Board of Overseers of the Malcolm Baldrige National Quality Award
Membership Balance Plan

(1) Name: Board of Overseers of the Malcolm Baldrige National Quality Award

(2) Authority: The Secretary of Commerce, having determined that it is in the public interest in connection with the performance of duties imposed on the Department by 15 U.S.C. 3711a(d)(2)(B), has established the Board of Overseers of the Malcolm Baldrige National Quality Award (the "Board") pursuant to the Federal Advisory Committee Act, as amended, 5 U.S.C. App.

(3) Mission/Function: The Board shall meet annually to review the work of the private sector contractor(s), which assists the Director of the National Institute of Standards and Technology (NIST) in administering the Malcolm Baldrige Quality Award (Award). The Board shall make such suggestions for the improvement of the Award process as they deem necessary. The Board shall report the results of the Award activities to the Director of NIST each year, along with its recommendations for the improvement of the Award process.

The Panel will function solely as an advisory body and will comply with the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C. App.

(4) Points of View: The Board will consist of approximately eleven members selected on a clear, standardized basis, in accordance with applicable Department of Commerce guidance, and for their preeminence in the field of organizational performance excellence. There will be a balanced representation from U.S. service, manufacturing, nonprofit, education, and health care industries. The Board will include members familiar with the quality improvement operations and competitiveness issues of manufacturing companies, service companies, small businesses, health care providers, and educational institutions. Members will also be chosen who have broad experience in for-profit and nonprofit areas.

Members who are not Federal employees will serve as Special Government Employees (SGEs) and will be subject to the ethical standards applicable to SGEs.

(5) Other Balance Factors: Members will be chosen who have broad experience in for-profit and nonprofit areas and in other areas that impact quality improvement in products and services, such as education and training, and in order to promote a balanced membership in terms of minority, female and geographic representation.

(6) Candidate Identification Process: NIST uses a nomination process to identify candidates for the Board. Nominations are requested through annual announcements in the Federal Register and through direct e-mail announcements distributed to a broad list of individuals in industry, academia, and the federal government. Candidates may be nominated by their peers or may self-nominate. NIST requests that the nomination include a resume for the individual, specifically identifying the expertise of the individual being nominated, and indicating the stature of the individual. Candidates are grouped by their area of expertise. Within each expertise group, a list

of highly qualified candidates is developed based upon a review of the candidates' qualifications by the Baldrige Leadership Team. Qualifications considered include education, professional experience, and stature. From the list of highly qualified candidates, the Director of the Baldrige Performance Excellence Program (BPEP) selects one or more candidates for further consideration to fill vacancies on the committee. These candidates are contacted to ascertain their willingness and ability to serve if selected. From this, the Director of BPEP recommends the list of nominees to the NIST Director who approves the recommendation for submission to the Secretary of Commerce. Candidates for the Board are then approved and appointed by the Secretary of Commerce.

Board members will be appointed by the Secretary of Commerce for three-year terms and will serve at the discretion of the Secretary. All terms will commence on March 1 and end on February 28 of the appropriate year.

Any individual appointed to fill a vacancy occurring before the expiration of the term for which his or her predecessor was appointed shall be appointed for the remainder of such term. No individual may be appointed as a member after serving two full terms.

The Board Chairperson will be appointed by the Secretary of Commerce and will serve a one-year term subject to renewal by the Secretary.

(7) Subcommittee Balance: NIST may establish such subcommittees of Board members as may be necessary, subject to the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C. App.

(8) Other:

(9) Date Prepared/Updated: September 20, 2013