

# NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

## CHARTER OF THE

### NASA AEROSPACE SAFETY ADVISORY PANEL

#### ESTABLISHMENT AND AUTHORITY

The Aerospace Safety Advisory Panel (hereafter called the "Panel") was established as an advisory committee to NASA by section 6 of the NASA Authorization Act of 1968, as amended (P.L. 90-67, codified at 42 U.S.C. 2477). The NASA Administrator, having determined that it is in the public interest in connection with the performance of Agency duties under the law and with the concurrence of the General Services Administration, hereby renews the Panel pursuant to the Federal Advisory Committee Act, 5 U.S.C. App. §§ 1 et seq. This charter replaces NASA Policy Charter 1156.14N, which is hereby canceled.

#### PURPOSE AND DUTIES

1. The Panel shall review safety studies and operations plans referred to it and shall make reports thereon, shall advise the Administrator with respect to the hazards of proposed or existing facilities and proposed operations and with respect to the adequacy of proposed or existing safety standards and shall perform such other duties as the Administrator may request. In the pursuit of these duties, the Panel will review, evaluate, and advise on those program activities, systems, procedures, and management policies that contribute to risk and provide identification and assessment for management. Priority will be given to those programs that involve the safety of human flight.
2. The Panel will draw on the expertise of its members and other sources to provide advice and make recommendations to the Administrator. The Panel will hold meetings and make site visits necessary to meet its responsibilities. The Panel will review reports and recommendations of its subgroups and include them if approved and appropriate in its reports to the Administrator.
3. The Panel shall function solely as an advisory body and will comply fully with the provisions of the Federal Advisory Committee Act.

#### MEMBERSHIP

1. The Panel consists of a maximum of nine members who are appointed by the Administrator. Appointments are made for a single term of 6 years and reaffirmed annually. Renewals of additional 6-year terms are only made with the approval of the Administrator. In order to provide continuity, no more than one-third of the members of the Panel are appointed every 2 years.
2. The membership of the Panel will, to the extent practical, be balanced fairly in terms of technical expertise, professional perspectives, diversity, and the Panel's functions. Members of the Panel shall not be current NASA employees.
3. A Chair shall be selected by the Panel from its membership. The chair will propose meeting agendas, to be approved by the Executive Director, and will officiate at all meetings of the Panel. The designation of any other officers will be at the Panel's discretion.
4. The Associate Administrator for Safety and Mission Assurance may participate in Panel activities but does not serve as a Panel member.

## ADMINISTRATIVE PROVISIONS

1. The Panel will report to the Administrator. NASA responses to recommendations of the Panel will be made by the Administrator.
2. Meetings of the Panel will be held as often as necessary and at least once a year. Meetings will be open to the public, except when the General Counsel and Advisory Committee Management Officer determine that the meeting or a portion of the meeting will be closed to the public in accordance with the Government in the Sunshine Act or that the meeting is not covered by the Federal Advisory Committee Act.
3. The Executive Director will be appointed by the Administrator and will serve as the Designated Federal Official. The Executive Director serves as Executive Secretary and Technical Assistant to the Panel and will administer the affairs of the Panel, including arrangements for reviews and evaluations, ensuring that a written record of all transactions is maintained and submitted to the Panel for approval at each subsequent meeting, and taking those actions necessary to ensure continuity and adequacy of Panel efforts.
4. The Office of Safety and Mission Assurance will provide staff support and operating funds for the Panel and administrative management of its subgroups. The estimated annual operating cost totals approximately \$523,000, including 3.0 workyears for staff support.
5. Consultants to the Panel may be appointed for a specific task and a predefined period of time by the NASA Administrator or Associate Deputy Administrator, upon the advice of the Panel Chair.
6. The Panel will be provided with all information required to discharge its advisory responsibilities as they pertain to both NASA and NASA-contractor activities.
7. Members of the Panel will be compensated for their services in accordance with section 6 of the NASA Authorization Act of 1968, as amended (P.L. 90-67, codified at 42 U.S.C. 2477) and will be allowed travel and per diem expenses as authorized by 5 U.S.C. 5701 et seq.
8. The Panel Chair, with the concurrence of the Executive Director, may establish informal subgroups to advise the Panel on particular topics. The members of such subgroups will be members of or consultants to the Panel. Subgroups will generally be temporary in nature, will operate consistent with the guidance of this Charter and the Federal Advisory Committee Act, and will report to the Panel.

## DURATION

The Panel shall terminate 2 years from the date of this charter, unless terminated or renewed by action of the NASA Administrator.

  
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Administrator

APR 29 1999

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Date