

NERC

NORTH AMERICAN ELECTRIC
RELIABILITY CORPORATION

Compliance and Certification Committee Charter

Approved by the NERC Board of Trustees

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Section 1. Mission

In the capacity of a NERC Board-appointed stakeholder committee serving and reporting directly to the NERC Board the Compliance and Certification Committee (CCC) will engage with, support and advise the NERC Board and NERC Compliance regarding all facets of the NERC Compliance Monitoring and Enforcement Program (Compliance program), Organization Registration program (Registration program) and Organization Certification program (Certification program). As a committee providing support and advice but otherwise independent of the execution of these programs the CCC will monitor NERC's compliance with the Rules of Procedure for these programs on an ongoing basis. Also and in a similar manner, as a committee independent of the Reliability Standards development process the CCC will be the body responsible for monitoring NERC's compliance with the Rules of Procedure regarding the Reliability Standards development process, with the exception of appeals of substantive or procedural action or inaction associated with a reliability standard or the standards process as defined in the appeals section of the Reliability Standards Development Procedure.

Section 2. Compliance and Certification Committee Functions

To fulfill its mission, the Compliance and Certification Committee performs the following functions:

1. **Organizes and conducts committee meetings** directly with NERC Compliance program staff regarding all facets of the Compliance, Registration and Certification programs.¹
2. **Provides comments and recommendations to the NERC Board and NERC compliance staff:**
 - a. Provides comments to NERC with respect to stakeholders' perception of the policies, practices and effectiveness of the Compliance program, Registration program, and Certification program.
 - b. Recommends revisions of the ERO Rules of Procedure related to the Compliance program, Registration program, and Certification program to the NERC Board.
3. **Establishes and implements programs to monitor²:**
 - a. NERC's compliance with the reliability standards that apply to NERC.
 - b. The Compliance program's adherence to NERC's Rules of Procedure as specified in Section 405 of NERC's Rules of Procedure.
 - c. NERC's compliance with the Section 300 of the Rules of Procedure regarding the Reliability Standards development process with the exception of appeals of substantive or procedural action or inaction associated with a reliability standard or the standards process as defined in the appeals section of the Reliability Standards

¹ Meetings are conducted pursuant to Section 4 of this Charter.

² Monitoring by the CCC is ongoing and does not preclude, interfere with or replace, in whole or in part, the NERC Board's responsibility to conduct and provide such reviews of these programs as required by FERC Order 672 at § 39.3.c: "The Electric Reliability Organization shall submit an assessment of its performance three years from the date of certification by the Commission, and every five years thereafter."

Development Procedure. Committee members who have participated in the development process for a particular Reliability Standard shall not participate in the Committee's monitoring of that process.

4. **Hearing body.** Serves as the hearing body for any contest regarding findings of or penalties or sanctions for violation(s) of reliability standard(s) where NERC is directly monitoring the entity for compliance with those standards (Registered Entity by agreement with an Regional Entity or absent a delegation agreement; the Region itself where approved standards are applicable to the region) as described in the NERC Rules of Procedure (ROP) Section 409.
5. **Mediator.** As directed by the NERC Board, serves as the mediator for any disagreements between NERC and the Regional Entities concerning NERC performance audits of Regional Entities' compliance programs. When directed by the Board to serve as mediator, the committee chair will appoint three disinterested members of the committee to meet with representatives of NERC and the Regional Entity to attempt to resolve the matter.
6. **Compliance administration.** Actively supports the Standards Committee in the development of new and revised standards by providing a pool of qualified compliance oriented personnel for participation in the compliance administration element phase of the standards development process.
7. **Organization registration and certification.** Provides assistance to NERC and the Regional Entities to implement the Compliance and Organization Registration and Certification programs.
8. **Board assignments.** Undertakes assignments from the Board or the Board's Compliance Committee related to compliance, organization registration and organization certification and standards development.

