

## Policy Committee Terms of Reference

Version 1.0; as approved by the EFA Board on 21<sup>st</sup> January 2016.

These Terms of Reference express the Board's delegations to the Committee in addition to the general delegations to all Committees as set out in the [Standing Committees Policy](#). Committee members are also subject to the [Volunteer Guidelines](#).

The Committee is to perform the following functions on behalf of the Board in relation to public policy issues (the Committee is not responsible for developing policies relating to the operation of the organisation itself):

1. Establish, operate and maintain a public policy analysis and development process
2. Establish, operate and maintain a resource-base for policy analysis and development, including:
  - 2.1. tools for the collaborative development of policy-related documents
  - 2.2. a published repository of policy statements and related documents
  - 2.3. pointers to relevant material published by other organisations
3. Perform media-monitoring for:
  - 3.1. opportunities to influence public policy
  - 3.2. threats to the values that are important to Internet users
4. Produce public policy statements, submissions, articles, research proposals and other related outputs.
5. Facilitate and perform policy development, both:
  - 5.1. Policy Statements, proactively
  - 5.2. Submissions, reacting to invitations and opportunities
6. Manage linkages with policy-development groups within other relevant organisations both within and outside Australia.