


PJM Stakeholder Process: New Member Quick Guide

Welcome to PJM's stakeholder process! We hope you're ready to get involved in moving the energy industry forward.



Setting up a PJM.com account

You will need to create a password-protected account on www.pjm.com to access the full functionality of the site. Go to www.pjm.com, navigate to the  icon in the top left corner of the page and follow the instructions to create your account. Once you create and log in to the account, you should remain logged in for easy access to resources.



Recommended Reading

[Manual 34](#) is the PJM manual dedicated to the stakeholder process. You may print a copy of this manual, or access the manual on www.pjm.com as needed to view and search keywords in the most current version.



Recommended Training

Stakeholder Process Training

Held four times a year, this training covers the stakeholder process from start to finish. Look for available dates and registration in the Upcoming Meetings section of www.pjm.com.

PJM 101: The Basics

This one-day overview course introduces participants to PJM's markets and operations models. It includes presentations on the PJM markets and system operations, market settlements, capacity and transmission expansion planning. This course is designed for those new to PJM who need to understand the basics of the regional transmission organization. Held two or more times a year, this training is run by PJM's Member Training department. Look for available dates on the [PJM.com training page](#).



Attending Stakeholder Meetings

Stakeholder meetings are held in-person and/or via teleconference and WebEx. Most meetings are held at the PJM Conference and Training Center in Valley Forge, Pa., or at the Chase Center on the Riverfront, in Wilmington, Del. Attire at stakeholder meetings is generally business casual. You can find directions and travel information on www.pjm.com > About PJM > [Who We Are](#).

To search and register for meetings of interest, go to www.pjm.com > Meetings > [Calendar](#).



PJM Annual Meeting

The PJM Annual Meeting is held each May, and is open to all PJM member companies. Invitations to the meeting are sent via email to all member companies. While non-member companies may participate in the public meetings that take place at the annual meeting, they are not invited to participate in the Annual Meeting Event.



Joining a Roster

Each stakeholder group has its own participant roster. Each voting member and affiliate member company is entitled to one primary and three alternate representatives for each stakeholder group. In order for an individual to be added to a roster, one must submit the [Roster Update Form](#). Please contact committee_srvcs_admins@pjm.com with questions.





Joining an Email Distribution List

Each stakeholder group has its own email distribution list or ListServ. The ListServ is used to send meeting notices, materials, notices of votes or polls and reminders to the group. To subscribe to all of our public mailing lists, sign up for a [PJM account](#). If you already have an existing account, enter your username and password in the appropriate fields designated. Once you have your account, you can choose which lists to which you would like to be added by moving them from the Available Subscriptions (left side of the screen) to the Current Subscriptions (right side of the screen) and clicking the Submit button.



Stakeholder Documents and Templates

Access documents commonly used in the stakeholder process at www.pjm.com > Committees and Groups > [Stakeholder Process Templates](#).

Other documents, manuals, maps and agreements can be found on the [Documents section](#) of www.pjm.com.



Issues Tracking

Check the [Issues Tracking](#) page to follow the history and current state of all issues currently active in the stakeholder process.



Feedback

PJM is always open to feedback on ways to improve the stakeholder experience. Please consider participating in the Stakeholder Process Forum, which offers a venue for feedback and idea sharing on process improvement. The Stakeholder Process Forum meets monthly and you can register for meetings at www.pjm.com > Committees and Groups > [Committees](#).

Provide feedback on the facilitation of stakeholder meetings using this [Facilitator Feedback Form](#).

Contacts

David Anders
Manager, Stakeholder Affairs
Market Services
610.666.4675
andersd@pjm.com

Janell Fabiano
Senior Stakeholder Process Facilitator
Member Support Services
610.666.4752
fabiaj@pjm.com

Amanda Egan
Senior Stakeholder Process Specialist
Member Support Services
610.666.4605
egana@pjm.com