

Supply Chain Working Group Scope

Purpose

The Supply Chain Working Group (SCWG) helps the Reliability and Security Technical Committee (RSTC) enhance Bulk Electric System (BES) reliability by implementing the goals and objectives of the RSTC Strategic Plan with respect to issues in the area of supply chain risk management.

Functions

The SCWG accomplishes its goals by performing the following:

- Maintaining a roster of technical cyber and operations security experts to address the objectives and goals outlined in this scope document
- Identifying known supply chain risks and address through guidance documentation or other appropriate processes including input to NERC alerts or the Electricity Information Sharing and Analysis Center advisories
- Assisting NERC staff by providing input and feedback associated with the development of supply chain documents
- Assisting the Electricity Information Sharing and Analysis Center efforts to engage Department of Energy and Department of Homeland Security to explore information sharing and supply chain risk assessments where possible
- Coordinating with the North American Transmission Forum and other industry groups as appropriate to ensure bulk power system asset owner supply chain security requirements are clearly articulated
- Partnering with national laboratories to identify vulnerabilities in cyber equipment and develop mitigation practices
- Developing other guidance where needed under the direction of the RSTC

Deliverables

- Guidance documentation on supply chain risk management issues and topics
- Input and feedback associated with the development of supply chain documents to NERC staff
- Reports of working group activity for the regularly scheduled RSTC meetings
- Responses to other directives and requests of the RSTC

Reporting

The SCWG reports to the RSTC and shall maintain communications with other groups as necessary about supply chain risk management related issues.

Officers

The RSTC chair appoints the SCWG officers (chair and vice chair) for a specific term (generally two years). The working group officers may be reappointed for additional terms. The SCWG chair is expected to attend the regular standing committee meetings to report on assignments, provide a summary report of the group's activities as requested, and advise the RSTC on important issues. The vice chair position is considered important for succession planning with the anticipation that the vice chair will be appointed as SCWG chair for the next term; the SCWG may recommend officer candidates for the RSTC chair's consideration.

Membership

The SCWG shall have sufficient expertise and diversity to be able to speak knowledgeably for the industry and provide meaningful and useful guidance to assist the industry in the carrying out of its reliability responsibilities. NERC segment membership balance resides with the parent committee (RSTC), allowing the subcommittee to focus on the expertise required to carry out its functions.

General Requirements

SCWG membership requirements are focused on expertise related to cybersecurity, specifically in the area of supply chain risk management.

Commitment and Participation

SCWG members must be committed to their service on the working group. Members must prepare for and actively participate in all working group meetings in person or on conference calls. As needed, members must also write and review draft reports, serve on standard authorization request and standard drafting teams if selected, and bring issues to their Regional Entities, trade organizations, and utilities for further discussion and insight.

Work Products and Processes

The SCWG will follow the processes directed by the RSTC in the development and publication of reports, guidelines, and other documents. Unless directed otherwise, document content will be approved by consensus of the SCWG.

Guests and Observers

SCWG meetings are open to members and guests. Individuals can request to be added to the SCWG mailing list.

Meeting Procedures

General

The SCWG follows the meeting procedures explained in the following:

- NERC Antitrust Compliance Guideline¹

¹ https://www.nerc.com/comm/PCGC/Documents/NERC_Antitrust_Compliance_Guidelines.pdf

- The participant conduct policy² applicable to the NERC RSTC and its subgroups
- Robert's Rules of Order, Newly Revised³

Scheduled Meetings

The SCWG routinely holds virtual meetings monthly and may occasionally hold in-person meetings as needed. Advance notices of these meetings are posted on the NERC website. Other open or confidential meetings of the SCWG and/or one or more of its document development teams may be scheduled, either virtually or in person, as the need arises.

Confidential Sessions

The chair of the SCWG may limit attendance at a meeting or portion of a meeting 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 to one or more parties. To stay in the confidential session, participants must have a signed "NERC Confidentiality Agreement for NERC Resources Subcommittee Members" on file.

Subgroups

The SCWG may form task forces and document development teams as necessary without RSTC approval. The working group must review the progress of its subgroups at least annually and decide to either continue or disband these groups as needed. Membership in the subgroups may consist of non-SCWG members to allow for expertise in specific areas.

Task forces are usually ad-hoc and are not expected to exist after completing their assignments.

Task force and document development team leads (or delegates) are expected to attend the regular working group meetings to report on assignments and subgroup activity.

² https://www.nerc.com/comm/PCGC/Documents/NERC_Participant_Conduct_Policy.pdf

³ <https://auth.internal.nerc.com/AboutNERC/Pages/Rules-of-Procedure.aspx>