Section 3. Membership

1. **Goals.** The Compliance and Certification Committee provides for balanced discussion, commentary and recommendations on compliance issues by bringing together a wide diversity of opinions and perspectives from NERC member sector experts who have particular familiarity, knowledge and experience in the area of compliance and NERC and Regional standards.
2. **Appointment and Terms of Service.** Members are appointed to the committee by the NERC Board and serve on the committee at the pleasure of the Board. Member terms are the lesser of: three years from appointment or interim approval (Section 5.b); replacement or removal by the Board. Members may be reappointed at the conclusion of a term. There is no limitation on the number of times a member may be reappointed. A member may be recommended to the Board for reappointment by the Nominating Subcommittee by self-nomination. To the extent practicable member terms will be staggered such that approximately one third of the committee is subject to reappointment or replacement each year.

3. **Qualifications.** Individuals deemed qualified to serve on the committee will generally include senior level industry experts who have particular familiarity, knowledge and experience in the area of compliance, compliance enforcement, compliance administration and management, organization responsibilities and registration, organization certification, and NERC and Regional standards. These individuals should be involved with internal compliance programs within their respective organizations.
4. **Expectations.** Committee members are expected to represent the interests of the sector they represent, to the best of their ability and judgment. In addition to the duties, rights, and privileges described elsewhere in this charter, committee members will:
 - a. Act consistently during meetings with the procedures in this manual and Robert's Rules of Order.
 - b. Demonstrate and provide knowledge and expertise in support of committee activities.
 - c. Adjudicate in a fair and unbiased manner that meets applicable legal and due process requirements when participating in hearing procedures conducted pursuant to the NERC Rules of Procedure (ROP) Section 409.
 - d. Solicit comments and opinions from constituents and groups of constituents or trade organizations represented by the member and convey them to the committee.
 - e. Respond promptly to all committee requests, including requests for reviews, comments, and votes on issues before the committee.
 - f. Arrange for a proxy to attend and vote at committee meetings in the member's absence.
 - g. Respond promptly to all requests to register for committee meetings.
5. **Representation.** The membership structure of the Compliance and Certification Committee (CCC) will be modeled upon the membership structure of the NERC Member Representatives Committee (MRC) as described in NERC's Bylaws (the Bylaws) Article VIII Section 2 [see Attachment A]. This will produce a committee that has an appropriate balance of entities subject to compliance with the NERC Reliability Standards and NERC's Compliance program, and others affected by the standards and the Compliance program.
 - a. **Regional Entities.** Each Regional Entity, or the applicable regional organization if no Regional Entity exists for the geographic area, may nominate one member to the committee. In aggregate the sector will have voting strength equivalent to two members. The voting weight of each regional member's vote will be set such that the sum of the weight of all available regional members' votes is two votes.
 - b. **Canadian representation.** The committee structure will include representation by Canadians as laid out in Article VIII Section 4 of the Bylaws.
 - c. **NERC membership.** Users, owners and operators of the bulk power system are subject to the Compliance, Registration and Certification programs irrespective of whether they are NERC members. It is expected that committee members will generally be from organizations who are NERC members. However, committee members may be non-members of NERC subject to the qualifications identified

