Meeting Agenda

Project 2007-02 Operating Personnel Communications Protocols (COM-003-1) Standard Drafting Team

February 20-21, 2013 | 10:00 a.m. – 5:00 p.m. ET

Conference Call with ReadyTalk Web Access

Dial-in: 1.866.740.1260 | Access Code: 6510903 | Security Code: 005678

Administrative

1. **Introductions**

2. **Determination of Quorum**

   The rule for NERC Standard Drafting Team (SDT) states that a quorum requires two-thirds of the voting members of the SDT.

3. **NERC Antitrust Compliance Guidelines and Public Announcement**

   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.

4. **Review Current Team Roster**

5. **Review Meeting Agenda and Objectives**

Agenda

1. **Review results of the COM-003-1 Second Successive Ballot and address the response to comments based on**

   a. Review comments and results of the Communication Conference

   b. Discuss and determine potential changes to the response to stakeholder comments

   c. Develop consensus on the standard and Reliability Standard Audit Worksheet responses

   d. Incorporate any changes into the standard, measurements, Violation Security Levels, etc.

   e. Submit COM-003-1, draft 5 for quality review (QR)

2. **Next Steps**

   a. Prepare the standard for third successive ballot posting

   b. Discuss and confirm schedule

3. **Future Meeting(s)**

    A conference call to discuss QR to be scheduled for late February or early March 2013

4. **Adjourn**