

NERC

NORTH AMERICAN ELECTRIC
RELIABILITY CORPORATION

Planning Committee Charter

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RELIABILITY | ACCOUNTABILITY



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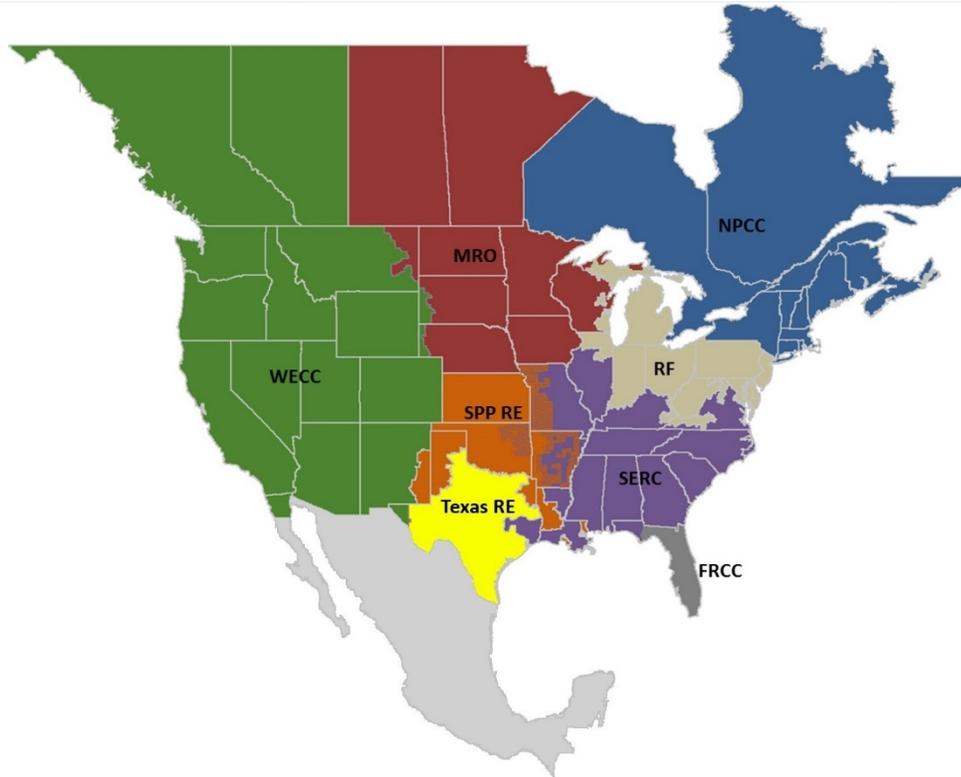
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Preface

The vision for the Electric Reliability Organization (ERO) Enterprise, which is comprised of the North American Electric Reliability Corporation (NERC) and the eight Regional Entities (REs), is a highly reliable and secure North American bulk power system (BPS). Our mission is to assure the effective and efficient reduction of risks to the reliability and security of the grid.

The North American BPS is divided into eight RE boundaries as shown in the map and corresponding table below.



The North American BPS is divided into eight RE boundaries. The highlighted areas denote overlap as some load-serving entities participate in one Region while associated Transmission Owners/Operators participate in another.

FRCC	Florida Reliability Coordinating Council
MRO	Midwest Reliability Organization
NPCC	Northeast Power Coordinating Council
RF	ReliabilityFirst
SERC	SERC Reliability Corporation
SPP RE	Southwest Power Pool Regional Entity
Texas RE	Texas Reliability Entity
WECC	Western Electricity Coordinating Council

Section 1: Purpose and Function

Purpose

The NERC Planning Committee (PC) is a forum for aggregating ideas and interests regarding the reliable planning and assessment of the interconnected North American BPS. The Planning Committee (PC) proactively supports the Electric Reliability Organization (ERO) Enterprise mission, vision, and relevant NERC program areas. The PC achieves this by carrying out an array of functions and responsibilities focused on the planning and assessment of interconnected bulk power system (BPS) with the objective of maintaining and improving reliability. The PC performs its Functions as defined below in accordance with the NERC Bylaws and Rules of Procedures.

