

Department of Veterans Affairs
Charter of the
Advisory Committee on Prosthetics and
Special-Disabilities Programs

1. **Committee's Official Designation.** Advisory Committee on Prosthetics and Special-Disabilities Programs.
2. **Authority.** The Advisory Committee on Prosthetics and Special-Disabilities Programs (Committee) is authorized by statute, 38 U.S.C. § 543, and operates under the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C. Ch 10.
3. **Objectives and Scope of Activities.** Pursuant to 38 U.S.C. § 543, the Committee will advise the Secretary on administration of the Department of Veterans Affairs (VA) prosthetics and special-disabilities programs; coordination of VA and non-VA programs to develop and test prosthetic devices; and coordination of the informational exchange regarding development and testing of prosthetic devices. The Committee will consult with the Secretary on adequate funding and the treatment capacity for those programs.
4. **Description of Duties.** The Committee will advise the Secretary on VA's prosthetics programs designed to provide state-of-the-art prosthetics and the associated rehabilitation research, development and evaluation of such technology. The Committee also will advise the Secretary on special-disability programs (as directed by 38 U.S.C. § 543), which are defined as any program administered by the Secretary to serve Veterans with spinal cord injury; blindness or vision impairment; loss of or loss of use of extremities; deafness or hearing impairment; or other serious incapacities in terms of daily life functions. The Veterans Health Care Eligibility Reform Act of 1996 requires VA to consult with the Committee concerning VA's effort to maintain capacity to provide for the specialized treatment and rehabilitative needs of disabled Veterans within distinct programs or facilities of the Department.
5. **Official to Whom the Committee Reports.** The Committee reports to the Secretary of VA.
6. **Support.** The Veterans Health administration is responsible for providing support to the Committee.
7. **Estimated Annual Operating Costs and Staff Years.** Annual operating costs for the Committee are estimated at \$264,814.96 to include 1.15 full-time equivalent staff. All members will receive reimbursement of travel expenses and

a per diem allowance in accordance with the Federal Travel Regulation for any travel made in connection with their duties as members of the Committee.

8. **Designated Federal Officer.** The Designated Federal Officer (DFO), a full-time VA employee, will approve the schedule of Committee and subcommittee meetings. The DFO, or a designee will be present at all meetings, and each meeting will be conducted in accordance with an 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 Meetings.** The Committee will meet at least twice annually.
10. **Duration.** There is a continuing need for the Committee to assist the Secretary in carrying out the responsibilities under 38 U.S.C. §543. However, this charter expires 2 years from the filing date.
11. **Termination.** Authorized by law for an indefinite period, the Committee has no termination date.
12. **Membership and Designation.** The Committee will be composed of approximately 15 members, and members will serve a 3-year term and may serve up to 2 consecutive terms. Several members may be Regular Government Employees or Representatives, but the majority of the Committee's membership will be Special Government Employees. In selecting members, the Secretary will consider interested persons and groups with professional or personal qualifications or experience which contribute to the functions and tasks to be performed by the Committee.
13. **Subcommittees.** The Committee is authorized to create subcommittees, with the DFO's approval, to perform specific projects or assignments as necessary and consistent with its mission. The Committee chair shall notify the Secretary, through the DFO, of the creation of any subcommittee, including its function, membership and estimated duration. Such subcommittees may not work independently 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.** Records of the Committee shall be handled in accordance with General Records Schedule 6.2 or other approved agency records disposition schedules. Those records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 USC § 552.

15. Filing Date.

Approved. _____/s/_____
Denis Mc Donough
Secretary of Veterans Affairs

Date __05/09/2024__