- herein and meeting requirements laid out in the Bylaws for non-NERC-member participation in the MRC.
6. **Selection.** The CCC will conduct open nominations processes to receive nominations to fill any membership vacancies. Prospective members of the committee may be identified to the CCC via any means the committee finds acceptable, including: solicited or unsolicited nomination by a recognized industry group or association; general open solicitation by the committee for nomination(s); individuals' self-nomination; directed solicitation by the committee to an individual or individuals; referral by the Board or other NERC body or committee.
 - a. **Nominating Subcommittee.** The CCC will create a Nominating Subcommittee yearly to identify, qualify, and recommend individuals to fill sector representative vacancies on the committee or, when required, to serve as the chair or vice chair of the committee. The subcommittee will identify the individuals they are recommending to the full CCC for review. Individuals recommended by the subcommittee for appointment to the committee must be approved by the Board.
 - b. **Interim approval.** Upon approval of the committee individuals identified and selected by the Nominating Subcommittee for membership on the committee may serve as members on an interim basis, pending their appointment by the Board.
 - c. **Expertise.** When selecting individuals to recommend for committee membership, the Nominating Subcommittee will seek to engage individuals who, in aggregate, provide the committee with a level and breadth of expertise sufficient to achieve its goals and fulfill its scope and responsibilities, while respecting other important factors such as industry sector, region, Interconnection, and country.
 - d. **Regional Entity Members.** Each Regional Entity, or the applicable regional organization if no Regional Entity exists for the geographic area, may nominate an individual to serve as a member representing their organization. The Nominating Subcommittee will defer to these nominations. The nomination is non-binding upon the Board. Vacancies on the committee will exist where the regional reliability organization or regional entity has not provided a nomination.
 - e. **Canadian Members.** The Nominating Subcommittee will endeavor to attract and engage Canadians with suitable qualifications and expertise in adequate numbers to satisfy Article VIII Section 4 of the Bylaws. Recognized Canadian organizations such as the Canadian Electricity Association and CAMPUT will be consulted and solicited for assistance in recruiting Canadians to serve on the committee and all members considered to be serving as Canadians on the committee will be expected to have an endorsement, as appropriate, of such an organization. Canadian representatives should be capable of representing Canadian viewpoints in committee activities, in addition to the sector which they otherwise represent. Consistent with practice regarding the MRC the Board may appoint additional Canadian individuals to the committee towards satisfying Article VIII Section 4 of the Bylaws.
 7. **Industry Sector Members.** The Nominating Subcommittee will assess the qualifications of nominees and select individuals to recommend to the NERC Board for appointment to the committee. The subcommittee may give preference to candidates nominated by

organizations generally considered by the industry as representative of a broad cross section of the industry sector in question, such as an industry trade association. A NERC Member sector may elect to identify sector representatives for nomination to the Nominating Subcommittee through a process approved by the NERC Board.

8. **General Nominations and Appointment Process.** The committee's secretary administers the general nominations process.
 - a. **Requesting nominations.** The NERC staff will request nominations NERC staff will forward nominations received to the Nominations Subcommittee. The Nominating Subcommittee will then prepare its recommended slate of members. The recommended slate will be reviewed by the whole committee for information purposes before it is submitted to the Board. The committee may approve the slate to serve as members on an interim basis, pending appointment by the Board at the Board's earliest convenience, but will not otherwise act on the slate.
 - b. **Board approval.** The Nominating Subcommittee will present the recommended committee membership slate to the Board for approval. If the Board approves the recommended committee slate each member on the slate is appointed. The Board may also appoint members individually as needed to meet membership balance and fill vacancies.
9. **Vacancies and Non-participation.** The committee's secretary will administer the nominations process for vacancies on the committee.
 - a. **Addressed on an ongoing basis.** Vacancies on the committee can be addressed on an ongoing basis through receipt and consideration of both solicited and unsolicited nominations for the vacant positions.
 - b. **Role of the Nominating Subcommittee.** Nominations received for vacancies will be vetted by the Nominating Subcommittee in the same manner as nominations received as general nominations. The subcommittee may subsequently and individually recommend nominees they deem qualified to the NERC Board for consideration for appointment to the committee; existing committee members may also approve such individuals to serve as members on an interim basis pending full appointment by the Board.
10. **Resignations.**
 - a. **By the member.** In the event a member can no longer serve on the committee, that member will submit a written resignation to the committee chair or the secretary.
 - b. **Requested by the chair.** The chair may request any committee member who ceases to participate in the committee, as indicated by not attending or sending a proxy for two consecutive meetings, to submit a resignation or to request continuation of membership with an explanation of extenuating circumstances. If a written response is not received within 30 days of the chair's request, the lack of response will be considered a resignation.
 - c. **Referral to the Nominating Subcommittee.** The committee chair will refer the vacancy resulting from a resignation to the Nominating Subcommittee of the committee. If a recent list of nominations is available to the Nominating

