IEEE POWER & ENERGY SOCIETY

POWER SYSTEM OPERATION, PLANNING AND ECONOMICS COMMITTEE

ORGANIZATION AND PROCEDURES MANUAL

APRIL 30, 2016

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Approved:

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HONG CHEN, Chair
IEEE PES Power System Operation, Planning and Economics Committee

1.0 INTRODUCTION AND PURPOSE OF THIS MANUAL

This manual defines the organization of the Power System Operation, Planning and Economics Committee (the Committee), the scopes of the main committee and its subcommittees, and the duties of the main committee officers, subcommittee chairs and working group chairs. Membership qualifications for the main committee, the subcommittees, and the working groups are stipulated. In addition, certain relevant operating procedures are defined.

An organization chart of the Committee is included as Annex A to this document. The Committee administrative year shall begin on January 1, the same as the administrative year for the IEEE PES. All appointed officers shall begin their terms on that date and serve for the prescribed term.

This manual conforms to the IEEE/PES Technical Council Organization and Procedures Manual, June 2004.

2.0 RESPONSIBILITIES AND DUTIES OF THE POWER SYSTEM OPERATION, PLANNING AND ECONOMICS COMMITTEE

The responsibilities and duties of the Power System Operation, Planning and Economics Committee shall include the following:

a) Promote and coordinate activities in its field.

b) Sponsor technical sessions.

c) Within its scope, recommend practices and guides, cooperate in the preparation of standards with other groups and report on standards activities to the IEEE Standards Board.

d) Arrange Special Technical Conferences either alone or jointly with other committees of PES or with other technical organizations.

e) Review and grade technical papers.

f) Initiate, propose and/or process awards for committee, subcommittee and working group members. Promote Senior Memberships and IEEE Fellow candidates and evaluate proposed Fellow candidates by other than committee sources.

g) Offer cooperation with local sections/chapters of the IEEE PES.

h) Select session chair and be responsible for presentation of papers at meetings designated by PES.

i) Inform the general membership of the PES about the activities of the Committee by submitting news items to the Power & Energy Society Newsletter or to the Power and Energy Magazine, as appropriate.

j) Encourage all that are qualified to seek membership in the Power & Energy Society and the Power System Operation, Planning and Economics Committee.

3.0 SCOPES OF THE POWER SYSTEM OPERATION, PLANNING AND ECONOMIC COMMITTEE

The scopes are reviewed annually and any proposed changes are submitted to the Administrative Subcommittee (AdSub). Changes approved by AdSub are submitted to the next meeting of the Committee for a voice vote. Next, they are submitted to the Power & Energy Society (PES) Organization and Procedures Committee for review and to the Technical Council (TC) for final approval.

The scopes encompass the Committee and its Subcommittees' technical responsibilities. Technical Subcommittees, in addition to their technical responsibilities, will have direct responsibility for remaining cognizant of social implications, the environment, esthetics, increased employment, and other matters as related to the practice of electrical engineering.

This committee covers the philosophies, methodologies, practices and tools for operation, planning and economics of interconnected and insular power systems, involving the following topics:

- covering long term power system planning, operations planning and real-time operations time horizons
- operating under normal, emergency, and restorative power system conditions
- ensuring adequacy of energy and demand-side resources, whether or not dispatchable, to meet active and reactive power and reserve requirements
- planning for and operating transmission and distribution systems to ensure safe, environmentally sustainable, reliable, and economic delivery of power and energy to load delivery points
- integrating renewable resources, distributed energy resources, microgrids, demand response resources, energy storage resources into power system planning and operations
- designing and operating markets for electricity and ancillary services, including regulatory issues and interfaces between electricity and other commodities (such as fuels)
- addressing the economic issues behind the functioning of the planning and operational aspects of the power industry
- training and workforce support for power system operations personnel
- identifying needs and requirements for improved philosophies, methodologies, technologies and tools for power system planning, operations and markets

This committee shall liaise with other PES committees and IEEE organizations to foster communications and respond effectively to evolving power system business environment.