Function

The committee provides NERC's Board of Trustees (NERC Board), stakeholders, and staff with technical advice, recommendations, and unbiased assessment of issues related to BPS planning, reliability, and resource adequacy to promote informed decisions.

The PC will develop and maintain a Strategic Plan, along with an associated Work Plan, to address the functions described herein. The Strategic Plan will be revisited as needed to maintain alignment with the Electric Reliability Organization (ERO) enterprise. As changes to the PC Strategic Plan become necessary, the PC will advise the NERC Board of changes in strategies and priorities being considered. The Work Plan will be updated quarterly to track the progress of committee-related deliverables (additional guidance provided in Section 5).

The PC supports the priorities of the ERO Enterprise, providing a technical foundation for reliability issues, including:

- **Reliability Assessments:**
 - Oversees the preparation and conducts technical reviews of reliability assessments for the NERC Board of Trustees;
 - Provides additional guidance on committee review and approval, endorsement, or acceptance of PC deliverables as discussed in Appendix 2.
- **Emerging Issues and Reliability Concerns:**
 - Identifies and assesses emerging issues within the electric industry and address other reliability concerns, including those assigned by NERC's Board of Trustees.
- **Technical Planning Analyses:**
 - Directs the development of technical analyses, model validation, and key risks;
 - Prepares technically accurate and comprehensive reports addressing identified risk areas (*e.g.*, variable generation, smart grid, etc.);
 - Provides recommendations to facilitate the mitigation of the identified reliability risks;
 - Provides oversight, guidance, and direction to address key planning-related issues.
- **Standards Input:**
 - Provides technical expertise and feedback to Standard Authorization Requests (SARs) that have planning-related impacts;
 - Coordinates with the Standards Committee to maintain alignment with PC-related efforts, and provides reliability risk information for prioritization of SARs and new Reliability Standards;

- Provides technical input to support the development of key reliability planning-related Reliability Standards.
- **Metrics:**
 - Provides direction, technical oversight, and feedback on the performance of the BPS through the design and application of NERC Adequate Level of Reliability (ALR) metrics.
- **Event Analysis:**
 - Supports disturbance reporting and event analysis activities, providing lessons-learned and other insights to promote industry awareness and enhance BPS reliability.
- **NERC Alerts:**
 - Supports the review and deployment of requests for industry actions and informational responses.
- **Reliability Guidelines and Technical Reports:**
 - Oversees the development of reliability guidelines, white papers, technical reports and reference documents to address emerging issues and industry concerns related to system planning in accordance with the process described in Appendix 2.
- **Compliance Input:**
 - Provides technical expertise and feedback on the potential impact of issues on the development of NERC's annual compliance program.

Section 2: Membership

Goals

The PC membership includes subject matter experts (SMEs) from across the industry with technical knowledge and experience in the area of interconnected systems planning and reliability assessment.

Expectations

PC voting members are expected to:

- Bring applicable subject matter expertise to the PC with a constructive and collaborative approach;
- Attend and participate in all PC meetings;
- Express their opinions as well as the opinions of the sector they represent at committee meetings;
- Discuss and debate interests rather than positions;
- Complete committee assignments on time; and
- Inform the PC Secretary of any changes in their status that may affect their eligibility for committee membership. The chair may dismiss members who fail to do so in a timely manner.

Representation

Committee members may, but need not be, NERC members. A non-voting representative must meet the requirements defined in Appendix 1. Voting committee members (except for sector 11 that appoints its members) may only hold a position in any sector in which they would have been eligible for NERC membership, even if they are a NERC member in another sector, provided, the company of the voting committee member may not represent more than one committee sector as referenced below under the section on Selection. Questions regarding eligibility for committee membership will be referred to the NERC General Counsel for final determination. To ensure adequate international representation, the membership of the committee may be increased so that the number of voting members from Canada is equal to the percentage of the net energy for load (NEL) of Canada to the total NEL of the United States and Canada, times the total number of voting members on the committee, rounded to the next whole number, based on the NEL figures from the most recent calendar year. Additional information is in Appendix 1.

