



DEPUTY SECRETARY OF DEFENSE
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AUG 22 2006

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF
DEFENSE
DIRECTOR, OPERATIONAL TEST AND EVALUATION
INSPECTOR GENERAL OF THE DEPARTMENT OF
DEFENSE
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTOR, PROGRAM ANALYSIS AND EVALUATION
DIRECTOR, NET ASSESSMENT
DIRECTOR, FORCE TRANSFORMATION
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Department of Defense Federal Advisory Committee Management Program

Title 5, U.S.C., Appendix 2 and 41 CFR, Parts 102-3 through 102-3.185 outline the authorities of the Secretary of Defense for the Government's Federal Advisory Committee Management Program. Historically, the Secretary has retained most of the authorities at his level. However, after reviewing the Department's Program and consulting with the Committee Management Secretariat of the General Services Administration, the Department's Program will be restructured to bring it in line with the Secretary's effort to realign responsibility and authority to the OSD Principal Staff Assistants (PSAs), Secretaries of the Military Departments, and the Chairman of the Joint Chiefs of Staff, where feasible.

Effective immediately, and in keeping with the intent of the statute and the Code of Federal Regulations, the following changes shall be made to the management of the Department of Defense Federal Advisory Committee Management Program:

1. The Director, Administration and Management (DA&M) is hereby delegated authority to: (a) establish, renew and terminate DoD-supported Federal Advisory Committees, and determine whether subcommittees shall be authorized; (b) appoint a DoD Sponsor for each DoD-supported Federal Advisory Committee and determine the level of DoD support to be provided to the committee; (c) appoint a Committee Management Officer for the

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Department of Defense to provide policy oversight and management of the DoD Federal Advisory Committee Management Program; and (d) promulgate DoD-wide policies and procedures to ensure DoD's compliance with its statutory obligations.

2. The OSD PSAs, Secretaries of the Military Departments, and the Chairman of the Joint Chiefs of Staff, unless prohibited by statute or Executive Order, are authorized to evaluate a Federal Advisory Committee's independent advice and recommendations, and determine what action or policies should be taken by the Department of Defense. Only those OSD PSAs, Secretaries of the Military Departments, or the Chairman of the Joint Chiefs of Staff, who have been designated as the DoD Sponsor of the Federal Advisory Committee shall be authorized to exercise this authority, and only when such advice falls within the scope of the responsibilities and functions formally assigned them by statute or DoD Charter Directive.
 - a. The OSD PSAs, Secretaries of the Military Departments, and the Chairman of the Joint Chiefs of Staff may further delegate this authority in writing but no lower than the Assistant Secretary level or the three-star flag officer equivalent.
 - b. A copy of all delegations shall be provided to, and maintained by, the Committee Management Officer for the Department of Defense.

The Secretary's statutory and regulatory authority to appoint, renew, or terminate the appointment of Federal Advisory Committee members is not delegated. The OSD PSAs, Secretaries of the Military Departments, and the Chairman of the Joint Chiefs of Staff shall continue to nominate potential candidates for consideration or renewal; however, final appointment or renewal authority rests with the Secretary of Defense and the Deputy Secretary of Defense.

The DA&M shall ensure that these changes are incorporated into the appropriate DoD Charter Directives. Upon promulgation of DoD-wide policies and procedures for managing the Department of Defense Federal Advisory Committee Management Program, the DA&M may take appropriate actions to cancel DoD Directive 5105.4, "Department of Defense Federal Advisory Committee Management Program."

A handwritten signature in black ink, appearing to read "Susan E. England". The signature is fluid and cursive, with a long horizontal stroke extending to the right.