

## **IEEE European Public Policy Committee Charter**

### **General**

The IEEE European Public Policy Committee is a Committee of IEEE, responsible to the IEEE Board of Directors for the coordination of public policy activities relevant to the interests of IEEE members in European Union (EU) and European Free Trade Association (EFTA) countries, which are designed to benefit IEEE members, engineering professionals and the general public.

### **Purposes**

The European Public Policy Committee shall assist the IEEE Board by:

- Advising the IEEE Board of Directors on activities and programs focused on shaping public policy efforts in the European Union (EU) and European Free Trade Association (EFTA) countries, and assisting the Board on public policy matters that affect the global and operational interests of IEEE.
- Working with EU/EFTA policy-makers and regulators to encourage innovation and enhance the careers of European engineers and other technical professionals.
- Enhancing public awareness and understanding among EU/EFTA policy-makers and the European public of the social implications of technology with a focus on new and emerging technologies within IEEE's areas of expertise.
- Providing IEEE's members in EU/EFTA countries with a voice and means to inform and influence science, engineering and technology-related policy in the European Union on priority issues affecting the profession and/or the public welfare.
- Building relationships, collaborating and establishing partnerships with new audiences and external entities, including regulatory bodies, industry and industry associations and national organizations within the EU/EFTA interested in science, engineering and technology policy.

### **Functions**

The functions of the European Public Policy Committee shall include, but are not limited to:

- Coordinating the development and disseminating EPPC public policy documents in accordance with IEEE Bylaws and IEEE Policies, including organizational unit position statements, informational whitepapers or reports, and policy communications.
- Communicating with IEEE members in EU/EFTA countries to discern their public policy interests, priorities and perspectives to help inform the Committee's planning and position formulation.

- Collaborating with other IEEE entities on initiatives, events or activities on public policy issues of mutual interest.
- Consulting and collaborating with the leaders of IEEE Sections in EU/EFTA countries to enhance member awareness of, and participation in EPPC activities.
- Communicating progress and outcomes regularly through reports to the IEEE Board of Directors and through appropriate communications to IEEE members in EU/EFTA countries.
- Developing an annual plan of operations and budget, and effectively managing both to achieve desired goals and outcomes.
- Evaluating the potential of programs designed to engage qualified IEEE members as technical advisers to policy-makers and/or learn about policy issues, the policy process and/or opportunities by which technical professionals can contribute to policy-making.
- Assessing the needs of the Committee and the activities it oversees, and providing the IEEE Board and other IEEE organizational units with appropriate recommendations on IEEE's organizational focus for support of public policy efforts, both global and regional.
- Building relationships with EU/EFTA policy-makers.

## **Membership**

In accordance with the IEEE Bylaws, the Committee shall consist of not more than thirteen members, all of whom shall be appointed by the IEEE Board of Directors. The IEEE Nominations and Appointments Committee shall recommend a slate of nominees to be considered by the IEEE Board using its nominations process. Qualifications for membership shall include:

- All members shall have an understanding of effective and appropriate methods of engaging in public policy initiatives.
- At least one member shall have received his or her first collegiate degree within the last fifteen years at the time of appointment.
- All members shall reside within the European Union/European Free Trade Association countries.

Members shall serve two-year terms with reappointment permissible for a second two-year term.

To provide for continuity the terms of the members shall be staggered.

## **Corresponding members:**

The Committee may appoint non-voting corresponding members with expertise in public policy matters, activities, and related procedures, when deemed appropriate

to assist in furthering the work of the Committee. Such corresponding members need not reside within the EU/EFTA countries.

### **Officers**

The Chair, who shall be appointed by the IEEE Board, shall be selected from among the members and shall serve a one-year term in that position, with reappointment permissible.

Each year the Committee shall select one member to serve as its Vice-Chair. The Vice Chair shall become the acting Chair should the Chair become unable to serve temporarily, or until the position is filled if the Chair position becomes vacant.

### **Meetings**

The Committee shall meet as required, and shall normally hold at least one in-person meeting each year.

The Committee may also meet and act upon the vote of its members via telecommunications equipment, where, in accordance with IEEE Bylaws, all parties participating in the meeting can hear each other at the same time.

### **Operations**

Administrative support for the Committee shall be provided by the Corporate Staff, as designated by the IEEE Executive Director.

### **Budget**

The annual budget to support the activities of the Committee shall be developed through the normal IEEE budget process.

The European Public Policy assessment shall be used to support the development and advocacy of public policy and related activities for the benefit of the profession and public in Europe.

Additional funds may be raised and applied to advance Committee operations through registration fees, sponsorships, grants, gifts and/or other sources or activities consistent with the Committee's mission and purposes.

### **Reports**

The Committee shall provide an annual report each year to the IEEE Board of Directors, and such other reports as may be requested.

## **Working Groups**

The Committee may form Policy Working Groups charged to advance the Committee's purposes and functions within an assigned issue area (e.g. energy policy, ICT policy, etc.).

Working Groups should be comprised of a chair and ten or more voting members with relevant subject matter expertise as selected by the EPPC from among IEEE members residing in European Union and European Free Trade Association countries. Members of the EPPC may serve as non-voting ex officio members of Working Groups. The Working Group chair may also appoint non-voting corresponding or resource members interested in contributing to the work of the Working Group, subject to approval by the EPPC Chair.

Working Groups are ad hoc in nature and will serve until discharged upon completion of their assigned task or at the end of the calendar year in which they are formed, unless their term is extended by action of the EPPC.

## **Charter Changes**

Changes to this Charter may be initiated at the Committee's request and require approval of the IEEE Board of Directors.

Approved by the IEEE Board of Directors  
November 2017