

Agenda

Project Management and Oversight Subcommittee Meeting

November 13, 2019 | 1:00–3:00 p.m. Eastern

Dial-in: 1-415-655-0002 | Access Code: 736 004 608 | Meeting Password: 111319

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Introduction and Chair's Remarks

NERC Antitrust Compliance Guidelines and Public Announcement NERC Participant Policy

Agenda Items

1. **Consent Agenda – Approve** (C. Yeung)
 - a. September 18, 2019 Project Management and Oversight Subcommittee Meeting Minutes*
2. **Prior Action Items – Review** (S. Barfield-McGinnis)
3. **Project Tracking Spreadsheet ([PTS](#)) – Review**
 - a. 2015-09 – Establish and Communicate System Operating Limits – **Update** (K. Lanehome)
 - b. 2016-02 – Modifications to CIP Standards (K. Lanehome, A. Mayfield, or K. Rosener)
 - i. (2016-02c) TO Control Centers performing TOP obligations (CIP-002) – **Update**
 - ii. (2016-02d) Version 5 TAG, Cyber Asset and BES CA (BCA) definitions, Network and Externally Accessible Devices (ESP, ERC, IRA), Virtualization, and CIP Exceptional Circumstances – **Update**
 - c. 2017-01 – Modifications to BAL-003-1 (A. Casuscelli or L. Lynch)
 - i. 2017-01 (Phase 1) – **Update**
 - ii. 2017-01 (b) (Phase 2) – **Update**
 - d. 2017-03 – Periodic Review of FAC-008-3 Standard – **On Hold** (M. Pratt)
 - e. 2017-04 – Periodic Review of Interchange Scheduling and Coordination Standards – **On Hold** (C. Yeung)
 - f. 2017-05 – Project 2017-05 NUC-001-3 Periodic Review – **On Hold** (C. Bellville or A. Casuscelli)

¹ When joining the web portion, start with the web link first. Once logged in, a dialog box will open with all numbers or an option for WebEx to call your number. More importantly, it will give you your ATTENDEE ID#. Please use that number, if calling in, when prompted to do so. It links your web session to the caller on the phone.

- g. 2017-07 – Standards Alignment with Registration – **On Hold** (M. Brytowski)
 - h. 2018-04 – PRC-024-2 and Inverter Based Resources – **Update** (L. Lynch)
 - i. 2019-01 – Modifications to TPL-007-3 – **Update** (M. Brytowski or S. Cavote)
 - j. 2019-02 – BES Cyber System Information Access Management (CIP-004 and CIP-011) – **Update** (C. Bellville or K. Rosener)
 - k. 2019-03 – Cyber Security Supply Chain Risks – **Update** (S. Cavote or K. Rosener)
 - l. 2019-04 – Modifications to PRC-005-6 – **Update** (M. Pratt or L. Lynch)
 - m. 2019-05 – Modifications to PER-003 – **Update** (C. Bellville or C. Yeung)
 - n. 2019-06 – Cold Weather – **Assign** (TBD)
- 4. Other**
- a. Additional Members – **Appoint** (C. Yeung)
 - b. Standards Efficiency Review – **Update** (M. Brytowski)
 - i. Phase II
 - ii. Critical Infrastructure Protection (CIP)
 - c. Set the 2020 Conference Call Schedule* – **Discuss** (C. Yeung)
 - d. PTS Complexity Factors – **Discuss** (Secretary)
 - e. Review of PMOS Scope* – **Informational** (C. Yeung)
 - f. Next meeting
 - i. In-person meeting at NERC Wednesday, December 18, 2019 from 8:00-10:00 a.m. Eastern
 - g. Other
- 5. Adjournment**

*Background materials included.

Meeting Minutes Project Management and Oversight Subcommittee (PMOS)

September 18, 2019 | 8:00–10:00 a.m. Central

Introduction and Chair's Remarks

Chair C. Yeung called the meeting, an in-person, to order at 8:09 a.m. Central. The meeting was announced via the PMOS email distribution list on September 10, 2019 as well as being publicly posted on the www.nerc.com website. The chair provided the subcommittee with opening remarks and welcomed members¹ and guests. The secretary held roll call for members and identified other attendees that were in attendance. Those in attendance included:

Members: Charles Yeung (PMOS chair), Michael Brytowski (PMOS vice chair), Colby Bellville, Ken Lanehome, Linda Lynch, Mark Pratt, and Kirk Rosener. A quorum of voting members (i.e., seven of nine) in addition to non-voting member Amy Casuscelli.

