

# Terms of Reference

## Operations Training Working Group (OTWG)

### 1 Mission

This working group supports the activities of the National Electricity Market Operations Committee (NEMOC), primarily focusing on the training needs of power system operations staff. This working group is proposed as a permanent subgroup of the NEMOC under the influence and control of AEMO and the TNSP's, to develop competency frameworks and assist in the maintenance and ongoing competency development of power system operators. The OTWG will focus on standardised operator training and resource collaboration opportunities.

### 2 Objective

- Provide strategic direction in operator training.
- Promote collaborative training opportunities between AEMO, TNSP's and other relevant organisations.
- Promote and support trainee exchange opportunities.
- Develop operator competency standards, working towards a national competency framework.
- Identify constraints in providing training and options to support and improve training programs.
- Facilitate sharing training material and resources between AEMO, TNSP's and relevant other stakeholders.
- Develop innovative solutions to support operations training needs.
- Develop a schedule for training.

### 3 Scope

**To achieve the former objectives, related to power system operator training, the OTWG will:**

- Provide a forum to discuss tools, processes and policies for best practise operations training.
- Develop, maintain and modify guidelines and standards for power system operations training.
- Review power system incidents (globally) for purpose of providing learnings or making appropriate adjustments to power system operations training.

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- Consider the future environment and conditions operators may be challenged by, including technical and regulatory issues.
- Consider training for operation resilience (e.g. Cyber, Disaster Recovery), including practices in emergency and restoration.
- Develop national training programs and opportunities for effective joint training.
- Review the process and options for cross organisational secondments.
- Further develop international linkages, working together to overcome challenge, sharing ideas and innovations.
- Identifying other non-technical soft skills essential for operators (fatigue/stress management, motivation, responsibility/accountability, communication protocols, leadership and negotiation).
- Report to the NEMOC on relevant operations training matters.

## 4 Governance

The OTWG will consist of representatives chosen from the following organisations and may invite others at its discretion.

**The OTWG will consist of representatives from:**

AusNet Services	Powerlink
Australian Energy Market Operator (AEMO)	TasNetworks
ElectraNet	TransGrid
Power and Water (NT)	WesternPower

## 5 Meetings

AEMO will provide convener and secretariat services to the OTWG. Meetings will be convened at times suitable for the majority of participants, requests for meetings, the availability of stakeholders and the matters under discussion.

## 6 Decision making

The OTWG will determine the most appropriate measures to improve operator training and provide advice to the NEMOC for further development. AEMO will update guidelines and recommended practices as required to achieve the required outcomes. These will be subject to the appropriate consultation processes.

## 7 Expenses

For the avoidance of doubt, any expenses incurred as a result of attending meetings or activities associated with the OTWG are at the expense of the individual organisations that the person represents.

## 8 Version control and contact details

Version	Effective date	Comments
1	February 2021	Review with minor amendments made.
2	June 2022	New AEMO Terms of Reference template.

For more information on the OTWG please email [Daniel Lavis](#).

For a list of industry forums and working groups refer to AEMO's [website](#).