

IEEE-USA CHARTER

Critical Infrastructure Protection Committee

GENERAL

The Critical Infrastructure Protection Committee (CIPC) is a Technology Policy Activities committee of the Institute of Electrical and Electronics Engineers-United States of America (IEEE-USA). It reports to the IEEE-USA Board of Directors through the IEEE-USA Vice President - Technology Policy Activities (VP-TPA). It is established as a central focal point to bring the many interests and capabilities of the Institute to bear on United States policy issues in the area of protection of the critical national infrastructures including cybersecurity and spyware protections and other key assets from all types of hazards including natural or man-made disruptions.

OBJECTIVE AND SCOPE

The overall objective of the Committee is to contribute to the rational formulation of legislation, regulation and policy in the United States related to the protection of critical national infrastructures and their key assets and through the provision of sound technical and professional counsel, based upon the best resources that the IEEE can bring to bear upon the issues.

The committee will constitute a central focal point for presenting sound technical information and the professional views of the IEEE membership to the appropriate elements of the U.S. government and to the U.S. public. The Committee will prepare and present positions in accordance with IEEE-USA policies (Operation Manual, Section 10), on any aspect of critical infrastructure legislation, regulation, or policy within the technical and professional competence of the IEEE. The Committee will work to keep the IEEE U.S. membership appraised of critical infrastructures and their key assets policy matters.

FUNCTIONS

The specific function of the IEEE-USA Critical Infrastructure Protection Committee is to initiate action within the scope of this charter on appropriate matters related to critical infrastructure protection and their key assets. This objective encompasses (but is not limited to) the following types of activities:

1. Preparing of statements on critical infrastructure-related legislation-, regulation-, and policy-related subjects in a form suitable for promulgation as IEEE-USA Position Statements or IEEE Position Papers, in accordance with the applicable IEEE and IEEE-USA policies. These statements should reflect a balance of economic viability, technical judgment and social acceptability.
2. Communicating IEEE-USA critical infrastructure policy positions to policy-makers through testimonies, statements, letters and other forms of policy communications.
3. Providing input to the key government agencies on proposed plans, policies and R&D priorities for identification, prioritization and protection of critical infrastructures and key assets.
4. Sponsoring meetings, forums, seminars, symposia, briefings and tutorials to learn, discuss and clarify critical infrastructure-related policy issues.
5. Providing education and awareness to the IEEE members, policy-makers, and/or individuals from the private sector, towards the convergence of intellectual and scientific knowledge to enable effective policy making related to critical infrastructure protection.
6. Reviewing critical infrastructure-related position papers referred to it by the various constituent Societies, Councils, and Committees of IEEE.

7. Providing knowledgeable spokespersons to comment on critical infrastructure-related legislation, regulations, and/or policy issues with public officials, the media or any other public or private body involved in the issue(s) being considered. Such public comments must always clearly distinguish between official IEEE-USA positions, committee positions, and the personal convictions of the spokespersons.
8. Establishing working relationships and maintaining liaison with associated technology-related policy boards and committees of the appropriate IEEE Societies, and with other professional societies and other organizations having critical infrastructure-related technology policy activities.

COMMITTEE ORGANIZATION

Committee Membership: The membership of the Committee will consist of four classes. All officers and other voting members of the Committee must be U.S. members-in-good-standing of the IEEE and must be of at least Member grade. The classes of membership are:

Delegate Members: At the beginning of each calendar year, each IEEE body (group, society, region, division, or board) with significant interest and expertise in research and development policy issues will be invited to nominate a delegate member to the Committee. This individual will serve until replaced or removed by the appointing entity. Delegate members are subject to approval of the VP-TPA. Delegate members are entitled to vote on any matter which may properly come before the Committee. Delegate members will serve to facilitate two-way communications between their designating entity and the TPA committee.

At-Large Members: Existing members may recommend individuals for selection as At-Large Members to the Committee Chair. These individuals shall serve for two years and may be renewed for two years with the approval of the VP-TPA.

Consulting Members: The Committee Chair, with the concurrence of the VP-TPA, may appoint consulting members. Consulting members shall not vote in committee proceedings, and shall not hold committee office.

Corresponding Members: Any IEEE member in good standing may become a Corresponding Member. Corresponding members must request such status each calendar year.

Elections and Appointment of Officers:

Chair: The Chair of the committee shall be appointed at the beginning of the calendar year by the incoming IEEE-USA Vice President-Technology Policy Activities, with the approval of the IEEE-USA President. The Chair will conduct Committee meetings, attend TPA meetings and perform other duties as necessary. To aid in this process, the Committee may submit the names of suggested candidates to the IEEE-USA Vice President-Technology Policy Activities during the fourth quarter of each year. The Chair of the Committee will serve for a term of one year and shall not normally be eligible to serve more than two consecutive terms.

Vice Chair: The Vice Chair shall be elected from the Committee membership at the first Committee meeting of the calendar year, or at the first meeting after the office becomes vacant. The duties of the Vice Chair will include acting for the Chair as required at Committee and Council meetings and other activities as necessary. Election shall be by the largest number of votes cast by members present or represented by valid proxies. Nominations for the office of Vice Chair will be made from the floor. The Vice Chair will normally serve until the first meeting of the next calendar year.

Secretary: The Secretary of the Committee will be a member of the IEEE-USA professional staff.

All officers shall continue to serve until a successor has been selected.

Subcommittees and Task Forces: The Chair of the Committee may create subcommittees or task forces to address specific topics or deal with special situations as may be appropriate. The Chair shall appoint at least two or more Committee members to each such subcommittee or task force, one of whom shall serve as chair. Task Force membership may be supplemented by the appointment of IEEE members who are not members of the Committee; such task force members shall be appointed by the subcommittee chair with the concurrence of the Chair of the Committee.

The duration of a task force is one year, but can be renewed each year. The chairs and members of task forces are appointed for one-year and may normally be reappointed to consecutive one-year terms no more than twice.

Administrative Subcommittee (AdCom): A committee chair may designate an Administrative Subcommittee (AdCom) which shall consist of the officers of the Committee and the Chairs of ad hoc task forces of the Committee. The AdCom may manage the activities of the Committee so as to keep operations within the approved budget. The AdCom will carry on the business of the Committee between regular meetings. The AdCom will provide current management information as needed. The AdCom will meet on the call of the chair of the Committee.

FINANCIAL AND ADMINISTRATIVE SUPPORT

A budget will be provided through the normal IEEE-USA budget process for such expenses as the secretariat, meeting logistics, and related committee expenses as necessary. To keep the budget within practical limits, travel expenses are not normally provided for committee members. In an exceptional case, the Committee Chair may approve travel expense charges for a committee member for a specific trip. Committees will seek to utilize electronic communications media for conducting its business whenever possible. The Committee Chair and the Council Chair are expected to monitor Committee expenses to keep them within budget. Administrative support will be provided by IEEE-USA Staff.

CHANGES

This Charter and any changes thereto must be approved by the IEEE-USA Board of Directors.

History

Adopted by the IEEE-USA Board of Directors (17 Nov. 2006)
Amended (16 Feb. 2007) (to include cybersecurity within mission)