

Charter
Reserve Forces Policy Board

1. Advisory Committee's Official Designation: The committee shall be known as the Reserve Forces Policy Board (RFPB).
2. Authority: The Secretary of War (SecWar), pursuant to 10 U.S.C. §§ 175 and 10301 and in accordance with chapter 10 of title 5, U.S.C. (commonly known as "the Federal Advisory Committee Act" or "FACA") and 41 C.F.R. § 102-3.50(a), established this non-discretionary advisory committee.
3. Objectives and Scope of Activities: The RFPB provides advice and recommendations on the reserve components, as set out in paragraph four below.
4. Description of Duties: The RFPB shall serve as an independent adviser to provide advice and recommendations on strategies, policies, and practices designed to improve and enhance the capabilities, efficiency, and effectiveness of the reserve components. The RFPB may act on those matters referred to it by the Chair and on any matter raised by a member of the RFPB or the SecWar. All RFPB work, including subcommittee work, will be in response to written terms of reference (ToR) or taskings approved by the SecWar or the Deputy Secretary of War ("the DoW Appointing Authority"), or the Under Secretary of War for Personnel and Readiness (USW(P&R)) unless otherwise provided by statute or Presidential directive.
5. Agency or Federal Officer Receiving the Advisory Committee's Advice/Recommendations: The RFPB reports to the DoW Appointing Authority, through the USW(P&R), who may act upon the RFPB's advice and recommendations in accordance with Department of War (DoW) policy and procedures.
6. Support: The DoW, through the Office of the USW(P&R), provides support for the RFPB's functions and ensures compliance with the requirements of the FACA, section 552b of title 5, U.S.C. (commonly known as "the Government in the Sunshine Act" or "the Sunshine Act"), governing Federal statutes and regulations, and DoW policy and procedures.
7. Estimated Annual Operating Costs and Staff Years: The estimated annual operating cost, to include travel, meetings, and contract or consultant support, will be approximately \$3,246,724.45.
 - i. The estimated annual fully burdened personnel cost to the DoW is 11.0 full-time equivalents at \$2,963,644.45, which includes basic pay with cost-of-living allowance. Other Federal internal costs for the RFPB include contract costs at \$160,000.00 and supply costs at \$3,400.00.
 - ii. The RFPB will be comprised of 20 members and, consistent with 10 U.S.C. § 10301(c), members of the RFPB are not compensated for their services, except for travel and per diem reimbursement for official RFPB related business.
 - iii. The estimated reimbursement costs for RFPB staff and members are \$119,680.00.
8. Designated Federal Officer: The RFPB's Designated Federal Officer (DFO) shall be a full-time or permanent part-time DoW Federal civilian officer or employee, or active-duty member of the Armed Forces, designated to serve in accordance with 41 C.F.R. § 102-3.120 and DoW policy and procedures.

In accordance with 41 C.F.R. § 102-3.120, the RFPB's DFO, or in the absence of the DFO, a properly approved Alternate DFO, duly designated to the RFPB in accordance with DoW policy and procedures, will:

- a. Ensure that the RFPB and its staff operate in accordance with FACA, 41 C.F.R. part 102-3 ("the Final Rule"), and fully complies with all applicable statutes, regulations, and DoW policies and procedures pertaining to the management of DoW Federal advisory committees.
- b. Attend all RFPB and subcommittee meetings for the entirety of each meeting.

