

**U.S. DEPARTMENT OF COMMERCE  
DIGITAL ECONOMY BOARD OF ADVISORS  
MEMBERSHIP BALANCE PLAN**

**(1) Federal Advisory Committee Name**

Digital Economy Board of Advisors.

**(2) Authority**

Authority for the Board is found in the provisions of the Federal Advisory Committee Act (FACA) of 1972 (5 U.S.C., Appendix, as amended), and pursuant to Section 105 of the National Telecommunications and Information Administration (NTIA) Organization Act, 47 U.S.C. § 904 (b), which authorized the Assistant Secretary of Commerce for Communications and Information to “establish one or more telecommunications or information advisory committees (or both) composed of experts in the telecommunications and/or information areas outside the Government.”

**(3) Mission/Function**

The Board’s function is to provide advice and recommendations to the Secretary of Commerce, through the Assistant Secretary, on a broad range of issues concerning the digital economy and Internet policy. Its mission is to increase domestic prosperity, improve education, and facilitate participation in political and cultural life through the expansion of digital technologies.

The Board will serve as a centralized forum for gathering consensus input from a wide range of experts, including those with business insights. The Board will focus on ways to ensure that the Internet continues to thrive as an engine of growth, innovation, and free expression. Among other things, the Board will gather information and provide an analysis of challenges related to the global free flow of information on the Internet, including policies that could restrict cross-border information flows. In carrying out its duties, the Board may also provide guidance on other policy matters that impact the digital economy, such as expanding broadband capacity, enhancing cybersecurity, protecting privacy, examining the role of intermediaries, promoting the development of new digital technologies, and analyzing the impact of the Internet on job growth and the economy as a whole. The scope of activities will be limited to providing advice and recommendations.

**(4) Points of View**

Under the Board’s Charter, the Board may have no fewer than five (5) members and no more than thirty (30) members. Membership will include a balanced representation across commercial, civil society, and academic sectors. Members will not represent any organization or interest. Membership balance is not static and may change depending on the work of the Board. All appointments are made without discrimination on the basis of age, ethnicity, gender, sexual

orientation, disability, or cultural, religious, or socioeconomic status. The members will be appointed as Special Government Employees.

The Assistant Secretary will conduct a review of nominees and make recommendations to the Secretary for appointments. NTIA will consider the following factors when assessing each applicant's knowledge of and experience in digital economy issues, including, but not limited to:

- (a) Educational background (*e.g.*, advance degree in engineering, economics, law, business, or public policy);
- (b) Professional experience and accomplishments (*e.g.*, nature of work, job function, projects, or publications); and
- (c) Current employment and membership in associations (*e.g.*, technology developers; manufacturers; academia; civil society; service providers with customers in domestic and international markets).

#### **(5) Other Balance Factors**

None.

#### **(6) Candidate Identification Process**

- a. Description of Process.** NTIA will solicit candidate nominations through the issuance of a notice published in the Federal Register. NTIA also may utilize additional sources to identify candidates and solicit recommendations for candidates, including the Executive Office of the President, recommendations from current and former Federal advisory committee members, Department of Commerce stakeholder contacts and meetings, recommendations from stakeholders and government sources, notice on the committee web site, and outreach to relevant stakeholders in industry sectors, academia, and civil society organizations. Additionally, NTIA shall conduct a careful review of membership structure and points of view, see § 4 of this Membership Balance Plan.
- b. Agency Staff.** NTIA will develop a candidate list that will be evaluated by the Secretary as the slate of candidates for appointment. The Secretary of Commerce will issue appointment letters following established Department of Commerce review, vetting, and appointment procedures.
- c. Membership Term Limit and FAC Vacancies.** The Secretary of Commerce will appoint members for a two-year term and may reappoint members for additional terms. If a term expires or a vacancy occurs during the life of the Board, the Assistant Secretary may recommend any of the following:
  - (a) Reappointment of an incumbent;
  - (b) Selection of a candidate in accordance with the Candidate Identification Process in this Membership Balance Plan; or

- (c) Selection of a replacement from a list of candidates whose applications were received within the previous year.

NTIA will strive to submit a current member for reappointment or a new member for Secretarial approval no later than six (6) months after the position is vacated.

**(7) Subcommittee Balance**

Not applicable.

**(8) Other**

Not applicable.

**(9) Date Prepared/Updated:**

December 6, 2017/December 14, 2017