

Standards Committee Guideline

Drafting Team Nominee Selection Criteria

Background: At its December 2017 Standards Committee (SC) Meeting, SC members sought clarification on who could be nominated to a Drafting Team (DT). In determining its recommendation for DT members, NERC seeks to ensure all DT members provide value-added input, provide unbiased subject matter expertise, and promote the reliability of the Bulk Electric System.

Purpose: To provide eligibility criteria for appointment to a Drafting Team.

Criteria: Members of a DT may include employees or agents of a NERC registered entity or other individuals with expertise related to reliability matters. For all individuals not directly employed by a Registered Entity which are recommended for appointment to a DT, NERC staff shall ensure one of the following criteria is met:

1. As part of the DT member nomination form, a NERC Registered Entity endorses in writing, the individual's participation on the DT as a subject matter expert¹; or
2. The individual is a subject matter expert on the subject of the development activity.

The SC will follow the *Standard Processes Manual* when forming a DT.

In most cases, when a DT is to be appointed, NERC staff will post a notice on the NERC website, requesting that interested parties complete and submit a DT [nomination form](#). The Director of Standards Development will review the list of candidates and provide a recommended slate of nominees to the SC, including each individual's letter(s) of recommendation if provided with the nomination materials. The recommended slate of nominees will include a recommendation for a chair and a vice chair.

The size of the DT should depend in large part on the scope and complexity of the work that will be assigned to it. Simple, non-controversial changes to a single standard benefit from the efficiencies gained through consideration by a smaller DT (such as five to seven members). Complex projects that entail changes to multiple standards or development of a controversial, complicated new standard could benefit from a larger team with the capacity to work in subteams, broad subject-matter diversity and depth of knowledge, and the necessary industry outreach. If a project is anticipated to require a greater time

¹ In the event the Registered Entity ends the support/endorsement during the individual's appointment to the drafting team, the individual shall resign from the team.

commitment, the number of DT members needs to be sufficient to provide continuity as competing demands on members' time fluctuate.

The SC has the responsibility and authority to make the final determination on appointment to DTs and considers each candidate's technical experience in the specific issue being addressed as well as the ability to work effectively in a group situation. In making appointments, the SC considers the following qualifications:

- i. Verifiable requisite subject matter expertise;
- ii. Representation from as many NERC Regions as possible, with particular consideration given to including each Region with an identified Regional variance. This may consist of any or all of the following:
 - a. Technical knowledge of regional criteria (Regional staff and/or NERC staff may verify regional participation, references provided by the candidate in the nomination form, or verify knowledge by other means.)
 - b. Operational experience in the region
 - c. Asset ownership in the region
- iii. Representation from each Interconnection;
- iv. Representation from each of the functional entities expected to have compliance obligations in the proposed standard;
- v. Representation from Canada and the United States;
- vi. Representation from as many impacted industry segments as possible;
- vii. Prior standard development experience and the number of drafting teams the candidate already represents; and
- viii. Regulatory, legal and/or compliance expertise.

If more than one candidate provides a similar set of qualifications and diversity, preference may be given to appointing the candidate who possesses any of the following qualifications:

- a. Is an employee or agent of a NERC registered entity;
- b. Has experience, or is familiar with, NERC standards drafting (though not mandatory so as not to limit participation of new members);
- c. Has proven experience working in a team environment (NERC staff may verify past experience and active participation/performance in NERC or Regional committees, working groups or task forces).

If the initial pool of nominations does not provide the mix of candidates needed to ensure that there is sufficient technical expertise with diverse views to represent the industry's viewpoints, additional nominations may be solicited.

If there is a vacancy on a DT, the SC shall consider the following when determining whether to appoint DT replacements:

- i. Whether there is a candidate who has the requisite subject matter expertise and has been an active observer, already receiving drafting team material.
- ii. Whether a candidate has similar expertise as the individual being replaced.
- iii. Whether there are qualified candidates who submitted a formal application for a position on the team but were not appointed.
- iv. Whether the project schedule includes sufficient work to warrant replacing the drafting team member.

The SC may direct staff to post a request for additional nominations, opening the nomination process to all interested parties.

Expectations: All Drafting Team members are required to adhere to the *NERC Participant Conduct Policy* and *Drafting Team Reference Manual*.

Version History

Version	Date	Owner	Change Tracking
1	March 14, 2018	NERC Standards Committee	N/A
2	March 18, 2020	NERC Standards Committee	Minor edits and removal of redundant text
3	XX, 2021	NERC Standards Committee	Incorporate drafting team selection guidance language from <i>Standards Drafting Team Scope</i>