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## **MRO Compliance Monitoring and Enforcement Program Advisory Council Charter**

*January 1, 2022*

### **I. Purpose**

The MRO Compliance Monitoring and Enforcement Program Advisory Council (MRO CMEPAC) is a MRO Organizational Group that provides advice and counsel to MRO's Board of Directors (board), the board's Organizational Group Oversight Committee (OGOC), staff, members and registered entities on topics such as the development, retirement, and application of NERC Reliability Standards, risk assessment, compliance monitoring, and the enforcement of applicable standards. The MRO CMEPAC increases outreach and awareness in these key areas.

### **II. Membership**

Pursuant to [Policy and Procedure 3 – Establishment, Responsibilities, and Procedures of Organizational Groups and MRO Sponsored Representative on NERC Organizational Groups](#), membership on Councils is based on experience and expertise. No more than two members of the Council may be an employee of a single entity or affiliated entities. At least three sectors will be represented on the Council. To the extent practicable, membership will reflect geographic diversity and balanced sector representation. MRO staff will solicit volunteers from MRO Members.

Individuals with expertise and experience in the areas of power systems operations or planning, physical security or cybersecurity, NERC Reliability Standards processes, and/or implementation of compliance programs serve on the MRO CMEPAC.

The MRO CMEPAC is comprised of 15 members. All Advisory Council members will have a three year term. Nominations for open positions on the MRO CMEPAC will be submitted to the MRO CMEPAC for review. The MRO CMEPAC, with input from MRO staff, will recommend the candidate(s) best suited for the open position(s) based on experience, expertise and geographic diversity to the board's OGOC, which will appoint the members of the MRO CMEPAC.

The MRO CMEPAC will annually elect its chair and vice chair pursuant to the process and terms outlined in Policy and Procedure 3.

### **III. Key Objectives and Responsibilities**

Key objectives and responsibilities of the MRO CMEPAC include:

- Annually develop a work plan in coordination with MRO staff to support the MRO Strategic Plan and Metrics for approval by the OGOC and report performance progress.
- Serve as subject matter experts for MRO registered entities, members, other organizational groups, staff, as well as the board and its committees. This responsibility includes acting as the stakeholder peer group during a facts and circumstances conference with a registered entity related to contested violation(s), penalty, or Mitigation Plan(s), consistent with NERC Rules of Procedure and the CMEP.

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- Maintain awareness of work by industry, NERC, and other Regional Entity organizational groups to avoid or minimize duplicative efforts, and to partner and coordinate where appropriate.
- Recommend the establishment of subgroups to support the CMEPAC work plan as appropriate. Oversee and provide direction to any subgroups.
- Propose new, modifications to, or the retirement of, regional or continent-wide Reliability Standards based on risk.
- Maintain the Midwest Reliability Organization Regional Reliability Standards Process Manual, and serve the roles noted for the Compliance and Standards Committees in the manual.
- Review and provide comments on the MRO Annual CMEP Implementation Plan as presented by MRO staff.
- Provide feedback to MRO staff on CMEP activities.
- Conduct outreach and awareness to promote compliance:
  - Provide non-binding MRO Standard Application Guides (SAGs) to assist stakeholders in understanding NERC Reliability Standards and approaches to meet requirements.
  - Consider noncompliance data provided by MRO staff to determine if there are opportunities for additional outreach and awareness.
  - Facilitate and lead the design of the Annual MRO CMEP Workshop by identifying topics and speakers. Present at the workshop as appropriate.
  - Support Midwest Reliability Matters by suggesting topics and/or writing articles.
  - Share best practices and other pertinent information.
  - Develop a Highly Effective Reliability Organization (HERO) outreach effort to help registered entities assess and improve their own reliability and compliance practices, as well as distill and communicate lessons learned from issues of non-compliance.
- Recommend individuals to represent MRO as representatives on NERC organizational groups to the OGOC.
- Provide guidance and communicate expectations to MRO NERC representatives, receive reports from the MRO NERC representatives, and disseminate the information as directed by the OGOC.
- Support the applicable NERC program areas.
- Annually review the charter and propose changes as needed to the OGOC.

#### **IV. Meetings**

The MRO CMEPAC will meet quarterly or as necessary, in person or via conference call and/or web meeting. Once a year the MRO CMEPAC will meet with the OGOC the day before a regularly scheduled board meeting.

All MRO Council chairs and vice chairs will meet with the OGOC the day before the fourth quarter regularly scheduled board meeting to review the Council's accomplishments during the past year and to develop work plans for the following year.

Meetings of the MRO CMEPAC are open to public attendance; however, the meeting may be called into closed session by the chair or vice chair. Additional meeting requirements related to agendas and minutes, voting and proxy, and rules of conduct are outlined in MRO Policy and Procedure 3 – Establishment,

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Responsibilities, and Procedures of Organizational Groups and MRO Representation on NERC Organizational Groups.

## **V. Costs**

Meeting costs incurred by MRO CMEPAC members are reimbursable by MRO according to Policy and Procedure 2–Expense Reimbursement.

## **VI. Reporting Requirements**

The chair or vice chair of the MRO CMEPAC will provide an oral report to the OGOC regarding the Council’s work as well as any emerging issues during the annual scheduled meeting. During the other quarterly meetings, the chair or vice chair of the MRO CMEPAC will provide a written report to the OGOC. The chair or vice chair of the MRO CMEPAC will provide a report to the OGOC during the fourth quarter meeting of the OGOC reviewing past accomplishments and highlighting work for the coming year.

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