3.1 BULK POWER SYSTEM OPERATION SUBCOMMITTEE

This Subcommittee disseminates information on how and what power system operators do to operate the interconnected bulk power systems at control centers, with the objectives of safety, reliability and operational efficiency. To achieve these objectives, they need to perform a number of functions and their associated tasks. Some of the major functions that Operators need to execute include:

- Transmission Monitoring
- Transmission Limit Assessment
- Transmission Voltage Management

- Transmission Congestion Management
- Transmission Outage Management
- Load Shedding Management
- Generation Load Balance
- Generation Operation
- Generation Reserve Management
- Generation Outage Management
- Interchange Communication
- Interchange Monitoring
- Interchange Congestion Management
- Interchange Operation
- Emergency Generation Capacity Management
- Emergency Load Shedding Management
- Emergency Transmission Management
- System Restoration

To perform the above functions, operators need to resort to different technologies and solutions, such as SCADA/Energy Management System (EMS), state estimation, outage management system, power system security (steady state and dynamic), power system stability (electromechanical and electromagnetic transient stability, small signal stability, voltage stability, frequency stability), system protection, responding to fast changing load demand under a deregulated electricity market or under a regulated vertically integrated utility market.

The Subcommittee also highlights the R&D needs to support this power system operation discipline. This calls for a close coordination of effort with Technologies and Innovation Subcommittee. In control centers, SCADA/EMS Systems and Wide Area Monitoring, Protection and Control (WAMPAC) Systems with the appropriate application software are installed to operate the power systems. The major focus is on how bulk power systems (i.e., power delivery systems that are at voltage levels higher than the voltage level of distribution systems) are operated and dispatched in the face of evolving electricity market design and economics rules; changing environmental regulations; fast adoption of power electronics, high voltage DC and AC technologies and synchrophasors; and increasing penetration of renewable resources (both at utility scale and distributed installations) and demand-side resources.

In addition, with the industry facing aging workforce, this Subcommittee also addresses the issue of operator training, knowledge management and asset management.

The time scale of interest in this Subcommittee covers system operations in the real-time, short term and operations planning time frames. Under the operations planning time frame, it also addresses outage management issues to ensure power system reliability.

Items of particular interest could cover the following:

- Reliability and security assessment
- Operational planning
- Control center technologies
- Operator training
- Situation awareness and visualization

- Network modeling management
- Energy Management System (EMS)
- Short term outage scheduling and management
- Unit scheduling and dispatch
- Transmission congestion management
- System restoration
- System control performance
- Operational impact of renewable resources
- Automation and control technologies
- Gas pipeline modeling
- Short term and very short term forecast: load, wind, solar PV and interchange

This will be accomplished through the sponsorship of surveys, panel sessions, technical papers, workshops and tutorials. Activities will be coordinated with other applicable organizations through liaisons and joint sponsorship of programs.

3.2 BULK POWER SYSTEM PLANNING SUBCOMMITTEE

This Subcommittee disseminates information to the industry on how and what power system planners have to do to ensure the resource adequacy, reliability and resiliency of the interconnected bulk power systems; and the economics, environmental sustainability and financial soundness of energy resource portfolios, while facing evolving government regulations and policies (e.g., carbon emission initiatives), changing business environment, (e.g., renewable and demand-side resources, distributed and centralized resource availability, and asset management) and uncertainties.

This Subcommittee also highlights the long term issues to support this bulk power system planning discipline. The major focus is on how bulk power systems (i.e., power delivery systems that are at voltage levels higher than the voltage level of distribution systems) are planned.

Items of particular interests could include the following:

- Resource adequacy and fuel diversity
- Resource integration, including conventional, renewable, storage device, demand-side, and distributed resources integration
- Transmission planning
- Interconnection planning, including long-term outage coordination
- Inter-regional and intra-regional planning
- Long-term demand forecast at the system level or circuit level
- Renewable resource forecasts in power system planning
- Gas and electric coordination in power system planning
- Long-term impact study of government and environment regulations
-

3.3 DISTRIBUTION SYSTEM PLANNING AND OPERATION SUBCOMMITTEE

This Subcommittee focuses on both the power system planning and operations of electric distribution systems. The focus is on the overall system aspects.

