



IEEE Power & Energy Society

Operations Manual 2023

IEEE Power & Energy Society
445 Hoes Lane
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This document incorporates changes approved by the IEEE Power & Energy Society Governing Board through 20 January 2023.

1.0 INTRODUCTION

1.1 IEEE INCORPORATION

The Institute of Electrical and Electronics Engineers, Inc. (IEEE) is incorporated under the New York State Not-for-Profit Corporation Law. The text of that law changes from time to time; the IEEE Executive Director should be consulted prior to taking any action, which relates to that law.

1.2 IEEE GOVERNANCE

The policies, procedures, rules and regulations by which IEEE and its organizational units are governed are embodied in the following documents.

- The IEEE Certificate of Incorporation legally establishes the IEEE.
- The IEEE Constitution, which can be approved and amended only by the voting members of IEEE, contains IEEE's fundamental objectives and organization.
- Implementation of the constitutional provisions by specific organizational units and their policies, is contained in these IEEE Bylaws, which are approved and amended by the IEEE Board of Directors.
- The IEEE Policies contains more detailed statements of specific policies, objectives and procedures, which may be approved only by the IEEE Board of Directors.

The precedence of these documents should be remembered by all those engaged in IEEE management duties. The IEEE Bylaws shall not be in conflict with the [New York Not-For-Profit Corporation Law](#), the IEEE Certificate of Incorporation, or the IEEE Constitution. The IEEE Policies must conform to the provisions of all these documents. Accordingly, additional documents governing organizational units such as this operations manual, policy statements and organizational unit bylaws shall conform to and not conflict with the provisions of the IEEE governing documents cited above.

1.3 PES CONSTITUTION & BYLAWS

The basis for the government and administration of the IEEE Power & Energy Society (PES) is noted in the PES Constitution & Bylaws. The process to revise the PES Constitution & Bylaws is noted within the respective documents.

The IEEE Power & Energy Society (PES) Operations Manual shall conform to and not conflict with the provisions of the IEEE governing documents cited above.

1.4 REVISIONS TO PES OPERATIONS MANUAL

This Operations Manual (Manual) contains the policies and procedures that govern the administrative processes and operations of the IEEE Power & Energy Society. It shall be distributed to the IEEE PES Governing Board Members annually. The Manual shall be reviewed to ensure that the procedures and information are kept up to date.

Proposed changes to the PES Operations Manual and the reasons therefore shall be distributed to all voting members of the PES Governing Board at least 10 days before the stipulated PES Governing Board meeting at which the vote shall be taken. A simple majority of the votes cast at the meeting shall be required to approve any revisions to the PES Operations Manual.

2.0 POWER & ENERGY SOCIETY

2.1 FIELD OF INTEREST STATEMENT

As approved by the IEEE Technical Activities Board, the scope of the Society embraces research, development, planning, design, construction, maintenance, installation and operation of equipment, structures, materials and power systems for the safe, sustainable, economic and reliable conversion, generation, transmission, distribution, storage and usage of electric energy, including its measurement and control.

2.2 PES MISSION

To be the leading provider of scientific and engineering information on electric power and energy for the betterment of society, and the preferred professional development source for our members. Approved by the IEEE PES Governing Board, 17 July 2003.

2.3 PES GOVERNING BOARD

The PES Governing Board is responsible for the administration and management of Society affairs in accordance with the rules and regulations of IEEE and the Constitution and Bylaws of the Society. The duties and actions of the GB are noted in the IEEE PES Bylaws (Section 3.1 and 3.2).

2.4 PES GOVERNING BOARD MEMBERSHIP & ROLES

2.4.1 - As noted in the PES Constitution, the composition of the PES Governing Board is the following:

- a. Officers of the Board - President, President-Elect, Secretary, Treasurer
- b. Immediate Past President of the Society
- c. Vice Presidents of the Society
- d. Members-at-Large (4)
- e. Regional Representatives (4)
- f. IEEE Division VII Director
- g. IEEE Division VII Director-Elect
- h. PES Executive Director - ex officio

2.4.2 All PES Governing Board members shall:

- Attend & participate in all PES GB meetings (Typically 2 face to face events)
- Complete assigned tasks on time.
- Provide timely reports on assigned tasks to the GB.
- Discuss and vote on GB motions.
- Interact and coordinate with other GB members as needed.
- Respond to new GB action requests and new task assignments.

2.5 PES OFFICERS

The Officers shall be IEEE Fellows or Senior Members and shall be elected by the Society Members in a manner and for terms as prescribed in the Bylaws.

2.5.1 PES PRESIDENT

In accordance with PES Bylaws, shall assume office after serving a single term of two years as President-Elect, the holder of the office shall serve as President for two years and two years as Past President. The President shall be ineligible to serve a second full term in that office.

a. Functions & Responsibilities.

1. Serve as the highest elected official of the Society *(TAB Operations Manual 2.8.B)*
2. Be responsible for the Society administration. *(TAB Operations Manual 2.8.B)*
3. Serve as the Society's representative on TAB. *(TAB Operations Manual 2.8.B)*
4. Determine the needs of the Society's members and advise TAB and the IEEE of specific Societal concerns. *(TAB Operations Manual 2.8.B)*
5. Develop the agenda for and preside over all meetings of the PES Governing Board and PES Executive Committee. *(TAB Operations Manual 2.8.B)*
6. Attend all IEEE Technical Activities Board meetings. *(TAB Operations Manual 2.8.B)*
7. Serve as the communications link between the Society and the TAB Officers, Division Directors and the Technical Activities Department of the IEEE. *(TAB Operations Manual 2.8.B)*
8. Make recommendations to the AdCom for appointments to AdCom Committees and Technical Committees as appropriate. *(TAB Operations Manual 2.8.B)*
9. Provide counsel for and directly participate in the planning and activities associated with Society conferences. *(TAB Operations Manual 2.8.B)*
10. Serve as an ex officio Member of all Standing Committees
11. Arrange for at least two Governing Board meetings and two Executive committee meetings annually.
12. Make appointments as described in the PES Constitution, Bylaws and Operations Manual.
13. Establish society goals in conjunction with the Governing Board and ExCom
14. Represent PES at featured events, typically providing keynote and welcoming speeches, recognition, awards, welcoming letters, and networking.
15. Oversee activities of the Executive Director of the Society, who reports to the Governing Board via the President.
16. Identify and assign volunteers and necessary working groups as needed
17. Utilize input from the PES Long Range Planning process to provide society guidance and direction
18. Provide leadership for the Fellows committee
19. Speak on behalf of PES to communicate the vision of the IEEE PES Board to Technical Committees, Chapters, and other interested groups.
20. Ensure coordination of activities and scope across all PES Governing Board members.
21. Identify opportunities to contribute to the betterment of IEEE and to leverage IEEE resources for the betterment of PES.

22. Communicate progress, goals and direction to PES members at the annual PES Members Meeting
23. Advocate the power and energy profession and PES' role to contribute to it.

2.5.2 PES PRESIDENT-ELECT

In accordance with PES Bylaws - shall be elected by PES voting members. To be eligible for nomination to the office of President-Elect, the nominee shall have served as a Member of the Governing Board in some capacity for at least two years. The President-Elect shall serve a term of two years during which he or she shall be Vice President of the Board. The President-Elect. Other duties may also be assigned by the Board or the President.

a. Functions & Responsibilities

1. Serve as Vice Chair of the PES Governing Board and PES Executive Committee
2. Shall assume the duties of the President in the event of their absence or incapacity
3. Shall serve as an alternate to serve on the IEEE Technical Activities Board in the absence of the IEEE PES President.
4. Update and maintain the PES liaison list. Include changes in the President-Elect reports. Change notices need to be sent to the PES Executive Office to update the IEEE PES web site.
5. Develop and maintain the strategic long-range plan (LRP) and provide leadership for the Long Range Planning committee which reports to the President-Elect. Organize two meetings per year, typically scheduled in conjunction with Governing Board meetings.
6. Release an update of the LRP report every two years.
7. Nominate an LRP committee comprised of the Members-At-Large and those appointed by the President-Elect which should consider gender, stakeholder, years-in-service and geographic diversity. LRP committee members can be assigned to sub-committees to build organization structure for the Board as needed.
8. At each PES Board Meeting and PES ExCom meeting, recommended an LRP topic to be a dedicated part of the agenda for the purpose of getting feedback on accomplishments, future direction and priority. As appropriate, action items in the LRP may be transferred to the IEEE PES Secretary's Action Item List for closer monitoring on implementation progress.
9. Maintain the file of the IEEE PES – Governing Board membership summary. Update it annually and advise the President and the IEEE PES Board of positions where term expiration is pending.
10. The Nominations and Appointments Committee—reports to the President-Elect.
11. Speak on behalf of PES to communicate the vision of the IEEE PES Board to Technical Committees, Chapters, and other interested groups.
12. Participate on the IAS Board as an ex-officio member to facilitate communications and collaborative activities between the Societies.
13. Create a President-Elect Board report and distribute it before Governing Board and ExCom meetings as requested by the Secretary. The

President-Elect Board report should include (but not be limited to) the following:

- i. PES Liaisons
- ii. PES Long Range Planning Activities
- iii. Liaison activity with the Industry Applications Society (IAS)
- iv. Nominating and Appointment Committee Status update
- v. Progress on President-Elect assigned goals

2.5.3 IMMEDIATE PAST PES PRESIDENT

In accordance with PES Bylaws, shall assume office after serving a single term of two years as President.

a. Functions & Responsibilities

1. Shall serve & participate on the PES Governing Board
2. Shall serve & participate on the PES Executive Committee
3. Chair of the PES Nominations & Appointments Committee
4. Continuation and closure on special projects/activities related to initiatives during PES President tenure
5. Special projects/activities as requested by PES President or President-Elect

2.5.4 PES TREASURER

The Treasurer shall serve a term of two years during which he or she shall be Treasurer of the Board. The Treasurer shall be responsible, under direction of the Board and with advice of the Finance Committee, for the collection and disbursement of Society funds. With the assistance of the Finance Committee and with inputs from the Board Members, the Treasurer shall prepare the annual Society budget. The Treasurer shall report the financial condition of the Society to the Board at least annually. The Treasurer shall be eligible for reelection for a second term only

a. Functions and Responsibilities

1. Prepare a Treasurer's Report to be presented at each of the 4 regular meetings of the Governing Board or Executive Committee.
2. Lead the PES effort to develop a budget for the following year
3. Chair the PES Finance Committee
4. Provide advice to the Governing Board on PES financial affairs
5. Work with the PES Executive Office and review monthly financial reports and resolve and discrepancies

2.5.5 PES SECRETARY

The Secretary shall serve a term of two years during which he or she shall be Secretary of the Society. The Secretary shall be responsible for keeping records and minutes, maintaining a complete file of the minutes of the Board meetings, conducting voting by the Board in meetings or by ballot using mail, facsimile, or other electronic media, publishing notices to Members of proposed

Constitutional or Bylaw Amendments as required by the Constitution, providing a cover letter for PES general membership elections and Constitutional Amendments votes, and informing Members of any Amendments or policy or procedural changes enacted by the Board. The Society Secretary shall be eligible for reelection for a second term only.

a. Functions and Responsibilities

1. Work with PES President to draft PES GB and ExCom Meeting agendas
2. Send out updated action items list to Governing Board approximately one month prior to a meeting asking for feedback on status of items. Request feedback for these items by two weeks before meeting.
3. Distribute the PES meeting agenda at least 21 days prior to the meeting
4. Submit revised minutes from previous meeting to Governing Board two weeks before meeting for final review before approval at meeting.
5. Transmit an updated action items list to the Governing Board at least one week before the meeting.
6. Take attendance of members and visitors present during the meeting.
7. Send final copy of minutes approved at meeting to PES Executive Office.
8. Email updated action items including new ones from recent meetings to Governing Board and Executive Office staff for review and action within one week of meeting.
9. Prepare draft meeting minutes within thirty days of the meeting.
10. Email draft meeting minutes to PES President & Executive Director for comments prior to distribution to the Governing Board or Executive Committee for their review and comments.
11. As necessary, conduct Governing Board or Executive Committee votes between meetings. Record the final vote and include that in the Secretary's report for the next meeting.
12. Working with the PES Executive Office, develop the cover letter for any PES-wide elections or votes.
13. Constitution & Bylaws Committee
 - a. Ensure all PES changes are accurately incorporated and the procedures for review and approval are followed.
 - b. Develop notices and other updates related to constitution and by-laws that must be published to PES membership in Power & Energy Magazine or other venues.
 - c. Develop necessary communications working with PES Executive Director related to changes in PES Constitution and/or By-laws. This includes TAB notification as necessary.
14. History Committee
 - a. Work with the History Committee Chair to define and update the scope of the committee.

2.6 DIVISION VII DIRECTOR ELECT / DIVISION VII DIRECTOR

The functions, qualifications, duties and responsibilities of the Division Director are noted in the TAB Operations Manual 2.8.A. The Division VII Director shall serve for two years on the PES Governing Board and the PES Executive Committee in accordance with their term of office as Division Director.

The functions, qualifications, duties and responsibilities of the Division Director-elect are noted in the TAB Operations Manual 2.9.A. The Division VII Director-elect shall serve for one year on the PES Governing Board and the PES Executive Committee in accordance with their term of office as Division Director-elect.

During even-numbered years, the IEEE Division VII Director-Elect Nomination Committee shall submit a slate of candidates to the PES Board for the office of Division VII Director-Elect. If the PES Board does not approve of the slate, the PES Board shall ask the Committee to reconsider the slate of nominations, which will then be returned to the PES Board for their approval. (Per PES Bylaws)

2.7 VICE PRESIDENTS

Each of the Society functional areas, covered below, shall be administered by a Vice President, via his/her organization. The Vice Presidents shall have responsibilities as set forth in the following subparagraphs to address the functions of the Society as described in Article I of the Constitution. All VPs serve as voting members on the PES Governing Board and the PES Executive Committee.

All Vice Presidents shall be appointed by the PES President and serve a one year and can be reappointed up to four additional terms. (PES Bylaws 16.2)

2.7.1 Chapters & Membership

Responsible for PES Chapters, student activities, Affinity Groups, member development, including recruitment, retention, elevation, service and products, as well as related operational and budget matters.

a. Functions and Responsibilities:

1. Shall be empowered to determine and staff the Committees, Subcommittees, etc. as required to promote the Chapter scope and functions of the Society. This organization shall include the following Region Representatives, who report to this Vice President:
 - Up to seven Region Representatives for USA & Canada.
 - One Region Representative for Latin America.
 - One Region Representative for Europe, Middle East & Africa.
 - One Region Representative for Asia & Pacific. (From PES Bylaws)
2. Shall determine which one of the Region Representatives for Canada and the USA to nominate to serve on the Governing Board, joining the Region Representative for Latin America, the Region Representative for Europe, Middle East & Africa, and the Region Representative for Asia & Pacific. (From PES Bylaws)
3. Shall promote the organization and effective performance of Society Chapters. The Vice President shall also represent the interests of individual Chapters in the policies and decisions of the Society. (From PES Bylaws)

4. The Chapter Representatives shall report to their respective Region Representatives. (From PES Bylaws)
5. The Distinguished Lecturers Program will be managed by the VP-Chapters or a designee. (From PES Bylaws)

2.7.2 Education

The Vice President Education is a PES Board position appointed by the PES President. The VP Education is responsible for organizing and administering the PES Education activities. This is achieved through continuous interaction with the PES University, the Power and Energy Education Committee and the PES education staff.

a. Functions and Responsibilities

1. Shall be empowered to determine and appoint the Committees, Subcommittees, etc. as required to promote power engineering education and life-long learning functions of the Society. (From PES Bylaws)
2. Provides leadership for that described in the PES Bylaws, PES Operations Manual and Article IX of the Society Constitution. (From PES Bylaws)
3. The Vice President-Education or their designee will oversee and promote student scholarships administered by the Society. (From PES Bylaws)
4. The Vice President-Education or their designee will oversee and promote the Resource Center. (From PES Bylaws)
5. Serve as a member of Education (Subcommittee 4) for the Long Range Planning effort.
6. Serve with the VP of Chapters & Membership to approve new Distinguished Lecturers for PES.
7. Lead the Scholarship Plus Initiative and work with the IEEE and PES staff and region volunteers on implementation.
8. Work with the PES University and the PES staff to ensure good courses/tutorials are offered at PES conferences covering a wide range of "industry and academic technical" topics of current interest. Ensure that the surplus revenue sharing policy is properly implemented and disbursements to the course instructors are made in a timely manner.
9. Organize the development of electronic modules on appropriate power industry topics through interaction with the IEEE Educational Activities Department and the PES staff. This includes serving on the webinar and tutorial review committees.
10. Assist the PES Executive Office staff in developing new courses under the "Plain Talk" series for Non-Power Engineering Professionals, by suggesting appropriate topics and identifying potential instructors.
11. Interact with the Students Activities Subcommittee of PEEC and ensure that student activities are well organized and supported at PES conferences and NAPS. Strive to get increased financial support from Industrial Partners for such activities.
12. Assist the PES Treasurer in preparing the annual budget by providing the financial information related to educational activities.

