Control Room Working Group
Actions Register as at 19 July 2022

Action	What	Who	Due	Status
1.	Mario R to prepare a briefing note to the PSSWG regarding disabling the telephone pre-recorded messaging and beeping when calling control room to control room.	Mario Rositano	November 2019	In progress.
2.	Mario R to identify which TNSP's and DNSP's currently have the pre-recorded message in place.	Mario Rositano	November 2019	In progress.
3.	Mario R to provide a briefing note to the PSSWG relating to the concerns for communication contact points for wind and solar farms. In addition, seek advice and guidance from the PSSWG.	Mario Rositano	November 2019	In progress.
4.	Mario to capture low demand discussion points and forward to PSSWG with a view to further discuss and investigate these issues.	Mario Rositano	July 2020	In Progress.
5.	Set up another EITP subgroup meeting and try to get some of the Semi & Non-Scheduled participants involved as well.	Mario Rositano	November 2021	In Progress
10.	Organise another meeting so there can be further discussions for semi and non-scheduled participants	Mario Rositano	November 2021	Completed
11.	Put something together and discuss with Ken (when he returns from leave) to move this issue of binding constraints forward.	Mario Rositano	November 2021	In Progress
12.	provide details about the Monash University study at the next CROWG meeting, as well as the layout of the control rooms and DTS rooms, as they are set up as production control rooms.	Daniel Lavis	November 2021	In Progress
13.	Contact VDS reps to arrange another meeting either late 2021, or early 2022. Possibly around beginning of summer.	Mario Rositano	November 2021	In Progress
14.	Mario to follow up with Adrian Pang about various WF and SF perspectives on phrases (e.g., energy loss factor, what SCADA system is being referred to, etc)	Mario Rositano	March 2022	In Progress

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15.	Intermittent Generator Related Binding Constraint discussion to be continued at a future meeting with the key people. Mario to distribute Petar Pantic's slide pack from a recent forum and organise an additional meeting to address issues raised today. Include Nathan Everitt (BayWa r.e.) in the discussion.	Mario Rositano	March 2022	In Progress
16.	Mario to distribute copy of Ellise's presentation on 'Extreme Weather Events in the NEM'	Mario Rositano	November 2022	Completed
17.	Mario to organise a meeting/regular agenda item to discuss and share information on rosters and best practice.	Mario Rositano	March 2022	In Progress
18.	Carry over the discussion on Operational Communications to next meeting. Darren to flesh something out for review and comment – obtain input from the CROWG before taking it further via official channels to consultation.	Mario Rositano	March 2022	In Progress
19.	Mario to send out updates on VDS and the TOR for the CROWG (which is being reviewed)	Mario Rositano	March 2022	In Progress
20.	Alexis Bowman to include a request for colunmteers to facilitate future CROWG meetings, with July Meeting Minutes.	Alexis Bowman	July 2022	In Progress
21.	Daniel Lavis to provide an update on module development for the Power System Operators Training Framework at the November CROWG meeting. MR to add item to agenda.	Daniel Lavis / Alexis Bowman	November 2022	In Progress
22.	Darren Spoor to provide an update on the hosting location for Industry Best Practice for Control Room Communications information, at the next CROWG meeting.	Darren Spoor	November 2022	In Progress
23..	Mario to schedule a meeting for Fatigue Management.	Mario Rositano	August 2022	In Progress

