



IEEE PES Swgr – PnP Training

IEEE PES Switchgear

Policies and Procedures (PnP) Training

- Approved by IEEE-SA Std's Board - 6/14/2018

Where? PES Swgr Website

IEEE PES Switchgear website

- URL: http://standards.ieee.org/about/sasb/audcom/pnp/PE_SWG.pdf

PES Home | IEEE.org | IEEE Xplore Digital Library | IEEE Standards Association | Spectrum Online | More IEEE Sites |

Switchgear Committee Policies & Procedures IEEE

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Switchgear Committee > Policies & Procedures

The Switchgear Committee operates and creates standards under the following IEEE, IEEE Power and Energy Society and IEEE PES Switchgear Committee process guidelines. As a convenience, there is a link to a refresher on the basic concepts of Parliamentary Procedure.

Organization and Procedures Manual

The Switchgear Committee is one of several Technical Committees in the IEEE Power & Energy Society. The PES Technical Council governs the PES Technical Committees. An Organization and Procedures Manual is the primary governing document for all matters except standards development. Below is the order of precedence for the Organization and Procedures Manual with respective links.

- New York State Not-for-Profit Corporation Law
- IEEE Certificate of Incorporation
- [IEEE Constitution](#)
- [IEEE Bylaws](#)
- [IEEE Policies](#)
- IEEE Board of Directors Resolutions
- [Power & Energy Society Constitution](#)
- [Power & Energy Society Bylaws](#)
- [Technical Council Organization and Procedures Manual](#)
- Switchgear Committee Organization and Procedures Manual

Policies and Procedures for Standards Development

Withing the scope of the Switchgear Committee, the Switchgear Committee develops documents, i.e. standards, guides, recommended practices, for the IEEE Standards Association. The Switchgear Committee Policies and Procedures for Standard Development governs all matters related to the documents produced for IEEE Standards Association.

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- [IEEE-SA Standards Board](#)
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- [Switchgear Committee Policies and Procedures for Standards Development](#)
- [Switchgear Committee Working Group Policy and Procedures Manual](#)

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Highlights

Editorial / WordSmithing throughout
Based on IEEE PES AudCom Baseline.



3.0 Officers

The Chair and Vice-Chair ... shall be ... and also members of the IEEE-SA.

- *Previously only Chair had to be IEEE-SA member.*



3.1.1 Terms of office

The Chair, VC, Secretary, and Treasurer ... terms of two years. In exceptional circumstances, with approval of ... IEEE/PES Technical Council, ... may ... extended from ... two years to a maximum of three years. The Chair, VC, Secretary, and Treasurer cannot be reappointed to additional consecutive terms.

➤ *Term limit details added.*



5.1 Responsible Subcommittees

The chair of a responsible subcommittee is appointed by the Chair of the Sponsor. The chair of a responsible subcommittee appoints other officers of the responsible subcommittee. An additional officer (e.g., a vice-chair or a secretary) is recommended. The term of the chair of a responsible subcommittee and other officers of a responsible subcommittee is one year, with reappointment for a maximum of three years. The sponsor chair may remove an officer of any responsible subcommittee.

➤ *Term limits added.*



5.2 Working Groups - Individual Method

... the Sponsor shall ensure ... Working Group adopts procedures consistent with the IEEE-SA Baseline Policies and Procedures for IEEE Standards Working Groups - Individual Method.

...

The Sponsor Chair shall appoint the initial Chair of a new Working Group.

(continued)



5.2 Working Groups - Individual Method

(continued)

Voting membership shall be granted automatically to those participants attending the first meeting of a newly chartered Working Group upon their request. After the first meeting, voting members are subject to the requirements in Clause 4.0 of the Working Group Policies and Procedures.

➤ *WG PnP required.* [IEEE PES Swgr WG PnP](#)

WG PnP

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5.4.4 Submission of a PAR to the Sponsor

The PAR Study Group or Working Group shall report its recommendations on the formation of the project to the Sponsor. The deliverable from the PAR Study Group or Working Group to the Sponsor should be a report addressing the criteria for consideration and, if appropriate, a draft PAR. The report should include a roster of participants and minutes.

- *WG recommendations go through S/C*
 - *Request for PAR*
 - *Request to go to ballot*



7.1.1 Actions Requiring Approval by a Majority Vote

The following actions require approval by a majority vote:

...

d) Approval to co-sponsor a project (PAR).

e) Authorization for submittal of a PAR, modification of a PAR, withdrawal of a PAR, or Sponsor balloting.

Note, duties under items d) and e) are delegated to the responsible subcommittee in accordance with 5.1.

- *S/C's are empowered - "... duties ... are delegated to ... subcommittee..."*