

**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) established the Internet of Things Advisory Board (IoTAB), a non-discretionary advisory committee, in accordance with the Federal Advisory Committee Act, as amended (FACA), 5 U.S.C. § 1001 *et seq.*
- 3. Objectives and Scope of Activities.** The IoTAB shall advise the Internet of Things Working Group (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 IoTAB 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 IoTAB 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 IoTAB shall set its own agenda in carrying out its duties. The Working Group may suggest topics or items for the IoTAB to study, and the IoTAB shall take those suggestions into consideration in carrying out its duties.

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

- 5. Agency or Official to Whom the Committee Reports.** The IoTAB shall advise the Working Group and will report administratively through the Director of NIST for the purpose of delivering the required 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 IoTAB'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 \$750,000.00. The estimated annual personnel cost to NIST is 2 full-time equivalents.
- 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 IoTAB and subcommittee meetings; prepare meeting agendas as they are set by the IoTAB; approve the establishment of IoTAB subcommittees; attend all IoTAB 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 IoTAB will meet at least three times each year at the call of the DFO in consultation with the IoTAB's Chair.
- 10. Duration.** The IoTAB shall terminate when the Working Group submits its report to Congress pursuant to Section 9204(b)(6) of the Act. This charter shall terminate two

years from the date of its filing with the standing committees of the Senate and the House of Representatives having legislative jurisdiction of the agency unless terminated earlier or renewed by proper authority.

11. Termination. The IoTAB 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 was no later than 18 months from the date of enactment of the Act. However, startup activities for the IoTAB, including charter drafting and the appointment of members took longer than expected, and the IoTAB and the Working Group are continuing to perform their statutory duties at this time.

12. Membership and Designation. Members of the IoTAB shall be appointed by the Secretary. The IoTAB shall consist of approximately 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 IoTAB members generally shall serve terms of two years (unless the IoTAB terminates earlier). Vacancies are filled when qualified candidates in a needed area of stakeholder interest are identified and available to serve. Members of the IoTAB shall serve as representative members. Full-time or permanent part-time Federal officers or employees will not be appointed to the IoTAB. Members must be citizens of the United States of America.

Members of the IoTAB shall not be compensated for their services. Members of the IoTAB, while attending meetings of the IoTAB 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 IoTAB 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 IoTAB, the Working Group, NIST, the Department of Commerce, or the U.S. Government.

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

14. Recordkeeping. The records of the IoTAB, formally and informally established subcommittees, or other subgroups of the IoTAB, will 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 IoTAB are available for public inspection. The DFO will oversee recordkeeping and appropriate filings.

15. Filing Date.

JEREMY PELTER Digitally signed by JEREMY PELTER
Date: 2023.09.18 16:52:27 -04'00'

Jeremy Pelter
Deputy Assistant Secretary for Administration,
Performing the non-exclusive functions and duties
of the Chief Financial Officer and
Assistant Secretary for Administration

9/18/2023

Date

9/19/2023

Filing Date