CHARTER
OF THE
ADVISORY COMMITTEE ON
INTERNATIONAL ECONOMIC POLICY

1. Committee's Official Designation.

The official designation shall be the Advisory Committee on International Economic Policy ("the Committee").

2. Authority.

The Committee is established under the general authority of the Secretary of State and the Department of State as set forth in Title 22 of the United States Code, in particular Section 2656 of that Title and consistent with Federal Advisory Committee Act (5 U.S.C., Appendix). The Under Secretary for Management's approval of this charter constitutes a determination by the Secretary of State that the establishment and operation of the Committee are in the public's interest in connection with performance of duties of the Department of State.

3. Objectives and Scope of Activities.

The objective of the Committee is to bring to the United States Government a source of expertise, knowledge and insight not available within the Department or elsewhere in the government on these issues. The Committee will provide advice and assistance in the formulation of U.S. policy, positions, proposals and strategies for multilateral and bilateral negotiations, business outreach, and commercial diplomacy particularly where the State Department has the lead negotiating authority. The Committee will consult with other interested parties, agencies and interagency committees and groups of the United States Government and with private groups and individuals as the Department of State and the Committee decide are necessary or desirable.

4. Description of Duties.

The Committee provides advice on major issues and problems in international economic policy, including performance of the following functions:

(a) To provide information and advice on the effective integration of economic interests into overall foreign policy;

(b) To appraise the role and limits of international economic institutions; and

(c) To provide information and advice on the Department of State's role in advancing U.S. economic and commercial interests in a competitive global economy.

The Committee's activities will be advisory only.

5. Agency or Official to Whom the Committee Reports.

The Committee shall report to the Assistant Secretary of State for Economic and Business Affairs or as the Assistant Secretary may direct depending on the subject matter of the report. Such reports may be oral or written.

6. Support.

The Department of State Bureau of Economic and Business Affairs shall supply all staff and support functions for the Committee.

7. Estimated Annual Operating Costs and Staff Years.

All funding necessary for the organization and operation of the Committee shall be supplied from funds available to the Bureau of Economic and Business Affairs. Projected FTE are as follows: 0.30

for the Executive Secretary, and 0.18 for additional staff officers. Projected annual costs of operation are:

Federal Staff	$ 87,456
Other	1,150
Total	$88,606

The members of the Committee shall serve without compensation.

8. Designated Federal Officer.

The Executive Secretary, who shall be the Assistant Secretary's designee, shall be the Designated Federal Officer. He or she will approve and attend all meetings and shall advise the Chair to adjourn, or shall himself/herself adjourn any meeting when in the public interest. The Executive Secretary will prepare and approve the agenda, and shall insure that the minutes of each meeting are prepared, the accuracy of which the Chair shall certify, and which shall at a minimum contain: a record of the membership present; members of the public who participate in the meeting and the interest and affiliations they represent; a description of matters and material discussed and the conclusions, if any, reached, and the rationale for any recommendations made by members of the Committee. The Executive Secretary will also maintain copies of all reports the Committee receives issues or approves.

9. Estimated Number and Frequency of Meetings.

a. It is anticipated that the Committee will meet at least once a year and at such other times and places as are required to fulfill the objectives of the Committee. Subcommittees and working groups will meet as appropriate for their assigned responsibilities. The following applies to the meetings:

b. The Chair shall preside over all meetings of the Committee. The Chair will participate in the development of the Committee's program.

c. One of the Vice Chairs shall act as Chair in the absence of the Chair.

10. Duration.

It is anticipated that there will be a continuing need for the advice offered by the Committee. The Department will periodically review this need.

11. Termination.

In accordance with P.L. 92-463, Section 14(a) (1), the Committee will terminate two years from the date of filing this Charter, unless it is formally determined to be in the public interest to continue it for another two years.

12. Membership and Designation.

a. The size of the Committee shall not be fixed, except that total membership will not exceed 60 members.

b. The membership of the Committee will consist of representatives of U.S. organizations and institutions having an interest in international economic policy, and may include: representatives of U.S. business with significant international trade interests; representatives of U.S. labor unions, state and local government officials, public interest groups, and/or trade and professional associations, whose membership stands to be affected by international economic policy; legal or business consultants well-versed in such economic and trade aspects of foreign affairs; and academics representative of the various scholarly approaches to international economic policy.

c. The Assistant Secretary of State for Economic and Business Affairs (the Assistant Secretary) shall invite the members to serve for a period of two years or less. Vacancies may be filled as they occur. The Assistant Secretary may remove a member at any time, for any reason.

d. The officers of the Committee shall consist of a Chair, a Vice Chair, an Executive Secretary, and such other positions as the Assistant Secretary shall determine, and the Assistant Secretary shall appoint these individuals at such times and for such periods as he or she shall determine, except that the Executive Secretary shall be that person designated in Paragraph 8 hereof.

13. Subcommittees.

The Department may establish appropriate subcommittees or working groups to carry out assigned responsibilities, and shall provide such guidance and direction as is necessary and appropriate to ensure the effective functioning of such subcommittee or working group so established. Any subcommittees must report to the Committee, and must not provide advice or work products directly to the Department.

14. Recordkeeping.

The records of the committee and any subcommittees shall be handled in accordance with General Records Schedule 26, Item 2, and shall include, for example, all papers and documents pertinent to the Committee's establishment and activities, including its Charter, agendas, determinations for closing Committee meetings to the public, proceedings, the membership list of the Committee, all written communications between the Department and the Committee, and all written materials and reports considered by the Committee. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. § 552.

Now, thereby, this Charter shall be considered approved by the Department of State as of this date and shall be considered filed as of the date when copies have been provided to the appropriate standing committees of the Senate and the House of Representatives having legislative jurisdiction over the Department of State and to the Library of Congress pursuant to the provisions of the Federal Advisory Committee Act.

APPROVED: Patrick F. Kennedy

Patrick F. Kennedy
Under Secretary of
State for Management

DATE: March 3, 2015

Filing date: 3|13|2015