

Work Team Revision Process

- ❑ **Work Team chair, with the assent of the committee membership, proposes revisions to current committee charge by filling out Work Team Revision Worksheet.**
- ❑ **Chair submits worksheet to Work Team sponsor(s) for approval.**
- ❑ **Chair submits approved worksheet to chair of the Advisory & Accountability Committee for approval by AAC.**
- ❑ **The Advisory & Accountability Committee approves revision by majority vote.**
- ❑ **If rejecting the proposed revisions, the AAC must provide feedback and suggestions as to how the proposed revisions can be further revised to gain AAC approval.**

NOTE: For the purpose of simplifying this document, all FLITE working groups, regardless of nomenclature, are referred to as “work teams.”

Version 1; Approved by the AAC March 9, 2017