On the system planning front, the Subcommittee disseminates information on the methods and techniques for planning sustainable, reliable and cost-effective distribution systems, considering the transition from contemporary to future customers and business processes, as well as the use of automation and control technologies, distributed energy resources, distributed generation, renewable resources of utility scale and at customer sites, demand response, EVs, energy storage, virtual power plants, microgrids, two-way power flow, and DC systems. Active Circuit Planning is emerging as the center stage for distribution system planning.

On the system operations front, this Subcommittee disseminates information on what and how Distribution Management Systems (SCADA/DMS) systems in Distribution System Control Centers would be used to operate the distribution systems so as to meet the system operations objectives of high system reliability, environmental sustainability and operational efficiency, using application software such as Advanced Distribution Automation, Integrated Volt/Var Control, Fault Location Isolation and Service Restoration, and Demand Response Management System, and the use of associated communications infrastructure. Advanced Distribution Management Systems, which includes the integration of SCADA/DMS with Outage Management Systems, and its interfaces with Business Enterprise IT Systems (including Enterprise Service Bus [ESB], Geographic Information Systems [GIS], Advanced Metering Infrastructure [AMI], Mobile Workforce Management Systems [MFWM], Damage Assessment, etc.) using industry standards is an integral part of this Subcommittee's system operations front.

Since distribution system business is undergoing significant changes, the Subcommittee also covers emerging topics related to distribution system planning and operations. Such topics including Distributed Energy Resource Management Systems (DERMS), development of Sustainable Energy Communities in developing nations, Asset Management and Asset Condition Monitoring, and test distribution systems to facilitate planning and operations analysis of new technologies or engineering practices.

3.4 POWER SYSTEM ECONOMICS SUBCOMMITTEE

This Subcommittee disseminates information to the industry on how and what the electricity markets are designed and operated, as well as the underlying power system economics and regulatory framework.

This Subcommittee investigates and studies all phases of engineering economics as it affects the planning, design, and operations of power systems, pricing of services, and design and monitoring of electricity markets; develops methods for the economic evaluation of generation, transmission, and distribution facilities, including the determination of optimum overall capital and operating costs and strategies for hedging risks; determines incremental costs of providing power generation, transmission, distribution and delivery services and methods of price determination; analyzes all aspects of electricity markets, including congestion management and pricing, market power, incentives for operational and planning decisions, and effects of alternative market structures; promotes understanding of sound economics amongst engineers and promote sound engineering principles in the design of electricity markets.

Items of particular interest could include the following:

- Electricity market design, operation and analysis
- Investments in power systems
- Economics of generation, transmission and distribution, and storage of electricity
- Economics of power system operation
- Financial risk management related to power system planning, operation and electricity markets
- Economics of emerging technologies in power systems
- Gas and electricity markets coordination

3.5 TECHNOLOGIES AND INNOVATION SUBCOMMITTEE

This Subcommittee addresses new technologies, innovation and support needed to ensure proper power system planning, operation and electricity market operation. The need for innovations arises because of the changing business environment and technology offerings.

Along this innovation front, this Subcommittee focuses on the following areas: (1) the need to address flexibility (e.g., to accommodate the intermittency of renewable resources, to provide centralized and distributed intelligence control capabilities) in power system planning and operations, whether at the transmission or the distribution system levels; and (2) the need to integrate new technologies, such as PMU, FACTS, HVDC, Dynamic Line Rating, EV, virtual power plants, microgrids and energy storage in power system planning and operations; and (3) modeling and security aspects of new technologies related to power system planning and operations.

