

# Manual 40: Training and Certification Requirements Updates



Michael Hoke

Sr. Lead Trainer, State and Member Training

Maureen Curley

Sr. Trainer, State and Member Training

- First Reads:
  - November 21, 2017 - DTS
  - December 7, 2017 - SOS
  - December 8, 2017 - DRS
  - December 12, 2017 - OC
  - December 21, 2017 - MRC

- Second Reads/Endorsement
  - December 19, 2017 - DTS
  - January 4, 2018 - Joint SOS
  - January 9, 2018 - OC
  - January 12, 2018 - DRS
  - January 25, 2018 - MRC (Approval)
- Effective Date February 1, 2018

- Section 1:
  - Task list review and opt out review/approval
    - PJM will coordinate these efforts with the DTS and Operations as needed
  - Program evaluation
    - DTS plays a key role in process; PJM responsible for identifying action items and associated timelines for implementation

- Section 2
  - Reorganized flow to accommodate new Markets exam
  - Sections 2.1 and 2.2 now cover what is common to all exams
  - Added Section 2.2.5 Disciplinary Actions
  - Section 2.3 only deals with required credentials
    - Removed time elements, which are covered in section 3

- Section 3
  - EOP schedule prorated
    - Requirement not changed
    - Language changed to accommodate individuals that leave position
      - Updated based on PJM compliance suggestion
  - Annual task training
    - Updated to reflect DTS role in determining the tasks and topics included in the continuing training program
      - PJM to coordinate the annual training task training requirements

- Section 3
  - Generation MOC and Small Generation continuing training
    - Transitioning from rolling 3 year requirement to annual requirement
      - 18 hours per year for Generation Dispatcher
      - 8 hours per year for Small Generator Plant Dispatcher
    - Annual requirement will become effective 1/1/2019
  - Demand Response
    - Additional audience identified that interacts with PJM
      - Proposed effective date of 6/1/2018
    - Added Emergency Procedures to initial and continuing training

- Section 4
  - Changed requirement for PJM Generation Certification timeline from 1 year to 6 months (Section 4.4)
  - Removed ExSchedules from list of Master Coordinator related tools (Section 4.4)
  - Added clarifying language to Simulator Retest process (Section 4.5 & Section 4.6)
  - Replaced the word “quiz” with “assessment (Section 4.9)



# Questions?

Contact Info:

[Michael.Hoke@pjm.com](mailto:Michael.Hoke@pjm.com)

[Maureen.Curley@pjm.com](mailto:Maureen.Curley@pjm.com)