants; and that this register should be publicly available. The register should include details of the participants' "Voter Categories," and of the details of the contact person/s within the participants' organisation. This will allow participants to check that the call for nominations, or other related information, is directed to the correct person within their organisation. It will also allow participants to make contact to discuss potential nominations for their "Voter Category."</p>	Refer to item 15.
17.	3.2 vacancies	Activestream	<p>If a vacancy has occurred within a membership category, it is highly likely that a sector of the industry no longer has an active voice on the IEC. This issue should be rectified as soon as possible, and certainly no later than 5 business days of the vacancy occurring. One option which should be considered, is appointing the Alternate for the membership category as the interim Member until the vacancy has been formally filled.</p>	<p>Procedure/Manual Amended Time to call for nominations as a result of vacancy will be amended to 5 business days. In the event there is a meeting the alternate may attend until such time the vacancy is filled.</p>
18.		Energex	<p>The 15 business day timeframe allowed for AEMO to call for nominations following a vacancy is too long and should be shortened to 5 business days.</p>	Refer to item 17.
19.		AusNet Services	<p>AusNet Services considers that 10 business days would be adequate for AEMO to call for nomination for IEC members to fill vacancies, and 15 business days seems unnecessarily long. The previous IEC election procedure allowed 10 business days for initial nominations.</p>	Refer to item 17.
20.		UE	<p>Comment as per 3.1</p>	Refer to item 17.
21.		EA	<p>15 days seems excessive for AEMO to have time to call a vote; creates unnecessary delays to the vote process. Also, need to clarify if this is 15 days from the date of resignation or the effective date of the resignation.</p>	<p>Refer to item 17. The timeframe commences from the effective date of the resignation or removal of member.</p>
22.		AGL	<p>If a vacancy has occurred within a membership category, it is highly likely that a sector of the industry no longer has an active voice on the IEC. This issue should be rectified as soon as possible, and</p>	Refer to item 17.

			certainly no later than 5 business days of the vacancy occurring and prior to any further IEC meetings, unless the alternate member can continue in the interim.	
23.	3.3 nomination process	AEC, AGL	<i>3.3 Nominations must be approved by the Chief Executive Officer of the nominator.</i> This seems unnecessarily limiting and administratively cumbersome. Nominations could reasonably be approved by the nominators authorised representative, including but not limited to Company Secretary, an Executive Director etc. It is not apparent that the NER requires CEO authority to satisfy nomination requirements.	Procedure/Manual Amended The Procedures will be amended to allow CEO, company secretary, executive director or any of their authorised delegates to approve the nominations.
24.		Origin	Nominations must be approved by the Chief Executive Officer of the nominator. This requirements is overly restrictive, nominations should be approved by a relevant authorised representative of the participant, but specific identification of the nominating role in unnecessary. Participants are aware of the seniority required – and not having the right role title as the nominator could technically make the nomination invalid - for example if it came from a Managing Director and not CEO	Refer to item 23.
25.		EA	Requiring CEO approval is inappropriate and an administrative burden and there is no precedent for this level of approval to be required. Executive level approval should be sufficient.	Refer to item 23.
26.		Red/Lumo	Red and Lumo suggests the following update, as the Chief Executive Officer may not be available to approve the nomination within the required timeframe: Nominations must be approved by the Chief Executive Officer or by his/her authorised delegate of the nominator.	Refer to item 23.
27.		Pacific Hydro	If there is a Nominated Representative authorised to put forward a nominee, is there the need for approval by the CEO of the nominator? Also, the approval by the CEO would appear to be an unwieldy process and administratively cumbersome.	Refer to item 23.
28.		AGL	AGL believes that the nomination form is poorly laid out and would be more useful in a clear table format, clearly identifying the relevant information. Nominations for positions should also be clearly show what category those nominations are being made and whether they are (presently) for the registered category (retailer, DNSP, Metering) and / or the discretionary role. Company identification of nominee should also be included.	AEMO believes the forms are simple and clear. The same form was used for the transitional IEC and no issues were identified as part of that process. In future, based on the how the process works for the initial election, AEMO may investigate web forms to assist participants.

			<p>AGL does not support the requirement that a nomination must be approved by the Chief Executive Officer of the nominator. This is an unnecessary requirement which could instead be provided by any representative of the nominator's executive team.</p>	Refer to item 23.
29.		Red/Lumo	<p>AEMO has proposed: If more than one nomination is provided by the same B2B Party or its related bodies corporate in the same Voter Category (whether for the same or different nominees), only the most recent nomination by that B2B party or its related bodies corporate will be accepted by AEMO.</p> <p>Whilst it is considered unlikely that this would occur, Red and Lumo recommend that upon receipt of more than one nomination from the same B2B Party, AEMO contacts the relevant business to confirm which nominee is to be accepted, with written confirmation from the nominator's signatory. The following is a recommended change:</p> <p>If more than one nomination is provided by the same B2B Party or its related bodies corporate in the same Voter Category, AEMO will contact the nominator's signatory within two business days, post the tenth business day from AEMO's call for nominations. AEMO will confirm which nomination is to be accepted, with the nominator's signatory providing this in writing within two business days of contact.</p>	<p>AEMO considers that it is the responsibility of the B2B parties and their related bodies corporate to make sure that nominations do not conflict and given the timeframes and number of nominations that may be made it would be inefficient for AEMO to have to confirm nominations. No changes are proposed to the Procedures and Manual.</p>
30.		Red/Lumo	<p>Red and Lumo, in accordance with our position in clause 6.2 and 7.3, suggest that nominations should be made for both a Member and an Alternate from the commencement of the period. Red and Lumo consider that when a Member is nominating, they should state who they intend their alternate to be, as they too will be representing the participant class.</p> <p>We consider that going forward, there may be one or two organisations that commit to providing representation, which should not be limited (other than through the election process). We make this proposal on the basis that, should the IEC wish to obtain sufficiently senior and strategic representatives from participant organisations, there will be a need for the IEC to be flexible to the organisational commitments of the Members. This may be considered by two smaller organisations who wish to participate in the IEC, but cannot commit to 100% attendance, but will in conjunction with their alternate, commit to 100% attendance. Should the participants in their member class be approving of this</p>	<p>The election process should focus on putting forward a member for the relevant category. The process for putting forward an alternate will occur once the election process is complete and the IEC is established. In accordance with the NER 7.17.6(i), other than an alternate for the AEMO Member, alternates must be approved by an ordinary majority of the IEC.</p> <p>The expectation is that the member will attend to represent that sector. There may be circumstance, which the procedures cater for, where alternates may need to attend. This should be the exception rather than the rule. To support this, and given the IEC's focus, the IEC will not operate like a working group and meeting monthly.</p>

			<p>arrangement, they will vote accordingly. On this basis, we recommend the following drafting amendment: Nominations outlining the Member and their alternate must be made within 10 business days of AEMO's call for nominations using the nomination form provided in Appendix A.</p>	<p>The intention is the IEC will run like a sub-committee of a Board. Its focus will be on setting strategic direction, removing roadblocks, and making decisions on matters within the remit of the IEC, leaving sub-working groups to work through detail.</p>
31.		Activestream	<p>While Active Stream does not have any major concerns with the nominations form, we believe it could be presented in a better format, possibly within a table. We also welcome greater clarity in some of the sections, for example – “Name of the person nominating the nominee (nominator)” could instead read: “Name of the person and organisation supporting the nominee (nominator)”.</p> <p>However, we do not support the requirement that a nomination must be approved by the Chief Executive Officer of the nominator. This is an unnecessary requirement which could instead be provided by any representative of the nominator's executive team.</p>	<p>AEMO believes the forms are simple and clear. The same form was used for the transitional IEC and no issues were identified as part of that process. In the future, based on how the process works for the initial election, AEMO may investigate web forms to assist participants.</p> <p>The existing wording appears appropriate. The nominator is nominating the person rather than supporting the nominee.</p> <p>Refer to item 23.</p>
32.		UE	<p>It would be useful if the Appendix A form was in a more tabular format. The name of the person completing the form and the business name should both be clearly identified. The four nominated categories should be listed with a cross in the box for the nominations being sought and AEMO would distribute the form to the list of nominated representatives in that category. A distributor would receive two forms into the business to the contact point (s), one for a possible DNSP nomination and one for a possible Metering nomination.</p>	<p>Refer to item 31.</p> <p>AEMO will issue relevant communication to B2B parties, including the information to be completed, where it needs to submit that information, and the timetable/process for the relevant election process. It is then up to the respective parties to put forward nomination for either one or more categories, if it meets the requirements of the rules and the Election Procedures. The relevant party will need to complete one form for each category.</p>
33.	3.4 No nominations	AEC, AGL	<p>3.4 Nomination for elected positions: AEMO will call for nominations within 15 business days of the publication of the initial Procedure and Manual. Suggest that the mechanism for notification that nominations are called is also documented in the procedures. AEC suggests the nominated representative on the ROCL must be notified.</p>	<p>Refer to item 17.</p> <p>The ROCL is not an appropriate list to advise of the election process given the ROCL was set up for a different purpose.</p>
34.		AusNet Services	<p>AusNet Services recommends that if AEMO receives no nominations, AEMO must advise each nominated representative in the relevant Voter Category of the issue.</p>	<p>Procedure/Manual Amended Clause 3.4(a) will be amended to also apply when no nominations are received.</p>

