



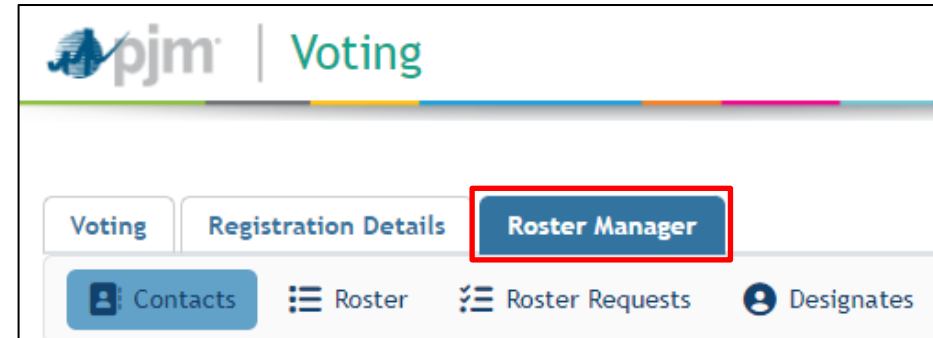
Roster Manager Update

Stakeholder Process Forum

July 2024

“Roster Manager” refers to both:

1. **A new feature in PJM’s Voting Application** visible only to Roster Managers who have met two requirements:



- i. Voting Roster Administrator access in Account Manager
- ii. Roster Manager role assignment in the [Membership Management Community](#)

2. **A required PJM role** authorized to update roster and voting representatives for their company

- Contact Managers assign individuals to the Roster Manager role in the Contact Management Module of the Membership Management Community
- Up to two Roster Managers may be assigned at a time for each Member company

- **Roster Manager streamlines the process for PJM Members to make roster updates**
 - Roster Managers can take action directly without the need for PJM intervention
 - Roster requests submitted through the [Roster Update Form](#) are routed to Roster Managers for approval
- **Benefits of Roster Manager** include the ability to:
 - View, search and sort roster representative for your companies
 - Approve roster requests submitted through the Roster Update Form
 - Bulk add and delete roster representatives
 - Duplicate rosters
 - Designate proxy voters

- [Roster Manager User Guide](#)
 - Comprehensive guide on the Roster Manager feature with step-by-step instructions
- [Roster Manager Quick Guide](#)
 - High-level overview of the purpose and functionality of Roster Manager
- Voting_Support@PJM.com
 - Contact PJM Voting Support for assistance with voting and rosters