Draft Agenda
Cyber Security Order 706 SDT — Project 2008-06

June 8, 2010 | 8 a.m.–5 p.m. PDT
June 9, 2010 | 8 a.m.–5 p.m. PDT
June 10, 2010 | 8 a.m.–5 p.m. PDT
June 11, 2010 | 8 a.m.–noon PDT
Sacramento, California

NOTE:
1. Agenda Times May be Adjusted as Needed during the Meeting
2. Drafting Team Meetings May Not Have Access to Telephones and Ready Talk

Tuesday, June 8, 2010 8 a.m.–5 p.m. PDT

1. Introduction, Welcome and Opening Remarks

2. Discussion of Work Plan and Schedule: June-December 2010 — *Stu Langton*

3. Review and Seek Agreement on Drafting Team Proposal for refining the SDT Consensus Procedures

4. Updates on other related Cyber Security Initiatives — *NERC Staff and SDT Members*

5. Review Results of the May 27, 2010 Meeting with FERC and Guidance for Sub-teams

6. Technical Workshop Overview and Results

7. Overview of Industry Response to Request for Informal Comments — Scott Mix

8. Review of Industry Input on CIP Format and Consensus Testing on CIP Format going Forward

9. Sub-Teams Meet to Review and Discuss Industry Comments, Suggestions, and Changes to the Draft CIP Standards

Wednesday, June 9, 2010 8 a.m.–5 p.m. PDT

1. Sub-Team Initial Reports — Key Issues

2. Sub-Team Meetings

3. Sub-Team Reports

Thursday, June 10, 2010 8 a.m.–5 p.m. PDT

1. Sub-Team Reports and SDT Review of Industry Comments and Possible Changes

Friday, June 11, 2010 8 a.m.–noon PDT

1. Review Next Steps and Sub-Team Schedule

2. Review the SDT Pittsburgh Meeting Agenda and Perform the Meeting Evaluation

3. Sub-Team Meetings

4. Implementation Plan Drafting Team Report

5. Guidance Document Drafting Team Report

1. Chairman	**John Lim**, CISSP Department Manager, IT Infrastructure Planning	Consolidated Edison Co. of New York New York, New York
2. Vice-Chairman	**Philip Huff** Manager, IT Security and Compliance	Arkansas Electric Cooperative Corporation Little Rock, Arkansas
Members		
3.	**Robert Antonishen** Protection and Control Manager, Hydro Engineering Division	Ontario Power Generation Inc. Niagara-on the-Lake, Ontario
4.	**Jim Brenton**, CISSP-ISSAP Director, CIP Standards Development	Electric Reliability Council of Texas, Inc. Taylor, Texas
5.	**Jackie Collett** Cyber Security Operations Engineer	Manitoba Hydro Winnipeg, Manitoba
6.	**Jay S. Cribb** Information Security Analyst, Principal	Southern Company Services, Inc. Atlanta, Georgia
7.	**Joe Doetzl** Manager, Information Security	Kansas City Power & Light Co. Kansas City, Missouri
8.	**Sharon Edwards** Project Manager	Duke Energy Cincinnati, Ohio
9.	**Gerald S. Freese** Director, Enterprise Information Security	American Electric Power Columbus, Ohio
10.	**Jeffrey Hoffman** Chief Architect IT Policy & Security Division	U.S. Bureau of Reclamation Denver Federal Center Denver, Colorado
11.	**Doug Johnson** Operations Support Group Transmission Operations & Planning	Exelon - Commonwealth Edison Lombard, Illinois
12.	**Patricio Leon-Alvarado** Engineer, E&TS Compliance and Quality	Southern California Edison Pomona, California
13.	**Frank Kim** Director, Power System Information Tech.	Hydro One Networks, Inc. Barrie, Ontario
14.	**Richard Kinas** Manager of Standards Compliance	Orlando Utilities Commission Orlando, Florida
15.	**David L. Norton** Policy Consultant - CIP	Entergy Corporation New Orleans, Louisiana
16.	**David S Revill** Group Lead, Electronic Maintenance	Georgia Transmission Corporation Tucker, Georgia
17.	**Scott Rosenberger** Director, Security and Compliance	Luminant Dallas, Texas