Selection

Except for sector 11, NERC sector members will annually elect voting committee members to committee sectors corresponding to their NERC sector under an election process that is open, inclusive, and fair. The selection process will be completed in time for the PC Secretary to send the committee membership list to the NERC Board for approval at their August meeting so that new committee members may be seated at the September meeting.

Un-nominated voting member positions will remain vacant until the next annual or special election. If a vacancy in an elected sector is created by a resignation or other cause, a special election will be held unless it would coincide with the annual election process. Special elections shall follow the same procedure as the annual election.

Members may not represent more than one committee sector. A particular organization, including its affiliates, may not have more than one member on the committee.

If additional Canadian members are added, no more than one additional Canadian voting member shall be selected from a sector unless this limitation precludes the addition of the number of additional Canadian voting representatives as specified in Appendix 1. In this case, no more than two additional Canadian voting members may be selected from the same sector.

The PC Secretary will monitor the committee selection process to ensure that membership specifications are met.

After the PC Secretary announces the election results, the newly elected members will serve on the committee pending approval by the NERC Board. The PC Secretary will submit the newly elected members' names to the NERC Board for approval at the next regular meeting.

Terms

Members' terms are staggered, with one-half of the members' terms expiring each year. Except for the cases described below, a member's term is two years. Members may be re-elected for subsequent terms. Shorter terms may be required for several reasons: (i) If two members are simultaneously selected to a sector that did not have any existing members, in order to stagger their terms, one member will be assigned a one-year term and the second member will be assigned a two-year term. (ii) If a member replaces a departed member between elections, the new member will assume the remaining term of the departed member. (iii) If a member is selected to fill a vacant member position between elections, his/her term will end when the term for that vacant position ends.

Resignations, Vacancies, and Nonparticipation

Members who resign may be replaced for the time remaining in the member's term. When members and officers are to be selected or replaced, it will be done pursuant to Section 4, and PC Executive Committee (PCEC) members will be replaced pursuant to Section 6.

Newly elected or appointed members will serve on the committee pending approval by the NERC Board. The PC Secretary will submit new members' names to the NERC Board for approval at the next regular meeting.

The committee chair will contact any member who has missed two consecutive meetings (even if the member has sent a proxy) to: 1.) seek a commitment to actively participate; or 2.) ask the member to resign from the committee.

The chair may remove any member who has missed two consecutive meetings (even with a proxy).

Proxies

A member of the committee is authorized to designate a proxy. A member of the committee may give a proxy only to a person who:

- meets the member's eligibility requirements and is not affiliated with the same organization as another committee member, or
- is not another committee member, unless that committee member would represent the proxy's sector instead of his/her own sector at the meeting. (Additional guidance is provided in Section 4 and Appendix 1)

To permit time to determine a proxy's eligibility, proxies must be submitted to the PC Secretary in writing at least one week prior to the meeting (electronic transmittal is acceptable). Any proxy submitted after that time will be accepted at the chairman's discretion, provided that the chairman believes the proxy meets the eligibility requirements.

Section 3: Meetings

Unless stated otherwise, The PC will follow Robert's Rules of Order, Newly Revised.¹

Quorum

A quorum requires two-thirds of voting members, based on the votes allocated to each section.

Antitrust Compliance Guidelines

All persons attending or otherwise participating in the committee meeting shall act in accordance with NERC's Antitrust Compliance Guidelines at all times during the meeting. A copy of the NERC Antitrust Compliance Guidelines shall be included with each meeting agenda.

Open Meetings

NERC committee meetings shall be open to the public except during Confidential Sessions (noted below). Although meetings are open, only voting members may offer and act on motions.

Confidential Sessions

The committee chair 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 nondiscriminatory basis as needed to protect information that is sensitive to one or more parties. A preference, where possible, is to avoid the disclosure of sensitive or confidential information so that meetings may remain open to the greatest possible extent. Confidentiality agreements may also be applied as necessary to protect sensitive information.

Voting

Voting may be conducted during regularly scheduled in-person meetings, via electronic mail (email), or through a scheduled conference call. All actions by the committee shall be approved upon receipt of the affirmative vote of two-thirds of the members present and voting at a meeting at which quorum is present. The chair and vice-chair may vote.