35.		Pacific Hydro	How will AEMO advise the Voter Category that nominations have not been received or the nominees do not meet the Qualification Criteria?	AEMO will use the same method by which nominations were called.
36.		UE AGL	Where AEMO receives no nominations, AEMO must advise each nominated representative in the relevant Voter Category of the issue. The drafting in 3.4 (a) should reflect this.	Refer to item 34.
Chapter 4 Appointment				
37.	4.1 AEMO director	Activestream	Active Stream considers that the term 'AEMO Director' should be defined in the glossary in Clause 2.1 for transparency purposes, noting the complexity in AEMO's operating and reporting structure. For example, if an AEMO Director is a member of AEMO's Governing Board, this expectation should be made clear.	AEMO director is defined in the NER. To minimise the risk of inconsistencies between the NER and these procedures, the Procedures and Manual do not seek to replicate content covered by the rules. In addition, AEMO directors are listed on AEMO's website. Therefore, no changes will be made to the Procedures and Manual.
38.	4.2 Consumer members	Activestream	The appointment of a Consumer Member should be documented and published on AEMO's website.	Procedure/Manual Amended AEMO will appoint the consumer member in accordance with the NER and will provide notice of the appointment on AEMO's website together with notice of all other member appointments. The procedures will be amended to clarify that AEMO is to advise of the consumer and discretionary member appointments.
39.		AEC AGL	To the extent that it reflects good governance, any documented nominations process should extend to the customer representative group as well.	Refer to item 38.
40.		Pacific Hydro	When appointing a <i>Consumer Member</i> , either initially or as a result of a vacancy , AEMO must consult on the vacancy with the ECA on the proposed appointment.	The proposed wording is already in the NER, and therefore no changes are proposed to the Procedures and Manual.
41.	4.3 discretionary members	Activestream	Any process to appoint a discretionary member(s) should be open and transparent, and AEMO should provide clarity as to the class or classes under consideration. Notification on the selected class/es, which will form the Discretionary Member seat should be notified in advance to industry. Any process to reappoint or remove a discretionary member should be consulted with and approved by the IEC.	Procedure/Manual Amended AEMO will appoint the discretionary members in accordance with the NER and will provide notice of the appointment on AEMO's website. IEC approval is not required under the NER for reappointment or removal of discretionary members. The IEC together with industry will be advised and have an opportunity to put forward a nomination as part of AEMO's process.

			Nominations process per clause 3.1 should be used to call for nominations.	The process in clause 3.1 is not appropriate given the criteria that AEMO needs to apply in considering discretionary member appointment (i.e. represents a class/classes of B2B parties not already represented on the IEC). As per the process for transitional IEC, AEMO will seek nomination once the initial nominations have been received for the voter categories. AEMO will consider nominations for discretionary members received as part of the initial call for nominations. Clause 4.3 will be amended to clarify this.
42.		AusNet Services	AusNet Services recommends the process for the appointment of Discretionary members by AEMO should be made clear and transparent. AEMO should be clear on which classes of representatives are required. The process should allow all B2B participants to make submissions to AEMO for consideration before Discretionary members are appointed. This would increase the level of transparency and openness of the process under NER 7.17.10 (d) and retain the discretion of the appointment with the AEMO Board.	Refer to item 42.
43.		Origin	As Discretionary members carry the same voting rights as nominated elected representative sit is vital that there is a clear requirement for consultation and not just as representation of a specific business. Not having this clarity could undermine the IEC reputation as an Industry representative body.	Refer to item 42.
44.		UE	<p>Where AEMO wish to appoint Discretionary Members, AEMO should make the process clear and transparent. AEMO should be clear on which class or classes of person who may need representation and are not adequately covered. All interested parties in that class of person should be afforded an opportunity to engage with AEMO on a discretionary appointment and have their qualifications provided to the AEMO Board for consideration. This would increase the level of transparency and openness of the process under NER 7.17.10 (d) and retain the discretion of the appointment with the AEMO Board.</p> <p>Consistent with the development of the Rules, AEMO were seeking Board approval for Discretionary Members. Appointment of Discretionary Members and changes to the classes of person for Discretionary Members (when seeking new classes of person or changes to classes of person) has been subject to AEMO Board approval for the establishment of a transitional IEC. This process should continue to be the case and should be drafted into clause 4.3.</p>	Refer to item 42.

45.		ENA	The process for the appointment of discretionary members by AEMO should be the subject of further discussion with B2B participants, and ultimately detailed in the Election Procedures and Operating Manual. The process should allow all B2B participants to make submissions to AEMO for consideration before discretionary members are appointed.	Refer to item 42.
46.		AEC	Given that the appointment of discretionary members has the practical effect of AEMO determining the representation of specific industry participant without consultation or agreement with those participants, the absence of an explicit requirement for Discretionary members to consult with those that AEMO has determined the Discretionary Member represents is a significant risk to the reputation and effectiveness of the IEC. We ask that this requirement be included.	Members are elected to represent participants in the relevant membership category and the obligations of members in performing their duties are set out in the NER. Putting an obligation on members to consult with their businesses does not fall within the bounds of the Election Procedures and Operating Manual. This is a rules matter. No changes are proposed to the Election Procedures and Operating Manual.
47.		Pacific Hydro	When AEMO wishes to appointing a <i>Discretionary Member</i> , either initially or as a result of a vacancy, AEMO may consult with persons relevant to the proposed appointment, as contemplated by clause 7.17.10(d) of the NER. AEMO must appoint at least two <i>Discretionary Members</i>. (This is subject to the Draft Determination remaining unchanged.)	The final rules requires AEMO to appoint at least 2 discretionary members. AEMO considers that it is not necessary to repeat this in the procedures.
48.		EA	In the absence of clear guidelines being included in the procedures on which stakeholders these members represent or the issues they are providing expert guidance on, can AEMO provide information regarding the reasons for the appointments. This will allow the IEC to hold these members accountable.	Refer to item 42. AEMO will appoint members having regard to the criteria in the NER.
49.		Red/Lumo	Red and Lumo, consistent with our submission to the AEMC's draft rule, consider that any discretionary representatives should be voted in by the parties that they are representing. We do not intend this to limit AEMO's power under the draft rules (should they remain in the final rules), however, we consider that a Member is representing a class of participants and those participants should have an opportunity to both nominate and/or elect their Member. The current draft rules (7.17.10) provide AEMO with an opportunity to consult with any person or persons when AEMO is deciding who is not adequately represented (and therefore requiring a discretionary member). Red and Lumo consider that AEMO should, where in its reasonable opinion there is a class of participants not represented, both discuss and put the vacancy to an election. For example, if AEMO decided that there was a need to have a second tier retailer (or non-local	Refer to item 42.

			<p>retailer) on the IEC, we would appreciate that AEMO would discuss with second-tiers whether they believe they require representation, wish to participate, and if there is more than one nominee, that it is put to a vote of the non-local retailers, consistent with the election process described in the IEC Election Procedure and Operating Manual.</p> <p>We request that AEMO consider this position and re-draft clause 4.3 accordingly.</p>	
50.		AGL	<p>The appointment of a discretionary member should be considered and agreed by the current IEC as a whole prior to AEMO seeking nominations from that class of persons.</p> <p>Further, as there may be parties from the same class of participant (eg Retailer) filling both a retailer representative role and a discretionary role, how will members and AEMO know which nomination is for which ?</p> <p>Where AEMO wish to appoint Discretionary Members, AEMO should make the process clear and transparent. AEMO should be clear on which class or classes of person who may need representation and are not adequately covered.</p> <p>All interested parties in that class of person should be afforded an opportunity to engage with AEMO on a discretionary appointment and have their qualifications provided to the IEC for consideration. This would increase the level of transparency and openness of the process under NER 7.17.10 (d) and retain the discretion of the appointment with the AEMO Board.</p> <p>Further, all parties who are nominated within that class should be published, so that that class of members is clear on who they may wish to vote for and who they should expect will act as their representative.</p> <p>The process for appointment of Discretionary Members and changes to the classes of person for Discretionary Members (when seeking new classes of person or changes to classes of person) should be a requirement that the IEC approve the new category of member to the AEMO Board.</p>	Refer to item 42.
	Chapter 5 Election			
51.		AGL	Suggest deleting the words 'who meets the Qualification Criteria'. The nominated representatives/B2B parties in the Voter	B2B parties are responsible for ensuring that nominees meet the qualification criteria. AEMO

