

Feb 2000

CHARTER

UNITED STATES STRATEGIC COMMAND STRATEGIC ADVISORY GROUP (SAG)

Download Under the
Heritage Foundation Information Act
By Hans M. Kristensen

00-043

A. PURPOSE.

1. The United States Strategic Command (USSTRATCOM) Strategic Advisory Group (SAG) is hereby established to provide timely advice on scientific, technical, intelligence, and policy-related issues to the Commander in Chief, USSTRATCOM (CINCSTRAT), during the development of the Nation's strategic war plans. Convening upon request, the SAG will provide advice and expert views to CINCSTRAT to enhance USSTRATCOM planning in such areas as:

a. The impact of policy changes on the ability of the Nation's strategic war plans to satisfy national security objectives.

b. The impact of arms control positions on the ability of the U.S. strategic force structure and modernization program to support the strategic war plans.

NEW c. The safety and reliability of the Nation's nuclear stockpile.

d. The use of new procedures and techniques to reduce the vulnerability of U.S. weapon systems and improve penetration of enemy defenses.

e. The exploitation of nuclear weapon effects to optimize the employment of U.S. offensive weapons.

NEW f. The incorporation and application of new systems or capabilities in the strategic war plans to enhance the attainment of national security objectives.

g. The development of new tools to facilitate deliberate and adaptive planning in response to force structure, threat, or guidance changes.

NEW h. The employment of intelligence capabilities, activities and functions to satisfy strategic war plan requirements.

2. The functions of the group will be solely advisory; any determination of action to be taken, based wholly or in part on such advice, will be made by CINCSTRAT.

B. DURATION.

The SAG will be a continuing federal advisory committee. It will terminate when its mission is complete or two years after the date this charter is approved, unless prior approval for its continuation is obtained.

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1. The United States Strategic Command (USSTRATCOM) Strategic Advisory Group (SAG) is hereby established to provide timely advice on scientific, technical, and policy-related issues to CINCSTRAT during the development of the Nation's strategic war plans. Convening upon request, the SAG will provide advice and expert views to CINCSTRAT to enhance USSTRATCOM planning in such areas as:

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c. The use of new procedures and techniques to reduce the vulnerability of U.S. weapon systems.

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B. DURATION.

The SAG will be a continuing advisory committee. It will terminate when its mission is complete or two years after the date this charter is approved, unless prior approval for its continuation is obtained.

C. ORGANIZATION.

1. The SAG will be organized and operated in accordance with the appropriate provisions of the references listed in Paragraph J.

2. The SAG will report to CINCSTRAT.

3. CINCSTRAT will function as the Designated Federal Official for the SAG. In case of a conflict with CINCSTRAT's schedule, he may appoint the Deputy CINCSTRAT or the senior USSTRATCOM flag officer as his designated representative, providing this designation is made a matter of record for SAG management purposes.

4. The Advisory Committee Officer, charged with day-to-day management of the SAG and appointed in compliance with governing directives in Paragraph J, is the SAG Executive Director, USSTRATCOM/J030. The SAG Office, USSTRATCOM/J030, manages the SAG program for CINCSTRAT.

D. MEMBERSHIP.

1. Membership will be limited to the minimum number necessary to accomplish the committee's objectives as determined by CINCSTRAT. All members will be appointed as individual consultants to CINCSTRAT. All membership issues will be coordinated with the SAG Chairman.

2. Membership on the SAG is for a period of four years.

3. CINCSTRAT will select the Chairman of the SAG from the civilian membership.

4. Each principal member should be an outstanding individual actively engaged in a field associated with strategic policy formulation, nuclear weapon design and effects, weapon system vulnerabilities, national command, control, and communications, or other important aspects of the Nation's strategic forces. Principal members who are not full-time government employees will possess unique qualifications in their field and will represent the segment of the national security policy or scientific and technical community in which they work. They will provide CINCSTRAT with the views of their respective communities.

5. SAG military associate membership will consist of four active duty flag officers--one each from the Joint Staff, the U.S. Army, the U.S. Navy, and the U.S. Air Force. Each will possess policy, scientific, technical or strategic expertise not normally available to CINCSTRAT.

6. All members will provide an annual statement of financial interests for CINCSTRAT review and evaluation. This review will be accomplished by the SAG Executive Director, USSTRATCOM/J030, and the Ethics Counselor, Office of the Staff Judge Advocate, USSTRATCOM/J060. All financial interest statements provided by SAG members or prospective members will be kept on file in the SAG Office, USSTRATCOM/J030.

