

DEPARTMENT OF VETERANS AFFAIRS
CHARTER OF THE
ADVISORY COMMITTEE ON THE READJUSTMENT OF VETERANS

1. OFFICIAL DESIGNATION: Advisory Committee on the Readjustment of Veterans (the Committee).

2. AUTHORITY: The Committee is authorized by statute 38 U.S.C. § 545 and operates under the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C. App. 2.

3. OBJECTIVES AND SCOPE OF ACTIVITIES: The Committee advises the Department of Veterans Affairs (VA) regarding VA benefits and services provided to assist Veterans in the readjustment to civilian life. In carrying out this duty, the Committee shall take into special account the needs of Veterans who served in combat theaters of operation. The Committee's objectives, set forth in 38 U.S.C. § 545(b)(2), are:

- To assemble and review information relating to the needs of Veterans in readjusting to civilian life;
- To provide information relating to the nature and character of psychological problems arising from service in the Armed Forces;
- To provide ongoing advice on the most appropriate means of responding to the readjustment needs of Veterans in the future; and
- To provide an ongoing assessment of the effectiveness of the policies, organizational structures and services of VA in assisting Veterans in readjusting to civilian life.

4. DESCRIPTION OF DUTIES: The Committee's duties include assembling, reviewing and assessing information related to the Veteran's need in readjusting to civilian life; and the effectiveness of VA services in assisting Veterans in that readjustment. In carrying out its function, the Committee may review scientific research relevant to Veterans' readjustment problems and may conduct field visits of VA facilities. As required by law, not later than March 31 of each year, the Committee shall submit to the Secretary of Veterans Affairs its report on VA programs and activities that relate to the readjustment of Veterans to civilian life.

5. OFFICIAL TO WHOM THE COMMITTEE REPORTS: The Committee reports to the Secretary of Veterans Affairs through the Under Secretary for Health.

6. OFFICE RESPONSIBLE FOR PROVIDING NECESSARY SUPPORT TO THE COMMITTEE: The Veterans Health Administration provides administrative and logistical support for Committee activities.

7. ESTIMATED ANNUAL OPERATING COSTS IN DOLLARS AND STAFF-YEARS: The estimated annual cost for operating the Committee is \$140,000.00 and 0.3 full-time equivalent staff. All members receive travel expenses and a per diem allowance according to the Federal Travel Regulation for any travel connected with their duties as members of the Committee.

8. DESIGNATED FEDERAL OFFICER: The Designated Federal Officer (DFO), a full-time VA employee, approves the schedule of Committee meetings. The DFO or designee will be present at all meetings, and each meeting will be conducted according to the 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 COMMITTEE MEETINGS: The Committee will meet approximately two times 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. § 545. Unless renewed by appropriate action prior to its expiration, the charter will expire 2 years from the date below.

11. COMMITTEE TERMINATION DATE: Authorized by law for an indefinite period, the Committee has no termination date.


12. MEMBERSHIP AND DESIGNATION: The Committee shall have not more than 18 members, consisting of individuals who have demonstrated significant civic or professional achievement; and who have experience with the benefits and services VA provides to Veterans. The Secretary shall seek to ensure that members appointed to the Committee include individuals from a wide variety of geographic areas and ethnic backgrounds, individuals from Veterans Service Organizations, individuals with combat experience and women. A member's term of service may not exceed 2 years, but the Secretary may reappoint any member for additional terms. Several members may be Regular Government Employees, but most 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 any subcommittee established, including its function, membership and estimated duration. The subcommittees' objectives 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: The Committee's records shall be handled according to General Records Schedule 6.2 or other approved agency records disposition schedules. The 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: 

Robert L. Wilkie
Secretary of Veterans Affairs

December 16, 2020
Date