			Category should be responsible for the qualification of the persons nominated to represent them.	considers that the procedures are consistent with this and ensure that elections are not conducted with nominees that do not meet the criteria.
52.	5.1 No election if only one nominee	UE	Suggest deleting the words 'who meets the Qualification Criteria'. The nominated representatives/B2B parties in the Voter Category should take responsibility for the qualification of the persons nominated to represent them rather than AEMO.	Refer to item 51.
53.	5.2 Election	Activestream	<p>Greater clarity should be built into this clause to make clear that an election is only run where 'more than one nomination has been received' within a relevant membership category.</p> <p>It is also not clear how long AEMO has to call for an election for a membership category, following the completion of the nominations process. A maximum time period should be set – Active Stream suggests 5 business days is sufficient and that elections should be managed by the IEC Secretariat.</p> <p>As above, the process for calling an election must be open and transparent, and all communications should be directed on an open platform (i.e. AEMO's website) to ensure no disadvantage, supplemented with notices to interested stakeholders.</p>	<p>The Election Procedures make clear that the election will be run when more than one nominee for the relevant category of member is received. The Procedures will also be amended to clarify a maximum time period for an election. 5 business days is a reasonable period.</p> <p>As noted previously, the Election Procedure will clarify that AEMO is to advise of timetable and method of communication when calling for nominations as part of an election process.</p>
54.		AusNet Services	AusNet Services recommends that the form should have a biography of the nominated person with a summary addressing the criteria in NER 7.17.11(c).	The Nomination Form and Election Form will be amended to request and provide, respectively, the biography of the nominated person. This will help inform the voting process.
55.		UE	<p>Suggest deleting the words 'meets the Qualification Criteria' and amend the drafting to "Where more than one nominee is nominated for a ...".</p> <p>The drafting should make it clear that AEMO must announce the election by notice to each nominated representative for each B2B Party in the relevant Voter Category....</p>	<p>Procedure/Manual Amended</p> <p>Refer to item 51.</p> <p>AEMO will advise the relevant B2B parties for that voter category. The Procedures will be amended to clarify this.</p>
56.		Pacific Hydro	How will AEMO notify each B2B Party? Who will be the contact at the B2B Party? Who is authorised/eligible to vote in each Voter Category? If it is the authorised representative, how is this determined?	<p>As per the NER, B2B parties are eligible to vote. AEMO will advise the relevant B2B parties for that voter category. The Procedures will be amended to clarify this.</p> <p>As noted previously, the Election Procedure will clarify that AEMO is to advise of timetable and</p>

				method of communication when calling for nominations as part of an election process.
57.		AGL	<p>Suggest deleting the words ‘meets the Qualification Criteria’ and amend the drafting to “Where more than one nominee is nominated for a ...’.</p> <p>The drafting should make it clear that AEMO must announce the election by notice to each nominated representative for each B2B Party in the relevant Voter Category....</p> <p>Greater clarity should be built into this clause to make clear that an election is only run where ‘more than one nomination has been received’ within a relevant membership category.</p> <p>It is also not clear how long AEMO has to call for an election within a membership category, following the completion of the nominations process. A maximum time period should be set – we suggest 5 business days is sufficient and that elections should be managed by the IEC Secretariat.</p> <p>As above, the process for calling an election must be open and transparent, and all communications should be directed on an open platform (i.e. AEMO’s website) to ensure no disadvantage, supplemented with notices to interested stakeholders.</p>	Refer to items 51 and 53.
58.	5.3 Returning Officer	AGL	AGL believes that the returning officer should be independent of both AEMO (as a participating member) and industry members.	For the purposes of the initial Procedures and Manual, it appear appropriate for AEMO to be the returning officer noting that AEMO’s processes are subject to external audits. The IEC processes could form part of those audit process to provide participants the assurance of due process.
59.		Actestream	<p>Active Stream suggests that the returning officer should be the IEC Secretariat.</p> <p>To ensure fairness in the process, an obligation to protect election votes from both AEMO and industry members should be placed on the returning officer. Noting that the first IEC Secretariat will be AEMO as outlined in clause 7.2, the IEC Secretariat must ensure that election information is not shared with AEMO staff who do not form part of the IEC secretariat.</p>	Refer to item 58.
60.		AEC	Whilst normal governance would not preclude AEMO filling the role of returning officer, an external and independent returning officer is	Refer to item 58.

			often desirable when the organisation performing the role of returning officer is also the chair.	
61.	5.4 Counting votes	Red/Lumo	Red and Lumo recommend that this is re-drafted, consistent with the comment in clause 5.4(b)(vi) below. The election and voting will be undertaken in the form of a secret ballot, except as described in clause 5.4(b)(vi) below.	<p>Procedure/Manual Amended AEMO considers it appropriate that all votes should remain secret, noting this is the process for allocating preferences.</p> <p>To reduce the likelihood of ongoing deadheat or stalemate, the procedures will be amended to require AEMO to advise what circumstance applies, to the extent it does not disclose individual votes.</p>
62.		Active Stream	<p>Votes must be returned to the Returning Officer by the Return Date – not to AEMO. See comments to clause 5.3.</p> <p>It is not clear what is meant by the phrase “not marked substantially in accordance with the instructions”. Active Stream welcomes further clarification and/or an example on how voters should complete the form, to remove this subjectivity.</p> <p>Active Stream supports the voting process outlined in clause 5.4(a) – (b). However, we suggest changes to sub-point 5.4(b)(v) – (vi) which provides transparency on the process to address a dead heat/stalemate.</p> <p>Active Stream seeks clarification on the differences between a ‘dead heat’ and a ‘stalemate’. Perhaps these terms could be defined in the glossary in Clause 2.1 and an example provided. For practical purposes voters should also be aware of who is captured by the dead heat/stalemate to avoid further dead heats/stalemates from occurring and to improve the efficiency of the election.</p>	<p>Refer to item 61.</p> <p>The phrase “not marked substantially in accordance with the instructions” means that all the main items on the form are completed that will enable AEMO to use that form to inform the next stages of the process. The pro forma election form is in Appendix C of the procedures. AEMO consider the form is simple and easy to understand and complete.</p>
63.		AEC	In the event of a stalemate, for practical purposes it should be made known which nominations were eliminated, and who the stalemated nominations were, to finalise the election in an orderly manner.	Refer to item 61.
64.		Pacific Hydro	AEMO shall reject as informal a form that is not marked substantially in accordance with the instructions included on the form or the marking is such that the intention of the voter is not clear.	AEMO does not consider it would be reasonable to exclude a vote for a minor issue.
65.		EA	Would be beneficial for the results of a stalemate to be known as this would allow participants to make an informed re-vote. If the results	Refer to item 61.

			<p>are not known, it is likely that participants will cast the same votes which will delay the election process.</p> <p>No timeframe provided for the re-vote to take place.</p>	<p>AEMO will call for nomination by via appropriate channels such as email/market notices. The Election Procedure will clarify that AEMO is to advise of timetable and method of communication when calling for nominations as part of an election process. This includes any timeframes around revote.</p>
66.		Red/Lumo	<p>Red and Lumo recommends that the results of the dead heat or stalemate are published prior to the re-running of the election, as this would assist the Voter Category reach an outcome rather than another dead heat or stalemate:</p> <p>(b)(vi) In the event of a dead heat or stalemate, AEMO will publish the results to the Voter Category and the election will be re-run with all the same nominees including previously excluded nominees.</p>	As above.
67.		AGL	<p>The rejection of a form 'not marked substantially' is quite broad. Perhaps an example form should be provided for clarity on what is expected, to remove this subjectivity.</p> <p>In the event of a stalemate, for practical purposes it should be made known which nominations were eliminated and who the stalemated nominations are in order to finalise the election.</p> <p>Also, AGL seeks clarity on what the difference is between dead heat and stalemate. These terms are not defined.</p> <p>For practical purposes voters should be aware of who is captured by the dead heat/stalemate to avoid further dead heats/stalemates from occurring and to improve the efficiency of the election.</p>	Refer to items 61 and 62.
68.	5.5 Results	Activestream UE AGL	<p>Results of an election should be published on an open platform such as AEMO's website. In addition, Activestream suggests, the IEC Secretariat should communicate the result to each nominated person participating in the election and their nominator via email. AGL suggests appropriately notified to stakeholders via e-mail notices.</p>	<p>Procedure/Manual Amended</p> <p>The term publish in this instance is to cover website notifications as well as email notification. The Election Procedures and Operating Manual will clarify this.</p>
69.		Origin	<p>Need to clarify where the results will be published and to which industry reference groups. The results should include the number of votes for each nomination for transparency purposes</p>	Refer to item 68.
70.		EA	<p>10 days creates unnecessary delays. AEMO should be able to publish within 5 days.</p>	<p>The 10 days appears appropriate and is a maximum timeframe upon which AEMO is to publish the results.</p>
Chapter 6 Term, removal and resignation				

71.	6.1 term of office	Activestream	<p>Active Stream believe that minimum term, applicable to all IEC members, should be set at two years. Further to ensure that sufficient knowledge is retained across the industry-appointed and AEMO-appointed member categories, IEC members should be able to be re-elected by their counterparts within the same member category.</p>	<p>Procedure/Manual Amended</p> <p>The appointment of the consumer, discretionary, and AEMO members will be a minimum of 12 months. This give flexibility for the first term to be set at 18 months to see through the initial B2B arrangements by 1 December 2017, while maintaining the flexibility in the discretionary member categories to change with the requirements of the market.</p> <p>The procedures do not preclude the same IEC member from being able to be re-elected. This can occur as part of the election process.</p>
72.		Energex	<p>Energex agrees that the term of office for elected members should be two years from the date of their election but does not agree that the term of office for other membership categories should be at the discretion of AEMO. To ensure the effective operation of the IEC and achievement of critical timeframes (particularly during the initial period while Power of Choice reforms are being implemented), Energex is of the view that the Consumer, Discretionary and AEMO Members should also be appointed for a minimum period of two years.</p>	<p>Refer to item 71.</p>
73.		Origin	<p>For the AEMO appointed memberships a term of office should be limited to an initial maximum of 2 years with a requirement for a review at that time – the member should then be limited to a second term with a requirement for a new member after this time to ensure process renewal.</p> <p>The term of office of 2 years for all industry categories could mean all industry representatives will change at the same time and this would significantly impact on the IEC's ability to maintain continuity. Origin suggest at the start of the new IEC with such a significant volume of ongoing change memberships should be for 2 and 3 years terms to avoid all industry participants changing at the same time</p>	<p>Refer to item 71.</p> <p>AEMO considers that 2 years from the date of their election is appropriate. This is sufficiently long to ensure knowledge is maintained for a suitable amount of time, while allowing new representatives to be elected as the market changes.</p> <p>AEMO has considered adjusting, or staggering terms for elected Members to avoid the risk of a lack of continuity should it eventuate that all three elected Members depart from the IEC at once, however this is problematic as it would require the establishment of inequitable term lengths across the voted Member group, at least for the initial period. The discretionary appointments together with the ability for IEC members to be re-elected may address these issues, at least initially.</p>

