



## **CHARTER**

### **INTERAGENCY COMMITTEE ON SMOKING AND HEALTH**

#### **Purpose**

The Secretary is directed under Public Law 98-474, the Comprehensive Smoking Education Act, to establish an Interagency Committee on Smoking and Health. The committee seeks to raise the awareness of the issue of smoking and health by sharing information and collaborating across HHS agencies and with other Federal agencies and public health organizations

#### **Authority**

15 U.S.C. 1341(b). The committee is also governed by the provisions of Public Law 92-463, as amended (5 U.S.C. App. 2), which sets forth standards for the formation and use of advisory committees.

#### **Function**

The Interagency Committee on Smoking and Health reports to the Secretary, HHS, through the Director, Centers for Disease Control and Prevention (CDC). The committee shall advise the Secretary, HHS, and the Director, CDC, on coordination of research, educational programs, and other activities within the Department that relate to the effect of smoking on human health, and on coordination of these activities with other Federal, State, local, and private agencies; establishment and maintenance of liaison with appropriate private entities, other Federal agencies, State and local agencies, and public agencies respecting activities relating to the effect of smoking on human health; and development of material for the Secretary's biennial report to Congress required by 15 U.S.C. 1341(b). These reports shall contain:

- (1) an overview and assessment of Federal activities undertaken to inform the public of the health consequences of smoking and the extent of public knowledge of such consequences,
- (2) a description of the Secretary's and committee's activities under subsection (a) of 15 U.S.C. 1341,
- (3) information regarding the activities of the private sector taken in response to the effects of smoking on health, and
- (4) such recommendations as the Secretary may consider appropriate.

### **Structure**

The committee shall be composed of members appointed by the Secretary, HHS from appropriate institutes and agencies of the Department, which may include the National Cancer Institute; the National Heart, Lung, and Blood Institute; the National Institute for Child Health and Human Development; the National Institute on Drug Abuse; the Health Resources and Services Administration; the Department of Veterans Affairs, Veterans Health Administration; and the Centers for Disease Control and Prevention; at least one member appointed from the Federal Trade Commission, the Department of Education, the Department of Labor, and any other Federal agency designated by the Secretary, the appointment of whom shall be made by the head of the entity from which the member is appointed; and five members appointed by the Secretary from physicians and scientists who represent private entities involved in informing the public about the health effects of smoking. The Secretary shall designate the Chair of the committee.

Members shall be invited to serve for overlapping terms of up to four years, except that any member appointed to fill a vacancy for an unexpired term shall be appointed for the remainder of that term. Terms of more than two years are contingent upon the renewal of the committee by appropriate action prior to its termination. A member may serve 180 days after the expiration of that member's term if a successor has not taken office.

Subcommittees may be established from time to time with the approval of the Secretary, HHS, or designee. The Department Committee Management Officer will be notified upon establishment of each subcommittee, and will be provided information on its name, membership, function, and estimated frequency of meetings.

Management and support services shall be provided by the Office on Smoking and Health, National Center for Chronic Disease Prevention and Health Promotion, Centers for Disease Control and Prevention.

### **Meetings**

Meetings shall be held approximately two times per year at the call of the Designated Federal Official, in consultation with the Chair. The Designated Federal Official shall also approve the agenda and shall be present at all meetings.

Meetings shall be open to the public except as determined otherwise by the Secretary, HHS, or other official to whom the authority has been delegated, in accordance with the Government in the Sunshine Act (5 U.S.C. 552b(c)) and Section 10(d) of the Federal Advisory Committee Act; notice of all meetings shall be given to the public.

Meetings shall be conducted, and records of the proceedings kept, as required by applicable Federal laws and Departmental regulations.

### **Compensation**

Members who are not full-time Federal employees shall be paid at the rate of \$250 per day, or at the rate of \$31.25 per hour, as determined by the agency, not to exceed \$250 per day; plus per diem and travel expenses in accordance with standard government travel regulations.

### **Annual Cost Estimate**

Estimated annual cost for operating the committee, including compensation and travel expenses for members but excluding staff support, is \$13,376. Estimate of annual person-years of staff support required is 1.50 at an estimated annual cost of \$184,938.

### **Reports**

The Secretary shall submit to Congress a biennial report as required by subsection (c) of 15 U.S.C. 1341. The report shall be prepared by the Office on Smoking and Health, National Center for Chronic Disease Prevention and Health Promotion, Centers for Disease Control and Prevention, and submitted through the Director, CDC to the Secretary, HHS, for approval.

In the event a portion of a meeting is closed to the public, as determined by the Secretary, HHS, in accordance with the Government in the Sunshine Act (5 U.S.C. 552b(c)) and Section 10(d) of the Federal Advisory Committee Act, a report shall be prepared which shall contain, as a minimum, a list of members and their business addresses, the committee's activities, and recommendations made during the fiscal year. A copy of the report shall be provided to the Department Committee Management Officer.

**Termination Date**

Continuing. (The charter for the Interagency Committee on Smoking and Health will expire on March 20, 2009).

Approved:

2/14/07

Date

Alanis P. Bode

Acting Director

Management Analysis and Services Office



Centers for Disease Control  
and Prevention (CDC)  
Atlanta GA 30333

NOTICE OF RECHARTERING  
OF THE  
INTERAGENCY COMMITTEE ON SMOKING AND HEALTH

This committee was established by statute and has functions which are of a continuing nature so that its duration is not governed by Section 14(a) of the Federal Advisory Committee Act but is otherwise provided for by law. The committee is rechartered in accordance with Section 14(b)(2) of said Act.

2/14/07  
Date

*Aline L. Boldt*  
Acting Director  
Management Analysis and Services Office