

## **Working group Charter: Supply Chain Risk Management Working Group at ATARC**

**Purpose:** The Supply Chain Risk Management Working Group is composed of the Federal government, academia and industry with the purpose of working collaboratively to identify, educate, and find reasonable solutions to address the challenges associated with cybersecurity risks that threaten America's supply chain.

### **Working Group Membership**

This working Group includes:

**Government Chair:** Nnake Nweke, GSA

**Government Vice Chair:**

**Advisor,Chair:** Mike Vande Woude, MVW Consultants

**Industry Chair:** Robert Salvia, Fortress Information Security

**ATARC support:** These staff will provide facilitation and support to the workgroup:

Nicole Mandes, Working Group Project Manager

### **Working Group members will:**

- Participate in meetings
- Gather information and perform work outside of meetings to move the process along, as needed
- Provide comments and input on draft proposals or other relevant documents
- Write sections of the proposal or other relevant documents
- Co-lead or participate in sub-workgroups, as needed, to advance the thinking and productivity of this workgroup
- Provide input on meeting agendas, as needed
- Organize series of meetings with staff to discuss proposal

### **ATARC support will:**

- Schedule working group meetings
- Develop working group meeting agendas
- Facilitate working group meetings
- Send post-meeting decisions and action items email after meetings
- Serve as project manager to coordinate the tasks to be completed and who is assigned these tasks
- Assist in preparing final proposal/recommendations

### **Operating Procedures**

- The working group shall meet twice monthly at **1:00 PM ET on Mondays** The working group may form sub-workgroups to work on specific C-SCRM related activities, such as, drafting a paper/proposal or planning/executing an event.
- A majority of the members for the members present at the meeting shall constitute a quorum.
- Each member shall have one vote. If a quorum is present, the working group may take action through the vote of a majority of the members who attend.
- The working group may, as necessary or appropriate, invite others to attend meetings (as non-voting members) and provide pertinent information.
- The working group shall plan and execute Cyber-SCRM panels and webinars to present ideas and working group products to the larger C-SCRM community