

# 2004 Current Fiscal Year Report: Committee of Chairs of Industry Advisory Committees for Trade Policy Matters

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<b>1. Department or Agency</b>		<b>2. Fiscal Year</b>	
Department of Commerce		2004	
<b>3. Committee or Subcommittee</b>		<b>3b. GSA Committee No.</b>	
Committee of Chairs of Industry Advisory Committees for Trade Policy Matters		323	
<b>4. Is this New Fiscal Year?</b>	<b>5. Current Charter</b>	<b>6. Expected Renewal Date</b>	<b>7. Expected Term Date</b>
No	03/18/2002	03/18/2004	03/18/2004
<b>8a. Was Terminated During Fiscal Year?</b>	<b>8b. Specific Termination Authority</b>		<b>8c. Actual Term Date</b>
Yes			03/18/2004
<b>9. Agency Recommendation for Next Fiscal Year</b>	<b>10a. Legislation Req to Terminate?</b>		<b>10b. Legislation Pending?</b>
Continue	No		
<b>11. Establishment Authority</b> Statutory (Congress Created)			
<b>12. Specific Establishment Authority</b>	<b>13. Effective Date</b>	<b>14. Committee Type</b>	<b>14c. Presidential?</b>
19 U.S.C. 2155	01/03/1975	Continuing	No
<b>15. Description of Committee</b> National Policy Issue Advisory Board			
<b>16a. Total Number of Reports</b>	No Reports for this Fiscal Year		
<b>17a. Open</b>	<b>17b. Closed</b>	<b>17c. Partially Closed</b>	<b>Other Activities</b>
0	0	0	0
<b>17d. Total</b>			
0			
<b>Meetings and Dates</b>			
No Meetings			

	<b>Current FY</b>	<b>Next FY</b>
<b>18a(1). Personnel Pmts to Non-Federal Members</b>	\$0.00	\$0.00
<b>18a(2). Personnel Pmts to Federal Members</b>	\$0.00	\$0.00
<b>18a(3). Personnel Pmts to Federal Staff</b>	\$46,550.00	\$0.00
<b>18a(4). Personnel Pmts to Non-Member Consultants</b>	\$0.00	\$0.00
<b>18b(1). Travel and Per Diem to Non-Federal Members</b>	\$0.00	\$0.00
<b>18b(2). Travel and Per Diem to Federal Members</b>	\$0.00	\$0.00
<b>18b(3). Travel and Per Diem to Federal Staff</b>	\$0.00	\$0.00
<b>18b(4). Travel and Per Diem to Non-member Consultants</b>	\$0.00	\$0.00
<b>18c. Other(rents,user charges, graphics, printing, mail, etc.)</b>	\$0.00	\$0.00
<b>18d. Total</b>	\$46,550.00	\$0.00
<b>19. Federal Staff Support Years (FTE)</b>	4.00	4.00

**20a. How does the Committee accomplish its purpose?**

The Committee of Chairs is comprised of the chairs of the 21 Industry Sector Functional Advisory Committees (ISACs/IFACs). The Committee of Chairs is an integral part of the advisory committee system, and directly advises the USTR and Secretary of Commerce on matters of common interest to the ISACs and IFACs referred to in sections 101, 102, and 124 of the Trade Act of 1974, as amended, with respect to the operation of any trade agreement once entered into; and with respect to other matters arising in connection with the development,

implementation, and administration of the trade policy of the United States, including those matters referred to in Reorganization Plan Number 3 of 1979 and Executive Order 12188, and the priorities for action thereunder. It is at the Committee of Chairs level that cross-sharing of views among the ISACs and IFACs takes place. The Committee of Chairs are briefed directly by the USTR, Secretary of Commerce, and other high-level officials, and provide advice on issues that are deemed classified, sensitive, or restricted, which limits commenting on the details and specifics of the issues involved. The role of the Committee of Chairs has become increasingly important as the USG is in the middle of the Doha Round of trade negotiations, which is expected to conclude by 2005, and due to the Administration's ambitious trade agenda and number of free trade agreements being actively pursued. Since the Tokyo Round of Multilateral Trade Negotiations, the Department of Commerce and the United States Trade Representative (USTR) have jointly administered 22 trade advisory committees pursuant to section 135 of the Trade Act of 1974, as amended. The Committee of Chairs and the 21 ISACs and IFACs have provided valuable advice in connection with sensitive trade negotiations and on trade policy matters.

**20b. How does the Committee balance its membership?**

The Committee of Chairs consists of the chairs of the 17 ISACs and four IFACs.

**20c. How frequent and relevant are the Committee Meetings?**

The Committee of Chairs meets approximately two-four times a year. However, the actual number of meetings is dictated by the U.S. Government's

need for private sector advice. USTR also holds regular monthly conference calls to brief all the Chairs in the USTR-led trade advisory committee system, along with the DFOs, to provide the trade calendar of negotiations looking forward 30-60 days. This allows the Chairs, in consultation with their DFOs, to plan their meeting schedules and agenda topics accordingly.

