



AESO Reliability Committee (ARC) Security Work Group (SWG) Standard Review Meeting

Agenda for 09 June 2009

ARC Security Work Group

Chair: Garry Spicer

Alternate Chairs: Doug Hincks, Jack Kelly

The AESO Reliability Committee (ARC) Security Work Group (SWG) is responsible for reviewing the North American Electric Reliability Council (NERC) Critical Infrastructure Protection (CIP) reliability standards to assess applicability of the standard requirements within Alberta. The group will also be examining measures and entity responsibilities for these standards. These activities are carried out in accordance with the ARC SWG Terms of Reference (DRAFT).

Summary of Previous Meeting

Date of meeting: Thursday, 14 May, 2009, 9am – Noon.

Location: Enmax

Outcomes:

- The SWG addressed housekeeping items:
 - No attendees indicated a need for additional workgroup binders.
 - No attendees indicated any problems with the email list.
 - Next meeting date was confirmed:
 - Tuesday, 09 June.
 - Future meeting dates:
 - Either 14 or 16 July (tentative).
 - No August meeting likely, to accommodate vacations.
 - News items were discussed:
 - NERC Board of Trustees approved v2 of the CIP standards.
- Outcomes of the previous meeting (16 April 2009) were reviewed. No concerns were raised with the documented outcomes.
- Garry Spicer provided an update on CIP-001-AB-1:
 - Final draft being circulated for review by SWG member organizations.
 - Comments due to Garry Spicer by 26 May.
 - Ken Gardner reviewed some details on the next steps in the process for this standard.

- The SWG discussed the current draft of the CIP-002 standard:
 - A few minor changes were documented in the conversion worksheet.
 - The SWG agreed that the current draft is ready for initial internal review by the AESO (compliance, legal, and technical writing).
- Garry Spicer provided an update regarding the approach to implementing Technical Feasibility Exceptions in Alberta:
 - AESO Compliance is examining how to integrate the TFE into compliance management processes and will provide feedback on the issues discussed at the previous SWG meeting.
- The SWG reviewed the current draft of the CIP-003 standard:
 - A number of changes and suggestions were documented in the conversion worksheet.
 - Implementation schedules were seen to be significant for this standard. Suggestions included:
 - Implementation schedules could vary by requirement.
 - Twelve to twenty-four months may be needed for some requirements (e.g. change control).
 - Appointment of a senior manager (for example) could be shorter (e.g. 90 days).
- Don Olson reviewed the current draft of OPP 808:
 - Some suggestions were received for consideration.

Schedule for Upcoming Security Work Group Meetings

Meeting Date	Location
Tuesday, 09 June 2009 (tentative)	Enmax
Either Tuesday, 14 July <u>or</u> Thursday 16 July	TBD

Upcoming Meeting Agenda (09 June, 2009)

1. Housekeeping items:
 - Binders (does anyone need one?)
 - Email distribution list (anyone missing?)
 - Future meeting dates
 - Check of web page links for meeting minutes – links appear to be working correctly now
2. News items
3. Review outcomes from the previous meeting (14 May).
4. Review final comments received on CIP-001-AB-1. Decide if the SWG is prepared to recommend this version to the ARC.

5. Status update on draft of CIP-002-AB-1. (Currently under internal review at the AESO.)
6. Status update on *Technical Feasibility Exceptions (TFEs)*. (Currently being examined by AESO Compliance.)
7. Review current draft of CIP-003-1. Examine changes based on comments from last meeting.
<http://www.nerc.com/files/CIP-003-1.pdf>
8. Review CIP-004-1 for initial comments (time permitting).
<http://www.nerc.com/files/CIP-004-1.pdf>

Please bring paper copies of the standard(s) to be reviewed to the meetings. If you have material (e.g. existing documented practices or procedures) that you believe would be helpful to the SWG, and you are willing to share the material with the SWG members, then please bring copies to the meetings.

If you are planning to attend the next Security Work Group meeting, then please RSVP to Betty.Dang@aeso.ca by one week prior to the meeting.