

CHARTER
NAVAL RESEARCH ADVISORY COMMITTEE

- A. Official Designation: The Committee shall be known as the Naval Research Advisory Committee (hereafter referred to as the Committee).
- B. Objectives and Scope of Activities: The Committee, under the provisions of 10 U.S.C. § 5024 and the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix, as amended), shall provide the Secretary of the Navy, the Chief of Naval Operations and the Commandant of the U.S. Marine Corps independent advice and recommendations on scientific, technical, and research and development matters confronting the U.S. Navy and U.S. Marine Corps. The Secretary of the Navy or designated representative may act upon the Committee's advice and recommendations.
- C. Committee Membership: The Committee shall be composed of not more than 15 members, who are eminent authorities in the fields of science, research and development work, and other matters of special interest to the Department of the Navy. Under the provisions of 10 U.S.C. § 5024(a) one Committee Member shall be from the field of medicine.

Committee Members appointed by the Secretary of Defense, who are not full-time federal officers or employees, shall serve as Special Government Employees under the authority of 5 U.S.C. § 3109, and their appointments shall be renewed by the Secretary of Defense on an annual basis. Pursuant to 10 U.S.C. § 5024(a), the Secretary of the Navy may establish the terms of appointment for members of the Navy Research Advisory Committee. Committee Members, with the exception of travel and per diem for official travel, shall normally serve without compensation, unless otherwise authorized by the Secretary of Navy.

- D. Committee Meetings: The Committee shall meet at the call of the Designated Federal Officer, in consultation with the Secretary of the Navy or designated representative and the Chairperson, and the estimated number of Committee meetings is four per year.

The Designated Federal Officer shall be a full-time or permanent part-time DoD employee, and shall be appointed in accordance with established DoD policies and procedures. The Designated Federal Officer and/or Alternate Designated Federal Officer shall attend all committee and subcommittee meetings.

The Committee shall be authorized to establish subcommittees, as necessary and consistent with its mission, and 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 (5 U.S.C. § 552b, as amended), and other appropriate federal regulations.

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

- E. Duration of the Committee: The need for this advisory function is on a continuing basis; however, it is subject to renewal every two years.

- F. Agency Support: The Department of Defense, through the Department of the Navy, shall provide support as deemed necessary for the performance of the Committee's functions, and shall ensure compliance with the requirements of 5 U.S.C. Appendix, as amended.
- G. Termination Date: The Committee shall terminate upon completion of its mission or two years from the date of this Charter is filed, whichever is sooner or unless it is extended by the Secretary of Defense.
- H. Operating Costs: It is estimated that the annual operating costs, to include travel costs and contract support, for this Committee is \$1,200,000.00. The estimated annual personnel costs to the Department of Defense are 4.0 full-time equivalents (FTEs).
- I. Recordkeeping: The records of the Committee and its subcommittees shall be handled according to section 2, General Records Schedule 26 and appropriate 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).
- J. Charter Filed: March 3, 2008