

**NERC**

NORTH AMERICAN ELECTRIC  
RELIABILITY CORPORATION

# Reliability and Security Technical Committee Charter

October 2024

RSTC Approved: September 11, 2024

Board of Trustees Approved: October 8, 2024

**RELIABILITY | RESILIENCE | SECURITY**



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# Table of Contents

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Preface .....	iv
Section 1: Purpose .....	1
Section 2: RSTC Functions .....	2
Section 3: Membership .....	3
Representation Model.....	3
Member Selection .....	4
Member Expectations .....	6
Sponsor Expectations .....	6
Member Term .....	6
Vacancies and Proxies .....	6
Section 4: Meetings.....	8
Quorum .....	8
Voting .....	8
Executive, Open and Closed Sessions.....	8
Majority and Minority Views.....	8
Action without a Meeting.....	8
Section 5: Officers and Executive Committee.....	9
Officers .....	9
Secretary.....	9
Chair .....	9
Vice Chair.....	10
Executive Committee .....	10
Section 6: RSTC Subordinate Groups .....	11
Subcommittees.....	11
Working Groups.....	11
Task Forces .....	11
Section 7: Meeting Procedures .....	12
Voting Procedures for Motions .....	12
Minutes.....	12
Section 8: RSTC Deliverables and Approval Processes.....	13
Reliability Guidelines, Security Guidelines and Technical Reference Documents .....	13
Reliability and Security Guidelines .....	13
Section 1600 Data or Information Requests .....	14

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Table of Contents

---

Other Types of Deliverables ..... 14

Review Process for other Deliverables..... 15

Actions for Deliverables..... 15

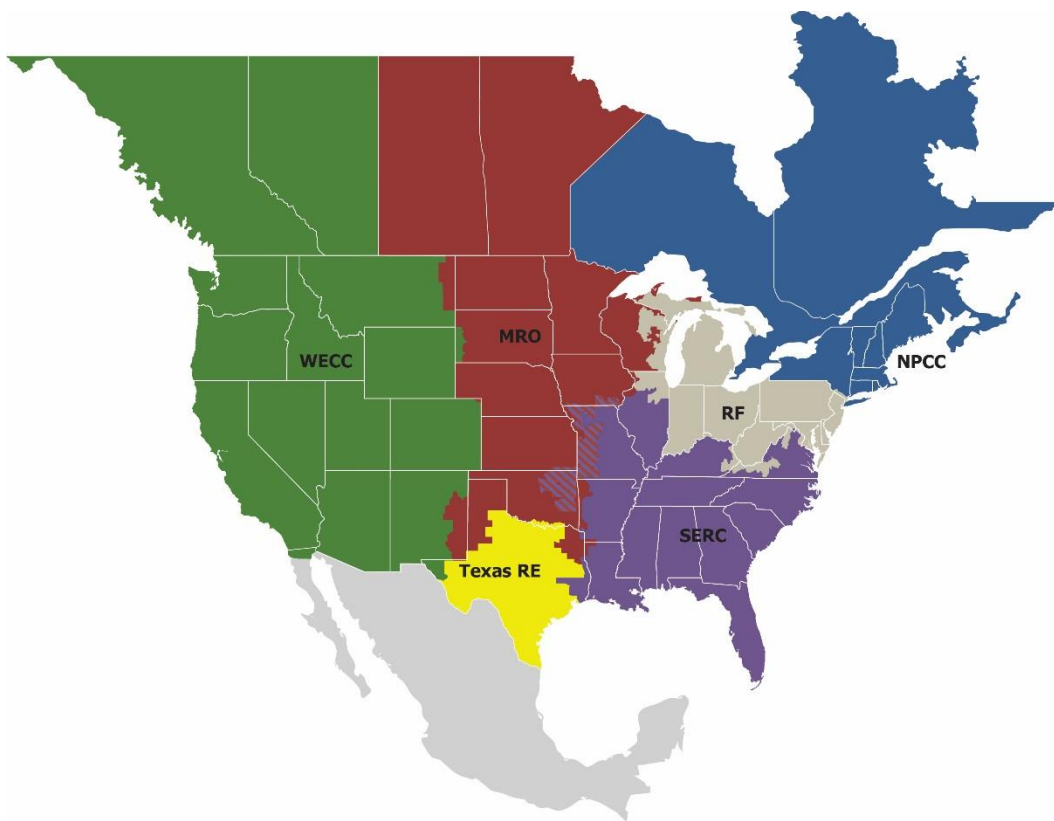
## Preface

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Electricity is a key component of the fabric of modern society and the Electric Reliability Organization (ERO) Enterprise serves to strengthen that fabric. The vision for the ERO Enterprise, which is comprised of the North American Electric Reliability Corporation (NERC) and the six Regional Entities, 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.

