

CHARTER

UNITED STATES STRATEGIC COMMAND STRATEGIC ADVISORY GROUP (SAG)

A. PURPOSE.

1. The United States Strategic Command (USSTRATCOM) Strategic Advisory Group (SAG) is hereby established to provide timely advice on scientific, technical, intelligence, and policy-related issues to the Commander, USSTRATCOM (CDR USSTRATCOM). Convening upon request, the SAG will provide advice and expert views to CDR USSTRATCOM to enhance USSTRATCOM planning in such areas as:

a. The impact of policy changes on the ability of the Command's plans to satisfy national security objectives.

b. The impact of strategic nuclear reductions on the ability of the U.S. strategic force structure and modernization program to support the strategic war plans.

c. The Nation's nuclear stockpile to include a report on safety, security, and reliability.

d. The use of new procedures and techniques to reduce the vulnerability of U.S. weapon systems and improve penetration of enemy defenses.

e. The exploitation of nuclear weapon effects to optimize the employment of U.S. offensive weapons.

f. The incorporation and application of new systems or capabilities to enhance the attainment of national security objectives.

g. The development of new tools to facilitate deliberate and adaptive planning in response to force structure, threat, or guidance changes.

h. The employment of space operations.

i. The integration of missile defense.

j. Information operations.

k. The employment of intelligence capabilities, activities, and functions.

2. The functions of the group will be solely advisory; any determination of action to be taken, based wholly or in part on such advice, will be made by CDR USSTRATCOM.

B. DURATION.

The SAG will be a continuing federal advisory committee. It will terminate when its mission is complete or two years after the date this charter is approved, unless prior approval for its continuation is obtained.

C. ORGANIZATION.

1. The SAG will be organized and operated in accordance with the appropriate provisions of the references listed in Paragraph J.

2. The SAG will report to CDR USSTRATCOM.

3. CDR USSTRATCOM will function as the Designated Federal Official for the SAG. In case of a conflict with CDR USSTRATCOM's schedule, he may appoint the Deputy Commander, USSTRATCOM (DCDR USSTRATCOM), or the senior USSTRATCOM flag officer as his designated representative, providing this designation is made a matter of record for SAG management purposes.

4. The Advisory Committee Officer, charged with day-to-day management of the SAG and appointed in compliance with governing directives in Paragraph J, is the SAG Executive Director, USSTRATCOM/CS30. The SAG Office, USSTRATCOM/CS30, manages the SAG program for CDR USSTRATCOM.

D. MEMBERSHIP.

1. Each principal member should be an outstanding individual actively engaged in a field associated with strategic policy formulation, nuclear weapon design and effects, weapon system capabilities and vulnerabilities, space operations, missile defense, national command, control, communications, intelligence and information operations, or other important aspects of the Nation's strategic forces. Principal members who are not full-time government employees will possess unique qualifications in their field and will represent the segment of the national security policy or scientific and technical community in which they work. They will provide CDR USSTRATCOM with the views of their respective communities.

2. Membership on the SAG is for a period of four years.

3. CDR USSTRATCOM will select the Chairman of the SAG from the civilian membership.

4. Membership will be limited to the minimum number necessary to accomplish the committee's objectives as determined by CDR USSTRATCOM. All members will be appointed as individual consultants to CDR USSTRATCOM. All membership issues will be coordinated with the SAG Chairman.

5. All members will provide an annual statement of financial interest and Foreign Activities Questionnaire for CDR USSTRATCOM's review and evaluation. This review will be accomplished by the SAG Executive Director, USSTRATCOM/CS30, and the Ethics Counselor, Office of the Staff Judge Advocate, USSTRATCOM/CC06. All financial interest statements and Foreign Activities Questionnaires will be kept on file in the SAG Office, USSTRATCOM/CS30. Additionally, a statement must be provided endorsing his/her familiarity with ethical conduct and intention to provide service in a gratuitous manner.

