

# PSRC

## Policies & Procedures Overview

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- IEEE SA (Standards Association) developed universal P&P templates for all technical committees, like PSRC, that work on Standards.
- These P&Ps are for the Individual Method.
- Terminology and processes were standardized and differ from past P&Ps.
- Most of the template could not be changed or revised.

# PURPOSE

- Provide a common structure for standard development within any Technical Committee, like the PSRC.

## Multiple related documents within the PSRC

### SA P&P

Applies to the Main Committee and Subcommittees.  
Approval from IEEE required.

### WG P&P

Applies to Working Groups associated with standards.  
Approval from IEEE required.

### PSRC SA & WG P&P Addendum

Provides explanations and references for both P&Ps.  
PSRC can change this as needed.

### Quorum Clarity

Provides guidance on quorums.  
PSRC can change this as needed.

**What is a Standard?**

**Why are some standards called standards and others called guides or recommended practices?**

**What is a PAR?**

**Why does IEEE SA standards call them “Projects”?**

**This is so confusing!!!!**

**IEEE SA Website is a plethora of all information standards related!**

**However, let's hit some basics...**

# Standards

- Standard, Recommended Practice, Guide
  - Standards highest level.
    - Requirements
    - Language like Shall, Must
  - Recommended Practice medium level.
    - Recommendations.
    - Language like Should
  - Guides are the lowest level.
    - Options.
    - Language like typically, can, etc.

# Language in Standards?

SA Standard Template Section 1

PSRC Website under Knowledge base



# PAR

- Project Authorization Request
- “Project”
- Required to have an IEEE SA approved PAR for a WG to work on a Standard.

# Name Changes

- “Sponsor” now “Standards Committee”
- “Co-Sponsor” now “Joint Committee” or “Joint Standards Committee”
  - Lead or Non-Lead role
    - Lead covers all PAR responsibilities
- “Responsible Subcommittee”
  - PSRC Sub C, D, H, I, J, K

# SA P&P Section 1

- Conduct
- Hierarchy
- Fundamentals
- Due Process
- Confidentiality, Copyrights
- **Consensus**
- Definitions
- PSRC Scope

# Consensus

- Concerted attempt to involve all
- Substantial agreement
- More than Majority but not need Unanimity
- Consideration of all views and objections
- Concerted effort to resolve objections

# Definitions

- Dominance
  - Like it sounds. Frowned upon. Don't do it.
- Participants
  - Anybody involved.
- SCR (Standards Committee Rep)
  - Liaison between PES and PSRC (Standard Coordinator) to help with Entity process

# Responsibilities and Officers

- Applies to Main and Subcommittees
- Dominance discussed again...
- Officers
  - Appointment/ terms/ removal process
  - Specific duties

# SC Responsibilities

- Form, modify, disband WGs
- Approval of PARs
  - New and Scopes with Substantial changes to Main
- Submit PAR for Sponsor Ballot

# Membership

- Applies to Main and Subcommittees
- **Attendance and Participation**
  - Attend 50% of the meeting to count for attendance
  - *Attend 4 of last 6 meetings*
  - *Participate in 4 of last 6 ballots*
  - Exceptions and Chair discretion
  - All members are voting members. No non-voting members at these levels.



# Subgroups

- Applies to AdCom and Subcommittees
- Discusses WGs Individual and Entity Method
  - Note Entity Method will be a new and different P&P
  - WG in this P&P is that the PSRC has to have a WG P&P
- Discusses PAR Study Groups
- Discusses other subgroups

# Meetings

- Meetings
  - Notices within 30 days or 7 (all-electronic)
  - Agenda within 10 days or 5 (all electronic)
- Quorum
  - See PSRC Website Quorum Clarity document
- Minutes
  - 14 Requirements

# Voting

- Majority
  - Minutes
  - SC Authorize PAR submittal, modification, withdrawal, sponsor ballot
  - Main Approval of Joint Committee work
    - Joint Committee work motions to include Lead or Non-Lead role distinction per Addendum
- 2/3
  - Adoption of new P&Ps

# Sections 8 and 9

- Information
- Appeals

# WG P&P Section 1

- Conduct
- Hierarchy
- Fundamentals
- Due Process
- Confidentiality, Copyrights
- *Consensus*
- Definitions

# Consensus

- Concerted attempt to involve all
- Substantial agreement
- More than Majority but not need Unanimity
- Consideration of all views and objections
- Concerted effort to resolve objections

# Membership Types

- Participant
  - Anybody involved. See Participant slides.
- Non-Member
  - Think of as the old “Guest”
- Non-Voting Member
  - Think of as the old “Corresponding Member”
- Voting Member

# Membership Types

- Member
  - Generic and not specifically used by PSRC



# Responsibilities of WGs

- Applies to WGs
- Dominance discussed again...
- Officers
  - Appointment/ terms/ removal process
  - Specific duties

# WG Membership

- **Attendance and Participation**
  - Attend 50% of the meeting to count for attendance
  - Participant to Non-Voting Member and Voting Member process.
  - Maintain Voting Membership:
    - *Attend 4 of last 6 meetings*
    - *Participate in 4 of last 6 ballots*
  - Chair discretion and appeal process.
    - See Addendum WG 4.1, 4.2, 4.3 for examples.

# Additional Membership Topics

- Newly formed WGs have initial membership allowances to allow initial Voting Members.
- The P&Ps cannot cover everything. The overall idea is to work together to produce the best PSRC Standards that we can and not get caught up sometimes in the details.
- *Consensus* is the goal as previously discussed.

# WG Meetings

- Meetings
  - Notices within 30 days or 7 (all-electronic)
  - Agenda within 10 days or 5 (all electronic)
- Quorum
  - See PSRC Website Quorum Clarity document
- Minutes Requirements (14)
  - Publish within 15 Days
  - Shall not include detailed transcriptions
  - Shall not contain Attributions of comments to specific participants

# Voting

- Majority
  - Moving a New PAR to the SC for approval
  - Form a Ballot Body
- 2/3
  - Modification of a PAR
    - Note that the SC has the action to authorize (Majority)
  - Beginning the Sponsor Ballot of a PAR
    - Note that the SC has the action to authorize (Majority)

# Sections 8 and 9

- Information
- Appeals

# Questions

- SA P&P
- WG P&P
- Other?

-Note: SA explanations may be from a template perspective and not necessarily how the PSRC implements certain actions.