Voting Procedures for Motions

1. The default procedure is a voice vote.
2. If the chair believes the voice vote is not conclusive, he/she may call for a show of hands.
3. The chair will not specifically ask those who are abstaining to identify themselves when voting by voice or a show of hands.
4. The chair will conduct a roll-call vote in those situations that need a record of each member's vote.
 - a. The PC Secretary will call each member's name.
 - b. Members may answer "yes," "no," or "present" if they wish to abstain from voting.

Action without a Meeting

The PC may act between regularly scheduled meetings. The PC chair or four members (each from different industry segments) may initiate the request for such action. The PC Secretary shall send notice of the subject matter, the requested action, and the timing for balloting electronically to PC members not less than five (5) business days prior to the date on which the action is to be voted. Two-thirds of the active members is required to approve any action.

¹ <http://www.robertsrules.com/>

The PC Secretary shall distribute a written notice to the PC of the results of such action within five (5) business days following the vote. The PC Secretary shall keep a record of all responses from the PC members.

Additionally, the PCEC is also permitted to act on behalf of the PC outside of regularly scheduled meetings when conditions warrant a decision prior to the next meeting, or to take other actions, including but not limited to:

1. Taking actions delegated by the full PC;
2. Authorizing the posting of PC deliverables described in Appendix 2 for comment periods; or
3. Providing guidance and advice to subcommittee, working group, and task force chairs.

Any PCEC action: 1) cannot overrule a prior PC voted decision; and 2) must have a unanimous approval vote from the PCEC in order for the action to be taken. The PC chair may initiate the request for such action. The PC Secretary shall distribute a written notice to the PC of the results of such action within five (5) business days following the vote. At the next PC meeting, there shall be an agenda item where the PC shall be informed of the action taken by the PCEC during the time between meetings.

Meeting Minutes

1. General guidelines:
 - a. Meeting minutes are a record of what the committee did, not what its members said.
 - b. Minutes should list discussion points where appropriate, but should usually not attribute comments to individuals. It is acceptable to cite the chair's directions, summaries, and assignments.
 - c. Do not list the person who seconds a motion.
 - d. Do not record abstentions.
2. Minority Opinions - All committee members are afforded the opportunity to provide alternative views on an issue. The meeting minutes will provide an exhibit to record minority opinions. The chair shall report both the majority and any minority views in presenting results to the NERC Board.
3. Personal Statements - The minutes will also provide an exhibit to record personal statements.

Section 4: Officers

Selection

At its June meeting and every two years thereafter, the committee shall select a chair and vice-chair from among its voting members by majority vote of the members of the committee to serve as chair and vice-chair of the committee from the end of that June meeting until the end of the June meeting two years later.

Terms

The chair and vice-chair serve two-year terms.

Representation

The chair and vice-chair shall not be from the same sector.

The chair and vice-chair, upon assuming such positions, shall cease to act as members of the sectors that elected them as members to the committee and shall thereafter be responsible for acting in the best interests of the members as a whole.

NERC Board Approval

Pending approval by the NERC Board, the newly elected officers will assume their duties. The PC Secretary will submit the names of the elected officers to the chair of the NERC Board for approval at the next regular meeting.

Officer Selection Process

The committee selects officers using the following process. The chair is selected first, followed by the vice-chair.

1. The chair opens the floor for nominations.
2. After hearing no further nominations, the chair closes the nominating process.
3. If the committee nominates one person, that person is automatically selected as the next chair.
4. If the committee nominates two or more persons, then the PC Secretary will distribute paper ballots for the members to mark their preference.
5. The PC Secretary will collect the ballots. If the committee nominates three or more candidates, then the winner will be selected using the Instant Runoff Process (explained in Robert's Rules of Order).

