1.0 International Standardization Council Charter\textsuperscript{1}

The International Standardization Council within the Cloud Security Alliance (CSA) has been designated to coordinate all aspects of standardization efforts within CSA. The council co-chairs are responsible for governance and oversight of the council. Efforts are jointly executed by CSA Global, standard developing organizations (SDOs), and relevant working groups. Specifically, working groups refer to those groups whose work is instrumental in global standardization efforts or whose work has been identified as instrumental in bridging the existing gap in current global standardization efforts. Thus, the council is formed with the purpose of coordinating the execution of this work.

1.1 Standards Development

Formal and de facto standards are developed by an assortment of organizations. However, the council is concerned primarily with the following SDOs:

- International Organization for Standardization (ISO)
- International Electrotechnical Commission (IEC)
- International Telecommunication Union (ITU)

This means that the council will establish and maintain a formal relationship with these organizations such that it can contribute and/or influence specific standards within these organizations. Specific liaison officers will be appointed to the appropriate elements of these SDOs (e.g., ISO/IEC JTC 1, ITU-T SG13 & SG 17, etc.).

Other standards setting organizations (SSOs) and industry associations (IAs), as well as government-oriented bodies, will develop cloud-oriented specifications and documents. The council will leverage existing relationships between the CSA and these organizations when possible, but it may be necessary for the council to develop a new relationship between the CSA and an SSO and/or IA if the need for such a relationship is warranted.

1.2 ISC Responsibilities

According to the ISC Charter (dated February 6, 2012), the council will be the primary decision-making body that provides resolutions to the Standards Secretariat on issues related to the management of standardization coordination within CSA, as well as liaisons and partnerships with SDOs externally. The Standards Secretariat either executes the resolutions, or in rare instances, escalates the resolutions to the CSA Executive Director for approval.

\textsuperscript{1} The contents of this section are taken directly from the ISC Charter, dated February 6, 2012.
Specific responsibilities include:

1. Coordinate standardization efforts within CSA
   a. Provide a mapping between SDOs and CSA projects and working groups. This will include identifying needed relationships with SDOs, initializing new liaison relationships with SDOs, and maintaining relationships with SDOs.
   b. Gather subject matter expert (SME) feedback for external SDOs (SMEs within corporate members, working groups and projects) in the following situations:
      i. For commenting on liaison statements sent by SDOs
      ii. For input into our liaison statements to SDOs
   c. Identify work that is ready for collaboration with SDOs.
   d. Identify work that requires SDO input.
2. Serve as the conduit for all CSA working groups and projects in their communications with external SDOs. Hence, the council is also responsible for identifying potential collaborations and recommending formal liaison officers to represent CSA in these SDOs.
3. Serve as the only recognized channel for CSA to communicate to any SDOs.

1.3 Deliverables for SDOs

The deliverables associated with the SDOs of interest typically take one of two forms: 1) liaison statements and 2) specific comments/contributions.

1.4 Liaison Statements

The co-chairs may draft, but in all instances, they shall approve the liaison statements that are destined for the SDOs. These liaison statements serve as important mechanism for conveying information on CSA activities and expressing interest in specific SDO projects. As such, the following schedule shall be observed:

<table>
<thead>
<tr>
<th>Description</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project lead submission of CSA liaison report to ISC co-chairs for approval</td>
<td>Two weeks before SDO due date</td>
</tr>
<tr>
<td>ISC co-chairs submission of CSA liaison report to CSA Standards Secretariat</td>
<td>Five business days before SDO due date</td>
</tr>
<tr>
<td>CSA standards Secretariat Submission of CSA liaison report to SDO</td>
<td>SDO due date</td>
</tr>
</tbody>
</table>
The CSA Secretariat shall distribute liaison statements from SDOs to the council within five business days of receipt.

Additional information on ISC appointed liaison officers (for SDOs) can be found in the *Cloud Security Alliance / International Standards Council – Role and Responsibilities for Liaison Officer* document, dated April 10, 2012.

### 1.5 Comments/Contributions for SDOs

In situations where CSA has specific interests in the project of an SDO, the council must engage in multiple tasks, including but not limited to:

- Coordination with the SME council (and possibly other CSA working groups/projects)
- Development of the comments/contributions
- Integration of the CSA materials into the appropriate SDO-approved format

To ensure these tasks are completed appropriately, the council shall appoint one of its members as the point of contact, and this person shall be responsible for the development of the materials and ultimate submission to the co-chairs for further processing.

For SDO comments/contributions, the following schedule shall be observed:

<table>
<thead>
<tr>
<th>Description</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project lead submission of CSA comments and/or contributions to ISC for final review and comment</td>
<td>Three weeks before SDO due date</td>
</tr>
<tr>
<td>Project lead submission of final CSA comments and/or contributions to ISC co-chairs for approval</td>
<td>Two weeks before SDO due date</td>
</tr>
<tr>
<td>ISC co-chairs submission of CSA comments and/or contributions to CSA Standards Secretariat</td>
<td>Five business days before SDO due date</td>
</tr>
<tr>
<td>CSA Standards Secretariat submission of CSA comments and/or contributions to SDO</td>
<td>SDO due date</td>
</tr>
</tbody>
</table>
1.6 New Work Item Proposals

In situations where CSA has a complete (or near-complete) document intended to serve as the basis of a new standard in an SDO with which the CSA has a relationship, the council will follow the same procedures as for comments/contributions, but ultimate approval is handled by the CSA Executive Director (or designated person). The following schedule shall be observed in these rare instances:

| Description                                                                 | Timeframe                        |
|                                                                            |                                  |
| Project lead submission of CSA NWIP to ISC for final review and comment    | Five weeks before SDO due date    |
| Project lead submission of final CSA NWIP to ISC co-chairs for approval    | Four weeks before SDO due date    |
| ISC co-chairs submission of CSA NWIP to CSA Standards Secretariat (for escalation) | Three weeks before SDO due date  |
| CSA Standards Secretariat submission of CSA NWIP to CSA Executive Director for approval | Two weeks before SDO due date    |
| CSA Executive Director Submission of CSA NWIP to CSA Standards Secretariat  | Five business days before SDO due date |
| CSA Standards Secretariat submission of CSA NWIP to SDO                     | SDO due date                     |

1.7 Council Relationship within CSA Elements

The activities of the council can have a profound impact on the activities within the CSA. As such, the council must maintain a close working relationship with the SME council. To accomplish this, an active member of the council shall be appointed as the liaison with the SME council.

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2 This extra approval is needed to ensure that CSA intellectual property is released appropriately.
The ISC liaison to the SME council is an important role requiring that the liaison be aware of both the SDO activities as well as major endeavors within the CSA. This person serves as the conduit for making specific SDO materials available to the SME council and work groups (SDO materials are not generally distributed to the CSA membership because of IP issues). This person also contributes to the identification of CSA activities that might be relevant to SDO activities (e.g., those described in liaison reports to the SDO).

1.8 SDO Project Leads

Some SDO activities are of particular interest to CSA and require a sustained level of effort (e.g., cloud standards). For these SDO activities, the council will assign a project lead to oversee and coordinate CSA’s efforts associated with these SDO activities.

Each SDO project lead will perform tasks, including but not limited to:

- Managing the development of CSA comments/contributions
- Coordinating materials with the appropriate CSA elements (SME council, working groups, etc.)
- Ensuring that the comments/contributions are in the appropriate format/templates
- Submitting the final drafts for council and co-chair reviews and approval