

Second Amendment to the Intraday Operations Agreement (IDOA) – Annex 5 :
Adapted Exhibit 10 to the IDOA - Rules of Internal Order (RIO)
Confidential

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I. General

These Rules of Internal Order (the “**RIO**”) set forth the decision-making process rules of the MCSC, the HLM, the OPSCOM and the Incident Committee as referred to in Article 12 of the Agreement.

All capitalised terms not expressly defined herein shall have the meanings attributed to them in Exhibit 1 (Definition List).

II. RIO for MCSC

1. Composition of the MCSC

1.1. Representatives

Each Party is entitled to nominate one or several representatives to the MCSC. The representative(s) of each Party in the MCSC is/are designated in writing. The list of such representatives, including their contact details, are held by the MCSC Secretary. A Party may change its nominated representative(s) in the MCSC by providing the new contact details to the MCSC Secretary.

Each Party is, with respect to each meeting of the MCSC, duly represented either:

- by the nominated representative(s) (as designated by it in the conditions described above); or
- if a nominated representative cannot attend a meeting of the MCSC, by any other person duly mandated and empowered to take decisions binding upon its company on all items of the agenda for the meeting of the MCSC.

If a Party is unable to attend an MCSC meeting either by its nominated representative or by any other mandated person of this Party, such Party may mandate the MCSC representative of another Party to represent it.

In case of replacement, the concerned Party informs the MCSC Secretary in writing before the MCSC meeting that it cannot attend, with indication of the name of the person representing the Party on its behalf. In case of replacement by another Party, the concerned Party provides the MCSC Secretary with the power of attorney given to the other Party.

One representative may represent more than one Party, provided it is duly mandated to do so.

1.2. Chair

The meetings of the MCSC shall be jointly co-chaired by either one (1) representative (for both SDAC matters and SIDC matters) or two (2) representatives (one for SDAC matters, one for SIDC matters) elected by the NEMOs and either one (1) representative (for both SDAC matters and SIDC matters) or two (2) representatives (one for SDAC matters, one for SIDC matters) elected by the TSOs. The co-chairship of the meetings of the MCSC shall, unless

otherwise agreed amongst the NEMOs or the TSOs respectively, be rotating on a yearly basis.

Any co-chair may, in exceptional circumstances which prevent him/her to exercise his/her functions at a meeting of the MCSC, delegate such task to another co-chair or as the case may be, to a representative of the NEMOs or TSOs respectively.

Co-chairs shall not have voting rights and shall not be considered representatives of their respective companies.

1.3. MCSC Secretary

The MCSC Secretary role is performed either by one (1) Party on rotating basis or by a third party appointed by the Parties.

The MCSC Secretary has no voting rights and can never (including in extraordinary circumstances) be mandated to vote for any Party.

The MCSC Secretary assists the MCSC, amongst others by:

- Drafting the agenda, preparing session files and notices of the MCSC meetings and distributing them on behalf of the co-chairs;
- Preparing the attendance list of the MCSC meetings;
- Verifying before each MCSC meeting that the representatives attending the MCSC meetings have been either listed on the list of nominated representatives or notified as replacement. In the event of representation by another Party, the MCSC Secretary collects the power of attorney given by the Party not attending;
- Verifying, for decisions on the agenda subject to a pre-alignment, if a NEMO Vote and TSO Vote have been reached and whether they match or not;
- Preparing the minutes of the MCSC meeting;
- Ensuring the drafting and circulation of the minutes of the MCSC meeting; and
- Keeping record in a common (online) storage place of the minutes and supporting documents of the MCSC meeting or coordinate with

the person responsible for record keeping in accordance with Article 26.2 of the Agreement.

The costs of the MCSC Secretary are Common Costs and shall be shared as set forth in Article 15 of the Agreement.

2. MCSC meetings

The MCSC shall, unless otherwise agreed, meet at least on a quarterly basis. The co-chairs may jointly decide to convene MCSC meetings more often, or to cancel a scheduled MCSC meeting, provided such meeting is not necessary given the absence of matters to be discussed.

Any Party may at any time request an MCSC meeting by addressing a written request to the MCSC Secretary and co-chairs. The request shall include the matters to be put on the agenda, and the reason why an MCSC meeting is required. The co-chairs shall jointly decide on whether the request requires an ad hoc MCSC meeting or whether the point can be addressed in the first following regular MCSC meeting.

The invitations for regular MCSC meetings are notified by the MCSC Secretary in writing to the members of the MCSC at the latest at the time indicated in Appendix 1. The notices contain the date, place and time of the MCSC meeting.

The draft agenda is sent at the latest at the time indicated in Appendix 1.

