

Agenda

Project 2015-04: Alignment of Terms

SAR Drafting Team Meeting

Thursday, February 19, 2015 | 8:00 AM – 5:00 PM, CST

Friday, February 20, 2015 | 8:00 AM – 12:00 PM, CST

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Agenda Items:

1. **Welcome and introductions**
2. **Administrative items** (NERC Antitrust Guidelines, Public Meeting Notice, etc.)
3. **Overview and brief history of the NERC Glossary of Terms and Definitions Used in the Rules of Procedure**
4. **Roundtable discussion regarding:**
 - a. issues identified by drafting team members
 - b. scope of project
5. **Develop draft SAR**
6. **Develop questions for inclusion in SAR comment form**
7. **Develop project schedule**
8. **Next steps**
 - a. SAR presented to Standards Committee at March 11 meeting for approval
 - b. Time/date for conference call in late April to review and respond to SAR comments
 - c. Dates for future meetings
9. **Action items**

Materials to Review in Advance of Meeting

1. NERC Glossary of Terms: [LINK](#)
2. NERC Rules of Procedure, Appendix 2: Definitions Used in the Rules of Procedure: [LINK](#)
3. NERC Standards Process Manual, Section 4 (Process for Developing, Modifying, Withdrawing or Retiring a Reliability Standard) and Section 5 (Process for Developing a Defined Term): [LINK](#)
4. NERC Rules of Procedure, Section 1400 – Amendments to the NERC Rules of Procedure: [LINK](#)
5. SAR Request Form (template): [LINK](#)
6. Examples of completed SAR forms:
 - a. Project 2008-02: [LINK](#)
 - b. Project 2014-01: [LINK](#)