



## *Communications Government Coordinating Council Charter*

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### **1. Official Designation**

The official designation of this Council is the Communications Government Coordinating Council,” hereinafter referred to as the “CGCC”.

### **2. Background and Authority**

- A. Under Homeland Security Presidential Directive-7 (HSPD-7), *Critical Infrastructure Identification, Prioritization, and Protection* and Presidential Policy Directive 21 (PPD-21), “*Critical Infrastructure Security and Resilience*”, the Department of Homeland Security’s Office of Cybersecurity and Communications (CS&C) coordinates the Nation’s national security and emergency preparedness communications and cybersecurity engagement initiatives with relevant Federal departments and agencies and collaborates with critical infrastructure owners and operators, where appropriate with independent regulatory agencies, and with State, Local Territorial and Tribal entities, as appropriate.
- B. To establish the framework detailed in HSPD-7/PPD-21, the Department of Homeland Security (DHS) Office of Infrastructure Protection established the National Infrastructure Protection Plan (NIPP). The NIPP sets forth a comprehensive risk management framework and clearly defines the roles and responsibilities for DHS; Federal Sector-Specific Agencies (SSA); and other Federal, State, local, tribal, territorial, and private sector partners engaging in CIKR protection efforts
- C. Under the NIPP structure, the CGCC and the Communications Sector Coordinating Council (CSCC) help to coordinate the implementation of the Communications Sector-Specific Plan (CSSP) across government and between government and non-government entities. The CSSP is approved by both the public and private sector members of the Communications Sector, and outlines strategies to mitigate risks to critical national communications infrastructure assets and services.
- D. The CGCC serves as the government counterpart to the CSCC, and enables interagency and cross-jurisdictional coordination. The CGCC is an advisory committee; therefore it is not appointed any decision-making authority.

### **3. Objectives**

The CGCC’s objective is to collaborate with the Communications SSA to coordinate Communications Sector CIKR protection and resilience strategies, activities,



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awareness, and policy across government and between government and non-governmental communications stakeholders.

The CGCC's objectives are critical to coherent communications response, recovery, and risk management strategies and processes.

#### **4. Scope of Activity**

The CGCC will accomplish these objectives by pursuing the following suggested activities, although the CGCC is not limited to undertaking only these activities:

- A. Identifying, prioritizing, and coordinating the Communications Sector's CIKR protection and resiliency activities by bringing together diverse interests;
- B. Identifying needs and/or gaps in current communications CIKR protection plans, programs, policies, procedures and strategies;
- C. Measuring effectiveness of CIKR protective programs and resilience strategies with the CSCC and other sector partners;
- D. Collaborating with and supporting the CSCC's efforts to plan, implement, and execute comprehensive and effective security programs for the Nation's communications CIKR;
- E. Promoting awareness of current Communications Sector activities and efforts throughout the public and private sector; and
- F. Inviting Federal, State, local, tribal, and territorial government representatives to share their experiences, ideas, best practices, and innovative approaches related to critical communications infrastructure protection.

#### **5. Membership**

CGCC membership will consist of Federal department and agency (D/A) representatives. The Council reserves the right to invite participants to meet expertise requirements necessary to fulfill its mission. In addition, State, Local, Tribal, and Territorial Government Coordinating Council representatives are permitted to join all CGCC meetings, activities, and assessments, following approval from the Chair. D/As should inform the Industry Engagement and Resilience (IER) Branch which is part of CS&C's Stakeholder Engagement and Cyber Infrastructure Resilience Division of their intent to join the CGCC, so that they can be formally recognized as an official member. A current list of members is maintained by IER.



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### **6. Roles and Responsibilities**

The sections below detail the roles and responsibilities for each CGCC component.

#### *A. Stakeholder Engagement and Cyber Infrastructure Resilience Division*

CS&C as the SSA for Communications shall chair the CGCC. The Chair's activities will include:

- 1) Facilitating the CGCC's interaction and collaboration with the CSCC;
- 2) Collecting, discussing and reviewing NIPP-related issues collected from the CSCC, CGCC, and other Federal, State, local, tribal, and territorial departments and representatives;
- 3) Initiating or bringing issues to the CGCC for consideration, deliberation, and resolution; and
- 4) Establishing a CGCC leadership framework and process.

#### *B. Member*

The CGCC members will actively participate in the Council's proceedings and activities. Member activities will include:

- 1) Partnering with the Chair, DHS, SSA, and other supporting agencies to develop strategic communications for CIKR planning and coordination as outlined in the CSSP;
- 2) Enhancing the foundation for protective programs through collaboration with sector partners;
- 3) Lending subject matter expertise to the CGCC to identify and prioritize Communications Sector challenges and risks;
- 4) Coordinating with, and supporting select efforts of, the CSCC to plan, implement, and execute the Nation's communications CIKR protection mission;
- 5) Participating in planning, developing, implementing, updating, and revising the Communications Sector's CIKR protection Annual Report and Sector-Specific Plan;
- 6) Coordinating and facilitating discussion and resolution of issues among government entities within the sector; and



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- 7) Collaborating with private and public sector partners to share CIKR protection-related information and best practices within the Communications Sector, as appropriate.

### *C. Alternate Member Representation*

An alternate is assigned by each CGCC member to represent the primary Council member during his/her absence. Each member has the flexibility to have other representation at meetings other than the official alternates.

### *D. Industry Engagement and Resilience Branch*

IER will provide meeting and organizational support, such as:

- 1) Coordinating agenda development;
- 2) Supporting the CGCC's efforts to monitor and close issues and initiatives;
- 3) Providing administrative support to the CGCC (e.g., day-of meeting support, talking points development, etc.);
- 4) Providing logistics support (e.g., meeting room facility coordination); and
- 5) Promoting information-sharing through collaborative mechanisms, such as the Homeland Security Information Network.

### *E. Subject Matter Experts*

Subject matter experts are participants drawn from any organization from which the Council needs expertise on an ad hoc basis. These individuals have no decision-making authority.

## **7. Working Groups**

Working groups are established when substantial investigation, research or other tasks are required that cannot be achieved at a regular CGCC session. All products of the working groups are meant to advise CGCC members on various issues and processes. Working group Chairs and Co-Chairs will be designated by the CGCC Chairs, by nomination, or through volunteering.

## **8. Number and Frequency of Meetings**

The Council will meet at least quarterly in a location to be determined by the Chair. The CGCC Chair will convene additional meetings and/or conference calls as needed. The frequency and location of CGCC meetings can be changed at any time, per Chair and member agreement.