Observers: from industry: Sean Cavote (PSEG),² Debbie Currie (SPP), Matt Harward (SPP), Sean Bodkin (Dominion), Debbie Currie (SPP), Kent Feliks (AEP), RuiDa Shu (NPCC), and NERC staff: Al McMeekin (acting secretary), Soo Jin Kim, and Lauren Perotti.

NERC Antitrust Compliance Guidelines and Public Announcement

NERC Antitrust Compliance Guidelines and Public Announcement were presented and reviewed by the secretary. The secretary noted the full antitrust guidelines and public announcement were provided in the agenda package to each member via email and posted on the PMOS webpage. There were no questions.

NERC Participant Policy

The secretary noted that the revised NERC Participant Policy was included in the meeting announcement and for attendees to make themselves aware of its content.

Agenda Items

1. Review of Agenda

C. Yeung reviewed the agenda with members and attendees.

¹ The PMOS is composed of industry stakeholders where the chair or vice chair must be a member of the Standards Committee (SC) and the SC leadership are non-voting members of the PMOS.

² Sean Cavote resigned from the PMOS on September 11, 2019 and is shown as an observer.

2. Consent Agenda

The August 7, 2019 Meeting Minutes were reviewed, a motion was made by M. Pratt, it was properly seconded, and approved by unanimous consent.

3. Review of Prior Action Items

The secretary reported on the following action items from the August 7, 2019 in-person meeting:

- a. 2015-09 – On future PMOS Agendas, add the part “b” to the agenda (e.g., 2015-09b). (Complete)
- b. 2017-07 – Obtain a baseline schedule from the SDT. (S. Barfield-McGinnis) Still waiting on timeline.
- c. 2018-03 – Set the project status to “Archive” as it was filed June 7, 2019. (Complete)
- d. On future PMOS Agendas, move SER Phase II under the “Other” heading. (Complete)
- e. In the PTS, create a new tab for planning baselines to be used by standard developers. (In progress and will be ready for demonstration during the November 13, 2019 PMOS call)
- f. Send the PMOS membership the information concerning the Compliance and Certification Committee (CCC) joint meeting with the Standards Committee (SC) in September. Also, send the Complexity Factors when sending the draft minutes. (Complete, note that Complexity Factors will be revisited during the November 13, 2019 call when S. Barfield-McGinnis can cover the topic)
- g. Check with the www.nerc.com website administrators concerning the September committee meetings link. (Complete, links and meeting announcement went out on August 9, 2019)

4. Project Tracking Spreadsheet (PTS) and Project Review

- a. 2015-09 – Establish and Communicate System Operating Limits (SOL) – K. Lanehome reported the following:

Phase I (2015-09): That the standard drafting team (SDT) most recently proposed that a System Operating Limit (SOL) Exceedance only has to be reported if it exceeds 30 minutes. NERC and regulators expressed some concern over the timing and met on August 26, 2019 to discuss options. The SDT plans to meet with regulators on September 24, 2019. Next steps will be determined based on the results of the September meeting. The schedule is slightly behind since the planned August posting has passed and the posting is contingent on the September meeting with regulators. The PTS should be updated to show the project is delayed.

Phase II (2015-09b): No report given.

- b. 2016-02 – Modifications to Critical Infrastructure Protection (CIP) Standards – K. Lanehome reported the following:
 - i. (2016-02c) CIP-002-5.1a: Recently a formal comment period and ballot closed on July 17, 2019 and passed at 87%. However, based on comments, the SDT has decided the planned/unplanned changes section needs to be removed and there are potential revisions needed to section 2.12. The needed revisions are substantive, therefore, the

documents will be posted for an additional comment period and ballot. The schedule remains significantly behind with the Final Ballot targeted for late January 2020 and NERC Board adoption in February 2020.

