California ISO's Reliability Coordinator Working Groups
Guide to Accessing the Secure Collaboration Site

Note: Please review and use this document, as the process for accessing the secure RC Working Group Collaboration Site is different from the ISO's normal access provisioning procedures.

For organizations that already have access to ISO applications, please note that your current User Access Administrators (UAAs) *are not able* to provide access to this site.

The ISO is providing access to the site through secure digital certificates. Users who do not currently have an ISO digital certificate will be provided with one. Users who already have an ISO digital certificate will have their certificate's access upgraded to include the new RC Working Group Collaboration Site.

All certificates need to be registered and installed in IE11. Once installed, the certificate will work with Chrome.

Email ISORC@caiso.com for assistance if you experience access issues.

INSTRUCTIONS:

If your organization is new to the ISO, or if your organization does business with the ISO but you do not have an ISO digital certificate:

1. After requesting access*, within 1-2 business days users will receive a registration email for the digital certificate titled:
   "New User Notification" or "New California ISO Multi-Application (CMA) digital certificate."
2. Follow the instructions in the email.
3. Users will then receive a second external email in 2-3 business days from do-not-reply@verizon.com, titled *"California ISO certificate request XXXXX."*
4. Follow each step to install the digital certificate. For help installing the certificate, contact your organization's IT group.
5. The ISO will then notify you via email when access to the RC Working Group site is complete.
6. Test the link: RC Working Groups Collaboration Site
7. Please contact us if you experience issues with access.

If you already have an ISO digital certificate:

1. After requesting access*, within 1-2 business days the ISO will notify you via email when access is provisioned to your digital certificate.
2. Test the link: RC Working Groups Collaboration Site
3. Please contact us if you experience issues with access.

* These instructions assume that a request has already been made to access the RC Working Groups Collaboration Site. That request must be made by emailing the ISO at ISORC@caiso.com.