Along the support front, this Subcommittee focuses on the following areas: (1) Forecasting of load, renewable resources, and market prices for power system planning and operations, as well as market operation; (2) Control Center Software development to support new applications such as those needed for WAMPACS and IDRMS; and (3) Asset management and asset condition monitoring to ensure high availability of grid asset in the most economical manner. (4) Coordinated transmission and distribution system planning and operations.

This Subcommittee will actively collaborate with other groups and subcommittees of the PSOPE Committee as well as of other Committees, e.g., AMPS, to promote new solutions and technologies.

3.6 STANDARDS LIAISON REPRESENTATIVE

The Power System Operation, Planning and Economics Committee does not sponsor or develop standards. In North America, operations and planning standards for the bulk electric system is a responsibility assigned under federal regulation to the North American Electric Reliability Corporation. Other IEEE regions have their own regional practices or standards. However, the Power System Operation, Planning and Economics Committee may:

- Coordinate activities with IEEE Standards Board and Standards Coordinators of other Technical Committees.
- Be represented at meetings of the Technical Council Standards Coordinating Committee.

4.0 ORGANIZATION

The Power System Operation, Planning and Economics Committee is composed of the officers, subcommittee and working group chairmen, liaison representatives, emeritus members and the general (voting) members, for which eligibility, qualifications and duties are described.

4.1 POWER SYSTEM OPERATION, PLANNING AND ECONOMICS COMMITTEE MEMBERS (VOTING MEMBERS)

The voting members of the Committee are appointed by the Chair upon recommendation of a Subcommittee Chair and the concurrence of the Administrative Subcommittee. The membership application form is shown in Annex B. Notification of appointment is given to the Chair of the Technical Council.

4.1.1 ELIGIBILITY AND QUALIFICATIONS

Selection and continuation of committee membership shall be determined by meeting all of the following qualifications:

a) Technical competence in one or more particular branch(s) of engineering as specified in the scope of the Committee.

b) Interest in that branch of engineering as expressed by working on standards, publishing papers, taking part in discussions of technical papers and presentations thereof.

c) Willingness to devote time and effort to contribute to the advance of the art by attending meetings, reviewing assigned papers for approval of presentation and publication and suggesting, when possible, improvements in Committee operations.

d) Continued participation in Committee functions such as serving as an officer, liaison representative, Subcommittee member or Working Group member.

e) Contributing regularly as a member of Subcommittee(s) and Working Group(s) during a one year apprenticeship period.

f) Returning all ballots on Technical Committee issues regularly and on time.

g) Regular attendance at meetings. When a member is absent for three consecutive scheduled regular meetings and fails to participate by correspondence, the member will be removed from committee membership, subject to a review of the particular circumstances by the Administrative Subcommittee.

4.1.2 AFFIRMATION, TERMINATION AND REINSTATEMENT OF MEMBERSHIP

Committee membership is reviewed and reaffirmed yearly and is contingent upon meeting the qualifications listed above. A member may discontinue his Committee membership by sending a letter of

resignation to the Committee Chair, with a copy to the Committee Secretary. The Chair may elect to discontinue the membership of a continually inactive or non-participating member by sending written notification to the affected member, stating the specific reasons for termination and copying the Committee Secretary. At the Chair's discretion, a warning of impending discontinuation of membership may be issued to the affected member. A written appeal for membership reinstatement may be submitted to the Chair of the Technical Committee specifically stating why he should be reinstated.

4.2 EMERITUS MEMBERSHIP

The Chair, with the concurrence of the Administrative Subcommittee, may designate members as Emeritus Members. The Emeritus Member classification is intended to apply to individuals who have made long-standing and notable contributions to the Committee, but because of a change of personal situations are unable to participate as Voting Members.

4.3 COMMITTEE OFFICERS

4.3.1 APPOINTMENT OF COMMITTEE OFFICERS

The Chair, Vice-Chair, Secretary and/or Technical Committee Program Coordinator (TCPC) are recommended by the incumbent Chair of the Committee with the concurrence of the immediate Past Chair and are approved by the Chair of the Technical Council.