- ii. (2016-02d) Version 5 TAG, Cyber Asset and BES Cyber Asset (BCA) definitions, Network and Externally Accessible Devices (ESP, ERC, and IRA), Virtualization, and CIP Exceptional Circumstances: Reported that CIP-005 and the associated definitions are open for an informal comment period through September 26, 2019. An industry webinar was held September 12 to go over the proposed changes. The SDT plan to edit CIP-007, -010, and make other conforming changes. The SDT is still meeting by phone weekly, with the next in-person meeting scheduled for September 24-26, 2019 in New York. An informal comment period for these additional changes is planned for November 1, 2019, and the project remains on schedule.
- c. 2017-01 – Modifications to BAL-003-1.1 – L. Lynch reported the following:
 - Phase I (2017-01):** The SDT is preparing the standard for final ballot on or before October 9, 2019. The team also anticipates presenting the documents to the NERC Board at their November 2019 meeting for adoption. The project is nearing completion and is about two quarters behind schedule.
 - Phase II (2017-01b):** Smaller teams were formed to work on specific requirements in the standard. The SDT has an in-person meeting scheduled October 8-10, 2019 to finalize the documents for a 45-day posting for formal comment and an initial ballot and to finalize the project timeline. The SC anticipates seeking SC authorization to post in October 2019. Seek a baseline – after October 8-10, 2019 SDT meeting.
- d. 2017-03 – Periodic Review of FAC-008-3 Standard – No report as the project is on hold pending the outcome of the SER project. Will not be needed after the Phase 1 retirements and changes, the periodic review of the standard is now reset for ten years.
- e. 2017-04 – Periodic Review of Interchange Scheduling and Coordination Standards – No report as the project is on hold pending the outcome of the SER project. Will not be needed after the Phase 1 retirements and changes, PR now reset for ten years.
- f. 2017-05 – Project 2017-05 NUC-001-3 Periodic Review – No report as the project is on hold pending the outcome of the SER project. Recommendations are complete and the project results are ready to go to the Board.
- g. 2017-07 – Standards Alignment with Registration – M. Brytowski reported the SDT met August 21-22, 2019 and that the Implementation Plan and Comment form were completed. The SDT updated standards in this project to new templates. Due to the change in templates, the project will need to have further administrative review and to collaborate with the GTB (guidelines and technical basis) initiative team concerning many of the standards within this project. To do so, means to delay the timeline for the project. We will now be looking at taking this project to the Standards Committee at their October 2019 meeting to request

authorization to post for a formal comment period and initial ballot. Final ballot is planned for December 2019 and a Board adoption in February 2020.

- h. 2018-04 – Modifications to PRC-024-2 – L. Lynch reported the informal 30-day industry comment period on the Supplemental SAR concluded July 26, 2019. There was an in-person SDT meeting September 4-6, 2019 to respond to comments regarding the Supplemental SAR. The NERC quality review process has been completed and the documents are anticipated to be posted for a 45-day formal comment period and initial ballot on or before September 20, 2019. A new standards developer will be assigned due to M. Bunch resigning. The standards could possibly approved on special Board call in December 2019. S. Kim will advise the PMOS secretary when know so the PTS may reflect the change.
- i. 2019-01 – Modifications to TPL-007-3 – M. Brytowski reported the 45-day formal comment period and initial ballot for TPL-007-4 – Transmission System Planned Performance for Geomagnetic Disturbance Events ended Monday, September 9, 2019. The standard had a 70% passing rate. The SDT will need to determine if there is a need to hold an additional ballot or proceed to final ballot at their meeting next week in Washington, DC. There was controversy over the additional requirement for supplemental study, however, the team has met the requirements of the directive. FERC wants a regulator (i.e., NERC) to check to see if revisions to Corrective Action Plan (CAP) timelines were reasonable.
- j. 2019-02 – BES Cyber System Information Access Management – K. Lanehome reported that a 30-day supplemental nomination period for additional standard drafting team members is open through Friday, September 20, 2019. Recommendations for the team is anticipated to be presented to the SC in October 2019. The SDT continues to work on revisions to CIP-004 and CIP-011 and made revisions to move Requirements related to BCSI access to CIP-011. This change helps to consolidate all BCSI-related requirements in one CIP Standard. The team is also developing the supporting documentation in preparation for a November posting. The team decided to push the posting from October to November due to needing additional time to sort Guidelines and Technical Basis and finalize revisions. A face to face meeting may be scheduled for October depending on work progress. The PMOS accepted the baseline schedule as presented. The SDT will post in mid-November 2019 for ballot and need to be conscious of timing with upcoming holidays. The solicitation for additional members resulted in one candidate being received and the developer needs to ask for another solicitation or accept late nominations. The SDT lost three team members, including the resignation of the chair. Team member departures are having some impact on the schedule, and the SC will need to appoint a new chair and vice chair.
- k. 2019-03 – Cyber Security Supply Chain Risk – K. Rosener reported that on August 21, 2019 the Standards Committee appointed SAR team members, chair, and vice chair to the standard drafting team, as recommended by NERC staff. The SAR team is responding to comments. Currently, there is not a date for SC action to seat the SDT. L. Lynch will contact K. Rosener to see if he is primary or secondary.
- l. 2019-04 – Modifications to PRC-005-6 – M. Pratt or L. Lynch reported that NERC needs to solicit more nominations because only ten candidates were received. She believed the pool of candidates needed more diversity and possibly representation from the trades. The current

