

## Agenda

### Cyber Security Order 706 SDT - Project 2008-06

December 14, 2010 | 8:00 AM to 6:00 PM EST

December 15, 2010 | 8:00 AM to 6:00 PM EST

December 16, 2010 | 8:00 AM to 6:00 PM EST

Orlando Utilities Commission Offices  
6113 Pershing Avenue  
Orlando FL

#### Proposed Meeting Objectives/Outcomes:

- To review the results of the 2<sup>nd</sup> Ballot and test consensus on responses to industry comments on CIP 002-4 and, if needed, on any changes for inclusion in a CIP 002-4 3<sup>rd</sup> ballot.
- To review, refine and test support for recommendations of the CIP Version 5 Framework Team.
- To participate in a Results Based Standards Development Training
- To agree on next steps and assignments

#### Tuesday, December 14, 2010 8:00 a.m. - 6:00 p.m. EST

- Introduction, welcome *-(Morning)*
- Review meeting and milestone schedule for CIP 002-4 and CIP 010 and 011 *(Morning)*
- Review results of 2<sup>nd</sup> Ballot CIP-002-4 *(Morning)*
- Draft responses to industry and consider any changes to CIP-002-4 *(Morning & Afternoon)*

#### Wednesday, December 15, 2010 8:00 a.m. - 6:00 p.m. EST

- Seek Motion to Adopt SDT Responses to Industry, and if needed, any changes for inclusion in the 3<sup>rd</sup> Ballot. *(Morning)*
- Overview of Results Based Standards Development and CIP Version 5- Howard Gugel NERC *(Morning)*
- Receive a Version 5 Framework report *(Morning)*
- Review Draft Strawman Documents and discuss key issues *(Afternoon)*
- Review and initial testing of the acceptability of the approach as refined *(Afternoon)*

#### Thursday, December 16, 2010, 8:00 a.m. - 6:00 p.m. EST

- Results Based Standards Training- Keith Heidrich, FRCC & Howard Gugel, NERC *(Morning & Afternoon)*
- Review Version 5 Framework in light of Results Based Approach

- Test SDT Support for the Version 5 Framework (*Afternoon*)
- Review Work plan for the Version 5 Framework (*Afternoon*)
- Review SDT January, 2011 Columbus Meeting Agenda ( *Late Afternoon*)

**Draft Timed Agenda**

<b>Tuesday</b>	<b>December 14, 2010</b>	<b>8:00 a.m. - 6:00 p.m. EST</b>
<b>8:00 a.m.</b>	<b>Introduction, Welcome Opening and Host remarks-</b> <i>John Lim, Chair &amp; Phil Huff, Vice Chair, Rich Kinas, Orlando Utilities Commission Host</i>	
	Roll Call; NERC Antitrust Compliance Guidelines- <i>Howard Gugel</i>	
<b>8:15</b>	<b>Review of meeting objectives, agenda and meeting guidelines-</b> <i>John Lim &amp; Bob Jones</i>	
<b>8:20</b>	<b>Review of CSO 706 SDT CIP milestone schedule for CIP 002-4 and CIP 010 &amp; 011:</b> <i>Phil Huff &amp; Stu Langton</i>	
<b>8:30</b>	<b>NERC Presentation on CIP-</b> <i>Gerry Cauley</i>	
<b>9:00</b>	<b>Overview of CIP 002-4 Industry Response &amp; 2<sup>nd</sup> Ballot Results-</b> <i>Howard Gugel, NERC</i>	
<i>9:45</i>	<i>Break</i>	
<b>10:00</b>	<b>Review and Test Consensus on the Draft CIP 002-4 Response Document</b>	
<i>12:00</i>	<i>Lunch</i>	
<b>1:00</b>	<b>Continue, Review and Test Consensus on the Draft CIP 002-4 Response Document</b>	
<i>3:00</i>	<i>Break</i>	
<b>3:15</b>	<b>Review any Drafting Team Work and Test Consensus on possible CIP 002-4 Changes</b>	
<b>5:50</b>	<b>Review any drafting assignments and Wednesday's agenda</b>	
<i>6:00</i>	<i>Recess</i>	
<b>Wednesday</b>	<b>December 15, 2010</b>	<b>8:00 a.m. - 6:00 p.m. EST</b>
<b>8:00</b>	<b>Welcome and Agenda Review, Roll Call and Antitrust Guidelines-</b> <i>John Lim, Phil Huff, Howard Gugel</i>	
	Facilitator review and SDT acceptance of November, 2010 Baltimore SDT meeting summary.	
<b>8:15</b>	<b>Seek Motion to Adopt SDT Changes to CIP 002-4 and Responses to Industry, and if needed,</b> any changes for inclusion in the 3 <sup>rd</sup> Ballot.	
<i>10:00</i>	<i>Break</i>	
<b>10:15</b>	Overview of Results Based Standards Development and CIP Version 5- <i>Howard Gugel NERC (Morning)</i>	
<i>12:00</i>	<i>Lunch</i>	
<b>1:00</b>	<b>Version 5 Framework Team report</b>	
	Review Draft Strawman Documents and discuss key issues	
<i>3:30</i>	<i>Break</i>	
<b>3:45</b>	Review and initial testing of the acceptability of the approach as refined	
<b>5:50</b>	<b>Review any drafting assignments and Thursday's agenda</b>	
<i>6:00</i>	<i>Recess</i>	

