OFFICE OF THE SECRETARY OF DEFENSE
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ADMINISTRATION AND
MANAGEMENT

21 MAY 2008

MEMORANDUM FOR MR. JOHN J. YOUNG, JR
UNDER SECRETARY OF DEFENSE FOR
ACQUISITION, TECHNOLOGY AND LOGISTICS

SUBJECT: Charter Renewal – Threat Reduction Advisory Committee Charter Renewal

The charter for the Threat Reduction Advisory Committee is approved for renewal. A notice has been published in the Federal Register announcing DoD's intention to renew the Committee's charter. My Committee Management Officer, pursuant to 41 CFR § 102-3.70, will formally file the Committee's renewed charter with the Library of Congress, the General Services Administration, and the appropriate congressional oversight committees.

As the DoD Sponsor for this federal advisory committee, you are reminded that you are responsible for:

(a) Providing adequate support to the advisory committee and its membership;
(b) Ensuring that the committee members are appointed according to DoD policy, and that they do not serve on the committee until all personnel and ethics paperwork has been processed by the appropriate offices; and
(c) Ensuring that the Threat Reduction Advisory Committee is not unduly or inappropriately influenced by federal employees or any special interest.

If you should have any questions, please contact my Committee Management Officer, Frank Wilson, at 703-601-6100.

Michael L. Rhodes
Deputy Director