Reliability | Resilience | Security  
*Because nearly 400 million citizens in North America are counting on us*

The North American BPS is made up of six Regional Entities boundaries as shown in the map and corresponding table below. The multicolored area denotes overlap as some load-serving entities participate in one Regional Entity while associated Transmission Owners/Operators participate in another.



<b>MRO</b>	Midwest Reliability Organization
<b>NPCC</b>	Northeast Power Coordinating Council
<b>RF</b>	ReliabilityFirst
<b>SERC</b>	SERC Reliability Corporation
<b>Texas RE</b>	Texas Reliability Entity
<b>WECC</b>	WECC

## Section 1: Purpose

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The Reliability and Security Technical Committee (RSTC) is a standing committee that strives to advance the reliability and security of the interconnected BPS of North America by:

- Creating a forum for aggregating ideas and interests, drawing from diverse industry stakeholder expertise, to support the ERO Enterprise's mission;
- Leveraging such expertise to identify solutions to study, mitigate, and/or eliminate emerging risks to the BPS for the benefit of industry stakeholders, the NERC Board of Trustees (Board) and ERO Enterprise staff and leadership; and,
- Overseeing the implementation of subgroup work plans that drive risk-mitigating technical solutions.

## Section 2: RSTC Functions

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**Create a forum for industry stakeholders to support NERC programs in the development of key ERO Enterprise deliverables.**

- Facilitate and advocate information sharing among relevant industry stakeholders;
- Review and provide guidance in developing deliverables critical to ERO functions, such as Reliability Standards, reliability assessments, requests for data (pursuant to Section 1600 of the NERC Rules of Procedure Section (ROP)), Implementation Guidance, and other analyses, guidelines, and reports;
- Solicit and coordinate technical direction, oversight activities, and feedback from industry stakeholders;
- Disseminate ERO deliverables to industry to enhance reliability;
- Develop internal and review external requests for industry actions and informational responses;
- Develop appropriate materials, as directed by ERO functions or the NERC Board, to support ERO Enterprise functions;
- Coordinate with ERO staff and liaise with government agencies and trade associations; and,
- Provide technical input and analyses on operating and planned BPS reliability and security, emerging issues and risks, and other general industry concerns at the request of the NERC Board or NERC staff.

**Develop a two-year Strategic Plan to guide the deliverables of the RSTC and ensure appropriate prioritization of activities.**

- Ensure alignment of the Strategic Plan with NERC priorities, reports and analyses, including the NERC Business Plan and Budget, ERO Enterprise Long-Term Strategy, biennial Reliability Issues Steering Committee (RISC) ERO Reliability Risk Priorities report, State of Reliability report recommendations, Long-Term, Seasonal and Special Reliability Assessment recommendations and ongoing event analysis trends;
- Coordinate the objectives in the Strategic Plan with the Standing Committees Coordinating Group; and,
- Obtain annual NERC Board approval. The RSTC will target presenting the Strategic Plan to the Board at its February meeting, at the same time that the RSTC presents the full RSTC membership list in accordance with Section III below.

**Coordinate and oversee implementation of RSTC subgroup work plans.**

- Assign an RSTC member sponsor, as necessary, to subgroups to ensure alignment with RSTC schedules, processes, and strategic goals.
- Create and disband subcommittees, working groups and task forces to support ERO Enterprise functions;
- Harmonize and approve the work plans of subcommittees, working groups, and task forces with the Strategic Plan; and,
- Track the progress of the subcommittees, working groups, and task forces to ensure that they complete assigned activities as outlined in their work plans and in alignment with the RSTC Strategic Plan.