**20d. Why can't the advice or information this committee provides be obtained elsewhere?**

The U.S. Government is engaged in a number of multilateral, bilateral and regional trade negotiations, including the World Trade Organization (WTO) Doha Round of trade negotiations; WTO implementation and accession issues; Free Trade Area of the Americas, free trade agreements (FTA) with Australia, Central America, Dominican Republic, Morocco, Southern African Customs Union (SACU), et al.; European Union issues; trade agreement compliance issues; as well as other trade policy issues. The Committee of Chairs plays an integral role in advising the U.S. Government on these and other issues as they arise and cut across all the committees. The advice the U.S. Government receives from the private sector through the Committee of Chairs is an ongoing process and their advice and recommendations are used to assist U.S. trade negotiators in achieving the international trade objectives of the United States. The Committee of Chairs structure ensures a unique source of information to the U.S. Government. All members have security clearances, and through a continuing dialogue with Government officials, are made aware of Government trade policy at a level not otherwise available to the private sector. Because the ISACs and IFACs remain current in the broad spectrum

of trade policy rather than a single facet--as would be the case in the absence of a committee structure--the private sector input from the committees is more pertinent. Also, because ISAC/IFAC advice is submitted in confidence, the Committee of Chairs is the only level where cross-sharing of advice is allowed. Overall, the advisory committee program, legislatively mandated, is the single formal comprehensive consultative link between the U.S. Government and U.S. industry and has the responsibility to address all issues concerning trade policy.

**20e. Why is it necessary to close and/or partially closed committee meetings?**

The Industry Consultations Program was established by the Trade Act of 1974 and in accordance with the Federal Advisory Committee Act (FACA). Subsection 135(f) of the Trade Act provides that these committees shall be exempt from the provisions of the FACA relating to open meetings, public notice, public participation, and public availability of documents when it is determined that the proceedings would, if disclosed, seriously compromise the Government's negotiating objectives or bargaining positions regarding trade policy matters. The meetings of the Committee of Chairs routinely involve these kinds of discussions. The United States Trade Representative (USTR) evaluates each meeting agenda and issues a Notice of Determination when it is necessary to close meetings.

**21. Remarks**

N/A

## Designated Federal Officer

Ingrid V. Mitchem Director, Industry Consultations  
Program and DFO for Committee of Chairs

Committee Members	Start	End	Occupation	Member Designation
Adams, John	03/18/2002	03/18/2004	(ISAC 14) Laredo Development Foundation	Special Government Employee (SGE) Member
Bates, Christopher	03/18/2002	03/18/2004	(ISAC 16) President and Chief Executive Officer, Motor & Equipment Manufacturers Association	Special Government Employee (SGE) Member
Bennett, B.	10/01/2002	03/18/2004	(ISAC 5) Senior VP, International; AeA: Advancing the Business of Technology	Special Government Employee (SGE) Member
Bhatia, S.	03/18/2002	03/18/2004	(IFAC 2) Executive VP and Chief Operating Officer, International Underwriters Laboratories	Special Government Employee (SGE) Member
Bragg, Raymond	03/18/2002	03/18/2004	(ISAC 6) Consultant, RFB, Inc., Representing CNG International	Special Government Employee (SGE) Member
Brummer, Michael	04/01/2003	03/18/2004	(ISAC 12) Executive Vice President of Corporate Dvlp, York Paper Company	Special Government Employee (SGE) Member
Clawson, James	03/18/2002	03/18/2004	(IFAC 1) President and Chief Executive Officer, JBC International	Special Government Employee (SGE) Member
Danjczek, David	03/18/2002	03/18/2004	(ISAC 2) Vice President, Administration, The Manufacturers Alliance/MAPI	Special Government Employee (SGE) Member
Dole, Gregory	03/18/2002	03/18/2004	(ISAC 1) Director, Commercial Programs, The Boeing Company	Special Government Employee (SGE) Member