2.7.3 Conferences & Meetings

Responsible for the overall management of financially sponsored meetings and conferences from a strategic planning, implementation and sustainability standpoint.

a. Functions and Responsibilities

1. Shall be empowered to determine and appoint the Committees, Subcommittees, etc., as required promoting the meetings policy scope and functions of the Society. (From PES Bylaws)
2. Provides leadership for that described herein in the PES Operations Manual, PES Bylaws and Article VIII of the Society Constitution and shall be responsible for working with the PES Executive Office and coordinate as necessary across the Society and within IEEE. (From PES Bylaws)
3. Develops the overall strategic planning of meetings and conferences for the PES. This includes the development of various steering committees of conferences and regions, as necessary.
4. Works with the PES Executive Office to report on the overall status of PES Conferences.
5. Works with, and provides guidance to, PES conference steering committees to set goals and strategic direction for meetings.
6. Works with the GB to identify potential meeting sites based on several factors, including but not limited to trends in the power and energy field.
7. Assures the negotiations and reviews all hotel and convention center contracts with participation by PES EO follows best practices and the necessary requirements of IEEE PES.
8. Participates in the selection of the host utility for the PES General meeting and the PES Transmission & Distribution conference and exposition.
9. Appoints the PES Conference Steering Committee Chairs which includes but isn't limited to the PES General Meeting, PES Transmission & Distribution, Joint Technical Committee Meeting, ISGT series of conferences and other PES Financially sponsored conferences.
10. Reviews and approves preliminary conference budgets
11. Present PES Financial sponsored conferences budgets to the PES Finance Committee for approval.
12. As requested, attends post conference meetings for core conferences, including review of evaluations and discussion of targets met and not met, successes, and lessons learned.
13. Reviews new proposals received for financial sponsorship
14. Chairs the Conference Advisory Committee
15. Acts as liaison to the Board of Governors for all conference activity
16. Represents the Society to IEEE or to other organizations, on behalf of the Society, on matters concerned with the Society's conferences.

2.7.4 New Initiatives & Outreach

Serves in the role of being the focal point for new initiatives that PES engages in and reaching out to both PES members and beyond showcasing the programs and opportunities that the society makes available to the technical community and the public at large. The guiding principle of this vice presidency is to take a proactive role in developing and nurturing new activities (e.g., conferences, publications, educational materials) and then hand those over to line vice presidents for them to operate these as standard PES offerings.

a. Functions and Responsibilities:

1. Shall be empowered to determine and appoint the committees, subcommittees, etc. as required to promote the energy initiatives, public affairs, and outreach functions for the Society. (From PES Bylaws)
2. Shall be responsible for outreach and coordination within PES, other Societies, and industry-related entities to identify and pursue collaborative opportunities. (From PES Bylaws)
3. Shall be responsible to monitor interests worldwide and maintain knowledge of topical issues. Collaborative opportunities will be identified to pursue emerging technologies, related conferences and new publication and educational venues. (From PES Bylaws)
4. Shall be responsible for incubating new ideas. Once initiated, efforts to coordinate necessary Society organization structure for sustaining operations will be pursued. (From PES Bylaws)
5. Will develop channels with industry leadership, seek executive support for the Society and its members and coordinate the industry executive focus group meetings and Plenary Sessions held annually at the General Meeting. (From PES Bylaws)
6. Chair of the PES Smart Village Working Group as part of PES Long Range Planning Committee.
7. Oversee the PES Industry Outreach Program led by PES Member at Large.
8. Be proactive in reaching out to society members to seek out and propose major new initiatives.
9. Help to co-sponsor high quality conferences with non-PES entities such that the PES's leadership in the power and energy community is enhanced, and its share of the intellectual property in IEEE Xplore is increased.
10. Explore opportunities for launching specialized conferences and new periodicals to provide platforms for discourse in emerging technologies and systems as well as providing technical expertise to address global issues like climate change.

2.7.5 Publications

Shall provide oversight on services and products which disseminate information on technical, scientific, professional, and newsworthy topics of interest to PES members, the engineering and scientific community, and the general public.

a. Functions and Responsibilities:

1. Shall be empowered to determine and appoint the Committees, Subcommittees, etc. as required to promote the publication policy scope and functions of the Society and provide leadership for the area described in the PES Bylaws, PES Operations Manual and Article X of the Society Constitution. This organization shall also be responsible for the solicitation, selection, and grading of technical papers to be published in the Transactions. (From PES Bylaws)
2. There shall be a Publications Board to set overall Society publication policy. This Publications Board shall be composed of the Vice President–Publications, who also chairs this Board, the Vice President–Technical Activities, President, President-Elect, Treasurer and the Executive Director of the Society. (From PES Bylaws)
3. Shall be responsible for working with the Editors of the Society’s periodicals. (From PES Bylaws)
4. Shall be responsible for the archiving of PES materials within IEEE publications. (From PES Bylaws)
5. Review and recommend the appointment of Editors-in-Chief and Regional Editors. (Power & Energy Magazine, Electrification Magazine, Power Engineering Letters, Transactions on Energy Conservation, Power Delivery, Power Systems, Smart Grid, and Sustainable Energy respectively and IEEE Power and Energy Technology Systems Journal)
6. Work with other PES vice presidents on enhancing the existing PES publications and launching new IEEE/PES Transactions and magazines
7. Attend the IEEE Panel of Editors meetings and work as a liaison with IEEE on streamlining IEEE publication issues
8. Lead the activities and prepare the report for the 5-year review of the PES publications by the IEEE Technical Activities Board
9. Lead the process and work with the IEEE Intellectual Property Office on reviewing the publication misconduct and plagiarism cases
10. Work with EICs for PES publications on improving the metrics (papers received, decisions rendered, papers in review 180 days or more, and papers decided within 90 days)
11. Moderate disputes between authors and EICs/Editorial Boards
12. Work with EICs for PES publications to enhance and expand PES e-Newsletter
13. Work with the PES Office staff and EICs on enhancing the Manuscript Central updates and applications

14. Work with the PES Office to enhance and expand the IEEE Xplore applications and expand the Xplore legacy database.
15. Lead the development of special publications such as T&D special issue, ESMO special issue, P&E Compendium
16. Serve on the IEEE PES Finance Committee
17. Work with PES VP Technical Activities and VP Conference & Meetings to provide consistency between conference and journal articles
18. Promote special initiatives such as magazine and special issue translations, webinars, etc.
19. Provide liaison with other IEEE Publication boards and societies

2.7.6 Strategic Communications and Partnerships

Shall be responsible for overseeing partnership agreements, awards and recognition, and developing and delivering core messaging across all channels and platforms to PES members, the technical community and general public.

a. Functions and Responsibilities

1. In consultation with PES President, PES N&A Committee - appoint the PES Awards & Recognition Committee Chair
2. In consultation with PES President, PES N&A Committee - appoint the PES Day Committee Chair.

2.7.7 Technical Activities

Shall take lead in technical activities relating to P&E Society and serves as the Chairperson of the PES Technical Council (TC). Vice President of Technical Activities is also responsible for the technical program of the major technical conferences and meetings that the P & E Society sponsors. Additionally, the VP coordinates the operation of the committees under its umbrella and provides leadership and guidance to volunteers working to support technical activities.

a. Functions and Responsibilities

1. The Vice President–Technical Activities shall be empowered to determine and appoint the Technical Committees, Subcommittees, Working Groups, etc., as required to promote the technical scope and functions of the Society. (From PES Bylaws)
2. The Vice President–Technical Activities, provides leadership for the area described herein Section 10 and Article VII of the Society Constitution, and shall be responsible for establishing policies which will stimulate among Society Members the acquisition of new knowledge and technology and the interchange of ideas and

experience and for appraising the performance of the Technical Committees. (From PES Bylaws)

3. Each Technical Committee shall be responsible for the evaluation and dissemination of technical information in its field of interest. It shall be responsible for the content of the technical sessions at the Society meetings. It shall be responsible for the initiation, preparation, and formulation of Standards, guides, and recommended practices for issue in accordance with IEEE regulations. It shall provide technical assistance, within its respective scope, to Chapters. It shall be responsible for the organization and supervision of the work of Subcommittees and Working Groups as may be found necessary for the effective handling of the technology encompassed within its field of interest. (From PES Bylaws)
4. The Vice President–Technical Activities shall preside at the meeting of the Technical Council, the assemblage of the Chairs of the various Technical Operating Committees that together comprise the Technical Activities of the Society. (From PES Bylaws)
5. Have general supervision of the affairs of the Technical Council so that its responsibilities are met in a timely and constructive fashion. ((From Technical Council Organization & Procedures Manual)
6. Preside at the meetings of the Technical Council and shall be an ex officio member of all PES Technical Committees and Technical Council committees. (From Technical Council Organization & Procedures Manual)
7. As a member of the PES Executive Committee, represent the Technical Council at PES Executive Committee meetings, make such reports (including annual report to the PES Governing Board) as required, and report to the Technical Council all relevant decisions and deliberations of the PES Executive Committee that impact the mission of the Technical Council and its various activities. (From Technical Council Organization & Procedures Manual)
8. Preside over Technical Council meetings and approve the Technical Council Secretary's report of the meetings prior to distributing to all Council members. (From Technical Council Organization & Procedures Manual)
9. Appoint the Secretary of the Technical Council, with approval by the Power & Energy Society President. (From Technical Council Organization & Procedures Manual)
10. On or before the start of each calendar year, approve the slate of officers (Chair, Vice Chair and Secretary) of each Technical Committee and Coordinating Committee. In case the slate is not approved, the slate shall be submitted to the Technical Council by the Chair of the Technical Council for approval or disapproval by a majority vote by letter or electronic ballot no later than 10 days after receipt of the

proposed slate. (From Technical Council Organization & Procedures Manual)

11. Appoint Standing Committee Chair with approval by the PES President.

12. Approve Standing Committee Vice Chairs, Secretaries, and members to be appointed by the Standing Committee Chair. (From Technical Council Organization & Procedures Manual)

2.8 MEMBERS-AT-LARGE

In accordance with PES Bylaws, the PES President shall appoint (4) Members-at-Large to the PES Governing Board. Each member at large has a defined set of special ad-hoc tasks. These tasks address current PES Governing Board (GB) priorities and liaison roles – and are assigned by the PES President. These focus and liaison areas typically include:

- PES Resource Center
- IEEE Standards
- IEEE Smart Grid
- IEEE conferences co-sponsored by PES
- Industry Outreach
- Other current priorities as needed

These assignments typically involve interactions with PES VPs and other members of the GB.

2.9 PES GOVERNING BOARD MEETINGS

1. Number of PES Governing Board Meetings and Locations. Per the PES Constitution - the Board shall hold at least two meetings each year. These two meetings shall generally be held in conjunction with the annual General Meeting and another meeting at a date approximately 6 months apart from the General Meeting at a venue selected for a purpose identified at that time. The agendas and minutes of all Board meetings shall be distributed to all Members of the Board.
2. Meeting Schedule Changes. Once scheduled, a meeting date or location may be altered or canceled by the PES President only in extenuating circumstances and not less than 20 calendar days before the original date or the new date set for the meeting, whichever is the earlier. Notice of such change shall be distributed to all GB voting members not less than 20 calendar days before the original or the new date of the said scheduled meeting, whichever is the earlier.
3. PES GB Special Meetings. Special meetings of the PES Governing Board may be called by the PES President or by 20% of the PES GB voting members on notice to all other GB members. Notice of such special meetings, giving the time and place of meeting, the purpose of the meeting, and the names of the GB voting members calling the meeting, shall be distributed to all GB members not less than 20 calendar days before the date set for the special meeting.

4. Actions Without Meeting. IEEE Bylaw I-300.5 applies to the PES Governing Board, as it is an IEEE Society. Unless otherwise provided in the Certificate of Incorporation, the Constitution, the Bylaws, or the Not-for-Profit Corporation Law of the State of New York, any action required or permitted to be taken by the Board of Directors, the Major Boards, the Committees and any other board or committee reporting directly to the Board of Directors may be taken without a meeting if all members of the Board or Committee vote unanimously on the action, with the vote to be confirmed promptly in writing. The written confirmation shall be filed with the minutes of the proceedings of the Board or Committee.
5. Notices of Meetings. Notices of meetings and any other documents required to be sent to GB members pursuant to provisions of the IEEE Constitution, IEEE Bylaws, IEEE Policies, and this PES Operations Manual shall be sent by such routings as shall ensure prompt delivery.
6. Parliamentary Authority. Robert's Rules of Order (latest edition) shall be used to conduct business at meetings of the PES GB and all other governing bodies thereof, unless otherwise specified by IEEE governing documents

2.10 VOLUNTEER RESPONSIBILITIES & IEEE CODE OF ETHICS

1. Volunteers carry out a very wide range of duties and responsibilities on behalf of IEEE. In special cases formal orientation is provided for new volunteers, but all volunteers, particularly leaders, are required to acquaint themselves appropriately with IEEE policies, procedures, and practices. For example, newly elected members of the IEEE Board of Directors receive specific guidance on their fiduciary responsibilities. Each year, in the membership renewal pack, all members affirm their intention to adhere to the IEEE Code of Ethics. This Code also applies to nonmembers who are serving IEEE in some capacity. The Code comprises 10 articles that aim to address in concise terms ethical issues encountered in professional engineering activity. Beyond this, there is also an obligation for volunteers to abide by the spirit of the Code, especially in respect of Articles 2, 7, 8, 9, and 10.
2. Conduct as an Office, or Members of PES Committee
Volunteers are expected to contribute to IEEE activities in a co-operative and constructive manner, to ensure that the best possible use is made of the time available, given that volunteers are usually able to offer IEEE their time and effort very sparingly. Meetings should be strongly focused on the business laid out in the agreed agenda, and not be impeded by irrelevant interventions. The chair has the prime responsibility for the conduct of the meeting, but the cooperation of all members present is also an important factor in ensuring that the business is conducted in a fair and harmonious manner.
3. Conflict of Interest

A common misunderstanding about "conflict of interest" is that it only applies where an individual attempts to obtain some monetary advantage by virtue of being an office holder. A broader view of the concept applies to any situation where some kind of advantage or privilege is being sought through the exercise of authority granted to an office holder. The guiding principle for volunteers is to

follow IEEE policies, procedures, and practices, and be seen by their peers to be acting ethically in their decision-making.

4. Acceptance of Position Obligations

Election or appointment of a volunteer to a position, such as a board or committee chair or member implies that there is an expectation that the person will be willing and able to undertake assigned duties, and if appropriate, to attend the meetings of the organizational unit. Accepting a position also requires that the volunteer is adequately prepared for the meetings, that agenda papers are read beforehand, and that any items from the previous meeting requiring action are properly followed up. If a person is unable to perform these or other assigned duties, the expected result is a resignation from the position.

5. Transfer of Position

An orderly and regular turnover of board or committee, including that of the officers, should be a routine feature of IEEE volunteerism. It ensures a healthy flow of new blood and invigorates all IEEE organizational units. Sections of this Operations Manual define the terms of office for volunteers involved with member and geographic activities and the procedures for their election or appointment. It is the responsibility of the PES President to ensure that these practices are followed. It is a duty of all PES volunteers to transfer all documents and other resources necessary for their successors to carry out their work effectively.

6. Legal Aspects

In the event that a legal issue arises, close adherence to the IEEE Code of Ethics, as well as IEEE Bylaws, IEEE Policies, procedures, and practices, provides a measure of protection to both IEEE and to individual members.

The IEEE Code of Ethics cannot, and does not, attempt to define in a comprehensive manner how IEEE volunteers should conduct themselves in their service on behalf of IEEE, but it provides a sound basis on which high ethical standards can be established.

(See also the IEEE Code of Ethics, IEEE Policies, Section 9.9 – Conflict of Interest.)

2.11 IEEE DIVERSITY STATEMENT

In accordance with IEEE Policy 9.8 - all PES activities shall support IEEE's mission to foster technological innovation and excellence to benefit humanity requires the talents and perspectives of people with different personal, cultural, and disciplinary backgrounds. IEEE is committed to advancing diversity in the technical profession, and to promoting an inclusive and equitable culture in its activities and programs that welcomes, engages, and rewards those who contribute to the field without regard to race, religion, gender, disability, age, national origin, sexual orientation, gender identity, or gender expression.

3.0 FINANCIAL OVERSIGHT

3.1 ANNUAL BUDGET

An annual budget shall be prepared by the IEEE PES Finance Committee for the ensuing year, subject to the endorsement by the PES Governing Board and approved as part of the annual IEEE Budget. The PES budget is also approved by TAB Finance Committee, the Technical Activities Board and the IEEE Board of Directors.

Specific dates regarding the development of the budget shall be distributed and determined by the IEEE Finance Committee.

3.2 SOCIETY MEMBERSHIP DUES

Per the PES Constitution - the Society Executive Committee as defined in the Bylaws shall establish an annual fee for Membership and shall establish prices for publications and other services and activities offered to Members as provided in its Bylaws.