**Advise the NERC Board of Trustees.**

- Update the NERC Board semi-annually on progress in executing the Strategic Plan; and,
- Present appropriate deliverables to the NERC Board.

## Section 3: Membership

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### Representation Model

The RSTC has a hybrid representation model consisting of the following types of memberships:

- Sector members;
- At-large members; and,
- Non-voting members.

Two members shall be elected to each of the following membership sectors:

- Sector 1 - Investor-owned Utility;
- Sector 2 – State or Municipal Utility;
- Sector 3 - Cooperative Utility;
- Sector 4 - Federal or Provincial Utility/Power Marketing Administration;
- Sector 5 - Transmission-Dependent Utility;
- Sector 6 - Merchant Electricity Generator;
- Sector 7 - Electricity Marketer;
- Sector 8 - Large End Use Electricity Customer;
- Sector 9 - Small End Use Electricity Customer;
- Sector 10 - ISO/RTO; and,
- Sector 12 - Government Representatives.

Selection of at-large members will allow for better balancing of representation on the RSTC of the following:<sup>1</sup>

- Regional Entity and Interconnection diversity (i.e., goal of having at least one representative from each Interconnection and Regional Entity footprint);
- Subject matter expertise (Planning, Operating, or Security);
- Organizational types (Cooperatives, Investor-Owned Utilities, Public Power, Power Marketing Agencies, etc.); and,
- North American countries, consistent with the NERC bylaws (Canada, Mexico, and U.S.) to support diversity of views on issues facing reliability of the North American BPS.

Upon expiration of his or her term as chair, the outgoing chair may remain a non-voting member of the RSTC for one year, in the interest of continuity.<sup>2</sup>

Below is a breakdown of voting and non-voting membership on the RSTC:

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<sup>1</sup> See, NERC Sector 13 in the NERC Bylaws (2021).

<sup>2</sup> Provided that, if the outgoing chair is elected to represent a voting sector that individual would hold a voting membership position for the relevant term.

Voting Membership	
Name	Voting Members
Sectors 1-10 and 12	22
At-Large	10
Chair and Vice-Chair	2
<b>Total</b>	<b>34</b>

Non-Voting Membership <sup>3</sup>	
Non-Voting Member	Number of Members
NERC Secretary	1
United States Federal Government	2
Canadian Federal Government	1
Provincial Government	1
Former Chair	1
<b>Total</b>	<b>6</b>

## Member Selection

RSTC members are not required to be from organizations who are NERC members.

Members are appointed to the RSTC upon approval of the NERC Board and serve on the RSTC at the pleasure of the NERC Board.

### 1. Affiliates

A company, including its affiliates, may not have more than one member on the RSTC. Any RSTC member who is aware of a membership conflict of this nature is obligated to notify the RSTC secretary within 10 business days. The RSTC secretary will in turn report the conflict to the RSTC chair.

Members impacted by such a conflict, such as through a merger of organizations, must confer among themselves to determine which member should resign from the RSTC and notify the secretary and chair; however, if they cannot reach an amicable solution to determine who will remain, the Nominating Subcommittee will review the qualifications of each member and make a recommendation to the NERC Board for final approval.

### 2. Election of Sector Members

NERC members in each sector will annually elect members for expiring terms or open seats using a nomination and election process that is open, inclusive, and fair. If a sector has no nominations for one or both sector seats during the sector election period, the empty sector seat will remain open until the end of the term, unless a late sector nomination for the recent election is received prior to the end of the at-large nomination period. The RSTC Executive Committee (RSTC EC) may also call a special election for an open sector seat if requested in writing by a member from relevant sector with an empty seat, accompanied by supporting rationale for the RSTC EC's consideration.

Sector elections will be completed in time for the Nominating Subcommittee to identify and nominate at-large representatives as well as for the secretary to send the full RSTC membership list to the NERC Board for approval at its annual February meeting.

<sup>3</sup> Upon recognition of NERC as the ERO, Mexican Government representation will be equitable and based approximately on proportionate Net Energy for Load.



If an interim vacancy is created in a sector, a special election will be held unless it coincides with the annual election process. If a sector cannot fill an interim vacancy, then that sector seat will remain vacant until the next annual election. Notwithstanding the foregoing, upon written request from a member from the relevant sector with an empty seat, accompanied by supporting rationale, the RSTC EC may hold an additional special election in an attempt to fill the vacancy. Interim sector vacancies will not be filled with an at-large representative.