The agenda shall identify the agenda points that relate to Joint Matters with a view to allow MCSC to seek increased efficiency and synergies and, as the case may be, alignment of solutions for matters and/or issues that are similar for and/or that concern both the SIDC and the SDAC.

A Party may propose to add items on the agenda of a MCSC meeting, and these proposals are taken into account provided they have been received by the MCSC Secretary at the latest the number of Working Days set forth in Appendix 1 before such MCSC meeting.

The final agenda and any supporting documentation to the points on the agenda is sent at the latest at the time indicated in Appendix 1.

Urgent matters may be added to the agenda of the MCSC meeting, if agreed by all Voting Members during that MCSC meeting.

The MCSC may hold ad hoc MCSC meetings at any time. To the extent possible, a reasonable notice period will be applied.

A member of the MCSC who attends the MCSC meeting or is represented in it, is considered as having received due notice.

Unless decided otherwise by the MCSC, the MCSC Secretary shall be in charge of the practical organisation of the MCSC meetings.

The meeting costs (hosting, organisation, etc.) are a Common Cost and shall be shared as set forth in the Agreement, it being understood that the travel costs of each Party's representative are borne by the Party(ies) he/she is representing.

The MCSC may meet either physically or by remote meeting devices (such as e.g. conference call, video call, written procedure, etc.) and the MCSC Secretary organising the MCSC meeting shall foresee the technical equipment that would allow remote access.

In accordance with article 10 of CACM, ACER and the European Commission shall be invited as observers to the meetings of the MCSC.

3. Decision-making rules within the MCSC

3.1. Quorum

Quorum requirements shall always be verified at the beginning of each MCSC meeting, in compliance with the following requirements (which shall be verified separately for SIDC matters subject to this Agreement, and for SDAC matters subject to the DAOA):

3.1.1. Specific quorum for matching pre-aligned NEMO Vote and TSO Vote

With respect to decisions on the agenda subject to pre-alignment, a quorum of at least 3 TSO representatives and at least 3 NEMO representatives is sufficient for the MCSC to establish if NEMO Vote and TSO Vote match or not.

If this specific quorum is not met, the meeting cannot take place.

If this specific quorum is met, but the decision on agenda points for which pre-alignment applies has not been reached or the NEMO Vote and TSO Vote do not match, then the quorum set forth in article II. 3.1.2 a) shall apply.

3.1.2. General quorum for all other types of decisions

- a) The MCSC shall be quorate if the quorum requirements of the respective agreements concerning decision-making rules, applicable respectively amongst the NEMOs and amongst the TSOs, are met.
- b) Should such quorum not be met at any given MCSC meeting:
- discussions are possible at such meeting, with a view to coming up with a suggestion of a decision on each of the points which were on the agenda of such MCSC meeting and for which there is no matching decision;
 - the further decision-making process on the points which were on the agenda of such MCSC meeting and for which there is no matching decision shall imply the following steps:
 - such suggestions of decisions are to be confirmed by email procedure, whereby TSO Vote and NEMO Vote should be reached (each group to come to their decision via the decision-making rules of their respective agreements) and then should match;
 - should there be no match between the such achieved TSO Vote and NEMO Vote, then an ad-hoc MCSC meeting shall be convened shortly thereafter (the same quorum as set forth in this article II. 3.1.2 a) being applicable).

3.2. General voting principles

As provided by Article 12.4 of the Agreement, all Voting Members from NEMOs shall collectively have one (1) vote (hereafter the "**NEMO Vote**"), and all Voting

Members from TSOs shall collectively have one (1) vote (hereafter the “**TSO Vote**”).

Decisions are adopted in case of unanimity between the NEMO Vote and the TSO Vote.

NEMOs and TSOs shall respectively reach the NEMO Vote and the TSO Vote (either the pre-aligned one under article II.3.3 below, or the one in the live debates under article II.3.5. below) in accordance with the decision-making rules applicable respectively amongst the NEMOs and amongst the TSOs, provided for in their respective agreements.

3.3. Pre-alignment of NEMOs’ and TSOs’ positions

Prior to any MCSC meeting, NEMOs and TSOs shall, in compliance with the decision-making rules of their respective agreements, reach the NEMO Vote and TSO Vote.

The MCSC Secretary shall be informed of the NEMO Vote and TSO Vote as soon as possible after it being reached.

3.4. Matching NEMO Vote and TSO Vote

In case the NEMO Vote and the TSO Vote as established in the pre-alignment are matching (*i.e.*, both for the decision to be taken or both against the decision to be taken), the MCSC decision(s) shall be considered as adopted with unanimity and shall be recorded as per article II. 4 below.

