

# Methodology Review and Change Consultation Process July 2019

## Introduction

Fastmarkets' methodologies provide a clear account of the Fastmarkets price-discovery process. Please refer to the methodology guidelines published on the Fastmarkets website for more information.

## Formal review and approval process

Fastmarkets' editorial teams carry out a formal review and approval of methodologies on a biannual basis.

Changes to an existing methodology will either be classed as 'material' or 'immaterial'. 'Material' changes are those that, once implemented, may result in fundamental changes to the published price. These include specification changes or structural changes to indices. 'Immaterial' changes are those that will not result in a different price level once implemented.

A material change will typically require a one-month consultation period, although it may be longer.

## Consultation process

If Fastmarkets believe that a change to the methodology is required following the formal review of the methodology, or at any other time, a formal process to request comments on the changes proposed is commenced. This is called the 'consultation process'.

The consultation process starts with Fastmarkets posting a notice on its website consisting of the following:

- The outline of the proposed change;
- The rationale, motivation, for proposing such a change; and
- A clear timeframe providing:
  - 1 The date by which any feedback must be submitted and the method for submission
  - 2 The date on which, if the change goes ahead, it will be implemented

The minimum duration of one month (around 20 working days) for the consultation process will normally provide market participants sufficient opportunity to analyse and comment on the impact of the proposed change.

When Fastmarkets proposes a change to the methodology, it should be understood that no decision has yet been made and that the proposal to change should not automatically be understood as confirmation that the change will happen.

Following the consultation period, Fastmarkets' editors and senior management review the comments received and decide on whether a change should be made and, if so, what type of change is to be made. The final version of the methodology is approved by the Editor before publication.

At the conclusion of the consultation process, Fastmarkets will publish a notice to communicate its decision and to provide a summary of the comments received (maintaining confidentiality where it was requested) and our responses to those comments. These comments will be categorised as either in favour, neutral or opposed to the proposed change.

Market participants who provide feedback on the proposed change should ensure they clearly state if their comments are intended to be confidential.

## Discontinuation of a price

Fastmarkets will also follow the guidelines illustrated in the change to the methodology process when proposing the discontinuation of a price.

## Price administrators

**Mary Higgins**  
[mary.higgins@fastmarkets.com](mailto:mary.higgins@fastmarkets.com)

**Mark Owen**  
[mowen@fastmarkets.com](mailto:mowen@fastmarkets.com)

**Angela Hillyard**  
[ahillyard@fastmarkets.com](mailto:ahillyard@fastmarkets.com)

**Raveendra Karanth**  
[rkaranth@fastmarkets.com](mailto:rkaranth@fastmarkets.com)

**Sharon Levrez**  
[slevrez@fastmarkets.com](mailto:slevrez@fastmarkets.com)

**Theresa Wann**  
[twann@fastmarkets.com](mailto:twann@fastmarkets.com)