74.		AusNet Services	<p>AusNet Services considers there is a substantive amount of work to develop and implement the B2B Procedures necessary for 1 December 2017 and to progressively deliver more transactions within the B2B Procedures to make metering competition more efficient. Given the need for a long-term strategic focus in delivering benefits to the industry and consumer, we recommend that all Members be appointed for at least 2 years.</p> <p>However, Discretionary Members should not be appointed longer than the other representative members. The term of office for the DNSP, Retailer, Metering, and Third Party B2B Members should be 3 years. This will also ensure continuity of adequately informed IEC members as generally Discretionary and elected members will have different terms of office expiration dates.</p>	Refer to items 71 and 72.
75.		UE	<p>An additional sentence should be added to the second paragraph, that any current member of the IEC is able to be re-elected for further terms by that Voter Category. This will clarify that each Voter Category can seek to ensure member continuity where they see fit.</p> <p>There is a substantive amount of work to develop and implement the B2B necessary for 1 December 2017. Based on the process to date, there is a growing expectation of a second phase of B2B implementation in 2018 to facilitate efficient metering competition transactions.</p> <p>As drafted the AEMO appointed members lack certainty in regard to the term, there must be at least a minimum tenure. It is important that the IEC agreed scope for all B2B is progressed as early as possible and that there is continuity of the IEC membership during the period to deliver the efficient transactions as early as possible. All AEMO appointed members, including the IEC Chairperson should have a minimum term of 2 years initially to cover the implementations required for the metering competition reform. Once the first phase of B2B is implemented by around mid-2018, the term could be altered to say one year. The process and term for the appointed members should be subject to AEMO Board approval similar to the appointment for the initial representation.</p> <p>Where new classes of person are endorsed to be Discretionary Members by the AEMO Board it is important that they have an opportunity to propose B2B changes for development and are able to</p>	Refer to items 71 and 72.

			continue on the IEC through the consideration of the change, consultation and implementation. In practice these processes take at least a year and would benefit by membership continuity.	
76.		ENA	<p>ENA believes that it is critical that continuity of the IEC is maintained until well after 1 December, 2017. Given the substantial amount of work that the IEC needs to complete prior to the implementation of metering competition; and the criticality of this work, it is essential that Discretionary members are appointed for at least 18 months. Changes to the discretionary membership of the IEC prior to 1 December, 2017 will further threaten the implementation of metering competition. ENA suggests the following wording for clause 6.1</p> <p>“The term of office for a Consumer Member, Discretionary Member and AEMO Member is for a minimum of 18 months. Extension of the term beyond 18 months is at the discretion of AEMO.”</p>	Refer to items 71 and 72.
77.		AEC	Terms of Office should at a minimum be specified prior to the call for nominations	Procedure/Manual Amended The Procedures will be amended to clarify this.
78.		Pacific Hydro	<p>It is suggested the term of office for the Consumer Member and AEMO Member is 2 years from the date of appointment, in line with the term of the elected representatives.</p> <p>Where AEMO appoints a Discretionary Member(s), the term of office for each Discretionary Member shall be approved by the non-Discretionary Members of the IEC. It is expected some Discretionary Members may have an ongoing role on the IEC where others may be called on to provide knowledge on specific projects undertaken by the IEC.</p>	Refer to items 71 and 72.
79.		Red/Lumo	<p>Currently, the draft rule does not indicate minimum or maximum terms for discretionary members. While Red and Lumo do not want to constrain AEMO's decision making power to decide the maximum term for discretionary members, however, we believe that a minimum term should be applied to ensure consistent representation.</p> <p>The current IEC Election Procedure and Operating manual place a requirement for the IEC to meet at least once every three months as per the draft rule. For this reason, we consider it appropriate if the IEC only meets once every three months the minimum term should be six months to ensure attendance to at least two meetings.</p>	Refer to items 71 and 72.
80.		AGL	An additional sentence should be added to the second paragraph, that any current member of the IEC is able to be nominated and seek re-election for further terms by that Voter Category, and that there is	Refer to items 71 and 72.

			<p>no limit on this. This will clarify that each Voter Category can seek to ensure member continuity where they see fit.</p> <p>All AEMO appointed members, including the IEC Chairperson, should have a minimum term of 2 years initially to cover the implementations required for the metering competition reform. Once the first phase of B2B is implemented by around mid-2018, the term could be altered to say one year. Where new classes of person are endorsed to be Discretionary Members it is important that they have an opportunity to propose B2B changes for development and are able to continue on the IEC through the consideration of the change, consultation and implementation. In practice these processes take at least a year and would benefit by membership continuity.</p>	
81.	6.2 resignation	Activestream	<p>Resignations should be provided to the IEC Secretariat and approved by the IEC. The decision to accept a resignation should not sit with the Chairperson. Any IEC member (including the Chairperson) who knowingly will be absent from an IEC meeting should seek the approval of the IEC and nominate an Alternate – again such correspondence should be facilitated by the IEC Secretariat.</p> <p>Active Stream suggests that greater flexibility should be allowed for absenteeism – for example the two consecutive meeting rule should not apply under exception circumstances such as sickness, carer's leave or short-term maternity/paternity cover.</p> <p>Active Stream also suggests expanding clause 6.3 sub-points to cover the following additional situations:</p> <p>(d) ceases to be:</p> <ul style="list-style-type: none"> ○ employed by a B2B party, Energy Consumers Australia or AEMO, as the case may be; or ○ appointed as Member who acts as the representative of a membership category (i.e. such as an association or a externally-appointed technical expert). <p>OR</p> <p>(e) the IEC Secretariat has received industry correspondence from more than 50% of interested B2B parties within a membership category, which requests that their appointed</p>	<p>Procedure/Manual Amended</p> <p>The Election Procedures and Operating Manual do not require resignations to be accepted by the Chairperson.</p> <p>For practical purposes, seeking approval for absenteeism by the IEC rather than chairperson is more intensive to manage and then you need to deal with the situation of what occurs if one party disagrees. AEMO considers it more practical for chairperson approval to be provided and then for the secretariat to advise the IEC to minimise perception that such information is unreasonably being withheld.</p> <p>AEMO agrees that the Election Procedures should add additional scenarios. AEMO proposes to include the following:</p> <ul style="list-style-type: none"> • The nominated party ceases to be employed by a B2B party within the voter category or a part of the relevant voter category they were nominated to represent. • For AEMO and Consumer member, ceases to be employed by AEMO or Energy Consumers Australia, as the case may be; or for discretionary members, ceases to

			Member be removed for not engaging adequately with its counterparts.	<p>represent the B2B category for which the member was appointed in.</p> <p>In terms of the additional scenario where 50 percent or more relevant B2B parties have requested to AEMO that the nominated member be removed for any reason, AEMO considers such a clause defeats the purpose of an election process. Members are elected to represent participants in the relevant membership category and the obligations in performing their duties are set out in the rules.</p>
82.		Activestream AGL	<p>Understand that this clause applies to all IEC members, including the AEMO member. Therefore a new sub-clause should also be added which requires AEMO to replace the chairperson where IEC members have recorded a vote of no confidence.</p> <p>Any positions which are declared vacant by the chairperson (or in the case of a no confidence motion to remove the chairperson, by the IEC) must be communicated by the IEC Secretariat via an open platform (i.e. AEMO's website).</p>	<p>This clause does apply to all members including the AEMO members. It is not appropriate to include a clause relating to replacement of chairperson.</p> <p>As discussed previously, the procedures will be amended to clarify that AEMO is to outline a timetable and communication method when calling for nominations, as part of the initial or for vacancies.</p>
83.		AGL	<p>The approval to be absent from a meeting should be made by the IEC, not the chairperson. This should also include the chairperson's absence from IEC meetings.</p> <p>Approval for the chairperson to be absent should not be ratified by the chairperson, but by the IEC, which should not be unreasonably withheld.</p> <p>The former IEC provided for removal once a Member had been absent for 3 consecutive meetings without IEC approval (given that IEC meetings were generally quarterly). On the basis of the workload ahead for the IEC, it would not be unreasonable to expect monthly meetings, and therefore suggest drafting of clause 6.2 (a) be amended to 3 consecutive meetings and that the Chairperson cannot unreasonably withhold approval. The drafting in clause 6.2 (b) should also be amended to three meetings.</p> <p>The drafting in 6.3 (c) should be expanded to cover the following situations, as nominated members may be independent of the category (eg the current retailer representative – David Markham):</p>	<p>Procedure/Manual Amended Refer to item 81.</p> <p>Recognising comments received, while making sure the nominated party attends the meeting and does not continually delegate this, the procedures have been amended as follows:</p> <ul style="list-style-type: none"> ○ clarify that the member is absent from two consecutive Meetings without chairperson approval and no alternate present; ○ sends an Alternate to act as their representative for three Meetings in any 12 month period unless the representative is sent due to a material conflict;

