



ADMINISTRATION AND
MANAGEMENT

OFFICE OF THE SECRETARY OF DEFENSE
1950 DEFENSE PENTAGON
WASHINGTON, DC 20301-1950

December 23, 2002

Honorable Bob Stump
Chairman
House Armed Services Committee
House of Representatives
Washington, D.C. 20515

Dear Mr. Chairman:

Enclosed is a copy of an amended charter for the Defense Department Advisory Committee on Women in the Services (DACOWITS), which is being filed with you in accordance with P.L. 92-463, the "Federal Advisory Committee Act." The amendment reflects a change in title of the Assistant Secretary of Defense (Force Management Policy) (ASD(FMP)) to the Principal Deputy Under Secretary of Defense (Personnel and Readiness) (PDUSD(P&R)).

Copies of this amended charter are also being filed with the Senate Committee on Armed Services and the Library of Congress.

Sincerely,


Jennifer S. Spaeth
DoD Committee Management Officer

Enclosure

Charter

Defense Department Advisory Committee on Women in the Services (DACOWITS)

A. Official Designation: Defense Department Advisory Committee on Women in the Services (DACOWITS).

B. Objectives and Scope of Activities: The Committee shall provide the Department of Defense, through the Principal Deputy Under Secretary of Defense, (PDUSD(P&R)), with advice and recommendations on matters and policies relating to the recruitment and retention, treatment, employment, integration, and well-being of highly qualified professional women in the Armed Forces. In addition, the Committee shall provide advice and recommendations on family issues related to the recruitment and retention of a highly qualified professional military. To accomplish this mission, the Committee shall be composed of not more than 15 civilian members, representing a distribution of demography, professional career fields, community service, and geography, and selected on the basis of their experience in the military, as a member of a military family, or with women's or family-related workforce issues. Members must be US citizens selected without regard to race, creed, gender, national origin, age, marital status or physically challenging conditions. Members are appointed by the Secretary of Defense, and shall serve as individuals and not as official representatives of any group or organization with which they may be affiliated. While the members serve at the pleasure of the Secretary of Defense, normally the term of membership is three years, with approximately one-third of the membership rotating annually. The members of the Committee shall serve without compensation, but may be allowed transportation and per diem for Government-directed travel.

C. Period of Time Necessary for the Committee to Carry Out Its Purposes: Indefinite.

D. Official to Whom the Committee Reports: The Committee reports to the PDUSD(P&R), with functional responsibilities under the staff cognizance of the Director for DACOWITS and Women's Military Matters. The PDUSD(P&R) shall appoint a Designated Federal Official (normally the Director) to approve or call each meeting, to approve the meeting agenda, to attend all meetings, and to chair meetings when so directed by the agency head. The Designated Federal Official shall have the authority to adjourn any meeting of the Committee which is not considered to be in the public interest.

E. Agency Responsible for Providing Necessary Support: The PDUSD(P&R) provides such personnel, facilities, and other administrative support necessary for the performance of the Committee's functions.

F. Duties: The duties of the Committee include assisting the Department of Defense by advising on specified matters relating to the recruitment and retention, treatment, employment, integration, and well-being of highly qualified professional women in the Services. In addition, the Committee will advise on family issues related to the recruitment and retention of a highly qualified professional military. In carrying out its duties, the Committee serves as a conduit of information and advice to the Department of Defense on issues relating to the recruitment and retention, treatment, employment, integration, and well-being of highly qualified professional

women and on family issues related to the recruitment and retention of a highly qualified professional military. Through its work, the Committee encourages public acceptance of military service as a citizenship responsibility and as a career field for qualified women in the Services. In addition, the Committee will actively promote family-related issues that will assist the Department in recruiting and retaining a highly qualified professional military.

G. Annual Operating Costs: It is estimated that the annual operating costs to support the Committee will not exceed \$500,000, which includes staff support years, meetings, per diem and travel costs. The annual person-years of Federal staff support for the Committee will not exceed five.

H. Number and Frequency of Committee Meetings: A minimum of two meetings shall be held annually.

I. Termination Date: The Committee shall terminate upon the completion of its mission or two years from the date this Charter is filed with the US Congress.

J. Filing Date: April 17, 2002

K. Dates Charter Amended: October 15, 2002
December 23, 2002