developer, M. Bunch resigned and another developer needs to be assigned to the project and updated in PTS.

- m. 2019-05 – Modifications to PER-003-2 – C. Bellville reported SAR comments ended August 30, 2019 and nominations will be submitted to SC in October 2019.
- n. 2019-06 – Cold Weather (TBD) – The SAR is being presented to the SC on September 18, 2019.

5. Other

- a. Standards Efficiency Review Phase II – M. Brytowski reported that the SER Phase 2 team seeks industry input on the recommendations in the Evidence Retention Report. Surveys are due by 8:00 p.m. Eastern, Monday, September 23, 2019. Based on industry feedback of the six efficiency concepts, the SER Phase 2 working team prioritized four concepts to pursue. The concept names, implementation recommendations, and timelines will be developed and may be adjusted in the future.

- 1. Evidence Retention Overhaul,
- 2. Consolidate Information/Data Exchange Requirements,
- 3. Move Requirements to Guidance, and
- 4. Prototype Standard.

The two remaining concepts will either be transitioned to another group or no longer pursued by the SER Phase 2 team.

- 1. Consolidate and Simplify Training Requirements, and
- 2. Relocate Competency-based Requirements to Certification Program/CMEP Controls Review.

- b. Review of PMOS Scope – Not reviewed, defer to November 2019

- c. Review of PMOS Member terms

- 1. Acknowledge resignation of Sean Cavote, who was a liaison backup on Projects 2019-01 and 2019-02.
- 2. The following members committed to an additional term (2020-2021):
 - i. M. Brytowski
 - ii. L. Lynch
 - iii. M. Pratt
 - iv. K. Rosener (need to confirm)

- 3. PMOS leaders to check with the secretary to see if additional members are needed to augment the PMOS.

- d. The following are the proposed SC in-person meeting dates and locations for 2020:

- March 17-18, 2020: Atlanta, GA

- June 16-17, 2020: Denver, CO
 - September 23-24, 2020: Salt Lake City, UT (Joint with CCC)
 - December 8-9, 2020: Atlanta, GA
- e. Next meeting will be a conference call held on Wednesday, November 13, 2019 from 1:00 – 3:00 p.m. Eastern.

6. Action Items

The secretary took the following action items to be addressed prior to the next meeting:

- a. The PMOS secretary to complete creating a new tab for planning baselines to be used by standard developers in the PTS for the November 13, 2019 PMOS call.
- b. The PMOS secretary issue invites for the 2020 PMOS meeting dates contingent on SC approval on September 18, 2019.
- c. 2015-09 – the PMOS secretary to show the project as being delayed in the PTS due to scheduling a regulatory staff meeting.
- d. 2017-07 – M. Brytowski will provide proposed baseline to the PMOS Secretary.
- e. 2018-04 – S. Kim will assign a new standards developer for the PMOS secretary to update the PTS.
- f. 2019-01 – The PMOS secretary to remove S. Cavote as the liaison. M. Brytowski will remain the primary liaison on the project.
- g. 2019-03 – The PMOS secretary to remove S. Cavote as the liaison with L. Lynch and she will contact K. Rosener to see if he is primary or secondary.
- h. 2019-04 – S. Kim will assign a new standards developer for the PMOS secretary to update the PTS.
- i. 2019-06 – The PMOS secretary to create an agenda item for November to assign a PMOS Liaison to the project.