18.	**Kevin Sherlin** Manager, Business Technology Operations	Sacramento Municipal Utility District Sacramento, California
19.	**Jon Stanford** Chief Information Security Officer	Bonneville Power Administration Portland, Oregon
20.	**Thomas Stevenson** Gen Supv. Engineering Projects Generation Services Dept	Constellation Energy Baltimore, MD
21.	**Keith Stouffer** Program Manager, Industrial Control System Security	National Institute of Standards & Technology Gaithersburg, Maryland
22.	**John Van Boxtel** CIP Compliance Engineer	Western Electricity Coordinating Council Vancouver, WA 98662
23.	**John D. Varnell** Director, Asset Operations Analysis	Tenaska Power Services Co. Arlington, Texas
24.	**William Winters** IS Senior Systems Consultant	Arizona Public Service Co. Phoenix, Arizona
Consultant to NERC	**Joseph Bucciero** President and Executive Consultant	Bucciero Consulting, LLC 3011 Samantha Way Gilbertsville, Pennsylvania 19525
Facilitator Consultant	**Hal Beardall**	FCRC Consensus Center Florida State University
Facilitator Consultant	**Robert M. Jones**	FCRC Consensus Center Florida State University
Facilitator Consultant	**Stuart Langton, PhD**	FCRC Consensus Center Florida State University
NERC Staff	**Gerard Adamski** Vice President and Director of Standards	North American Electric Reliability Corporation Princeton, New Jersey
NERC Staff	**Howard L. Gugel** Standards Development Coordinator	North American Electric Reliability Corporation Princeton, New Jersey
NERC Staff	**Roger Lampila** Regional Compliance Auditor	North American Electric Reliability Corporation Princeton, New Jersey
NERC Staff	**Scott R Mix** Manager Infrastructure Security	North American Electric Reliability Corporation Princeton, New Jersey
NERC Staff	**David Taylor** Manager of Standards Development	North American Electric Reliability Corporation Princeton, New Jersey
NERC Staff	**Todd Thompson** Compliance Investigator	North American Electric Reliability Corporation Princeton, New Jersey

CSO 706 SDT Schedule: Full CIP-010 & CIP-011 Package		
Week Of	**Key Dates**	**CIP Task**
4/12/2010	**SDT Meeting** **Atlanta, GA (Southern Co)** **(4/13-16)**	**Present Controls draft for full SDT review and comment. Sub team drafting. Finalize draft for Informal Comment, Full Package**
4/19/2010	4/19-4/23/2010 4/23/2010	**SDT Sub-Teams and Leads Meet to Finalize Documents** **NERC Receives and Prepares Full Package for Industry Comment**
4/26/2010	**4/26/2010** **4/27/2010** **4/28/2010** **4/29/2010**	**SDT Sub-Teams Develop Package** **SDT Reviews with NERC Staff Proposals** **SDT Scoping Meeting on Documents** **SDT Reviews and Approves Full Package for 30-day Industry Comment Period**
5/3/2010	**5/4/2010**	**Informal Comment Posting for full package starts Completes on 6/3/2010**
5/10/2010	**SDT Meeting** **Dallas, TX (Luminant) (5/11-13)**	**Review Parking Lot Issues, Prepare for Industry Workshop and Begin Development of Guidance Documents**
5/17/2010	5/19 & 5/20/2010	**1.5-day Industry Technical Workshop (Dallas, TX)**
5/24/2010	5/24 to 5/28/2010 5/27/2010	**SDT Considers Comments from Workshop** **Meeting with FERC Staff to Review Draft Standards and Posting**
5/31/2010	6/3/2010 6/4/2010	**Informal comment period ends** **SDT Reviews Comments Received** **Sub team meetings to Review Comments Received**
6/7/2010	6/7/2010 **SDT Meeting, Sacramento, CA (SMUD) (6/8-11)**	**Sub team meetings to Review Comments Received** **Industry comment review, response process, re-drafting, as needed**
6/14/2010		Sub team meetings to prepare sections for review
6/21/2010	SDT Meeting and Sub-teams via ReadyTalk	SDT interim online meetings and Sub-team meetings to prepare sections for review
6/28/2010	SDT Meeting and Sub-teams via ReadyTalk	SDT interim online meetings and Sub-team meetings to prepare sections for review
7/5/2010	NERC Staff review	Sub teams complete all work assignments & NERC Review
7/12/2010	**SDT Meeting, Pittsburgh, PA (CERT) (7/13-16)**	**Finalize & Approve Documents for posting for 45 day formal comment period**

