

**U.S. DEPARTMENT OF COMMERCE
NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY
INTERNET OF THINGS ADVISORY BOARD
CHARTER**

- 1. Committee's Official Designation.** Internet of Things Advisory Board.
- 2. Authority.** Pursuant to the requirements of Section 9204(b)(5) of the William M. (Mac) Thornberry National Defense Authorization Act for Fiscal Year 2021 (Public Law No. 116-283), hereinafter referred to as the Act, the Secretary of Commerce (Secretary) hereby establishes the Internet of Things Advisory Board, hereinafter referred to as the Board, a non-discretionary advisory committee, in accordance with the Federal Advisory Committee Act, as amended (FACA), 5 U.S.C. App.
- 3. Objectives and Scope of Activities.** The Board shall advise the Internet of Things Working Group convened by the Secretary pursuant to Section 9204(b)(1) of the Act on matters related to the Working Group's activities, as specified below.
- 4. Description of Duties.** The Board shall advise the Working Group with respect to --
 - a. the identification of any Federal regulations, statutes, grant practices, programs, budgetary or jurisdictional challenges, and other sector-specific policies that are inhibiting, or could inhibit, the development of the Internet of Things;
 - b. situations in which the use of the Internet of Things is likely to deliver significant and scalable economic and societal benefits to the United States, including benefits from or to—
 - i. smart traffic and transit technologies;
 - ii. augmented logistics and supply chains;
 - iii. sustainable infrastructure;
 - iv. precision agriculture;
 - v. environmental monitoring;
 - vi. public safety; and
 - vii. health care;
 - c. whether adequate spectrum is available to support the growing Internet of Things and what legal or regulatory barriers may exist to providing any spectrum needed in the future;
 - d. policies, programs, or multi-stakeholder activities that—
 - i. promote or are related to the privacy of individuals who use or are affected by the Internet of Things;
 - ii. may enhance the security of the Internet of Things, including the security of critical infrastructure;
 - iii. may protect users of the Internet of Things; and
 - iv. may encourage coordination among Federal agencies with jurisdiction over the Internet of Things;
 - e. the opportunities and challenges associated with the use of Internet of Things technology by small businesses; and
 - f. any international proceeding, international negotiation, or other international matter affecting the Internet of Things to which the United States is or should be a party.

The Board shall submit to the Internet of Things Working Group a report that includes any of its findings or recommendations. The report will be administratively delivered to the Internet of Things Working Group through the Director of the National Institute of Standards and Technology (NIST).

The Board shall set its own agenda in carrying out its duties. The Working Group may suggest topics or items for the Board to study, and the Board shall take those suggestions into consideration in carrying out its duties.

The Board will function solely as an advisory body, in accordance with the provisions of FACA.

- 5. Agency or Official to Whom the Committee Reports.** The Board shall report to the Working Group.
- 6. Support.** NIST, through the Information Technology Laboratory (ITL) and the Director's Office, shall provide support for the performance of the Board's function and shall ensure compliance with the requirements of the FACA, governing Federal statutes and regulations, and established Department of Commerce (Department) policies and procedures.
- 7. Estimated Annual Operating Costs and Staff Years.** The estimated annual operating cost to NIST, to include travel, meetings, and contract support, is approximately \$300,000. The estimated annual personnel cost to NIST is 1.5 full-time equivalent.
- 8. Designated Federal Officer.** The Director of NIST will appoint a full-time or permanent part-time Federal employee to serve as the Designated Federal Officer (DFO). The DFO will: call all Board and subcommittee meetings; prepare meeting agendas as they are set by the Board; approve the establishment of Board subcommittees; attend all Board and subcommittee meetings; adjourn any meeting when the DFO determines adjournment to be in the public interest; and chair meetings when directed to do so by the Director of NIST.
- 9. Estimated Number and Frequency of Meetings.** The Board will meet at least three times each year at the call of the DFO in consultation with the Board's Chair.
- 10. Duration.** The Board shall terminate when the Working Group submits its report to Congress pursuant to Section 9204(b)(6) of the Act.
- 11. Termination.** The Board shall terminate when the Working Group submits its report to Congress pursuant to Section 9204(b)(6) of the Act. The statutory deadline for submission of the Working Group's report is no later than 18 months from the date of enactment of the Act.
- 12. Membership and Designation.** Members of the Board shall be appointed by the Secretary. The Board shall consist of 16 members representing a wide range of

stakeholders outside of the Federal Government with expertise relating to the Internet of Things, including: (i) information and communications technology manufacturers, suppliers, service providers, and vendors; (ii) subject matter experts representing industrial sectors other than the technology sector that can benefit from the Internet of Things, including the transportation, energy, agriculture, and health care sectors; (iii) small, medium, and large businesses; (iv) think tanks and academia; (v) nonprofit organizations and consumer groups; (vi) security experts; (vii) rural stakeholders; and (viii) other stakeholders with relevant expertise, as determined by the Secretary.

The Board members shall serve terms of two years (unless the Board terminates earlier). Vacancies are filled as soon as highly qualified candidates in a needed area of stakeholder interest are identified and available to serve. Members of the Board shall serve as representative members. Full-time or permanent part-time Federal officers or employees will not be appointed to the Board. Members must be citizens of the United States of America.

Members of the Board shall not be compensated for their services. Members of the Board, while attending meetings of the Board away from their homes or regular place of business, may be allowed travel expenses, including per diem in lieu of subsistence, as authorized by Section 5703 of Title 5, United States Code, for individuals intermittently serving in the Government without pay.

Members shall not reference or otherwise utilize their membership on the Board in connection with public statements made in their personal capacities without a disclaimer that the views expressed are their own and do not represent the views of the Board, the Working Group, NIST, or the Department of Commerce.

13. Subcommittees. NIST may establish subcommittees as necessary. Subcommittees must report back to the Board and must not provide advice or work products directly to the Working Group, NIST, or the Department.

14. Recordkeeping. The records of the Board, formally and informally established subcommittees, or other subgroups of the Board, shall be handled in accordance with the General Records Schedule 6.2 or other approved agency records disposition schedule. Subject to the Freedom of Information Act, 5 U.S.C. § 552, records presented to or prepared for or by the Board are available for public inspection. The DFO will oversee recordkeeping and appropriate filings.

Acting Chief Financial Officer and
Assistant Secretary for Administration

Filing Date