



**RELIABILITY FIRST**

**ReliabilityFirst Corporation**  
**STANDARDS COMMITTEE GOVERNANCE**

# Table of Contents

<b>PURPOSE</b> .....	3
<b>RESPONSIBILITY</b> .....	3
<b>MEMBERSHIP</b> .....	4
Terms of Membership .....	4
<b>OFFICERS</b> .....	4
General .....	4
Chair .....	4
Vice-Chair .....	5
<b>MEETINGS</b> .....	5
<b>QUORUM AND VOTING</b> .....	5
Quorum .....	5
Voting .....	5
<b>SUBCOMMITTEES, WORKING GROUPS, AND TASK FORCES</b> .....	5
Subcommittees .....	5
Working Groups and Task Forces .....	6

**Note:** Capitalized terms used herein and not defined shall have the meanings set forth in the ReliabilityFirst Bylaws.

**RELIABILITY FIRST**

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## Standards Committee Governance

### 1. Purpose

The Standards Committee's purpose is to oversee and maintain the integrity of the ReliabilityFirst Corporation Reliability Standards Development Procedure (ReliabilityFirst Standards Procedure).

### 2. Responsibility

- A. Reporting to the ReliabilityFirst Board of Directors (BOD), the Standards Committee shall ensure that:
- i. All requests for new or modifications to, ReliabilityFirst standards and regional criteria are processed using the ReliabilityFirst Standards Procedure.
  - ii. The ReliabilityFirst Standards Procedure is reviewed at least every five years and documentation is maintained.
  - iii. New, or modifications to existing, ReliabilityFirst standards and regional criteria are presented to the BOD for action in accordance with the ReliabilityFirst Standards Procedure.
  - iv. ReliabilityFirst standards and regional criteria are coordinated with associated NERC standards.
  - v. Appropriate tools are available for posting, commenting on and balloting of standards-related materials.
  - vi. Appropriate documentation is maintained to monitor draft ReliabilityFirst standards and regional criteria going through the ReliabilityFirst Standards Procedure.
  - vii. Requests for Interpretations of ReliabilityFirst standards and regional criteria, urgent actions and appeals are addressed in accordance with the ReliabilityFirst Standards Procedure.
  - viii. Meetings are scheduled as required to meet the responsibilities of the Standards Committee.
  - ix. Standard Drafting Teams have appropriate communication with stakeholders to foster exchange of issues and gain consensus.
  - x. Process oversight of Standard Drafting Teams is maintained.

### 3. Membership

- A. ReliabilityFirst staff shall request nominations to serve on the Standards Committee and a simple majority of industry sector votes shall establish the sector representative. The Standards Committee shall consist of the following Regular Members and will be approved by the ReliabilityFirst Board:
- i. Suppliers shall nominate two (2) members
  - ii. Transmission Companies shall nominate two (2) members
  - iii. Small LSEs shall nominate two (2) members
  - iv. Medium LSEs shall nominate two (2) members
  - v. Large LSEs shall nominate two (2) members
  - vi. RTOs shall nominate two (2) members

There will be no alternates or proxies for Standards Committee members.

### 4. Terms of Membership

- i. Members of each committee and subcommittee shall serve three-year, staggered terms.
- ii. Members of working groups or task forces shall serve for the duration of the project.
- iii. Any member may be removed at any time by the affirmative vote of two-thirds of the industry sector represented by such member. Any member appointed midterm shall serve the remainder of the three-year term.
- iv. A member may be removed by the Standards Committee membership for non-attendance at three (3) consecutive meetings. Any member appointed midterm shall serve the remainder of the three- year term.

### 5. Officers

#### A. General

- i. The Chair and Vice-Chair of the committee shall be selected by the Committee.
- ii. A ReliabilityFirst employee shall serve as the non-voting Secretary of the Committee.

#### B. Chair

- i. The Chair shall preside at meetings of the Committee and shall have the power to call meetings of the Committee.

### **C. Vice-Chair**

- i. The Vice-Chair shall preside at meetings of the Committee in the absence of the Chair.

## **6. Meetings**

- A. All meetings are open to the public and those attending are encouraged to participate. The following shall apply:
  - i. The Standards Committee shall meet at such times and places as determined by the Committee, or at the call of the Chair.
  - ii. The Chair shall call a meeting of the Committee upon the request of three or more segments of the Committee.
  - iii. The Chair must schedule a meeting within sixty (60) days of the notification.

## **7. Quorum and Voting**

### **A. Quorum**

- i. A quorum consisting of a majority of the Committee members is required to be present at the meeting, in person or electronically (telephone, web cast, or video) to conduct business.

### **B. Voting**

- i. Recommendations and decisions of the Committee shall require a simple majority of those segments casting an affirmative or negative vote.
- ii. Each segment of the Committee may cast one (1) vote.
- iii. Segment abstentions may occur for any one of the following: segment members disagree on the vote, neither segment member participated during a vote or both segment members abstain.

## **8. Subcommittees, Working Groups, and Task Forces**

### **A. Subcommittees**

- i. Subcommittee charter and scope, including duration and membership requirements, shall be specified and submitted to the BOD for approval of subcommittee formation.
- ii. Subcommittee members will be selected by the Standards Committee based on nominations and subcommittee charter. Member volunteers shall self-nominate to ReliabilityFirst.
- iii. The Standard Committee shall, at a minimum, review annually whether or not subcommittees can be merged or eliminated.

## B. Working Groups and Task Forces

- i. Working groups or task forces shall be established by the Committee for a specific purpose.
- ii. Working groups or task forces shall be managed as a project with completion goals identified.
- iii. Working groups or task forces shall be created initially for a period no longer than six (6) months.
- iv. Working group or task force membership is open to individuals with the necessary experience and qualifications. Member volunteers shall self-nominate to ReliabilityFirst.

<b>Policy Owner</b>	Manager, RAM		
<b>Policy Reviewers</b>	RAM, Legal, Regulatory Affairs, CEO, Board of Directors		
<b>Version</b>	<b>Reason for Change</b>	<b>Date</b>	<b>Approved by</b>
1.0	Initial Version	March 9, 2006	Board of Directors
2.0		August 29, 2012	Board of Directors