The membership dues structure for Societies shall be set as part of the annual budget cycle. (Per TAB Operations Manual Section 4.2.A.1)

3.3 SOCIETY RESERVES

Per the IEEE Financial Operations Manual - Section 4.0 - in each year when the IEEE Reserves, as of 31 December of the preceding year, exceed the Lower Reserves Target, each major organizational unit with an otherwise balanced budget, whose reserve to expense ratio exceeds 50%, shall be permitted to budget up to 1% of the three year rolling average of its year-end reserves for inclusion in the subsequent budget cycle.

If PES qualifies, as stated above, PES may spend up to 3% of their reserves, provided the aggregate initiative spending for all Societies/TAB shall not exceed 1% of the sum total of the Societies and TAB reserves.

The specific use of PES reserves is subject to review/approval of the TAB Finance Committee as part of the IEEE annual budget process.

3.4 PES TRAVEL POLICY

Under discussion by PES Finance committee

4.0 PES STANDING COMMITTEES

As noted in the PES Bylaws, the following are the PES Standing Committees (a) Constitution & Bylaws (b) Fellows (c) Finance (d) History (e) Long Range Planning (f) Nominations and Appointments. [Blue Text = information taken from PES Bylaws](#)

4.1 CONSTITUTION & BYLAWS COMMITTEE

Scope: [It shall investigate all matters related to the recorded laws and regulations of the Society. It shall be responsible for editing and coordinating the Constitution and Bylaws and calling to the attention of the Board any inconsistency between current practice and recorded legal requirements. It shall examine proposals for the amendment of the Society governing documents and recommend final drafts of amendments for adoption by the Board or the Society membership as required by the Society Constitution.](#)

Reports: [Secretary](#)

Membership: [Chair appointed by the President, and a minimum of two Board Members, appointed by the Constitution and Bylaws Committee Chair. All individuals must be IEEE PES Members of Graduate Student, Member, Senior Member or Fellow grade.](#)

Terms of Office One year term of office (January to December) renewable up to five (5) years

Vacancy The PES President shall fill the vacancy of the Committee Chair. The Committee chair shall be responsible for filling the vacancy of committee members. If such an appointment occurs during the first half of the term of the vacated position and the position has a reappointment provision, this appointment counts as the initial term. If the appointment occurs during the second half of the term, that time served will not count as a full term with regard to term limit restrictions for that position.

Meetings: Shall occur at the call of the Chair and are held electronically.

4.2 FELLOWS COMMITTEE

Scope: [This Committee shall function in accordance with the IEEE Fellow Committee guidelines and shall evaluate and rank Fellow candidates of the Society.](#)

Reports: [President](#)

Membership: [Chair appointed by the President and a minimum of eight additional members. The committee members shall be chosen to ensure that they represent the technical diversity of the Society as well as consideration to the balance of academic and industry expertise of the Society and that they are preferably IEEE Fellow grade members. Additional eligibility requirements for FEC chairs, vice chairs, and members are specified in the IEEE Fellow Committee Operations Manual, see 9.5.5.1 and 9.5.6.1](#)

Terms of Office	One year term of office (January to December) renewable up to three (3) years
Vacancy	The PES President shall fill the vacancy of the Committee Chair. The Committee chair shall be responsible for filling the vacancy of committee members. If such an appointment occurs during the first half of the term of the vacated position and the position has a reappointment provision, this appointment counts as the initial term. If the appointment occurs during the second half of the term, that time served will not count as a full term with regard to term limit restrictions for that position.
Meetings:	Shall occur at the call of the Chair in accordance with the IEEE Fellows application review cycle.

4.3 FINANCE COMMITTEE ---

Scope:	It shall maintain a continuing audit of the financial position of the Society, assist the Treasurer in preparing the annual budget, and advise the Board relative to financial affairs.
Reports:	Treasurer
Membership:	The Treasurer is Chair and there is a minimum of four other Governing Board Members, including the Vice President–Meetings and the Vice President–Publications. The other two Members shall be appointed by the Finance Committee Chair. The Executive Director of the Society shall also be an ex officio, non-voting Member. All individuals must be IEEE PES Members of Graduate Student, Member, Senior Member or Fellow grade.
Terms of Office	One year term of office (January to December) renewable up to five (5) years
Vacancy	Treasurer vacancy shall be filled in accordance to PES Bylaw 8.6. The Committee chair shall be responsible for filling the vacancy of committee members. If such an appointment occurs during the first half of the term of the vacated position and the position has a reappointment provision, this appointment counts as the initial term. If the appointment occurs during the second half of the term, that time served will not count as a full term with regard to term limit restrictions for that position.
Meetings:	Shall occur at the call of the Chair and are held electronically

4.4 HISTORY COMMITTEE ---

Scope:	Shall participate, and in some cases take the lead at the discretion of the Board, in the recognition of milestones and anniversaries of important historical achievements and events within the scope of the Society. It shall provide historical information on request.
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The committee shall work with the IEEE History Committee to recognize milestones and anniversaries of important historical achievements and events within the scope of the Society.

Reports: [Secretary](#)

Membership: Chair, appointed by the PES President. Up to three (3) additional members appointed by the Chair in consultation with the PES President or Secretary. The PES History Committee shall provide a global perspective on appropriate milestones/historical achievements within the industry.

It is desired that the History Committee Chair be familiar with PES individual Awards including the Lifetime Achievement Award, P. Ryan Meritorious Service Award, and the Outstanding Power Engineering Educator Award.

Terms of Office: One year, renewable for up to four additional terms

Vacancy: Shall be filled by the PES President-elect. If such an appointment occurs during the first half of the term of the vacated position and the position has a reappointment provision, this appointment counts as the initial term. If the appointment occurs during the second half of the term, that time served will not count as a full term with regard to term limit restrictions for that position.

Meetings: Shall occur at the call of the Chair.

4.5 LONG RANGE PLANNING COMMITTEE

Scope: Responsible for originating and recommending changes to the PES Strategic Plan which is related to the PES mission and vision.

Reports: [President-Elect](#)

Membership: [It consists of the Members-at-Large and those appointed by the President-Elect which should consider gender, stakeholder, years-in-service and geographic diversity.](#)

Terms of Office: One-year term of office renewable up to three years

Vacancy: Shall be filled by the PES President-elect. If such an appointment occurs during the first half of the term of the vacated position and the position has a reappointment provision, this appointment counts as the initial term. If the appointment occurs during the second half of the term, that time served will not count as a full term with regard to term limit restrictions for that position.

Meetings: Shall occur at the call of the Chair.

4.6 NOMINATIONS & APPOINTMENTS COMMITTEE

- Scope: Responsible for nominations for the PES offices of President-Elect, Secretary and Treasurer. It shall study the requirements of offices to be filled and the qualifications of available personnel and present suitable candidates for election by the Society membership or the Board as required by the Society Constitution and Bylaws.
- Reports: President-Elect
- Membership: Reference PES Bylaw 15.1 – Nominations & Elections
- Terms of Office: Two-year term of office non-renewable
- Vacancy: Shall be filled by the PES Governing Board or the Chair dependent on who made the original appointment. If such an appointment occurs during the first half of the term of the vacated position and the position has a reappointment provision, this appointment counts as the initial term. If the appointment occurs during the second half of the term, that time served will not count as a full term with regard to term limit restrictions for that position.
- Meetings: Shall occur at the call of the Chair and are usually held via teleconference.

5.0 PES EXECUTIVE COMMITTEE (ExCom)

Blue Text = information taken from PES Bylaws

5.1 SCOPE

The PES Executive Committee shall make such rules and regulations as from time to time it may deem proper for its own governance and for the duly authorized transaction of business of the Society. At all times between Board meetings, the ExCom shall have all the powers and duties of the Board, except that it shall not have the power of amending the Bylaws, subject to the following limitations:

1. The Board may, by a majority of the votes cast at any meeting, overrule any act or decision of the ExCom.
2. The Board may direct any plan or action of the ExCom.

5.2 MEMBERSHIP

Per PES Bylaw 7.0 – the PES Executive Committee consists of the following individuals:

1. President – Serves as Chair
2. President-Elect – Serves as Vice Chair
3. Secretary
4. Treasurer
5. Vice President–Technical Activities
6. Vice President–Publications
7. Vice President–Conferences and Meetings
8. Vice President–Chapters and Membership
9. Vice President–Education
10. Vice President–Strategic Communications and Partnerships
11. Vice President–New Initiatives and/ Outreach
12. Immediate Past President
13. Division VII Director
14. Division VII Director-Elect (in odd years)
15. PES Executive Director – Ex officio, non voting

The terms of office of Members of the ExCom shall coincide with the administrative year of the Society.

All members shall:

- Attend & participate in all PES meetings
- Complete assigned tasks on time.
- Provide timely reports on assigned tasks to the ExCom.
- Discuss and vote on motions.
- Interact and coordinate with other GB/ExCom members as needed.
- Respond to new ExCom action requests and new task assignments.

5.3 MEETINGS

Shall meet at the call of the President or upon the request of any three Members of the ExCom or any five Members of the Board to conduct business by telephone communication and balloting.

The ExCom shall meet at least two times per year, in addition to the Board meetings, and as often as otherwise required to properly conduct the duly authorized business of the Society.

Board Members are welcome to attend and participate in ExCom meetings, but not vote. The Society does not compensate these Board members attending ExCom meeting unless attending based on a specific invitation by the Society President.

Robert's Rules of Order (latest edition) shall be used to conduct business at meetings of the PES Executive Committee.

6.0 PES NOMINATIONS AND APPOINTMENTS PROCESS

6.1 OVERVIEW

The IEEE PES Governing Board has established a nominations and appointments (N&A) process for various levels under its purview. This process has been developed to choose the best-qualified persons for various offices throughout the PES organization. It was also developed to involve as many members in the selection process as possible. It is necessary that all candidates nominated for office are highly qualified, and it is therefore essential that all nominating committees/individuals show great diligence and exercise judgment in making nominations.

All PES N&A activities shall be in accordance with the IEEE Diversity statement as noted in the PES Operations Manual Section 2.10

Additional information on the PES Nominations and Elections is noted in the PES Bylaws 15.0.

6.2 OPEN CALL FOR NOMINATIONS

The goals of this process are to increase diversity amongst PES Governing Board members, find candidates with the necessary skillsets and characteristics to execute on the strategic plan, grow the PES volunteer base, and identify future PES leaders.

1. Anyone may submit a nomination.
2. Nominators do not need to be IEEE members, but nominees must meet specific qualifications.
3. Self-nominations are encouraged.
4. A person may be nominated for more than one position.
5. All eligible nominees will be contacted for their interest, willingness to serve, and required documentation.

6.3 TIMELINE

June

- No later than 15 June - Call for Nominations for appointed and elected positions distributed to all PES Members

August

- 1 August – Deadline for nominations
- Appointed positions reviewed by PES President in consultation with President-elect, Past President
- Elected positions reviewed by PES N&A Committee

October/November

- PES Governing Board to approve the incoming Governing Board roster (includes appointed positions)

January

- During odd-numbers years, the PES Nominations & Appointment Committee to submit a slate of candidates to the PES Governing Board for the PES Elected positions (President-elect, Treasurer, Secretary)

- During even-numbered years, the IEEE Division VII Director-Elect Nomination Committee shall submit a slate of candidates to the PES Governing Board for the office of Division VII Director-Elect.

7.0 PES AWARDS

The following awards have been approved for distribution by the PES Governing Board.

1. IEEE PES Uno Lamm HVDC Award
2. IEEE PES Patrick P. Ryan Meritorious Service Award
3. IEEE PES Award for Excellence in Power Distribution Engineering
4. IEEE PES Outstanding Power Engineering Educator Award
5. IEEE PES Outstanding Young Engineer Award
6. IEEE PES Chapter Outstanding Engineer Award
7. IEEE PES Prize Paper Award
8. IEEE PES Technical Committee Prize Paper Award
9. IEEE PES Chapters Council Award
10. IEEE PES Technical Committee Distinguished Individual Service Award
11. IEEE PES Working Group Recognition Award
12. IEEE PES Outstanding Chapters Award
13. IEEE PES Nari Hingorani FACTS Award
14. IEEE PES Cyril Veinott Electromechanical Energy Conversion Award
15. IEEE PES Nari Hingorani Custom Power Award
16. IEEE PES Charles Concordia Power Systems Engineering Award
17. IEEE PES Robert Noberini Distinguished Contributions to Power Engineering Professionalism Award
18. IEEE Power & Energy Society Leadership in Power Award
19. IEEE Power & Energy Society Lifetime Achievement Award
20. IEEE PES Douglas M. Staszkesy Distribution Automation Award
21. IEEE PES Roy Billinton Power System Reliability Award
22. IEEE PES/IAS A. P. Seethapathy Rural Electrification Excellence Award
23. IEEE PES G. Ray Ekenstam Memorial Scholarship
24. IEEE PES CSEE Yu-Hsiu Ku Electrical Engineering Award
25. IEEE Power & Energy Society Ramakumar Family Renewable Energy Excellence Award
26. IEEE PES Prabha S. Kundur Power System Dynamics and Control Award
27. IEEE PES Scholarship Plus Initiative
28. IEEE PES Scholarship Plus Initiative John W. Estey Outstanding Scholar
29. IEEE PES Wanda Reder Pioneer in Power Award
30. IEEE PES Outstanding Chapter Volunteer Award
31. IEEE Power & Energy Society Erich Gunther Future Power Innovator Scholarship
32. IEEE International Future Energy Challenge Award
33. IEEE Power & Energy Society Outstanding Student Scholarship

For all Power & Energy Society awards: Eligibility and selection process shall comply with procedures and regulation established in IEEE and Society/Council governing documents, particularly with IEEE Policy 4.4 on Awards Limitations. Previous recipients are ineligible: An individual shall receive only one award for a given achievement, unless the significance merits a higher award, which may be given in the following year or thereafter.

Awards Committee Conflict of Interest concerns shall be disclosed and addressed in accordance with IEEE Policies 9.9 A, B, and C. Any real and perceived conflict of interest (COI) shall be avoided. Anyone with a COI shall recuse themselves from nominating, endorsing, discussing, and evaluating. Individuals serving on any board or committee involved at any stage of the recipient selection or approval process for an award shall be ineligible to receive, or act as a nominator or reference for that award.

7.1 IEEE PES Uno Lamm HVDC Award (first presented in 1981)

Description: To recognize outstanding contributions to High Voltage Direct Current Technology.

Prize: \$1,000, Medallion, Plaque, and travel expenses of up to \$1,000 for recipient to attend presentation ceremony with Uno Lamm HVDC Award Committee approval based on need.

Funding: Funded by contributions from the IEEE Power & Energy Society, Hydro-Quebec, ABB Power Systems and General Electric, managed by the IEEE Foundation.

Eligibility: Individuals in the electric power engineering international community who have been or are intensely involved in the development and advancement of the HVDC technology.

Presentation: Annually, at PES General Meeting or other PES Conference.

7.2 IEEE PES Patrick P. Ryan Meritorious Service Award (first presented in 1972) (revised in 2021)

Description: To recognize outstanding contributions in leadership, technical activities, and educational activities, global inclusion and membership growth of the IEEE Power & Energy Society.

Prize: Plaque and travel subsidy of up to \$2,000 for recipient residing in the USA or \$2,500 for a recipient residing outside the USA to attend presentation ceremony, to be paid as a reimbursement after the IEEE expense report is submitted. All IEEE reimbursement policies and procedures will be followed.

Funding: Funded by the IEEE Power & Energy Society Endowment Fund from the IEEE Foundation.

Eligibility: PES members with the IEEE grade of Senior Member or above and are holding current active membership.

Basis for Judging: Continued and impacting contributions over at least 10 years in leadership, technical activities, educational activities, global inclusion and membership growth of the IEEE Power & Energy society will be considered and judged when scoring a candidate.

Presentation: Presentation of the award shall be made at a PES Meeting/Conference, usually.

7.3 IEEE PES Award for Excellence in Power Distribution Engineering (revised 2001; revised Eligibility 2017)

Description: To recognize engineering contributions that have enhanced the quality and economy of electric power distribution.

Prize: \$1,000, Plaque and travel subsidy for recipient of \$1,000 (with review by the PES Executive Director for extenuating circumstances) to attend the PES award meeting.

Funding: Funded by the following 8 Power Companies: Asplunch Tree, Kearney, A B Chance Co., Commonwealth Edison, Philadelphia Electric, Pacific Gas & Electric, S&C Electric, and Georgia Power, managed by the IEEE Foundation.

Eligibility: Must have Bachelor's degree in engineering from an accredited institution, minimum of 15-years' experience in industry and/or academia, and have been a member of IEEE/PES for a minimum of five (5) years.

Presentation: One (1) annually at PES General Meeting or other PES Conference.

7.4 IEEE PES Outstanding Power Engineering Educator Award

Description: To recognize outstanding contributions and leadership in power engineering education.

Prize: \$1,000, Plaque, and travel subsidy for recipient to attend presentation ceremony.

Funding: Funded by the IEEE Power & Energy Society through an endowment administered by the IEEE Foundation.

Eligibility: Members of PES for at least one (1) year who have conducted classroom instruction in electrical engineering at a college or university with an accredited program in electrical engineering or equivalent.

Basis for Judging: Excellence in classroom teaching and course development, promotion of student, local, transnational, and technical activities.

