

# Advisory & Accountability Committee (AAC)

## Work Team Initiation Process

- Work Team originator fills out Work Team Charge Worksheet and solicits a sponsor (if originator is not already the sponsor).
- Work Team originator submits worksheet to Work Team sponsor(s) for approval (if originator is not the sponsor).
- Work Team originator submits worksheet to chair of the Advisory & Accountability Committee for approval by AAC.
- The Advisory & Accountability Committee approves charge by majority vote.
- If rejecting the proposed charge, the AAC must provide feedback and suggestions as to how the proposed charge 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.”