OFFICE OF THE SECRETARY OF DEFENSE
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ADMINISTRATION AND
MANAGEMENT

May 25, 2010

MEMORANDUM FOR COMMITTEE MANAGEMENT SECRETARIAT
GENERAL SERVICES ADMINISTRATION

SUBJECT: Committee Charter Consultation – *U.S. Army Science Board (Amended)*

The Department of Defense, pursuant to the Federal Advisory Committee Act of 1972, as amended, intends to amend the charter for the *U.S. Army Science Board* (attached). The Board will operate under the provisions of the Federal Advisory Committee Act of 1972, as amended and in accordance with 41 CFR § 102-3.50.

Prior to filing the Board's amended charter with the Library of Congress and the appropriate congressional committees the Department of Defense respectively requests that the Committee Management Secretariat review and approve the amended charter (attached). The amended charter has been reviewed and approved by the Office of the General Counsel for the Department of Defense.

If you should have any questions about this charter please contact my point of contact, Len O'Reilly, at 703-601-6148.

Frank M. Wilson
Advisory Committee Management
Officer for the Department of Defense

Attachments
Amended Charter

CHARTER
UNITED STATES ARMY SCIENCE BOARD

1. Committee's Official Designation: The Committee shall be known as the United States Army Science Board (hereafter referred to as "the Board").

2. Authority: The Secretary of Defense, under the provision of the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix) and 41 CFR § 102-3.50(d), established the Board.

3. Objectives and Scope of Activities: The Board shall provide independent advice and recommendations on matters relating to the Army's scientific, technical, manufacturing, acquisition, logistics, and business management functions, and other Department of the Army related matters as determined by the Secretary of the Army.

4. Description of Duties: The Board shall provide independent advice and recommendations to the Secretary of Defense; the Secretary of the Army; the Under Secretary of the Army and Department of the Army Chief Management Officer; the Assistant Secretary of the Army for Acquisition, Logistics and Technology; and, as requested, other Army organizations as determined by the Office of the Secretary of the Army.

   The Board is not established to advise on individual DoD or Department of the Army procurements, but instead shall be concerned with the pressing and complex technology and business management issues facing the Department of the Army in the areas referenced in (3) above.

   No matter shall be assigned to the Board for its consideration that would require any Board Member to participate personally and substantially in the conduct of any specific procurement or place him or her in the position of acting as a contracting or procurement official.

5. Agency or Official to Whom the Committee Reports: The Board shall report to the Secretary of Defense through the Secretary of Army. The Secretary of the Army, pursuant to DoD policy, may act upon the Board's advice and recommendations.

6. Support: The Department of Defense, through the Office of the Secretary of the Army, shall provide administrative support services as deemed necessary for the performance of the Board's functions, and shall ensure compliance with the requirement of the Federal Advisory Committee Act of 1972, and the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b).

7. Estimated Annual Operating Costs and Staff Years: It is estimated that the annual operating costs, to include travel costs and meeting and contract support is

approximately $4,130,000.00. The estimated annual personnel costs to the Department of Defense are thirteen (13.0) full-time equivalents (FTE).

8. Designated Federal Officer: The Designated Federal Officer and Alternate Designated Federal Officer, pursuant to DoD policy, shall be a full-time or permanent part-time DoD employee, and shall be appointed in accordance with established DoD policies and procedures. In addition, the Designated Federal Officer is required to be in attendance at all committee and subcommittee meetings; however, in the absence of the Designated Federal Officer, the Alternate Designated Federal Officer shall attend the meeting.

9. Estimated Number and Frequency of Meetings: The Board shall meet at the call of the Board's Designated Federal Officer, in consultation with the Chairperson. The estimated number of Board meetings is four per year.

10. Duration: The need for this advisory function is on a continuing basis; however this charter 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 extended by the Secretary of Defense.

12. Membership and Designation: The Board shall be composed of not more than 80 members who are eminent authorities in one or more of the following disciplines: science, technology, manufacturing, acquisition, logistics, business management functions, and other matters of special interest to the Department of the Army.

    Board members shall be appointed by the Secretary of Defense, and their appointments will be renewed on an annual basis. Those members, who are not full-time or permanent part-time federal officers or employees, shall be appointed as experts and consultants under the authority of 5 U.S.C. § 3109, and shall serve as special government employees.

    Generally, Board members will be approved by the appointing authority to serve on the Board for a term of three years with annual reappointments. Board members may be approved by the appointing authority to serve on the Board for an additional term with annual reappointments. Appointments normally, will be staggered among the Board membership to ensure balance and an orderly turnover of the Board's overall composition on a periodic basis.

    The Secretary of the Army shall designate the Board's Chairperson and Vice Chairperson from the total Board membership. Unless otherwise extended by the Secretary of Defense, in consultation with the Secretary of the Army, the Board's Chairperson and Vice Chairperson shall serve two-year term limits.

With the exception of travel and per diem for official travel, Board members shall serve without compensation. The Secretary of the Army may authorize compensation for Board members when the circumstances warrant.

The Secretary of the Army, pursuant to DoD policies and procedures, may appoint, as deemed necessary, non-voting consultants to provide special expertise to the Board. However, no more than 41 experts and consultants may be appointed to advise the Board. These experts and consultants, if not full-time or part time government employees, shall be appointed under the authority of 5 U.S.C. § 3109, shall serve as special government employees, shall be appointed on an intermittent basis to work specific Board-related efforts, shall have no voting rights whatsoever on the Board or any of its subcommittees, and shall not count toward the Board's total membership. Six of the 41 experts and consultants shall be designated "Senior Army Science Board Fellows", and shall be former Board members. All 41 experts and consultants shall serve terms of appointments as determined by the Secretary of the Army, and those appointments shall be renewed as appropriate.

13. Subcommittees: With DoD approval, the Board is authorized to establish subcommittees, as necessary and consistent with its mission. These subcommittees or working groups shall operate under the provisions of the Federal Advisory Committee Act of 1972, the Government in the Sunshine Act of 1976, and other governing Federal statutes and regulations.

    Such subcommittees or workgroups shall not work independently of the chartered Board, and shall report all their recommendations and advice to the Board for full deliberation and discussion. Subcommittees or workgroups have no authority to make decisions on behalf of the chartered Board; nor can they report directly to the Department of Defense or any Federal officers or employees who are not Board members.

    Subcommittee members, who are not Board members, shall be appointed in the same manner as Board members.

14. Recordkeeping: The records of the Board and its subcommittees shall be handled according to section 2, General Record Schedule 26 and governing 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 16, 2010

16. Modified: May 25, 2010