CSO 706 SDT Schedule: Full CIP-010 & CIP-011 Package		
Week Of	**Key Dates**	**CIP Task**
7/19/2010	7/19/2010 7/21/2010 7/21/2010	**-NERC seeks SC Approval for Ballot** **-Post CIP Standards for Formal Comment** **-45 Day formal comment period begins (closes on 9/3/2010)** **-Begin Ballot Pool Formation**
7/26/2010		**Formal comment period for CIP standards** **Prepare for industry webinar**
8/2/2010		**Formal comment period for CIP standards** **Prepare for industry webinar**
8/9/2010	**SDT Meeting, Chicago, IL (ComEd) (8/10-13)**	**Formal comment period for CIP standards** **Finalize presentation for industry webinar**
8/16/2010	8/17/2010 8/19/2010	**Hold Industry Webinar (tentative)** **Ballot Pool Formation Ends**
8/23/2010	8/25/2010	**Initial Ballot Begins**
8/30/2010	9/3/2010	**Initial Ballot Ends**
9/6/2010	**SDT Meeting Winnipeg, Canada (Manitoba Hydro) (9/7-10)**	**Review ballot results** **Respond to comments received** **Draft revisions to standards**
9/13/2010		Sub-team meetings
9/20/2010	9/20/2010 9/24/2010	Sub-team meetings, NERC Staff Review Full SDT on-line meeting to approve revised draft of documents for re-ballot
9/27/2010	9/27 to 10/6/2010	Re-Ballot Period
10/4/2010	10/6/2010	Re-Ballot ends; comments received by SDT
10/11/2010	**SDT Meeting, Toronto, Canada (OPG) (10/12-15)**	**Prepare responses to 2nd ballot comments**
10/18/2010		**Sub-teams meet to adjust requirements, as needed**
10/25/2010	10/25/2010 10/29/2010	**-Prepare and finalize revisions to standards** **-NERC Staff review** **-SDT Approval for re-ballot (if needed)**
11/1/2010	11/1 to 11/10/2010	3rd Ballot Period (if needed)
11/8/2010	11/10/2010	Ballot period ends

CSO 706 SDT Schedule: Full CIP-010 & CIP-011 Package		
Week Of	**Key Dates**	**CIP Task**
11/15/2010	**SDT Meeting, Baltimore, MD (Constellation Energy) (11/16-19)**	**Prepare responses to 3rd Ballot comments**
11/22/2010		*NERC and SDT finalize responses to ballot package*
11/29/2010		*Seek SC and BOT Approval for Filing*
12/6/2010		*Seek SC and BOT Approval for Filing*
12/13/2010	**SDT Meeting Tampa, FL (FRCC) (12/13-17)**	**SDT Meeting to review Filing Completion of Phase 2**
12/24/2010		***Submit for Regulatory Approval***

Proposed Refinements to CSO 706 SDT Consensus Guidelines
(June 2010)

(Draft Procedure including Electronic Mail procedure drafted by Bill Winters and John Van Boxtel)

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 75% favorable vote of all members present and voting. This super majority decision rule underscores the importance of actively developing a Team consensus on substantive issues, which the industry will need to approve, by a 2/3's vote.

Postings for Industry Comment. For decisions on CIP standards documents to be posted for industry comment where the Team finds that 75% acceptance or support is not achievable but an option or options under consideration had greater than 50% support from the Team, the Team's accompanying Comment form will seek industry input to help the Team resolve any differences and select an option going forward.

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 75% super-majority 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.

CSO 706 SDT DRAFTING SUB-TEAMS
May, 2010

Sub-Team	
CIP 010 (002-4) BES System Categorization	John Lim, Rich Kinas, Jim Brenton, Jackie Collett, Bill Winters, Dave Norton, Jay Cribb *Rod Hardiman (Observer)*
Governance	Jon Stanford, Jerry Freese
Personnel and Physical Security	Doug Johnson (Lead), Rob Antonishen, Patrick Leon, Kevin Sherlin
System Security and Boundary Protection	Jay Cribb (Lead), John Varnell John Van Boxtel,
Incident Response and Recovery	Scott Rosenberger (Lead), Joe Doetzl, Tom Stevenson, (*Observer Participants: Jason Marshall*
Access Control	Sharon Edwards (Lead), Jeff Hoffman, Frank Kim *Observer Participants: Sam Merrell*
Change Management, System Lifecycle and Information Protection and Maintenance	Dave Revill (Lead), Keith Stouffer, Bill Winters, Phil Huff *Observer Participants: John Fridye*