- Subcommittee that it deems to be valid, the subcommittee will recommend a replacement nominee; otherwise, the subcommittee will request NERC staff prepare a new solicitation for nominations to fill that position. The Nominating Subcommittee will follow the previously stated criteria in recommending a replacement.
- d. **By the Board.** Committee members serve at the pleasure of the Board who may request resignation, remove or replace a member from the committee as the Board deems appropriate.
11. **Interim approval.** The committee chair may seek a vote of the committee to allow the proposed replacement member to be seated, pending appointment of the replacement, at the Board's next scheduled meeting.
 12. **Proxies.** A substitute representative, or proxy, may attend and vote during all or a portion of a committee meeting in lieu of a voting member, provided the absent member notifies the committee chair, vice chair, or secretary of the proxy.
 - a. **Notification.** Such notification will be in writing (electronic medium is acceptable). The proxy representatives and their affiliation will be named in the correspondence.
 - b. **May not serve as a proxy for another member.** A voting member of a committee may not serve as a proxy for another voting member on the same committee (i.e. a member may not cast more than their own vote).
 13. **Exclusions.**
 - a. **Regional Entity staff.** Regional Entity staff members who administer any portion of the Compliance program, Registration program, Certification program, or Readiness Evaluation program for that Regional Entity, or for any other Regional Entity, may not serve as a member of the CCC.
 - b. **Organizations.** No two individuals from the same organization, or affiliated organizations, may serve concurrently on the committee. Any committee member who has a membership conflict of this nature is obligated to notify the committee secretary, who shall inform the committee chair. Members impacted by such a conflict, such as through a merger of organizations, may confer between themselves to determine which member should resign from the committee and notify the committee secretary and chair. However, if both members are within the same industry sector and cannot reach an amicable solution by determining the member to remain, the Nominating Subcommittee will review the qualifications of each member and propose the member to remain to the full committee who will determine which member shall continue to serve, subject to Board approval. If the conflict is not resolved in a timely manner by the impacted members, the committee chair shall notify all members of the affected industry sectors recommending actions to resolve the conflict. If the membership conflict is still unresolved, the committee chair shall take the conflict to the NERC Board for resolution.
 - c. **NERC Staff.** The Director of Compliance Operations shall not be a member of the committee or vote on committee business. The Director of Compliance Operations and the Secretary shall be recused from participating in any committee activity that involves monitoring of NERC's compliance with Rules of Procedure or activity that

the Director of Compliance Operations oversees. If the NERC staff coordinator has been recused from participating in a Committee activity, the chair shall appoint another member of the committee as acting secretary for any meetings or other activities from which the NERC staff coordinator is recused.

14. **Changes in Member Affiliation.** A committee member whose affiliation has changed may retain the membership position if:

- a. The new organization is in the same industry sector, and
- b. The member meets all other membership requirements.

15. **Conflict of Interest.** No committee member may have a conflict of interest that would impair his or her ability to fulfill obligations under this charter. Any committee member who knows of any form of membership conflict, such as working for an entity affiliated with that of another committee member, will notify the committee chair within ten business days of obtaining that knowledge.

Section 4. Meetings

In the absence of specific provisions in this manual, all committee meetings will follow Roberts Rules of Order, Newly Revised.

1. Quorum.

- a. **Two-thirds of the voting members.** The quorum necessary for transacting business at meetings of the committee is two-thirds of the voting members currently on the committee's roster.
- b. **Includes members approved on interim basis.** Voting members approved by the committee on an interim basis, pending appointment by the Board, will be counted in the determination of a quorum.
- c. **Lack of a quorum.** If a quorum is not present at the beginning of the meeting, the committee may not take any actions requiring a vote by the committee. However, the chair may, with the consent of the members present, elect to allow discussion of the agenda items.

