

**U.S. DEPARTMENT OF AGRICULTURE
Advisory Committee on Animal Health
Charter**

1. PURPOSE

This regulation establishes the Advisory Committee on Animal Health (Committee).

2. SPECIAL INSTRUCTIONS/CANCELLATION

- a. The duration of the Committee shall be 2 years.
- b. This regulation will expire 2 years from the date of filing.

3. AUTHORITY

The Committee is established by the Secretary of the Department of Agriculture in accordance with the Federal Advisory Committee Act (FACA) as amended, 5 U.S.C. App.2.

4. OBJECTIVES AND SCOPE

The purpose is to advise the Secretary of Agriculture on means to prevent, conduct surveillance for, monitor, control, or eradicate animal diseases of national importance. In doing so, the committee will consider public health, conservation of natural resources, and the stability of livestock economies.

5. DESCRIPTION OF DUTIES

The duties of the Committee involve advising and counseling USDA on:

- a. USDA's livestock disease management and traceability strategies.
- b. Engaging Tribal, small and minority farmers, and nontraditional livestock producers in safeguarding animal health.
- c. Prioritizing animal health initiatives.

6. OFFICIAL TO WHOM THE COMMITTEE REPORTS

The Advisory Committee on Animal Health makes recommendations to the Secretary of Agriculture.

7. SUPPORT

The National Center for Animal Health and Emergency Management will provide support to the Committee and to the Designated Federal Official (DFO) in the conduct of the official duties of the Committee.

8. ESTIMATED ANNUAL COSTS AND STAFF YEARS

Estimated annual operating expenses are \$60,000 and .25 FTE staff years.

9. DESIGNATED FEDERAL OFFICIAL

The Chief Operating Officer of Veterinary Services, Animal and Plant Health Inspection Service shall serve as the DFO. As a full-time or permanent part-time employee, appointed in accordance with agency procedures, the DFO or the alternate DFO will approve or call all of the advisory committee's meetings, prepare and approve all meeting agendas, attend all committee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the official to whom the advisory committee reports.

10. ESTIMATED NUMBER AND FREQUENCY OF MEETINGS

The Committee will meet approximately one or more times annually as determined to be in the interest of USDA. All meetings will be open to the public.

11. DURATION AND TERMINATION

This committee will be established for 2 years from the filing date of the charter. If the work of the Committee is completed before that date, the committee will be terminated in accordance with FACA.

12. MEMBERSHIP AND DESIGNATION

- a. The Committee shall consist of no more than 20 people appointed by the Secretary of Agriculture.
- b. Membership balance will be achieved by appointments to be composed of persons from a variety of geographic localities, representing a broad spectrum of farmers, scientists, trade association representatives, the university community, and representatives from other groups with related interests. Members shall include but not be limited to representatives from the following groups:
 - (1) Cattle producers / cattle producer groups;
 - (2) Poultry producers /poultry producer groups;

- (3) Swine producers / swine producer groups;
 - (4) Sheep and goat producers / sheep and goat producer organizations;
 - (5) Aquaculture producers / aquaculture producer groups;
 - (6) Animal welfare organizations;
 - (7) Wildlife/zoo biologists or veterinarians
 - (8) Veterinarians / veterinary professional organizations;
 - (9) Organic producers / organic producer groups;
 - (10) Tribal and State animal health officials;
 - (11) Livestock marketing and processing groups
- c. The Committee may require specialized expertise to advise the committee on complex scientific and/or technical matters. These members will serve as Special Government Employees (SGE). Appropriate consultation with ethics officials will be conducted and SGEs will follow appropriate ethics guidelines as required by the Office of Government Ethics.
 - d. Members shall serve without compensation, but may receive reimbursement for travel expenses and per diem in accordance with USDA travel regulations for attendance at Committee functions.
 - e. The DFO shall select a Chairperson and Vice Chair upon consultation with the members of the Committee.
 - f. Equal opportunity practices, consistent with USDA policies will be followed in all appointments to the Committee. To ensure that recommendations of the committee take into account the needs of the diverse groups served by the Department, membership shall include, to the extent practicable, individuals with demonstrated ability to represent minorities, women, and persons with disabilities.

13. SUBCOMMITTEES

The DFO may form subcommittees for purposes consistent with this charter. Any subcommittee, workgroup or task force must report back to the parent committee and must not provide advice or work products directly to the Agency.

14. RECORDKEEPING

Records of the Committee, formally and informally established subcommittees, or other subgroups of the Committee, will be handled in accordance with General Records Schedule 26, Item 2 or other approved USDA records directives and disposition schedule. These records will be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552 and FACA.

15. FILING DATE

This charter will be filed with the Library of Congress and Congressional oversight committees as required by FACA. The filing date shall be the day the charter is filed by the USDA Committee Management Officer upon issuance via the USDA Departmental Regulations.