

Charter
Reserve Forces Policy Board

1. Committee's Official Designation: The committee shall be known as the Reserve Forces Policy Board (RFPB).
2. Authority: The Secretary of Defense, pursuant to 10 U.S.C. §§ 175 and 10301(a), in accordance with the Federal Advisory Committee Act (FACA) (5 U.S.C., Appendix) and 41 C.F.R. § 102-3.50(a), established this non-discretionary advisory committee.
3. Objectives and Scope of Activities: The RFPB provides independent 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 Secretary of Defense. All RFPB work, including subcommittee work, will be in response to written terms of reference (ToR) or taskings approved by the Secretary of Defense or the Deputy Secretary of Defense ("the DoD Appointing Authority"), or the Under Secretary of Defense for Personnel and Readiness (USD(P&R)) unless otherwise provided by statute or Presidential directive.
5. Agency or Official to Whom the Committee Reports: The RFPB reports to the DoD Appointing Authority, through the USD(P&R), who may act upon the RFPB's advice and recommendations in accordance with DoD policy and procedures.
6. Support: The DoD, through the Office of the USD(P&R), provides support for the RFPB's functions and ensures compliance with the requirements of the FACA, the Government in the Sunshine Act ("the Sunshine Act") (5 U.S.C. § 552b), governing Federal statutes and regulations, and DoD 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, is approximately \$1,672,000.00. The estimated annual personnel cost to the DoD is 11.0 full-time equivalents.
8. Designated Federal Officer: The RFPB's Designated Federal Officer (DFO) shall be a full-time or permanent part-time DoD officer or employee, or active duty member of the Armed Forces, designated to serve in accordance with DoD policy and procedures.

The RFPB's DFO is required to attend all RFPB and subcommittee meetings for the entire duration of each and every meeting. However, in the absence of the RFPB's DFO, a properly approved Alternate DFO (ADFO) duly designated to the RFPB in accordance with DoD policy and procedures, shall attend the entire duration of all RFPB and subcommittee meetings.

The DFO, or the ADFO, approves and calls all meetings of the RFPB and its subcommittees; prepares and approves all meeting agendas; and adjourns any meeting when the DFO, or the

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ADFO, determines adjournment to be in the public's interest or required by governing regulations or DoD policy and procedures.

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 USD(P&R). The estimated number of RFPB meetings is four per year.
10. Duration: The need for this advisory function is on a continuing basis; however, it is subject to renewal every two years.
11. Termination: The RFPB terminates upon recession of 10 U.S.C. §§ 175 and 10301.
12. Membership and Designation: Consistent with the provisions of 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 Secretary of Defense 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 Secretary of Defense 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 Secretary of Defense 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 Secretary of Defense 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 Secretary of Defense, each of whom shall be a U.S. citizen having significant knowledge of and experience in policy matters relevant to national security and reserve component matters and shall be one of the following:

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- 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 Secretary of Defense, 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 Secretary of Defense, who shall serve without vote as enlisted military adviser to the Chair.

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

RFPB members who are not full-time or permanent part-time Federal 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 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 DoD, without representing any particular point of view, and to discuss and deliberate in a manner that is free from conflicts of interest. With the exception of reimbursement of official RFPB related travel and per diem, RFPB members serve without compensation.

13. Subcommittees: The DoD, when necessary and consistent with the RFPB's mission and DoD 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 DoD Appointing Authority or the USD(P&R), as the RFPB's Sponsor. All RFPB subcommittees operate in accordance with the FACA, the Sunshine Act, governing Federal statutes and regulations, and DoD policy and procedures. All subcommittees will end upon termination of the RFPB.

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Such subcommittees shall not work independently of the RFPB and shall report all their recommendations and advice solely to the RFPB for its thorough deliberation and discussion at a publicly noticed and open RFPB meeting, subject to the Sunshine Act exemptions. Subcommittees have no authority to make decisions and recommendations, orally or in writing, on behalf of the RFPB. Neither the subcommittee nor any of its members may provide updates or reports, orally or in writing, directly to the DoD or to any Federal officers or employees, or active duty members of the Uniformed Services. 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 FACA, which govern the RFPB's operations.

Individual appointment to serve on RFPB subcommittees shall be approved by DoD Appointing Authority for a term of service of one-to-four years, with annual renewals, in accordance with DoD policy and procedures. No member shall serve more than two consecutive terms of service on the subcommittee without prior approval from the DoD 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 DoD Appointing Authority shall appoint subcommittee leadership from among the membership previously approved to serve on the subcommittee in accordance with DoD 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.

Each subcommittee member is appointed to exercise his or her own best judgment on behalf of the DoD, without representing any particular point of view, and to discuss and deliberate in a manner that is free from conflicts of interest. With the exception of reimbursement of official RFPB- and subcommittee-related travel and per diem, subcommittee members serve without compensation.

The USD(P&R) has established three permanent subcommittees, each of which, when tasked in accordance with DoD 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 DoD 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: Advice on matters pertaining to readiness and use of the Reserve Components, as a part of the Total Force, to support the NDS in current and emerging strategic environment focusing on

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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: Advice 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: Advice 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 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 shall be managed in accordance with General Records Schedule 6.2, Federal Advisory Committee Records or other approved agency records disposition schedule, and the appropriate DoD policy and procedures. These records will be available for public inspection and copying, subject to the Freedom of Information Act (5 U.S.C. § 552).

15. Filing Date: May 5, 2022