### **3. Nominating Subcommittee**

The Nominating Subcommittee (RSTC NS) will consist of seven (7) members (the RSTC vice-chair and six (6) members drawing from different sectors and at-large representatives). Apart from the vice-chair, members of the RSTC EC shall not serve on the RSTC NS.

The NS members are nominated by the RSTC chair and voted on by the full RSTC membership.

The term for members of the NS is one (1) year.

The RSTC NS is responsible for (a) recommending individuals for at-large representative seats, and, (b) managing the process to select the chair and/or vice-chair of the RSTC. The RSTC vice-chair shall recuse him or herself from this process (a) unless he or she is not seeking re-election, or (b) until the RSTC NS has concluded a vote to recommend the vice-chair for subsequent RSTC election to the chair position. At-large members on the RSTC NS shall recuse themselves from recommendations for at-large representative seats if they are seeking reappointment.

### **4. Selection of At-Large Members**

The RSTC NS solicits and reviews nominations from the full RSTC and industry to fill at-large representative seats. After reaching consensus, the RSTC NS submits a recommended slate of at-large candidates to the Board. To the extent practicable, the RSTC NS will balance the following criteria to select at-large members: (a) geographic diversity from all Interconnections and ERO Enterprise Regional Entities; (b) high-level understanding and perspective on reliability risks based on experience at an organization in a sector; (c) experience and expertise from an organization in the sector relevant to the RSTC; and (d) sector balance. The RSTC NS selection process shall be consistent with Section 1302 of the NERC Rules of Procedure such that the Nominating Subcommittee's recommended slate would not cause any two stakeholder Sectors to control the vote on any matter, and that no single Sector is able to defeat a matter.<sup>4</sup>

### **5. Non-Voting Members**

Non-voting members shall serve a term of two (2) years, just as voting members. At the start of the annual RSTC nomination process the RSTC secretary will coordinate with entities entitled to non-voting membership to identify representatives for any open non-voting seats. The RSTC secretary shall do this by reaching out to the relevant Governmental Authorities to solicit interest for non-voting member seats and forwarding those names to the RSTC NS for inclusion in the slate of candidates presented to the Board at its annual February meeting. Where more than one candidate is proposed, the RSTC secretary will work with the relevant Governmental Authorities to reach a decision.

### **6. International Representation**

International representation on the RSTC shall be consistent with Article VIII Section 4 of the NERC Bylaws.

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<sup>4</sup> See, NERC Rules of Procedure, at Section 1302 (stating in relevant part, "All committees and other subgroups (except for those organized on other than a Sector basis because Sector representation will not bring together the necessary diversity of opinions, technical knowledge and experience in a particular subject area) must ensure that no two stakeholder Sectors are able to control the vote on any matter, and no single Sector is able to defeat a matter.").

## Member Expectations

RSTC members and the RSTC's subordinate groups are expected to act in accordance with this charter, as well as to accomplish the following:

- Adhere to NERC Antitrust Guidelines and Participant Conduct Policy<sup>5</sup>;
- Demonstrate and provide knowledge and expertise in support of RSTC activities;
- Where applicable, solicit comments and opinions from constituents and groups of constituents or trade organizations represented by the member and convey them to the RSTC;
- Respond promptly to all RSTC requests, including requests for reviews, comments, and votes on issues before the RSTC; and,
- During meetings, comply with the procedures outlined for that meeting and identified in this Charter.

## Sponsor Expectations

Sponsors are expected to act in accordance with this charter, as well as to accomplish the following:

- Understand and advance the expectations of the RSTC, not those of their sector or other interest group;
- Assure that recommendations and action plans are designed for implementation;
- Support the subgroup chair and vice-chair in seeing the big picture without directing the activities of the subgroup; and,
- Liaise with the RSTC.

## Member Term

Members shall serve a term of two years.

An RSTC member may serve a term shorter than two (2) years if:

- Two (2) 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.
- A member is selected to fill a vacant member seat between elections, the term will end when the term for that vacant seat ends.

There are no limits on the number of terms that members can serve.

