

**Project 2008-06 Cyber Security Order 706 SDT**  
**Draft 30<sup>th</sup> Meeting Agenda**  
**January 18, 2011 Tuesday - 8:00 AM to 6:00 PM EST**  
**January 19, 2011 Wednesday - 8:00 AM to 6:00 PM EST**  
**January 20, 2011 Thursday - 8:00 AM to 6:00 PM EST**  
American Electric Power Offices  
1 Riverside Plaza, Columbus OH

*NOTE: Agenda Times May be Adjusted as Needed during the Meeting*

**Proposed Meeting Objectives/Outcomes:**

- To review the results of the Final Ballot for CIP Version 4
- To review, refine and test support for CIP Version 5 Need, Goals and Objectives
- To review and discuss integration of results based standards format into CIP V5
- To review and discuss communication plan for CIP V5
- To agree on next steps and assignments

**Tuesday, January 18, 2011 8:00 a.m. - 6:00 p.m. EST**

- Introduction, welcome -(*Morning*)
- Review results of Ballot CIP Version 4 Final Ballot, comments and next steps and schedule (*Morning*)
- NERC staff support update (*Morning*)
- Industry review: (*Morning*)
  - Cyber Attack TF and Severe Impact Resilience TF
  - CIP-005-4 Update
  - Hill Update
- CIP V5 Needs, Goals and Objectives (*Afternoon*)

**Wednesday, January 19, 2011 8:00 a.m. - 6:00 p.m. EST**

- Adopt CIP V5 Needs, Goals and Objectives (*Morning*)
- Review CIP V5 Project Schedule (*Morning*)
- CIP-010 Group Review (*Afternoon*)
- Controls Review (*Afternoon*)

**Thursday, January 20, 2011 8:00 a.m. - 6:00 p.m. EST**

- Controls Review (*Morning*)
- Drafting assignments (*Morning/Afternoon*)
- Review/Discuss communication plan for CIP V5
- Review SDT February, 2011 Taylor, TX Meeting Agenda ( *Late Afternoon*)

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**Timed Agenda**

**Tuesday January 18, 2011 8:00 a.m. - 6:00 p.m. EST**

**8:00 a.m.**      **Introduction, Welcome Opening and Host remarks-** *John Lim, Chair & Phil Huff, Vice Chair, Jim Fletcher, AEP, Host*  
Roll Call; NERC Antitrust Compliance Guidelines- *Howard Gugel*

**8:15**            **Review of meeting objectives and Agenda-** *John Lim*

**8:20**            **Review results of CIP Version 4 Final Ballot results, comments and next steps and schedule -** *Howard Gugel, NERC*

**9:00**            **Meeting support -** *Howard Gugel, NERC*

**9:15**            **Industry review – Scott Mix and Others**

- Industry Classified Briefing
- Cyber Attack TF and Severe Impact Resilience TF
- CIP-005-4 Update
- Hill Update
- Other member updates

*10:00*            *Break*

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**10:15**            **Review and discuss Needs, Goals and Objectives –** *John Lim*

*12:00*            *Lunch*

**1:00**            **Continue, Review and discuss Needs, Goals and Objectives**

*3:00*            *Break*

**3:15**            **Finalize Needs, Goals and Objectives**

**5:50**            **Wednesday’s agenda**

*6:00*            *Recess*

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- To agree on next steps and assignments

**Wednesday January 19, 2011**

**8:00 a.m. - 6:00 p.m. EST**

**8:00**      **Welcome and Agenda Review, Roll Call and Antitrust Guidelines-** *John Lim, Phil Huff, Howard Gugel*

**8:15**      **Test support for CIP V5 Needs, Goals and Objectives –** *John Lim*

**9:00**      **Review CIP V5 Project Schedule –** *Howard Gugel*

*10:00*      *Break*

**10:15**      **Review CIP-010 –** *John Lim*

*12:00*      *Lunch*

**1:00**      **Integration of Results Based standards –** *Phil Huff*

**2:00**      **Review of CIP-011... controls –** *Phil Huff*

*3:30*      *Break*

**3:45**      **Continue: Review of CIP-011... controls –** *Phil Huff*

**5:50**      **Review any drafting assignments and Thursday's agenda**

*6:00*      *Recess*

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**Thursday January 20, 2011                      8:00 a.m. - 6:00 p.m. EST**

