

**U.S. DEPARTMENT OF COMMERCE
INTERNATIONAL TRADE ADMINISTRATION
ADVISORY COMMITTEE ON SUPPLY CHAIN COMPETITIVENESS**

CHARTER

- 1. Committee's Official Designation.** Advisory Committee on Supply Chain Competitiveness (Committee).
- 2. Authority.** The Committee is established pursuant to the duties imposed upon the Department of Commerce by 15 U.S.C. § 1512 and in accordance with the Federal Advisory Committee Act, as amended (FACA), 5 U.S.C. § 1001 *et seq.* The Secretary of Commerce (Secretary) has determined the renewal of the Committee is in the public interest.
- 3. Objectives and Scope of Activities.** The objective of this Committee is to advise the Secretary on the necessary elements of a comprehensive policy approach to supply chain competitiveness designed to support U.S. export growth and national economic competitiveness, encourage innovation, facilitate the movement of goods, and improve the competitiveness of U.S. supply chains for goods and services in the domestic and global economy. The Committee will also provide advice to the Secretary on regulatory policies and programs and investment priorities that affect the competitiveness of U.S. supply chains. This Committee provides detailed policy and technical advice, information, and recommendations to the Secretary regarding:
 - national, state, or local factors in trade programs and policies that affect the efficient domestic and international operation and competitiveness of U.S. global supply chains from point of origin to destination;
 - elements of national policies affecting the movement of goods, infrastructure, investment, and regulatory factors that affect supply chain competitiveness and sustainability; and
 - information and data systems to generate metrics that can be used to quantify and improve supply chain performance.

The Committee shall provide policy advice, information, and recommendations to the Secretary with respect to the formulation, coordination, and oversight of domestic and international trade and investment policy related to supply chains for goods and services.

In administering this committee, the Department of Commerce will work closely with the Department of Transportation and other supply chain related agencies, as appropriate, and representatives from those agencies may be invited to brief the Committee or observe meetings.

- 4. Description of Duties.** The functions of the Committee shall be advisory only, and any determinations to be made or action to be taken on the basis of Committee recommendations shall be made or taken by appropriate officers of the United States Government.

- 5. Agency or Official to Whom the Committee Reports.** The Committee will report to the Secretary through the Assistant Secretary for Industry and Analysis (Assistant Secretary) and the Under Secretary for International Trade.
- 6. Support.** Support for this committee will be provided by the Office of Supply Chain, Professional & Business Services, Industry and Analysis unit, International Trade Administration, U.S. Department of Commerce.
- 7. Estimated Annual Operating Costs and Staff Years.** The estimated annual operating cost of the Committee is \$110,000, which includes 0.80 person years of staff support. Members of the Committee will not be compensated for their services or reimbursed for travel expenses.
- 8. Designated Federal Officer (DFO).** A full-time or permanent part-time employee appointed by the Assistant Secretary will serve as the DFO. There shall also be appointed a Secondary DFO. The DFO or Secondary DFO will approve or call all of the Committee's and subcommittees' meetings; prepare and approve all meeting agendas; attend all Committee and subcommittee meetings; adjourn any meeting when the DFO or Secondary DFO determines adjournment to be in the public interest; and chair meetings when directed to do so by the Assistant Secretary.
- 9. Estimated Number and Frequency of Meetings.** The Committee will meet approximately quarterly each year. Additional meetings may be called as deemed desirable by the DFO.
- 10. Duration.** Continuing.
- 11. Termination.** This committee will terminate two (2) years from the date this charter is filed with the standing committees of the U.S. Senate and House of Representatives having legislative jurisdiction of the agency unless earlier terminated or renewed by proper authority.
- 12. Membership and Designation.** The Committee shall have a maximum of approximately forty-five (45) members with a balanced and broad range of interests within the supply chain industry. Members shall represent companies, organizations, and stakeholders involved in the U.S. supply chain, which may include among others:
 - a. supply chain firms or their associations;
 - b. users of supply chains (e.g., retailers, distributors, manufacturers, or other sectors);
 - c. freight transportation providers;
 - d. ports;
 - e. labor unions or other appropriate organizations involved in improving U.S. supply chain competitiveness in the domestic and global economy; and
 - f. academia.

Members will be appointed by the Secretary generally for terms of two (2) years, and appointments are specific to each individual member and are not transferable.

The Committee Chair and Vice Chair or Vice Chairs shall be selected from the members of the Committee by the Assistant Secretary for Industry and Analysis after consulting with the members. Their terms of service as Chair or Vice Chair will not exceed the duration of this charter and they may be reselected for additional periods should the charter be renewed and should they remain on the Committee.

Members, with the exception of those from academia, serve in a representative capacity and are not Special Government Employees. The members from academia are appointed for their individual expertise and experience and therefore serve as Special Government Employees (SGEs) as that term is defined in 18 U.S.C. § 202. Special Government Employees are subject to conflict of interest laws and regulations, including (but not limited to) the obligation to annually file a New Entrant Confidential Financial Disclosure Report (OGE Form 450) and complete ethics training. Members will be individually advised of the capacity in which they will serve through their appointment letters.

Members shall not reference or otherwise utilize their membership on the Committee in connection with public statements made in their personal capacities without a disclaimer that the views expressed are their own and do not represent the views of the Advisory Committee on Supply Chain Competitiveness, the International Trade Administration, the Department of Commerce, or the U.S. Government.

13. Subcommittees. The Designated Federal Officer may create such subcommittees from among the Committee members as may be needed, pursuant to the provisions of FACA, the FACA implementing regulations, and applicable Department of Commerce guidance. Subcommittees must report back to the parent committee and do not provide advice or work products directly to the Department of Commerce.

14. Recordkeeping. Records of the Committee, formally and informally established subcommittees, or other subgroups of the Committee, will be handled in accordance with General Records Schedule 6.2 or other approved agency records disposition schedule. Subject to the Freedom of Information Act, 5 U.S.C. § 552, records presented to or prepared for or by the Committee are available for public inspection.

15. Filing Date. The charter is filed on the date indicated below.

JEREMY PELTER Digitally signed by JEREMY PELTER
Date: 2023.11.08 16:55:32 -05'00'

11/08/2023

Deputy Assistant Secretary for Administration,
Performing the non-exclusive functions and duties
of the Chief Financial Officer and
Assistant Secretary for Administration

Date

11/09/2023

Filing Date