Presentation: One (1) annually at PES General Meeting or other PES Conference.

7.5 IEEE PES Outstanding Young Engineer Award

Description: To recognize outstanding contributions in the leadership of technical activities.

Prize: Plaque and travel subsidy (up to \$1,000) for recipient to attend presentation ceremony. Recipient will designate a college or university to receive a \$2000 scholarship fund for electrical engineering.

Funding: Funded by IEEE Power & Energy Society

Eligibility: Must be no more than 35 years of age as of January 1 of presentation year; must be member of PES for at least one (1) year.

Basis for Judging: Leadership in technical activities including local and/or transnational PES and other Societies, leadership in community and humanitarian activities, evidence of technical competence through significant engineering achievements.

Presentation: One (1) annually at PES General Meeting or other PES Conference.

7.6 IEEE PES Chapter Outstanding Engineer Award (established in 1993 revised 2015)

Description: To recognize outstanding technical, professional, and Society contributions on behalf of the power engineering profession. (Up to two awards to be given annually by each chapter.)

Prize: Plaques

Funding: Funded by IEEE Power & Energy Society's Chapter Budget.

Basis for Judging: Chapters are free to establish their own priorities for selection criteria. The following areas are suggested for comparison of award nominees: 1) outstanding technical contributions to the power engineering profession; 2) outstanding professional and leadership contributions to the power engineering profession; 3) significant contributions to the local community representing the power engineering profession; 4) outstanding contributions in the area of power engineering education; 5) service to the IEEE Power & Energy Society and/or IEEE; 6) PES and/or IEEE membership. It is encouraged for each chapter to select up to two individuals to recognize each year, one for "young professionals" and one for the "more experienced" engineer who are active in the PES Chapter

Presentation: At appropriate Chapter event.

7.7 IEEE PES Prize Paper Award

Description: To recognize the most outstanding papers from among those nominated by each Technical Committee.

Prize: \$200 for a single author; \$100 each for two (2) or more authors, and mounted Certificate

Funding: Funded by the IEEE Power & Energy Society through an endowment administered by the IEEE Foundation.

Eligibility: Authors of papers published within the previous three (3) years (September-October).

Presentation: Two (2) annually at PES General Meeting or other PES Conference.

7.8 IEEE PES Technical Committee Prize Paper Award

Description: To recognize the outstanding paper published within the scope of each Technical Committee.

Prize: Plaque

Funding: Funded by the IEEE Power & Energy Society.

Eligibility: Authors of papers published within the previous three (3) years (September-October).

Presentation: One (1) annually per Technical Committee at PES General Meeting or other PES Conference.

7.9 IEEE PES Chapters Council Award

Description: To recognize outstanding contributions made by Chapters Council members to the success of Council Operations.

Prize: Plaque

Funding: Funded by the IEEE Power & Energy Society.

Eligibility: Members of Chapters Council.

Presentation: At PES General Meeting or other PES Conference.

7.10 IEEE PES Technical Committee Distinguished Individual Service Award

Description: To recognize the efforts by individuals whose sustained performance over many years has contributed to the advancement of the Committee technology.

Prize: Plaque

Funding: Funded by the IEEE Power & Energy Society.

Eligibility: Individuals with sustained performance over many years.

Presentation: At PES General Meeting or other PES Conference (Presented by each Technical Committee).

7.11 IEEE PES Working Group Recognition Award (first presented in 1973)

Description: To recognize achievements and contributions to electric power by duly constituted PES Working Groups.

Prize: Plaque for Chairman; Certificate for each member.

Funding: Funded by the IEEE Power & Energy Society.

Eligibility: Duly constituted Working Groups of PES.

Basis for Judging: One award from each of two categories: 1) technical reports, 2) Standards/guides.

Presentation: May be presented annually, at an IEEE Power & Energy Society Conference.

7.12 IEEE PES Outstanding Chapters Award (first presented in 1973-1974) (revised description/scope, prize, and basis for judging 2013)

Description: To recognize outstanding performance by an IEEE Power & Energy Society Chapter. Multiple winning chapters will be awarded.

Prize: Both winning chapters (one in the large chapter category and one in the small chapter category) will receive a banner, \$1,000 and plaques (one for each officer). Both runner-up chapters (one in the large chapter category and one in the small chapter category) will receive certificates (one for each officer) and \$250.00. Note that runner-up chapters (in both categories) that meet the minimum award criteria will each receive \$250 and certificates for the chapter chair and chapter representative.

Funding: Funded by the IEEE Power & Energy Society through an endowment administered by the IEEE Foundation.

Eligibility: Any IEEE Power & Energy Society Chapter in good standing.

Basis for Judging: Technical Activities, Societal/Affinity group activities, membership advancement, nominations and recognition, membership growth, and member support activities.

Presentation: Annually, at an IEEE Power & Energy Society Conference.

7.13 IEEE PES Nari Hingorani FACTS Award (established in 1998) (revised 2003) (revised prize and funding 2016)

Description: To recognize individuals who have made a major contribution to the state of the art of FACTS (Flexible AC Transmission System) technology and its applications. The IEEE definition of FACTS is: Alternating Current Transmission Systems incorporating power electronics-based and other static controllers to enhance controllability and power transfer capability. By this definition, the FACTS concept, in addition to the hardware, software and applications work carried out since its introduction, incorporates considerable prior work done on Static Var Compensators and other static Controllers.

Prize: \$2,000, Medal, and Plaque. Travel expenses for the recipient to attend the PES General Meeting to receive the award will be covered by the recipient unless strongly justified. The Award Selection Committee should approve any requests for travel expenses.

Funding: Funded by contributions from the following supporters: Hingorani Power Electronics, Electric Power Research Institute, Westinghouse, GEC-UK, Siemens-Germany, GE Power Systems, and Joyce Hingorani, and administered by the IEEE Foundation.

Eligibility: Individuals who have made a major contribution to the state-of-the-art of FACTS technology and its applications.

Basis for Judging: Factors to be considered in the selection: Candidate's contribution(s) to FACTS technology; Originality or innovative nature of the contribution(s); Impact of the contribution(s) on FACTS technology; Publications in FACTS; Candidate's stature in FACTS; Candidate's period of dominance in FACTS; Achievements in other fields or technologies; Professional activities or involvements. One individual per year selected from nominations for individual accomplishments in the FACTS area.

Presentation: Award will be presented annually at PES General Meeting or other PES Conference - to be decided by the Awards Committee.

7.14 IEEE PES Cyril Veinott Electromechanical Energy Conversion Award (established in 2001)

Description: To recognize outstanding contributions in the field of electromechanical energy conversion.

Prize: \$5,000 and Plaque

Funding: Funded by an endowment provided by Dr. Veinott and administered by the IEEE Foundation.

Eligibility: Restricted to the power engineering area of electromechanical energy conversion

Basis for Judging: Career dedication to the power engineering profession; career contributions to the development of electromechanical energy conversion design, analysis, or manufacturing.

Presentation: At a PES-sponsored meeting.

7.15 IEEE PES Nari Hingorani Custom Power Award (established in 2002) (revised prize and presentation 2016)

Description: To recognize an individual who has made a major contribution to the state-of-the-art in Custom Power technologies and their applications. The IEEE definition of Custom Power is: "The concept of employing power electronic (static) controllers in 1 kV through 38 kV distribution systems for supplying a compatible level of power quality necessary for adequate performance of selected facilities and processes." By this definition, the Custom Power concept, in addition to the hardware, software and applications work carried out since its introduction, incorporates considerable prior work done on Static VAR Compensators and other static Controllers.

Prize: \$2,000, Medal, and Plaque

Funding: Funded by the same contributions made to fund the PES FACTS Award and administered by the IEEE Foundation.

Eligibility: Individuals, who have made a major contribution to the state-of-the-art of Custom Power technologies and their applications, will be considered.

Basis for Judging: Factors to be considered in selecting the Custom Power Award include: the candidate's contribution(s) to Custom Power technology; originality or innovative nature of the contribution(s); impact of the contribution(s) on Custom Power technology and its applications; list of significant publications in Custom Power; candidate's stature in Custom Power; achievements in other fields or power electronics technologies; and professional activities or involvements. Nominators are encouraged to format the nomination package in sections addressing each of the factors itemized above.

Presentation: Presented an IEEE sponsored meeting relevant to the field of custom power.

7.16 IEEE PES Charles Concordia Power Systems Engineering Award (established in 2002)

Description: To recognize outstanding contributions in the high-voltage electric power system-engineering field. This field encompasses Operations, Planning, Control, Modeling, and Analysis of high-voltage power systems and includes the system's interaction with turbine generators. This award is named for Charles Concordia, the most prestigious power system engineer, who received the Power Life Award in 1992 and the IEEE Medal of Honor in 1999 for "outstanding contributions in the area of power system dynamics."

Prize: \$5,000 and plaque

Funding: Funded by contributions from General Electric Co. and administered by the IEEE Foundation.

Eligibility: IEEE PES member for at least 10 years with tangible and visible achievements in one of the following areas of high-voltage power system engineering: operations, planning, control, modeling, analysis, and interaction with turbine-generators.

Basis for Judging: Selection will be based on tangible and visible achievements in one of the following areas of high-voltage power system engineering: operations, planning, control, modeling, analysis, and interaction with turbine-generators. Each member of the PSE Award Committee will rank the nominees and the chair will determine the recipient. However for the

selection to be finalized, four of the five PSE Award Committee members must be agreeable to the final selection.

Presentation: Presented at the annual PES General Meeting in the name of IEEE PES.

7.17 IEEE PES Robert Noberini Distinguished Contributions to Power Engineering Professionalism Award (established in 2006) (revised 2007)

Description: To honor members of the power engineering profession for long-term dedicated effort and outstanding accomplishments in advancing the aims of IEEE professional activities in the IEEE Power & Energy Society (PES).

Prize: Specially engraved Plaque or Sculpture. Financing of travel cost up to \$1,500 to participate in the PES General Meeting Awards Luncheon where the award is presented.

Funding: Funded by the IEEE Power & Energy Society.

Eligibility: Candidates shall be IEEE Senior Members and professionals of engineering, inside and outside the United States. No current member of the IEEE Board of Directors, IEEE PES Board of Directors, IEEE PES Awards and Recognition Committee, IEEE USA Board of Directors, IEEE USA Awards and Recognition, or IEEE staff may be candidates or nominate or endorse candidates for this award.

Basis for Judging: Based on the dedication, effort, quality, and most particularly on clearly successful accomplishment and achievement in advancing the social, economic, legal, and ethical aims of the IEEE professional activities. Factors to be considered shall include at least the following: Time as IEEE volunteer, Contributions to Power Engineering Activities; Contributions to IEEE Activities; IEEE member grade (shall be senior member); PES membership (recommended).

Presentation: Presentation of the award shall be made by the President, IEEE PES at the PES General Meeting Awards Luncheon.

7.18 IEEE Power & Energy Society Leadership in Power Award (established in 2007)

Description: To recognize industry leaders for exceptional contributions to the promotion of the electric power engineering profession. The award is intended to highlight actions which encouraged the development and growth of electric power engineering practitioners and recognized the contributions electric power engineers make to society.

Prize: \$2,000, Sculpture, and a travel stipend of up to \$2,000 for recipient to attend the presentation ceremony.

Funding: Funded by the IEEE PES Awards Endowment Fund through the IEEE Foundation.

Eligibility: Not restricted to IEEE members but must have been active in the electric power industry. No current members of the IEEE BoD, IEEE PES Governing Board, PES ARC, the Leadership in Power Award Committee, or IEEE staff may be candidates or nominate or endorse candidates for this award.

Basis for Judging: Selection will be based on evaluation of accomplishments as revealed by documented testimonials from industry members. Of particular importance is evidence of the

candidate's promotion of the importance of the power engineering profession and the people practicing it. Work in encouraging industry involvement with university power engineering programs, encouraging young engineers through mentoring and career development programs, recognition programs for power engineers, encouragement of professional activities by practitioners, etc. will also be considered.

Presentation: Presentation of the award shall be made by the PES President

7.19 IEEE Power & Energy Society Lifetime Achievement Award (established in 2007)

Description: To recognize exceptional power engineers for outstanding career-long contributions to the art and science of electric power engineering.

Prize: \$2,000, Sculpture, Certificate, and a travel stipend of up to \$2,000 for recipient to attend the presentation ceremony.

Funding: Funded by the IEEE PES Awards Endowment Fund through the IEEE Foundation.

Eligibility: Candidate must have been an IEEE Power & Energy Society member in good standing for a least 10 years. No current members of the IEEE BoD, IEEE PES Governing Board, PES ARC, the Leadership in Power Award Committee, or IEEE staff may be candidates or nominate or endorse candidates for this award.

Basis for Judging: Selection will be based on evaluation of accomplishments as revealed by published works, documented testimonials from industry colleagues, or other objective demonstrations of accomplishments over an extended period of work. Of particular importance is evidence of the candidate's contributions to the knowledge base of power engineering profession, whether in research, teaching, product development, electric system design, or electric utility operations.

Presentation: Presentation of the award shall be made by the PES President

7.20 IEEE PES Douglas M. Staszkesy Distribution Automation Award (established in 2008)

Description: To recognize those in the industry who have made a significant contribution to making the automation of electric utility distribution systems a practical reality. Doug Staszkesy worked with a great deal of energy and passion to bring new technologies and new concepts to the field of distribution automation and to promote the value of investments in such systems to electric utility decision makers. This award is established to recognize people in the industry that have displayed that same energy and passion to the field of distribution automation and who have demonstrated success in the implementation of systems that provide real benefits for electric utilities and their customers.

Prize: \$2000 scholarship to the engineering school of the recipient's choice, plaque, and a travel stipend of up to \$1500 to attend the presentation ceremony

Funding: Funded by S&C Electric Company intended to produce enough revenue to fund the basis award on an annual basis for perpetuity through an endowment administered by the IEEE Foundation.

Eligibility: Recipient must be an IEEE PES member in good standing. No current member of the IEEE BoD, PES Governing Board, PES ARC, PES Douglas M. Staszkesky Award Committee, or PES staff may be candidates or nominate or endorse candidates for this award.

Basis for Judging: Selection will be based on evaluation of accomplishments as revealed by documented testimonials from industry members. Recipients may be electric utility practitioners, consulting engineers, design engineers or application experts at a manufacturer, or educators. Emphasis will be on the creation of practical solutions that produce real improvement in terms of system reliability and availability to the benefit of an electric utility and its customers. It is possible for collaborators to receive the award jointly in which case the monetary portions of the award will be divided among the recipients. A Committee majority vote will determine the recipient.

Presentation: May be presented annually at a regularly scheduled PES meeting of the recipient's choice. The PES General Meeting Luncheon is the highest profile event and would generally be preferred. To ensure the award is presented to appropriately qualified recipients and to maintain the prestigious nature of the award, it may not be presented every year. Presentation shall be preferably made by the PES President.

7.21 IEEE PES Roy Billinton Power System Reliability Award (established in 2008)

Description: To recognize outstanding individuals for their contributions to reliability of electric power systems.

Prize: An honorarium of \$3,000 and a plaque. It is anticipated to have only one recipient; however if a team is chosen, the award would be shared equally.

Funding: The award will be funded by the past students and other associates of Professor Roy Billinton and selected organizations. The award will be in honor of Professor Roy Billinton, Professor Emeritus at University of Saskatchewan, Canada. Dr. Billinton is an IEEE Life Fellow, Foreign Associate of U.S. National Academy of Engineering, Fellow of Royal Society of Canada, and Fellow of Canadian Academy of Engineering. He has published over 850 papers and 8 books, gave tutorials, presentations and seminars in over thirty countries and delivered over one hundred short courses on system reliability, and served IEEE-PES committees and other industry committees. He supervised more than 120 Ph.D. and Master Degree candidates who are spread out in US, Canada and other countries. Management of the funds was approved by the IEEE Foundation.

Eligibility: Candidate must have been an IEEE Power & Energy Society member in good standing for at least 5 years. No current member of the IEEE Board of Directors, the IEEE-PES Governing Board, the IEEE-PES Awards and Recognition Committee, the Roy Billinton Power System Reliability Award Committee, or IEEE staff may be candidates, or nominate or endorse candidates for this award.

Basis for Judging: The scope of contributions for the award includes modeling, analysis and data development to quantify power system reliability and assessments to plan and operate reliable electric utility generation, transmission, distribution systems, or interconnected power system grids. Selection will be based on evaluation of accomplishments as revealed by technical publications, testimonials from industry colleagues, professional and industry activities, and development of standards and operating guides.

Presentation: Presentation of the award shall be made by the PES President.

7.22 IEEE PES/IAS A. P. Seethapathy Rural Electrification Excellence Award (established in 2008)

Description: To recognize exceptional power engineers who have worked, implemented or innovated better and cheaper electrification technologies for the rural sector.

Prize: \$500, sculpture, certificate, and a travel stipend of up to \$1,500 for recipient to attend the presentation ceremony. It is anticipated to have only one recipient; however if a team is chosen, the award would be shared equally.

Funding: The award will be co-funded by the IEEE Power & Energy Society and the IEEE Industry Applications Society. This funding was already endorsed by the IEEE Foundation. A matching donation will also be provided by the family of A.P. Seethapathy.