**Thursday**                      **December 16, 2010**                      **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**                      **Results Based Standards Training-** Keith Heidrich, FRCC & Howard Gugel, NERC  
*10:15 Break*

**10:30**                      **Results Based Standards Training (Cont'd)**  
*12:00 Lunch*

**1:00**                      **Results Based Standards Training (Cont'd)**  
*2:30 Break*

**2:45**                      **Review Version 5 Framework in light of Results Based Approach**

**3:15**                      **Test SDT Support for the Version 5 Framework**

**4:45**                      **Review Work plan for the Version 5 Framework**

**5:45**                      **Review SDT January, 2011 Columbus Meeting Agenda**

**6:00**                      *Adjourn*

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

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**CSO706 SDT  
Meeting Schedule and Objectives**

<b>Meeting Location</b>	<b>Dates</b>	<b>Meeting Objective</b>
Orlando, FL OUC	12/14 to 12/16/2010	CIP-002-4 – Review Ballot Results & Approve for SC CIP-010/CIP-011 – Framework proposal
Interim	12/16 to 01/18/2011	Designated individuals begin drafting assignments on CIP-010 and 011 with direction from SDT
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 6/21/2010	Designated individuals complete drafting 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?



<b>Meeting Location</b>	<b>Dates</b>	<b>Meeting Objective</b>
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	
Baltimore, MD Constellation	11/16 to 11/19/2010	CIP-002-4 – Response to Comments Revise for Ballot
Orlando, FL OUC	12/13 to 12/16/2010	CIP-002-4 – Review Ballot Results & Approve for SC  CIP-010/CIP-011 – Framework proposal
Columbus, OH AEP	01/18 to 01/20/2011	Full review of CIP-011 requirements
Taylor, TX ERCOT	2/15 to 2/17/2011	Full review of requirements and Guidance
New York, NY ConEd	3/15 to 3/17/2011	Full review of requirements, Guidance, and Implementation plan
Pomona, CA SCE	4/11 to 4/15/2011	Perform full QA on documents to be posted
Little Rock, AR AECC	5/17 to 5/19/2011	
<i>Webinar</i>	<i>6/14/2011</i>	
Portland, OR BPA	6/21 to 6/23/2011	Discuss and respond to Webinar comments Approve documents for posting
TBD	7/19 to 7/21/2011	Review industry comments and develop responses
TBD	8/23 to 8/25/2011	Develop documents for second ballot
TBD	9/20 to 9/22/2011	Develop documents for third ballot
TBD	10/11 to 10/13	Prepare documents for BOT



## CSO 706 SDT DRAFTING SUB-TEAMS (OCTOBER, 2010)

<b>Sub-Team</b>	
<b>CIP 010 BES System Categorization</b>	John Lim (Lead), Rich Kinas, Jim Brenton, Dave Norton <i>(Observer Participants: Rod Hardiman, Jim Fletcher)</i> <i>(FERC: Mike Keane, Peter Kuebeck)</i>
<b>Personnel and Physical Security</b>	Doug Johnson (Lead), Rob Antonishen, Patrick Leon, Kevin Sherlin <i>(FERC: Drew Kittey)</i>
<b>System Security and Boundary Protection</b>	Jay Cribb (Lead), Jackie Collett, John Varnell, John Van Boxtel, Philip Huff <i>(Observer Participant: Brian Newell)</i> <i>(FERC: Justin Kelly)</i>
<b>Incident Response and Recovery</b>	Scott Rosenberger (Lead), Joe Doetzl, Tom Stevenson <i>(Observer Participant: Jason Marshall)</i> <i>(FERC: Dan Bogle)</i>
<b>Access Control</b>	Sharon Edwards (Lead), Jeff Hoffman, Jerry Freese <i>(Observer Participants: Roger Fradenburgh, Sam Merrell)</i> <i>(FERC: Mike Keane)</i>
<b>Change Management, System Lifecycle, Information Protection, Maintenance, and Governance</b>	Dave Revill (Lead), Jon Stanford, Keith Stouffer, Bill Winters <i>(Observer Participant: Brian Newell)</i> <i>(FERC: Jan Barga, Matthew Dale)</i>
<b>CIP 002-4 Drafting Team</b>	John Lim (Lead), Jackie Collett, Rich Kinas, Jim Brenton, Dave Norton
<b>Implementation Plan CIP 002-4</b>	Sharon Edwards, Dave Revell, Kevin Sherlin, Scott Rosenberg, Dave Norton and Phil Huff and Scott Mix. <i>(FERC: Mike Keane)</i>
<b>Framework CIP 010 &amp; 011</b>	Jay Cribb (Lead), Joe Doetzl, Phil Huff, Doug Johnson, Dave Norton, Dave Revill, Jon Stanford and John Van Boxtel. Mike Keane FERC and Scott Mix, NERC

## **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.