4.3.2 TERM OF OFFICE

The Chair, Vice-Chair and Secretary appointments (by the Chair of the Technical Council) are for a term of two years. The individuals selected for these positions are expected to serve in each office for a period of two years.

4.3.3 AUTOMATIC PROGRESSION OF OFFICERS

The Committee employs automatic progression of its officers from Secretary to Vice Chair to Chair.

4.3.4 DUTIES OF THE COMMITTEE CHAIR

The Committee Chair shall:

a) Have general supervision of the affairs of the Technical Committee. The Chair shall preside at the meetings of the Technical Committee and shall be an ex-officio member of all the Committee's subcommittees.

b) Monitor the necessity of changing the scope of the Committee and obtain Technical Council approval for such changes.

c) Monitor the desirability of forming new Subcommittees and the disbanding of other subcommittees as necessary.

d) Be a member of the Technical Council and submit a written report of Committee activities at each Technical Council meeting for inclusion in the minutes.

e) Follow progress of work in Subcommittees and expedite this work as necessary to meet the goals of the IEEE Power & Energy Society.

f) Encourage members of the Committee to schedule and participate in technical sessions at General and Regional meetings. The Chair should seek suitable subjects for Special Technical Conferences to promote advances in technology within the Committee's scope.

g) Within the scope of the committee, initiate the development of standards documents in accordance with the IEEE Standards Manual.

h) Promote power engineering education within the scope of the Committee. With the aid of the Power Engineering Education Committee, plan tutorial sessions, publications, working group, subcommittee and committee educational reports. Also, prepare data of use and interest to colleges and universities regarding the state of the art of power engineering and request (through the Power Engineering Education Committee) information from colleges and universities that would aid in problem solution. Maintain an effective liaison with the Power Engineering Education Committee.

i) Furnish planning support to the Technical Council in the assigned technical areas.

j) Obtain approval from the Technical Council on joint projects with organizations outside of the PES.

k) Serve as Chair of the Administrative Subcommittee.

The Chair will be responsible for the following activities, but may reassign them to other Committee members.

a) Be responsible for submitting to the Secretary of the Technical Council an updated Committee Organization and Directory list for publication in the PES Organization Manual and Membership Directory. (Responsibility delegated to Committee Secretary.)

b) Review IEEE position papers as assigned by the Chair of the Technical Council.

c) Promote individual and committee recognition of significant achievements in the Committee. (Responsibility delegated to Chair of Awards Subcommittee.)

d) Provide training for new working group chairmen and orientation for new members (Responsibility delegated to Committee Vice Chair or Committee Secretary).

e) Prepare agenda and program and distribute notification of Committee meetings. (Responsibility delegated to Committee Secretary and particular meeting "host.")

4.3.5 DUTIES OF THE COMMITTEE VICE CHAIR

The Vice Chair will, in general, be responsible for the following activities and any additional duties assigned by the Chair.

a) Assist the Chair in all duties and assume the Chair's responsibilities in the event the Chair is unable to perform the assigned duties.

b) Be a member of the Technical Program Committee for the PES General Meetings if there is no dedicated TCPC assigned.

c) Perform the function of Technical Publications Coordinator for the Committee. Duties include: processing the review of technical papers sent to the committee by PES Special Services; planning the number of technical paper and panel sessions for the General Meetings; planning joint sessions with other Technical Committees, and coordinating these plans with PES Special Services; and arranging for a Session Chair for each session sponsored by the Committee, if there is no dedicated TCPC assigned.

d) Represent the Committee on the Technical Sessions Improvement Committee of the Technical Council.

e) Represent the Committee on the Publications Committee of the Technical Council.

f) Coordinate the meeting room requests for PES meetings if there is no dedicated TCPC assigned.