7. Adjournment

C. Yeung adjourned the meeting at 9:39 a.m. Central by consent.

Antitrust Compliance Guidelines

I. General

It is NERC's policy and practice to obey the antitrust laws and to avoid all conduct that unreasonably restrains competition. This policy requires the avoidance of any conduct that violates, or that might appear to violate, the antitrust laws. Among other things, the antitrust laws forbid any agreement between or among competitors regarding prices, availability of service, product design, terms of sale, division of markets, allocation of customers or any other activity that unreasonably restrains competition.

It is the responsibility of every NERC participant and employee who may in any way affect NERC's compliance with the antitrust laws to carry out this commitment.

Antitrust laws are complex and subject to court interpretation that can vary over time and from one court to another. The purpose of these guidelines is to alert NERC participants and employees to potential antitrust problems and to set forth policies to be followed with respect to activities that may involve antitrust considerations. In some instances, the NERC policy contained in these guidelines is stricter than the applicable antitrust laws. Any NERC participant or employee who is uncertain about the legal ramifications of a particular course of conduct or who has doubts or concerns about whether NERC's antitrust compliance policy is implicated in any situation should consult NERC's General Counsel immediately.

II. Prohibited Activities

Participants in NERC activities (including those of its committees and subgroups) should refrain from the following when acting in their capacity as participants in NERC activities (e.g., at NERC meetings, conference calls and in informal discussions):

- Discussions involving pricing information, especially margin (profit) and internal cost information and participants' expectations as to their future prices or internal costs.
- Discussions of a participant's marketing strategies.
- Discussions regarding how customers and geographical areas are to be divided among competitors.
- Discussions concerning the exclusion of competitors from markets.
- Discussions concerning boycotting or group refusals to deal with competitors, vendors or suppliers.

- Any other matters that do not clearly fall within these guidelines should be reviewed with NERC's General Counsel before being discussed.

III. Activities That Are Permitted

From time to time decisions or actions of NERC (including those of its committees and subgroups) may have a negative impact on particular entities and thus in that sense adversely impact competition. Decisions and actions by NERC (including its committees and subgroups) should only be undertaken for the purpose of promoting and maintaining the reliability and adequacy of the bulk power system. If you do not have a legitimate purpose consistent with this objective for discussing a matter, please refrain from discussing the matter during NERC meetings and in other NERC-related communications.

You should also ensure that NERC procedures, including those set forth in NERC's Certificate of Incorporation, Bylaws, and Rules of Procedure are followed in conducting NERC business.

In addition, all discussions in NERC meetings and other NERC-related communications should be within the scope of the mandate for or assignment to the particular NERC committee or subgroup, as well as within the scope of the published agenda for the meeting.

No decisions should be made nor any actions taken in NERC activities for the purpose of giving an industry participant or group of participants a competitive advantage over other participants. In particular, decisions with respect to setting, revising, or assessing compliance with NERC reliability standards should not be influenced by anti-competitive motivations.

Subject to the foregoing restrictions, participants in NERC activities may discuss:

- Reliability matters relating to the bulk power system, including operation and planning matters such as establishing or revising reliability standards, special operating procedures, operating transfer capabilities, and plans for new facilities.
- Matters relating to the impact of reliability standards for the bulk power system on electricity markets, and the impact of electricity market operations on the reliability of the bulk power system.
- Proposed filings or other communications with state or federal regulatory authorities or other governmental entities.

Matters relating to the internal governance, management and operation of NERC, such as nominations for vacant committee positions, budgeting and assessments, and employment matters; and procedural matters such as planning and scheduling meetings.

NERC Participant Conduct Policy

General

Consistent with its Rules of Procedure, Bylaws, and other governing documents, NERC regularly collaborates with its members and other stakeholders to help further its mission to assure the effective and efficient reduction of risks to the reliability and security of the grid. Many NERC members and other bulk power system experts provide time and expertise to NERC, and the general public, by participating in NERC committees, subcommittees, task forces, working groups, and standard drafting teams, among other things. To ensure that NERC activities are conducted in a responsible, timely, and efficient manner, it is essential to maintain a professional and constructive work environment for all participants, including NERC staff, members of NERC committees, subcommittees, task forces, working groups, and standard drafting teams, as well as any observers of these groups. To that end, NERC has adopted the following Participant Conduct Policy (this “Policy”) for all participants engaged in NERC activities. Nothing in this Policy is intended to limit the powers of the NERC Board of Trustees or NERC management as set forth in NERC’s organizational documents, the NERC Rules of Procedure, or under applicable law. This Policy does not apply to the NERC Board of Trustees or the Member Representatives Committee.