3.5. Diverging NEMO Vote and TSO Vote / Unexpected items / Urgent Matters

3.5.1. Diverging NEMO Vote and TSO Vote

In case the NEMO Vote and the TSO Vote in respect of an agenda point resulting from the pre-alignment diverge, then a discussion shall take place at MCSC level.

After such discussion, provided the quorum mentioned in article II.3.1.2. a) is reached, NEMOs and TSOs shall each, in compliance with the decision-making rules

of their respective agreements, reach their respective NEMO Vote and TSO Vote in respect of the concerned agenda topic.

If the NEMO Vote and the TSOs Vote still diverge, the decision is considered as not adopted.

3.5.2. Unexpected items / Urgent matters

The MCSC may only decide on the topics of the agenda circulated by the MCSC Secretary in accordance with these RIO.

In case an unexpected topic arises, it may either:

- i) be discussed and decided at the MCSC meeting during which the unexpected issue(s) arose provided the quorum mentioned in article II. 3.1.2. a) is met, and all Parties agree to discuss the point,
- ii) if such quorum is not met, be subject to the process described in article II. 3.1.2 b);
- iii) if the topic requires a decision within a short timeframe, be referred to an ad-hoc MCSC conference call which shall take place at the latest the number of Working Days set forth in Appendix 1 following the MCSC meeting during which the unexpected issue(s) arose; or
- iv) be referred to another MCSC meeting.

For clarity reasons, the ad-hoc MCSC conference call referred to under point iii) above is subject to the general rules on quorum and decision making of the RIO.

4. Recording of MCSC decisions

4.1. Normal procedure

The decision(s) of the MCSC are recorded by the MCSC Secretary in written minutes.

The draft minutes (including decisions) are circulated by the MCSC Secretary to the members of the MCSC, within a maximum of the number of Working Days set forth in Appendix 1 of the meeting concerned.

Members of the MCSC may comment on the draft minutes within the number of Working Days set forth in Appendix 1 after such circulation (it being understood that the decisions themselves cannot be challenged and are binding as of the meeting during which they are taken). Unless agreed otherwise at the MCSC meeting, the minutes are approved at the next MCSC meeting.

The comments on the draft minutes received (if any) are discussed at the next available MCSC meeting.

The final minutes shall be made available by the MCSC Secretary to all Parties, by the number of Working Days set forth in Appendix 1 of their approval, by storing them in the common (online) storage place as set forth in Article 26.2 of the Agreement.

4.2. Procedure pursuant to article II.3.1.2.b)

Decision(s) taken in application of article II.3.1.2.b) shall be stored in the common (online) storage place as set forth in Article 26.2 of the Agreement.

III. RIO for HLM

The rules of internal order for the MCSC under Article II apply *mutatis mutandis* for the HLM.

IV. RIO for OPSCOM

1. Tasks and roles

General delegation by the MCSC

The OPSCOM shall have the following powers and tasks:

- Elaboration of advice and recommendations to the MCSC on the design and operation of the SIDC;
- Performance of all acts in relation to the monitoring of the daily operations of the SIDC and ensuring the well-functioning and continuity of it;
- Performance of the tasks appointed to it in the Change Control Procedure;
- Performance of the reporting activities following Algorithm Monitoring Procedure;
- Handling escalations from the Incident Committee in an ad hoc OPSCOM call;
- Organization and coordination of testing activities in the context of incidents and change control;
- Organization and coordination of training activities;
- Discussion and evaluation of any incident; and
- Recommendation of operational improvements based on experience.

In addition, it performs any specific task delegated expressly to it by the MCSC.

In any event, should a decision (or several accumulated decisions) of OPSCOM have financial impact in excess of an amount to be decided upon by MCSC, it shall be subject to validation at MCSC level.

Tasks of the OPSCOM under the Change Control Procedure

The OPSCOM performs the specific tasks appointed to the function of "Change Control Board (CCB)", as described in the Change Control Procedure.

2. Reporting and external communication

The OPSCOM periodically reports to the MCSC.

In addition, it provides input for the periodic regulatory reports following the Algorithm Monitoring Procedure..

3. Organization and functioning rules

OPSCOM composition and functioning

In the OPSCOM, the following roles are distinguished:

- Member;
- Chair (no voting rights);
- OPSCOM Secretary (no voting rights); and
- Invited participants.

Each Party is entitled to nominate one or several representatives to the OPSCOM but will, regardless of the number of the nominated representatives, always have one (1) vote. The representative(s) of each Party in the OPSCOM is/are designated in writing. The list of such representatives, including their contact details, are held by the OPSCOM Secretary. A Party may change its nominated representative(s) in the OPSCOM by providing the new contact details to the OPSCOM Secretary.

Only representatives from Operational Parties are entitled to vote in the OPSCOM for Operational Decisions in accordance with [Article 12.4](#) of the Agreement, it being understood that all representatives are entitled to participate in the discussions on such decisions.

