

ADSCOM Report

Spring 2009

1. Operating Procedures

The following notice was received from IEEE Headquarters on 1 April 2009:

The “Baseline Operating Procedures for IEEE Standards Working Groups – Individual Method” (WG P&Ps) were approved by the IEEE SA Standards Board on 29 January 2009 and become effective 31 March 2009. All working groups shall update their P&Ps to conform to this baseline document. The IEEE-SA requires that these procedures (Baseline Operating Procedures for IEEE Standards Working Groups) be adopted intact, with modifications of some clauses allowed as indicated.

Sponsors are expected to ensure that their working groups have P&Ps and that these P&Ps conform to the Baseline WG P&Ps. The **Sponsor** has the option of developing one set of P&Ps for all of its working groups. Working groups should check with their sponsor chair/standards coordinator to confirm how to proceed before beginning this update of their P&Ps.

The current active WG P&Ps shall be located on the Sponsor’s web site. It is the responsibility of the Sponsor (see the *IEEE-SA Standards Board Operations Manual*, subclause 5.1.2.) to approve the policies and procedures of its working groups involved in the technical development work of a standard.

The IEEE SA Standards Board’s Audit Committee (AudCom) may request at any time to review one of a Sponsor’s WG P&Ps and will as a matter of routine begin randomly auditing these procedures beginning in June 2010.

If you have any questions regarding implementation of the Baseline WG P&Ps, please contact the AudCom Chair Ron Petersen at r.c.petersen@ieee.org or the AudCom Administrator Lisa Yacone at l.yacone@ieee.org.

2. Document Status

The following is a list of documents up for administrative withdrawal if no action is taken to extend their life. I ask that all subcommittee chairs review these documents and notify me of the appropriate action to be taken.

If revision or reaffirmation is chosen and the action cannot be completed by the submittal deadline, please let me know approximately when the reaffirmation will be submitted; or when the PAR for revision will be submitted to NesCom and the estimated completion date for the revision project. I will contact Dave Ringle at IEEE Headquarters and request an extension of the life for the current standard.

If there is no further interest in a standard and the recommended action is to withdraw the document, no ballot is required. It will be administratively withdrawn in December 2009. {Please note that standards that are administratively withdrawn can no longer be reinstated via reaffirmation. The only method for reinstating an administratively withdrawn standard is to initiate a revision process, starting with a PAR. }

I MUST NOTIFY DAVE RINGLE AT IEEE HEADQUARTERS BY THE 19 OCTOBER 2009 SUBMITTAL DEADLINE (FOR THE DECEMBER 2009 STANDARDS BOARD MEETING SERIES). IF NO RESPONSE IS RECEIVED, THE STANDARDS IN QUESTION WILL BE PLACED ON THE AGENDA FOR ADMINISTRATIVE WITHDRAWAL.

The following standards are currently on the Administrative Withdrawal List:

C37.30-1997 IEEE Standard Requirements for High Voltage Switches

C37.34-1994 IEEE Standard Test Code for High-Voltage Air Switches

C37.35-1995 IEEE Guide for the Application, Installation, Operation, and Maintenance of High-Voltage Air Disconnecting and Interrupter Switches

C37.36b-1990 (R1996) IEEE Guide to Current Interruption with Horn-Gap Air Switches

C37.37-1996 IEEE Loading Guide for AC High-Voltage Air Switches (in Excess of 1000 V)

C37.82-1987 (R2004) IEEE Standard for the Qualification of Switchgear Assemblies for Class 1E Applications in Nuclear Power Generating Stations

C37.100-1992 (R2001) IEEE Standard Definitions for Power Switchgear

The following PARs are due to expire and action is required:

PC37.20.6 Standard for 4.76 kV to 38 kV Rated Ground and Test Devices Used in Enclosures

PC37.09b Standard Test Procedure for AC High-Voltage Circuit Breakers Rated on a Symmetrical Current Basis -
- Amendment 2: Transient Recovery Voltage Requirements During Power Tests

PC37.17 Standard for Trip Systems for Low-Voltage (up to 635 V) AC and General Purpose Low-Voltage (up to 600 V) DC Power Circuit Breakers

PC37.30.1 Standard Requirements For High Voltage Air Switches And Interrupting Switches for Alternating Current, Rated Above 1,000 Volts

This list was generated in March of 2009 and may no longer reflect the correct status of every document and project. Please advise me as to any updates in the Subcommittee minutes. I will contact the SC Chairs later in the year to establish the action that will be reported to the Standards Board.

Reported 7 May 2009.

Michael Wactor
Standards Coordinator