Control Room Working Group
Closed Actions

Action	What	Who	Due	Status
1.	Mario to seek guidance from the PSSWG in relation to timings of meeting and do the CROWG meetings need to be conducted the day before the PSSWG.	Mario Rositano	TBA	Action Closed. Meetings to take place 6 weeks prior to PSSWG.
2.	All members to forward any agenda topics that they which to discuss at the next meeting to the Secretariat.	All	TBA	Action Closed.
3.	Mario to include Gas control rooms with in the CROWG TOR and present draft TOR at the next meeting for discussion.	Mario Rositano	TBA	Action Closed.
4.	Mario provide a list of members from Generators and frontline staff to be invited as part of the CROWG membership.	Mario Rositano	November 2019	Completed. Generators invited to April 2020 meeting. Contact list will continue to evolve.
5.	Mario R to prepare a briefing note for the PSSWG outlining proposed changes and concerns to current scripts.	Mario Rositano	November 2019	Completed. Note section 9 of April 2020 minutes.
6.	Mario R to pass on to the OTWG the work from Essential Energy (Ed Sellwood) on terminology and phraseology.	Mario Rositano	November 2019	Completed - Email sent to D Lavis 6/8/2019.
7.	Mario to forward amendment relating to guest membership of the CROWG TOR to the PSSWG for endorsement.	Mario Rositano	November 2019	Completed. Document circulated 27/4/2020.
8.	Ed Selwood to speak to Caroline Ferres to discuss how this work ties in with the AEMO Training Group "Communications" work. Discussions to include aiming to create a complete set of terminology that goes across NEM and how to best achieve this. The draft document Standard Terminology Operating Protocol Annexure to be circulated to the group.	Ed Selwood / Mario Rositano	TBA	Completed. Document circulated 13/4/2020. Task to be taken on by CROWG.
9.	Circulate a copy of the discussion paper on Operations Training & Challenges (pending approval from AEMO Management).	Mario Rositano	TBA	Completed. Document circulated 13/4/2020.

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10.	Mario to canvas the CROWG for volunteers to participate in the Electricity Industry Terminology and Phraseology task.	Mario Rositano	July 2020	Completed. Final make-up of group to be confirmed.
11.	Conduct Security Vetting Survey	Doug Deans / Mario Rositano	July 2020	Completed.
12.	Mario to work with Simon Bolt regarding AGC review and frequency issues.	Mario Rositano Simon Bolt	July 2020	Completed. Issues have been reported and discussed with AEMO.
13.	AEMO to distribute presentation on Low Demand Challenges focusing on voltage control and system strength.	Basar Derbas	June 2020	Completed. Presentation circulated 28/6/2020.
14.	Darren Spoor to provide questions/survey to the group regarding communication audit.	Darren Spoor	July 2020	Completed.
15.	SA Power Networks to discuss with AEMO on Solar PV curtailment. SA Power Networks to present to the CROWG on several projects. Presentation to be distributed.	Ali Walsh / Mario Rositano	October 2020	Completed (distributed 21 Oct 2020)
16.	Electricity Industry Terminology and Phraseology 1st Meeting	Mario Rositano	September 2020	Completed
17.	Electricity Industry Terminology and Phraseology 2nd Meeting	Mario Rositano	November 2020	Completed (23rd Nov 2020)
18.	Circulate copy of Draft System Restart Terminology and Phraseology of the meeting minutes and updated spreadsheet to the CROWG	Mario Rositano	December 2020	Completed (11th Dec 2020)
19.	Darren Spoor to provide latest version of Communication Protocol to CROWG for final comment and endorsement.	Darren Spoor	February 2020	Completed.
20.	PSSWG "SRAS Communications Protocol" circulated for feedback.	Mario Rositano	October 2020	Completed.
21.	Distribute the BOM Weather Outlook presentation.	Mario Rositano	October 2020	Completed (distributed 21 Oct 2020)

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22..	Organise some kind of reboot of the VDS project/working group	Mario Rositano	June 2021	Completed
23.	Invite Semi and Non-Scheduled Participants to next CROWG meeting	Mario Rositano	June 2021	Completed
24.	Create an initial list of emergency or time critical events and definitions from AEMO's perspective.	Mario Rositano	December 2020	Completed
25.	Seek endorsement of System Restart Terminology and Phraseology spreadsheet from the CROWG	Mario Rositano	August 2021	Completed
26.	Add link or entire document for the NEM Generator Connection Guidelines	Alexis Bowman	July 2021	Completed