Eligibility: Candidate must be active in the field of rural electrification for at least 5 years. No current member of the IEEE Board of Directors, the IEEE-PES Governing Board, IAS Executive Board, the IEEE-PES Awards and Recognition Committee, the IAS Awards Department, the Rural Electrification Excellence Award Committee, or IEEE staff may be candidates, or nominate or endorse candidates for this award.

Basis for Judging: Selection will be based on evaluation of accomplishments as revealed by published works, documented testimonials from industry colleagues, or other objective demonstrations of accomplishments over an extended period of time. Of particular importance is evidence of the candidate's innovative content and societal impact; lower cost solution; originality and practicality; and evidence of implementation.

Presentation: Presentation of the award shall be made by the PES President, IAS President or the Rural Electrification Excellence Award Chair or their designated representative.

7.23 IEEE PES G. Ray Ekenstam Memorial Scholarship (established in 2009) (revised prize 2013; revised Eligibility, Submission Schedule, and Selection Process 2013)

Description: The G. Ray Ekenstam Memorial Scholarship, established in memory of G. Ray Ekenstam and his professional career in the fields of power engineering and industry applications. The Scholarship Fund awards, on an annual basis, a scholarship to a qualified undergraduate student who seeks an electrical engineering degree in the field of power or a related discipline, from an accredited US university or college. The annual selection of scholarship recipients will be administered by IEEE Power and Energy Society (PES).

Prize: The Scholarship Fund will be used to fund on an annual basis the following annual expenses for one recipient:

- A maximum of US\$5,000 for one student for school expenses (tuition, books, student fees)
- IEEE Student Membership for twelve months for one student
- Travel stipend up to US\$500 for recipient to travel to and participate in the IEEE PES General Meeting

Funding: A gift from Elizabeth Moore was used for the establishment of the G. Ray Ekenstam Memorial Scholarship Fund. The Scholarship Fund is administered by the IEEE Foundation.

Eligibility: Scholarship Candidate must:

- Be a U.S. citizen or permanent resident and reside in IEEE Region 1 through 6;

- Be considering a career in electric power and energy engineering;
- Be working toward an electrical engineering bachelor's degree;
- Be a full-time student at a U.S. university or college that offers undergraduate courses in power engineering;
- Be willing to take at least three of the power engineering courses for a total of nine or more credits;
- Be currently enrolled full-time at a university/college or community college;
- Have a current GPA of 3.0 or higher on a 4.0 scale (or equivalent);
- Be an honorably discharged U.S. veteran or a disable U.S. veteran.

No relatives of current members of the IEEE Board of Directors, the IEEE-PES Governing Board, the IEEE-PES Awards and Recognition Committee, the G. Ray Ekenstam Memorial Scholarship Committee, or IEEE staff may be candidates or nominate or endorse candidates for this Scholarship.

Basis for Judging: Selection criteria will be based on evaluation of the following criteria:

- Evidence of maintaining a cumulative GPA of at least 3.0 on a 4.0 scale;
- One referral letter from an individual who is qualified to evaluate the applicant's academic accomplishments (e.g., professor, administrator, employer, internship organization).

Each IEEE PES Scholarship Plus Initiative Regional Review Committee will forward recommended candidates to the G. Ray Ekenstam Memorial Scholarship Committee who will make the final selection.

Presentation: No specific presentation is necessary, however, award presentation may be made at PES General Meeting if recipient indicates intention to attend.

7.24 IEEE PES CSEE Yu-Hsiu Ku Electrical Engineering Award, IEEE Power & Energy Society and Chinese Society for Electrical Engineers (CSEE) (established in 2009)

Description: Award specifications include the recognition of a professional who has demonstrated excellent performance in the fields of electricity, electrical machinery, power system engineering and/or related fields. The recognized contributions in electrical engineering must have a lasting beneficial impact on the Chinese society. The recipient's contribution in electrical engineering shall be evaluated based on technical innovations and well recognized contributions in electrical power engineering and associated fields. The award is aimed at stimulating outstanding achievements in successful industrial practices.

The award is in memory of Dr Yu-Hsiu KU (1902~2002), who has made great contributions in mathematics, electrical machinery and modern control theory during his longstanding career in the US and China. Prof. Ku was the recipient of the IEEE Lamme Medal (1972) and the IEEE Millennium Medal (1999). He was also the founding member of CSEE.

Prize: An honorarium of US\$2,000, and a non-gold medal/plaque and certificate. No multiple recipients will be awarded.

Funding: The source of funding will be provided by NARi-Relays Electric CO. LTD. and Beijing Sifang Automation Co. Ltd. The two companies are leading providers of high-performance protective relaying control, monitoring, substation automation and control equipment for power transmission, distribution and generation applications by electric power utilities and related industries. It is very likely that there will be other corporations in China providing a portion of this funding. An award fund will be established through the IEEE Foundation.

Eligibility: Candidates should be working in China, for the past 5 years, preferably living or working in China at the time of nomination.

Basis for Judging: The candidate dossier will consist of the nomination form and supporting letters. Materials in excess of the specified required nominations information will not be forwarded to the Selection Committee. The candidate dossier will be emailed to Selection Committee members for review and submission of rankings. In the final selection of a recommended award recipient, Selection Committee members will rank the nominees in descending rank order. Results will be tabulated and distributed to Selection Committee members for use in the selection process. The Selection Committee will meet via teleconference to review the tabulated rankings and discuss the nominees.

The Selection Committee shall designate an alternate candidate in order for additional candidate be recommended for reconsideration. No award shall be given if there are fewer than three candidate nominations (new, plus carry-over), unless special permission is granted by the CSEE Executive Council or the PES Governing Board.

Presentation: If the IEEE PES Governing Board and the Executive Council of CSEE concur with the recommendation of the Selection Committee, the award will be presented at the CSEE Annual Meetings or IEEE PES General Meeting awards luncheons, as preferred by the recipient(s) of the award. The presentation of the award shall be made by the CSEE president or the IEEE PES president, depending on the presentation venue. Regardless of the venue, high-level representatives of both CSEE and IEEE PES are to be present.

7.25 IEEE Power & Energy Society Ramakumar Family Renewable Energy Excellence Award (established in 2011)

Description: The objective is to recognize outstanding contributions in the field of developing, utilizing and integrating renewable energy resources in the national and global energy scenarios. As the world transitions into increasing use of energy technologies that have minimal carbon footprint, IEEE Power & Energy Society (PES) should play a leading role to enable this transition. The need to stimulate and encourage activity towards this goal is the primary objective of this award.

Prize: Plaque, formal certificate, honorarium of \$1,000.00 and a maximum of \$750.00 towards travel and other expenses.

Funding: Funded through a quasi-endowment fund established through the IEEE Foundation and provided by an External Source/Donor. A corpus will be endowed by the Ramakumar family for this award. With proper management according to the rules and procedures formulated and adopted by PES, the fund balance is expected to grow over the years.

Eligibility: Nominees must be members of IEEE and PES with clearly identifiable and valuable contributions in the field of renewable energy.

Basis for Judging: Renewable energy is a vast field. It involves different manifestations of solar energy – solar radiation, solar heat, wind, hydro and biomass. Other resources include geothermal, tides, waves. Each of these resources requires special conversion and utilization technologies. Large-scale hydro and ancient sun (coal, oil, and natural gas) are considered mature technologies and are excluded from this group. Development of innovative conversion technologies can increase collection efficiencies and improve reliability. Feeding the electrical

energy generated from these resources into conventional utility grids and operating the combined system satisfactorily involves a long list of issues. Effective use of locally available renewable energy resources in remote and rural areas to improve the human living environment is a major component in this mix.

It is expected that the honoree would have valuable and sustained contributions in one or more of the areas listed above and in associated areas that specifically enable the utilization of renewable energy resources. Successful establishment and operation of renewable energy systems and their promotion to the public at large is also a worthwhile activity. All of these should be clearly documented in the nomination form and should be validated by 3 or 4 colleagues/professionals.

It is hoped that the selection by the committee will be unanimous or at least a majority of the members will agree with the decision. The committee will formulate the scoring, voting and categories of factors to be considered in making the decision.

Presentation: The award will be presented during the Awards Banquet at the PES General Meeting, typically held during the last week of July. It will be a PES award, presented on behalf of the Power and Energy Society.

7.26 IEEE PES Prabha S. Kundur Power System Dynamics and Control Award (established in 2012)

Description: As the development of the complex system known as the interconnected bulk power system unfolded around the world, it became critical to understand its nonlinear behavior as well as develop and deploy system controls vital to manage dynamic system behavior to ensure reliability. Even today, as the bulk power system evolves to accommodate an unprecedented change in resource mix and technology innovation, it is critical to manage integration of new and emergent technologies. Without this ability to model the general dynamic behavior of the bulk power system and devise suitable coordinated systems controls, the modernization of the bulk power system would be inhibited. These developments come from the work of dedicated engineers who devote their careers to the deep understanding of bulk power system dynamic behavior, including transient, small-signal, voltage, and frequency stability, along with the development of controls vital to support bulk power system security and quality of power supply.

Prize: The award consists of an appropriate memento and an honorarium of \$3,000.

Funding: The award fund will reside in the IEEE Foundation and will be 'seeded' from donations by select manufacturers, vendors and individuals. The PES budget will include the amount for this award AND will be net positive with the inclusion of the award. The IEEE Development Office staff will work with IEEE PES to establish a fundraising plan and assist in coordination of donor appeals and messaging to industry prospects as well as past students of Dr. Kundur.

Eligibility: Nominees for the award must have been an IEEE PES member for at least 10 years with tangible and visible achievements in one or more of the areas listed below. Selection factors include contributions to:

- Bulk power system dynamics and control, including transient, small-signal, voltage, and frequency stability;
- Modern system analysis tools;
- Dynamic system modeling including non-linearities, and interconnection-wide dynamic behavior and control;
- Originality and impact of technical publications;

- Professional and industry activities;
- Development of standards and operating guides;
- Achievements in other fields.

Basis for Judging: The award recognizes outstanding individuals based on their contributions to modern bulk power system dynamics and control. The scope of contributions are as listed in the Eligibility Section, above.

Presentation: The award may be presented annually, after receipt of suitable nominations, at the Power & Energy Society's General Meeting of the following year.

7.27 IEEE PES Scholarship Plus Initiative (established in 2010) (revised 2021)

Description: The IEEE PES Scholarship Plus Initiative was established to help address the crucial challenge facing the field of power and energy – the shortage of power engineers needed to sustain and transform electric energy systems. For qualifying undergraduates in the USA and Canada, the program provides scholarship and industry internships/coop experience, mentoring opportunities and special recognition as a PES Scholar.

Prize: The number of scholarships distributed is based on the amount of funding available based on donations to the IEEE Foundation PES Scholarship Plus fund. The cost of a scholarship is the total scholarship assuming all renewals are approved. Due to this commitment, IEEE PES will set aside funds (via the IEEE Foundation) to insure the availability of support for a student over the expected period of the student's scholarship. Undesignated funds for scholarships will be allocated to regions based on their PES membership levels, as of 31 December. Each Regional Selection Committee will have funding available for scholarships.

A student may receive up to three years of financial support subject to check of eligibility compliance and performances. The scholarship levels will be \$2,000, \$2,000 and \$3,000 for first, second and third years respectively. All first year recipients receive complimentary IEEE & PES Student membership.

Funding: A gift from IEEE Power & Energy Society was used to establish the IEEE PES Scholarship Plus Initiative Fund. This program is supported by donations to the IEEE Foundation PES Scholarship Plus Fund (established in 2010). All donors whether they are corporate donors or individuals can designate their gifts by IEEE region. All expenses associated with this program are supported by the IEEE Foundation PES Scholarship Plus Fund & PES budget.

Eligibility: Scholarship Candidate must:

- Be a citizen or permanent resident of the USA or Canada and reside in IEEE Regions 1 through 7;
- Be considering a career in electric power and energy engineering;
- Be working toward an electrical engineering bachelor's degree;
- Be a full-time student at a U.S. or Canadian university or college that offers undergraduate courses in power engineering;
- Be willing to take at least three of the power engineering courses for a total of nine or more credits;
- Be currently enrolled full-time at a university/college or community college;
- Have a current GPA of 3.0 or higher on a 4.0 scale (or equivalent).

Basis for Judging: The selection of recipients will be made by Regional Committees based on a scholarship funding for each region. Each student must satisfy all eligibility requirements to receive the award. Applications will be sent to the appropriate Regional Committee for scoring,

ranking, and selection. A scoring rubric based on the following criteria will be used to rank the candidates within each Region. The criteria that the Regional Committees use for scoring students are the following:

- Academic preparation (GPA, reference letter from faculty member or instructor, electrical engineering major, planned courses, etc.);
- Extra-curricular activities and leadership (volunteer activities, achievements, etc.);
- Interest in engineering in general, and power and energy engineering in particular (statements from candidate, reference letter from faculty member or instructor, etc.);
- Technical quality of application (clarity and quality of writing, responses consistent with what was asked, satisfaction of eligibility criteria, etc.);
- Overall assessment of student's potential for a successful power and energy engineering career.

Renewals are based on satisfaction of renewal criteria. The following criteria are used:

- Continues to meet the eligibility criteria;
- Making academic progress as evidenced by taking courses in power and energy engineering toward an education foundation for a power and energy engineering career;
- Maintained a minimum of a B overall grade average across all courses taken at the university;
- Obtained career experience, such as with a power engineering internship, cooperative, or equivalent;
- Demonstrated interest in learning more about power engineering careers, such as through mentoring, field trips, attendance of information seminars, attendance of PES events, research projects in power engineering, short courses or on-line courses on power-related subjects, and participation in a PES chapter if one is available.

Presentation: All scholarship recipients receive a certificate which is sent to contact at their school for presentation at a suitable occasion.

7.28 IEEE PES Scholarship Plus John W. Estey Outstanding Scholar (established in 2010) (revised 2021)

Description: The IEEE PES John W. Estey Outstanding Scholar Award is given annually to the top PES Scholar recipient in each Region 1-7.

Prize: - Up to 7 awards will be presented, one for each Region 1-7; no ties are possible.

- \$6,000 US for school expenses (tuition, books, student fees, etc.); the funds are paid directly to the recipient's school
- IEEE and IEEE PES Student Membership for the upcoming year
- Up to \$1,000 US in travel honorarium to attend the IEEE PES Annual General Meeting in accordance with the IEEE Reimbursement Guidelines.
- Plaque

Funding: This program is supported by donations to the IEEE Foundation PES Scholarship Plus Fund (established in 2010). The S&C Foundation created an endowed fund to support the establishment of the IEEE PES Scholarship Plus Initiative John W. Estey Outstanding Scholar Award.

Eligibility: Must be selected as PES Scholarship recipient per the requirements established by the PES Scholarship Plus Initiative.

Basis for Judging: The Regional Review Committees will select the top scholar within their Region based on the criteria used to select PES Scholarship recipients.

Presentation: All scholarship recipients receive a plaque which is sent to the contact at their school for presentation at a suitable occasion.

7.29 IEEE PES Wanda Reder Pioneer in Power Award (established in 2013) (revised 2015)

Description: The IEEE PES Women in Power Committee is created to foster a more diverse leadership by supporting career advancement, networking and education of women in the electric power and energy industry. One important way this mission is supported is through the formal recognition of a worthy female member of this community.

The IEEE PES Wanda Reder Pioneer in Power Award seeks to recognize a deserving female in the field of power engineering. The Award is intended to provide visibility to the awardee's efforts, accomplishments and future potential while empowering her to be an inspiration and role model for other women in the industry.

The recipient shall have demonstrated a high level of influence in technical development, infrastructure enhancement, entrepreneurial/management practices or education within the field of electric power and energy engineering.

In addition to recognizing the recipient, the Award brings attention to the value of fostering a diverse talent pool. It further empowers the recipient to have a greater influence on the growth and development of others in the industry.

The award is in honor of the first female president of IEEE PES, Ms. Wanda Reder.

Prize: The awardee will receive a plaque and a monetary prize/honorarium of US\$1,500.

Funding: The award will be funded from an endowment seeded from a commitment that has been secured by an US-based industry supporter, managed through the IEEE Foundation.

Eligibility: Nominees for the award must be female and at least senior members of the IEEE PES.

Basis for Judging: Tangible and visible achievements in one or more of the following:

- Innovation and technology development;
- Entrepreneurship and innovative business models;
- Education and mentorship;
- Related achievements.

Presentation: The award will be presented annually (if a qualified candidate is nominated) at the PES General Meeting in July, in recognition of achievements during the previous calendar year.

7.30 IEEE PES Outstanding Chapter Volunteer Award (established in 2015)

Description: To recognize outstanding service by an individual to a local PES Chapter (one award to be given annually by each Chapter).

Prize: One Plaque for each winning individual (one per chapter, per year if qualified candidates are received).

Funding: The award would be funded by the PES budget for Chapters which can support this award.

Eligibility: Must be an active PES member.

Basis for Judging: Recipient shall have demonstrated notable volunteer support of PES Chapter activities, broader PES activities, or other volunteer activities related to the Power and Energy community. Exact details shall be at the discretion of the local chapter to identify factors to be considered, scoring, committee voting procedure, etc.