E. APPOINTMENT PROCEDURES.

1. Full-time salaried employees of the government.

a. CDR USSTRATCOM may appoint and reappoint.

b. Appointees will provide CDR USSTRATCOM with biographical data and a statement of financial interests. Administrative paperwork associated with the appointment of individual consultants to the SAG will be accomplished by each prospective appointee and submitted to USSTRATCOM/CS30 for review prior to appointment.

c. The SAG Executive Director will notify the Office of the Chairman of the Joint Chiefs of Staff when such an appointment is made.

2. Non-government members (may include retired military and retired government service employees).

a. Approval authority rests with the Secretary of Defense or his/her designee.

b. Prospective nominees and renominees will provide CDR USSTRATCOM with the administrative paperwork associated with the appointment.

c. All non-government advisory committee members must be appointed as individual consultants.

3. Other appointment procedures that apply to all members:

a. An individual nominated, but waiting for official approval or appointment as a SAG member, may attend panel meetings as an invited guest of the Panel Chair.

b. The SAG Executive Director will forward nomination or renomination packages to the Office of the Director of the Joint Staff at least 60 days prior to the desired appointment date for forwarding to the Office of the Secretary of Defense for final approval.

c. Procedures for nomination and renomination are identical. The authority to renominate a member for an additional four-year term rests with CDR USSTRATCOM and the SAG Chairman.

d. Individuals may not serve as advisory committee members for more than four years unless approved by the Secretary of Defense, the Deputy Secretary of Defense, or the Assistant to the Secretary of Defense.

F. MEETINGS.

1. As the Designated Federal Official, CDR USSTRATCOM shall:

- a. Approve or call all meetings of the SAG;
- b. Approve the agenda for SAG meetings;
- c. Attend the meetings; and
- d. Adjourn the meetings when he determines adjournment is in the public interest.

2. Plenary sessions will convene on an "as required" basis, usually twice annually. Normally two days in duration, these sessions usually convene at Offutt AFB, Nebraska. On occasion, the SAG may meet elsewhere when such locations contribute to the matters being studied. Members may not send substitutes to attend plenary sessions in their absence. CDR USSTRATCOM approves the plenary guest invitation list.

3. CDR USSTRATCOM will notify the Joint Staff/J-1, Staff Management Branch, at least 45 days prior to a scheduled SAG plenary so that notification can be published in the Federal Register 15 days in advance. If the plenary is to be closed to the public, a written determination, in accordance with Title 5, United States Code and cognizant DoD directives, must be accomplished and approved at this time.

4. Meetings will be conducted in an atmosphere of non-attribution.

5. The SAG Chairman will certify the accuracy of the minutes of each plenary.

6. The official copy of the SAG plenary minutes will be maintained on file in the SAG Office, USSTRATCOM/CS30.

G. REPORTS.

1. In accordance with Public Law 92-463, Federal Advisory Committee Act, 6 October 1972, and as directed by the Joint Staff, CDR USSTRATCOM will forward annually:

a. An input to the President's Annual Report on Federal Advisory Committees annotating all costs associated with supporting the SAG and will include an analysis of the need for continuing the SAG.

b. A summary of the activities of the SAG which were closed to the public and such related matters as would be informative to the public consistent with the policy of Section 552 b(c) of Title 5, USC.

2. CDR USSTRATCOM will submit additional reports as directed by the Joint Staff.

H. PANELS.

1. When, in the opinion of CDR USSTRATCOM or the SAG Chairman, issues falling within the purview of the SAG require additional research or study, panels may be formed to perform the necessary investigations. These panels will be composed of current SAG members and special SAG advisors, as required, and will report the results of their research to CDR USSTRATCOM and the SAG membership during a duly convened SAG plenary. CDR USSTRATCOM, in consultation with the SAG Chairman, will appoint the Panel Chairs and make SAG member assignments to the panels. The Panel Chairs will hold meetings as required and in locations as he/she deems appropriate.