## Vacancies and Proxies

Membership vacancies may be filled between annual elections using the aforementioned selection process.

### 1. Vacancies Created by the Member

In the event a member can no longer serve on the RSTC, that member will submit a written resignation to the RSTC chair or the secretary. A change in employment does not automatically require a member's resignation and will be evaluated on a case-by-case basis.

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<sup>5</sup> [https://www.nerc.com/comm/RSTC/Documents/Antitrust\\_Public\\_Meeting\\_Participant\\_Conduct.pdf](https://www.nerc.com/comm/RSTC/Documents/Antitrust_Public_Meeting_Participant_Conduct.pdf)

**2. Vacancies Requested by the Chair**

The chair may request any RSTC member who ceases to participate in the RSTC consistent with member expectations (above) and to the satisfaction of the chair, 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. If the chair is not satisfied with a written response, the RSTC chair will refer the matter to the NERC Board.

**3. Vacancies Requested by the Board**

RSTC members serve at the pleasure of the NERC Board. The NERC Board may initiate a request for resignation, removal, or replacement of a member from the RSTC, as it deems appropriate or at the request of the RSTC chair.

**4. Proxies**

A voting member may select a proxy who attends and votes during all or a portion of a committee meeting in lieu of a voting member, provided that the absent voting representatives notifies the RSTC chair, vice chair, or secretary of the proxy. A proxy may not be given to another RSTC member. A proxy must meet the RSTC's membership eligibility requirements, including affiliate restrictions.

To permit time to determine a proxy's eligibility, all proxies must be submitted to the secretary in writing at least one week prior to the meeting (electronic transmittal is acceptable) for approval by the chair. Any proxy submitted after that time will be accepted at the chair's discretion.

## Section 4: Meetings

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Open meetings will be conducted in accordance with this Charter. The chair may consult Robert’s Rules of Order for additional guidance.

### Quorum

The quorum necessary for transacting business at meetings of the RSTC is two-thirds of the voting members currently on the RSTC’s roster and is determined once at each meeting.

If a quorum is not determined, the RSTC may not take any actions requiring a vote; however, the chair may allow discussion of the agenda items.

### Voting

Actions by the RSTC will be approved upon receipt of the affirmative vote of two-thirds of the votes cast at any meeting at which a quorum is present. An abstention (“present” vote) does not count as a vote cast.

Voting may take place during regularly scheduled in-person meetings, via electronic mail, or via conference call/virtual meeting.

Refer to Section 7 for voting procedures.

### Executive, Open and Closed Sessions

The RSTC and its subordinate groups hold meetings open to the public, except as noted herein. Although meetings are open, only voting members may offer and act on motions.

All meetings of the Executive Committee and the RSTC NS shall be conducted in closed session.

The chair may also hold closed sessions in advance of the open meeting with limited attendance based on the confidentiality of the information to be disclosed at the meeting. Such limitations should be applied sparingly and on a non-discriminatory basis. Any discussion of confidential information in a closed session shall be consistent with Section 1500 of the NERC ROP.<sup>6</sup>

### Majority and Minority Views

All members of a committee will be given 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.

### Action without a Meeting

Any action required or permitted at a meeting of the committee may be taken without a meeting at the request of the chair.

Such action without a meeting will be performed by electronic ballot (e.g., telephone, email, or Internet survey) and considered a roll call ballot. The secretary will announce the action required at least five business days before the date on which voting commences. As time permits, members should be allowed a window of ten (10) business days to vote. The secretary will document the results of such an action within ten (10) business days of the close of the voting period. Such action must meet the regular meeting quorum and voting requirements above.

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<sup>6</sup> Section 1500 of the NERC ROP - [https://www.nerc.com/FilingsOrders/us/RuleOfProcedureDL/NERC%20ROP%20\(With%20Appendicies\).pdf](https://www.nerc.com/FilingsOrders/us/RuleOfProcedureDL/NERC%20ROP%20(With%20Appendicies).pdf)

## Section 5: Officers and Executive Committee

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### Officers

The RSTC will have two officers – one chair and one vice-chair.