Participant Conduct Policy

All participants in NERC activities must conduct themselves in a professional manner at all times. This Policy includes in-person conduct and any communication, electronic or otherwise, made as a participant in NERC activities. Examples of unprofessional conduct include, but are not limited to, verbal altercations, use of abusive language, personal attacks, or derogatory statements made against or directed at another participant, and frequent or patterned interruptions that disrupt the efficient conduct of a meeting or teleconference.

Additionally, participants shall not use NERC activities for commercial purposes or for their own private purposes, including, but not limited to, advertising or promoting a specific product or service, announcements of a personal nature, sharing of files or attachments not directly relevant to the purpose of the NERC activity, and communication of personal views or opinions, unless those views are directly related to the purpose of the NERC activity. Unless authorized by an appropriate NERC officer, individuals participating in NERC activities are not authorized to speak on behalf of NERC or to indicate their views represent the views of NERC, and should provide such a disclaimer if identifying themselves as a participant in a NERC activity to the press, at speaking engagements, or through other public communications.

Finally, participants shall not distribute work product developed during the course of NERC activities if that work product is deemed Confidential Information consistent with the NERC Rules of Procedure Section 1500. Participants also shall not distribute work product developed during the course of NERC activities if distribution is not permitted by NERC or the relevant committee chair or vice chair (e.g., an embargoed report), provided that NERC, or the committee chair or vice chair in consultation with NERC staff, may grant in writing a request by a participant to allow further distribution of the work product to one or more

specified entities within its industry sector if deemed to be appropriate. Any participant that distributes work product labeled “embargoed,” “do not release,” or “confidential” (or other similar labels) without written approval for such further distribution would be in violation of this Policy. Such participants would be subject to restrictions on participation, including permanent removal from participation on a NERC committee or other NERC activity.

Reasonable Restrictions on Participation

If a participant does not comply with this Policy, certain reasonable restrictions on participation in NERC activities may be imposed, as described below.

If a NERC staff member, or committee chair or vice chair after consultation with NERC staff, determines, by his or her own observation or by complaint of another participant, that a participant’s behavior is disruptive to the orderly conduct of a meeting in progress or otherwise violates this Policy, the NERC staff member or committee chair or vice chair may remove the participant from a meeting. Removal by the NERC staff member or committee chair or vice chair is limited solely to the meeting in progress and does not extend to any future meeting. Before a participant may be asked to leave the meeting, the NERC staff member or committee chair or vice chair must first remind the participant of the obligation to conduct himself or herself in accordance with this Policy and provide an opportunity for the participant to comply. If a participant is requested to leave a meeting by a NERC staff member or committee chair or vice chair, the participant must cooperate fully with the request.

Similarly, if a NERC staff member, or committee chair or vice chair after consultation with NERC staff, determines, by his or her own observation or by complaint of another participant, that a participant’s behavior is disruptive to the orderly conduct of a teleconference in progress or otherwise violates this Policy, the NERC staff member or committee chair or vice chair may request the participant to leave the teleconference. Removal by the NERC staff member or committee chair or vice chair is limited solely to the teleconference in progress and does not extend to any future teleconference. Before a participant may be asked to leave the teleconference, the NERC staff member or committee chair or vice chair must first remind the participant of the obligation to conduct himself or herself in accordance with this Policy and provide an opportunity for the participant to comply. If a participant is requested to leave a teleconference by a NERC staff member or committee chair or vice chair, the participant must cooperate fully with the request. Alternatively, the NERC staff member or committee chair or vice chair may choose to terminate the teleconference.