E. APPOINTMENT PROCEDURES.

1. Full-time salaried employees of the government or military associate members.

a. CINCSTRAT may appoint and reappoint.

b. Appointees will provide CINCSTRAT with biographical data and a statement of financial interests. Administrative paperwork associated with the appointment of individual consultants to the SAG will be accomplished by each prospective appointee and submitted to USSTRATCOM/J030 for review prior to appointment.

c. The SAG Executive Director will notify the Office of the Chairman of the Joint Chiefs of Staff at the time such an appointment is made.

2. Non-government members (may include retired military and retired government service employees).

a. Approval authority rests with the Secretary of Defense or his/her designee.

b. Prospective nominees and renominees will provide CINCSTRAT with the administrative paperwork associated with the appointment.

c. All non-government advisory committee members must be appointed as individual consultants.

3. Other appointment procedures that apply to government, military associate, and non-government members:

a. SAG members may not attend subcommittee meetings until they have been properly approved or appointed. However, they may attend as an invited guest of the Subcommittee Chairman.

b. The SAG Executive Director will forward nomination or renomination packages to the Office of the Director of the Joint Staff at least 60 days prior to the desired appointment date for forwarding to the Office of the Secretary of Defense for final approval.

c. Procedures for nomination and renomination are identical. The authority to renominate a member for an additional four-year term rests with CINCSTRAT and the SAG Chairman.

d. Individuals may not serve as advisory committee members for more than four years unless approved by the Secretary of Defense, the Deputy Secretary of Defense, or the Assistant to the Secretary of Defense.

F. MEETINGS.

1. As the Designated Federal Official, CINCSTRAT shall:

a. Approve or call all meetings of the SAG;

b. Approve the agenda for SAG meetings;

c. Attend the meetings; and

d. Adjourn the meetings when he determines adjournment is in the public interest.

2. Plenary sessions will convene on an "as required" basis, usually twice annually. Normally two days in duration, these sessions usually convene at Offutt AFB, Nebraska. On occasion, the SAG may meet elsewhere when such locations contribute to the matters being studied. Members may not send substitutions to attend plenary sessions in their absence.

3. CINCSTRAT will notify the Joint Staff/J-1, Staff Management Branch, at least 45 days prior to a scheduled SAG meeting so that notification can be published in the Federal Register 15 days in advance. If the meeting is to be closed to the public, a request to close the meeting must also be accomplished and approved at this time.

4. The SAG Chairman will certify the accuracy of the minutes of each meeting.

5. CINCSTRAT will provide a copy of the minutes of each SAG meeting to each SAG member, if requested, and to senior members of the USSTRATCOM staff, if requested. The official copy of the SAG meeting minutes will be maintained on file in the SAG Office, USSTRATCOM/J030.

G. REPORTS.

1. In accordance with Public Law 92-463, Federal Advisory Committee Act, 6 October 1972, and as directed by the Joint Staff, CINCSTRAT will forward annually:

a. An input to the President's Annual Report on Federal Advisory Committees annotating all costs associated with supporting the SAG and will include an analysis of the need for continuing the SAG.

b. A summary of the activities of the SAG which were closed to the public and such related matters as would be informative to the public consistent with the policy of Section 552 b(c) of Title 5, USC.

2. CINCSTRAT will submit additional reports as directed by the Joint Staff.

H. SUBCOMMITTEES AND SPECIAL STUDY GROUPS.

1. When, in the opinion of CINCSTRAT or the SAG Chairman, issues falling within the purview of the SAG require additional research or study, subcommittees may be formed to perform the necessary investigations. These subcommittees will be composed of current SAG members, and special SAG advisors as required, and will report the results of their research to CINCSTRAT and the SAG membership during a duly convened SAG meeting. CINCSTRAT, in consultation with the SAG Chairman, will appoint the subcommittee chairmen and make SAG member assignments to the SAG subcommittees. The Subcommittee Chairman will hold subcommittee meetings as required throughout the year and in locations as he/she deems appropriate.