Section 5: Subgroups

Structure

The PC may appoint technical subcommittees, task forces, and working groups as needed. The PC is responsible for directing the work of these subgroups and for their work products. Committee subgroups will be tied to the PC Strategic Plan and generally be structured as follows:

Committee Subgroups				
	Scope	Duration	Approvals	Leadership
Subcommittee	<ul style="list-style-type: none">Oversee broad processesManage cyclical deliverables	Long-term	Consensus seeking; vote as specified by its scope	Nominated by subcommittee; Approved by PC Leadership
Working Group	<ul style="list-style-type: none">Oversee specific data systemsSupport specific initiativesSupport parent subcommittee	Long-term	Consensus seeking; non-voting	Nominated by working group, parent subcommittee, or direct appointment by the NERC Technical Committees; approved by PC Leadership
Task Force	<ul style="list-style-type: none">Support specific initiativesSupport parent subcommittee	Short-term	Consensus seeking; non-voting	Nominated by task force, parent subcommittee, or direct appointment by the NERC Technical Committees; approved by PC Leadership

Scopes

PC subgroup scopes should avoid any language that conflicts with this PC charter. Subcommittees and working groups should review their respective scopes on an annual-basis and submit proposed updates to the PC Secretary prior to the December committee meetings. New PC subgroup scopes and substantial revisions to existing scopes will be reviewed by the PCEC, who will determine whether an approval vote is needed by the full committee, prior to finalizing and posting on the NERC website.

Work Plan

PC subgroup leadership will coordinate with the PC Secretary to support the quarterly update to their section of the PC Work Plan.

Section 6: Executive Committee

Authorization

The PC Executive Committee (PCEC) is authorized to act between regular meetings of the PC. However, the PCEC may not reverse the PC's decisions.

Membership

The PCEC is comprised of the PC chair, the PC vice-chair, and four at-large members. The committee will nominate and elect the four at-large members of the PCEC every two years at its September meeting. No two members may be from the same sector.

Election Process

1. The chair opens the floor for nominations.
2. If the committee members nominate four or fewer candidates, then those candidates are automatically elected.
3. If the committee members nominate more than four candidates, then the PC Secretary will distribute paper ballots for the members to list their top four candidates.
4. The four candidates who receive the most votes will be elected, provided that no two candidates may be from the same sector.

Terms

The PCEC will be replaced every two years, with the chair and vice-chair replaced at the June meeting and the at-large members replaced at the September meeting.

Assignment Review and Delegation

The PCEC is responsible for reviewing and responding to assignments recommended for PC action from NERC reports and/or other NERC committees. This responsibility includes determining which PC subgroup is most appropriately suited to execute a given assignment.

Appendix 1: Committee Members

Committee Members			
Sector Name	Description	Members	Votes
Voting Members			
1. Investor-owned utility	This sector includes any investor-owned entity with substantial business interest in ownership and/or operation in any of the asset categories of generation, transmission, or distribution. This sector also includes organizations that represent the interests of such entities.	2	2
2. State/municipal utility	This sector includes any entity owned by or subject to the governmental authority of a state or municipality, that is engaged in the generation, delivery, and/or sale of electric power to end-use customers primarily within the political boundaries of the state or municipality; and any entity, whose members are municipalities, formed under state law for the purpose of generating, transmitting, or purchasing electricity for sale at wholesale to their members. This sector also includes organizations that represent the interests of such entities.	2	2
3. Cooperative utility	This sector includes any non-governmental entity that is incorporated under the laws of the state in which it operates, is owned by and provides electric service to end-use customers at cost, and is governed by a board of directors that is elected by the membership of the entity; and any non-governmental entity owned by and which provides generation and/or transmission service to such entities. This sector also includes organizations that represent the interests of such entities.	2	2
4. Federal or provincial utility/Federal Power Marketing Administration	This sector includes any U.S. federal, Canadian provincial, or Mexican entity that owns and/or operates electric facilities in any of the asset categories of generation, transmission, or distribution; or that functions as a power marketer or power marketing administrator. This sector also includes organizations that represent the interests of such entities. One member will be a U.S. federal entity and one will be a Canadian provincial entity.	4	4
5. Transmission dependent utility	This sector includes any entity with a regulatory, contractual, or other legal obligation to serve wholesale aggregators or customers or end-use customers and that depends primarily on the transmission systems of third parties to provide this service. This sector also includes organizations that represent the interests of such entities.	2	2