4.3.6 DUTIES OF THE COMMITTEE SECRETARY

The Secretary will, in general, be responsible for the following activities and any additional duties assigned by the Chair:

a) Record the minutes of the Committee meetings and distribute them to the members and to registered guests.

b) Record the minutes of the Administrative Subcommittee meetings and distribute them to the members.

c) Represent the Committee on the Organization and Procedures Committee of the Technical Council.

d) Biannually, in the second year of Committee Secretary, review the Committee Organization, Policies and Procedures Manual for currency and accuracy. Prepare revision recommendations for review by the Administrative Subcommittee as required.

e) Keep records of attendance at all Technical Committee meetings for the purpose of (1) estimating attendance and meeting room requirements for future meetings and (2) identifying, for the Chair, any inactive members whose status should be reviewed.

f) Maintain a current "Invitation List" of committee members and others who, by virtue of active participation or expressed interest should be contacted regarding committee meetings.

g) Maintain and update the committee website if there is no dedicated webmaster assigned.

4.4 SUBCOMMITTEES

4.4.1 ELIGIBILITY AND QUALIFICATION OF SUBCOMMITTEE (OTHER THAN ADMINISTRATIVE SUBCOMMITTEE)

Subcommittee members shall be members of the IEEE Power & Energy Society. The members of the subcommittees are appointed by the Chair of the Subcommittees upon receipt of an expression of interest and indication of ability to participate from the candidate. The Subcommittee Chair notifies the Chair of his appointments.

Subcommittee membership is reviewed and reaffirmed yearly and is contingent upon meeting the qualifications listed above.

A member may discontinue his Subcommittee membership by sending a letter of resignation to the Subcommittee Chair. The Subcommittee Chair may elect to discontinue the membership of a continually inactive or non participating member by sending written notification to the affected member.

4.4.2 ADMINISTRATIVE SUBCOMMITTEE MEMBERSHIP

The membership of the Administrative Subcommittee consists of the Committee officers, the immediate past chair of the committee and the chair of the respective subcommittees.

The officers of the Committee serve in their same capacity as Chair, Vice Chair, Secretary and/or TCPC of the Administrative Subcommittee.

The officers may invite others to attend AdSub meetings, i.e., IEEE representative, meeting hosts, etc., as the need occurs.

4.4.3 APPOINTMENT OF SUBCOMMITTEE CHAIR

All subcommittee chairmen shall be members of the Power System Operation, Planning and Economics Committee. The Chair of a Subcommittee is appointed by the Chair of the Committee with notification given to the Chair of the Technical Council. The Subcommittee Chair's term of office is two years with reappointments as appropriate.

4.4.4 DUTIES OF THE SUBCOMMITTEE CHAIR

The duties of the subcommittee chairmen are:

a) Supervise the affairs of their subcommittee, under the general direction and guidance of the Committee Chair. Monitor and supervise the activities of the Working Groups under the direction of the Subcommittee.

b) With the approval of the Committee Chair, if required, select one or more persons, such as a vice-chair and/or secretary, to assist with the administration of the subcommittee.

c) Call and preside at the meetings of their subcommittee.

d) Promote technical papers pertaining to the objectives of their subcommittee and its working groups.

e) Be alert to new technical problems that need to be worked on by their subcommittee.

f) Recommend the establishment of new working groups and the dissolution of old ones when they have served their purpose.

g) May recommend appropriate papers each year for consideration for awards.

h) Report verbally on the activities of the subcommittee and its working groups at meetings of the Committee.

i) Submit minutes of the meetings of their subcommittee and its working groups, for inclusion in the Committee meeting minutes.

j) Recommend members of their subcommittee for membership on the Committee.

k) Recruit and induct new subcommittee members and retire members who no longer meet membership requirements.

l) Canvass members annually to determine the member's continued interest in the subcommittee.

m) Issue letter of appointment to new subcommittee members at the time of appointment.

4.5 LIAISON REPRESENTATIVES

4.5.1 ELIGIBILITY AND QUALIFICATION OF LIAISON REPRESENTATIVES

The Committee will, at various times, wish to establish a close affiliation with other select bodies. On such occasion the Chair, with the concurrence of the Administrative Subcommittee, will designate one or

more members as official liaison from the Power System Operation, Planning and Economics Committee. The person selected will have demonstrated an ability and willingness to serve in this capacity.

