

Second TCID Amendment – Annex 4 : Adapted Appendix F to the TCID - Rules of Internal Order (RIO)  
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**Annex 4 to the Second TCID Amendment:**

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### **I. General**

These Rules of Internal Order (the “**RIO**”) set forth the decision-making process rules of the TSO MCSC and the TSO HLM as referred to in Article 4 of the Agreement.

All capitalised terms not expressly defined herein shall have the meanings attributed to them in Appendix A (Definitions).

### **II. RIO for TSO MCSC**

#### **1. Composition of the TSO MCSC**

##### **1.1. Representatives**

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

Only representatives from Voting Members are entitled to vote in the TSO MCSC in accordance with Article 4.4.1 of the Agreement, it being understood that all representatives are entitled to participate in the discussions.

Each Party is, with respect to each meeting of the TSO 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 TSO 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 TSO MCSC.

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

In case of replacement, the concerned Party informs the TSO MCSC Secretary in writing before the TSO 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 TSO 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. Co-Chair**

The meetings of the TSO MCSC shall be jointly co-chaired by two (2) representative elected by the Parties, one for SIDC matters and one for SDAC matters. The co-chairship of the meetings of the TSO MCSC shall, unless otherwise agreed amongst the Parties, 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 TSO MCSC, delegate such task to the other co-chair or as the case may be, to a representative of another Party.

The co-chairs shall not have voting rights and shall not be considered representative.

### **1.3. TSO MCSC Secretary**

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

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

The TSO MCSC Secretary assists the TSO MCSC, amongst others by:

- Drafting the agenda, preparing session files and notices of the TSO MCSC meetings and distributing them on behalf of the co-chairs;
- Preparing the attendance list of the TSO MCSC meetings;

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- Verifying before each TSO MCSC meeting that the representatives attending the TSO MCSC meetings have been either listed on the list of nominated representatives or has been notified as replacement. In the event of representation by another Party, the TSO MCSC Secretary collects the power of attorney given by the Party not attending;
- Prepare the minutes of the TSO MCSC meeting;
- Ensuring the drafting and circulation of the minutes of the TSO MCSC meeting; and
- Keep record in a common (online) storage place of the minutes and supporting documents of the TSO MCSC meeting or coordinate with the person responsible for record keeping in accordance with Article 17.2 of the Agreement.

The costs of the TSO MCSC co-chairs and Secretary are SIDC TSOs-Only Common Costs and shall be shared as set forth in Article 7 of the Agreement.

## **2. TSO MCSC meetings**

[Redacted content]

[REDACTED]

The meeting costs (hosting, organisation, etc.) are SIDC TSOs-Only Common Costs and shall be shared as set forth in the Agreement, it being understood that all costs of each Party’s representative are borne by the Party(ies) he/she is representing.

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

**3. Decision-making rules within the TSO MCSC**

**3.1. Quorum and decision making**

The TSO MCSC shall be quorate [REDACTED]

[Redacted]

[Redacted] Article 4.4.1 of the Agreement applies for the voting.

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

**4. Recording of TSO MCSC decisions**

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

The draft minutes (including decisions) are circulated by the TSO MCSC Secretary to the members of the TSO MCSC, within a maximum of three (3) Working Days of the meeting concerned.

Members of the TSO MCSC may comment on the draft minutes within ten (10) Working Days after sending of the decisions in accordance with these RIO (it being understood that the decisions themselves cannot be challenged and are binding as of the meeting during which they are taken, except in the case specified in Article II.3.3). Unless agreed otherwise at the TSO MCSC meeting, the minutes are approved at the next TSO MCSC meeting.

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The comments on the draft minutes received are discussed at the next available TSO MCSC meeting.

The final minutes shall be circulated by the TSO MCSC Secretary to all Parties, by two (2) Working Days of their approval.

The final minutes shall be stored in the common (online) storage place as set forth in Article 17.2 of the Agreement.

**III. RIO for TSO HLM**

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