Officers shall be selected as follows:

- The RSTC NS solicits nominations for chair and vice-chair through an open nomination process. Self-nominations are permitted during the open nomination period.
- At the close of the nomination period, the RSTC NS will propose a chair and a vice-chair candidate. The full RSTC will elect the chair and vice chair.
- The chair and vice chair must be a committee member and shall not be from the same sector.
- The elected chair and vice-chair are appointed by the NERC Board.
- No individual may serve more than one term as vice chair and one term as chair unless an exception is approved by the Board. A term lasts two years.

Upon expiration of his or her term as chair, the outgoing chair may remain a non-voting member of the RSTC for one year, in the interest of continuity.<sup>7</sup>

### Secretary

NERC will appoint the RSTC secretary.

A member of the NERC staff will serve as the secretary of the RSTC. The secretary will do the following:

- Manage the day-to-day operations and business of the RSTC;
- Prepare and distribute notices of the RSTC meetings, prepare the meeting agenda, and prepare and distribute the minutes of the RSTC meetings;
- Facilitate the election/selection process for RSTC members; and,
- Act as the RSTC’s parliamentarian.

### Chair

The chair will direct and provide general supervision of RSTC activities, including the following:

- Coordinate the scheduling of all meetings, including approval of meeting duration and location;
- Develop agendas and rule on any deviation, addition, or deletion from a published agenda;
- Preside at and manage meetings, including the nature and length of discussion, recognition of speakers and proxies, motions, and voting;
- Act as spokesperson for the RSTC at forums inside and outside of NERC; and,
- Attend meetings of the NERC Board when necessary to report on RSTC activities.

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<sup>7</sup> Provided that, if the outgoing chair is elected to represent a voting sector that individual would hold a voting membership position for the relevant term

## Vice Chair

The vice chair will assume the responsibilities of the chair under the following conditions:

- At the discretion of the chair (for brief periods of time);
- When the chair is absent or temporarily unable to perform the chair's duties; or,
- 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 appointed by the NERC Board.

## Executive Committee

The RSTC EC shall consist of six (6) members:

- Chair;
- Vice-chair;
- Four (4) RSTC voting members selected by the RSTC chair and vice-chair with a reasonable balance of subject matter expertise in Operations, Planning, and/or Security and with consideration for diversity in representation (i.e., sectors, Regional Entities, Interconnections, etc.).
  - The RSTC chair and vice-chair shall evaluate composition of the RSTC EC within six months of their election as officers for the appropriate balance of technical expertise, geographical representation, and tenure.

The RSTC EC of the RSTC is authorized by the RSTC to act on its behalf between regular meetings on matters where urgent actions are crucial and full RSTC discussions are not practical. The RSTC shall be notified of such urgent actions taken by the RSTC EC within a week of such actions. These actions shall also be included in the minutes of the next open meeting.

Ultimate RSTC responsibility resides with its full membership whose decisions cannot be overturned by the EC. The RSTC retains the authority to ratify, modify, or annul RSTC EC actions.

After general solicitation from RSTC membership, the RSTC EC will appoint any sponsors of subgroups.

## Section 6: RSTC Subordinate Groups

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The RSTC organizational structure will be aligned as described by the NERC Bylaws to support a superior-subordinate hierarchy.

The RSTC may establish subcommittees, working groups, and task forces as necessary. The RSTC will be the responsible sponsor of all subordinate subcommittees, working groups, or task forces that it creates, or that its subordinate subcommittees and working groups may establish.

Officers of subordinate groups will be appointed by the chair of the RSTC. Where feasible, officers shall be selected from individuals employed at entities within NERC membership sectors 1 through 12 to support sufficient expertise and diversity in execution of the subordinate group's responsibilities.

Subcommittees, working groups, and taskforces will conduct business in a manner consistent with all applicable sections of this Charter, including the NERC Antitrust Guidelines and Participant Conduct Policy<sup>8</sup>.

### Subcommittees

The RSTC may establish subcommittees to which the RSTC may delegate some of RSTC's functions. The RSTC will approve the scope of each subcommittee it forms. The RSTC chair will appoint the subcommittee officers (typically a chair and a 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 NERC Board.

