

U.S. DEPARTMENT OF COMMERCE

CHARTER OF THE SPECTRUM MANAGEMENT ADVISORY COMMITTEE

ESTABLISHMENT

Pursuant to the *President's Memorandum on Improving Spectrum Management for the 21st Century*, dated November 29, 2004, under the Federal Advisory Committee Act, 5 U.S.C. App. 2, and consistent with the National Telecommunications and Information Administration Organization Act, 47 U.S.C. § 904(b), the Secretary of Commerce hereby establishes the Spectrum Management Advisory Committee (the Committee).

OBJECTIVES AND DUTIES

1. The Committee will provide advice and recommendations to the Assistant Secretary for Communications and Information on a broad range of issues regarding spectrum policy and on needed reforms to domestic spectrum policies and management to enable timely implementation of evolving spectrum-dependent technologies and services to benefit the public.
2. The Committee, through a balanced membership, will provide non-Federal Government and private sector input, on U.S. spectrum management policy. The Committee serves to facilitate increased understanding among all spectrum users about their respective interests. The Committee will provide advice to the Assistant Secretary for Communications and Information leading to spectrum management policies that enable the United States to maintain its global leadership role in communications technology and services.
3. The Committee's focus may include, but is not limited to: expediting the introduction of wireless broadband services; addressing governmental and commercial concerns regarding public safety spectrum management issues; facilitating the rapid conclusion of the digital television transition; assisting in efforts to encourage the establishment of long-range spectrum planning processes; identifying international opportunities to advance U.S. economic interests; gathering input on the latest technology and market trends; examining the latest radio-frequency research and development outputs; and evaluating the value of spectrum to the public and private sectors.
4. The Committee will act as a liaison between the stakeholders represented by the membership and the Federal Government. It may also provide a forum for stakeholders representing respective current and emerging issues in spectrum management, spectrum policy, reform and technology.
5. The Committee will recommend approaches and strategies to ensure that the United States remains a leader in the introduction of new wireless technologies, while at the same time providing for the expansion of existing technologies and ensuring that the country's homeland security, national defense, and other critical government needs are satisfied.
6. The Committee will provide advice and recommendations only and will comply fully with the provisions of the Federal Advisory Committee Act.

MEMBERS AND CHAIRPERSON

1. The Committee will have no fewer than five (5) members and no more than twenty (20) members. The Committee will be fairly balanced in terms of the points of view represented by stakeholders and the functions to be performed. It will reflect a balanced cross-section of stakeholder interests in spectrum management and policy reform, including non-Federal Governmental users, state, regional, and local sectors, technology developers, and manufacturers, academia, consumer groups, and service providers with customers in both domestic and international markets.
2. The Assistant Secretary for Communications and Information will appoint a chairperson for the Committee from among the members appointed by the Secretary. The Chair will serve at the pleasure of the Assistant Secretary for Communications and Information.
3. Members will be appointed by, and serve at the discretion of, the Secretary of Commerce.
4. Members will be selected on a clear, standardized basis, in accordance with applicable Department of Commerce guidance.
5. Members will be appointed for a two-year term and may be reappointed for additional terms.

ADMINISTRATIVE PROVISIONS

1. The Committee will report to the Assistant Secretary for Communications and Information, National Telecommunications and Information Administration (NTIA), U.S. Department of Commerce.
2. It is anticipated that the Committee will meet as often as necessary, but not less than twice a year.
3. The Assistant Secretary will designate an employee of NTIA to serve as the Designated Federal Officer (DFO) for the Committee. NTIA staff will support the Committee's activities.
4. Members of the Committee are special government employees (SGEs) pursuant to 18 U.S.C. § 202.
5. Members will not require security clearances.
6. Members will serve without compensation and NTIA will not reimburse for travel or per diem, but will use telecommunications services to the maximum extent possible to facilitate the work of the advisory committee and minimize the costs of participation.
7. The estimated annual operating costs associated with supporting the Committee's functions are \$25,000 per year, including all direct and indirect expenses. It is estimated that .75 FTE will be required to support the Committee and its subgroups.

8. The Committee may create, with the concurrence of the Secretary, and in accordance with the relevant provisions of the Department of Commerce Committee Management Handbook (the Handbook), such subcommittees, working groups, standing committees, ad hoc groups, task groups or other subgroups as it considers necessary for the performance of its functions. In addition, the Department and the Committee will establish such operating procedures as required to support the group, consistent with the Federal Advisory Committee Act, as amended, and the Handbook.

DURATION

This charter shall terminate two years from the date of the filing of this charter with the appropriate U.S. Senate and House of Representatives Oversight Committees unless earlier terminated or renewed by proper authority.

Chief Financial Officer and
Assistant Secretary for Administration

Date