

CHARTER OF
THE DEPARTMENT OF DEFENSE (DoD) HISTORICAL ADVISORY COMMITTEE

A. OFFICIAL DESIGNATION: DoD Historical Advisory Committee

B. OBJECTIVES AND SCOPE: The principal objective of the DoD Historical Advisory Committee (hereinafter referred to as the Committee) is to provide advice to the Secretary of Defense, the secretaries of the military departments, and the heads of such other components as may choose to participate, regarding the professional standards, historical methodology, program priorities, liaison with professional groups and institutions, and adequacy of resources, connected with the various historical programs and associated activities of the Department of Defense. These include: historical, archival, commemorative, museum, library, art, curatorial, and related programs.

C. DURATION: Continuing.

D. OFFICIALS TO WHOM THE COMMITTEE REPORTS: The Committee reports to the Secretary of Defense through the Office of the Secretary of Defense (OSD) Historian. It will consist of subcommittees as established by the military departments and other components. These sub-committees will report to the respective service secretaries or component heads through their historical offices on matters concerning their respective historical programs.

One of the sub-committees, the Historical Records Declassification Advisory Panel (HRDAP) assists the Department in identifying and setting priorities for declassifying Defense records. The Panel will be supported administratively by the Office of the Under Secretary of Defense for Intelligence (USD(I)) and report to the Secretary of Defense through the OSD Historian. The OSD Historian will serve as the chair of the Panel. The Office of the Deputy Under Secretary of Defense, Counter Intelligence and Security, USD(I) will provide a representative to serve as the Executive Secretary of the Panel and perform the functions of the Designated Federal Official. It is anticipated that the HRDAP will meet in full complement approximately one to two times annually.

E. EXECUTIVE AGENT AND ADMINISTRATIVE SUPPORT ACTIVITY: The OSD Historian will act as executive agent for the DoD Historical Advisory Committee for the purpose of fulfilling the requirements of the Federal Advisory Committee Act and DoD Directive 5105.4, the "DoD Federal Advisory Committee Management Program." The involved military departments and other DoD components will comply with the legal and procedural requirements, i.e., filing Federal Register notices, providing designated federal officials for meetings, and similar activities. The component sub-committees will be supported administratively and logistically by their respective historical offices. Annual reports of operations and substantive activities will be forwarded to the OSD Historian.

F. DUTIES AND RESPONSIBILITIES: The primary duties of the Committee and its sub-committees will be to: provide advice and recommendations to the Secretary of Defense, service secretaries, and other component heads regarding the missions, scope, adequacy of support, progress, integrity and productivity of the current programs; ensure the conformity of the

methodology used with accepted professional standards; assist in ordering the priorities of historical publications and other segments of the programs; evaluate new projects and suggest alternative courses of action for the historical centers and programs.

G. MEMBERSHIP: Members of the DoD Historical Advisory Committee subcommittees will represent the various academic and professional institutions associated with the Department's historical programs. Efforts will be made to ensure a balanced and diverse membership in terms of the functions to be performed and historical communities represented. There will be a total of from 35 to 40 members.

H. ESTIMATED ANNUAL OPERATING COSTS AND STAFF SUPPORT YEARS: It is estimated that the total annual costs of operations for travel, per diem, consultant fees, staff support, and other incidental costs, will not exceed \$150,000. Staff support years are anticipated to be 2 staff years of effort annually.

I. NUMBER OF MEETINGS: Each sub-committee will meet at least once per year.

J. TERMINATION DATE: Indefinite.

K. DATE CHARTER FILED: January 23, 2004