OFFICE OF THE DEPUTY CHIEF MANAGEMENT OFFICER
9010 DEFENSE PENTAGON
WASHINGTON, DC 20301-9010

OVERSIGHT AND
COMPLIANCE

08/15/16

The Honorable Mac Thornberry
Chairman
Committee on Armed Services
U.S. House of Representatives
Room 2216 Rayburn House Office Building
Washington, D.C. 20510

Dear Mr. Chairman,

The Department of Defense is amending the charter for the Defense Innovation Advisory Board to change the name of the advisory board to the Defense Innovation Board and increase its total membership. Enclosed is a copy of the amended charter for the Defense Innovation Board, which is being filed with your office in accordance with the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix, as amended).

Copies of this charter are also being filed with the Armed Services Committee for the U.S. Senate, the Appropriations Committee for the U.S. Senate and the U.S. House of Representatives, and the Library of Congress.

Sincerely,

James D. Freeman II
Advisory Committee Management
Officer for the Department of Defense

1 Enclosure
As stated

OFFICE OF THE DEPUTY CHIEF MANAGEMENT OFFICER
9010 DEFENSE PENTAGON
WASHINGTON, DC 20301-9010

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COMPLIANCE

08/15/16

Library of Congress
Anglo-American Acquisitions Division
Government Documents Section
Federal Advisory Committee Desk
101 Independence Avenue, S.E.
Washington, D.C. 20540

Dear Sir or Madam,

The Department of Defense is amending the charter for the Defense Innovation Advisory Board to change the name of the advisory board to the Defense Innovation Board and increase its total membership. Enclosed is a copy of the amended charter for the Defense Innovation Board, which is being filed with your office in accordance with the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix, as amended).

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OFFICE OF THE DEPUTY CHIEF MANAGEMENT OFFICER
9010 DEFENSE PENTAGON
WASHINGTON, DC 20301-9010

OVERSIGHT AND COMPLIANCE

08 / 15 / 16

The Honorable Thad Cochran
Chairman
Committee on Appropriations
United States Senate
Room S-128 Capitol
Washington, D.C. 20510

Dear Mr. Chairman,

The Department of Defense is amending the charter for the Defense Innovation Advisory Board to change the name of the advisory board to the Defense Innovation Board and increase its total membership. Enclosed is a copy of the amended charter for the Defense Innovation Board, which is being filed with your office in accordance with the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix, as amended).

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Sincerely,

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Officer for the Department of Defense

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OFFICE OF THE DEPUTY CHIEF MANAGEMENT OFFICER
9010 DEFENSE PENTAGON
WASHINGTON, DC 20301-9010

OVERSIGHT AND COMPLIANCE

08/15/16

The Honorable John McCain
Chairman
Committee on Armed Services
United States Senate
Room SR-228 Russell Senate Office Building
Washington, D.C. 20510

Dear Mr. Chairman,

The Department of Defense is amending the charter for the Defense Innovation Advisory Board to change the name of the advisory board to the Defense Innovation Board and increase its total membership. Enclosed is a copy of the amended charter for the Defense Innovation Board, which is being filed with your office in accordance with the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix, as amended).

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James D. Freeman II
Advisory Committee Management
Officer for the Department of Defense

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As stated

OFFICE OF THE DEPUTY CHIEF MANAGEMENT OFFICER
9010 DEFENSE PENTAGON
WASHINGTON, DC 20301-9010

OVERSIGHT AND
COMPLIANCE

08/15/16

The Honorable Harold Rogers
Chairman
Committee on Appropriations
U.S. House of Representatives
Room H307 Capitol
Washington, D.C. 20515

Dear Mr. Chairman,

The Department of Defense is amending the charter for the Defense Innovation Advisory Board to change the name of the advisory board to the Defense Innovation Board and increase its total membership. Enclosed is a copy of the amended charter for the Defense Innovation Board, which is being filed with your office in accordance with the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix, as amended).

Copies of this charter are also being filed with the Armed Services Committee for the U.S. Senate and the U.S. House of Representatives, the Appropriations Committee for the U.S. Senate, and the Library of Congress.