At any time, a NERC officer, after consultation with NERC’s General Counsel, may impose a restriction on a participant from one or more future meetings or teleconferences, a restriction on the use of any NERC-administered listserv or other communication list, or such other restriction as may be reasonably necessary to maintain the orderly conduct of NERC activities. Before approving any such restriction, the NERC General Counsel must provide notice to the affected participant and an opportunity to submit a written objection to the proposed restriction no fewer than seven days from the date on which notice is provided. If approved, the restriction is binding on the participant, and NERC will notify the organization employing or contracting with the restricted participant. A restricted participant may request removal of the restriction by submitting

a request in writing to the NERC General Counsel. The restriction will be removed at the reasonable discretion of the NERC General Counsel or a designee.

Upon the authorization of the NERC General Counsel, NERC may require any participant in any NERC activity to execute a written acknowledgement of this Policy and its terms and agree that continued participation in any NERC activity is subject to compliance with this Policy.

Guidelines for Use of NERC Email Lists

NERC provides email lists, or “listservs,” to NERC stakeholder committees, groups, and teams to facilitate sharing information about NERC activities. It is the policy of NERC that all emails sent to NERC listservs be limited to topics that are directly relevant to the listserv group’s assigned scope of work. NERC reserves the right to apply administrative restrictions to any listserv or its participants, without advance notice, to ensure that the resource is used in accordance with this and other NERC policies.

Prohibited activities include using NERC-provided listservs for any price-fixing, division of markets, and/or other anti-competitive behavior. Recipients and participants on NERC listservs may not utilize NERC listservs for their own private purposes. This may include lobbying for or against pending balloted standards, announcements of a personal nature, sharing of files or attachments not directly relevant to the listserv group’s scope of responsibilities, or communication of personal views or opinions, unless those views are provided to advance the work of the listserv’s group. Any offensive, abusive, or obscene language or material shall not be sent across the NERC listservs.

Any participant who has concerns about this Policy may contact NERC’s General Counsel.

Version History

Version	Date	Change Tracking
1	February 6, 2019	
2	February 22, 2019	<ul style="list-style-type: none"> • Clarified policy does not apply to Board or MRC • Addressed participants speaking on behalf of NERC

Public Announcements

REMINDER FOR USE AT BEGINNING OF MEETINGS AND CONFERENCE CALLS THAT HAVE BEEN PUBLICLY NOTICED AND ARE OPEN TO THE PUBLIC

Conference call version:

Participants are reminded that this conference call is public. The access number was posted on the NERC website and widely distributed. Speakers on the call should keep in mind that the listening audience may include members of the press and representatives of various governmental authorities, in addition to the expected participation by industry stakeholders.

Face-to-face meeting version:

Participants are reminded that this meeting is public. Notice of the meeting was posted on the NERC website and widely distributed. Participants should keep in mind that the audience may include members of the press and representatives of various governmental authorities, in addition to the expected participation by industry stakeholders.

For face-to-face meeting, with dial-in capability:

Participants are reminded that this meeting is public. Notice of the meeting was posted on the NERC website and widely distributed. The notice included the number for dial-in participation. Participants should keep in mind that the audience may include members of the press and representatives of various governmental authorities, in addition to the expected participation by industry stakeholders.

August 10, 2010

2020 Standards Committee Meeting Schedule

The time for face-to-face meetings denoted in red text is based on local time zones, and the time specified for conference calls is based on Eastern Time.

- January 22, 2020 — Conference Call | 1:00 - 3:00 p.m. Eastern
- February 19, 2020 — Conference Call | 1:00 - 3:00 p.m. Eastern
- **March 18, 2020 — Atlanta, GA (NERC) | 10:00 a.m. – 3:00 p.m. Eastern**
- April 22, 2020 — Conference Call | 1:00 - 3:00 p.m. Eastern
- May 20, 2020 — Conference Call | 1:00 - 3:00 p.m. Eastern
- **June 17, 2020 — Denver, CO (Xcel Energy) | 10:00 a.m. – 3:00 p.m. Mountain**
- July 22, 2020 — Conference Call | 1:00 - 3:00 p.m. Eastern
- August 19, 2020 — Conference Call | 1:00 - 3:00 p.m. Eastern
- **September 24, 2020— Salt Lake City, UT (WECC) | 10:00 a.m. – 3:00 p.m. Mountain**
- October 21, 2020 — Conference Call | 1:00 - 3:00 p.m. Eastern
- November 19, 2020 — Conference Call | 1:00 - 3:00 p.m. Eastern
- **December 9, 2020 — Atlanta, GA (NERC) | 10:00 a.m. – 3:00 p.m. Eastern**

This schedule was designed so that the SC subcommittee face-to-face meetings could occur either the afternoon (day) before or the morning of the SC face-to-face meetings. Scheduling of subcommittee face-to-face meetings is handled by the chairs of the subcommittees in consultation with the subcommittees' members and NERC staff.