<b>8:00</b>	<b>Welcome and Agenda Review, Roll Call and Antitrust Guidelines-</b> <i>John Lim, Phil Huff, Howard Gugel</i>
<b>8:15</b>	<b>Continue: Review of CIP-011... controls – Phil Huff</b>
<i>10:15</i>	<i>Break</i>
<b>10:30</b>	<b>Continue: Review of CIP-011... controls – Phil Huff</b>
<i>12:00</i>	<i>Lunch</i>
<b>1:00</b>	<b>Continue: Review of CIP-011... controls – Phil Huff</b>
<i>2:30</i>	<i>Break</i>
<b>2:45</b>	<b>Review/Discuss Communication Plan for CIP V5 – Howard Gugel</b>
<b>4:45</b>	<b>Review project schedule, next steps and drafting assignments</b>
<b>5:45</b>	<b>Review SDT February, 2011 Taylor, TX Meeting Agenda</b>
<i>6:00</i>	<i>Adjourn</i>

## Cyber Security Order 706 Standard Drafting Team (Project 2008-06)

<b>Chairman</b>	John Lim, CISSP Department Manager, IT Infrastructure Planning	Consolidated Edison Co. of New York 4 Irving Place Rm 349-S New York, New York 10003	(212) 460-2712 (212) 387-2100 Fx limj@coned.com
<b>Vice Chairman</b>	Philip Huff Manager, IT Security and Compliance	Arkansas Electric Cooperative Corporation 1 Cooperative Way Little Rock, Arkansas 72119	(501) 570-2444 phuff@aecc.com
<b>Members</b>	Robert Antonishen Protection and Control Manager, Hydro Engineering Division	Ontario Power Generation Inc. 14000 Niagara Parkway Niagara-on-the-Lake, Ontario L0S 1J0	(905) 262-2674 (905)262-2686 Fx rob.antonishen@ opg.com
	Jim Brenton, CISSP- ISSAP Principal, Regional Security Coordinator	Electric Reliability Council of Texas, Inc. 2705 West Lake Drive Taylor, Texas 76574	(512) 248-3043 (512) 248-3993 Fx jbrenton@ ercot.com
	Jay S. Cribb Information Security Analyst, Principal	Southern Company Services, Inc. 241 Ralph McGill Boulevard N.E. Bin 10034 Atlanta, Georgia 30308	(404) 506-3854 jscribb@ southernco.com
	Joe Doetzl Manager, Information Security	Kansas City Power & Light Co. 1201 Walnut Kansas City, Missouri 64106	(816) 556-2280 joe.doetzl@ kcpl.com
	Sharon Edwards Project Manager	Duke Energy 139 E. 4th Streets 4th & Main Cincinnati, Ohio 45202	(513) 287-1564 (513) 508-1285 Fx sharon.edwards@ duke-energy.com
	Gerald S. Freese Director, NERC CIP Compliance	American Electric Power 1 Riverside Plaza Columbus, Ohio 43215	(614) 716-2351 (614) 716-1144 Fx gsfreese@aep.com
	William Gross Project Manager, Security	Nuclear Energy Institute 1776 I Street NW, Suite 400 Washington, DC 20006	(202) 739-8123 (202) 437-2428 wrg@nei.org
	Jeffrey Hoffman Chief Architect, IT Policy and Security Division	U.S. Bureau of Reclamation Denver Federal Center Bldg. 67, Rm 380 P.O. Box 25007 (84-21200) Denver, CO 80225	(303) 445-3341 jhoffman@usbr.gov
	Doug Johnson Operations Support Group Transmission Operations & Planning	Exelon - Commonwealth Edison 1N301 Swift Road Lombard, IL 60148	(630) 691-4593 douglas.johnson@ comed.com