Presentation: At the discretion of the local chapter.

7.31 IEEE Power & Energy Society Erich Gunther Future Power Innovator Scholarship (established in 2016; revised Fund Category, Prize, Schedule 2018)

Description: To recognize those students in a power engineering discipline that are dedicating their education to the power engineering sector and pushing the bounds of current thought to make the power and energy industry better. This award is established to recognize the future of our industry through the young people who will propel a vision beyond the one we can now see for ourselves and will help strive to drive the lifeblood of our current world, electricity, to a new, and even more brilliant, future.

Prize: One award for both undergraduates and graduates consisting of: US\$2,500 scholarship payable to the recipients' school to assist the student with school expenses, plaque, and a travel stipend of up to \$750 to attend the presentation ceremony.

Funding: The award would be funded by an endowment managed through the IEEE Foundation.

Eligibility: Must be a full time student attending a U.S. university or college that offers courses in power engineering. Individuals must be in their final two years of receiving their Bachelor's degree or working towards achieving their Master's degree in Electrical Engineering.

No current member of the IEEE Board of Directors, the IEEE PES Governing Board, the IEEE PES Awards and Recognition Committee, the IEEE PES Erich Gunther Future Power Innovator Scholarship Committee, or IEEE staff may be candidates, or endorse candidates.

Basis for Judging: Selection will be based on evaluation of accomplishments as revealed by documented testimonials from peers, teachers or industry members. Recipients must be electric power utility students enrolled and in good standing and have a dedicated focus in electric power sector. Emphasis will be on the creativity and dedication to the electric power industry and a demonstrated passion for the betterment of electricity for mankind. It is possible for collaborators to receive the award jointly in which case the monetary portions of the award will be divided among the recipients. A Committee majority vote will determine the recipient.

Presentation: The award will be presented annually at a regularly scheduled PES meeting of the recipient's choice. The presentation of the award shall be preferably made by the PES President.

7.32 IEEE International Future Energy Challenge Award (established in 2010; revised presentation 2014; revised prize 2017)

Description: The awards will be given to the best performing teams in the IEEE International Future Energy Challenge design competition. Topics for each Competition will change. The award structure will remain the same. The prizes provided to schools are intended to benefit the team members and student team design project activities.

Prize: The award would be annual with one topic per year, and consist of a certificate and honorarium for winning teams paid to their university or IEEE Section or Chapter. See tiers and description below.

IEEE International Future Energy Challenge

- 1st Prize: US\$10,000
- 2nd Prize: US\$5,000
- 3rd Prize: US\$3,000
- Potential 4th Prize: US\$1,000 (if budget allows) of up to 3

Fourth prize is intended to acknowledge remarkable solutions in detail, proposed by teams not winning the 1st to 3rd Prizes. While a 1st, 2nd, and 3rd Prize will always be awarded, the 4th Prize is only applicable if the budget allows.

Funding: IEEE Power Electronics Society US\$40,000/Competition; IEEE Industry Applications Society, US\$25,000; IEEE Power & Energy Society, US\$20,000; Power Source Manufacturers Association, US\$10,000.

The amounts indicated above might be renegotiated on a yearly basis prior to the announcement of the next competition, depending on the financial situation of the involved societies and the location of the competition, influencing accountable travel cost; however prior to announcing the competition, funds of in total at least US\$75,000 must be guaranteed for it by the funding societies. A society must provide funds of at least US\$10,000 to be mentioned as a sponsor of the competition.

Eligibility: Any University Student Team participating in the IEEE International Future Energy Challenge. Visit Society website for more details.

Basis for Judging: During the final competition event, the participating teams need to demonstrate their design that meets the specification. The team with highest score will receive the award.

Awards titles for Prizes 1, 2 and 3 will be declared by the judging team based upon the finalist submissions. (Flexibility may be necessary here to award achievements in detailed areas).

Presentation: The awards will be presented after the decision during the IEEE International Future Energy Challenge final competition.

7.33 IEEE Power & Energy Society Outstanding Student Scholarship (established in 2018) (revised 2020)

Description: To recognize PES student members from around the world who have chosen an academic path leading to an electric power and energy engineering career. Recipients will be chosen based on their academic achievements, contributions to meeting community and humanitarian needs, and leadership in advancing student engagement within PES.

Prize: Multiple Scholarships Given Annually – Each recipient received a full prize

- Each recipient (up to Twenty (20)) will receive a plaque and a prize amount of US\$10,000. The prize funds will be distributed directly to the student.
- Each recipient will also receive complimentary housing and conference registration if they are able to participate & attend their corresponding PES Regional meeting. 1. The housing and conference registration fee will come from the PES Budget if they are being recognized

at the corresponding events within their Region – PES General Meeting (Regions 1-7), PES Transmission & Distribution Conference & Exposition (Region 1 – 7), PES ISGT Latin America (Region 9), PES ISGT Europe (Region 8) and PES ISGT Asia (Region 10)..

Funding: The award is funded by an endowment managed through the IEEE Foundation.

Funds already allocated in the annual PES budget will be used to cover the complimentary housing and conference registration expenses for the recipients at their corresponding PES Regional meeting.

Eligibility: To be eligible, a student must be:

- An IEEE PES Student Member or a PES member of any grade in good standing
- A full-time student who is pursuing a Master's of Science degree in Electrical Engineering (MSEE)/Masters of Engineering (M.Eng) or an equivalent designation with a focus in electrical power engineering
- Must be attending a university or college that has an active IEEE Student Branch which offers a substantive educational program in electrical power engineering
- Committed to working in the power and energy engineering career field

No current member of the IEEE Board of Directors, the IEEE PES Governing Board, the IEEE PES Awards and Recognition Committee, the IEEE PES Outstanding Student Scholarship Selection Committee, or IEEE staff may be candidates, or endorse candidates.

Basis for Judging: Selection will be based on the evaluation of submitted material that will include, in part, testimonials from peers, teachers or industry members. Emphasis will be on academic achievements, contributions to meeting community and humanitarian needs, and leadership in advancing student engagement with PES.

- Description of degree program with emphasis on the degree requirements, power and energy engineering courses offered, number of students, and faculty
- Transcript of academic record with minimum requirement of weighted average grade (or equivalent) in courses to date greater than 90%
- Description of courses taken related to power and energy engineering and description of the student's academic plan for the remaining courses to be taken
- Academic presentations such as student posters or academic papers/articles
- Internships and student research projects
- Awards/recognitions received for academic performance or for service to the academic or broader community.
- Activities and accomplishments in local PES activities particularly in promoting student engagement with PES
- Community and humanitarian activities and accomplishments, particularly those relevant to energy and society challenges
- At least two but no more than four letters of references/recommendation from IEEE Members. It is preferred that one recommendation letter come from the head of the degree-granting department or college.

For the purposes of this scholarship, power and energy education and research topics underlying this award focus on electric power engineering associated with grid operations, planning and maintenance. Power electronics is included. Other engineering topics, such as communications and IT, are included to the extent they address power engineering challenges.

Presentation: Recipients will be recognized at a regularly scheduled PES meeting (Conference, Chapter, Student Branch meeting, etc). The recipients will be announced during the PES General Meeting Awards Ceremony.

8.0 PES OPERATING COMMITTEES

8.1 OVERVIEW

To facilitate the performance of its operational and administrative duties, and to encourage cooperative efforts and communication among the PES activities, the PES Governing Board may establish committees. The scope, function and composition of each committee shall be noted in this Operations Manual.

Diversity of Committee members with respect to such factors as gender, geographical region, and professional sector (academia/industry/other) is strongly encouraged.

8.2 MEMBER ELIGIBILITY REQUIREMENTS

Unless specified otherwise to be eligible to be a chair or a voting member of any PES Operating Committee, the individual must be a PES member in good standing and shall be at IEEE Graduate Student Member, Member, Senior Member, or Fellow grade.

8.3 TERMS OF APPOINTMENT

Unless otherwise specified, the term of appointment shall be for one year, starting 1 January, with reappointment possible for a maximum tenure of five consecutive years.

8.4 VACANCY

If vacancies occur, they are filled using the methodology originally used to fill that position. In the event of the incapacity of the chair, the immediate Past Committee Chair shall serve as acting chair until such time as a successor has been identified. In the event of the absence of the chair, the immediate Past Committee Chair shall serve as acting chair or, if not available, the voting members of the committee present, from amongst their own, shall select someone to so serve.

If such a vacancy occurs during the first half of the term of the vacated position and the position has a reappointment provision, this appointment counts as the initial term. If the vacancy occurs during the second half of the term, that time served will not count as a full term with regard to term limit restrictions for that position.

8.5 COORDINATION OF COMMITTEES

The following shall report to the PES Governing Board through the responsible PES Governing Board Member.

- PES Diversity & Inclusion Committee – PES GB Member-at-Large
 - PES Industry Technical Support Leadership - PES President
 - PES Corporate Engagement Program Subcommittee
- A. PES Vice President – Chapters & Membership
1. PES Chapter Awards & Recognition Committee
 2. PES Distinguished Lecturer Program Committee
 3. PES Entrepreneurship Committee
 4. PES Humanitarian Activities Committee
 5. PES Life Members Committee
 6. PES Membership Analytics & Communications Committee

7. PES Membership Development & Engagement Steering Committee
 8. PES Membership Development Committee
 - a. PES Industry Workshop & MDI Coordinator
 9. PES Student Chapters Committee Chair
 10. PES Women in Power Committee
 11. PES Young Professionals Committee
- B. PES Vice President – Education
1. PES Power & Energy Education Committee (PEEC)
 2. PES University
 - a. Accreditation Committee
 - b. Content Acquisition & Curation Committee
 - c. Instructional Quality & Initiatives Committee
 - d. Pre-University Committee
 - e. Selection & Quality Control Committee
 - f. Website Committee
- C. PES Vice President – Conferences and Meetings
1. Conferences Advisory Committee
 - a. PES Technical Co-Sponsorship Conference Committee
- D. PES Vice President – New Initiatives and Outreach
1. PES Global Industry Stakeholders Advisory Board
 2. PES Executive Advisory Council
- E. PES Vice President – Publications
1. PES Publications Board
 2. PES Power & Energy Magazine Editorial Board
 3. IEEE Electrification Editorial Board
 4. PES Trans Energy, Market, Policy & Regulations Editorial Board
 5. PES Open Access Journal of Power and Energy Editorial Board
 6. PES Transactions on Smart Grid Editorial Board
 7. PES Transactions on Sustainable Energy Editorial Board
 8. PES Transactions on Energy Conversion Editorial Board
 9. PES Transactions on Power Delivery Editorial Board
 10. PES Transactions on Power Systems Editorial Board
 11. Power Engineering Letters Editorial Board
- F. PES Vice President – Strategic Communications & Partnerships
1. PES Awards & Recognition Committee
 2. PES Day Committee
 3. PES Strategic Partnerships Committee
- G. PES Vice President – Technical Activities
1. PES Technical Council
 - a. PES Entity Proposal Management Committee
 - b. PES Standards Coordinating Committee
 - c. PES TC Organization & Procedures Committee
 - d. PES Technical Activities Awards
 - e. PES Technical Sessions Committee
 2. PES Localized Technical Activities Committee

8.6 DIVERSITY & INCLUSION COMMITTEE _____

- Scope: Responsible for ensuring that PES policies, procedures, and practices are conducive to creating and maintaining a diverse and inclusive environment that is valuable for all members.
- Reports: PES Member-at-Large – Diversity & Inclusion
- Membership: Chair, appointed by the PES President. Up to three (3) additional members appointed by the Chair in consultation with the PES President or Secretary.
- Terms of Office: One year – renewable up to five (5) years
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.7 INDUSTRY TECHNICAL SUPPORT LEADERSHIP COMMITTEE _____

- Scope: Providing and coordinating support to and cooperation with government, regulatory, and other industry organizations globally on technical issues related to power and energy topics. Coordinating corporate engagement initiatives with global industry organizations (Utilities, ISOs, vendors, and others).
- Reports: PES President
- Membership: Officers include - Chair, Vice Chair, Secretary with additional individuals appointed based on functional areas or regional leads. Typically, the Vice Chair will serve in the role of chair and Secretary will serve in the role of Vice Chair following completion of the term of office.
- Terms of office: Officers serve two years and are not eligible for re-appointment.
All other appointments are one year term. Having served one term, a member shall be eligible to be re-appointed, based on active participation, for up to four additional one-year terms, not to exceed five years of total service in this position.
- Committees: The PES Corporate Engagement Program Subcommittee reports to this committee.
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.8 CHAPTERS AWARDS & RECOGNITION COMMITTEE _____

- Scope: Responsible for coordinating/administration of the PES Chapter awards (a) PES Outstanding Chapter Awards – Large and Small (b) PES High Performing Chapter Award (c) Outstanding Engineer Award (d) Outstanding Chapter Volunteer Award

- Reports: PES VP – Chapters & Membership
- Membership: Chair – appointed by PES VP – Chapters & Membership and up to five (5) individuals appointed by the Chair.
- Terms of Office: One year – renewable up to five (5) years
- Meetings: Shall occur at the call of the Chair and are usually held via teleconference.

8.9 DISTINGUISHED LECTURER PROGRAM COMMITTEE _____

- Scope: Providing oversight, develops administrative processes for the PES Distinguished Lecturer program. Responsible for making recommendations for the PES Governing Board on the selection of Distinguished Lecturers.
- Reports: PES VP – Chapters & Membership
- Membership: Chair – appointed by the PES VP – Chapters & Membership; Past Chair; Young Professional Representative
- The PES President, PES President-elect, PES GB Representatives from Regions 8, 9 and 10, PES VP-Education, PES VP – Technical Activities will review candidates and make a recommendation to the PES GB on the selection of Distinguished Lecturers.
- Terms of Office: One year – renewable up to five (5) years
- Meetings: Shall occur at the call of the Chair and are usually held via teleconference.

8.10 ENTREPRENEURSHIP COMMITTEE _____

- Scope: To create a broad platform where PES members can share existing relevant PES projects; interested new members can get resources to initiate humanitarian technology projects, Relevant IEEE entities can find engagement by PES members to solve community needs with technological innovation towards sustainable development; PES technical committees and experts can share their expertise to a large group of PES members to complete some noticeable humanitarian projects; Many local needs can be eventually addressed in professional manner with the help of PES members/experts that can create a lasting impact on both PES members and non-members.
- Reports: PES VP – Chapters & Membership
- Membership: Chair appointed by the PES VP – Chapters & Membership with consent of PES President; up to 10 members appointed by the Chair in agreement from the PES VP – Chapters & Membership
- Terms of Office: One year – renewable up to five (5) years based on active participation

Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.10 HUMANITARIAN ACTIVITIES COMMITTEE _____

Scope: To inspire and engage PES members in humanitarian activities related to PES targeting sustainable development.

Reports: PES VP – Chapters & Membership

Membership: Chair appointed by the PES VP – Chapters & Membership; up to 10 members appointed by the Chair in agreement from the PES VP – Chapters & Membership

Terms of Office: One year – renewable up to five (5) years based on active participation

Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.11 LIFE MEMBERS COMMITTEE _____

Scope: Seek ways to encourage continued activity and involvement by PES members who have achieved Life Member status.

Reports: PES VP – Chapters & Membership

Membership: Chair appointed by the PES VP – Chapters & Membership with consent of PES President; up to 5 members appointed by the Chair in agreement from the PES VP – Chapters & Membership

Terms of Office: One year – renewable up to five (5) years based on active participation

Meetings: Shall occur at the call of the Chair and are usually held via teleconference.

8.12 MEMBERSHIP ANALYTICS & COMMUNICATIONS COMMITTEE _____

Scope: Monitor, analyze, and report membership data on a monthly, quarterly, annual, and multiannual basis to identify trends, issues, and potential solutions at PES, region, chapter, and membership grade level. Calculate, analyze, and report key metrics and indicators (membership growth, member retention, member transition from student to young professional, chapter health index, etc.) on a monthly, quarterly and annual basis. Support internal and external communications activities for Professional and Student Branch Chapters.

Reports: PES VP – Chapters & Membership

Membership: Chair appointed by the PES VP – Chapters & Membership with consent of PES President; up to 5 members appointed by the Chair in agreement from the PES VP – Chapters & Membership

Terms of Office: One year – renewable up to five (5) years based on active participation

Meetings: Shall occur at the call of the Chair and are usually held via teleconference.

8.13 MEMBERSHIP DEVELOPMENT & ENGAGEMENT STEERING COMMITTEE _____

Scope: Creates, promotes, and monitors appropriate and effective membership development and engagement programs to increase PES membership. The Committee is to bring all Chapters and Membership leaders together on a weekly basis to timely address Chapters' and Members' needs with concerted efforts (united, joint, cooperative). In addition, the Committee oversees operations of the PES Chapters and Membership teams and supports implementation of the PES strategic plan.