Project Management and Oversight Subcommittee Scope

Approved by the Standards Committee December 8, 2014

Purpose

The Project Management and Oversight Subcommittee (PMOS) works with NERC staff to support industry subject matter experts (SMEs) in all aspects of standard development. This includes advising and supporting Standard Drafting Teams (SDTs), periodic review teams, and special projects to achieve standard goals specified in the Reliability Standards Development Plan. The PMOS reports to the full Standards Committee (SC).

Activities

The PMOS shall have, at a minimum, the following duties:

1. Support all Standards Authorization Request (SAR) drafting teams and SDTs by providing any specialized resources as may be needed to resolve issues and increase productivity and quality to reach consensus and/or meet its milestones and deadlines.
 - a. Assign a PMOS liaison(s) for each active standard development project who will provide oversight and support and maintain regular contact with the SDT Chair and NERC Standards Staff;
 - b. Facilitate SAR drafting teams and SDTs' use of stakeholder technical SMEs and NERC technical, standing, and regional committees for consultation, comments, and endorsement, as needed; and
 - c. Work with the SC Chair, Vice Chair, and NERC Standards Developer to support SAR drafting teams and SDTs to actively gain stakeholder consensus throughout all project activities. Consensus approaches may include, but are not limited to, outreach to individual industry SMEs and trade associations and webinars and workshops.
2. Work with NERC staff to develop preliminary project timelines to set the expectation prior to the solicitation of an SDT so that prospective members of an SDT can understand and commit to meeting the project timeline, including milestones, at the time of their nomination and appointment.
3. Work closely with NERC staff and the SDTs to establish milestones and deadlines for all SC work activities relating to standard development, up to and including NERC Board of Trustees approval.
 - a. Assist NERC staff and SDTs with the development of an initial project schedule for approval by the SC as referenced in Standard Processes Manual Section 4.4.1;
 - b. Actively monitor and assist NERC staff in the oversight of SDT milestones and deadlines, extending or expediting milestones and deadlines as appropriate;

- c. Work with NERC staff to develop and refine project management tools, such as dashboards and project charting for tracking projects and communicating the status of projects, including the reasons for and plans to address any schedule deviations; and
- d. Track the status of all existing and pending Reliability Standards, including when a Reliability Standard is considered completed.

Membership

1. PMOS membership and participation is open to SC members and interested parties.
2. The need to add or replace members will be evaluated at least annually and nominations for new members may be solicited as necessary. The PMOS officers will select the new PMOS members.
3. The size of PMOS will be determined by the workload needs of the Subcommittee.
4. Members will serve two-year staggered terms with no term limits.
5. The SC Chair and Vice Chair may participate in and support the PMOS as non-members.
6. A NERC staff member will be assigned as the non-voting PMOS Coordinator.

Officers

1. The SC Chair will appoint the PMOS officers (Chair and Vice Chair) for a specific term (generally two years).
2. The PMOS may recommend officer candidates for the SC Chair's consideration following a supporting motion by the PMOS membership. This may be via a nominating committee and/or election.
3. The PMOS officer appointment will be made at the third quarter SC meeting.
4. At least one PMOS officer must also be a member of the SC.
5. The PMOS Chair or Vice Chair will set the agenda and preside over the meetings and calls.
6. PMOS officers will generally serve two-year terms with no term limits.
7. The PMOS Vice Chair should be available to succeed the PMOS Chair.

Reporting

1. The PMOS is accountable to the full SC and will report jointly with NERC staff on the status of all SDT activities and any issues at regularly scheduled SC meetings and calls.
2. This Scope is subject to SC approval.

Meetings

1. The PMOS will generally follow the approach used by the SC.
2. Four to six open meetings per year, or as needed. Emphasis will be given to conference calls and web-based meetings.
3. Members of the PMOS may not send a proxy.
4. PMOS meetings are open to any and all interested parties.