

How to Join the Data Management Subcommittee: DMS-Joint and the DMS-Confidential Groups

The DMS is comprised of two separate groups: **DMS-Joint and the DMS-Confidential**.

DMS-Joint provides information and guidance to Generation and Transmission Owners (GOs and TOs) on PJM and member company computer and control systems and communication facilities. DMS-Joint shares metrics related to communication infrastructure and addresses EMS compliance and system management standards.

DMS-Confidential is comprised of Transmission Owner (TO) Company staff engaged in EMS activities. DMS-Confidential members are also a part of the DMS-Joint group.

Per PJM Stakeholder guidelines, a total of four representatives per Member Company may participate in DMS-Joint and/or DMS-Confidential, with one primary role and three alternate roles. Both DMS-Joint and DMS-Confidential are closed stakeholder groups due to the exchange of confidential model data.

The DMS reports to the Operating Committee (OC) and System Operating Subcommittee - Transmission (SOS-T). Both groups meet quarterly, and meeting dates align with the EMS data close dates per the PJM Model Build Schedule.

The following pages outline key steps for prospective member company representatives to follow in order to join DMS-Joint or DMS-Confidential.

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How to Join DMS-Joint:

NOTE: When requesting access, please specify which group your request is for: **DMS-Joint** or **DMS-Confidential**.

1. New representatives requesting to be placed on the DMS-Joint Roster must submit a Roster Update Form available on PJM.com: <http://pjm.com/committees-and-groups/committees/form-roster-and-mailing-lists-updates.aspx>
2. DMS-Joint members on the roster must be designated as the Primary or Alternate. There must be one Primary, but there can be up to three Alternates for each company.
3. If someone on the DMS-Joint roster wishes to withdrawn from the subcommittee, they should notify [Committee Services Administrators](#) via email stating that they wish to be removed.
4. DMS-Joint member's email address on the roster will be monitored when materials are sent out. If a member is deleted from the DMS-Joint email list because of errors with the address, the person will also be deleted from the DMS-Joint Roster.
5. You must be a DMS-Joint member listed on the DMS-Joint Roster to have access to the secure DMS-Joint Workplace.

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How to Join DMS-Confidential:

NOTE: When requesting access, please specify which group the request is for: **DMS-Joint** or **DMS-Confidential**.

1. Complete and submit a [Roster Update Form](#) available on the DMS web page at pjm.com. Be sure to specify that your request is to join DMS-Confidential.
2. Complete and submit the [CEII Request](#) found on pjm.com. (See page 4 for illustrated directions to complete and submit the CEII Request form.)

Once the above are submitted, processed, and confirmed, you will be added to the DMS-Confidential roster.

To gain access to the DMS-Confidential SharePoint location where PJM and member data is shared, you must:

- 1) Be listed on the DMS-Confidential roster and
- 2) Have a current Non-disclosure Agreement (NDA) signed in eDART Network Model Application.

Send an email to DMS_Officers@pjm.com to request access to the DMS-Confidential SharePoint site. Be sure to include your pjm.com ID.

After access is granted, go to connect.pjm.com to view link to the secure Data Management Subcommittee SharePoint site. Documents are posted under the shared Documents folder.

eDART Access:

To create an eDART account that has the Network Model Application.

- a. For an existing eDART account, send a request to eDARThelp@pjm.com
- b. For requesting a new eDART account use the following link:
<http://www.pjm.com/markets-and-operations/etools/edart/form-edart-reg.aspx>

Be sure to keep your individual Non-Disclosure Agreement (NDA) current (users agree to it every 30 days). If your NDA becomes expired, your access to the DMS-Confidential SharePoint will be revoked.