U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES

Public Health Service

Centers for Disease Control
and Prevention (CDC)
Atlanta GA 30333

CHARTER
of the
DISEASE, DISABILITY, AND INJURY PREVENTION AND CONTROL SPECIAL EMPHASIS PANEL

Authority

Section 222 of the Public Health Service Act, [42 U.S.C. §217a], as amended. The Panel is governed by the provisions of Public Law 92-463, as amended (5 U.S.C. App.), which sets forth standards for the formation and use of advisory committees.

Objective and Scope of Activities

The Secretary, Department of Health and Human Services (HHS), is authorized under Section 301 of the Public Health Service Act, [42 U.S.C. §241], as amended, to make grants-in-aid for research projects relating to health. In addition, the Secretary is authorized under Sections 306, 308, 317, 317A, 318, 391, 1501, 1701, and 1706 of the Public Health Service Act, [42 U.S.C. Sections 242k, 242m, 247b, 247b-1, 247c, 280b, 300k, 300u, 300u-5], as amended; Section 104(i) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA; Public Law 96-510), as amended by the Superfund Amendments and Reauthorization Act (SARA), codified at 42 U.S.C. §9604(i); and other authorities as appropriate to support grants, cooperative agreements, and studies relating to the prevention and control of diseases, disabilities, injuries, and impairments of public health significance.

Description of Duties

The Disease, Disability, and Injury Prevention and Control Special Emphasis Panel shall review applications and proposals for research projects, grants, and cooperative agreements, and conduct secondary reviews in order to provide advice and guidance to the Secretary, HHS; the Director, Centers for Disease Control and Prevention (CDC), and the Administrator, Agency for Toxic Substances and Disease Registry (ATSDR), regarding the concept review, scientific and technical merit of grant and cooperative agreement assistance applications, and contract proposals relating to the causes, prevention, and control of diseases, disabilities, injuries, and impairments of public health significance; exposure to hazardous substances in the environment; health promotion and education; and other related activities that promote health and well-being.

Agency or Official to Whom the Panel Reports

The Panel reports to the Secretary, HHS; the Director CDC, and the Administrator, ATSDR.

Support

Management and support services shall be provided by the Federal Advisory Committee Management Branch of the Management Analysis and Services Office, CDC.

Estimated Annual Operating Costs and Staff Years

Estimated annual cost for operating the panel, including compensation and travel expenses for members but excluding staff support, is $1,643,012. Estimate of annual person-years of staff support required is 2.90 at an estimated annual cost of $309,362.

Designated Federal Officer

CDC will select a fulltime or permanent part-time Federal employee to serve as the Designated Federal Officer (DFO) to attend each panel meeting and ensure that all procedures are within applicable statutory, regulatory, and HHS General Administration manual directives. The DFO will approve and prepare all meeting policies and agendas, call all of the panel meetings, adjourn any meeting when the DFO deems adjournment to be in the public interest, and chair meetings when directed to do so by the official to whom the panel reports. The DFO or his/her designee shall be present at all meetings of the panel.

Estimated Number and Frequency of Meetings

Meetings shall be held as necessary (approximately 100 times per year) at the call of the DFO, in consultation with the Chair. The DFO shall also approve the agenda and shall be present at all meetings.

Meetings shall be open to the public except as determined otherwise by the Secretary, HHS, or other official, to whom the authority has been delegated, in accordance with the Government in the Sunshine Act (5 U.S.C. Section 552b(c)) and Section 10(d) of the Federal Advisory Committee Act. Notice of all meetings shall be given to the public.

Duration

Continuing

Termination

Unless renewed by appropriate action, the Disease, Disability and Injury Prevention Control Special Emphasis Panel will terminate two years from the date this charter is filed.

Membership and Designation

Members and Chairs shall be selected by the Secretary, HHS, or other official to whom the authority has been delegated, on an "as needed" basis in response to specific applications to be reviewed. The Panel will consist of approximately 1200 members, of whom approximately 300 may be voting ex officio members. Members will be selected from authorities in the various fields of prevention and control of diseases, disabilities, and injuries. Members of other chartered HHS advisory committees may serve on the panel if their expertise is required.

Subcommittees

No subcommittees will be formed under this Panel.

Recordkeeping

The records of the panel, or other subgroups of the panel, shall be managed in accordance with General Records Schedule 6.2, Federal Advisory Committee Records, or other approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. §552.

Filing Date

September 18, 2016

APPROVED:

JUN 23 2016

Date

Director
Management Analysis and Services Office