2. **Voting – actions require two-thirds majority.** Actions by members of the Committee will be approved upon receipt of the affirmative vote of two-thirds of the votes present (including proportional votes by Regional Representatives) at any meeting at which a quorum is present. The chairman and vice-chairman may vote.

3. **Antitrust Guidelines.** All persons attending or otherwise participating in a NERC committee meeting will act in accordance with NERC's Antitrust Compliance Guidelines at all times during the meeting.

4. **Open Meetings.** NERC committee meetings will be open to the public, except as noted below under Confidential Information.

5. **Confidential Sessions.** At the discretion of the CCC Chair, a meeting or portion of a meeting of a committee may have attendance limited based on confidentiality of the information to be disclosed at the meeting. Such limitations should be applied sparingly and on a non-discriminatory basis as needed to protect information that is sensitive information or confidential information to one or more parties. All hearings of compliance matters will be confidential sessions. Confidential information will only be disclosed as provided by NERC Rule of Procedure 1500. Confidentiality agreements may also be applied, as necessary, to protect sensitive information or confidential information.
6. **Types of Meetings.** Meetings may be conducted in person, by conference call, or other means. The procedures contained in this manual will apply to all meetings regardless of how they are conducted.
7. **Majority and minority views.** All members of a committee will be afforded the opportunity to provide alternative views on an issue. The results of committee actions, including recorded minutes, will reflect the majority as well as any minority views of the committee members. The chair will communicate both the majority and any minority views in presenting results to the Board.
8. **Action without a Meeting.**
 - a. **Requires two-thirds majority.** Any action required or permitted at a meeting of the committee may be taken without a meeting if two-thirds of the total votes available to the members of the CCC (including the proportional votes available to Regional Representatives) approve taking the action outside of a meeting.
 - b. **Procedure.** Such action without a meeting will be performed by mail or electronic ballot (e.g., telephone, facsimile, e-mail, or Internet), and will be recorded in the minutes as a roll call ballot. The secretary will announce the action required at least 10 days prior to the date on which the action is to be voted. As time permits, members should be allowed a window of ten business days to vote. The secretary will provide the results of such an action within ten business days of the close of the voting period.

Section 5. Officers and Staff

1. **General.**
 - a. **Number of Positions.** The committee will have two officers and a secretary.
 - b. **Officers.** The committee officers will be one chair and one vice chair.
 - c. **Executive.** As a minimum the committee shall retain an Executive of five persons consisting of the committee officers and the Director of Compliance Operations together with additional committee members selected as follows: The Chair of any Subcommittee the committee may establish in accordance with Section 7 of this Charter will be a member of the Executive; additional Executive members, if any are required and up to the number required to meet the five person minimum, will be selected by vote of the remaining non-Executive members of the committee.
 - d. **Secretary.** The NERC staff coordinator will serve as the committee's secretary.

- e. **Officers may vote.** The committee chair and vice chair are voting members of the committee.
 - f. **Officers nominated by the Nominating Subcommittee.** The CCC Nominating Subcommittee will recommend a chair and a vice chair who are then appointed by the NERC Board for a two-year term. The term of the chair and the vice chair, except for the first year, will begin on July 1 and end on June 30.
 - g. **Officers remain sector representatives.** The chair and vice-chair are selected from the membership of the committee and, in addition to their chair or vice chair responsibilities, will continue to serve as a member for the sector for which they were appointed to the committee.
2. **Chair.** The chair will direct and provide general supervision of committee activities, including:
- a. Coordinate the schedule of all committee meetings including approval of meeting duration and location.
 - b. Develop committee agendas and rule on any deviation, addition, or deletion from a published agenda.
 - c. Preside at and manage committee meetings including the nature and length of discussion, recognition of speakers and proxies, motions, and voting.
 - d. Will lead or direct the conduct of any hearings and the preparation of any adjudicatory documents by the committee pursuant to the NERC Rules of Procedure (ROP) Section 409.
 - e. Will insure actions and undertakings by the committee pursuant to the NERC Rules of Procedure (ROP) Section 409 meet all applicable legal and due process requirements.
 - f. Will act as spokesperson for the committee at forums within and outside of NERC.
 - g. May attend meetings of the NERC Board when necessary to report to the Board on committee activities.
3. **Vice chair.** The vice chair will assume the responsibilities of the chair under the following conditions:
- a. At the discretion of the chair (for brief periods of time);
 - b. When the chair is absent or temporarily unable to perform the chair's duties; or
 - c. When the chair is permanently unavailable or unable to perform the chair's duties. In the case of a permanent change, the vice chair will continue to serve until a new chair is nominated and selected by the Board.
4. **Staff Coordinator.** A member of the NERC staff will be selected by NERC's Director of Compliance Operations to serve as the staff coordinator and secretary of the committee. The staff coordinator is not a committee member and does not have a vote. Under the direction of the committee executive and applicable NERC bylaws, guidelines and rules of procedure, the staff coordinator will:
- a. Manage the day-to-day operation and business of the committee.

