U. S. Department of the Interior
National Park Service

Cold War Advisory Committee
Charter

1. **COMMITTEE'S OFFICIAL DESIGNATION**. The official designation of the Committee is the Cold War Advisory Committee (Committee).

2. **AUTHORITY.** This is a Federal advisory committee established by Title VII, Subtitle C, Section 7210, of the Omnibus Public Land Management Act of 2009 (16 U.S.C. 1a-5 note), and in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. Appendix 2.

3. **OBJECTIVES AND SCOPE OF ACTIVITIES.** The purpose of the Committee is to assist the Secretary of the Interior in the preparation of a national historic landmark theme study to identify sites and resources significant to the Cold War.

4. **DESCRIPTION OF DUTIES.** The duties of the Committee are solely advisory.

5. **AGENCY OR OFFICIAL TO WHOM THE COMMITTEE REPORTS.** The Committee reports to the Secretary through the Designated Federal Official (DFO).

6. **SUPPORT.** Support of the Committee is provided by the National Park Service.

7. **ESTIMATED ANNUAL OPERATING COSTS AND STAFF YEARS.** The annual operating costs associated with supporting the Committee functions are estimated to be $75,000, including all direct and indirect expenses and .25 Federal staff years.

8. **DESIGNATED FEDERAL OFFICER.** The DFO is the Chief, National Register of Historic Places & National Historic Landmarks Programs, and a full-time Federal employee appointed in accordance with Agency procedures. The DFO will approve or call all Committee and subcommittee meetings, prepare and approve all meeting agendas, attend all Committee and subcommittee 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 Secretary.

9. **ESTIMATED NUMBER AND FREQUENCY OF MEETINGS.** The Committee will meet approximately twice a year, and at such other times as designated by the DFO.

10. **DURATION.** The Committee will cease to exist upon completion of the Cold War theme study.

11. **TERMINATION.** The Committee is subject to biennial review and will become inactive 2 years from the date the charter is filed, unless prior to that date, it is renewed in accordance with Section 14 of the FACA. The Committee will not meet or take any action without a valid current charter.

12. **MEMBERSHIP AND DESIGNATION.** The Committee shall be composed of nine members to be appointed by the Secretary, of whom:

a. Three members shall have expertise in Cold War history;

b. Two members shall have expertise in historic preservation;

c. One member shall have expertise in the history of the United States; and

d. Three members shall represent the general public.

Members are expected to participate in Committee meetings and activities. All members serve at the pleasure of the Secretary.

A vacancy on the Committee shall be filled in the same manner as the original appointment was made.

The Committee shall select a chairperson from among its members.

Members appointed as special Government employees are required to file on an annual basis a confidential financial disclosure form.

Members of the Committee shall serve without compensation. However, while away from their homes or regular places of business, members engaged in Committee business approved by the DFO may be allowed travel expenses, including per diem in lieu of subsistence, in the same manner as persons employed intermittently in Government service under Sections 5702 and 5703 of title 5 of the United States Code.

13. **ETHICS RESPONSIBILITIES OF MEMBERS.** No Committee or subcommittee member will participate in any specific party matter including a lease, license, permit, contract, claim, agreement, or related litigation with the Department in which the member has a direct financial interest. In addition, the Department of the Interior will provide materials to those members appointed as special Government employees, explaining their ethical obligations with which the members should be familiar. Consistent with the ethics requirements, members will endeavor to avoid any actions that would cause the public to question the integrity of the Committee's operations, activities, or advice. The provisions of this paragraph do not affect any other statutory or regulatory ethical obligations to which a member may be subject.

14. **SUBCOMMITTEES.** Subject to the DFO's approval, subcommittees may be formed for the purposes of compiling information or conducting research. However, such subcommittees must act only under the direction of the DFO and must report their recommendations to the full Committee for consideration. Subcommittees must not provide advice or work products directly to the Agency. The Committee Chair, with the approval of the DFO, will appoint subcommittee members. Subcommittees will meet as necessary to accomplish their assignments, subject to the approval of the DFO and the availability of resources.

15. **RECORDKEEPING.** The records of the Committee, and formally and informally established subcommittees of the Committee, shall be handled in accordance with General Records Schedule 26, Item 2 and 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.

Sally Jewell

Secretary of the Interior

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Date

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Date Filed