

# NASA Heliophysics Strategic Technology Office (HESTO) Technology Working Group Charter

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## Purpose

To advise the NASA Heliophysics Strategic Technology Office (HESTO) on its performance and plans. To provide an open and collaborative forum to engage, inform, and solicit feedback from the heliophysics community and to encourage partnerships with the technology community.

## Membership

The Heliophysics Technology Working Group (HTWG)

- shall consist of at least 6 members
- the HESTO Lead Scientist shall serve as Chairperson
- Members should represent the major heliophysics technology development institutions as well as provide expertise in the major heliophysics science disciplines
- At least two member slots shall be advertised to the community with anyone being able to apply
- Members will be approved by the HESTO Program Scientist
- The list of members shall be made available publicly
- NASA is committed to a culture of inclusion, diversity, equity, and accessibility (IDEA) where all feel welcome, valued, respected, and engaged. Inclusion is a NASA core value. The membership of the HTWG shall be consistent with those values.

## Terms of Service

Except for the HESTO Lead Scientist, appointments to the HTWG shall not expire before 1 year(s).

## Implementation

### Meetings

- shall be held no less than once a year.
- shall be advertised to the community
- shall enable remote participation
- Shall open to the public unless required otherwise.

The Chairman shall invite any participants necessary to accomplish the business of the meetings. The agenda for the meetings will normally be established by the Chairman at least 2 weeks prior to each meeting.

Typical HTWG Agenda should include:

- Status of HESTO technology investments
- Status of HESTO solicitations (schedule, updates to focus areas, etc...)
- Review of HESTO development initiatives (Virtual Institute, analysis, ...)
- Special Topics; Examples:
  - Technology Symposium planning/outbrief
  - Review of Gap & Trend Analysis results
  - Technology briefs from other science areas (cross-cutting possibilities)

Agenda topics and discussion will be used to inform the Heliophysics Technology Program within the Science Mission Directorate at NASA Headquarters of activities, key developments and progress in the Heliophysics technology community.

The minutes of the meetings will be distributed to NASA SMD and be made available publicly.

## Outcome

The HTWG meetings shall lead to a report summarizing the group's evaluation of HESTO's performance and plans. This report shall be distributed to NASA SMD and made available publicly.