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- c. Approve or call all RFPB and subcommittee meetings.
 - d. Prepare and approve all meeting agendas.
 - e. Adjourn any meeting when the DFO, or the Alternate DFO, determines adjournment to be in the public's interest or required by governing regulations or DoW policy and procedures.
 - f. Fulfill the requirements under section 1009(b) of the FACA and maintain information on advisory committee activities and provide such information to the public as applicable.
 - g. Ensure advisory committee members and subcommittee members, as applicable, receive the appropriate training (e.g., FACA overview, ethics training) for efficient operation and compliance with the FACA and the Final Rule.
9. Estimated Number and Frequency of Meetings: The RFPB shall meet at the call of the RFPB's DFO, in consultation with the RFPB's Chair and the USW(P&R). The estimated number of RFPB meetings is four per year.
10. Duration: The need for this advisory committee is continuing, and it will be renewed every two years by filing an updated charter.
11. Termination: The RFPB shall terminate upon rescission of 10 U.S.C. §§ 175 and 10301.
12. Membership and Designation: Pursuant to 10 U.S.C. § 10301(c), the RFPB shall be composed of 20 members, appointed, or designated as follows:
- a. A civilian appointed by the SecWar from among persons determined by the Secretary to have the knowledge of, and experience in, policy matters relevant to national security and reserve component matters necessary to carry out the duties of the RFPB, who shall serve as chair of the RFPB.
 - b. Two active or retired reserve officers or enlisted members designated by the SecWar upon recommendation of the Secretary of the Army:
 - 1) One of whom shall be a member of the Army National Guard of the United States or a former member of the Army National Guard of the United States in the Retired Reserve; and
 - 2) One of whom shall be a member or retired member of the Army Reserve.
 - c. Two active or retired reserve officers or enlisted members designated by the SecWar upon the recommendation of the Secretary of the Navy:
 - 1) One of whom shall be an active or retired officer of the Navy Reserve; and
 - 2) One of whom shall be an active or retired officer of the Marine Corps Reserve.
 - d. Two active or retired reserve officers or enlisted members designated by the SecWar upon the recommendation of the Secretary of the Air Force:
 - 1) One of whom shall be a member of the Air National Guard of the United States or a former member of the Air National Guard of the United States in the Retired Reserve; and
 - 2) One of whom shall be a member or retired member of the Air Force Reserve.
 - e. One active or retired reserve officer or enlisted member of the U.S. Coast Guard designated by the Secretary of Homeland Security.
 - f. Ten persons appointed or designated by the SecWar, each of whom shall be a U.S. citizen having significant

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knowledge of and experience in policy matters relevant to national security and reserve component matters and shall be one of the following:

- 1) An individual not employed in any Federal or State department or agency.
 - 2) An individual employed by a Federal or State department or agency.
 - 3) An officer of a regular component of the armed forces on active-duty, or an officer of a reserve component of the armed forces in an active status, who:
 - a) Is serving or has served in a senior position on the Joint Staff, the headquarters staff of a Combatant Command, or the headquarters staff of an armed force; and
 - b) Has experience in joint professional military education, joint qualification, and joint operations matters.
- g. A reserve officer of the Army, Navy, Air Force, or Marine Corps who is a general or flag officer recommended by the chair and designated by the SecWar, who shall serve without vote, as:
- 1) Military adviser to the Chair;
 - 2) Military executive officer of the RFPB; and
 - 3) Supervisor of the operations and staff of the RFPB.
- h. A senior enlisted member of a reserve component recommended by the chair and designated by the SecWar, who shall serve without vote as enlisted military adviser to the Chair.

Authority to invite or appoint individuals to serve on the RFPB rests solely with the DoW Appointing Authority, and RFPB members will be approved for a term of service of one-to-four years, with annual renewals, in accordance with DoW policy and procedures. No member, unless approved by the DoW Appointing Authority, may serve more than two consecutive terms of service on the RFPB, to include its subcommittees, or serve on more than two DoW Federal advisory committees at one time.

RFPB members who are not full-time or permanent part-time Federal officers or employees, nor active-duty members of the Uniformed Services, shall be appointed as experts or consultants pursuant to 5 U.S.C. § 3109 to serve as special government employee (SGE) members. RFPB members who are full-time or permanent part-time Federal officers or employees, or active-duty members of the Uniformed Services, shall be designated pursuant to 41 C.F.R. § 102-3.130(a) to serve as regular government employee (RGE) members.

All members of the RFPB are appointed to exercise their own best judgment on behalf of the DoW, without representing any particular point of view, and to discuss and deliberate in a manner that is free from conflicts of interest. Except for reimbursement of official RFPB-related travel and per diem, RFPB members serve without compensation.

13. Subcommittees: The DoW, through the DoW Appointing Authority or the USW(P&R) and when necessary and consistent with the RFPB's mission and DoW policy and procedures, may establish subcommittees, task forces, task groups, or working groups ("subcommittees") to support the RFPB. Establishment of subcommittees shall be based upon a written determination, to include ToR, by the DoW Appointing Authority or the USW(P&R), as the RFPB's Sponsor. All RFPB subcommittees shall operate in accordance with FACA, the Sunshine Act, governing Federal statutes and regulations, and DoW policy and procedures. All subcommittees will terminate when the RFPB does.