a. CINCSTRAT will assign a USSTRATCOM Flag Officer to each subcommittee to support and focus the subcommittee's work. The USSTRATCOM Flag Officer will, in turn, appoint a Liaison Officer and an Action Officer from his/her directorate to perform required duties. The Liaison Officer will serve as the Subcommittee Chairman's right hand and focus the subcommittee in the absence of the assigned Flag Officer. The Action Officer will serve at the direction of the Liaison Officer and is responsible for reporting and administering the subcommittee's membership, meetings, and visits to USSTRATCOM. The Action Officer will prepare meeting minutes for each meeting and submit to the SAG Office for file within ten working days.

b. Furthermore, the Directors (J2, J3/J4, J5, and J6) may appoint one Officer of Corollary Responsibility (OCR) from his/her directorate in the grade of O-5 or GS/GM-14 to each of the other SAG subcommittees for the purposes of direct reporting of the meeting to the Director and to represent his/her directorate on issues requiring explanation or resolution during the SAG subcommittee meeting. These USSTRATCOM OCRs will send no substitutes to meetings. OCRs will not engage in the discussion during subcommittee meetings except as noted above and will not attend the semiannual SAG plenary meetings.

2. When, in the opinion of CINCSTRAT or the SAG Chairman, issues falling within the purview of the SAG require additional focused research or study during a limited duration, CINCSTRAT may form special study groups to perform the necessary investigations. These special study groups will be composed of current SAG members and special SAG advisors. CINCSTRAT, in consultation with the SAG Chairman, will appoint the Chairman of the SAG Special Study Group. CINCSTRAT may appoint a USSTRATCOM Flag Officer, who may in turn appoint a Liaison Officer and Action Officer from his/her directorate, to assist a SAG special study group. At the very least, the SAG Office must ensure the meetings are properly conducted and recorded under the guidelines of this charter.

3. The USSTRATCOM Flag Officer and the Subcommittee or Special Study Group Chairman determine who attends the SAG subcommittee and special study group deliberations. Briefers will not typically remain in meetings unless so invited. SAG members must be afforded the atmosphere of non-attribution for free and open discussion without fear of reprisals.

4. Subcommittees and special study groups may solicit the expert opinions of special SAG advisors during the course of their research. The Subcommittee or Special Study Group Chairman is responsible for nominating any special SAG advisor to participate in their deliberations. Any special SAG advisor attending these meetings on an occasional basis for the purpose of providing supporting briefings, research, analyses, etc. must acknowledge his/her services to the subcommittee or special study group are entirely gratuitous in nature in advance of meeting attendance. The use of special SAG advisors for this work must be approved in advance by the SAG Executive Director, USSTRATCOM/J030. Any special SAG advisor used on a continuing basis for a subcommittee or special study must submit an Office of Government Ethics (OGE) Form 450, Executive Branch Confidential Financial Disclosure Report, to be approved by the Office of the Staff Judge Advocate, USSTRATCOM/J060, before being allowed to participate to ensure there are no conflicts of interest. Additionally, a statement must be provided endorsing his/her familiarity with ethical conduct and intention to provide service in a gratuitous manner. Financial disclosure report forms and endorsements will be provided to special SAG advisors by the SAG Office, USSTRATCOM/J030.

I. SUPPORT/OPERATING EXPENSES.

1. CINCSTRAT will provide the necessary administrative, fiscal, and secretarial support for the group. An estimated 4.1 man-years will be required annually to support the SAG.

2. The estimated annual operating expenses will be \$115,000 in travel and related miscellaneous costs (not including personnel salaries). Members and special SAG advisors will not be paid salaries, wages or compensation attributable to their services. However, if absolutely necessary and if requested, they may be reimbursed for travel and daily expenses incurred in connection with their services.

J. REFERENCES.

1. Public Law 92-463, Federal Advisory Committee Act, 6 October 1972.

2. Executive Order Number 12024, Transfer of Certain Advisory Committee Functions, 1 December 1977, 42 F.R. 61445.

3. Federal Register, Part II, 5 October 1989, Part VI, GSA, 41 CFR Part 101-6, Federal Advisory Committee Management, Final Rule, 2 December 1987.

4. DoD 5105.4, Department of Defense Federal Advisory Committee Management Program, 5 September 1989.

5. OSD Administrative Instruction Number 2, Employment of Experts and Consultants, 6 January 1989.

6. DoD 5500.7-R, 30 August 1993, Joint Ethics Regulation.

7. DoD 5025.1-M, 15 August 1994, DoD Directives System Procedures, Chapter 8, Federal Register System.

K. APPROVED. 28 February 1998

C. ORGANIZATION.

1. The SAG will be organized and operated in accordance with the appropriate provisions of the references listed in Paragraph J.

