

PROFILE and ROLE of SC MEMBERS

1. INTRODUCTION

The SC is a managing board of the technical work of CIGRE, selecting topics for study, monitoring progress of activities, proposing conference subjects..., in its field of interest.

The decisions made by the SC must reflect the choice of members and it is important that a large majority of members express their position as well as that of their stakeholders.

2. OFFICIAL RULES REGARDING SC MEMBERS

These are given, for the most part, in the "Rules for Study Committees".

The main points relating to members' duties are the following:

- Regular members and observer members must be individual members of CIGRE. (Advisory or Working Group/Task Force members are not requested to be CIGRE individual members).
- The term of office of members is two years, to be renewed no more than twice. In the case of exceptionally active members a further two-year extension may be granted once only.
- When a regular member is unable to attend a SC meeting, he may be replaced by an appropriate expert.
- However, regular members who are replaced too often may not be reappointed at the end of their term.
- If a member's contribution is considered insufficient, he may not be reappointed at the end of his two year term.
- Exchange of information within the SC is made by e-mail.

3. BASIC GUIDELINES FOR SC MEMBERS

a) Profile of the SC members

- Due to the role of the SC in the management of the technical activities the SC member is expected to have a good CIGRE background, with a fair knowledge of the working procedures of CIGRE.
- A good knowledge of the techniques relevant to the field of activity of the SC is necessary to play an active part in the life of the SC.
- As the SC member represents also the views of his country he should have in his country a position which allows him to be aware of the technical context in his country (needs of the country, experts available...)
- An experience as an expert of a WG and a position as the leader of a national panel (or "local SC") is the ideal curriculum.
- The capability to express his ideas in English is highly desirable.

b) Attendance

- There is an expectation that a regular member will attend every meeting of the SC. An observer member is not expected to attend all meetings. A member (Regular or Observer) has to:
 - Complete any reports for which he is responsible, so that the work of the SC will not be impeded.
 - If possible arrange for a replacement expert from his country to attend in his place and on his behalf (it applies for a regular member).
- When a regular member misses meetings the Chairman will consider recommending not reappointing him.

c) Activity

- For the SC to act efficiently it is dependent on members to contribute in various ways. Apart from simply attending the regular meetings and participating in the decision-making processes of the SC, members are expected to participate in some or all of the following activities:
 - Join at least one AG, WG or TF appropriate to their expertise and experience, if necessary as Corresponding Members. Provide a reporting function from other relevant organisations with which they are familiar or are Members, for example, IEC, IEEE...
 - Act as ambassadors for the SC and CIGRE in their Country or Region, inform on SC activities, and promote SC works,
 - Recruit experts for SC workforces (WG or TF), in liaison with the NC,
 - Represent the views of the country and NC from which they have been appointed and present proposals for new work, based on its needs and requirements,
 - Propose and write papers (and/or encourage others) reporting on activity, progress, technological advances, problems or innovative solutions... for presentation at the biennial Sessions, Symposia, Colloquia....
 - Attend and contribute to Symposia, Colloquia, Regional meetings, tutorials...
 - Contribute to the life of the SC by encouraging the NC to host SC meeting and associated events.
- If the contribution of the SC member is deemed unsuitable, the Chairman may recommend not to re-appoint him at the end of the 2 year mandate.

d) Participation to Sessions

- SC members should take part in the choice of the Preferential Subjects to be discussed, taking into account the expectations of their country or Region,
- SC regular and observer members are encouraged to attend the biennial Group Meeting at the Session as an essential part of their responsibilities (the Session is at the same time as the SC meeting)
- Members are requested to involve themselves in publicising the event, preparing papers, volunteering to act as Special Reporter, making contributions.

A practice recommended for SC members is to organise a pre-Session meeting in their country, to prepare efficiently the national contributions to the Session. Similarly, a post-Session meeting could be useful, to report on the main information which emerged from the Group Meeting.

e) Responsibilities for expenses

- In accordance with practice in all other areas of CIGRE, the member, or his supporting organisation, is responsible for all travel, accommodation and incidental expenses.
- Companies or NCs hosting meetings of the Study Committee are responsible for all costs of staging the meeting and any associated activities.

4. DEMISSION OF A SC MEMBER

It may happen that a member leaves his seat before the end of his mandate of two years. The rule is not to appoint a new member: the NC is asked to nominate a substitute, who will not be regarded as a member. The vacancy will last until the next renewal round; if the substitute is at this time nominated by his NC as a candidate for a member seat, a CV must be provided as for any new candidate.