The member selected will normally serve for the term of the liaison requirement.

The member will submit a written report to the Chair and Secretary of activity resulting from the liaison assignment.

5.0 PROCEDURES

5.1 VOTING REQUIREMENTS FOR MOTIONS

A motion may be made by any member during a meeting of the Committee. A second to the motion by another member is required prior to the call for the vote. Following the discussion of the motion (if any), the Chair calls for the vote on the proposal by the Committee membership in attendance. A simple majority vote is required for approval of the motion.

The wording of the motion, the name of the member who made the motion, the name of the member seconding the motion and the results of the vote are recorded in the meeting minutes. Motions made at a scheduled meeting lacking a quorum may be subsequently validated through approval of the meeting minutes or through approval by special letter ballot. Such approvals shall require an affirmative majority vote.

5.2 AMENDMENTS TO THE ORGANIZATION, POLICIES AND PROCEDURE MANUAL

Any member of the Committee may propose an amendment to the Organization, Policies and Procedure Manual by submitting it in writing to the Chair. The proposed amendment is then submitted to the Administrative Subcommittee for review. A simple majority affirmative ballot of the Administrative Subcommittee is required for approval of the amendment and incorporation of the change into the Organization, Policies and Procedures Manual.

Any amendment to the Organization and Procedures Manual must be approved by the Organization and Procedures Committee of Technical Council.

5.3 CHANGES IN SCOPE OF THE POWER SYSTEM OPERATION, PLANNING AND ECONOMICS COMMITTEE

Any change in Committee or Subcommittee scope must be presented as a written recommendation to the Chair of the Technical Council Organization and Procedures Committee with a copy to the Chair of the Technical Council for approval.

5.4 EVALUATION OF FELLOW NOMINATION

Any request for Committee evaluation of Fellow nominations will be sent to the Chair by the Chair of the PES Fellows Committee for evaluation and recommendation. The Chair will convene an ad hoc group of Committee members eligible to participate in the ad hoc group. Qualifications to participate are:

- Must be Fellow Grade
- Must not be a member of the PES or IEEE Fellow Committees
- Cannot be a Fellow Reference for any candidate considered by PSOPE

The Chair will distribute or otherwise make available the nomination forms for the candidate(s) to be graded by the Committee to the ad hoc group. Each member of the group will prepare an independent ranking of the candidate(s) and forward to the Chair by the required date. The Chair will determine a combined ranking and distribute to the group. By email or conference call as determined by the group, the group will determine a consensus ranking and Individual Evaluation Form for each candidate and a Summary Form listing the candidates. The Chair will transmit the IEFs and Summary Form to the Chair of the PES Fellows Committee.

5.5 EVALUATION AND PRESENTATION OF TECHNICAL PAPERS

5.5.1 RESPONSIBILITY FOR EVALUATION OF TECHNICAL PAPERS

The responsibility for all matters related to the evaluation of technical papers and their presentation at the various IEEE general meetings and conferences throughout the year resides with the Vice Chair and/or TCPC of the Committee.

5.5.2 PES TRANSACTIONS

The Vice Chair of the Committee recommends editorial board members for Transaction papers.

5.5.3 OTHER TECHNICAL PAPERS

The Vice Chair and/or TCPC of the Committee is responsible for the review of PES Proceedings papers (abstracts and papers), panel session and special educational session summaries, and other IEEE Conference papers. The Vice Chair and/or TCPC of the Committee may draw upon the expertise of the committee members for paper review. The Vice Chair and/or TCPC may designate a member to serve as a review coordinator for a conference.

5.5.4 TECHNICAL PAPER PRESENTATIONS

If there is no dedicated TCPC, the Vice Chair of the Committee serves as a TCPC for all IEEE general meetings and conferences. This function includes the paper review of Para 5.5.3 and scheduling and conducting of technical and panel sessions at these meetings. The Vice Chair of the Committee may designate a member to serve as TCPC for each meeting. TCPC may designate session chair for each session.