			<ul style="list-style-type: none"> The nominated member ceases to be employed by a B2B party within that Voter category or a part of the relevant Voter Category they were elected to represent: or <p>Where 50% or more relevant B2B parties have requested to AEMO that their nominated member be removed for any reason where the Nominated member no is not engaging adequately with the B2B Parties.</p>	After practical application, should there be issues with these arrangements, the procedure can be reviewed and amended accordingly.
84.		Energex	<p>Energex does not consider it reasonable that a Member should be required to resign if they send an Alternate to act as their representative twice in any twelve month period as there are a range of valid reasons why a Member may need to send an Alternate, including conflicting business commitments, illness or annual leave. It is also noted that IEC meetings can be called with only 15 business days' notice and, as such, it is not unreasonable to expect that there may be instances where the Member already has a business commitment or absence planned and will need to send an Alternate. Energex therefore considers that clause 6.2(b) should be amended to read "<u>does not send</u> an Alternate to act as their representative for two Meetings in any 12 month period <u>if the Member is unable to attend</u>".</p> <p>It is also noted that there is no requirement placed on the Chairperson to resign due to absences. In Energex's view, the role of chairperson is also critical to the efficient operation of the IEC and should therefore have similar obligations imposed regarding attendance.</p>	Refer to items 81 and 83.
85.		AusNet Services	<p>AusNet Services recommends, in relation to 6.2(a), retaining provisions from the former IEC operating manual that allowed the removal only once a Member is absent for 3 consecutive meetings, and not 2 consecutive meetings as suggested in the draft IEC Election Procedures and Operating Manual.</p> <p>We also recommend amending the reference to "unless the representative is sent due to a material conflict" in 6.2(b) to "unless agreed by the IEC". These words are often used in relation to a company's board where it would be very clear what a material conflict is, but in the case of the IEC, it would not be clear what material conflict is. This would better ensure transparency of the IEC.</p>	Refer to items 81 and 83.

			<p>The drafting in 6.2(c) should be expanded to cover the following situations:</p> <ul style="list-style-type: none"> The nominated member ceases to be employed by a B2B party within that Voter Category or a part of the relevant Voter Category they were elected to represent: or <p>Where 75% or more of the relevant B2B parties have requested to AEMO that their nominated member be removed where the Nominated member is not engaging or adequately effectively representing with the B2B Parties.</p>	
		UE	<p>The former IEC provided for removal once a Member had been absent for 3 consecutive meetings without IEC approval. On the basis of the workload ahead for the IEC, it would not be unreasonable to expect monthly meetings, suggest drafting of clause 6.2 (a) be amended to 3 consecutive meetings and that the Chairperson cannot unreasonably withhold approval. The drafting in clause 6.2 (b) should also be amended to three meetings.</p> <p>The drafting in 6.3 (c) should be expanded to cover the following situations:</p> <ul style="list-style-type: none"> The nominated member ceases to be employed by a B2B party within that Voter category or a part of the relevant Voter Category they were elected to represent: or <p>Where 5 or more relevant B2B parties within a Voter Category have requested to AEMO that their nominated member be removed for any reason</p>	Refer to items 81 and 83.
86.		ENA	<p>ENA considers that all members, or approved alternate members, should participate in each meeting to ensure the effective operation of the IEC.</p> <p>Although rule 6.2 (a) allows IEC members to be absent from meetings with the Chairperson's approval, Rule 6.2 (b) effectively prohibits the participation of an Alternate member on more than 2 occasions in a 12-month period.</p> <p>ENA believes that members should be encouraged to send a suitable Alternate member if they are unable to attend the IEC meeting. It is therefore recommended that 6.2 (a) be modified to state: "is absent</p>	Refer to items 81 and 83.

			<p>from 2 consecutive Meetings without the IEC's approval;" and 6.2 (b) be deleted.</p> <p>This would ensure that an IEC member is not required to resign if he/she is absent for more than 2 consecutive meetings due to exceptional circumstance which are approved by the IEC (e.g. illness); and that the member can arrange to send an Alternate member to represent the interests of their voter category any time that they are absent.</p>	
87.		AEC, Origin	<p>Chairperson's approval for absence must not be unreasonably withheld.</p>	<p>Procedure/Manual Amended The Election Procedures and Operating Manual will be amended to incorporate this.</p>
88.		EA	<p>No mechanism to remove a member if they are representing their own interests rather than interests of their voter category or industry at large. Suggest that chair has the capacity to remove a member if they receive complaints regarding their performance or there are material and on-going conflicts of interest. This clause does not capture the event that a member is absent with approval but does not send an alternative.</p> <p>Under clause (b) Does the representative need to be approved by the chair? If so, how much notice needs to be given for the chair to consider the request?</p> <p>Are clauses (a) & (b) mutually exclusive? That is, what are the consequences if a member is absent without chair approval but does send an alternate to act as their representative.</p>	<p>refer to item 81.</p> <p>Conflicts of interest will be managed at each IEC meeting in accordance with the declaration of interests provided under section 6.4.</p> <p>Section 6.2(a) will be amended to clarify that it applies where the Member is absent without approval and the Member's alternate does not attend.</p> <p>6.2(a), (b) and (c) apply separately.</p>
89.		Lumo/Red	<p>As the clause is currently written, if a Member is absent from two consecutive meetings with the chairperson's approval and sends the Alternate Member, this will result in the immediate resignation of the Member as (b) indicates two meetings within twelve months, regardless if the meetings are consecutive or not. For this reason and, in accordance with our comments to 7.3, Red and Lumo recommend the removal of 6.2(b). It is also recommended that the number of consecutive meetings is increased from two to three. This would allow for any additional meetings called outside of scheduled meetings. For example, if a scheduled meeting is 23 September at which a Member could not attend and an additional meeting required 7 October which was decided at the September meeting, not being present at the September and October meeting will result in a Member's immediate resignation.</p>	<p>Refer to items 81 and 83.</p> <p>Section 6.2 of the procedures applies to all Members, including AEMO members.</p>

			<p>Further, Red and Lumo recommend that there is some discretion provided to the Chairperson, to avoid any unintended consequences from the stringency of the drafting. For example, where a Member is subject to a period of extended leave. Suggests the following drafting: The chairperson may request a Member to resign immediately if: (a) the Member and their Alternate is absent from three consecutive Meetings without chairperson approval; or (b) a Discretionary Member ceases to be Independent of AEMO.</p> <p>Red and Lumo also queries whether this clause applies to all Members including AEMO Members.</p>	
90.		Activestream UE, AGL	<p>Suggests that a conflict of interest agenda item should be added to the agenda of each IEC meeting and Members must declare conflicts/no conflicts at the start of each meeting.</p> <p>Activestream suggests that the IEC Secretariat should document and record the declaration of each Member. Where a conflict of interest or possible conflict of interest has been declared by a Member, the IEC should discuss its relevance and take a decision. This decision should also be recorded by the IEC Secretariat.</p>	<p>There is a standing item as part of Agenda for members to declare conflicts. This will also be captured by minutes (As per Appendix D). Where there is a conflict, the party is not to partake in the relevant item. The rules already make this clear.</p> <p>Papers, including agenda, will be made available on the AEMO website after each meeting, minutes will also be made available after each meeting. The Operating Manual will be amended to clarify this.</p>
	Chapter 7 Composition			
91.	7.1 Chairperson	Energex	Clause 7.1 should be amended to clarify that the Alternate AEMO Member must also be an AEMO Director (as per clause 4.1).	This is already required by the NER (refer to NER 7.17.6 (i)). Therefore, no changes are proposed to the Election Procedures and Operating Manual.
92.		AusNet	AusNet Services recommends 7.1 should be amended to make it clear that if the AEMO Chairperson is unavailable then an alternative Chairperson must be either another AEMO board member or a member of AEMO's Executive (as proposed in page 3 of AEMO's submission to the AEMC on Updating the Electricity B2B Framework Draft Rule Determination).	Refer to item 91.
93.		UE	The drafting should be amended to make it clear that if the AEMO Chairperson is unavailable then an equivalent resource should be available as the Alternate, i.e. another AEMO board member or the AEMO CEO.	Refer to item 91.
94.		ENA	ENA suggests that the wording of the clause be modified to indicate that if the AEMO member is unable to attend, then an Alternate AEMO Board Member or the AEMO CEO should attend and chair the	Refer to item 91.

			meeting. This is generally consistent with the requirement of Rule 4.1 which states that the AEMO member is an AEMO director.	
95.		Pacific Hydro	As with the AEMO member, will the alternate AEMO nomination also be a director? The section needs to be clear on this and updated accordingly.	Refer to item 91.
96.		Red/Lumo	Red and Lumo seek confirmation from AEMO that the criteria and qualifications of the AEMO Member will apply to the alternate AEMO Member. Or is it the intent that where an AEMO Member is unable to attend, the chairperson of the meeting will be a non-AEMO Member. This is unclear in the current drafting of clause 7.1.	Refer to item 91.
97.	7.2. secretary	ActiveStream AGL	<p>The IEC Secretariat should be obligated to record and communicate the contact details of Members and their Alternates, meeting records and any conflicts of interests declared (including updates or further changes as occurs) via email.</p> <p>Meeting records, notices of Member removal from the IEC and election documentations should be published on an open platform (i.e. AEMO's website). Any updated details should be published within 5 business days.</p> <p>The Secretariat should also set up and publish their contact details where notices can be served.</p>	<p>Procedure/Manual Amended Papers, including agenda, will be made available on the AEMO website after each meeting, minutes will also be made available after each meeting. The Operating Manual will be amended to clarify this.</p> <p>Contact details (email address) will also be made available on AEMO's website.</p>
98.		EA	Member" is italicised but is not a defined term in the document.	All terms italicised are defined terms in the NER. To reduce risk of inconsistencies between rules and these procedures, the procedures do not replicate provisions in the rules.
99.		AGL	<p>As the secretary can be a person other than AEMO, the secretary should be required to publish appropriate contact details for members and the public to provide information to the IEC secretariat and where notices can be served.</p> <p>Meeting records, notices of Member removal from the IEC and election documentations should be published on an open platform (i.e. AEMO's website). Any updated details should be published within 5 business days.</p>	<p>The IEC members and alternates will be made available on the website. To avoid disclosing contact details for privacy purposes, relevant parties who need details can get these from the IEC secretariat.</p> <p>All IEC agendas, papers and minutes will be made available on the AEMO website after the IEC meeting.</p>
100.	7.3 alternates	Activestream	An Alternate should be confirmed through the nominations and election processes, be subject to a minimum two year term and hold/exercise all of its Member's powers and duties where it is called up to participate in an IEC meeting.	In accordance with the NER 7.17.6(i), other than an alternate for the AEMO Member, alternates must be approved by an ordinary majority of the IEC. Therefore alternates will be established upon establishment of the new IEC.

