CODATA IDPC Membership Policy

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Purpose

The purpose of the CODATA International Data Policy Committee (IDPC) membership policy is to outline the characteristics, requirements, benefits, and expectations of CODATA IDPC members.

Membership characteristics

The International Data Policy Committee is composed of diverse and knowledgeable individuals who are dedicated to advancing responsible and effective data governance through data policy on a global scale. IDPC members play a vital role in shaping the development of policy studies, research, projects, publications, guidelines, and standards that promote data quality, reliability, and integrity, while upholding the values of open science and ethical principles and practices.

Membership on the committee is open to individuals with expertise in various domains related to data policy, including, but not limited to:

- data scientists: those with advanced knowledge, skills, and experience in the field of data science with experience in an interdisciplinary context that often combines various techniques, methodologies, and tools to extract insights, patterns, and knowledge from large and complex datasets;

- <u>academics and researchers</u>: scholars, researchers, and educators specializing in data science, data ethics, law, or other relevant disciplines, contributing expertise in data policy research, analysis, and best practices;
- civil society representatives: non-governmental organizations (NGOs), advocacy groups, and civil society organizations focused on legal, regulatory, and ethics experts: lawyers, legal professionals, experts in regulatory compliance and data protection laws, and ethicists providing insights on legal and ethical frameworks as well as in the area of compliance, data governance, privacy rights, human rights, and social impact, bringing perspectives that prioritize the public interest and ensure ethical considerations;
- <u>industry experts</u>: professionals from the technology companies, data-driven enterprises, and industry associations experience in data management, data privacy, cybersecurity, AI, machine learning, or related fields; and
- <u>government experts</u>: policy makers, regulators, and officials from national or international governmental bodies responsible for data governance and regulations.

Membership expectations

The IDPC is the key instrument by which CODATA pursues its mission of promoting effective and appropriate policies for open science and FAIR data. A subsidiary task is to support the other strategic objectives of CODATA.

Membership in the IDPC offers a unique opportunity to shape global data governance standards, influence policy decisions, foster international collaboration, promote science, and contribute to the responsible and ethical use of data and AI for the benefit of society.

IDPC members are expected to contribute actively to the committee's goals and initiatives. This includes participating in regular meetings, sharing knowledge and expertise, engaging in policy discussions, collaborating on the development of publications, guidelines, and frameworks; engaging in IDPC activities within CODATA and on behalf of CODATA and the IDPC; and staying up to date with emerging trends and challenges in the data policy landscape. Committee members help shape the direction, effectiveness, and impact of data policies at an international level.

By leveraging their expertise and collaborating with diverse stakeholders, IDPC members strive to create a globally harmonized and responsible data governance framework that benefits societies and promotes sustainable and inclusive development. They actively participate in policy discussions, provide expert insights, and contribute to drafting and reviewing policy documents. Members share their expertise, knowledge, and insights related to data governance, data protection, data ethics, legal frameworks, emerging technologies, and best practices. They contribute to the committee's collective understanding of data policy challenges, opportunities, and potential solutions.

The IDPC members collaborate with other stakeholders, including fellow members, government and intergovernmental representatives, industry experts, academics, and civil society organizations. They work together to build consensus, reconcile different perspectives, and find common ground to develop robust and inclusive data policies. The IDPC members help one another stay abreast of the latest developments, trends, and issues in data policy, data governance, the growth of AI, and related fields. Together they also analyze existing policies,

identify gaps, and propose recommendations for data policy improvements, taking into account technological advancements, particularly in AI, and consider the societal impacts of such policies.

IDPC members play an advocacy role by promoting the importance of responsible and ethical data governance. They raise awareness about the impact of data policies on individuals, businesses, and society, advocating for transparency, accountability, and fairness in data-driven decision-making. They may participate in public engagements, conferences, and workshops to disseminate knowledge and foster public understanding. IDPC members contribute to the implementation and enforcement of data policies by providing guidance on policy adoption, implementation strategies, and compliance mechanisms.

They collaborate with relevant stakeholders to ensure that policies are effectively applied and monitored to achieve their intended objectives. IDPC members periodically review and evaluate data and AI policies to assess their effectiveness, identify areas for improvement, and propose updates or amendments as necessary. They monitor the evolving data and AI landscape, anticipate emerging challenges, and recommend adaptive policy measures to address them. Committee members prioritize ethical considerations, including privacy protection, non-discrimination, and the prevention of bias in data-driven technologies. They advocate for fair and equitable access to data and promote responsible data usage to mitigate potential harms.

Membership recruitment

The IDPC aims to have diverse representation from various stakeholders, including government entities, industry leaders, academia, civil society organizations, and legal, ethical, and regulatory experts. The selection process involves identifying key individuals with the appropriate backgrounds and interests while largely representing important stakeholder groups who possess relevant expertise and can contribute meaningfully to the committee's objectives. New members may be proposed by the CODATA Secretary General, members of the CODATA Executive Committee, or members of the IDPC. Members may also be recruited through an open application process that is periodically launched. Members need to be approved by the CODATA Executive Committee.

Appointment and Tenure

IDPC members are appointed for a 2-year term and are eligible for renewable for a second term. A third and final term may be engaged only in exceptional circumstances, if the member in question is leading a sub-group. The CODATA Executive Director and a liaison from the Executive Committee are ex officio members of the IDPC.

Chairperson

The CODATA IDPC Chairperson is appointed by the CODATA Executive Committee for a 3-year term and is eligible for renewable for a second term. The term of appointment begins on the date of the first regulator IDPC meeting to which the member is invited.

External experts

The CODATA IDPC Chairperson may invite external experts to participate in IDPC projects and attend IDPC meetings as observers for a period determined by the Chairperson.

Fellows

Fellows may be appointed to the IDPC. Fellows follow the same appointment procedure as regular members. They may also be required to complete a separate fellowship application and develop a fellowship program. Their appointment may be for less than 2 years, but not longer than 2 years. Exceptionally, a fellowship may be renewed.

Membership Termination

An IDPC member's membership expires following two years of membership, unless renewed. A member may resign from the IDPC by providing written notice to the Chairperson. A member may be removed from the IDPC by the CODATA Executive Committee due to non-participation, violation of committee policies, or misconduct. An exit interview or other means of soliciting feedback from departing committee members will be proposed to a member whose term of appointment has ended to gather insights into their experience, suggestions for improvement, and/or observations about the IDPC's effectiveness. This feedback is valuable in enhancing the IDPC's operations and addressing any issues that arise. A certificate of participation and an appreciation letter will be provided by the CODATA Secretary General to departing members to recognize their contribution and express CODATA's gratitude.

Meeting Frequency

The IDPC meets monthly. Currently these meetings are held for one hour on the second Tuesday of the month beginning at 14:00 CET/CEST (Paris time). The frequency, dates, and times of the meetings may be adjusted by the Chairperson.

Decision-Making Process

Decisions within the IDPC are made by consensus. On occasions when a consensus is not possible, decisions are made by a majority vote of those present in a meeting. The CODATA Executive Committee may overrule decisions made by the IDPC, or choose not to endorse recommendations emanating from the IDPC as official CODATA policy.

Reporting

The IDPC Chairperson is an ex officio member of the CODATA Executive Committee and reports to and takes advice from the Executive Committee.