

**Department of Veterans Affairs
Charter of the
Advisory Committee on Structural Safety of the
Department of Veterans Affairs Facilities**

1. Official Designation: Advisory Committee on Structural Safety of the Department of Veterans Affairs (VA) Facilities (Committee).

2. Authority: The Committee is authorized by statute, 38 U.S.C. § 8105, and operates under the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C. 10.

3. Objectives and Scope of Activity: The Committee provides advice to the Secretary of VA (SECVA) on all matters of structural safety in the construction and remodeling of VA facilities and recommends standards for use by VA in the construction and alteration of facilities.

4. Description of Duties: The Committee reviews appropriate state and local laws, ordinances, building codes, climatic and seismic conditions; relevant existing information; and current research. The Committee recommends changes to the current VA standards for structural safety on a state or regional basis. The Committee, when appropriate, recommends the engagement of the services of other experts or consultants to assist in preparing reports on present knowledge in specific technical areas. The Committee reviews questions regarding the application of codes and standards and makes recommendations regarding new and existing facilities when requested to do so by VA.

5. Official to Whom the Committee Reports: The Committee reports to SECVA.

6. Office Responsible for Providing the Support to the Committee: VA's Office of Construction and Facilities Management (CFM) provides administrative and logistical support for all Committee activities.

7. Estimated Annual Operating Costs in Dollars and Staff Years: VA financial support for the work of the Committee is estimated at \$65,000 per year and 0.2 full-time equivalent staff-years. 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 and subcommittee meetings. The DFO, or a designee, will be present at all Committee and subcommittee 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 they determine it is in the public interest to do so.

9. Estimated Number and Frequency of Meetings: The Committee will meet at least once annually.

10. Duration: There is a continuing need for the Committee to assist the Secretary in carrying out the responsibilities described in 38 U.S.C. § 8105.

11. Termination Date: Authorized by law for an indefinite period, the Committee has no termination date.


12. Membership and Designation: As required by statute, membership includes at least one architect and one structural engineer who are experts in structural resistance to fire, earthquake and other natural disasters and who are not employees of the Federal Government. Ex officio members include a designee of the Under Secretary for Health and the Executive Director, CFM.

The Committee will be composed of approximately five members. Several members may be Regular Government Employees, but the majority of the Committee's membership will be Special Government Employees.

13. Subcommittees: With the DFO's approval, the Committee is authorized to establish subcommittees to perform specific projects or assignments as necessary and consistent with its mission. The Committee Chairperson shall notify the Secretary, through the DFO, of the establishment of any subcommittee, including its function, membership and estimated duration. The objectives of the subcommittees are to make recommendations to the chartered Committee with respect to matters related to the responsibilities of the chartered Committee. Such subcommittees may not work independently of the chartered Committee and must report their recommendations and advice to the full committee for full deliberation and discussion. Subcommittees have no authority to make decisions on behalf of the parent Committee nor can they report directly to VA.

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. Filing Date:

Approved: 

Denis McDonough
Secretary of Veterans Affairs

3/3/23

Date