2. The SAG will report to CINCSTRAT.

3. CINCSTRAT will function as the Designated Federal Official for the SAG. In case of a conflict with CINCSTRAT's schedule, he may appoint the Deputy CINCSTRAT or the senior USSTRATCOM flag officer as his designated representative, providing this designation is made a matter of record for SAG management purposes.

4. The Advisory Committee Officer, charged with day-to-day management of the SAG and appointed in compliance with governing directives in Paragraph J, is the SAG Executive Director, USSTRATCOM/J030. The SAG Office, USSTRATCOM/J030, manages the SAG program for CINCSTRAT.

D. MEMBERSHIP.

1. Each principal member should be an outstanding individual actively engaged in a field associated with strategic policy formulation, nuclear weapon design and effects, weapon system vulnerabilities, national command, control, communications, and intelligence, or other important aspects of the Nation's strategic forces. Principal members who are not full-time government employees will possess unique qualifications in their field and will represent the segment of the national security policy or scientific and technical community in which they work. They will provide CINCSTRAT with the views of their respective communities.

2. Membership on the SAG is for a period of four years.

3. CINCSTRAT will select the Chairman of the SAG from the civilian membership.

4. Membership will be limited to the minimum number necessary to accomplish the committee's objectives as determined by CINCSTRAT. All members will be appointed as individual consultants to CINCSTRAT. All membership issues will be coordinated with the SAG Chairman.

5. SAG military associate membership will consist of three active duty flag officers--one each from the Joint Staff, the U.S. Navy, and the U.S. Air Force. Each will possess policy, scientific, technical or strategic expertise not normally available to CINCSTRAT.

6. All members will provide an annual statement of financial interest for CINCSTRAT review and evaluation. This review will be accomplished by the SAG Executive Director, USSTRATCOM/J030, and the Ethics Counselor, Office of the Staff Judge Advocate, USSTRATCOM/J060. All financial interest statements provided by SAG members or prospective members will be kept on file in the SAG Office, USSTRATCOM/J030. Additionally, a statement must be provided endorsing his/her familiarity with ethical conduct and intention to provide service in a gratuitous manner.

E. APPOINTMENT PROCEDURES.

1. Full-time salaried employees of the government or military associate members.

a. CINCSTRAT may appoint and reappoint.

b. Appointees will provide CINCSTRAT with biographical data and a statement of financial interests. Administrative paperwork associated with the appointment of individual consultants to the SAG will be accomplished by each prospective appointee and submitted to USSTRATCOM/J030 for review prior to appointment.

c. The SAG Executive Director will notify the Office of the Chairman of the Joint Chiefs of Staff when such an appointment is made.

2. Non-government members (may include retired military and retired government service employees).

a. Approval authority rests with the Secretary of Defense or his/her designee.

b. Prospective nominees and renominees will provide CINCSTRAT with the administrative paperwork associated with the appointment.

c. All non-government advisory committee members must be appointed as individual consultants.

3. Other appointment procedures that apply to all members:

a. SAG members may not attend panel meetings until they have been properly approved or appointed. However, they may attend as an invited guest of the Panel Chairman.

b. The SAG Executive Director will forward nomination or renomination packages to the Office of the Director of the Joint Staff at least 60 days prior to the desired appointment date for forwarding to the Office of the Secretary of Defense for final approval.

c. Procedures for nomination and renomination are identical. The authority to renominate a member for an additional four-year term rests with CINCSTRAT and the SAG Chairman.

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1. As the Designated Federal Official, CINCSTRAT shall:

a. Approve or call all meetings of the SAG;

b. Approve the agenda for SAG meetings;

c. Attend the meetings; and

d. Adjourn the meetings when he determines adjournment is in the public interest.

2. Plenary sessions will convene on an "as required" basis, usually twice annually. Normally two days in duration, these sessions usually convene at Offutt AFB, Nebraska. On occasion, the SAG may meet elsewhere, when such locations contribute to the matters being studied. Members may not send substitutes to attend plenary sessions in their absence. CINCSTRAT and the SAG Chairman determine guest invitation list to the plenary.

3. CINCSTRAT will notify the Joint Staff/J-1, Staff Management Branch, at least 45 days prior to a scheduled SAG plenary so that notification can be published in the Federal Register 15 days in advance. If the plenary is to be closed to the public, a written determination, in accordance with Title 5, United States Code and cognizant DoD directives, must be accomplished and approved at this time.