### Working Groups

The RSTC may delegate specific continuing functions to a working group. The RSTC will approve the scope of each working group that it forms. The RSTC chair will appoint the working group officers (typically a chair and a vice chair) for a specific term (generally two (2) years). The working group officers may be reappointed for one (1) additional term. The RSTC will conduct a "sunset" review of each working group every year. The working group will be accountable for the responsibilities assigned to it by the RSTC or subcommittee and will, at all times, work within its assigned scope. The RSTC should consider transitioning to a subcommittee any working group that is required to work longer than two terms.

### Task Forces

The RSTC may assign specific work to a task force. The RSTC will approve the scope of each task force it forms. The RSTC chair will appoint the task force officers (typically a chair and a vice chair). Each task force will have a finite duration, normally less than one year. The RSTC will review the task force scope at the end of the expected duration and review the task force's execution of its work plan at each subsequent meeting of the RSTC until the task force is retired. Action of the RSTC is required to continue the task force past its defined duration. The RSTC should consider transitioning to a working group any task force that is required to work longer than two years.

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<sup>8</sup> [https://www.nerc.com/comm/RSTC/Documents/Antitrust\\_Public\\_Meeting\\_Participant\\_Conduct.pdf](https://www.nerc.com/comm/RSTC/Documents/Antitrust_Public_Meeting_Participant_Conduct.pdf)

## Section 7: Meeting Procedures

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### Voting Procedures for Motions

#### In-Person

- The default procedure is a voice vote.
- If the chair believes the voice vote is not conclusive, the chair may call for a show of hands.
- The chair will not specifically ask those who are abstaining to identify themselves when voting by voice or a show of hands. If the chair desires a roll call, the secretary will call each member's name.

Members answer "yes," "no," or "present" if they wish to abstain from voting. As provided above, an abstention does not count as a vote cast.

#### Conference Call / Virtual<sup>9</sup>

- All voting shall default to being conducted through use of a poll.
- Where a need to record each member's vote is requested or identified, the RSTC may conduct voting via a roll call vote.

### Minutes

- Meeting minutes are a record of what the committee did, not what its members said.
- 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.
- All Committee members are afforded the opportunity to provide alternative views on an issue. The meeting minutes will provide an exhibit to record minority positions.

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<sup>9</sup> Virtual meetings include those where virtual attendance is possible, such as a fully or partially virtual meeting.



## Section 8: RSTC Deliverables and Approval Processes

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The RSTC will abide by the following to approve, endorse, or accept committee deliverables.

### **Reliability Guidelines, Security Guidelines and Technical Reference Documents**

Reliability Guidelines, Security Guidelines, and Technical Reference Documents suggest approaches or behavior in a given technical area for the purpose of improving reliability.

### **Reliability and Security Guidelines**

Reliability Guidelines and Security Guidelines are not binding norms or mandatory requirements. Reliability Guidelines and Security Guidelines may be adopted by a responsible entity in accordance with its own facts and circumstances.

#### **1. New/updated draft Guideline approved for industry posting.**

The RSTC accepts for posting for industry comment (i) the release of a new or updated draft Guideline developed by one of its subgroups or the committee as a whole; or (ii) the retirement of an existing Guideline.

The draft Guideline or retirement is posted as “for industry-wide comment” for 45 days. If the draft Guideline is an update, a redline version against the previous version must also be posted.

After the public comment period, the RSTC will post the comments received as well as its responses to the comments. The RSTC may delegate the preparation of responses to a committee subgroup.

A new or updated Guideline which considers the comments received, is approved by the RSTC and posted as “Approved” on the NERC website. Updates must include a revision history and a redline version against the previous version. Retirements are also subject to RSTC approval.

After posting a new or updated Guideline, the RSTC will continue to accept comments from the industry via a web-based forum where commenters may post their comments.

- a. Each quarter, the RSTC will review the comments received.
- b. At any time, the RSTC may decide to update the Guideline based on the comments received or on changes in the industry that necessitate an update.
- c. Updating an existing Guideline will require that a draft updated Guideline be posted and approved by the RSTC in the above steps.

#### **2. Review of Approved Reliability Guidelines, Security Guidelines and Technical Reference Documents**

Approved Reliability Guidelines or Technical Reference Document shall be reviewed for continued applicability by the RSTC at a minimum of every third year since the last revision.