Reports: PES VP – Chapters & Membership

Membership: PES VP - Membership & Chapters - Chair
4 PES Governing Board Regional Chapter Representatives
PES Governing Board - Member-at-Large (
5 Affinity Group Chairs (Young Professionals, Life Members, Women in Power, Humanitarian Activities Committee, Entrepreneurship)
Membership Development Committee Chair
Analytics and Communications Committee Chair
PES President or their designee

Terms of Office: One year – renewable up to five (5) years based on active participation

Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.14 MEMBERSHIP DEVELOPMENT COMMITTEE _____

Scope: Shall inspire and coordinate volunteer activities worldwide, with the objective of increasing and improving member recruitment, and arrears-recovery of PES memberships.

Reports: PES VP – Chapters & Membership

Membership: Chair appointed by the PES VP – Chapters & Membership; up to 5 members appointed by the Chair in agreement from the PES VP – Chapters & Membership

Terms of Office: One year – renewable up to five (5) years based on active participation

Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.15 STUDENT CHAPTERS COMMITTEE

Scope: Responsible for design, development, and implementation of the support model for the PES Student Branch Chapters. Additional responsibilities include coordinating/administration of the PES High Performing Student Branch Chapter Award.

Reports: PES VP – Chapters & Membership

Membership: Chair appointed by the PES VP – Chapters & Membership; up to 5 members appointed by the Chair in agreement from the PES VP – Chapters & Membership

Terms of Office: One year – renewable up to five (5) years based on active participation

Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.16 WOMEN IN POWER (WIP) COMMITTEE

Scope: To advance the world through the creativity and innovation of diverse leadership, and to foster the careers, connections, and talent of women in the Power Industry to achieve their full potential to become the leaders of the future.

Reports: PES VP – Chapters & Membership

Membership: Chair appointed by the PES VP – Chapters & Membership; The Vice Chair, Regional Representatives and other Members-at-large shall be appointed by the Chair with agreement of PES VP – Chapters & Membership.

Terms of Office: One year – renewable up to five (5) years based on active participation

Meetings: Shall occur at the call of the Chair and shall typically be held electronically. An annual meeting may be held in conjunction with the PES General Meeting. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.17 YOUNG PROFESSIONALS COMMITTEE

Scope: To provide young professional members who have an interest in the Power & Energy industry with opportunities for educational, technical, and professional development, emphasizing the value of continuing PES membership.

Reports: PES VP – Chapters & Membership

- Membership: Chair appointed by the PES VP – Chapters & Membership; The Vice Chair, Regional Representatives and other Members-at-large shall be appointed by the Chair with agreement of PES VP – Chapters & Membership.
- Terms of Office: One year - renewable up to five (5) years based on active participation
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.18 POWER & ENERGY EDUCATION COMMITTEE ---

- Scope: Work for constant improvement of relationships between all segments of the electric power and energy industry and all elements of the engineering education community. Promote electric power and energy engineering and technology education, and professional developments in schools and industry. Be an advocate of research and researchers at universities and encourage the support, dissemination, and use of university research in electric power and energy engineering. Work with other appropriate Power and Energy Society Committees to develop continuing education programs in the electric power and energy field and contributions to the IEEE Press. Formulate recommended Power and Energy Society policy relative to all matters involving engineering and technology curricula accreditation. Serve as the primary source of Power and Energy Society recommendees for service in various activities of ABET. Cooperate with similar committees of other societies
- Reports: PES VP – Education
- Membership: Officers include the Chair, Vice Chair and Secretary as noted in Appendix II – PEEC Operations & Procedures Manual
- Terms of Office: Two years - as noted in Appendix II - PEEC Operations & Procedures Manual
- Committees: The following committees report to the Power & Energy Education Committee (a) Life-Long Learning (b) University Education Activities (c) Student Meeting Activities (d) PEEC Awards & Recognition (d) Power Engineering Career Promotion (e) Research (f) Strategic Planning.
- Meetings: Shall occur at the call of the Chair and shall typically be held in conjunction with the PES General Meeting and the North America Power Symposium. Members shall be responsible for their own travel expenses unless otherwise approved.

8.19 PES UNIVERSITY COMMITTEE ---

- Scope: Promote electric power and energy engineering and technology education and professional development in schools and industry. Work with other appropriate Power and Energy Society Committees to develop continuing education programs in the electric power and energy field. Collaborate with similar committees of other societies.

- Reports: PES VP – Education
- Membership: Officers include the Chair, Vice Chair and Secretary as noted in Appendix III – PES University Operations & Procedures Manual
- Terms of Office: Two-Year term with an annual appointment for a maximum of five years. Refer to Appendix III - PES University Operations & Procedures Manual
- Committees: The following committees report to the PES University Committee (a) Accreditation Committee (b) Content Acquisition & Curation Committee (c) Instructional Quality & Initiatives Committee (d) Pre-University Committee (e) Selection & Quality Control Committee
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.20 PES CONFERENCE ADVISORY COMMITTEE _____

- Scope: Responsible for the policies and plans for conferences sponsored, co-sponsored and technical co-sponsored by the IEEE Power & Energy Society. Shall make a recommendation to the PES Governing Board of the strategic direction of the overall PES Conference portfolio. It shall, as needed, prepare recommendations for new meetings and for individuals to manage them.
- Reports: PES VP – Conferences & Meetings
- Membership: Chair – appointed by the PES VP – Conferences & Meetings. Up to 8 Members-at-Large, preferably those who are familiar IEEE/PES conference operations, shall be appointed by the Chair with agreement from the PES VP – Conferences & Meetings.
- Terms of Office: One year – renewable up to five (5) years based on active participation
- Committee: The PES Technical Co-Sponsorship Committee shall report to this committee
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.21 PES GLOBAL INDUSTRY STAKEHOLDERS ADVISORY BOARD (ISAB) _____

- Scope: To improve and support the engagement and integration of industry to further the mission of the society globally.
- Reports: PES VP – New Initiatives and Outreach
- Membership: Chairs and vice-chairs from Region 1-6 (USA), 7 (Canada), 8 (Europe/Africa), 9 (Latin/South America) and 10 (Asia/Australia). In addition, invited industry experts may participate upon needs

- Terms of Office: One year – renewable up to five (5) years based on active participation
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.22 PES EXECUTIVE ADVISORY COUNCIL _____

- Scope: Provide recommendations to the PES GB which focus on providing more benefits to industry members with suggestion on how to better communicate those benefits to the membership. Review and initiate specific initiatives by working closely with IEEE PES Industry Technical Support Leadership Committee (ITS LC).
- Reports: PES VP – New Initiatives and Outreach
- Membership: Officers shall include the Chair, Vice Chair and Secretary. Up to 16 Electric Power & Energy Executives as appointed by the Chair with agreement from the PES VP – New Initiatives and Outreach
- Terms of Office: One year – renewable up to five (5) years based on active participation
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.23 PES PUBLICATIONS BOARD _____

- Scope: Establish and recommend Society publication policy. Ensure that all PES publications adhere to IEEE Publications policies and practices.
- Reports: PES VP – Publications
- Membership: Vice President–Publications, who also chairs this Board, the Vice President–Technical Activities, President, President-Elect, Treasurer, PES Executive Director and the Editors in Chief of each PES Magazine & Transaction Magazines.
- Terms of Office: Concurrent to their role on the PES Governing Board or serving as Editor in Chief.
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. An annual meeting may be held in conjunction with the PES General Meeting. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.24 POWER & ENERGY MAGAZINE – EDITORIAL BOARD _____

- Scope: Responsible for overseeing the mission and editorial content of the Power & Energy Magazine.
- Reports: PES VP – Publications

Membership: Editor in Chief as appointed by the PES VP-Publications; Senior Consulting Editor and associate editors appointed in accordance with PES Publications Editor – Operations Manual

Terms of Office: Serve in accordance with PES Publications Editor – Operations Manual

Meetings: Shall occur at the call of the Chair and shall typically be held electronically. An annual meeting may be held in conjunction with the PES General Meeting. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.25 IEEE ELECTRIFICATION MAGAZINE – EDITORIAL BOARD _____

Scope: Responsible for overseeing the mission and editorial content of the IEEE Electrification Magazine.

Reports: PES VP – Publications

Membership: Editor in Chief as appointed by the PES VP-Publications; Senior Consulting Editor and associate editors appointed in accordance with PES Publications Editor – Operations Manual

Terms of Office: Serve in accordance with PES Publications Editor – Operations Manual

Meetings: Shall occur at the call of the Chair and shall typically be held electronically. An annual meeting may be held in conjunction with the PES General Meeting. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.26 OPEN ACCESS JOURNAL OF POWER & ENERGY- EDITORIAL BOARD _____

Scope: Responsible for overseeing the mission and editorial content of the Open Access Journal of Power & Energy.

Reports: PES VP – Publications

Membership: Editor in Chief as appointed by the PES VP-Publications; Senior Consulting Editor and associate editors appointed in accordance with PES Publications Editor – Operations Manual

Terms of Office: Serve in accordance with PES Publications Editor – Operations Manual

Meetings: Shall occur at the call of the Chair and shall typically be held electronically. An annual meeting may be held in conjunction with the PES General Meeting. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.27 TRANSACTION ON ENERGY, MARKET, POLICY & REGULATIONS - EDITORIAL BOARD _____

- Scope: Responsible for overseeing the mission and editorial content of the IEEE Transaction on Energy, Market, Policy & Regulations.
- Reports: PES VP – Publications
- Membership: Editor in Chief as appointed by the PES VP-Publications; Senior Consulting Editor and associate editors appointed in accordance with PES Publications Editor – Operations Manual
- Terms of Office: Serve in accordance with PES Publications Editor – Operations Manual
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. An annual meeting may be held in conjunction with the PES General Meeting. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.28 TRANSACTION ON ENERGY CONVERSION- EDITORIAL BOARD _____

- Scope: Responsible for overseeing the mission and editorial content of the IEEE Transaction on Energy Conversion.
- Reports: PES VP – Publications
- Membership: Editor in Chief as appointed by the PES VP-Publications; Senior Consulting Editor and associate editors appointed in accordance with PES Publications Editor – Operations Manual
- Terms of Office: Serve in accordance with PES Publications Editor – Operations Manual
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. An annual meeting may be held in conjunction with the PES General Meeting. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.29 TRANSACTION ON POWER DELIVERY- EDITORIAL BOARD _____

- Scope: Responsible for overseeing the mission and editorial content of the IEEE Transaction on Power Delivery.
- Reports: PES VP – Publications
- Membership: Editor in Chief as appointed by the PES VP-Publications; Senior Consulting Editor and associate editors appointed in accordance with PES Publications Editor – Operations Manual
- Terms of Office: Serve in accordance with PES Publications Editor – Operations Manual

Meetings: Shall occur at the call of the Chair and shall typically be held electronically. An annual meeting may be held in conjunction with the PES General Meeting. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.30 TRANSACTION ON POWER SYSTEMS - EDITORIAL BOARD _____

Scope: Responsible for overseeing the mission and editorial content of the IEEE Transaction on Power Systems.

Reports: PES VP – Publications

Membership: Editor in Chief as appointed by the PES VP-Publications; Senior Consulting Editor and associate editors appointed in accordance with PES Publications Editor – Operations Manual

Terms of Office: Serve in accordance with PES Publications Editor – Operations Manual

Meetings: Shall occur at the call of the Chair and shall typically be held electronically. An annual meeting may be held in conjunction with the PES General Meeting. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.31 TRANSACTION ON SMART GRID - EDITORIAL BOARD _____

Scope: Responsible for overseeing the mission and editorial content of the IEEE Transaction on Smart Grid.

Reports: PES VP – Publications

Membership: Editor in Chief as appointed by the PES VP-Publications; Senior Consulting Editor and associate editors appointed in accordance with PES Publications Editor – Operations Manual

Terms of Office: Serve in accordance with PES Publications Editor – Operations Manual

Meetings: Shall occur at the call of the Chair and shall typically be held electronically. An annual meeting may be held in conjunction with the PES General Meeting. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.32 TRANSACTION ON SUSTAINABLE ENERGY - EDITORIAL BOARD _____

Scope: Responsible for overseeing the mission and editorial content of the IEEE Transaction on Sustainable Energy.

Reports: PES VP – Publications

- Membership: Editor in Chief as appointed by the PES VP-Publications; Senior Consulting Editor and associate editors appointed in accordance with PES Publications Editor – Operations Manual
- Terms of Office: Serve in accordance with PES Publications Editor – Operations Manual
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. An annual meeting may be held in conjunction with the PES General Meeting. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.33 POWER ENGINEERING LETTERS - EDITORIAL BOARD _____

- Scope: Responsible for overseeing the mission and editorial content of the Power Engineering Letters.
- Reports: PES VP – Publications
- Membership: Editor in Chief as appointed by the PES VP-Publications; Senior Consulting Editor and associate editors appointed in accordance with PES Publications Editor – Operations Manual
- Terms of Office: Serve in accordance with PES Publications Editor – Operations Manual
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. An annual meeting may be held in conjunction with the PES General Meeting. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.34 AWARDS & RECOGNITION COMMITTEE _____

- Scope: Responsible for all major awards and recognitions made or proposed by the Society and as noted in Section 7 of this Operations Manual.
- Reports: PES VP – Strategic Communications and Partnerships
- Membership: Chair – appointed by the PES VP – Strategic Communications & Partnerships
- Terms of Office: One year – renewable up to five (5) years based on active participation
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.35 PES DAY COMMITTEE _____

- Scope: Responsible for celebrating the name change from the Power Engineering Society to the Power and Energy Society. Annually, a theme is selected, and celebrations, including educational and humanitarian activities, youth programs, and technical

contests, are organized for our members. PES Chapters are requested to organize activities during the Month of April to celebrate this event.

- Reports: PES VP – Strategic Communications and Partnerships
- Membership: Chair – appointed by the PES VP – Strategic Communications & Partnerships; additional members appointed by the Chair with the consent of the PES VP.
- Terms of Office: One year – renewable up to five (5) years based on active participation
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved

8.36 STRATEGIC COMMUNICATIONS COMMITTEE _____

- Scope: Responsible for reviewing and developing the strategic direction & core messaging of PES communications and related activities focused on being the leading provider of scientific and engineering information on electric power and energy for the betterment of society, and the preferred professional development source for our members. Responsible for overseeing PES partnership agreements which facilitates PES and industry engagement to ensure that PES has strong relationships with these organizations and can achieve goals which are beneficial to PES and PES members.
- Reports: PES VP – Strategic Communications and Partnerships
- Membership: The PES VP – Strategic Communications & Partnerships may serve as chair or they may appoint the chair; Up to 8 Members-at-Large, who represent the PES membership, shall be appointed by the Chair with agreement from the PES VP – Strategic Communications and Partnerships.
- Terms of Office: One year – renewable up to five (5) years based on active participation
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved

8.37 PES TECHNICAL COUNCIL _____

- Scope: The scope encompasses its technical responsibilities including the following (a) The research and development, planning, design, application, construction, installation, and operation of apparatus, equipment, structures, materials and systems for the safe, reliable, and economic generation, conversion, measurement, control, transmission, and distribution of electric energy. (b) The development of engineering standards, guides, and recommended practices for this field of interest. (c) The technical, scientific, literary, educational and other types of activities that contribute to this field, or utilize the techniques or products of this field.

The development of engineering standards, guides, and recommended practices is performed by the technical committees of the IEEE Power & Energy Society. The Technical Council acts in the role of a coordinating body as related to standards activities.

The extent of Standing Committee, Coordinating Committee, Ad Hoc Committee or Technical Committee and Subcommittee responsibilities, or changes thereto, are defined in respective scopes that shall be approved by the Technical Council. Working Group or Task Force scopes shall be approved by the individual Committee or Subcommittee to whom they directly report.

- Reports: PES VP - Technical Activities
- Membership: Chair, Vice Chair, Secretary and past Chair serve as officers; the chairs of each Technical Committee, Standing Committee and Coordinating Committee as noted in Appendix I – Technical Council Organization and Procedures Manual.
- Terms of Office: Appendix I – Technical Council Organization and Procedures Manual or in respective Technical Committee Policy & Procedures Manuals
- Committees: The standing committees of the Technical Council include (a) Awards (b) Entity Proposal Management (c) Standards Coordinating (d) Technical Sessions (e) Technical Council Organization and Procedures
- Meetings: Shall occur at the call of the Chair. Typically face to face meetings shall be held with the Joint Technical Committee Meeting series and the PES General Meeting. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved.

8.38 LOCALIZED TECHNICAL ACTIVITIES COMMITTEE

- Scope: Responsible for coordinating Satellite Technical Committees
- Reports: PES VP – Technical Activities
- Membership: Chair – appointed by the PES VP – Technical Activities
- Terms of Office: One year – renewable up to five (5) years based on active participation
- Meetings: Shall occur at the call of the Chair and shall typically be held electronically. If a face-to-face meeting is conducted, members shall be responsible for their own travel expenses unless otherwise approved

9.0 PES CHAPTERS

The rules regarding the establishment, formation and dissolution of Chapters are determined by the IEEE Members and Geographic Activities (MGA) Board. The MGA Operations manual is referenced in this document and takes precedent over this document.

