



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

Agenda for 15 April, 2010

9:00 a.m. – 3:00 p.m.

25th floor Main Boardroom, The AESO

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: Monday, 22 March 9:00 a.m. – 3:00 p.m..

Location: The AESO

Outcomes:

1. The SWG addressed housekeeping items:
 - Additional workgroup binders were offered to attendees
 - Email list: no updates made
 - Future meeting dates:
 - 15 April (AESO 25th floor, Main Boardroom)
 - 19 May (AESO 25th floor, Main Boardroom)
 - News items discussed:
 - Cross border cyber security.
 - Public safety security framework – CEA – may affect us, will update if/as need be.
 - NERC Cyber Security Rule 706 – Version 4 CIPs being worked on. Please submit any comments that you may have directly through the NERC website.

- Disturbance and Sabotage Reporting draft paper being developed by NERC.
 - CIP-004 Interpretation – AESO voted to abstain as the subject matter is U.S. based, (sources of verification for identity checks, 7 year criminal check - local /state).
 - FERC has proposed to define the BES at 100kV or more. WECC is developing its own Bulk Electric System definition. (AESO is examining use of 100 kV and above definition (per NERC guidance)).
 - ASSIST is changing. The Southern Alberta Field Officers are no longer available. Market Participants are advised to check their CIP-001 compliance documentation to determine if it requires amending.
 - Defined terms will no longer be italicized in the standards. The AESO will bold defined terms.
 - TOAD is looking at spelling out acronyms that have fewer than 4 letters in all standards. (TFO/GFO/WO's etc.)
2. Outcomes of the previous meeting (22 February, 2010) were reviewed. No concerns were raised with documented outcomes.

Status Updates:

3. An Information Document (ID) for CIP-001 has been developed, and is expected to be completed in Q2.
4. CIP-002-AB-2, CIP-003-AB-2 and CIP-004-AB-2 are being reviewed by Compliance, Technical Writing and Legal within the AESO. They are scheduled for discussion at the May 19 SWG.
5. CIP-005-AB-2
- Concerns expressed again regarding double jeopardy potential within R.1.5.. Requested new wording. SWG members advised to consult with the ARC/Compliance workgroup if they have continued “double jeopardy” concerns regarding compliance measures.
 - Appendix ‘A’ table needs to be re-worded. Asset specific items – indicate when the relevant asset first appears on the CA list.
 - Appendix ‘B’ re: 2.4. – “Strong” – discussion included:
 - Possible changes to certain technical specifications (e.g. password length and password rotation requirements)
 - Several SWG representatives requested that we leave R2.4. “AS IS” since adding a description of “strong” is “too prescriptive”. Request to remove Appendix ‘B.’
 - Vote taken – consensus reached to remove Appendix ‘B’ and leave the word “strong” in R2.4.
 - Request made to consider putting the material from Appendix “B’ into an ID.
 - R3.2.1. – change “immediately” to “promptly”

- Consensus reached to move CIP-005-AB-2 into the AESO's internal processing
6. CIP-006-AB-2
- Concerns regarding cross referencing (R2.2.).
 - Query regarding R3 – is there a definition to capture “twenty-four hours a day, seven days a week.” Mark Thompson to check..
7. TFE review – The following were discussed;
- The AESO asked the SWG to consider and identify any areas where a TFE may apply specifically in Alberta / Canada. Discussion included;
 - pre-existing contractual obligations
 - PPA's
 - FEOC concerns (compromising principal by need to exchange information, i.e. – Plant owners)
 - Emissions?
 - The AESO requested that SWG reps give further consideration to this issue for the April SWG meeting
 - In the U.S. a TFE can not be filed after the end of January (effective 2010)
 - SWG requested that the AESO make available a soft copy of the draft TFE Standard.
 - SWG requested that the AESO determine who will be responsible for administration of TFEs
 - Are ‘Applicable Requirement’ and ‘Covered Asset’ defined terms?
 - How do we weigh ‘reliability benefits’?
 - Last month's SWG question re: if you miss a scheduled deadline can you re-file a TFE? Refer to R4.3.
8. Additional items:
- A query was raised regarding whether Legal has been consulted about “double jeopardy” items.
 - SWG requested that the AESO consider re-formatting Compliance tables where measures are the same. Can we condense the format? This is a technical writing matter, and is not the primary focus of the SWG.
 - Why can defined terms for CIP standards not be in the General Glossary? (“Begin Work” etc.), change “Compliant” to “CIP Compliant”. This matter should be taken up with the TOAD working group, and is not the primary focus of the SWG.
 - The AESO will be auditing down to the sub-requirement level – per Mark Thompson / Peter Wong. The AESO has checked into NERC's auditing process. Violation Severity Levels are currently set at the sub-requirement level as well.
 - Re: all CIPs, the SWG confirmed that when developing measures for the requirements, if a requirement calls for documentation, the measurement should specifically reflect that and measure documentation.

- SWG meeting administration will now be handled by Linda Lane, rather than Allison Matthews.

Schedule for Upcoming Security Work Group Meetings

Meeting Date	Location
Thursday, 15 April, 9am to 3 pm	The AESO
Wednesday May 19, 9 am to 3 pm	The AESO
Tuesday, June 22, 9 am to 3 pm	The AESO
Thursday, July 22, 9 am to 3 pm (to be discussed)	The AESO
Thursday, August 19, 9 am to 3 pm (to be discussed)	The AESO

Upcoming Meeting Agenda (15 April 2010)

1. Housekeeping items:
 - Binders (does anyone need one?)
 - Email distribution list (anyone missing?)
 - Future meeting dates
2. News items
3. Review outcomes from the previous meeting (March 22)
4. CIP completion schedule update
5. Status updates
 - CIP-002-AB-2 (Security Management Controls)
 - CIP-003-AB-2 (Critical Cyber Asset Identification)
 - CIP-004-AB-2 (Personnel and Training)
 - CIP-005-AB-2 (Electronic Security Perimeter)
6. CIP-006-AB-2 (Physical Security) review final draft.
7. CIP-007-AB-2 – review second draft, see if consensus can be reached to move this standard into the AESO's internal review process.
8. TFE (Technical Feasibility Exceptions) review – time/material allowing.

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 LindaLane@aeso.ca. Any comments regarding the CIPs should be emailed to KatherineNeedham@aeso.ca.