

LEAG Commercial Advisory Board Charter

Approved by the LEAG ExComm on February 1, 2021

Description

The Lunar Exploration Analysis Group (LEAG) Commercial Advisory Board (CAB) is a forum for members from the commercial space sector to advise on the planning and prioritization of NASA-funded lunar science and exploration activities. Output from the CAB will be shared with the LEAG Executive Committee (ExComm) to be incorporated into findings presented to the Planetary Science Advisory Committee (PAC). The CAB's key stakeholders include NASA, the PAC, and ExComm.

Purpose

The CAB will serve the following goals:

1. To serve as a resource to NASA and respond to requests from key stakeholders.
2. To report findings to NASA on the impact on the commercial sector of current or future NASA programs or policies and advocate for changes where needed.
3. To provide a forum for members and affiliates to coordinate activities, interfaces, services, collaborations, and supply chains.
4. To provide an interface between the commercial sector and lunar science community.

Members

Companies providing goods and services related to the Moon can join the CAB at the discretion of the CAB chair following consultation with the LEAG Chair. Each company is limited to 2 members. We encourage that companies send members with technical backgrounds. We also strongly encourage that where possible, one member be a senior staff member and the other an early career staff member who can benefit from the career development opportunity. Each company will receive 1 vote in any matters requiring a vote.

Affiliates

Affiliate participation in CAB activities is permitted at the discretion of the CAB Chair following consultation with the LEAG Chair. Affiliates are individuals from organizations outside industry including but not limited to non-profits, universities and colleges, space agencies, and other government agencies with interests in commercial space activity. Affiliates do not have voting rights in the CAB.

Organization and Process

Meetings

The CAB will meet at least once a year in the fall in conjunction with the annual LEAG fall meeting. The format of the meeting (virtual or in person) will reflect that of the LEAG fall meeting.

In addition to the annual meeting, topical meetings can be facilitated by CAB Leadership in response to requests from key stakeholders or from CAB members and affiliates. Sustained interest in a particular topic by CAB members may result in the formation of a temporary task force or permanent committee. Task forces and committees shall be led by a CAB member and meet at a cadence commensurate with the needs of the group.

Communication

Communication to members and affiliates will be performed through a mailing list. Reports, findings, and other documents will be made publicly available on the LEAG website. Findings will also be relayed to key stakeholders. Updates on membership changes and activities will be provided at the monthly ExComm meetings.