Such subcommittees shall not work independently of the RFPB and shall report all their recommendations and advice solely to the RFPB for its thorough discussion and deliberation at a properly noticed and open RFPB meeting, unless the meeting must be closed pursuant to one or more of the exemptions found in subsection (c) of the Sunshine Act. Subcommittees have no authority to make decisions and recommendations, orally or in

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writing, on behalf of the RFPB. Neither the subcommittee nor any of its members may provide updates or report, orally or in writing, directly to the DoW or to any Federal civilian officer or employee, on behalf of the RFPB. If a majority of RFPB members are appointed to a particular subcommittee, then that subcommittee may be required to operate pursuant to the same notice and openness requirements of the FACA which governs the RFPB's operations.

Individual appointments to serve on RFPB subcommittees, which are separate and distinct from appointments to the RFPB itself, shall be approved by DoW Appointing Authority for a term of service of one-to-four years, with annual renewals, in accordance with DoW policy and procedures. No member shall serve more than two consecutive terms of service on the subcommittee without prior approval from the DoW Appointing Authority. Subcommittee members who are not full-time or permanent part-time Federal civilian officers or employees, or active-duty members of the Uniformed Services, shall be appointed as experts or consultants pursuant to 5 U.S.C. § 3109 to serve as SGE members. Subcommittee members who are full-time or permanent part-time Federal officers or employees, or active-duty members of the Uniformed Services, shall be designated pursuant to 41 C.F.R. § 102-3.130(a) to serve as RGE members. The DoW Appointing Authority, as appropriate and in accordance with DoW policy, shall appoint subcommittee leadership from among the membership previously approved to serve on the subcommittee in accordance with DoW policy and procedures, for a term of service of one-to-two years, with annual renewal, not to exceed the subcommittee member's approved appointment.

All subcommittee members are appointed to exercise their best judgment on behalf of the DoW, without representing any particular point of view, and to discuss and deliberate in a manner free from conflicts of interest. Except for reimbursement of official RFPB- and subcommittee-related travel and per diem, subcommittee members serve without compensation.

Currently, the DoW has approved three permanent subcommittees for the RFPB, each of which, when tasked in accordance with DoW policy and procedures, will provide advice to the RFPB for its consideration on matters described below. While the number of individuals appointed to each subcommittee may vary, as determined by the DoW Appointing Authority, no individual subcommittee shall have more than 15 members who are eminent authorities in policy matters relevant to national security and reserve component matters. Each subcommittee will meet approximately four times per year.

The three permanent subcommittees and their missions are:

- a. Subcommittee for Integration of Total Force Personnel Policy: Advise on matters pertaining to readiness and use of the Reserve Components, as a part of the Total Force, to support the National Defense Strategy (NDS) in current and emerging strategic environment focusing on personnel matters. Specifically, the subcommittee will focus on a) Total Force personnel policies, b) civilian skills, c) duty status reform, d) employer support, e) pay and personnel system, and f) any related matters the RFPB determines relevant to this task.
- b. Subcommittee for the Reserve Components' Role in Homeland Defense and Support to Civil Authorities: Advise on matters pertaining to the capabilities and use of the Reserve Components, as a part of the Total Force, to support the NDS, specifically on homeland defense and defense support to civil authorities.
- c. Subcommittee for Total Force Integration: Advise on matters pertaining to the readiness and use of the Reserve Components to support the NDS in the current and emerging strategic environment. Specifically, the subcommittee will focus on a) force structure, b) Total Force cost management, c) Reserve Component utilization and Total Force interoperability, d) accessing the Reserve Component

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through authorities and policies, e) modernization of the Reserve Component, and f) any related matters the RFPB determines relevant to this task.

14. Recordkeeping: The records of the RFPB and its subcommittees will be managed in accordance with General Records Schedule 6.2, Federal Advisory Committee Records, or other approved agency records disposition schedule, as well as the appropriate DoW policy and procedures. These records will be available for public inspection and copying, subject to section 552 of title 5, U.S.C. (commonly known as “the Freedom of Information Act”).
15. Filing Date: August 10, 2026