

Statutes of the Cyber Security Committee

Article 1 Introductory Provisions

- (1) The Cyber Security Committee (hereinafter referred to as the “Committee”) is a standing working body of the National Security Council for the coordination of planning measures to ensure cyber security of the Czech Republic.
- (2) The Committee was established by Government Resolution No. 360 of 10 May 2017.

Article 2 Competence of the Committee

- (1) The Committee coordinates the planning of measures to ensure cyber security in the Czech Republic.
- (2) Within the scope of its competence referred to in Paragraph 1, the Committee, in particular:
 - a) ensures inter-ministerial cooperation, discusses the intentions of planning and conceptual documents in the field of cyber security submitted by ministries and other central administrative authorities and recommends their discussion in the National Security Council,
 - b) ensures inter-ministerial coordination of planning and preparatory activities in the field of cyber security, important for the stability and security of the Czech Republic, with an emphasis on the protection of critical information infrastructure,
 - c) assesses and discusses the requirements of state authorities applied in the framework of ensuring cyber security,
 - d) examines and discusses documents on the basis of resolutions of the National Security Council,
 - e) develops and discusses its own documents,
 - f) discusses the evaluation of inter-ministerial comment procedures on the documents related to the Committee's competence and recommends their discussion in the National Security Council
 - g) assesses, discusses and coordinates the basic focus of the activities of the Czech Republic's representatives in the EU, NATO and other international organisations, establishes and develops cooperation with international entities and contributes to the formation of a unified position in the field of cyber security of the Czech Republic

abroad.

- (3) The Committee works on the basis of the Committee's Work Plan for the calendar year, which is based on the National Security Council's Work Plan for the calendar year, and on the basis of suggestions from Committee members.

Article 3

Composition of the Committee

- (1) The Committee has 21 members.
- (2) The Committee is chaired by the Prime Minister and the Chairman of the National Security Council. The Executive Vice Chair of the Committee is the Director of the National Office of Cyber and Information Security.
- (3) The other members of the Committee are:
 - a) representative of the Ministry of Foreign Affairs,
 - b) representative of the Ministry of Defence,
 - c) representative of the Ministry of Finance,
 - d) representative of the Ministry of Interior,
 - e) representative of the Ministry of Industry and Trade,
 - f) representative of the Ministry of Health,
 - g) representative of the Ministry of Labour and Social Affairs,
 - h) representative of the Ministry of Justice
 - i) representative of the member of the Government in charge of the Government Council for the Information Society,
 - j) Director of the Security Information Service,
 - k) Director of the Office of Foreign Relations and Information,
 - l) Director of Military Intelligence,
 - m) Police President,
 - n) Director of the National Security Office,
 - o) Director General of the Fire Rescue Service of the Czech Republic,
 - p) Director of the Secretariat of the National Security Council,
 - q) Chairman of the Council of the Czech Telecommunications Office,
 - r) Director of the Digital and Information Agency,
 - s) representative of the national CERT operator.

- (4) A member of the Committee may only be a person who, in accordance with the Act on the Protection of Classified Information and Security Eligibility, holds a valid certificate of a natural person of at least the classification level Confidential and has been instructed.
- (5) The members of the Committee attend all the meetings. In order to ensure permanent representation, a member of the Committee appoints a permanent representative who attends Committee meetings in the absence of the Committee member with all the rights and obligations of a Committee member. A written notification of the appointment of a permanent representative will be sent by the members to the Executive Vice Chairman of the Committee.
- (6) In exceptional cases where a member of the Committee or his/her permanent representative is unable to attend the meeting, another representative of a member of the Committee may be delegated to attend the meeting, who must present written authorisation from a member of the Committee and attends the meeting with all the rights and obligations of a member of the Committee. Proof of written authorisation may be replaced by an authorisation sent to the Committee Secretariat in electronic form with a guaranteed electronic signature of a Committee member.
- (7) A member of the Committee referred to in Paragraph 3(a) to (i) is appointed and removed by the relevant minister. The persons referred to in Paragraph 3(j) to (r) are the members of the Committee for as long as they hold office. A member of the Committee referred to in Paragraph 3(s) is appointed and removed by the Director of the National Office for Cyber and Information Security. Changes to the members of the Committee and their permanent representatives are notified in writing by the entities represented in the Committee to the Executive Vice Chairman of the Committee.

Article 4

Meetings of the Committee

- (1) The meetings of the Committee are closed to the public and are governed by the Rules of Procedure of the Committee.
- (2) A Committee meeting is convened by the Executive Vice Chairman of the Committee on the instructions of the Chairman of the Committee or by a designated member of the Committee. The Committee meets
 - a) regularly in due course at least once every 3 months,
 - b) and as required, including by extraordinary convocation at the request of a member of the Committee.

Article 4a

Emergency Situation Meeting on Current Security Threats

- (1) The Executive Vice Chairman of the Committee may, in serious situations concerning the cyber security of the Czech Republic, convene an emergency situation meeting on current

security threats even without instructions from the Chairman of the Committee. The Executive Vice Chairman of the Committee convenes such a meeting on his/her own initiative or at the suggestion of a member of the Committee. The emergency situation meeting on current security threats will be held at the earliest appropriate time.

