APPROVALS COMMITTEE CHARTER

VERSION:
1.0

DATE:
November 2021

1. PURPOSE

The purpose of this charter is to define the objectives, membership, decision making, meeting schedule, and roles and responsibilities associated with the StateRAMP Approvals Committee.

2. BACKGROUND

State and local governments have taken steps to secure their systems and databases, but little has been done to validate security compliance and provide ongoing oversight of third-party service providers offering and/or using Platform as a Service (PaaS), Infrastructure as a Service (IaaS) solutions to manage state or local government data including PII, PCI, and/or PHI. At a time when cyber criminals have identified state governments as easy targets to exploit, States must do more than simply adopt cybersecurity standards. Developed with government procurement, public policy, IT, and information security officials, StateRAMP was created as a direct response to states' lack of a cybersecurity verification program and duplicative verification costs for service providers.

StateRAMP was formed in partnership with state government Chief Information Officers (CIOs), Chief Information Security Officers (CISOs), Chief Privacy Officers, and Procurement Officials and private industries experts who serve state governments. The StateRAMP mission is to help state and local governments protect citizen interests while reducing service provider costs with a "verify once, use many" model and to implement a standardized approach to cloud security verification and ongoing risk assessment.

3. OBJECTIVES

The StateRAMP Board of Directors (Board) will establish committees as necessary to support StateRAMP's business needs. Each committee will operate under a charter approved by the Board and exist for the period of time and for the particular purpose defined in the charter. The Board can delegate some powers to committees with ultimate oversight and authority held by the Board. Committees serve at the pleasure of the President and may be dissolved or revised at any time. Committee and task force members may be removed at any time by the President.

The StateRAMP Approvals Committee (SAC) is responsible for serving as the body for Government Sponsorship for StateRAMP Authorized and StateRAMP Provisional Statuses.

The SAC will possess the necessary technical and government policy knowledge and capabilities to provide States and Local Governments with industry verification standards and guidance related to cybersecurity and third-party solutions. The committee will be comprised of government experts in the fields of cybersecurity.

Members of the SAC serve as authorizing officials on behalf of government in the event a provider is unable to secure a government sponsor. In some cases, the Board may appoint a subject matter expert to the committee to aid in claims assessments as needed. The StateRAMP President will appoint the Committee chairperson. Each chairperson may select a vice chairperson.

The Committee shall:

1. Be comprised of five (5) members at all times
    a. The terms are two (2) years with no limit to the number of terms one can serve.
    b. Members are recommended annually by the Nominating Committee to the Board of Directors for appointment.
    c. It shall be the goal of the Board and Nominating Committee to achieve rolling membership, so that not all member terms expire at the same time.

2. Members of the Committee must:
    a. Be actively serving in State or Local Government (Closed to private sector)
    b. Be a technical security subject matter expert
    c. Be knowledgeable and support the StateRAMP PMO process and objective in achieving sponsorship for Service Providers
    d. Be able to provide regular reviews and recommendation
    e. Conduct review of the StateRAMP PMO Executive Summary documentation for each Service Provider requesting StateRAMP Authorization
    f. Render a vote to accept or reject the PMO's Recommendation
    g. Evaluate each system and provide feedback to obtain clarification
    h. A member of the StateRAMP Appeals Committee cannot serve on the SAC.

3. The SAC will approve the process and preferred timing for monthly reviews. The process for security review may include:
    a. The SAC will review security packages for the standard baseline controls of an impact level, including: StateRAMP Low, StateRAMP Moderate and StateRAMP High. Low+ and other deviations from the standard baseline controls will not be eligible for review by the SAC.
    b. Members receive notification of a product awaiting committee review.
    c. The PMO will provide an executive summary which will be available via the secure StateRAMP PMO Repository.
    d. The Committee will review the PMO's executive summary, recommendation and associated artifacts as needed within an agreed upon time frame.
    e. Members will provide a vote within a secure system to accept or reject the PMO's recommendations.

4. As needed, the SAC may hold regular and ad hoc meetings.

5. Quorum
   a. A majority of current voting members of a committee must be present to conduct a vote.
   b. A simple majority vote is sufficient to approve measures under consideration. Voting will take place in a manner consistent with the laws of the state of Indiana. Anytime a vote results in a tie, the Board President shall cast the deciding vote.

4. CHARTER ADOPTION

This Charter was adopted by the aforementioned Members of the StateRAMP Board of Directors on November 13, 2021.