Appendix 1: Committee Members

6. Merchant electricity generator	This sector includes any entity that owns or operates an electricity generating facility that is not included in an investor-owned utility's rate base and that does not otherwise fall within any of sectors (i) through (v). This sector includes but is not limited to cogenerators, small power producers, and all other non-utility electricity producers such as exempt wholesale generators who sell electricity at wholesale. This sector also includes organizations that represent the interests of such entities.	2	2
7. Electricity marketer	This sector includes any entity that is engaged in the activity of buying and selling of wholesale electric power in North America on a physical or financial basis. This sector also includes organizations that represent the interests of such entities.	2	2
8. Large end-use electricity customer	This sector includes any entity in North America with at least one service delivery taken at 50 kV or higher (radial supply or facilities dedicated to serve customers) that is not purchased for resale; and any single end-use customer with an average aggregated service load (not purchased for resale) of at least 50,000 MWh annually, excluding cogeneration or other back feed to the serving utility. This sector also includes organizations that represent the interests of such entities.	2	2
9. Small end-use electricity customer	This sector includes any person or entity within North America that takes service below 50 kV; and any single end-use customer with an average aggregated service load (not purchased for resale) of less than 50,000 MWh annually, excluding cogeneration or other back feed to the serving utility. This sector also includes organizations (including state consumer advocates) that represent the interests of such entities.	2	2
10. Independent system operator/regional transmission organization	This sector includes any entity authorized by the Commission to function as an independent transmission system operator, a regional transmission organization, or a similar organization; comparable entities in Canada and Mexico; and the Electric Reliability Council of Texas or its successor. This sector also includes organizations that represent the interests of such entities.	2	2
11. Regional Entity	This sector includes any Regional Entity as defined in Article I, Section 1, of the Bylaws of the corporation. In aggregate, this 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 Regional Entity members' votes is two votes.	1 per Regional Entity	2
12. State government	(See Government representatives below)	2	2
13. Officers	Chair and Vice-Chair	2	2

Appendix 1: Committee Members

Total Votes			28
Non-Voting Members²			
Government representatives	This sector includes any federal, state, or provincial government department or agency in North America having a regulatory and/or policy interest in wholesale electricity. Entities with regulatory oversight over the Corporation or any Regional Entity, including U.S., Canadian, and Mexican federal agencies and any provincial entity in Canada having statutory oversight over the Corporation or a Regional Entity with respect to the approval and/or enforcement of Reliability Standards, shall be non-voting members of this sector, except the two representatives of state governments.		
	United States federal government	2	0
	Canadian federal government	1	0
	Provincial government	1	0
Secretary	The committee secretary will be seated at the committee table.	1	0
Subcommittee Chairs	The chairs of the subcommittee will be seated at the committee table.	Varies	0

² Industry associations and organizations and other government agencies in the U.S. and Canada may attend meetings as non-voting observers.

Appendix 2: Deliverables and Approvals

Committee Deliverables

Reports required under the NERC Rules of Procedure or as directed by an Applicable Governmental Authority or the NERC Board: documents include NERC's long-term reliability assessment, special assessments, and probabilistic assessments. These reports may also be used as the technical basis for Standards actions and can be part of informational filings to FERC or other government agencies.

White Papers: documents that explore technical facets of topics, often making recommendations for further action. They may be written by subcommittees, working groups, or task forces of their own volition, or at the request of the PC.

Reference Documents and Technical Reports: documents that serve as a reference for the electric utility industry and/or NERC stakeholders regarding a specific topic of interest. These deliverables are intended to document industry practices or technical concepts at the time of publication and may be updated as deemed necessary, per a recommendation by the PC or its subgroups to reflect current industry practices.

Reliability Guidelines: documents that suggest approaches or behavior in a given technical area for the purpose of improving reliability. Guidelines are not enforceable. Guidelines may be adopted by a responsible entity in accordance with its own facts and circumstances.³

Implementation Guidance: Documents providing examples or approaches for registered entities to comply with standard requirements. The PC is designated by the ERO Enterprise as a pre-qualified organization for vetting Implementation Guidance in accordance with NERC Board-approved Compliance Guidance Policy. Implementation Guidance that is endorsed by the PC can be submitted to the ERO Enterprise for endorsement, allowing for its use in Compliance Monitoring and Enforcement Program (CMEP) activities.