a. CDR USSTRATCOM will assign a USSTRATCOM Flag Officer/Civilian SES to each panel to support and focus the panel's work. The USSTRATCOM Flag Officer/Civilian SES will normally attend all panel deliberations and plenary sessions.

b. The USSTRATCOM Flag Officer/Civilian SES will appoint a Liaison Officer and an Action Officer from his/her directorate to support any assigned panel. The Liaison Officer, in the grade of O-6, will serve the Panel Chair and focus the panel in the absence of the assigned Flag Officer. The Action Officer, in the grade of O-4/O-5, will serve at the direction of the Liaison Officer and is responsible for reporting and administering the panel's membership, meetings, and visits to USSTRATCOM. The Action Officer will prepare minutes for each meeting and submit to the SAG Office for file within ten working days. The Liaison/Action Officer will also attend all plenary sessions in support of their directorate and assigned panels.

c. Furthermore, the Directors (CL, OP, PR, ST) may appoint one Officer of Corollary Responsibility (OCR) from his/her directorate in the grade of O-4/O-5 or GS-13/14 to each unassigned panel. The OCR will report to the Director and represent his/her directorate on issues requiring explanation or resolution during the meeting. USSTRATCOM OCRs may not send substitutes to attend meetings in their absence.

2. The USSTRATCOM Flag Officer and Panel Chair determine who attends the SAG panel deliberations. Briefers will not typically remain in meetings unless so invited. SAG members must be afforded the atmosphere of non-attribution for free and open discussion without fear of reprisals.

3. Panels may solicit the expert opinions of special SAG advisors during the course of their research. The Panel Chair is responsible for nominating any special SAG advisor to participate in their deliberations. Any special SAG advisor attending these meetings on an occasional basis for the purpose of providing supporting briefings, research, analyses, etc. must acknowledge his/her services to the panel are entirely gratuitous in nature in advance of meeting attendance. An advisor invited to three or more consecutive panel meetings or involved in any study extending

beyond one plenary cycle is considered a special SAG advisor used on a continuing basis and must submit a statement of financial interest and Foreign Activities Questionnaire for review as described in paragraph D.5. of this charter. Additionally, a statement must be provided endorsing his/her familiarity with ethical conduct and intention to provide service in a gratuitous manner. The use of special SAG advisors must be approved in advance by the SAG Executive Director, USSTRATCOM/CS30.

I. SUPPORT/OPERATING EXPENSES.

1. CDR USSTRATCOM will provide the necessary administrative, fiscal, and secretarial support for the group. An estimated 6.4 man-years will be required annually to support the SAG.

2. The estimated annual operating expenses will be \$150,000 in travel and related miscellaneous costs (not including personnel salaries). Members and special SAG advisors will not be paid salaries, wages, or compensation attributable to their services. However, if absolutely necessary and if requested, they may be reimbursed for travel and daily expenses incurred in connection with their services.

J. REFERENCES.

1. Public Law 92-463, Federal Advisory Committee Act, 6 October 1972.

2. Executive Order 12024, Transfer of Certain Advisory Committee Functions, 20 November 1977.

3. Executive Order 12838, Termination and Limitation of Federal Advisory Committees, 10 February 1993.

4. Federal Register, Part II, General Services Administration, 41 CFR Parts 101-6 and 102-3, Federal Advisory Committee Management, Final Rule, 19 July 2001.

5. DoD Directive 5025.1, DoD Directives System, 27 July 2000.

6. DoD Directive 5025.1-M, DoD Directives System Procedures, 5 March 2003.

7. DoD Directive 5105.4, Department of Defense Federal Advisory Committee Management Program, 10 February 2003.

8. DoD Directive 5105.18, DoD Committee Management Program, 8 February 1999.

9. DoD Directive 5500.7-R, Joint Ethics Regulation, 30 August 1993.

10. OSD Administrative Instruction Number 2, Employment of Experts and Consultants, 6 January 1989.

K. FILING DATE. February 28, 2004