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30 October 2003

Mohindar Sachdev
University of Saskatchewan
243 Willoughby Cres.
Saskatoon, SK, S7H 4W6
CANADA
m.s.sachdev@ieee.org

Re: PC37.91 - Guide for Protecting Power Transformers

Dear Mohindar:

I am pleased to inform you that on 30 October 2003 the IEEE-SA Standards Board approved the above referenced project until 31 December 2007. A copy of the file can be found on our website at <http://standards.ieee.org/board/nes/projects/C37-91.pdf>.

Now that your project has been approved, please forward a roster of participants involved in the development of this project. This request is in accordance with the IEEE-SA Operations Manual, Clause 5.1.2f under Duties of the Sponsor which states:

"Submit annually to the IEEE Standards Department an electronic roster of individuals participating on standards projects"

For your convenience, an Excel spreadsheet for your use has been posted on our website at <http://standards.ieee.org/guides/par/roster.xls>. Please forward this list to me via e-mail at j.haasz@ieee.org no later than 28 January 2004.

Please visit our website, IEEE Standards Development Online (<http://standards.ieee.org/resources/development/index.html>), for tools, forms and training to assist you in the standards development process. Also, we strongly recommend that a copy of your draft be sent to this office for review prior to the final vote by the working group to allow for a quick review by editorial staff before sponsor balloting begins.

If you should have any further questions, please contact me at 732-562-6367 or by email at j.haasz@ieee.org.

Sincerely,

Jodi Haasz
Program Manager
International Stds Programs and Governance
Standards Activities
Phone +1 732 562 6367
FAX +1 208 460 5300
Email: j.haasz@ieee.org

cc: m.s.sachdev@ieee.org, rick.taylor@sgswitter.com, stds-pes-scc@ieee.org

PAR FORM

PAR Status: Revision PAR
PAR Approval Date: 2003-10-30
PAR Signature Page on File: Yes
Review of Standards Development Process: No

1. Assigned Project Number: C37.91

2. Sponsor Date of Request: 2003-09-18

3. Type of Document: Guide for

4. Title of Document:

Draft: Guide for Protecting Power Transformers

5. Life Cycle: Full Use

6. Type of Project:

6a. Is this an update to an existing PAR? No

6b. The Project is a: Revision of Std C37.91-2000

7. Contact Information of Working Group:

Name of Working Group: Transformer protection Guide Working Group

Name of Working Group Chair: Mohindar Sachdev

Telephone: 306-374-0730 **FAX:** 306-955-2973

Email: m.s.sachdev@ieee.org

8. Contact Information of Official Reporter (If different than Working Group Chair)

Name of Official Reporter: (if different than WG contact)

Telephone: **FAX:**

Email:

9. Contact Information of Sponsoring Society or Standards Coordinating Committee:

Name of Sponsoring Society and Committee: Power Engineering Society Power System Relaying

Name of Sponsoring Committee Chair: Richard P Taylor

Telephone: 828-216-3853 **FAX:** 828-684-5105

Email: rick.taylor@sgswitter.com

Name of Liaison Rep. (If different than Sponsor Chair): Mohindar Sachdev

Telephone: 306-374-0730 **FAX:** 306-955-2973

Email: m.s.sachdev@ieee.org

10. The Type of ballot is: Individual Sponsor Ballot

Expected Date of Submission for Initial Sponsor Ballot: 2006-03-31

11. Fill in Projected Completion Date for Submittal to RevCom: 2006-09-30

Explanation for Revised PAR that Completion date is being extended past the original four-year life of the PAR:

12. Scope of Proposed Project:

The scope of the guide will be the application of relays and other devices for protecting transformers used in electric power utility transmission networks and distribution systems

13. Purpose of Proposed Project:

The purpose of this project is to provide a document, to protection engineers, that would help them in properly applying relays and other devices to protect transformers used in transmission and distribution systems.

14. Intellectual Property:

Sponsor has reviewed the IEEE patent policy with the working group? Yes

Sponsor is aware of copyrights relevant to this project? No

Sponsor is aware of trademarks relevant to this project? No

Sponsor is aware of possible registration of objects or numbers due to this project? No

15. Are there other documents or projects with a similar scope? No

Similar Scope Project Information:

16. Is there potential for this document (in part or in whole) to be submitted to an international organization for review/adoption? Do not Know

If yes, please answer the following questions:

Which International Organization/Committee?

International Contact

Information?

17. If the project will result in any health, safety, or environmental guidance that affects or applies to human health or safety, please explain, in five sentences or less. No

18. Additional Explanatory Notes: (Item Number and Explanation)