			<p>If a nominated/elected Alternate meets the necessary qualifications according to their membership category, their acceptance as an Alternate should be affirmed by the IEC without further question.</p> <p>Active Stream considers that the appointment of an Alternate by a Member or their Membership category should not be subject to the approval from the chairperson. This is unnecessarily onerous and unjustified. If AEMO wish to retain this requirement, AEMO must clarify why chairperson approval is necessary.</p>	
101.		Energex	<p>Energex considers that Alternates should be pre-selected by the Voter Category and pre-approved by the Chairperson and that this pre-approval should remain in place for the duration of the term of office of the Member. This arrangement would avoid the need for the Chairperson to approve Alternates prior to specific meetings and potentially at short notice, e.g. due to sudden illness of a Member. Having suitably qualified, pre-selected Alternates who are abreast of IEC matters will also assist in avoiding the risk of a lack of continuity due to Member absences. The pre-selection of an Alternate should also apply to the role of Chairperson.</p>	Refer to item 100.
102.		AusNet Services	<p>AusNet Services considers that continuity of membership is important and all IEC members should attempt to attend every meeting. However, if a member is unable to attend on short notice an Alternate, who is aware of both the IEC's activities and the views of the relevant voter category, should attend the meeting. We recommend that an Alternate member be selected by the IEC member in conjunction with the Voter Category member businesses, and for that Alternate member to be pre-approved by the IEC. This is similar to provisions in the former IEC operating manual.</p>	Refer to item 100.
103.		UE	<p>The drafting in 7.3 should be removed and replaced with the following.</p> <p>Any member should be able to appoint an Alternate who meets the Qualification Criteria and have this Alternate approved by the IEC and have the approval be valid for all meetings while that person retains IEC membership. This is similar to the former IEC operating manual clause 4.4 (c) and (d). This process allows each Member/Voter Category to seek appropriate Alternates and to ensure in the case of DNSPs that the Alternates are able to be sought from other B2B parties and other jurisdictions in the Voter Category.</p>	Refer to item 100.
104.		ENA	<p>ENA believes that continuity of membership is critical to the successful operation of the IEC, and that all IEC members should</p>	Refer to item 100.

			<p>attempt to attend every meeting. However, if a member is unable to attend, an Alternate who has been fully briefed and is aware of both the activities of the IEC and the views of the relevant voter category, should attend the IEC meeting. Finding a suitable Alternate and arranging permission from the Chairperson for the attendance of the Alternate will be difficult if required at short notice e.g. due to sudden illness.</p> <p>ENA suggests that the rules allow for an Alternate member to be selected by the IEC member in conjunction with the Voter category; and for that Alternate member to be pre-approved by the IEC. This would allow Alternate members to ensure that they are familiar with the IEC's work and to ensure that they are available for meetings if they are suddenly required to attend. It will also help provide continuity to the IEC if a member is absent for more than one meeting.</p>	
105.		AEC	<p>The requirement to obtain specific approval of the Chairperson for an Alternate to attend a specific Meeting, and approval only given for that relevant Meeting is unnecessarily onerous. An Alternate that meets the Qualification Criteria could be nominated to cover the period of the IEC two year appointment, and exercise all the powers and duties of the Member to which they have been appointed Alternate.</p>	Refer to item 100.
106.		Pacific Hydro	<p>A suggestion is to have the elected representative, at the time of their election to the IEC, put forward an Alternate to replace them, as required, during their 2 year appointment. The Alternate's Qualification Criteria would be validated at this time. This, however, would not prevent a different Alternate being put forward during the course of the representative's tenure.</p>	Refer to item 100.
107.		Origin	<p>As with the existing alternate – they should be nominated to cover that particular member for the term of membership as long as they meet the required qualification criteria. They should not be required to get acceptance at a specific meeting level</p>	Refer to item 100.
108.		Red/Lumo	<p>Consistent with the position outlined above, Red and Lumo consider that the nomination and election should be for both the Member and their Alternate. As such, the drafting proposed in this clause should be re-drafted to allow a Member to appoint a different Alternate than the one that they were elected with.</p>	Refer to item 100.

			<p>Further, we consider that it should be the IEC, not the chairperson who approves the replacement Alternate of the Member. This is the current process undertaken by the IEC, which has been a successful process, as such, we do not see the need for amending this approach.</p> <p>Subject to the Information Exchange Committee's approval, a Member may replace their Alternate with another Alternate who meets the Qualification Criteria to act on their behalf if the Member is unable to attend a Meeting, or has a Material Conflict.</p> <p>A Member must seek the approval of the chairperson for a person to act as their Alternate at a specific Meeting and the approval given will only apply for the relevant Meeting.</p>	
109.		AGL	<p>The requirement to obtain specific approval of the Chairperson for an Alternate to attend a specific Meeting, and approval only given for that relevant Meeting is unnecessarily onerous.</p> <p>An Alternate should be confirmed through the nominations and election processes, be subject to a minimum two year term and hold/exercise all of its Member's powers and duties where it is called up to participate in an IEC meeting.</p> <p>The appointment of an alternate by a member or member group should not be subject to the chairperson. If the alternate meets the necessary qualifications according to their category, then their acceptance should be with the IEC as a whole.</p> <p>An Alternate that meets the Qualification Criteria could be nominated to cover the period of the IEC two year appointment, and exercise all the powers and duties of the Member to which they have been appointed Alternate when acting in that role.</p>	Refer to item 100.
Chapter 10 Meetings				
110.	8.1 meetings	Activestream	Active Stream queries why the chairperson 'may' call for meetings. In our view, where a suitable agenda exists, the chairperson 'must' call a meeting with sufficient notice to Members.	Procedure/Manual Amended If there is a request the chairperson cannot unreasonably refuse.
111.		Energex	It is noted that clause 8.1. stipulates that "meetings can be held in person or by electronic means as determined by the Secretary". While it is highly desirable that Members should be present in person at meetings, there may be some benefit in making electronic	The Operating Manual does not preclude this scenario but allow meetings to be held via electronic means, which includes video or

			attendance available for all meetings for use in exceptional circumstances, e.g. where unforeseen circumstances arise which prevent a Member from travelling interstate for a full day to attend a meeting. This arrangement would also potentially alleviate the number of occasions on which an Alternate is required to act as a Member's representative at meetings. To address concerns that Members may elect to only attend meetings electronically, restrictions could be placed on the maximum number of times electronic attendance is permitted, e.g. twice within any 12 month period.	teleconferencing facilities. The secretary will consult with IEC members on what is appropriate.
112.		AusNet Services	AusNet Services suggests that there are circumstances where it is appropriate for members to request a meeting. A request for a meeting by a member must either be approved by the Chairperson or by the majority of elected IEC members. This is similar to provisions in the former IEC operating manual and mirrors similar arrangements that apply to company boards.	Refer to item 110.
113.		Ergon	Where meetings are to be conducted in person, Ergon Energy believes the Procedures and Manual should stipulate that the meeting location is to be rotated on a state by state basis, to provide equity in terms of travel and convenience.	It will depend on the location of the members. Putting in a clause like this may result in members travelling to states where no members reside, resulting in unnecessary travel. Such matters can be left to the IEC to discuss and decide what best meets their requirements.
114.		AEC	Through the Chairperson, any Member should be able to request and additional meeting and that request determined by the IEC.	Refer to item 110.
115.		Origin	An IEC member should be able request the Chairperson to call an additional meeting and the IEC should then determine that request.	Refer to item 110.
116.		Red/Lumo	As the draft Rule (7.17.9) does not indicate who can request a meeting, this should be catered for in the IEC Election Procedure and Operating Manual. Red and Lumo suggests the following: The Information Exchange Committee must meet for the dispatch of business in accordance with the NER, and otherwise conduct its Meetings as it sees fit. Any Member may request the chairperson to call a Meeting by giving notice in writing to the Secretary. Meetings can be held in person or by electronic means as determined by the Secretary.	Refer to item 110.