5.6 TASK FORCE, WORKING GROUP, AND SUBCOMMITTEE PUBLICATIONS

This procedure applies to documents developed by Task Forces, Working Groups, or Subcommittees of the IEEE Power System Operation, Planning and Economics Committee which are not balloted. These may be technical papers or special publications.

The document may list in its title the name of the group preparing the document, i.e., “IEEE Task Force Report on ....”, or “IEEE Working Group Report on ...”. The document shall not name the document as an IEEE Power System Operation, Planning and Economics Committee report unless a draft is mailed and a ballot is conducted of the IEEE Power System Operation, Planning and Economics Committee members.

Special publications shall follow procedures which allow for prior review and discussion of the contents by interested parties, as follows:

- Announcement of the availability of a draft for review and a deadline for written discussions shall be published with the applicable subcommittee minutes and minutes of the IEEE Power System Operation, Planning and Economics Committee.

- A draft copy for review shall be made available at the registration desk for the next IEEE Power System Operation, Planning and Economics Committee meeting.

- Draft copies shall be made available to those requesting copies for a charge equal to reproduction and mailing expenses.

- Written discussions of the special publication shall be mailed to the Chair of the group preparing the document. The discussion and a closure shall be published with the final document.

- PES Technical Reports are considered as a subset of "special publications”.

Annex A

The IEEE Power System Operation, Planning and Economics Committee Organization

Annex B

Application for Membership

Name _____

Company _____

Address _____

_____

Telephone _____Fax _____

IEEE Member Grade _____IEEE Member # _____
Member PES? ☐1 Yes ☐2 No
Please note membership eligibility requirements on reverse.
List principal subcommittee and working group activity. This application is to be signed by the respective chairmen as references. At least one reference must be a subcommittee chair, who will sponsor the applicant.

☐1. _____ _____ _____
Subcommittee/Working Group Duration Chair (Signature)

☐2. _____ _____ _____
Subcommittee/Working Group Duration Chair (Signature)

☐3. _____ _____ _____
Subcommittee/Working Group Duration Chair (Signature)

Check the classification most appropriate for your position:

1 ☐Producer or Manufacturer Interests - Those directly concerned with the production of products which are covered by documents prepared by the Power System Operations Committee.

2 ☐Consumer or User Interests - Those who apply or use products which are covered by documents prepared by the Power System Operations Committee.

3 ☐General Interest - Those who have interests other than those described above.

Signed_____ Date_____

Approved by Administrative Subcommittee:

_____ _____
Chair Date

Annex B

Membership Eligibility Requirements

1 Member in good standing of the IEEE Power &Energy Society.

2 Participation for at least one year in Working Groups and Subcommittees of the Power System Operation, Planning and Economics Committee.

3 A demonstrated interest and knowledge of the fields of Power Systems Operation, Planning and Economcis

4 Willingness to devote time and effort to contribute to the advancement of the art by:

- Regular attendance at meetings and participation at the Subcommittee and Working Group level.
- Reviewing technical papers for presentation and publication, as may be assigned by the Vice Chair of the Committee.
- Committing to the timely return of committee ballots.

Notes

1 A member who has been absent for more than two consecutive meetings may be dismissed from the Committee, subject to Administrative Subcommittee review of extenuating circumstances. The designation of a representative (a non-Power System Operation, Planning and Economics Committee Member) will count as attendance for the member.

2 A non-member of the IEEE PES may be appointed as a non-voting consultant to Subcommittees and Working Groups of the Power System Operation, Planning and Economics Committee.

3 The Administrative Subcommittee of the Power System Operation, Planning and Economics Committee is composed of:

- Officers of the Power System Operation, Planning and Economics Committee
- Chairmen of the various subcommittees
- Immediate Past Chair of the Power System Operation, Planning and Economics Committee

The officers may invite others to attend, i.e., IEEE representative, meeting hosts, etc., as the need occurs.