- (2) The Executive Vice Chairman of the Committee immediately informs the Chairman of the Committee of the intention to convene the emergency situation meeting on current security threats.
- (3) If the Chairman of the Committee does not attend the emergency situation meeting on current security threats, the Executive Vice Chairman of the Committee will inform him/her of the outcome of the meeting without undue delay.
- (4) If the emergency situation meeting on current security threats concerns only some members of the Committee, the Executive Vice Chairman of the Committee may invite only those members to the meeting.
- (5) For emergency situation meetings on current security threats, all provisions of these Statutes relating to meetings of the Committee shall apply *mutatis mutandis*.

Article 5 Working Bodies of the Committee

- (1) The Committee may establish the expert working groups from among its members, representatives of the relevant ministries and other central administrative authorities and invited experts and appoint their heads to discuss substantive issues.
- (2) The heads of the expert working groups chair their meetings and submit the documents prepared therein for consideration at the Committee meeting.
- (3) The meetings of the expert working groups do not have their own rules of procedure, but are governed by the Rules of Procedure of the Committee, as appropriate.

Article 6 Committee Secretariat

- (1) The function of the Committee Secretariat, which ensures the activities of the Committee, is performed by the National Office for Cyber and Information Security.
- (2) The Head of the Secretariat is appointed and removed by the Director of the National Office for Cyber and Information Security.
- (3) The Committee Secretariat continuously monitors the implementation of the Committee's Work Plan for the calendar year and submits a report on the results to the Committee once a year.
- (4) In addition, the Committee Secretariat, in particular,

- a) provides administrative, professional, organisational and technical support for the activities of the Committee and its working bodies,
- b) ensures working relations with the relevant ministries and other public authorities in the performance of the Committee's tasks,
- c) compiles supporting documents for the Committee's activities, prepares opinions for the Chairman of the Committee and documents submitted by the Chairman of the Committee,
- d) is responsible for ensuring that the conditions of personal, administrative and physical security are met during the meetings of the Committee and meetings of its working bodies, in accordance with the Act on the Protection of Classified Information and Security Eligibility,
- e) ensures that persons are invited to attend meetings of the Committee in accordance with Article 7,
- f) prepares the documentation of the Committee meetings and the final texts of the Committee resolutions and keeps a record of them.

Article 7
External Cooperation

- (1) The Committee may invite the representatives of ministries and other central administrative authorities who are not members of the Committee, or other experts, to its meetings, as necessary. The decision to invite such persons is taken by the Chairman of the Committee on the basis of need or a reasoned proposal by a member of the Committee.
- (2) A person invited pursuant to Paragraph 1 shall hold a valid certificate under the Act on the Protection of Classified Information and Security Eligibility of the natural person of the classification level in which the Committee meeting or the part of the agenda of the meeting to which he/she is invited is being held and shall be instructed.

Article 8
Rights and Obligations of the Members of the Committee

- (1) The Chairman of the Committee has all the rights of the members of the Committee and has also the right to:
 - a) decide to convene the Committee meeting at both regular and extraordinary time,
 - b) monitor the implementation of the Committee's resolutions.
- (2) The Executive Vice Chairman has all the rights of the members of the Committee and also has the right to decide to convene an emergency situation meeting on current security threats.
- (3) In particular, the members of the Committee have the right to:
 - a) request from state bodies, ministries and other central administrative authorities the necessary supporting documents or data related to the issue presented, consult and

- discuss the content of the documents with the relevant officials,
- b) ask questions to other members of the Committee, the expert working groups and persons invited to the Committee meeting under Article 7,
 - c) make suggestions for the refinement or modification of the documents submitted,
 - d) request the Chairman of the Committee, through the Executive Vice Chairman of the Committee, to call an extraordinary Committee meeting or to supplement the agenda to discuss urgent matters or oral information,
 - e) request the Executive Vice Chairman of the Committee to convene an emergency situation meeting on current security threats,
 - f) propose suggestions for the Committee's Work Plan for the calendar year.
- (4) If a member of the Committee is unable to attend the Committee meeting for serious reasons, he/she has the right to communicate his/her comments on the documents under discussion to the Chairman of the Committee or to communicate them at the Committee meeting by a representative, respecting the provisions on representation set out in Article 3, Paragraphs 5 and 6 of these Statutes.
- (5) In particular, the Chairman and the members of the Committee shall:
- a) abide by the resolutions of the Committee,
 - b) attend Committee meetings in person, or be represented, as appropriate, in accordance with the provisions of Article 3, Paragraph 5 and 6 of these Statutes,
 - c) study and examine, within their competence, the documents submitted to the Committee meeting, comment on the documents discussed and to give its opinion on them as appropriate.
- (6) The members of the Committee are further obliged to:
- a) inform his/her superior of the conclusions of the Committee meeting,
 - b) ensure monitoring of the Committee's resolutions, submit to the Committee information on the tasks assigned to them.

Article 9

Rules of Procedure of the Committee

- (1) The meetings of the Committee and the manner of preparation and submission of documents are governed by the Rules of Procedure of the Committee.
- (2) The Rules of Procedure of the Committee and amendments and additions thereto are approved by the National Security Council.

Article 10
Final Provisions

- (1) Amendments and additions to these Statutes are approved by the Government.
- (2) These Statutes are available to the public on the website and at the seat of the Office of the Government of the Czech Republic.
- (3) These Statutes take effect on the date of approval by the Government.