NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

CHARTER OF THE

INTERNATIONAL SPACE STATION ADVISORY COMMITTEE

1. Official Designation: The International Space Station (ISS) Advisory Committee (the "Committee").

2. Authority: Having determined that it is in the public interest in connection with the performance of the National Aeronautics and Space Administration (NASA) duties under law, and with the concurrence of the General Services Administration, the NASA Administrator hereby renews and amends the Committee's charter, pursuant to the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App.

3. Scope and Objectives: The Committee shall draw on the expertise of its members and other sources to provide advice and recommendations to NASA on all ISS aspects related to safety and operational readiness, utilization, and exploration.

4. Description of Duties: Specific areas for review and/or assessment by the Committee may include spaceflight operations, including rendezvous, proximity operations, and docking procedures; crew, controller, and support training; aerospace systems test and verification procedures; aerospace structures, loads, and materials; aerospace medicine, including crew health; program and project management, including spaceflight safety and mission assurance strategies; the readiness of significant ISS missions; and the ability of Soyuz to support ISS operations. The Committee has also been tasked with assessing the options for using the ISS for future exploration. In addition, the Committee shall address additional issues and/or areas of interest identified to it by the NASA Associate Administrator (AA) for the Human Exploration and Operations Mission Directorate (HEOMD).

The Committee shall reassess its current makeup, operations, and approach to providing advice and recommendations to NASA, in order to remain effective and to respond to shifting program needs in this new era of ISS operations, utilization, and exploration, and shall submit a report to the NASA AA for HEOMD within the timeline specified by the NASA AA for HEOMD.

The Committee shall conduct independent or joint fact-finding meetings with counterpart international advisory review groups, including the Russian Federal Space Agency's Advisory Expert Council. These fact-finding meetings may result in signed minutes ("summaries of discussion") or other joint documents.

The Committee shall function solely as an advisory body and will comply fully with the provisions of FACA.

5. Official to Whom the Committee Reports: NASA AA for HEOMD.

6. Support: Travel funds for the Committee non-Federal members shall be provided by the NASA Office of International and Interagency Relations (OIIR). Travel funds for Committee Federal members shall be provided by their own respective NASA organizations. Operating funds for technical and administrative support, nonmember consultants, subject-matter experts, and their respective travel shall be borne by the NASA HEOMD, as required. Operating funds for Federal staff support, including travel, shall be provided by OIIR.

7. Estimated Annual Operating Costs and Staff Years: The estimated annual operating costs total approximately $600,000, including staff and contractor support.

8. Designated Federal Official (DFO): The Executive Director of the Committee shall be a NASA Federal employee appointed by the NASA AA for HEOMD, in consultation with the NASA AA for OIIR, and shall serve as the DFO. The DFO will approve or call all of the advisory committee's meetings, prepare and approve all meeting agendas, attend all committee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the official to whom the advisory committee reports.

9. Estimated Number and Frequency of Meetings: The Committee shall meet approximately two times a year or as required by the NASA AA for HEOMD to fulfill its responsibilities. Meetings shall be open to the public unless it is determined that the meeting, or a portion of the meeting, will be closed in accordance with the Government in the Sunshine Act or that the meeting is not covered by FACA.

10. Duration: This charter shall be effective for a one-year period.

11. Termination: This charter shall terminate on September 30, 2015, unless renewed or terminated earlier by the NASA Administrator.

12. Membership and Designation: The chair, deputy chair, and members of the Committee shall be appointed by the NASA AA for HEOMD. The Committee shall consist of 6 to 12 full voting members. Membership shall be comprised of experts in disciplines that permit the assessment of any aspect of the ISS program. These experts are Special Government Employees (SGEs) and Regular Government Employees. In addition, consultants or subject-matter experts may be called in on a temporary basis to assist the Committee when unique or additional expertise is required. The term of membership shall be for the duration of this charter. The NASA AA for HEOMD shall ensure a balanced representation in terms of the points of view represented and the functions to be performed.

Voting members include SGEs, as well as NASA civil servants, including the NASA Deputy Chief for Safety and Mission Assurance and a representative from the NASA Astronaut Office. The SGEs are not compensated, but are reimbursed for their travel and per diem expenses. Nonmember personnel, such as other NASA employees and contractor personnel, may provide technical expertise and other support to assist the Committee, as needed, in a non-voting capacity.

13. Subcommittees: Subcommittees, task forces, and/or working groups (WGs) may be established by NASA to conduct studies and/or fact-finding requiring an effort of limited duration. Such subcommittees, task forces, and WGs will report their findings and recommendations to the Committee. However, if the Committee is terminated, all subcommittees, task forces, and WGs will terminate.

14. Recordkeeping: Records of the Committee, formally and informally, shall be handled in accordance with General Records Schedule 26, Item 2, 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.

15. Filing Date: This charter shall become effective upon the filing of this charter with the appropriate U.S. Senate and House of Representatives oversight committees.

Charles F. Bolden, Jr.
NASA Administrator

9/22/14
Date