Evenson, Fawn	03/18/2002	03/18/2004	(ISAC 8) President, Footwear Indsty of America Division, American Apparel&Footwear Assn.	Special Government Employee (SGE) Member
Farrar, Stephen	03/18/2002	03/18/2004	(ISAC 9) Director, International Business, Guardian Industries Corporation	Special Government Employee (SGE) Member
Gamble, D.	03/18/2002	03/18/2004	(ISAC 3) Chief Counsel International Trade, E.I. duPont de Nemours & Company	Special Government Employee (SGE) Member
Kelly, Francis	03/18/2002	03/18/2004	(ISAC 17) VP, Interntional Trade & Customs, Liz Claiborne, Inc.	Special Government Employee (SGE) Member
Lamar, Stephen	03/18/2002	03/18/2004	(ISAC 15) Senior Vice President, American Apparel and Footwear Association	Special Government Employee (SGE) Member
Mayer, Joseph	03/18/2002	03/18/2004	(ISAC 11) President and General Counsel, Copper & Brass Fabricators Council, Inc.	Special Government Employee (SGE) Member
Nelson,, Donald	03/18/2002	03/18/2004	(ISAC 4) Vice President, Intl. Business Relations, Altria Corporate Services, Inc.	Special Government Employee (SGE) Member
Pendleton, William	03/18/2002	03/18/2004	(ISAC 7) Director, Corporate Affairs, Carpenter Technology	Special Government Employee (SGE) Member
Sheehy, Timothy	03/18/2002	03/18/2004	(IFAC 4) Director, Global E-Commerce Policy, IBM Corporation	Special Government Employee (SGE) Member
Smith, Eric	03/18/2002	03/18/2004	(IFAC 3) President, International Intellectual Property Alliance	Special Government Employee (SGE) Member

Smith, Maureen	03/18/2002	04/01/2003	(ISAC 12) American Paper and Forest Association	Special Government Employee (SGE) Member
Vastine,, J.	03/18/2002	03/18/2004	(ISAC 13) President, U.S. Coalition of Service Industries	Special Government Employee (SGE) Member
Withey, Lyn	03/18/2002	03/18/2004	(ISAC 10) Vice President, Public Affairs, International Paper Company	Special Government Employee (SGE) Member

**Number of Committee Members Listed: 22**

### Narrative Description

The Committee of Chairs advises the Secretary and the United States Trade Representative concerning the trade matters of common interest to the ISACs and IFACs; with respect to the operation of any trade agreement once entered into; and with respect to other matters arising in connection with the development, implementation, and administration of the trade policy of the United States, including those matters referred to in Reorganization Plan Number 3 of 1979 and Executive Order 12188, and the priorities for actions thereunder.

### What are the most significant program outcomes associated with this committee?

Checked if  
Applies

Improvements to health or safety	<input type="checkbox"/>
Trust in government	<input type="checkbox"/>
Major policy changes	<input checked="" type="checkbox"/>
Advance in scientific research	<input type="checkbox"/>
Effective grant making	<input type="checkbox"/>
Improved service delivery	<input type="checkbox"/>
Increased customer satisfaction	<input checked="" type="checkbox"/>
Implementation of laws or regulatory requirements	<input type="checkbox"/>
Other	<input checked="" type="checkbox"/>



## Outcome Comments

Effective trade agreements.

## What are the cost savings associated with this committee?

Checked if Applies

None	<input checked="" type="checkbox"/>
Unable to Determine	<input type="checkbox"/>
Under \$100,000	<input type="checkbox"/>
\$100,000 - \$500,000	<input type="checkbox"/>
\$500,001 - \$1,000,000	<input type="checkbox"/>
\$1,000,001 - \$5,000,000	<input type="checkbox"/>
\$5,000,001 - \$10,000,000	<input type="checkbox"/>
Over \$10,000,000	<input type="checkbox"/>
Cost Savings Other	<input type="checkbox"/>

## Cost Savings Comments

NA

## What is the approximate Number of recommendations produced by this committee for the life of the committee?

0

## Number of Recommendations Comments

No measurable calculation as most advice is rendered orally while the USTR trade negotiators are in the meeting.

## What is the approximate Percentage of these recommendations that have been or will be Fully implemented by the agency?

50%

## % of Recommendations Fully Implemented Comments

NA

## What is the approximate Percentage of these recommendations that have been or will be Partially implemented by the agency?

50%

## % of Recommendations Partially Implemented Comments

NA

**Does the agency provide the committee with feedback regarding actions taken to implement recommendations or advice offered?**

Yes ☒ No ☐ Not Applicable ☐

**Agency Feedback Comments**

The Secretary of Commerce and the USTR will reply in writing to formal written recommendations received by the committee; however, most feedback is done orally during committee meetings.

**What other actions has the agency taken as a result of the committee's advice or recommendation?**

Checked if Applies

Reorganized Priorities	<input checked="" type="checkbox"/>
Reallocated resources	<input checked="" type="checkbox"/>
Issued new regulation	<input type="checkbox"/>
Proposed legislation	<input type="checkbox"/>
Approved grants or other payments	<input type="checkbox"/>
Other	<input checked="" type="checkbox"/>

**Action Comments**

Amended trade policy positions in finalizing trade agreements.

**Is the Committee engaged in the review of applications for grants?**

No

**Grant Review Comments**

NA

**How is access provided to the information for the Committee's documentation?**

Checked if Applies

Contact DFO	<input checked="" type="checkbox"/>
Online Agency Web Site	<input checked="" type="checkbox"/>
Online Committee Web Site	<input type="checkbox"/>
Online GSA FACA Web Site	<input type="checkbox"/>
Publications	<input type="checkbox"/>
Other	<input type="checkbox"/>

**Access Comments**

NA