

Event Analysis Subcommittee Scope

Purpose

The Event Analysis Subcommittee (EAS) assists the NERC Reliability and Security Technical Committee (RSTC) in enhancing bulk power system (BPS) reliability by implementing the goals and objectives of the RSTC Strategic Plan.

The EAS is a cross-functional group of industry experts that will support and maintain a cohesive and coordinated event analysis (EA) process across North America with industry stakeholders. The EAS will support development of lessons learned, promote industry-wide sharing of event causal factors, and assist NERC in implementation of related initiatives to lessen reliability risks to the BPS.

Functions

1. The EAS, in coordination with NERC Staff, will:
 - a. Support the periodic review and EAS acceptance of the ERO Event Analysis Process document.
 - b. Support, recruit, and encourage the development and publishing of Lessons Learned.
 - c. Identify potential improvements to event analysis reporting.
 - d. Provide feedback to and solicit feedback from industry stakeholders on the ERO Event Analysis Process.
2. The EAS will coordinate the sharing of information with the NERC RSTC and its subcommittees/working groups. The EAS will:
 - a. Facilitate registered entity event analysis presentations at EAS and RSTC meetings.
 - b. Provide information regarding the development and publishing of Lessons Learned.
 - c. Provide collaboration necessary to communicate BPS reliability trends identified through the ERO Event Analysis Process.
3. The EAS, in coordination with NERC subcommittees and working groups, will share information, identify trends, and make recommendations to the industry related to reliability risk topics that could include:
 - a. Human and Organizational Performance
 - b. Need for and development of training
 - c. Lessons Learned
 - d. Good industry practices and recommendations
 - e. Other related topics as needed.

4. The EAS will partner with Regional Entities, registered entities and other industry forums to:
 - a. Obtain input of Regional Entity personnel and reliability stakeholder groups as resources to the EAS, leveraging their experience and knowledge.
 - b. Assist in the identification of BPS reliability risks.
 - c. Recommend enhancement to existing Reliability Standards or development of new Reliability Guidelines or Reliability Standards where gaps are identified.
 - d. Look for opportunities to assess the value of published Lessons Learned.

Deliverables

- Conduct a review of the ERO Event Analysis Process document every three years or as needed.
- Recommend the need for and participate in the development of industry training.
- Acceptance of Lessons Learned for publishing by the ERO.
- Prepare and facilitate Lessons Learned webinars in coordination with the ERO.
- Develop and review of Reliability Guidelines and Technical Reference Documents.
- Support the identification of significant risks to BPS reliability and the need for NERC Alerts.
- Provide updates to the RSTC as needed.
- Support the development of NERC's annual State of Reliability Report in coordination with the Performance Analysis Subcommittee (PAS).
- Provide information and recommendations related to the ERO Event Analysis Process.
- Support and coordinate with other NERC subcommittees and their subgroups.

Reporting

The EAS reports to the RSTC, and shall maintain communications with the RSTC, EAS Sponsor, and other groups as necessary on relevant issues. The EAS will regularly submit a work plan for approval of tasks. The EAS will review its Scope every three years or as otherwise needed.

All RSTC approved and/or assigned work products intended for industry use (such as a Scope document, Work Plans, Reliability Guidelines, Reference Documents, Compliance Implementation Guidance, reports, whitepapers, etc.) should be approved by the RSTC.

The EAS will report to the RSTC for the completion of work associated with the scope items outlined above, and final work products of the EAS will be reviewed and considered by the RSTC and or the NERC Board of Trustees. The EAS chair will periodically apprise the RSTC on the subcommittee's activities, assignments, and recommendations.

Officers

The RSTC chair appoints/approves the EAS officers (chair and vice-chair) for a specific term (generally two-years). The subcommittee officers may be reappointed for additional terms. The vice chair is considered an important part of succession planning with the anticipation that the vice chair will most often assume the position of subcommittee chair for the next term. The EAS may recommend officer candidates for the RSTC Chair's consideration following a supporting motion.

The subcommittee chair or vice-chair should attend the regular RSTC meetings to report on assignments, or provide a summary report of the group's activities, and advise the RSTC on important issues as needed.

The EAS officers are considered members of the EAS and may vote.

Membership

The EAS shall have sufficient expertise and diversity to be able to speak knowledgeably for the industry and provide meaningful and useful guidance to assist the industry in the carrying out of its reliability responsibilities. NERC sector membership balance resides with the parent committee (RSTC), allowing the subcommittee to focus on the expertise required to carry out its functions.

EAS members must be committed to their service on the subcommittee. Members must prepare for and actively participate in all subcommittee meetings in person or on conference calls. As needed, members must also write and review draft reports, serve on standard authorization request and standard drafting teams if selected. Members should be prepared to ascend to an EAS leadership position if needed.