Sincerely,

James D. Freeman II
Advisory Committee Management
Officer for the Department of Defense

1 Enclosure
As stated

Charter
Defense Innovation Board

1. Committee's Official Designation: The committee shall be known as the Defense Innovation Board ("the Board").

2. Authority: The Secretary of Defense, in accordance with the provisions of the Federal Advisory Committee Act (FACA) of 1972 (5 U.S.C., Appendix, as amended) and 41 C.F.R. § 102-3.50(d), established this discretionary Board.

3. Objectives and Scope of Activities: The Board shall provide the Secretary of Defense and the Deputy Secretary of Defense with independent advice and recommendations on critical matters concerning the Department of Defense (DoD), as set out in paragraph four below.

4. Description of Duties: The Board shall provide the Secretary of Defense and the Deputy Secretary of Defense independent advice and recommendations on innovative means to address future challenges in terms of integrated change to organizational structure and process, business and functional concepts, and technology applications.

5. Agency or Official to Whom the Committee Reports: The Board shall report to the Secretary of Defense and the Deputy Secretary of Defense, who may act upon the Board's advice and recommendations.

6. Support: The DoD, through the Office of the Deputy Chief Management Officer (DCMO), shall provide support for the performance of the Board's functions and shall ensure compliance with the requirements of the FACA, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended) ("the Sunshine Act"), governing Federal statutes and regulations, and established DoD policies and procedures.

7. Estimated Annual Operating Costs and Staff Years: The estimated annual operating cost, to include travel, meetings, and contract support, is approximately $600,000.00. The estimated annual personnel cost to the DoD is 1.0 full-time equivalents.

8. Designated Federal Officer: The Board's Designated Federal Officer (DFO), pursuant to DoD policy, shall be a full-time or permanent part-time DoD officer or employee, designated in accordance with established DoD policies and procedures.

   The Board's DFO is required to attend all meetings of the Board and any subcommittees for the entire duration of each and every meeting. However, in the absence of the Board's DFO, a properly approved Alternate DFO, duly designated to the Board according to DoD policies and procedures, must attend the entire duration of all meetings of the Board or any subcommittees.

   The DFO, or the Alternate DFO, shall call all of the Board and its subcommittees meetings; prepare and approve all meeting agendas; and adjourn any meeting when the DFO, or the Alternate DFO, determines adjournment to be in the public interest or required by governing regulations or DoD policies and procedures.

9. Estimated Number and Frequency of Meetings: The Board will meet at the call of the

Board's DFO, in consultation with the Board's Chair. The estimated number of meetings of the Board is at least four per year.

10. Duration: The need for this advisory function is on a continuing basis; however, it is subject to renewal every two years.

11. Termination: The Board shall terminate upon completion of its mission or two years from the date this charter is filed, whichever is sooner, unless the Secretary of Defense extends it by renewing this charter.

12. Membership and Designation: The Board shall be composed of no more than 20members. The members must possess some or all of the following:

    (a) proven track record of sound judgment in leading or governing large, complex private sector corporations or organizations;
    (b) demonstrated performance in identifying and adopting new technology innovations into the operations of large organizations in either the public or private sector; and
    (c) demonstrated performance in developing new technology concepts.

    In addition, Chairs of the Defense Business Board, the Defense Policy Board, and the Defense Science Board will serve as non-voting, ex-officio members of the Board. These non-voting, ex-officio members may not participate in the deliberations or voting of the Board and will not count toward the Board's total membership.

    The appointment of the Board members will be authorized by the Secretary of Defense or the Deputy Secretary of Defense and administratively certified by the DCMO for terms of service of one-to-four years, with annual renewals, in accordance with DoD policies and procedures. Members of the Board who are not full-time or permanent part-time Federal officers or employees will be appointed as experts or consultants pursuant to 5 U.S.C. § 3109 to serve as special government employee (SGE) members. Members of the Board who are full-time or permanent part-time Federal officers or employees will be appointed pursuant to 41 C.F.R. § 102-3.130(a) to serve as regular government employee (RGE) members. No member, unless authorized by the Secretary of Defense or the Deputy Secretary of Defense, may serve more than two consecutive terms of service on the Board, to include its subcommittees, or serve on more than two DoD federal advisory committees at one time.