Richard Kinass Manager of Standards Compliance	Orlando Utilities Commission 6113 Pershing Avenue Orlando, Florida 32822	(407) 384-4063 rkinas@ouc.com
David S Revill Manager, Cyber Security Operations	Georgia Transmission Corporation 2100 East Exchange Place Tucker, Georgia 30084	(770) 270-7815 david.revill@ gatrans.com
Scott Rosenberger Director, Security and Compliance	Luminant 500 North Akard Dallas, Texas 75201	(214) 812-2412 Scott.Rosenberger@ energyfutureholdings.com
Kevin Sherlin Manager, Business Technology Operations	Sacramento Municipal Utility District 6201 S Street Sacramento, California 95817	(916) 732-6452 csherli@smud.org
Jon Stanford Chief Information Security Officer	Bonneville Power Administration 905 NE 11th Avenue, JB-B1 Portland, Oregon 97232	(503) 230-4222 jkstanford@ bpa.gov
Thomas Stevenson General Supervisor Engineering Projects	Constellation Energy 1005 Brandon Shores Rd Baltimore, MD 21226	(410) 787-5260 (410) 227-3728 Thomas.W.Stevenson@ constellation.com
Keith Stouffer Program Manager, Industrial Control System Security	National Institute of Standards & Technology 100 Bureau Drive Mail Stop 8230 Gaithersburg, Maryland 20899-8230	(301) 975-3877 (301) 990-9688 keith.stouffer@nist.gov
John Van Boxtel	Portland General Electric 121 Southwest Salmon Street Portland, Oregon 97204	(503) 464-7093 (503) 317-2464 john.vanboxtel@pgn.com
John D. Varnell Director, Asset Operations Analysis	Tenaska Power Services Co. 1701 East Lamar Blvd. Arlington, Texas 76006	(817) 462-1037 (817) 462-1035 jvarnell@tnsk.com
William Winters IS Senior Systems Consultant	Arizona Public Service Co. 502 S. 2nd Avenue Mail Station 2387 Phoenix, Arizona 85003	(602) 250-1117 William.Winters@ aps.com
Bradley Yeates IT Security Analyst, Principal	Southern Nuclear Operating Company 241 Ralph McGill Boulevard Bin 10030 Atlanta, GA 30308	(404) 506-3886 (404) 314-4096 blyeates@southernco.com
<b>NERC Staff</b>	Tom Hofstetter Regional Compliance Auditor	North American Electric Reliability Corporation 116-390 Village Boulevard Princeton, New Jersey 08540-5721
		(609) 452-8060 (609) 452-9550 fax tom.hofstetter@ nerc.net

<b>NERC Staff</b>	Roger Lampila Regional Compliance Auditor	North American Electric Reliability Corporation 116-390 Village Boulevard Princeton, New Jersey 08540-5721	(609) 452-8060 (609) 452-9550 fax roger.lampila@ nerc.net
<b>NERC Staff</b>	Scott R Mix Manager Infrastructure Security	North American Electric Reliability Corporation 116-390 Village Boulevard Princeton, New Jersey 08540-5721	(215) 853-8204 (609) 452-9550 fax Scott.Mix@ nerc.net
<b>NERC Staff</b>	Howard Gugel Standards Development Coordinator	North American Electric Reliability Corporation 116-390 Village Boulevard Princeton, New Jersey 08540-5721	(609) 651-2269 howard.gugel@ nerc.net

**CSO706 SDT**  
**Meeting Schedule and Objectives (DRAFT 12-14-10)**

<b>Meeting Location</b>	<b>Dates</b>	<b>Meeting Objective</b>
Columbus, OH AEP	01/18 to 01/20/2011	Full review of CIP-011 requirements in response to industry comment (first of several development iterations for posting in late June)
Interim	1/20 to 2/15/2011	Designated individuals complete drafting assignments on CIP-011
Taylor, TX ERCOT	2/15 to 2/17/2011	Begin review of CIP-010, BES Cyber System Identification  Full review of CIP-011 (requirements, measures, change rationale, guidance)
Interim	2/17 to 3/15/2011	Designated individuals complete drafting assignments on CIP-010 and CIP-011  Begin developing implementation plan
New York, NY ConEd	3/15 to 3/17/2011	Review of CIP-011 (requirements, measures, change rationale, guidance)  Review of CIP-010  Initial review of implementation plan
Interim	3/17 to 4/12/2011	Designated individuals complete drafting assignments on CIP-010, CIP-011 and implementation plan
Pomona, CA SCE	4/12 to 4/14/2011	Review of CIP-010, CIP-011 and implementation plan
Interim	4/14 to 5/17/2011	Designated individuals complete drafting assignments on CIP-010, CIP-011 and implementation plan  Sneak peak industry webinar in early May
Little Rock, AR AECC	5/17 to 5/19/2011	Review of industry feedback  Review of change rationale and guidance
Interim	5/19 to	Designated individuals complete drafting