The voting members of the EAS will consist of:

- One (1) voting member from each of the Regional Entities, approved by the RSTC.
- One (1) voting member from registered entities within each of the Regional Entities to represent industry stakeholder interests
- A maximum of (5) at-large members with industry expertise that could include BPS planning, protection & control, operations, and/or security.
- The Chair of each of the EAS sub-groups (i.e. EMSWG, FMMTF) are voting members of the EAS by default for the duration of their term.

New members will be nominated by a current EAS or RSTC member and must be approved by the EAS.

Members must have a signed NERC Non-Disclosure Agreement in effect.

Proxies

A voting member may select a proxy who attends and votes during all or a portion of a committee meeting in lieu of a voting member, provided that the absent voting representatives notifies the EAS chair, vice chair, or secretary of the proxy. A proxy may not be given to another EAS member. A proxy must meet the EAS's membership eligibility requirements, including affiliate restrictions.

To permit time to determine a proxy's eligibility, all proxies must be submitted to the secretary in writing prior to the meeting (electronic transmittal is acceptable) for approval by the chair. Any proxy submitted after that time will be accepted at the chair's discretion.

Non-voting members — Guests and Observers

EAS meetings are open to others who wish to attend as a guest of the subcommittee. The chair will provide guests and observers the opportunity to contribute to the subcommittee's discussions, provided the subcommittee's voting members have sufficient time to:

- Complete the debate of their motions, and
- Complete the meeting agenda.

Replacing Members

The subcommittee may request a replacement for a member that repeatedly fails to attend regularly scheduled meetings without sending a proxy.

Executive Committee

The EAS may form an Executive Committee. The Executive Committee of the EAS is empowered by the EAS to act on its behalf between subcommittee meetings on matters where urgent actions are crucial and full subcommittee discussion is not practical. Ultimate EAS responsibility resides with its full membership whose decisions cannot be overturned by the Executive Committee, but retains the authority to ratify, modify or annul Executive Committee actions. The Executive Committee will be comprised of the EAS Chair, Vice-Chair, and three additional EAS voting members that are selected by the EAS Chair and may not be from the same Region. The Executive Committee members will serve for a two year term and may serve for additional terms.

Meeting Procedures

The EAS follows the meeting procedures in accordance with the following documents:

- NERC Antitrust Compliance Guidelines,
- Participant Conduct Policy Applicable to NERC RSTC
- and its Subgroups, and
- Robert's Rules of Order, Newly Revised.

The desire is to strive for consensus in normal EAS business. If consensus cannot be achieved, the EAS will hold a vote as noted below. If strong minority opinions exist, those opinions may be documented as a minority dissenting opinion in the meeting minutes.

- Quorum: 50% of subcommittee members eligible to vote.
- Actions requiring a vote shall require a quorum and a simple majority vote of those members present or by unanimous consent.
- All other procedures follow those of the RSTC Charter and Standard Operating Procedure.

Confidential Sessions

The chair of the subcommittee may limit attendance at a meeting or portion of a meeting, based on confidentiality of the information to be disclosed at the meeting. Such limitations should be applied sparingly and on a non-discriminatory basis as needed to protect information that is sensitive to one or more parties.

Subgroups

The EAS may form working groups and task forces as needed to assist the subcommittee in carrying out standing or ad hoc assignments. Task group chairs (or delegates) are expected to attend the regular subcommittee meetings to report on assignments or provide a summary report of the group’s activities.

Meetings

Four to six open meetings per year, or as needed, with supplemental telephone conferences.

Periodic Review

The EAS Scope should be reviewed at least every three years but may be revised more frequently if needed.

Version	Date	Reviewers/Approval	Revision Description
1.0	6/19/2013	Developed by: Event Analysis Working Group Approved by the OC: September 10, 2013	Transitioned the EAWG into the EAS.
1.1	10/10/2013	Developed by: Event Analysis Subcommittee Approved by the OC: December 10 2013	Updated EAS Scope to reflect changes in the OC Strategic Plan.
1.2	6/4/2018	Developed by: Event Analysis Subcommittee Approved by the OC: September 11, 2018	Updated EAS Scope to reflect seven NERC Regions due to the dissolution of SPP RE.
1.3	2/09/2021	Developed by: Event Analysis Subcommittee Approved by the RSTC: March 3, 2021	Updated EAS Scope to reflect transformation of the RSTC
1.4	9/20/2023	Developed by: Event Analysis Subcommittee Approved by the RSTC: September 20, 2023	Updated EAS Scope to reflect changes to EAS membership and other enhancements