Charter

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.

Revision History

Rev	Date	Author	Reviewers	Approver	Reason for change
4	3/1/26	Gizella Mali, Chair, TO/TOP Matrix Subcommittee, Lead Analyst, FERC & Reliability Compliance	TTMS, SOS-T, PC, OC	Transmission Owners Association-Administrative Committee (TOA-AC)	Annual review. Revised formatting of the revision history table.
3	4/1/25	Gizella Mali, Chair, TO/TOP Matrix Subcommittee, Lead Analyst, NERC Compliance	TTMS, SOS-T, PC, OC	Transmission Owners Association-Administrative Committee (TOA-AC)	Annual review of the TTMS charter identified no changes.
2	7/1/22	Gizella Mali, Chair, TO/TOP Matrix Subcommittee, Sr. Analyst II, NERC Compliance	TTMS, SOS-T, PC, OC	Transmission Owners Association-Administrative Committee (TOA-AC)	Periodic cover to cover review of document. Added Mission statement. Added Member TO feedback to the Review section. Added the
1	5/12/15	Srinivas Kappagantula, Chairman, TO/TOP Matrix Subcommittee, Senior Analyst, NERC and Regional Coordination Department		Transmission Owners Association-Administrative Committee	1. Membership Section Added
0	4/17/13	Mark Kuras, Chairman, TO/TOP Matrix Subcommittee, Senior Lead Engineer, NERC and Regional Coordination Department		Transmission Owners Association-Administrative Committee	This is a newly developed document.