4. Meetings will be conducted in an atmosphere of non-attribution.

5. The SAG Chairman will certify the accuracy of the minutes of each plenary.

6. CINCSTRAT will provide a copy of the SAG plenary minutes to each SAG member and USSTRATCOM Flag Officer/Civilian SES, if requested. The official copy of the SAG plenary minutes will be maintained on file in the SAG Office, USSTRATCOM/J030.

G. REPORTS.

1. In accordance with Public Law 92-463, Federal Advisory Committee Act, 6 October 1972, and as directed by the Joint Staff, CINCSTRAT will forward annually:

a. An input to the President's Annual Report on Federal Advisory Committees annotating all costs associated with supporting the SAG and will include an analysis of the need for continuing the SAG.

b. A summary of the activities of the SAG which were closed to the public and such related matters as would be informative to the public consistent with the policy of Section 552 b(c) of Title 5, USC.

2. CINCSTRAT will submit additional reports as directed by the Joint Staff.

H. PANELS.

1. When, in the opinion of CINCSTRAT or the SAG Chairman, issues falling within the purview of the SAG require additional research or study, panels may be formed to perform the necessary investigations. These panels will be composed of current SAG members and special SAG advisors as required, and will report the results of their research to CINCSTRAT and the SAG membership during a duly convened SAG plenary. CINCSTRAT, in consultation with the SAG Chairman, will appoint the panel chairmen and make SAG member assignments to the panels. The Panel Chairmen will hold meetings as required and in locations as he/she deems appropriate.

a. CINCSTRAT will assign a USSTRATCOM Flag Officer/Civilian SES to each panel to support and focus the panel's work. The USSTRATCOM Flag Officer/Civilian SES will normally attend all panel deliberations and plenary sessions.

b. The USSTRATCOM Flag Officer/Civilian SES will appoint a Liaison Officer and an Action Officer from his/her directorate to support any assigned panel. The Liaison Officer, in the grade of O-6, will serve the Panel Chairman and focus the panel in the absence of the assigned Flag Officer. The Action Officer, in the grade of O-4/O-5, will serve at the direction of the Liaison Officer and is responsible for reporting and administering the panel's membership, meetings, and visits to USSTRATCOM. The Action Officer will prepare minutes for each meeting and submit to the SAG Office for file within ten working days. The Liaison/Action Officer will also attend all plenary sessions in support of their directorate and assigned panels.

c. Furthermore, the Directors (J2, J3/J4, J5, and J6) may appoint one Officer of Corollary Responsibility (OCR) from his/her directorate in the grade of O-4/O-5 or GS-13/14 to each unassigned panel. The OCR will report to the Director and represent his/her directorate on issues requiring explanation or resolution during the meeting. USSTRATCOM OCRs may not send substitutes to attend meetings in their absence.

2. The USSTRATCOM Flag Officer and Panel Chairman determine who attends the SAG panel deliberations. Briefers will not typically remain in meetings unless so invited. SAG members must be afforded the atmosphere of non-attribution for free and open discussion without fear of reprisals.

3. Panels may solicit the expert opinions of special SAG advisors during the course of their research. The Panel Chairman is responsible for nominating any special SAG advisor to participate in their deliberations. Any special SAG advisor attending these meetings on an occasional basis for the purpose of providing supporting briefings, research, analyses, etc. must acknowledge his/her services to the panel are entirely gratuitous in nature in advance of meeting attendance. The use of special SAG advisors for this work must be approved in advance by the SAG Executive Director, USSTRATCOM/J030. To ensure there are no conflicts of interest, any special SAG advisor used on a continuing basis for a panel must submit a statement of financial interest and ethical conduct for review as described in paragraph D.6. of this charter.

I. SUPPORT/OPERATING EXPENSES.

1. CINCSTRAT will provide the necessary administrative, fiscal, and secretarial support for the group. An estimated 6.4 man-years will be required annually to support the SAG.

2. The estimated annual operating expenses will be \$133,000 in travel and related miscellaneous costs (not including personnel salaries). Members and special SAG advisors will not be paid salaries, wages or compensation attributable to their services. However, if absolutely necessary and if requested, they may be reimbursed for travel and daily expenses incurred in connection with their services.

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K. FILING DATE. February 28, 2000