

## TO/TOP Matrix Subcommittee

### Mission

The PJM TO/TOP (Transmission Owner/Transmission Operator) Matrix Subcommittee (TTMS) group ensures that the TO/TOP Matrix, used during PJM TO/TOP audits, is up to date with the current North American Electric Reliability Corporation (NERC) Reliability Standards applicable to PJM as the TOP. The matrix is intended to clarify the assignment of tasks based on the unique relationship between PJM and its member transmission owners as defined in the Transmission Owners Agreement, Operating Agreement and PJM manuals.

### Membership

The TTMS membership and meetings are limited to PJM Transmission Owners who are signatories to the Consolidated Transmission Owners Agreement (Member TOs). The TTMS reports to the Transmission Owners Agreement- Administrative Committee (TOA-AC), a committee with membership limited to PJM Member TOs.

### Review

TTMS meets monthly or as required to review the PJM TO/TOP Matrix and all deliverables are developed through consensus. Review and revision of the Matrix include but are not limited for the following instances:

- Modification of the referenced PJM Manuals
- Modification or deletion of the relevant NERC or Regional Reliability Standards applicable to the Transmission Operator function
- Addition of new relevant NERC Reliability Standards applicable to the Transmission Operator function
- Annual review of the Matrix
- Feedback from TO/TOP Audits
- Feedback from Member TO

A consensus-building stakeholder process is the best way to accomplish the required TO/TOP Matrix maintenance.

### Key Work Activities

The TTMS periodically produces a draft version of the PJM TO/TOP Matrix to be reviewed by the PJM System Operations Subcommittee (SOS-T), the PJM Planning Committee (PC), and the PJM Operating Committee (OC), which may recommend approval of the Matrix to the TOA-AC. The TOA-AC approves the TO/TOP Matrix.

### Expected Deliverables

- Draft version of the PJM TO/TOP Matrix suitable for review by the SOS-T, PC, OC and approval by the TOA-AC
- Implementation Plan for any new draft version of the TO/TOP Matrix
- Any other documents the TTMS or the TOA-AC may deem necessary

**Expected Overall Duration of Work**

The TTMS is an on-going Subcommittee that will remain in-place as long as there is a need for the TO/TOP Matrix.

**Milestones and Deadlines**

Each relevant new or changed NERC or Regional Reliability Standard require a change to the Matrix and have a goal of the matrix being approved before the relevant Standard becomes enforceable.

**Development History**

Revision: 2	xx/xx/2022
Author:	Gizella Mali, Chair, TO/TOP Matrix Subcommittee, Sr. Analyst II, NERC Compliance
Reviews:	TTMS, SOS-T, PC, OC
Approver:	Transmission Owners Association-Administrative Committee
Reason for Change:	Periodic cover to cover review of document. Added Mission statement. Added Member TO feedback to the Review section. Added the Reviews section to the Dev. History table. Re-arranged sections for clarity and flow of document.

Revision: 1	05/12/2015
Author:	Srinivas Kappagantula, Chairman, TO/TOP Matrix Subcommittee, Senior Analyst, NERC and Regional Coordination Department
Approver:	Transmission Owners Association-Administrative Committee
Reason for Change:	<ol style="list-style-type: none"> <li>1. Membership Section Added</li> <li>2. Revision history added.</li> </ol>

Revision: 0	4/17/2013
Author:	Mark Kuras, Chairman, TO/TOP Matrix Subcommittee, Senior Lead Engineer, NERC and Regional Coordination Department
Approver:	Transmission Owners Association-Administrative Committee
Reason for Change:	This is a newly developed document.