

## **International Affairs Council Charter**

**July 2011**

### **Purpose:**

The oceans and atmosphere are inherently global. As such, the National Oceanic and Atmospheric Administration (NOAA) must engage internationally to advance U.S. and NOAA's interests and achieve NOAA's goals. Further, by building international partnerships, NOAA is able to leverage important foreign resources and capabilities to advance NOAA's mission and priorities. Consequently, a high level of effort and coordination to build these bridges as well as support across the agency and at the highest Leadership levels is crucial. To ensure that NOAA is able to respond effectively to its global challenge, the international affairs of the agency will be coordinated through an International Affairs Council (IAC). The NOAA Line Offices are responsible for planning and executing their respective international mission areas.

### **Membership:**

- Director, NOAA Office of International Affairs (Chair)
- IAC Senior International Policy Specialist and Executive Secretariat

Each of the following NOAA entities shall appoint a Council member:

- NOAA Research (OAR)
- NOAA Fisheries (NMFS)
- NOAA Oceans and Coasts (NOS)
- NOAA's National Weather Service (NWS)
- NOAA Satellites and Information (NESDIS)
- Program, Policy and Implementation (PPI)
- Office of General Counsel (OGC)
- Office of International Affairs (OIA)
- Healthy Oceans Goal Team
- Climate Goal Team
- Resilient Coastal Communities and Economies Goal Team
- Weather Ready Nation Goal Team
- Mission Support Goal Team

The following entities may appoint a Council member as necessary and appropriate:

- NOAA Chief Financial Officer
- NOAA Program Analysis and Evaluation (PAE)

NOAA Councils are invited to appoint ex officio members of the International Affairs Council, or to designate representatives to participate in Council meetings as necessary.

### **Roles and Responsibilities:**

The IAC is an advisory, information sharing, and coordinating group for international matters.

The IAC serves as a focal point for coordinating: (1) international policy and activities, including important crosscutting topical areas and Administration priorities, to attain the objective of scientific leadership in international environmental policy, and (2) NOAA response to natural and manmade disasters. Each year, the IAC will formulate an annual Implementation Plan that supports the Annual Guidance Memorandum. The Council is also responsible for making recommendations, through the Deputy Director, NOAA Office of International Affairs, to the NOAA Executive Panel (NEP), and through the Director, NOAA Office of International Affairs, to the NOAA Executive Council (NEC) concerning international policy, objectives and priorities.

The IAC will use a matrix management approach to coordinate, cooperate, and communicate NOAA interests on international matters, and to enhance the visibility of NOAA's international activities and accomplishments. The Office Directors of the international offices from NMFS, NOS, NWS, NESDIS and OAR will have a dual reporting chain - to the Director, NOAA Office of International Affairs and to their respective LO executive. For the purposes of reporting, issues will be assigned to topical areas; the authority to assign issues residing with the IAC.

**Committees:** The Council may establish committees and/or working groups to address specific tasks as required, at the discretion of the Chair. A current list of committees and/or working groups will be maintained in Annex I.

**Meeting frequency:** Monthly, with special meetings to be convened at the request of the Chair.

**Decision Making Process:** Decisions in the IAC will be accomplished by consensus. The Chair will strive for consensus on all issues. In the absence of consensus, decisions will be made by the Chair, and transmitted with a summary of the discussion. The Council will develop specific standards and operating procedures attendant to the tasks of the IAC. Meetings of the IAC can be requested by either the Director, NOAA Office of International Affairs, or a member of the IAC. All meetings will be convened by the Director, NOAA Office of International Affairs or his designee to address strategic planning, budget priorities, and resource issues.

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## **Annex I – IAC Committees and Teams (current as of July 2011)**

### ***IAC Committees***

- Polar Committee
- SEE Implementation Committee
- CMSP Committee
- International Disasters Committee
- UNCLOS Working Group

### ***IAC Country Teams***

- China Team
- Indonesia Team