117.		AGL	AGL queries why the chairperson 'may' call for meetings. In our view, where a suitable agenda exists, or members request a meeting, the secretariat 'must' call a meeting with sufficient notice to Members.	Refer to item 110.
118.	8.2 notice of meetings and agenda	Activestream	Active Stream seeks clarification on the phrase "causes those materials to be published".	In this circumstance, it means that the material needs to be made available to members.
119.		AusNet	AusNet Services recommends that publication of papers must be on the AEMO website, unless they contain specifically identified confidential material.	Agenda, papers and minutes will be made available on AEMO's website after IEC meetings.
120.		UE	Amend drafting to make it clear that publication of papers will be on the AEMO website, not just to the current IEC Members.	Prior to meetings, agenda and papers will be made available to IEC member at least 10 business days prior to meeting. This give members a chance to discuss with constituents and consider material. IEC material will be made available on AEMO's website after the IEC meetings.
121.		Origin	<p>The notice and papers should also be sent to members who nominate by request to receive the papers.</p> <p>This will streamline the process of each industry rep then having to forward on to all members who will reduce the timelines for review and feedback. Sharing the papers will enable all participants to engage quickly with their nominated representatives.</p>	Refer to item 120.
122.		AGL	<p>What is meant by published ? Is this the NER defined version of publish, which means that papers will publicly available on the AEMO website? If not, why not ? The NER allows for members of the public to make submissions to the IEC, and as such it is expected they would have an interest in these outcomes.</p> <p>The drafting in 8.5 (d) should clarify that publication is on AEMO's website supported by appropriate notifications.</p>	Refer to item 119 and 120.
123.	8.4 other attendees	Activestream	<p>Active Stream notes that per clause 8.2 the IEC Secretariat must provide a meeting agenda and meeting papers to Members at least 10 business days before the meeting takes place.</p> <p>If Members require additional parties to attend the meeting, per this clause 8.4, it must (potentially) review the papers, organise the attendance of the invited attendee, and request chairperson approval within the same day it receives this correspondence from the IEC Secretariat. This is an unreasonable ask.</p>	<p>Procedure/Manual Amended</p> <p>Noting comments received regarding practicalities of timeframes, the Election Procedures and Operating Manual will be amended to require request for additional parties to attend be 6 business days prior to the relevant meetings, and chairperson must response within 4 business days of receiving the request.</p>

			<p>Active Stream suggests that this request to the chairperson be amended to 'within 5 business days' to allow Members sufficient time to review the meeting papers, and arrange attendance of the appropriate representative/s from external parties. We also suggest that the chairperson respond within 2 business days of receiving a request from a Member to invite an external party, otherwise the chairperson should be deemed to approve their attendance.</p> <p>Alternates should also be allowed to attend the meeting where the Member has advised the IEC in advance that it will be unable to attend a future meeting – this will ensure continuity and greater understanding of the issues to be discussed.</p> <p>Any correspondence on other attendees and Alternates must be provided to the chairperson through the IEC Secretariat. All decisions must be communicated by the IEC Secretariat to all IEC Members via email correspondence.</p>	
124.		Energex	<p>There may be circumstances where a request for approval to invite other attendees to a meeting will need to be coordinated with less than 10 business days' notice. Therefore, this clause should be amended to provide that the Chairperson can approve attendance by other attendees with less than 10 business days' notice under exceptional circumstances.</p>	Refer to item 123.
125.		AusNet Services	<p>AusNet Services considers that IEC members require adequate time to invite additional parties to a Meeting after receiving the agenda and meeting papers. It may be appropriate to invite subject matter experts or technical experts. Because the agenda and papers for an IEC will be circulated 10 business days prior to the meeting we recommend:</p> <p>changing the timeframe for requesting an additional parties to the IEC meeting to 6 business days; and altering the wording such that if the chairperson does not respond within 4 business days the chairperson is deemed to have approved the attendance for the specified additional parties.</p>	Refer to item 123.
126.		UE	<p>Agendas and papers for an IEC will be circulated 10 business days prior to the meeting. Where a member may wish to invite additional parties e.g. subject matter or technical experts or members from another jurisdiction etc., there should be an opportunity for the IEC member to circulate the papers to its B2B parties and to discuss what and how best matters need to be presented. The timeframe to notify the Chairperson of the additional parties 10 business days prior</p>	Refer to item 123.

			allows no time for the B2B parties to consider the issues. Suggest the drafting timeframes of 10 business days and 5 business days be changed to 5 and 2 respectively.	
127.		ENA	<p>As per Rule 8.2, meeting papers must be provided to IEC members 10 days before the meeting. Only after an IEC member receives and review the papers will they be able to determine if they require an additional party to attend the meeting. It may therefore be necessary to seek approval for attendance of an additional party with less than 10 days notice.</p> <p>ENA would suggest that a request for attendance of an additional party must be made to the Chairman a minimum of 5 days prior to the meeting.</p>	Refer to item 123.
128.		AEC	10 business days prior notice for an Other Attendee does seem excessive. Also, where that Other Attendee is the Alternate Member, who is accompanying the Member for purposes continuity for a subsequent Member absence for example, no notice period should be necessary.	Refer to item 123.
129.		Origin	The 10 day timeframe should be reduced to 5 days – with the Power of Choice workload throughout 2016 /2017 it is likely that issues may be identified at anytime and the ability to have any issues escalated and raised with the IEC needs this reduced timeframe to ensure the most appropriate attendee can attend.	Refer to item 123.
130.		EA	10 days notice is unnecessary and doesn't provide members sufficient time to review agenda and decide if they would like to invite someone to observe or contribute to a discussion.	Refer to item 123.
131.		Red/Lumo	<p>Red and Lumo recommends the timeframe to request an additional party attend the Meeting is changed from 10 to 5 business days prior to the relevant Meeting. As clause 8.2 notes that the Meeting papers and agenda will be provided 10 business days prior. This does not allow for sufficient time to review the papers and agenda to determine if an additional party would be required to attend and requesting this of the chairperson. Should AEMO not consider this approach sufficient, we request that clause 8.2 is amended to provide that the notice, agenda and papers are issued 15 business days prior to a meeting.</p> <p>Member may seek the chairperson's approval to invite additional parties to a Meeting to provide input (but not vote) on matters the Information Exchange Committee is considering. Such a request</p>	Refer to item 123.

			<p>must be provided to the chairperson no later than 5 business days prior to the relevant Meeting and if the chairperson does not respond within 2 business days of the request, the chairperson is deemed to have approved the attendance of the specified additional parties.</p>	
132.		AGL	<p>AGL notes that per clause 8.2 the IEC Secretariat must provide a meeting agenda and meeting papers to Members at least 10 business days before the meeting takes place.</p> <p>The draft procedures also require a member to give 10 days' notice if they wish to bring along another member. This does not give the member, or their constituents, time to consider the agenda and papers and indicate they will require an additional person to be present.</p> <p>Further, if a member requires an alternate to be present to assist them in managing their role or because they may be unavailable at the next scheduled meeting, they should be able to bring their alternate along to earlier meetings to ensure continuity of understanding.</p> <p>We also suggest that a response be provided within 2 business days of receiving a request from a Member, otherwise it is deemed that approval has been given for the attendance of alternative parties.</p> <p>Any correspondence on this matter to the chairperson must be provided through the IEC Secretariat. All decisions must be communicated by the IEC Secretariat to all IEC Members via email correspondence.</p> <p>A request by a member for an additional person to attend the meeting should be considered by the IEC as a whole, not just the chairperson, and agreement not unduly withheld.</p>	Refer to item 123.
133.	8.5 minutes and resolution	Activestream	<p>A list of Members/Alternates in attendance must be recorded, together with their membership category. This is necessary to distinguish between Members representing industry membership categories and discretionary appointments – where such an arrangement is present (i.e. a metering business elected as metering Member Vs. appointed as Discretionary representative).</p> <p>All minutes should be published by the IEC Secretariat on an open platform (i.e. AEMO's website), and supported through appropriate supplementary notices (i.e. email).</p>	<p>Procedure/Manual Amended</p> <p>The Election Procedures and Operating Manual will be amended to clarify that minutes are to clarify the member category each member represents.</p> <p>As noted above, the Operating Manual will clarify that IEC material, including minutes, will be made available, after the meeting, on AEMO's website.</p>

134.		Energex	There may be circumstances where it is not possible for a Member or Alternate to confirm or comment on the minutes within 5 business days, e.g. due to business commitments, illness or annual leave. Energex considers that a 10 business day timeframe would be more reasonable.	Procedure/Manual Amended The Operating Manual will be amended to 10 business days.
135.		AusNet Services	AusNet Services suggests section 8.5 of the IEC Election Procedures and Operating Manual require the minutes to include all decisions, actions and voting outcomes.	Procedure/Manual Amended The Operating Manual will make this clear.
136.		UE	The drafting in 8.5 (d) should clarify that publication is on AEMO's website.	Procedure/Manual Amended As noted above, the Operating Manual will clarify that IEC material, including minutes, will be made available, after the meeting, on AEMO's website.
137.		Pacific Hydro	b) If the Secretary receives comments on the minutes, the Secretary must amend the minutes accordingly and re-circulate a changed marked version showing the comments received them for confirmation within 5 <i>business days</i> of the date of the release of the change marked version of the minutes. on which the last comments on the minutes were received	AEMO considers that the current drafting is adequate and will enable members to confirm the changes.
138.		Origin	Minutes to be circulated to same group list as in 8.2	The intent is it will be the same group, particularly given members need to confirm the minutes.
139.		EA	Please confirm that minutes are to be published on AEMO's website	Refer to item 136.
140.		AGL	As parties can be either representing a group (eg retailers) or attend as a discretionary member, the minutes should clearly reflect which category that member is in. Again, papers should be published on the AEMO website and supported by appropriate notices.	Refer to item 136.
Chapter 9 Annual report and budget				
141.		Activestream	The annual report should be approved by the IEC. Once approved it should be published on an open platform by the IEC Secretariat (i.e. AEMO's website) and circulated to AEMO's Retail Market Consultative Forum participants.	The rules require annual report to be approved by the IEC. NER 7.17.7(b) requires AEMO to publish the annual report.
142.		AusNet Services	AusNet Services considers the IEC annual report should also include a proposed schedule of meeting for the upcoming year and a plan of key deliverables for the upcoming year. We also recommend the IEC annual report must be endorsed by the IEC and after being endorsed being published on the AEMO's website.	Procedure/Manual Amended The Operating Manual will be amended to clarify that an indicative forward schedule be included as part of the annual report.