Each Party is, with respect to each meeting of the OPSCOM, duly represented either:

- by the nominated representative(s) (as designated by it in the conditions described above); or
- if a nominated representative cannot attend a meeting of the OPSCOM, by any other person duly mandated and empowered to take decisions binding upon its company on all items of the agenda.

If a Party is unable to attend an OPSCOM meeting either by its nominated representative or by any other person of this Party, such Party may mandate the OPSCOM representative of another Party to represent it.

In case of replacement, the concerned Party informs the OPSCOM Secretary in writing before the OPSCOM meeting that it cannot attend this OPSCOM meeting,

with indication of the name of the person representing the Party on its behalf. In case of replacement by another Party, the concerned Party provides the OPSCOM Secretary with the power of attorney given to the other Party.

One representative may represent more than one Party provided it is duly mandated to do so.

In order to ensure a continuous optimal coordination, the OPSCOM normally meets every fortnight and at least once a month, unless agreed otherwise by the OPSCOM Members. The OPSCOM calls and meetings are limited to business days (i.e., for the purpose of this section of the RIO regarding the OPSCOM, Monday till Friday, irrespective of national public holidays) and office hours (i.e. 08:30 till 17:00), unless otherwise unanimously agreed. The OPSCOM may meet either physically or by distant meeting devices (such as e.g. conference call, video call, written procedure, etc.). Any cancellation of an OPSCOM meeting is made by unanimous consent in writing with a minimum of two (2) business days notice. Any member of the OPSCOM may request an extraordinary OPSCOM meeting.

In addition to the planned meetings, there might be a need for ad hoc OPSCOM calls to handle escalations from the Incident Committee. These ad hoc calls are to be organized as soon as possible after the escalation, preferably the same day and no later than the next business day.

The **OPSCOM Chair** and **OPSCOM Secretary** will prepare and circulate an agenda for each OPSCOM meeting. The agenda will contain at least incidents and changes. Furthermore, it may include items such as the organization of release, testing and training activities.

Each Party commits to be present or represented at an OPSCOM meeting. In case (a) Party(ies) unwilfully does/do not attend an OPSCOM meeting, they are expected to arrange representation or to subscribe to the OPSCOM decisions, while the deemed acceptance principle is applied for them, *i.e.* in case the not represented party objects to a decision, they should indicate this within two (2) Working Days after distribution of the minutes.

The representatives of the Parties in the IDSC elect an OPSCOM Chair for 12 months, and an OPSCOM Secretary for the period as agreed by the Parties, from

among its members or from a designated external party during their first meeting. In order to avoid the loss of historical knowledge, a 3 months handover period is established between the Chair and a new Chair (OPSCOM Secretary may be asked to support it):

- within two (2) months before start of the co-chairing, the OPSCOM Chair hands over the knowledge to a new OPSCOM Chair;
- (1) month before the end of the turn of the OPSCOM Chair, a new OPSCOM Chair is supported by the OPSCOM Chair (co-chairing);
- No later than (1) month before the end of the turn of the OPSCOM Chair, a new OPSCOM Chair is included in all relevant contact lists.

The costs of the OPSCOM Secretary are Common Costs and shall be shared as set forth in Article 15 of the Agreement.

Decision making is unanimous by the members present or represented, and entitled to vote. In case of disagreement, the issue is escalated to the MCSC.

The decisions of the OPSCOM are recorded in minutes, which are circulated to the members of the OPSCOM as soon as possible and in any event within five (5) Working Days after the OPSCOM meeting. Final approval of the minutes, by consensus, is sought at the next OPSCOM meeting. In case of disagreement, the issue is escalated to the MCSC. Final minutes shall be stored in the common (online) storage place referred to in Article 26.2.

The OPSCOM reports regularly on its activities to the MCSC.

The OPSCOM is entitled to establish working groups to consider particular issues within its competencies.

V. RIO for Incident Committee

The rules of internal order regarding the Incident Committee are incorporated in the Incident Management Process.

Appendix 1: Applicable timeframes

Article	Topic	Deadline (in Working Days)
II. 2	Notification of invitations for regular MCSC meetings	20
II. 2	Sending of draft agenda	10
II. 2	Proposals for additions of items on the agenda	7
II. 2	Sending of final agenda & supporting documentation	5
II. 3.5.2. iii)	Ad hoc MCSC conference call deadline	10
II. 4.1	Sending of draft minutes	2
II. 4.1	Comment on the draft minutes	10
II. 4.1	Making final minutes available	2

In accordance with Article 24.1 of the Agreement, the timeframes mentioned in this appendix may be adapted by MCSC decision.