Romney Readiness Project

Charter for the

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|  | **Policy and Strategy Council** |  |

August 12, 2012

**The Policy and Strategy Council (PSC)** is hereby organized. Its purpose is to organize, coordinate, and oversee collaborative processes to finalize policy recommendations and implementation strategies necessary to fulfill the Romney for President Campaign Commitments.

It is NOT the task of PSC to determine Governor Romney’s policies, but rather to orchestrate their implementation. R2P and PSC are responsible for planning mechanisms, time tables and processes to implement those policies and priorities. They do not to originate policies. Policy determination will occur through a process managed by the Policy Director of Romney for President, Inc.

This charter document provides instructions and guidelines for its operation. It also describes the deliverables members of the Council are expected to produce. Periodically, this charter may be amended in response to new circumstances.

**Composition and Structure of the Policy and Strategy Council**

**Chairman and Vice Chairman:** The R2P Chairman, Mike Leavitt, will serve as Chairman of the Policy and Strategy Council. The RFP Policy Director, Lanhee Chen, will act as Vice Chair.

**Group Leader**: Tim Adams is appointed Group Leader of PSC. He reports directly to the R2P Chairman and coordinates with the RFP Policy Director.

**Central Leadership Team Support:** [Insert name here] and [Insert name here], members of the R2P Central Leadership Team, will provide project management and other support to the Group Leader as he coordinates and directs PSC tasks.

The Group Leader is authorized to add technical support at his discretion contingent on budget approval and R2P vetting/clearance.

**Members:** The R2P Chairman will appoint PSC members in two categories: permanent members and ad hoc members. Permanent members will advise the PSC Group Leader and participate on multiple PSC-sponsored task forces. Ad hoc members will serve as assigned on a specific PSC-sponsored task force.

The following are appointed permanent members of the Policy and Strategy Council:

* Chair of R2P (Mike Leavitt)
* Policy Director of RFP (Lanhee Chen)
* PSC Group Leader (Tim Adams)
* Executive Director of R2P (Chris Liddell)
* Director of Department/Agency Reviews (Jim Quigley)
* Director of Talent (To be determined)
* Director of President Elect Operations (To be Determined)
* R2P Review Group Leaders (John Cogan/Tim Muris, Glen Hubbard/Al Hubbard, Tevi Troy/TBD, Bob Zoellick/Brian Hooks)
* RFP Internal Advisors (Beth Myers, Bob White, Ben Ginsburg/Katie Bieber, Ron Kaufman, Spencer Zwick)

**General Scope of PSC Responsibilities**

PSC is assigned to convene, manage and coordinate task forces necessary to implement commitments Governor Romney makes in the 2012 Presidential Campaign. While additional task forces may be designated by the R2P Chairman, the following will be considered core.

**TF on Revitalizing the American Economy**

Convene appropriate group(s) to formulate specific plans to implement Governor Romney’s economic commitments as contained in the R2P General Instructions—First 200 Days.

**TF on Reducing the Deficit**

Convene an appropriate group to formulate specific plans to implement Governor Romney’s deficit reduction commitments as described in the R2P General Instructions—First 200 Days.

**TF to Repeal/Reduce and Replace the Affordable Care Act**

Convene an appropriate group to meet the requirements on health care contained in the R2P General Instructions—First 200 days.

**TF on Restoring American Leadership around the World**

Convene an appropriate group to formulate specific plans to implement Governor Romney’s military and foreign policy priorities as described in the R2P General Instructions – First 200 Days

**TF on the First 200 Days**

Convene an appropriate group to integrate the input from all the PSTFs into an overall 200 day plan with accompanying task assignments, time tables and tick tock schedule, and project plan.

**Operating Rules**

**General planning horizon:** The primary task of R2P is to provide a plan under which the Romney administration can initiate activities in the first 200 days which can be in full effect within 2000 days.

**Rules of Governance:** PSC is chartered to recommend plans and strategies to Governor Romney. It will be governed by the Rules of Consensus and Elevation which articulate a collaborative process designed to ensure consideration of multiple points of view and arrive at high quality recommendations. A copy of the Rules of Consensus and Elevation is contained in the appendix of this charter.

**Creation of Sub working groups**: With approval of the PSC Chairman, PSTFs may form sub-working groups. Any outside members must be vetted according to normal processes.

**Involvement of outside resources:** It is not intended that points of view reflected in PSTFs be confined to those who serve as members. While membership on a PSTF is limited to those invited, it is expected that members will (within the confines of confidentiality) seek the views, input, and involvement of expert resources to enrich the task force recommendations.

**OPPM**: Progress of PSC and each of its PSTFs will be tracked on a system referenced as an OPPM (One Page Project Manager). The PSC Group Leader is responsible to ensure that each PSTF provides an accurate reflection of its progress using this system and to provide R2P with a level 2 summary of the task force progress on a schedule to be determined.

**Clearance, Confidentiality and Ethics:** All PSC members will be vetted by R2P and must sign confidentiality and ethics agreements. No exceptions will be made on this requirement.

**Deliverables**

PSC is commissioned to produce the following deliverables by the dates indicated.

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| Accountability Date | Description |
| September 5, 2012 | Develop Charters, basic work plan and OPPM for each core Policy Strategy Task Force. |
| September 5, 2012 | Assign PSTF Leaders and Central Leadership Team members for each PSTF.  |
| September 15, 2012 | Conclude the recruitment, clearance, and orientation of the initial PSTF members.  |
| October 15, 2012 | Provide preliminary recommendations to the Policy and Strategy Council for discussion. |
| November 7, 2012 | Present final recommendations to the Policy and Strategy Council. |