



THE SECRETARY OF HEALTH AND HUMAN SERVICES
WASHINGTON, D.C. 20201

CHARTER

PHYSICAL ACTIVITY GUIDELINES ADVISORY COMMITTEE

PURPOSE

The Physical Activity Guidelines Advisory Committee is established for the single, time-limited task of developing a report of recommendations based on current scientific and medical knowledge for the 2008 inaugural edition of *Physical Activity Guidelines for Americans*. The Committee will be terminated upon delivery of its final report or at the end of two years, whichever is first.

AUTHORITY

42 U.S. C. 217a, Section 222 of the Public Health Service Act, as amended. The Committee also is governed by the provision of Public Law 92-463, as amended (5 U.S.C., Appendix 2), which sets forth standards for the formation and use of advisory committees.

FUNCTION

The Physical Activity Guidelines Advisory Committee shall advise the Secretary of Health and Human Services on scientific background and recommendations for establishment of *Physical Activity Guidelines for Americans* that is to be initially released in 2008. This publication will serve as the basis of physical activity education activities and policies to be carried out by the Department of Health and Human Services (HHS).

The Committee, whose duties are solely advisory and time-limited, will:

- review scientific evidence and existing literature to identify where there is a sufficient evidence to develop specific physical activity recommendations; and
- prepare a report to the Secretary that documents scientific background and rationale for the 2008 edition of the *Physical Activity Guidelines for Americans*. The report also will identify areas where further scientific research is needed.

STRUCTURE

The Committee shall consist of not more than 13 voting members, including the Chair and Vice Chair, who shall be appointed by the Secretary (or designee). The membership shall be composed of individuals who can demonstrate current scientific knowledge in the field of physical activity and health promotion or disease prevention. Expertise shall be sought in specific specialty areas related to physical activity, including but not limited to: health promotion and chronic disease prevention; bone, joint, muscle health and performance; obesity and weight management; risks of activity and musculoskeletal injury; and special populations including children, youth and older adults. Members shall be invited to serve for two years and/or the duration of the Committee's operation. All voting members of the Committee are classified as special Government employees (SGEs).

Representatives of the Department and/or other Federal agencies may be appointed to serve as non-voting *ex-officio* members, as it is determined necessary by the Secretary (or designee) for the Committee to effectively carry out its function.

With approval of the Secretary (or designee), the Committee may establish subcommittees that are composed of members of the parent committee and non-member consultants. The advice of any subcommittee(s) shall be reported to the parent committee. The full Committee shall review reports and any recommendations made by the subcommittee(s). The Committee will discuss their findings at a public meeting, at which time the full committee will determine the appropriate action.

Management and technical staff support services shall be provided by the Office of the Secretary, Secretary's Prevention Priority team.

MEETINGS

The Committee will be convened to meet approximately three times. Meetings shall be held at the call of the designated Federal officer (DFO), who is responsible for developing the meeting agenda. Development of the meeting agenda may be done in collaboration with the Committee Chair. The DFO or designee to whom the authority has been delegated shall be present at all meetings of the full Committee and any subcommittees that are established to assist the Committee. A quorum for the conduct of business by the full Committee shall consist of a majority of the Committee's voting members.

Meetings shall be open to the public except as determined otherwise by the Secretary (or designee), in keeping with the guidelines under Government in the Sunshine Act, 5 U.S.C. 552b(c). Notice of all meetings shall be given to the public.

Physical Activity Guidelines Advisory Committee

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

COMPENSATION

Pursuant to advance written agreement, committee members shall receive no stipend for the services they render in this capacity. However, as authorized by law and in accordance with Federal travel regulations, members may receive per diem and reimbursement for travel expenses incurred in performing duties for the Committee.

ANNUAL COST ESTIMATE

The estimated annual cost of operating the Committee, including travel and per diem expenses for members, but excluding staff support is \$100,292. The estimated annual person years of staff support required is 1.15 at an estimated annual cost of \$132,008.

REPORTS

The Committee shall prepare a report to the Secretary by April 2008 that provides scientific background and rationale for the 2008 edition of the *Physical Activity Guidelines for Americans* and identifies areas where further research is needed.

When it is determined that a meeting shall be closed or partially closed to the public, under the stipulations of Government in the Sunshine Act, 5 U.S.C. 552b(c), then a report shall be prepared that will contain, at a minimum, a list of members and their business addresses, the Committee's functions, dates and places of meetings, and a summary of Committee activities and recommendations made during the fiscal year. A copy of the report shall be provided to the Department's Committee Management Officer.

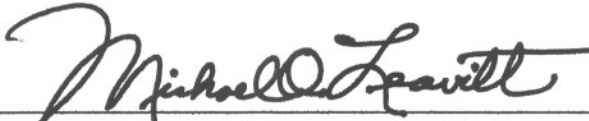
TERMINATION DATE

Unless renewed by appropriate action prior to its expiration, the Physical Activity Guidelines Advisory Committee will terminate after delivery of its final report to the Secretary or two years from the date this charter is filed, whichever comes first.

APPROVED:

JAN 11 2007

Date



Secretary of Health and Human Services