LETTER OF INTENT
TO COOPERATE ON SMART GRID COORDINATION

The Smart Grid Interoperability Panel (SGIP) is providing direction for the development of standards that will support interoperability of the Smart Grid. This effort includes the creation of priority action plans to help accelerate standards development in critical areas. The Governing Board of the SGIP (SGIP GB) provides ongoing guidance for the SGIP in identifying standardization needs, tracking progress of standards development efforts, and assessment of implementation issues.

The desire of the SGIP is to coordinate these interoperability standards efforts with international standards development activities. In Ecuador, interoperability standards development efforts are being coordinated by the Ecuadorian Ministry of Electricity and Renewable Resources (MEER) and the Ecuadorian Energy National Control Centre – CENACE. This letter of invitation proposes an approach to enhance the coordination between the SGIP GB and CENACE.

SCOPE
The following areas are identified as priorities for collaboration to help assure that smart grid interoperability standards are applicable across the widest possible range of applications around the world.

Smart Grid Architecture and Conceptual Model
These activities may include:
  i. Sharing of conceptual models
  ii. Model domains and definitions
  iii. Services that are assumed in the conceptual model
  iv. Stakeholders and roles in the model
  v. Architectural issues (industry, infrastructure, control, application, ICT)
  vi. IT systems (Enterprise Architecture, SOA, CIM, embedded systems, emerging technologies, etc.))
  vii. Communication systems

Policy and Regulation Issues
These activities may include:
  i. Regulatory frames
  ii. Regulatory incentives to promote Smart Grid
Sharing of Use Cases (Application Descriptions)
These activities may involve sharing of use case documents describing important applications that require interoperability between systems and/or technologies. Focus areas for these use cases include:

i. Applications (customer services, distribution operations, market operations, distributed energy resources, transmission operations, distribution automation for reliability, etc.)
ii. Interfaces for interoperability
iii. Requirements for these interfaces between different systems, stakeholders, actors, etc.

Cyber Security Requirements and Technologies
These activities may include sharing of information related to security requirements and impacts on interoperability standards. Examples include:

i. Requirements derived from use cases
ii. Risk assessments
iii. Technologies for security solutions

Testing and Certification of Smart Grid Interoperability Standards Compliance
These activities may include sharing of information related to testing and certification requirements associated with smart grid interoperability standards. Examples include requirements for:

i. Testing and certification approaches
ii. Facilities for testing and certification
iii. Testing and certification programs

COLLABORATION
In order to facilitate the collaboration in the areas described above, specific activities are envisioned.

Information Sharing
The parties may share information and documents in the areas outlined above. Review of the information will be conducted and feedback provided to enhance collaboration and consistency in the standards efforts.

Conference and Meeting Participation
The organizations may encourage participation in conferences and meetings where information about standards development activity can be shared and discussed. Examples in the US include Smart Grid Interoperability Panel meetings, GridWeek and Grid Interop. Examples in Ecuador include Ecuadorian Smart Grid Symposium and similar conferences.

Joint Workshops
Joint workshops may be established when need for coordination of standards efforts in particular areas is identified.
Joint Committee to Oversee Collaboration
A Joint Committee could be established with representation from both organizations to prioritize specific areas for collaboration, identify and schedule specific activities, and track progress. Specific structure and terms of reference could be developed for this committee. The Parties should designate a representative for coordinating the envisioned collaboration.

CODICIL
This letter is an invitation to collaborate and shall not be construed to create any legal obligation on the part of either side. This letter of intent is not legally binding.

In particular, the Chair of the SGIP GB and CENACE’s Executive Director acknowledge that nothing in this letter:
(a) creates an exclusive relationship between the Parties;
(b) will restrict either Party’s individual interactions with third parties or each other;
(c) gives either Party the authority to act on behalf of the other side;
(d) requires SGIP GB CENACE to conduct themself in a manner inconsistent with their respective charters; or commits either side to expend funds;
(e) forms a legally or financially binding agreement; or
(f) authorizes or obligates either side to expend, exchange, or reimburse funds, services, or supplies, or transfer or receive anything of value.

If the foregoing accurately reflects our mutual understanding, please acknowledge acceptance by executing this Letter of Invitation.

Agreed and Accepted on the Tenth day of July in the year two thousand and twelve.

John McDonald
Chair of the Smart Grid Interoperability Panel Governing Board

Gabriel Argüello
CEO of CENACE