				A forward schedule will be made available to IEC members and be a standing item on the IEC agenda to ensure members understand when decisions are required.
143.		UE	<p>9.1 (c) should be expanded to include the key meeting schedule for the following year, a plan of the key deliverables that are expected to be available for decision for each meeting and for the reform packages the expected date of the B2B releases for the next 1-2 years. This will facilitate the availability of the IEC members and will manage the expectations of workloads and meetings schedules for both the development of B2B changes and the governance and decision making processes.</p> <p>The drafting should also be amended to include the IEC endorsement of the IEC Annual report before its publication on the AEMO website.</p>	Refer to item 142.
144.		Pacific Hydro	<p>The Information Exchange Committee Annual Report must contain the following:</p> <p>(a) A review of the performance of the Information Exchange Committee functions during the year, including: Information Exchange Committee Works Programme and the status of that work; Significant issues considered.</p> <p>(b) Details of changes to B2B Procedures, the reason for those changes and an assessment of the impact of those changes; and</p> <p>(c) An outline of the key priorities and strategic objectives for the future.</p>	The current wording appears appropriate.
145.		AGL	<p>9.1 (c) should be expanded to include the key meeting schedule for the following year, a plan of the key deliverables that are expected to be available for decision for each meeting and for the reform packages the expected date of the B2B releases for the next 1-2 years. This will facilitate the availability of the IEC members and will manage the expectations of workloads and meetings schedules for both the development of B2B changes and the governance and decision making processes.</p> <p>The drafting should also be amended to include the IEC endorsement of the IEC Annual report before its publication on the AEMO website and supported by appropriate notices.</p>	Refer to item 142.

146.		AusNet Services	<p>AusNet Services recommends adding the following provision in to section 9.2 as this appears to be the intention of the draft NER section 7.17.7(b). The IEC Annual Report prepared by 31 December sets out the scope of the following years activities, and between 31 December and 31 March becomes the basis for discussions between the IEC and AEMO regarding activities, scope and budget.</p> <p>“In setting and approving the budget, the IEC and AEMO must give regard to the key priorities, objectives, deliverables and scheduled meetings set out in the most recent IEC Annual Report.”</p>	The process and consideration of the IEC budget is already covered by the NER. Additional provisions are not required at this stage.
Appendix				
147.	Appendix A nomination form	UE, activestream, ENA, AEC, Origin, AGL	Refer to previous comment under 3.3	Refer to previous comments.
148.		Pacific Hydro	<p>Contact details for nominee (incl. mobile, work phone and email address):</p> <p>Evidence that the nominee meets the Qualification Criteria (attach additional information if required); and Signature of the nominee and nominator and date. Attach evidence that the nominee meets the Qualification Criteria Signature nominee: _____ Date: _____</p> <p>Signature of Nominator: _____ Date: _____</p> <p>Signed by the Chief Executive Officer Signature of CEO of the nominator: _____ Date: _____ Print name of Chief Executive Officer CEO of nominator: _____</p> <p>Refer also to the comments on section 3.3.</p>	Refer to previous comments.
149.		Red/Lumo	<p>In accordance with our comments in clause 3.3, 6.2 and 7.3, we recommend that the nomination form is updated to provide ability for an Alternate’s qualifications to be outlined.</p> <p>Additionally, Red and Lumo recommend AEMO consider providing a list of the requirements that AEMO will receive, but not specify the form. This will allow AEMO to use alternate methods, such as an</p>	Refer to previous comments.

			electronic form to submit the information. We consider this flexibility appropriate to ensure that the IEC Election Procedure and Operating Manual does not become outdated and requiring frequent revision.	
150.	Appendix B call for election form	Activestream	Remove reference to “transitional IEC nomination form” and replace with “IEC nomination form”. A short biography outlining nominee’s skills, experience and past work history should be provided with the election form.	Procedure/Manual Amended The Election Procedures will be amended accordingly.
151.		UE	The reference to the transitional IEC nomination form should be updated. When a call for election is made to the nominated representatives, the biographies of the nominated parties should also be made available with the election forms.	Refer to item 150.
152.		Pacific Hydro	Click here for more information. and here for the transitional IEC nomination form.	Refer to item 150.
153.		Red/Lumo	Consistent with the comment to Appendix A, Red and Lumo recommend AEMO consider providing a list of the requirements to allow for alternate methods, such as an electronic form.	Refer to previous comments.
154.		AGL	The reference to the transitional IEC nomination form should be updated. When a call for election is made to the nominated representatives, the biographies of the nominated parties should also be made available with the election forms.	Procedure/Manual Amended Refer to item 150. The Election Procedures attachments will be amended so that biographies are included in the nomination form and election form. This will help inform the election process.
155.	Appendix C election form	Activstream	Greater clarity required on: who has completed the form is required – i.e. name of representative and the business organisation. Who us up for nomination and a simple tick box or cross measure to select a preferred candidate	Refer to previous comments.
156.		AusNet	AusNet Services recommends that the biographies of the nominated parties addressing the criteria in NER 7.17.11(c) should be made available with the election forms.	Refer to item 154.
157.		UE	The election form should be amended to be more tabular: Make it clear the person and business name that is voting Have a list of Nominated categories with a cross for the category for which the voting is being undertaken using that form Have a table of the list of Nominees, Business name, Position and make it clear in the instructions that a number must be placed against	Refer to previous comments.

			each Nominee from 1 through to X, where X is the number of Nominees. This clarifies the preferential.	
158.		Pacific Hydro	Please provide a definition of 'authorised representative' as referenced in the Election form. (Refer section 2.1).	AEMO considers that authorised representative is a generally understood term. The election form also states that the signatory warrants that the signatory is duly authorised to sign this form on behalf of the voter.
159.		EA	Can AEMO be more specific regarding the 'signature of authorised representative of voter'? Is this our nominated executive contact with AEMO or another authorised representative?	Refer to item 154.
160.		Lumo/Red	Consistent with the comment to Appendix A, Red and Lumo recommend AEMO consider providing a list of the requirements to allow for alternate methods, such as an electronic form.	Refer to previous comments.
161.		AGL	The election form should be amended to be more tabular: Make it clear the person and business name that is voting Have a list of Nominated categories with a cross for the category for which the voting is being undertaken using that form Have a table of the list of Nominees, Business name, Position and make it clear in the instructions that a number must be placed against each Nominee from 1 through to X, where X is the number of Nominees. This clarifies the preferential	Refer to previous comments.
162.	Appendix D form of IEC minutes	Red/Lumo	Consistent with the comment to Appendix A, Red and Lumo recommend AEMO consider providing a list of the requirements to allow for alternate methods, such as an electronic form.	Refer to previous comments.
163.		AGL	In the minutes it should be clear when members / alternates are listed what groups they are representing and whether they are representing that category or are there as a discretionary member.	Procedure/Manual Amended The document will be amended to clarify this.
164.		EA	Working groups are not specified. Will these be specified by the new IEC? Decision making processes and guidelines not specified. Will there continue to be an annual planning session for input from all industry participants? Funding decision making processes not specified. Unclear process for consulting on changes to these procedures if the final rule determination is substantially different from the draft.	Working group will be established by the IEC. A terms of reference will be developed for such a group. For reasons outlined in section 2 of the Final Paper (IEC Election Procedures and Operating Manual), AEMO will not run an additional consultation on the Election Procedures and Operating Manual.
165.	Additional feedback	AGL	There is no clear obligation for representative members to ensure they consult with their constituencies as part of their role. This was part of the previous IEC governance manual. Further, given the nature of the discretionary roles, AGL believes that it should be clear	Members are elected to represent participants in the relevant membership category and the obligations of members in performing their duties are set out in the NER. Putting an obligation on

			<p>who those members are representing – since they are meant to represent a class of participant.</p> <p>AGL queries which IEC Operating Manual which is being consulted on.</p> <p>There is an existing Operating Manual and this consultation does not clearly show the changes from the existing manual to this draft manual.</p> <p>The consultation has not asked specifically, nor does it clearly show, that by providing feedback whether that constitutes acceptance or rejection by industry of this new draft manual.</p>	<p>members to consult with their businesses does not fall within the bounds of the Election Procedures and Operating Manual. This is a rules matter. No changes are proposed to the Election Procedures and Operating Manual.</p> <p>A number of the details in previous Election Procedures and Operating Manual have been included in rules and therefore are not replicated in these document. A lot elevated into rules. Looking for things to complement the rules. This document highlight where changes have been accepted and made, in response to stakeholder comments.</p>
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