#### **3. Communication of New/Revised Reliability Guidelines, Security Guidelines and Technical Reference Documents**

In an effort to ensure that industry remains informed of revisions to a Reliability Guideline or Technical Reference Document or the creation of a new Reliability Guideline or Technical Reference Document, the RSTC subcommittee responsible for the Reliability Guideline will follow an agreed upon process. Reliability Guidelines, Security Guidelines, and Technical Reference Documents (including white papers as discussed below) shall be posted on the RSTC website.

#### **4. Coordination with Standards Committee**

Standards Committee authorization is required for a Reliability Guideline or Security Guidelines to become a supporting document that is posted with or referenced from a NERC Reliability Standard. See Appendix 3A in the NERC's ROP under "Supporting Document."

## Section 1600 Data or Information Requests<sup>10</sup>

A report requested by the RSTC 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 RSTC 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 RSTC 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 RSTC 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.

## Other Types of Deliverables

### 1. Policy Outreach

On an ongoing basis, the RSTC will coordinate with the forums, policymakers, and other entities to encourage those organizations to share Reliability Guidelines, technical reference documents and lessons learned to benefit the industry.

Reports required under the NERC ROP 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.

### 2. White Papers

Documents that explore technical facets of topics, 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 RSTC. Where feasible, a white paper recommending potential development of a standard authorization request (SAR) shall be posted for comment on the RSTC website. White papers will be posted on the RSTC webpage, after RSTC approval.

### 3. Technical 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 RSTC or its subgroups to reflect current industry practices. Technical reference documents and reports will be posted on the RSTC webpage, after RSTC approval.

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<sup>10</sup> Section 1600 of the NERC ROP - [https://www.nerc.com/FilingsOrders/us/RuleOfProcedureDL/NERC%20ROP%20\(With%20Appendicies\).pdf](https://www.nerc.com/FilingsOrders/us/RuleOfProcedureDL/NERC%20ROP%20(With%20Appendicies).pdf). This process only applies to Section 1600 requests developed by the RSTC and its subordinate groups.

#### 4. Implementation Guidance

Documents providing examples or approaches for registered entities to comply with standard requirements. The RSTC 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 RSTC can be submitted to the ERO Enterprise for endorsement, allowing for its use in Compliance Monitoring and Enforcement Program (CMEP) activities.

#### 5. Standard Authorization Requests (SAR)

A form used to document the scope and reliability benefit of a proposed project for one or more new or modified Reliability Standards or definitions or the benefit of retiring one or more approved Reliability Standards.

Any entity or individual, including NERC Committees or subgroups and NERC Staff, may propose the development of a new or modified Reliability Standard. A SAR prepared by a subordinate group of the RSTC must be endorsed by the RSTC prior to presentation to the Standards Committee. Each SAR should be accompanied by a technical justification that includes, at a minimum, a discussion of the reliability-related benefits and costs of developing the new Reliability Standard or definition, and a technical foundation document (e.g., research paper) to guide the development of the Reliability Standard or definition. The technical foundation document should address the engineering, planning and operational basis for the proposed Reliability Standard or definition, as well as any alternative approaches considered to SAR development.

RSTC endorsement of a SAR supports: (a) initial vetting of the technical material prior to the formal Standards Development Process, and, (b) that sound technical justification has been developed, and the SAR will not be remanded back to the RSTC to provide such justification per the Standard Processes Manual.

### Review Process for other Deliverables

Deliverables with a deadline established by NERC management or the NERC Board will be developed based on a timeline reviewed by the RSTC 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 RSTC at its regular meetings or to the RSTC EC if the exception cannot wait for an RSTC meeting.

In all cases, a final report may be considered for approval, endorsement, or acceptance if the RSTC, as outlined above, decides to act sooner.

### Actions for Deliverables

#### 1. Approve:

The RSTC has reviewed the deliverable and supports the content and development process, including any recommendations.

#### 2. Accept:

The RSTC has reviewed the deliverable and supports the development process used to complete the deliverable.

**3. Remand:**

The RSTC remands the deliverable to the originating subcommittee, refer it to another group, or direct other action by the RSTC or one of its subcommittees or groups.

**4. Endorse:**

The RSTC 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 RSTC by other NERC committees. RSTC 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 RSTC endorsement will be presented to the RSTC in a timely manner. If the RSTC 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.