

Draft Operations Manual



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What is the Operations Manual?

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- Documents current Cal TF processes and procedures
- Primarily intended for use by TF, PAC, and Cal TF staff
 - Will also be helpful when explaining outcomes to decision-makers, educating the general public

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- Vision, Mission, Guiding Principles
- Roles: TF and PAC members and Cal TF staff
 - RFQ process
- Work Plan approval processes
- Meeting procedures
 - Ensure TF reviews all key measure parameters
 - Memorializes relationship with and expectations from CPUC staff
- Work prioritization and management
 - Reflects procedural input from TF

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- Document management—Commitment to transparency
- Subcommittee processes
 - Membership and documentation expectations
- Communications with TF, PAC, general public
 - Development and maintenance of TF service list
- Data Confidentiality
- Measure development and review details
 - Quality expectations

Next Steps

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- PAC feedback on draft document, specific items
- Cal TF staff will incorporate PAC feedback and circulate again for December PAC meeting