

CHARTER OF THE CUBA INTERNET TASK FORCE

1. Committee's Official Designation

The official designation is the Cuba Internet Task Force (hereinafter "the Task Force").

2. Authority

The Task Force is established, consistent with the June 16, 2017, National Security Policy Memorandum (NSPM-5) on Strengthening the Policy of the United States Toward Cuba and the Department of State authorities as set forth in Title 22 of the United States Code, in particular section 2656 of that Title, and consistent with Federal Advisory Committee Act (5 U.S.C. Appendix).

3. Objectives and Scope of Activities

The Task Force will examine the technological challenges and opportunities for expanding internet access in Cuba, including through federal government support of programs and activities that encourage freedom of expression through independent media and internet freedom so that the Cuban people can enjoy the free and unregulated flow of information.

4. Description of Duties

The Task Force will operate in a solely advisory capacity concerning internet access in Cuba. Functions include, but are not limited to:

(a) Examining the technological challenges and possible solutions for Cuba's limited internet landscape; and

(b) Examining opportunities for expanding internet access in Cuba, such as through activities that encourage freedom of expression in Cuba through independent media and internet freedom.

The Task Force will consult with other interested parties and agencies as the Department of State and the Task Force decide are necessary or desirable.

5. Agency or Official to Whom the Committee Reports

The Task Force reports to the Secretary of State.

6. Support

The Bureau of Western Hemisphere Affairs (WHA) supplies all staff and support functions for the Task Force.

7. Estimated Annual Operating Costs and Staff Years

All funding necessary for the organization and operation of the Task Force is supplied from existing WHA and participating agency resources. Projected full-time equivalent are as follows: 0.15 for the Executive Secretary and 0.10 for another staff officer. Projected annual costs of operation are:

Federal Staff	\$25,000
Other	<u>\$5,000</u>
Total	\$30,000

The members of the Task Force shall serve without compensation.

8. Designated Federal Officer

An Executive Secretary, appointed by the Secretary or the Secretary's designee, serves as the Designated Federal Officer. The Executive Secretary approves and attends all meetings of the Task Force and working groups and shall adjourn, or advise the Chair to adjourn, any meeting when in the public interest. The Executive Secretary will prepare and approve the agenda, and shall insure that the minutes of each meeting are prepared, the accuracy of which the Chair shall certify within 90 days of the meeting. The Executive Secretary will also maintain copies of all reports that the Task Force receives, issues, or approves. The Assistant Secretary for WHA, or his or her designee, may appoint one or more alternate Designated Federal Officers.

9. Estimated Number and Frequency of Meetings

It is anticipated that the Task Force will meet at least once a year and at such other times and places as are required to fulfill the objectives of the Task Force. Working groups will meet as appropriate for their assigned responsibilities.

10. Duration

There is a need for the advice offered by this Task Force.

11. Termination

Unless extended by the President, the Task Force will terminate on June 16, 2019 (pursuant to The National Security Memorandum dated June 16, 2017).

12. Membership and Designation

(a) The size of the Task Force is not fixed, except that total membership will not exceed 12 members.

(b) The membership of the Task Force consists of members who are government employees from relevant departments and agencies of the U.S. Government, including the Department of State, the Office of Cuba Broadcasting, the Federal Communications Commission, the Department of Commerce's National Telecommunications and Information Administration, and the U.S. Agency for International Development, as well as representatives of internet-related non-governmental organizations and private-sector entities.

(c) The Secretary of State shall invite members to serve for a period of two years or less. Vacancies may be filled as they occur. The Secretary of State or designee reserves the right to remove any member at any time.

13. Subcommittees

The Executive Secretary may establish appropriate subcommittees or working groups to carry out assigned responsibilities. The Task Force shall provide such guidance and direction as is necessary and appropriate to ensure the effective functioning of such subcommittees or working groups as established. Any subcommittees or working groups must report back to the Task Force, and shall not provide advice or work products directly to the Department of State.

14. Recordkeeping

The records of the Task Force and any subcommittees or working groups shall be handled in accordance with General Records Schedule 6.2, and shall include, for example, all papers and documents pertinent to the Task Force's establishment and activities, including its Charter, agendas, determinations for closing meetings to the public, proceedings, the membership list of the Task Force, all written communications between the Department and the Task Force, and all written materials and reports considered by the Task Force. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. § 552.

Now, thereby, this Charter shall be considered approved by the Department of State as of this date and shall be considered filed as of the date when copies have been provided to the Committee Management Secretariat in the General Services Administration, in accordance with the rule for establishing Presidential advisory committees (41 CFR § 102-3.70).

Approved: William E. Todd
WILLIAM E. TODD
Acting Director General (M)

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