Review Periods

Deliverables with a deadline established by NERC Management or the NERC Board will be developed based on a timeline reviewed by the PC to allow for an adequate review period, without compromising the desired report release dates.

Due to the need for flexibility in the review and approval process, timelines are provided as guidelines to be followed by the committee and its subgroups. A default review period of no less than 10 business days will be provided for all committee deliverables. Requests for exceptions may be brought to the PC at its regular meetings or to the PCEC if the exception cannot wait for a PC meeting. In all cases, a final report may be considered for approval, endorsement, or acceptance if the PC or PCEC, as outlined above, decides to act sooner.

Approval, Endorsement, and Acceptance of Committee Deliverables

The committee will abide by the following parameters regarding approval, endorsement, or acceptance of committee deliverables.

³ Standards Committee authorization is required for a guideline to become a supporting document that is posted with or referenced from a NERC Reliability Standard.

Where the PC is the final authority on the deliverable⁴

Approval: The committee has reviewed the deliverable and supports the content and development process, including any recommendations.

Acceptance: The committee has reviewed the deliverable and supports the development process used to complete the deliverable.

If a deliverable for PC approval is not approved, any PC member can introduce a motion for acceptance of the deliverable. The PC may, rather than approve or accept the deliverable, remand the deliverable to the originating subcommittee, refer it to another group, direct other action by the PC or one of its subcommittees or groups, or determine that no further action is needed.

Where the PC is not the final authority on the deliverable

Endorsement: The committee agrees with the content of the document or action, and recommends the deliverable for the approving authority to act on. This includes deliverables that are provided to the PC by other NERC committees. Committee endorsements will be made with recognition that the deliverable is subject to further modifications by NERC Executive Management and/or the NERC Board. Changes made to the deliverable subsequent to committee endorsement will be presented to the PC in a timely manner.

If the PC does not agree with the deliverable or its recommendations, it may decline endorsement. It is recognized that this does not prevent an approval authority from further action.

Endorsement Process for Section 1600 Data or Information Requests

A report requested by the PC that accompanies or recommends a Rules of Procedure (ROP) Section 1600 - Data or Information Request will follow the process outlined below:

1. This Section 1600 request, with draft supporting documentation, will be provided to the PC at a regular meeting.
2. The draft Section 1600 data request and supporting documentation will be considered for authorization to post for comments at the PC regular meeting.
3. A committee subgroup will review and develop responses to comments on the draft Section 1600 data request and will provide a final draft report, including all required documentation for the final data request, to the PC at a regular meeting for endorsement.
4. The final draft of the 1600 data request – with responses to all comments and any modifications made to the request based on these comments – will be provided to the NERC Board.

Approval Process for Reliability Guidelines

Because reliability guidelines contain suggestions that may result in actions by responsible entities, those suggestions must be thoroughly vetted before a new or updated guideline receives approval by a technical committee. The process described below will be followed by the PC:

1. New/updated draft guideline authorized for industry posting. The PC authorizes posting for industry comment the release of a new or updated draft guideline developed by one of its subgroups or the committee as a whole.

⁴ The Planning Committee is the final authority where it has stated in policy, rule, or decided by the Board of Trustees that such authority is directed.

2. Post draft guideline for industry comment. The draft guideline is posted for industry-wide comment for forty-five (45) days. If the draft guideline is an update, a redline version against the previous version must also be posted.
3. Post industry comments and responses. After the public comment period, the PC will post the comments received as well as its responses to the comments. The committee may delegate the preparation of responses to a committee subgroup.
4. New/updated guideline approval and posting. A new or updated guideline which considers the comments received, is approved by the PC and posted as “Approved” on the NERC Web site. Updates must include a revision history and a redline version against the previous version.
5. Guideline updates. After posting a new or updated guideline, the PC will continue to accept comments from the industry via a Web-based forum where commenters may post their comments.
 - a. Each quarter, the PC will review the comments received. At any time, the PC may decide to update the Guideline based on the comments received or on changes in the industry that necessitate an update.
 - b. Updating an existing Guideline will require that a draft updated guideline be approved by the PC in step 1 and proceed to steps 2 and 3 until it is approved by the PC in step 4.