- b. Prepare and distribute the notices of the committee meetings, prepare the meeting agenda, and prepare and distribute the minutes of the committee meetings.
- c. Act as the committee's parliamentarian.

Section 6. Nominating Subcommittee

1. **Appointment.** The Compliance and Certification Committee (CCC) will annually appoint a Nominating Subcommittee.
 - a. **Five members.** The subcommittee will consist of five members nominated by the committee chair and approved by the committee. The chair of the subcommittee will be selected by the CCC chair from among the five subcommittee members.
 - b. **Appointed annually.** The chairman will appoint the subcommittee members at the first regular meeting of the committee of the calendar year.
 - c. **Serve for 14 months.** The subcommittee members will serve for up to 14 months or until such time as a new Nominating Subcommittee is authorized, whichever is earlier.
2. **Duties.** In addition to the duties, rights, and privileges described elsewhere in this manual, members of the Nominating Subcommittee will:
 - a. Prepare a slate of committee officer candidates for submission to the NERC Board for approval.
 - b. Prepare a slate of recommended individuals to fill designated committee vacancies as required.

Section 7. Subordinate Groups.

1. **Committee organization hierarchy.** The Compliance and Certification Committee organizational structure will be arranged as allowed in the NERC Bylaws to support a superior-subordinate hierarchy that is ordered as follows:
 - Committee
 - Subcommittee
 - Working Group
 - Task Force
2. **Establishing subgroups.** The committee may establish subcommittees, working groups, and task forces as necessary. The committee chair may also form any of these subordinate groups on behalf of the committee. The committee will be the responsible sponsor of all subordinate subcommittees, working groups, or task forces it may create, or that its subordinate subcommittees and working groups may create. The committee will keep the Board informed of all groups subordinate to the committee.
3. **Subcommittees.** The committee may establish subcommittees to which the committee may delegate certain of the committee's broadly defined continuing functions. The committee will approve the scope of each subcommittee it forms. The committee chair

will appoint the subcommittee officers (typically a chair and vice chair) for a specific term (generally two years). The subcommittee officers may be reappointed for up to two additional terms. The subcommittee will work within its assigned scope and be accountable for the responsibilities assigned to it by the committee. The formation of a subcommittee, due to the permanency of the subcommittee, will be approved by the Board.

