OFFICE OF THE SECRETARY OF DEFENSE
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ADMINISTRATION AND
MANAGEMENT

APR 15 2010

MEMORANDUM FOR COMMITTEE MANAGEMENT SECRETARIAT
GENERAL SERVICES ADMINISTRATION

SUBJECT: Committee Charter Consultation – *U.S. Strategic Command Strategic Advisory Group*

The Department of Defense, pursuant to the Federal Advisory Committee Act of 1972, as amended, intends to renew the charter for the *U.S. Strategic Command Strategic Advisory Group* (attached). The Group 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 Group's 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 proposed charter (attached). The proposed 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.

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

Attachments
Proposed Charter

CHARTER
UNITED STATES STRATEGIC COMMAND STRATEGIC ADVISORY GROUP

1. Committee's Official Designation: The Committee shall be known as the United States Strategic Command Strategic Advisory Group (hereafter referred to as "the Group").

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 Group.

3. Objectives and Scope of Activities: The Group shall provide independent advice and recommendations related to U.S. Strategic Command and its operations, as set out in (4) below.

4. Description of Duties: The Group shall provide the Chairman of the Joint Chiefs of Staff and the Commander of the U.S. Strategic Command independent advice and recommendations on scientific, technical, intelligence, and policy-related matters of interest to the Joint Chiefs of Staff and the U.S. Strategic Command concerning the development and implementation of the Nation's strategic war plans. The Group shall provide independent advice and recommendations regarding enhancements in mission area responsibilities. The Group shall further provide independent advice and recommendations on other matters related to the Nation's strategic forces, as requested by the Chairman of the Joint Chiefs of Staff or the Commander of the U.S. Strategic Command.

   The Chairman of the Joint Chiefs of Staff may act upon the Group's advice and recommendations.

5. Agency or Official to Whom the Committee Reports: The Group shall report to the Secretary of Defense, through the Chairman, Joint Chiefs of Staff and the Commander U.S. Strategic Command.

6. Support: The Department of Defense, through the U.S. Strategic Command, shall provide support as deemed necessary for the Group's performance, and shall ensure compliance with the requirements 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 $650,000.00. The estimated annual DoD personnel costs are 6.4 full-time equivalents (FTE).

8. Designated Federal Officer: The 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 Group shall meet at the call of the Group's Designated Federal Officer, in consultation with the Chairperson. The estimated number of Group meetings is two 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 Group 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.

12. Membership and Designation: The Group shall be composed of not more than 50 members who are eminent authorities in the fields of strategic policy formulation, nuclear weapon design and national command, control, communications, intelligence and information operations, or other important aspects of the Nation's strategic forces.

    Group members shall be appointed by the Secretary of Defense, and their membership shall be renewed by the Secretary of Defense on an annual basis.

    Group members appointed by the Secretary of Defense, who are not full-time or permanent part-time federal officers or employees, shall be appointed under the authority of 5 U.S.C. § 3109, and serve as special government employees. In addition, all Group members, with the exception of travel and per diem for official travel, shall serve without compensation.

    The Commander of the U.S. Strategic Command shall select the Group's chairperson from the total membership. In addition, the Chairman of the Joint Chiefs of Staff or designated representative may invite other distinguished Government officers to serve as non-voting observers of the Group, and the Chairman of the Joint Chiefs of Staff may appoint consultants, with special expertise to assist the Group on an ad hoc basis. These 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 Group-related efforts, shall have no voting rights whatsoever on the Group or any of its subcommittees, and shall not count toward the Group's total membership.

13. Subcommittees: With DoD approval, the Group 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 Group, and shall report all their recommendations and advice to the Group for full deliberation and discussion. Subcommittees or workgroups have no authority to make decisions on behalf of the chartered Group; nor can they report directly to the Department of Defense or any Federal officers or employees who are not Group members.

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

14. Recordkeeping: The records of the Group 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).

15. Filing Date: