

# Meeting Notes

## Project 2014-02 Standard Drafting Team

April 22, 2014 | 9:00 a.m. – 5:00 p.m. ET  
April 23, 2014 | 8:00 a.m. – 5:00 p.m. ET  
April 24, 2014 | 8:00 a.m. – 12:00 p.m. ET

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### **Meeting Objectives:**

- Update industry on Standard Drafting Team's (SDT's) progress
- Come to consensus on the approach of the SDT in responding to FERC Order 791 directives

### **Tuesday, April 22**

1. **Welcome**
2. **Introductions and Safety Briefing**
3. **NERC Antitrust Guidelines and Public Meeting Notice**
4. **Determination of Quorum**

The rule for a NERC SDT states that a quorum requires two-thirds of the voting members of the SDT. Quorum was reached as there were 10 out of 10 SDT members present.

5. **Expectations for Meeting**
6. **Webinar Preparation**
7. **Webinar (10:00am-12:00pm ET)**

The webinar slides are available [here](#), and the webinar recording is available [here](#).

8. **Low Impact Assets Protections**

The SDT reviewed language with more specific physical and electronic access controls for low impact assets. The SDT discussed adding a requirement to implement a process that defined operational and procedural controls to restrict physical access that would use at least one physical access control to manage unescorted physical access, require escorted access of visitors or implement methods to manage visitor access, or to monitor for unauthorized physical access. The SDT determined that this was too prescriptive given the wide variety of assets that fall under the low impact category. Although subcategorization was offered as a solution,

the SDT determined that it could not develop subcategories for low impact assets prior to them complying with CIP standards because it would be a theoretical division rather than a practical division.

In terms of electronic access controls, the SDT reviewed language from CIP-005-5, Requirement R1. The SDT tailored the language to low impact BES Cyber Systems and added it to CIP-003, Requirement R2.

#### 9. **Transient Devices**

The SDT reviewed draft revisions to the new Requirement R4 in CIP-010. The SDT discussed the meaning of authorization of locations as used in Part 4.1.2 in the proposed language. The SDT determined that the authorization would dictate whether the transient device could be used in retail locations, for example a coffee shop. The SDT further noted that some draft requirement parts are tied to change management and retained a baseline concept in the requirements parts for transient devices.

The SDT discussed whether training should be included in Requirement R4 of CIP-010. The SDT noted that it would be important for those using transient devices to understand the requirements associated with them. However, the SDT determined that training would be covered by other requirements in the CIP suite of standards because individuals could not use transient devices if they were not authorized to be in the Electronic Security Perimeter (ESP) and the Physical Security Perimeter (PSP). Therefore, the SDT determined not to include training in the Requirement R4 of CIP-010 but would add some language in guidance to other requirements to indicate that training should cover use of transient devices according to CIP-010, Requirement R4.

### **Wednesday, April 23**

#### 10. **Communication Networks**

The SDT reviewed language in Requirement R1, Part 1.2 of CIP-007. The SDT clarified the applicability language to indicate that the nonprogrammable communication components reside within both the ESP and PSP. The SDT determined that the ports on these devices needed to be protected when inside both perimeters because if it were only in the ESP then that may extend applicability to nonprogrammable components outside of the Responsible Entity's control.

#### 11. **Identify, Assess, and Correct**

The SDT reviewed language for additional requirement parts for those requirements from which Identify, Assess, and Correct (IAC) was removed. The SDT considered some requirements parts that required entities to review processes within a stated timeframe and update as necessary. The intent behind the language was to encourage entities to evaluate the processes and make improvements as needed rather than focus solely on the controls. The SDT also considered some requirement parts that required a review of summarization or sampling of records to ensure processes are working as intended. The SDT ultimately determined that although the language encouraged entities to review and improve processes, it imposed an obligation on entities in addition to the performance expectation in the requirements so did not address the zero tolerance concerns that would be addressed in the compliance space. Therefore, the SDT did not include the additional language in the 17 requirements. The SDT addressed the FERC directive by removing IAC from 17 requirements without additional modifications to the requirements.

## **Thursday, April 24**

### **12. Implementation Plan**

NERC staff reviewed a chart reflecting an implementation plan approach for each requirement and requirement part. The effective date would be the same within a specific standard and would depend on whether the government order approving the revisions was before or after April 1, 2016 (or April 1, 2017 for CIP-003, Requirement R2), which is the effective date for Version 5 standards. However, the compliance date would depend on the revisions in the requirement or requirement part. Entities would have more time after the effective date to comply with some requirement parts than others.

### **13. Mapping Document**

The SDT would review the mapping document over conference calls and/or emails.

### **14. Action Items and Next Steps**

- a. Planning for Webinars, Full Team Calls, etc.

The SDT will hold another webinar in the future.

### **15. Discuss Industry Outreach Opportunities**

The SDT reviewed future meetings and forums at which members could address CIP Version 5 Revisions. The SDT would continue outreach during development to keep industry stakeholders aware of current activity.

### **16. Detailed Timeline for Posting**

The SDT will finalize language at the May meeting in Columbus, Ohio and plan to post the standards for industry comment in early June.

### **17. Future Meeting Schedules and Venues**

The SDT discussed the upcoming scheduled meeting on May-12-14, 2014 at American Electric Power in Columbus, OH. Other meetings will be scheduled accordingly at a later date.

### **18. Adjourn**