4. **Working Groups.** The committee or any of its subcommittees may delegate specific continuing functions to a working group. The sponsoring committee or subcommittee will approve the scope of each working group it forms. The chair of the sponsoring committee or subcommittee will appoint the working group officers (typically a chair and vice chair) for a specific term (generally two years). The working group officers may be reappointed for up to two additional terms. The sponsoring committee or subcommittee will conduct a “sunset” review of each working group every two years. The working group will be accountable for the responsibilities assigned to it by the committee or subcommittee and will at all times work within its assigned scope.
5. **Task Forces.** The committee, subcommittee, or working group may assign specific work of a finite duration to a taskforce. The sponsoring committee, subcommittee, or working group will approve the scope of each taskforce it forms. The chair of the sponsoring committee, subcommittee, or working group will appoint the taskforce officers (typically a chair and vice chair). Each taskforce will have a finite duration, normally less than one year. The sponsoring group will review the taskforce scope at the end of the expected duration and at each subsequent meeting of the sponsoring group after that until the taskforce is retired. Action of the task force sponsoring group is required to continue the taskforce past its defined duration. The sponsoring group should consider promoting to a working group any taskforce that is required to work longer than one year.
6. **Subgroup Membership and Representation.**
 - a. The membership of each subcommittee, working group, and taskforce should be established to address the need for expertise and balance of interests. Each group’s membership requirements will be defined within the group’s approved scope.
 - b. As a general guide, the broader the group’s scope, the more emphasis there should be on balancing of interests. Therefore subcommittees would be expected to have the broadest representation of appropriate industry sectors, while a taskforce may be more focused on simply having the necessary expertise and a working group may be somewhere between.
 - c. Each member of a subordinate group, and its officers, will be appointed by the chair of the sponsoring committee or group.
 - d. To the extent subgroup membership is of a representative nature, recommendations for staffing of the group should be provided in a manner consistent with the principles outlined in the staffing of a committee, including the use of an open nominations process. Regional Entity representatives should be recommended by the Regional Entity and Canadian representatives by the Canadian Electricity Association.

Preference may also be given to representatives recommended by broadly-based industry associations.

- e. To the extent subgroup membership is based on providing requisite expertise, the chair of the sponsoring committee or group may appoint members based on the relevant technical qualifications.
7. **Subgroup Procedures.** Subcommittees, working groups, and taskforces will conduct business in a manner consistent with all applicable sections of this manual and Robert's Rules of Order.

Section 8. Hearings.

1. **General.** The Compliance and Certification Committee will conduct hearings as necessary to fulfill its function of serving as the hearing body for any contest between NERC and a Regional Entity (RE) regarding NERC findings of or penalties or sanctions for violation(s) of reliability standard(s) by the RE as described in the NERC Rules of Procedure (ROP) Section 409.
2. **Hearing Procedure.** Unless specifically identified otherwise elsewhere in this charter the CCC's hearing procedure shall follow the hearing procedure mandated and approved by jurisdictional authorities for use by NERC and the Regional Entities in the Compliance program.
3. **Hearing Panel.** The committee shall not have a standing hearing panel. When a hearing is to be conducted the CCC shall select five members to serve as the adjudicatory panel for that hearing. Members to serve on the panel shall be selected by vote of a valid quorum of the committee. Voting members of the committee at arm's length from parties to the hearing may be nominated or volunteer to stand for selection to the hearing panel. One or more alternates may also be selected if/as the committee deems appropriate for the circumstances. A member may serve on more than one panel concurrently. A panel is disbanded upon conclusion of the hearing proceedings for which it was formed.

Attachment A --- CCC Membership Structure

Primary Sector	Sub-Sector	Number of Members	Full Voting	Proportional Voting	Non-Voting
Investor-Owned Utility		2	X		
State/Municipal Utility		2	X		
Cooperative Utility		2	X		
Federal or Provincial Utility/Federal Power Marketing Administration		2	X		
Transmission Dependent Utility		2	X		
Merchant Electricity Generator		2	X		
Electricity Marketer		2	X		
Large End-use Electricity Customer		2	X		
Small End-use Electricity Customer		2	X		
Independent System Operator/Regional Transmission Organization		2	X		
Regional Entity	FRCC	1		X	
	RFC	1		X	
	ERCOT	1		X	
	MRO	1		X	
	NPCC	1		X	
	SERC	1		X	
	SPP	1		X	
	WECC	1		X	
Government	U.S. State	2	X		
	U.S. Federal	2			X
	Canadian Provincial	1			X
	Canadian Federal	1			X
Total		34			