<b>Meeting Location</b>	<b>Dates</b>	<b>Meeting Objective</b>
	6/21/2010	assignments on CIP-010, CIP-011 and implementation plan  NERC begins QA
Portland, OR BPA	6/21 to 6/23/2011	SDT and NERC QA on document for posting
Interim	6/23 to 7/19/2011	Posting for comment  Prepare for technical workshop?
TBD	7/19 to 7/21/2011	Technical Workshop?
TBD	8/23 to 8/25/2011	Respond to comments
TBD	9/20 to 9/22/2011	Respond to comments and prepare for second posting and ballot
TBD	10/11 to 10/13	

## CYBER SECURITY FOR ORDER 706 STANDARD DRAFTING TEAM

### CSO 706 SDT Consensus Guidelines)

*(Adopted, November, 2008, Revised June 2010, Revised July, 2010)*

The Cyber Security for Order 706 Standard Drafting Team (Team) will seek consensus on its recommendations for any revisions to the CIP standards.

**Consensus Defined.** Consensus is a participatory process whereby, on matters of substance, the Team strives for agreements which all of the members can accept, support, live with or agree not to oppose. In instances where, after vigorously exploring possible ways to enhance the members' support for posting CIP standards documents for industry comment or balloting, and the Team finds that 100% acceptance or support of the members present is not achievable, decisions to adopt standards documents for balloting will require at least 2/3rds favorable vote of all members present and voting.

**Quorum Defined.** The Team will make decisions only when a quorum is present. A quorum shall be constituted by at least 2/3 of the appointed members being present in person or by telephone.

**Electronic Mail Voting.** Electronic voting will only be used when a decision needs to be made between regular meetings under the following conditions:

- It is not possible to coordinate and schedule a conference call for the purpose of voting, or;
- Scheduling a conference call solely for the purpose of voting would be an unnecessary use of time and resources, and the item is considered a small procedural issue that is likely to pass without debate.

Electronic voting will not be used to decide on issues that would require a super majority vote or have been previously voted on during a regular meeting or for any issues that those with opposing views would feel compelled to want to justify and explain their position to other team members prior to a vote. The Electronic Voting procedure shall include the following four steps:

1. The SDT Chair or Vice-Chair in his absence will announce the vote on the SDT mailing list and include the following written information: a summary of the issue being voted on and the vote options; the reason the electronic voting is being conducted; the deadline for voting (which must be at least 4 hours after the time of the announcement).
2. Electronic votes will be tallied at the time of the deadline and no further votes will be counted. If quorum is not reached by the deadline then the vote on the proposal will not pass and the deadline will not be extended.
3. Electronic voting results will be summarized and announced after the voting deadline back to the SDT+ mailing list.
4. Electronic voting results will be recapped at the beginning of the next regular

meeting of the SDT.

**Consensus Building Techniques and Robert's Rules of Order.** The Team will develop its recommendations using consensus-building techniques with the leadership of the Chair and Vice Chair and the assistance of the facilitators. Techniques such as brainstorming, ranking and prioritizing approaches will be utilized. The Team's consensus process will be conducted as a facilitated consensus-building process. Only Team members may participate in consensus ranking or votes on proposals and recommendations. Observers/members of the public are welcome to speak when recognized by the Chair, Vice Chair or Facilitator. The Team will utilize Robert's Rules of Order (*as per the NERC Reliability Standards Development Procedure*), as modified by the Team's adopted procedural guidelines, to make and approve motions. However, the 2/3's voting requirement will supersede the normal voting requirements used in Robert's Rules of Order for decision-making on substantive motions and amendments to motions. The Team will develop substantive written materials and options using their adopted facilitated consensus-building procedures, and will use Robert's Rules of Order only for formal motions once the Chair determines that a facilitated discussion is completed.