    All members of the Board are appointed to provide advice on the basis of their best judgment without representing any particular point of view and in a manner that is free from conflict of interest.

    Consistent with Deputy Secretary of Defense policy, the DCMO may appoint the Board Chair from among the Board membership previously approved in accordance with DoD policies and procedures and, in doing so, shall determine the term of service for the Board Chair, which shall not exceed the member's approved term of service.

    All Board members will be reimbursed for travel and per diem as it pertains to official business of the Board. Board members will serve without compensation.

The Director of Administration, Office of the DCMO, on behalf of the Secretary of Defense, the Deputy Secretary of Defense, and the DCMO and pursuant to DoD policies and procedures, may appoint, as deemed necessary, non-voting subject matter experts (SMEs) to assist the Board or its subcommittees on an ad hoc basis. These non-voting SMEs are not members of the Board or its subcommittees and will not engage or participate in any deliberations by the Board or its subcommittees. These non-voting SMEs, if not full-time or permanent part-time Federal officers or employees, will be appointed pursuant to 5 U.S.C. § 3109 on an intermittent basis to address specific issues under consideration by the Board.

13. Subcommittees: The DoD, when necessary and consistent with the Board's mission and DoD policies and procedures, may establish subcommittees, task forces, or working groups to support the Board.

Establishment of subcommittees will be based upon a written determination, to include terms of reference, by the Secretary of Defense or the Deputy Secretary of Defense.

Such subcommittees shall not work independently of the Board and shall report all their recommendations and advice solely to the Board for full deliberation and discussion. Subcommittees, task forces, or working groups have no authority to make decisions and recommendations, verbally or in writing, on behalf of the Board. No subcommittee or any of its members can update or report, verbally or in writing, directly to the DoD or to any Federal officer or employee. If a majority of Board members are appointed to a particular subcommittee, then that subcommittee may be required to operate pursuant to the same notice and openness requirements of the FACA which govern the Board's operations.

Pursuant to Secretary of Defense policy, the DCMO is authorized to administratively certify the appointment of subcommittee members if the individual has been previously appointed to the Board or another DoD advisory committee in accordance with DoD policies and procedures. If this prior authorization has not occurred,, then the individual's subcommittee appointment must first be authorized by the Secretary of Defense or the Deputy Secretary of Defense and subsequently administratively certified by the DCMO.

Subcommittee members, with the authorization of the Secretary of Defense, may serve a term of service of one-to-four years, with annual renewals. Subcommittee members, if not full-time or permanent part-time Federal officers or employees, will be appointed as experts or consultants pursuant to 5 U.S.C. § 3109 to serve as SGE members. Subcommittee members who are full-time or permanent part-time Federal officers or employees will be appointed pursuant to 41 C.F.R. § 102-3.130(a) to serve as RGE employees.

With the exception of reimbursement of official travel and per diem related to the Board or its subcommittees, subcommittee members shall serve without compensation.

Each subcommittee member is appointed to provide advice on behalf of the Government on the basis of his or her best judgment without representing any particular point of view and in a manner that is free from conflict of interest.

Consistent with Deputy Secretary of Defense policy, the DCMO may appoint the

subcommittee Chair from among the subcommittee membership previously approved in accordance with DoD policies and procedures and, in doing so, shall determine the term of service for the subcommittee chair, which shall not exceed the member's approved term of service.

All subcommittees operate under the provisions of the FACA, the Sunshine Act, governing Federal statutes and regulations, and established DoD policies and procedures.

14. Recordkeeping: The records of the Board and its subcommittees shall be managed in accordance with General Record Schedule 6.2, Federal Advisory Committee Records, or other approved agency records disposition schedule, and the appropriate DoD policies and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (5 U.S.C. § 552, as amended).

15. Filing Date: April 15, 2016

16. Amended: August 15, 2016