# DEPARTMENT OF VETERANS AFFAIRS
# CHARTER OF THE
# ADVISORY COMMITTEE ON PROSTHETICS AND SPECIAL-DISABILITIES PROGRAMS

1. OFFICIAL DESIGNATION: Advisory Committee on Prosthetics and Special-Disabilities Programs.

2. AUTHORITY: The Committee is authorized by statute, 38 U.S.C. § 543, and operates under the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C. App. 2.

3. OBJECTIVES AND SCOPE OF ACTIVITY: Pursuant to 38 U.S.C. § 543, the Committee will advise the Secretary on administration of the Department of Veterans Affairs (VA) prosthetics and special-disabilities programs, coordination of VA and non-VA programs to develop and test prosthetic devices, and coordination of the informational exchange regarding development and testing of prosthetic devices. The Committee will consult with the Secretary on adequate funding and the treatment capacity for those programs.

4. DESCRIPTION OF DUTIES: The Committee will advise the Secretary on VA's prosthetics programs designed to provide state-of-the-art prosthetics and the associated rehabilitation research, development, and evaluation of such technology. The Committee will also advise the Secretary on special-disability programs (as directed by 38 U.S.C. § 543), which are defined as any program administered by the Secretary to serve Veterans with spinal cord injury, blindness or vision impairment, loss of or loss of use of extremities, deafness or hearing impairment, or other serious incapacities in terms of daily life functions. The Veterans' Health Care Eligibility Reform Act of 1996 requires VA to consult with the Committee concerning VA's effort to maintain capacity to provide for the specialized treatment and rehabilitative needs of disabled Veterans within distinct programs or facilities of the Department.

5. OFFICIAL TO WHOM THE COMMITTEE REPORTS: The Committee reports to the Secretary of VA.

6. OFFICE RESPONSIBLE FOR PROVIDING THE NECESSARY SUPPORT FOR THE COMMITTEE: The Veterans Health Administration, Department of Veterans Affairs, is responsible for providing support to the Committee.

7. ESTIMATED ANNUAL OPERATING COSTS IN DOLLARS AND STAFF-YEARS: Annual operating costs for the Committee are estimated at $60,000 and one-half staff year. All members will receive travel expenses and a per diem allowance in accordance with the Federal Travel Regulation for any travel made in connection with their duties as members of the Committee.

8. DESIGNATED FEDERAL OFFICER: The Designated Federal Officer (DFO), a full- time VA employee, will approve the schedule of Committee meetings. The DFO or a designee will be present at all meetings and each meeting will be conducted in accordance with an agenda approved by the DFO. The DFO is authorized to adjourn any meeting when he or she determines it is in the public interest to do so.

9. ESTIMATED NUMBER AND FREQUENCY OF MEETINGS: The Committee will meet at least twice annually.

10. DURATION: Authorized for an indefinite period, the Committee has no termination date.

11. COMMITTEE TERMINATION DATE: None.

12. MEMBERSHIP AND DESIGNATION: The Committee will be composed of approximately 12 members. Several members may be Regular Government Employees, but the majority of the Committee's membership will be Special Government Employees. In selecting members, the Secretary will consider interested persons and groups with professional or personal qualifications or experience which contribute to the functions and tasks to be performed by the Committee.

13. SUBCOMMITTEES: The Committee is authorized to establish subcommittees, with the DFO's approval, to perform specific projects or assignments as necessary and consistent with its mission. The Committee chair shall notify the Secretary, through the DFO, of the establishment of any subcommittee, including its function, membership, and estimated duration. Subcommittees will report back to the Committee.

14. RECORDKEEPING: Records of the Committee shall be handled in accordance with General Records Schedule 6.2, or other approved agency records disposition schedules. Those records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. § 552.

15. DATE CHARTER IS FILED:

Approved: _____ Date: 5/18/16

Robert A. McDonald
Secretary of Veterans Affairs