9.1 DEFINITION

Per IEEE Bylaws 402.6 - a Chapter shall be a technical subunit of a Region, one or more Sections, or a Geographic Council. There may be single Society Chapters, joint Society Chapters, and Technical Council Chapters. A Chapter shall comprise a minimum of twelve (12) IEEE voting members of a Society, or group of Societies in the case of a joint Chapter, and shall be established by petition to the parent geographical and technical organizational units concerned to fulfill the mission of IEEE. In case of a Technical Council Chapter, a minimum of any twelve (12) IEEE voting members of Council Member Societies in the parent geographical unit shall be required to petition to the geographic unit and to the Technical Council.

IEEE members of Graduate Student Member, Member, Senior Member, or Fellow grade who belong to an IEEE Society and a geographic unit which has formed a Technical Chapter of such Society are considered Chapter members.

- A. IEEE PES Chapters shall conduct activities within the scope of the technical field of interest of the Power & Energy Society.
- B. A Chapter functions in a manner similar to that of a committee of the Section/Council.
- C. In instances where Section/Council territorial geography may warrant and Society member interests are sufficient to support multiple Chapters of a Society, additional Chapters, suitably identified, may be formed and operate under the current applicable procedures.

9.2 FORMATION & DISSOLUTION REQUIREMENTS

The requirements to form or dissolve chapters are noted in the MGA Operations Manual - Section 9.6.B. The Chapter shall be considered established after MGA staff have ascertained that the Region Director and the Society President(s) have no objection to its formation. A list of formations shall be transmitted to the MGA Board and the Technical Activities Board (TAB).

9.3 CHAPTER MANAGEMENT

Responsibility for Chapter management shall rest with the Section/Council, which shall have control of all financial and other assets of the Chapter in carrying out its activities. Additional information is noted in the MGA Operations Manual Section 9.6.C.

9.4 CHAPTER OFFICERS

Officers of the Chapter shall be at least a Chair, a Vice Chair, a Secretary, and a Treasurer. The Chapter may combine the offices of Secretary and Treasurer. Each member of the Chapter Committee shall be an IEEE member of Graduate Student Member, Member, Senior Member, or Fellow grade and a PES member. Officers of a Joint Chapter must be a member of at least one parent Society. Additional information is noted in the MGA Operations Manual Section 9.6.C.

9.5 MGA ANNUAL REPORTING REQUIREMENTS

PES Chapters shall adhere to the requirements for membership and meeting activities per the MGA Operations Manual - Section 9.6.J.

A Chapter shall be required to maintain a membership of not fewer than ten (10 members of Graduate Student Member, Member, Senior Member, or Fellow grade, and to hold not less than two (2) technical meetings per year, or to maintain a level of activity acceptable to the Region Director and the Society President(s).

9.6 PES CHAPTER ANNUAL REPORT / HIGH PERFORMING CHAPTER PROGRAM

In addition to providing annual reporting to MGA - all PES Chapters shall provide an annual report to the PES Chapter leadership. Chapters that provide such reporting will be eligible to receive up to \$1,000 provided they meet the requirements and deadlines.

Eligibility Requirements and Program Overview

- Any active PES chapter is eligible to apply for the High Performing Chapter Program (HPCP).
- HPCP is evaluated annually during the PES Chapter Annual Reporting process. During October/November of each year, an online reporting link will be sent to all PES Chapter Chairs. The chapter chairs need to complete the annual report via the online reporting system to qualify their chapters for the HPCP.

Each PES Chapter that meets the defined performance requirements will be eligible to receive funding. These funds are to be used to support the cost of operation of its chapter. The High Performing Chapter Program funding will be awarded annually with a maximum of US\$1000 and a minimum of US\$200.

Chapters will be scored and earn funding based upon the following criteria:

- a) Timely updates of chapter leadership contact data using an email mechanism. For chapters whose officers change at year-end, the final update should be received no later than January 31 of next year.
- b) Hold a minimum of four (4) meetings per year - Chapter must hold four meetings during the calendar year. At least three of the four meetings must be meetings submitted to MGA via vTools events reporting system. The remaining meeting can be of a social, planning or administrative nature. This requirement will be measured by examining the report referred to in item 2(c) below to make certain there has been a minimum of four meetings held.
- c) Utilize the Chapter Outstanding Engineer Award - The chapter must have a defined program to recognize outstanding contributions/support by its members. This could, for example, be met by awarding the Chapter Outstanding Engineer Award (COEA) to a member of its chapter during the year. It could also be met by the chapter by including in the report it provides to the Regional Representative and the Chapters Representative a description of the program that it has in place, the recognition that it has considered and the actions taken. This will be measured by using the records of the PES Chapters Awards Committee to determine if a request for a plaque for the COEA has been made by the chapter prior to January 31st. The request must be made to the chair of the PES

- Awards Committee with a copy to the Regional Representative and the Chapters Representative.
- d) Active PES Chapter website - must maintain an active PES chapter's web page/site. Chapter web sites must be maintained and be current throughout the year. The Web Page must be accessible to all members through a link on the PES chapters website. The web page/site must include, at a minimum:
 - i) A complete list of chapter officers including e-mail addresses
 - ii) Information on programmed activities including date, time and location of activity, details on the activity and the speaker.
 - iii) Details of past activities.
 - iv) Date of last update.
 - v) A webmaster or other contact
 - e) Complete the Annual Report of chapter activities - Chapter must provide a brief but complete report of the chapter's overall activities for the previous year using the Annual Report / HPCP Form. The reports should be provided to both the Regional Representative and Chapters Representative no later than December 31. Items a-e above are the minimum requirements and must be met to receive any funding. The following are additional activities that will earn additional funding.
 - f) Young Professionals - Demonstrate a chapter Young Professional program that is focused on increasing the number of PES members who have graduated from college in the last ten years.
 - g) Women in Engineering Program - Demonstrate a chapter WIE (Women in Engineering) program that is focused on the WIE mission to inspire, engage, encourage, and empower women within the chapter.
 - h) Membership Growth / Retention Program - Demonstrate a chapter membership Growth / Retention program geared to increase the membership of the chapter.
 - i) Membership Advancement Program - Demonstrate a program to promote and achieve membership grade advancement (Sr. members, Fellow nominations).
 - j) Membership recognition activities - Demonstrate activities to recognize the accomplishments of chapter members. This will be activities or events that include recognition events (local recognitions, speaker recognition, award dinners of) This also includes any nominations for any IEEE or PES awards.
 - k) Student Activities - Demonstrate chapter support of student-related activities and development. This includes demonstrated activities with respect to IEEE Student Chapters at the college level and/or with students in grades K-12 (or equivalent).
 - l) Chapter Educational Activities - Demonstrate a chapter-sponsored educational activities. An educational activity is defined as a program which offers at least one tutorial, short course, lecture series, or other activity directly related to the education of its members. This can include technical, professional, business, project management, or other topics of interest to the chapter's membership.
 - m) Conference Activities - Demonstrate the chapter's support of PES financially supported conferences. Local conferences may also be reported if they significantly support PE subjects (credit is not given for IAS, PELS etc. conference activity).
 - n) Other Activities - Details on other chapter activities not listed here may be provided and may be considered for funding.

Scoring and Fund Allocation

1. Items a, b, c, d and e must be met and are defined as the minimum requirements. A chapter that does not meet these five (5) requirements will not be eligible for funding. A score of 40 points will be associated with meeting these minimum requirements.

2. Additional points will be given for item b (five (5) points per additional technical meeting for two more (2) meetings, up to a maximum of 10 additional points).
3. Items h, k, and l may earn up to 9 points each based on the quality and quantity of the activities.
4. Items f, g, i, j and m may earn up to 5 points each based on the quality and quantity of the activities.
5. A maximum of 100 points may be earned (40 for minimum requirements; 10 for additional meetings and up to 50 points for items f-n). The funding award for each chapter will be \$10 per point up to a maximum of \$1000.
6. Chapters must submit the Combined Annual Report / High Performing Chapter Program form by the December 31 deadline to be eligible for funding. All scoring is based upon the details provided in this form. Verification of details may be required.
7. For joint chapters (such as joint IAS PELS and PES), the PES Chapters organization reserves the right to coordinate their support programs in the event that a single chapter requests multiple grants from multiple societies.

9.7 PES OUTSTANDING CHAPTER AWARD

Recognize a PES Chapter for achieving excellence in providing the best set of overall programs and activities for its Members. Each year the Power & Energy Society Outstanding Chapter Award is given to the chapter that is judged to provide the greatest overall contribution and service to its members in the following categories:

1. Technical Activities
2. Societal Activities
3. Membership Advancement, Fellow Nominations and Awards
4. Enlistment of New PES Members

Activities for inclusion in the OCA report are defined as those that occur throughout the calendar year, i.e., January 1 to December 31. The intent is for chapters to report OCA activities that have already occurred.

The award consists of a custom-prepared Outstanding Chapter Award banner complete with the name of the winning chapter. In addition, the winning chapter officers are presented with plaques in recognition of their outstanding leadership.

The OCA is split into two separate but equal competitions so that similar-sized chapters will compete only against each other:

1. Outstanding Large Chapter Award (>100 members)
2. Outstanding Small Chapter Award

All competition rules for the OCA are identical. Thus, both the winning large chapter and the winning small chapter will receive their own individual OCA banner and plaques. In recognition of all the hard work put forth by all chapters, large or small, winners or runners-up, cash awards will now be given each year:

1. Winning Chapter = \$1000
2. Runner-Up Chapter = \$250 each

Submission of the OCA report to the Chapters Awards Committee Chair.

9.8 PES CHAPTER OUTSTANDING ENGINEER AWARD

The IEEE PES Outstanding Engineer Award program allows each PES Chapter the opportunity to recognize the outstanding contribution of local engineers to the power engineering profession.

Established in 1994 to recognize outstanding technical, professional and society contributions on behalf of the power engineer profession. Each Chapter is free to establish their own priorities for the selection criteria. Recipients must be IEEE and PES members. The following areas are suggested for comparison of award nominees:

- Outstanding technical contributions to the power engineering profession.
- Outstanding professional and leadership contributions to the power engineering profession
- Significant contributions to the local community representing the power engineering profession.
- Outstanding contributions in the area of power engineering education.

Chapters that participate in this program should:

- Establish their own annual calendar for this award. One award may be given each calendar year in each of the experience categories (less than 15 and more than 15 years).
- Publicize a request for nominations for the Outstanding Engineer Award. Each chapter member should be made aware of the award process.
- Designate a committee of at least three individuals to review the nominations for the Outstanding Engineer and to make a selection. This committee should be chaired by the Chapter chair or his or her designee.
- Design a nomination form as deemed appropriate by the local selection committee. A "free form" nomination procedure is appropriate.
- This award should be given high visibility and status in the Chapter. The award presentation should be coordinated with the local media to ensure maximum exposure in the local community.

PES will provide, at no cost to the Chapter, a plaque to present to the recipient. The plaque must be requested by using the OEA Request Form.

9.9 PES OUTSTANDING VOLUNTEER AWARD (OCVA)

Approved in 2011, this award allows each PES Chapter the opportunity to recognize a volunteer's contribution to the local chapter.

Eligibility: The recipient must be both an IEEE and PES member

Frequency/Schedule: One Award per chapter per year. Each chapter shall establish their own schedule/calendar.

Administration: Each Chapter is free to establish their own criteria for the selection criteria. The Chapter must establish a formal committee/team to administer and establish the guidelines for the award, and communicate the criteria and program to the chapter membership.

The following areas are examples for consideration for the recipient:

- Members who played significant roles during a conference where chapter was involved

- Organizers or significant contributors to Chapter affinity groups (Young Professionals, Women in Power, etc.)
- Members who contributed significantly to chapter events or operations
- Chapter ADCOM/EXCOM Committee Chairs or members
- Chapter webmaster, social media coordinator, etc.

Chapters that participate in this program should consider:

- Publicizing a request for nominations for the Outstanding Chapter Volunteer Award. Each chapter member should be made aware of the award process.
- Designate a committee of at least three individuals to review the nominations for the Outstanding Volunteer and to make a selection. Chapter Awards Committee chair should be a member of this selection committee.
- Design a nomination form as deemed appropriate by the local selection committee. A "free form" nomination procedure is acceptable.

This award should be given high visibility and status in the Chapter. The award presentation should be made during a chapter meeting or other public event, and communicated more broadly via web page, social media, newsletters, etc.

Award and Application Process: PES will provide, at no cost to the Chapter, a plaque to present to the recipient. The plaque request must be made six weeks prior to the presentation by using the OCVA Request Form.

9.10 PES CHAPTER SOCIAL MEDIA CONTEST _____

The primary aim of this contest is to promote IEEE PES on social media, increase branding, image, presence, and collect social media contact information about IEEE PES Organizational Unit (OU): Professional chapters and Student Branch Chapters.

The contest is open to all the IEEE PES Professional and Student Branch Chapter, who can share any PES activity: Conferences, meetings, technical tours, student activities through a Web Site and other social media resources like Facebook, Twitter, Instagram, LinkedIn, etc. The IEEE PES Chapters Social Media Contest has two categories: the student chapter and professional chapter category.

The appropriate PES Vice President shall appoint a committee to judge the results based on the following criteria (a) website (b) YouTube or other online video sharing platform (c) Additional Social Media Presence.

Prizes will be awarded for first, second and third place for PES Professional Chapters and PES Student Branch Chapters.

9.11 PES STUDENT BRANCH CHAPTERS _____

Per IEEE Bylaw 402.8 - a Student Branch Chapter is a technical subunit of a Student Branch constituted by a minimum of six (6) IEEE members of Student Member or Graduate Student Member grade of a Society and established by petition to the parent Student Branch and Society concerned to represent and fulfill the needs of the members and the missions of IEEE. A Student Branch Chapter functions in a manner similar to a committee of the Student Branch.

9.11.1 FORMATION & DISSOLUTION REQUIREMENTS _____

The requirements to form or dissolve chapters are noted in the MGA Operations Manual - Section 9.8.B. The Region Student Activities Committee Chair, the Region Director, and the Society President shall consider the Student Branch Chapter established following approval of the petition.

9.11.2 CHAPTER MANAGEMENT _____

The responsibility for Student Branch Chapter management rests with the Executive Committee (ExCom) of the Branch. The Student Branch Chapter Chair shall serve as an ex officio member of the Branch ExCom in coordinating and planning activities and programs

9.11.3 CHAPTER OFFICERS _____

The Student Branch Chapter members shall elect a Student Branch Chapter Chair and any other officers deemed necessary for its successful operation in accordance with the Branch constitution.

9.11.4 ANNUAL REPORTING REQUIREMENTS _____

A Student Branch Chapter is required to maintain a membership of not fewer than five (5) IEEE members of Student Member or Graduate Student Member grade, and to hold not less than two (2) technical meetings per year and maintain a level of activity acceptable to the Society President, the Region Director, and the Region Student Activities Committee Chair.

9.11.5 HIGH PERFORMING STUDENT BRANCH CHAPTER PROGRAM _____

The IEEE Power and Energy Society (PES) provides annual funding to the PES Student Branch Chapters (SBC) to carry out activities supporting the local members through the high performing student branch chapter program. Every SBC that completes the basic application and satisfies the minimum requirements is eligible for basic funding of \$150 with a maximum of \$1000. The HPSBC award;

The HPSBC program provides funding for the SBCs based on the activities carried out in the prior year.

Any active IEEE PES Student Branch Chapter is eligible to apply for the High Performing Student Branch Chapter Program (HPSBC). HPSBC is evaluated annually during the PES Chapter Annual Reporting process. At the start of each year, an online reporting link is sent to all PES Student Branch Chapter leaders. Each PES Chapter that meets the defined performance requirements will be eligible to receive funding. Up to \$1000 will be awarded based on the scoring criteria of the program. These funds are to be used to support the operational expenditure of the chapter.

9.12 PES CHAPTERS COUNCIL _____

Reporting to the PES Governing Board (GB) through the Regional Representatives, a PES Chapters Council may be formed to facilitate PES activities in a country or geographic region. This committee is formed by the chapters to do only those delegated tasks that can be best done together as a single group rather than individual chapters. These tasks include, but are not limited to, coordinating activities related to membership and conferences as well as identifying opportunities for standards development. These tasks are reviewed and overseen by the Regional Representatives for that specific country/ geographic region.

Upon the recommendation of the PES Vice President – Chapters and Membership, the PES Governing Board shall approve the formation of a PES Chapters Councils. The Chair of a council shall be appointed by the PES Vice President – Chapters and Members (or their designee) and approved by the PES Governing Board. The Chair may serve a two-year term, with the ability to serve two consecutive terms if reappointed. All current PES Chapter Chairs in the country/geographic region are ex-officio members of the PES Chapters Council and will serve in this role in accordance with their terms of office as Chapter Chair.

The PES Chapters Council may provide the PES Governing Board with proposals related to their tasks; however they cannot conduct business, nor can they make business decisions, on behalf of the society. PES Chapters Councils are encouraged to communicate and provide guidance and support to localized committees of the society that may exist in the country/geographic region.

As of January 2023, PES has approved the formation of the following PES Chapters Councils.

- IEEE PES China Chapters Council
- IEEE PES India Chapters Council
- IEEE PES Latin America North Chapters Council
- IEEE PES Latin America South Chapters Council
- IEEE PES Africa Chapters Council